



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 4 AUGUST 2015

Minutes of the Ordinary Meeting of Parkes Shire Council held at the Peak Hill Ex-Services and Citizens Club, 57-61 Caswell Street, Peak Hill, commencing at 1:00 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 Peak Hill Ex-Services and Citizens Club, 57-61 Caswell Street, Peak Hill on Tuesday 4 August 2015 at 1:00pm.

PRESENT

Councillor A J Ward (in the Chair)
Councillor B J McCorkell
Councillor B F Newton
Councillor G W Pratt

Councillor M J Greenwood PSM, OAM
Councillor K M McGrath
Councillor L A O'Leary
Councillor P J Smith

IN ATTENDANCE

General Manager - K Boyd
Acting Director Technology and Corporate Services - O Jensen
Director Planning and Environment - S Campbell
Director Engineering Services - B Howard
Director Infrastructure - A Francis
Manager Governance and Corporate Strategy - B Byrnes
Minutes Secretary - E Spedding

MEETING COMMENCEMENT

The Meeting commenced at 1:30pm.

17 **CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS**

The meeting of the Ordinary Council meeting was closed to the public at 1:17pm.

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 - 303 **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 Barbara Newton, seconded Councillor Pat Smith.

CARRIED



General Manager



Deputy Mayor

17.1 Committee Minutes - EDC Airport Sub-Committee Minutes 21 July 2015

Prepared By: Director of Corporate Service

Executive Summary

Minutes of the Economic Development Committee - Airport Sub Committee Meeting held on Tuesday 21 July 2015 are attached for Council's consideration.

Recommendation

1. That the minutes of the Economic Development Committee - Airport Sub Committee held on 21 July 2015 be noted and the recommendations be adopted.

15 - 304 Resolution

That the recommendation be adopted.

Moved Councillor Michael Greenwood, seconded Councillor George Pratt.

CARRIED

17.2 Committee Minutes - Economic Development Committee Meeting 21 July 2015

Prepared By: Director of Corporate Service

Executive Summary

Minutes of the Economic Development Committee Meeting held on Tuesday 21 July 2015 are attached for Council's consideration.

Recommendation

1. That the minutes of the Economic Development Committee held on 21 July 2015 be noted and the recommendations be adopted.

15 - 305 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Michael Greenwood.

CARRIED



General Manager



Deputy Mayor

17.3 (DI) Water and Sewage Treatment Plant EOI

Prepared By: Director Infrastructure

Executive Summary

The Expression of Interest for the Water and Sewage Treatment Plants was formally called on the 18 May 2015. A public briefing was held on Tuesday 2 June 2015 in Parkes. The public briefing was well attended by the industry and a wide selection of potential respondent's were present at the meeting and registered their interest in the projects. The EOI closed on the 19 June 2015. In total 9 submissions were received from respondents who had expressed an interest in the projects.

Recommendation

1. That Council proceed to the Selective Tenderer Involvement phase of the procurement cycle with three (3) contractors being John Holland Pty Ltd, Haslin-Aquatech Maxcon Joint Venture and Monodelphous Group Limited.

15 - 306 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

There being no further Confidential business the Chair declared the Closed section of meeting closed at 1:37pm for lunch.

The meeting resumed at 2:00pm.

The Chair welcomed all present in the gallery to the meeting.



General Manager



Deputy Mayor

1 PRAYER

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

2 APOLOGIES

15 - 307 Resolution

That Councillor Ken Keith be granted leave of absence (REASON: Absent from Parkes), and that Councillor Bob Haddin be granted leave of absence (REASON: Absent from Parkes).

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

15 - 308 Resolution

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 21 July 2015 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

4 DECLARATIONS OF INTEREST

Nil.

5 NOTICES OF MOTION/RESCISSION

Nil.

6 LATE BUSINESS

Nil.



General Manager



Deputy 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.

Recommendation

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

15 - 309 Resolution

That the information be received and noted.

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

CARRIED

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 - 310 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Pat Smith.

CARRIED



General Manager



Deputy Mayor

7.3 Mayoral Minute - Parkes Elvis Festival Gold Winner - 2015 Inland Tourism Awards

Executive Summary

The 2015 Parkes Elvis Festival has been named Gold Winner in the Festival and Events Category of the *2015 Travel In Inland Tourism Awards*, a celebration of regional tourism, held in Broken Hill on Saturday 25 July 2015.

Elvis Festival Director Emily Mann, Festival Marketing and Sponsorship Officer Beth Link and Tourism and Marketing Manager Katrina Dwyer were present on the night to receive the award.

Recommendation

1. That the information be received and noted.

15 - 311 Resolution

That the information be received and noted.

Moved Councillor Belinda McCorkell, seconded Councillor Barbara Newton.

CARRIED

7.4 Mayoral Minute - Boomerang March

Executive Summary

The RSL Sub-Branch and Cooee March 2015 Association are coordinating the Boomerang March Recognition Event to be held in Parkes on 30th and 31st October. They are seeking Council's support to aid in the organisation of the event.

Recommendation

1. That a Civic Reception be held on Friday 30 October between 5-6pm to recognise the event.
2. That Council provide the customary support to the RSL Sub-Branch to aid in the organisation of this event.

15 - 312 Resolution

That the recommendations be adopted.

Moved Councillor Louise O'Leary, seconded Councillor George Pratt.

CARRIED



General Manager



Deputy 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 is from Laurie & Marilyn Clarke of Coventry.

Recommendation

That the information be received and noted.

15 - 313 Resolution

That the information be received and noted.

Moved Councillor Michael Greenwood, seconded Councillor Barbara Newton.

CARRIED

9.2 (ICR) Request for Financial Assistance - 2015 Youth Parliament

Executive Summary

Correspondence has been received from Parkes student Rebeckah Auld advising that she has been accepted to participate in the YMCA New South Wales Youth Parliament 2015.

Recommendation

1. That Council make a contribution of \$300.00 to assist Ms Auld to attend the 2015 Youth Parliament.
2. That Ms Auld make a presentation to Council following the holding of the Youth Parliament in relation to the experiences gained.

15 - 314 Resolution

That the recommendations be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor Pat Smith.

CARRIED



General Manager



Deputy Mayor

9.3 (ICR) Request for Sponsorship - Camp Quality Tractor Trek

Executive Summary

The Central West Camp Quality Volunteer group are staging their fourth Tractor Trek in the Central West to raise funds for Camp Quality. They are proposing to hold the event from 15 - 20 September 2015 and are seeking sponsorship.

Recommendation

1. That Council support the Central West Camp Quality 2015 Tractor Trek with a \$500 Bronze Sponsorship package. With funds to be allocated from the 2015/2016 Section 356 fund.

15 - 315 Resolution

That the recommendation be adopted.

Moved Councillor Louise O'Leary, seconded Councillor George Pratt.

CARRIED

9.4 (ICR) Request for Support - Peak Hill Central School Aboriginal Dance Ensemble

Executive Summary

The Peak Hill Central School are seeking support for their Aboriginal Dance Ensemble to attend the 2015 Schools Spectacular to be held at the Sydney Entertainment Centre in November.

Recommendation

1. That Council support the attendance of the Peak Hill Central School Aboriginal Dance Ensemble at the 2015 Schools Spectacular with a \$500.00 donation.

15 - 316 Resolution

1. That Council support the attendance of the Peak Hill Central School Aboriginal Dance Ensemble at the 2015 Schools Spectacular with a \$1,000.00 donation.

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

CARRIED



General Manager



Deputy Mayor

10 GENERAL MANAGER'S REPORT

10.1 (GM) Financial Assistance Grants for Local Government

Executive Summary

Correspondence has been received from the Australian Local Government Association (ALGA) seeking support for restoring the indexation of Financial Assistance Grants (FAGs) and to address their adequacy.

Recommendation

1. That Council acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure.
2. That Council acknowledges that it has received \$5,521,351 million in 2014-15 and that the non-indexation of FAGs from 2014-14 to 2017-18 will result in a loss of FAGs revenue of \$4.481 million over ten years.
3. That Council will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.

15 - 317 Resolution

That the recommendations be adopted.

Moved Councillor Barbara Newton, seconded Councillor George Pratt.

CARRIED



General Manager



Deputy Mayor

10.2 (GM) Local Government NSW Annual Conference - 11-13 October 2015

Executive Summary

The Local Government NSW Annual Conference will be held from Sunday 11 October to Tuesday 13 October 2015 at Rosehill Gardens Racecourse.

The conference is normally attended by the Mayor, Deputy Mayor, one to two interested Councillors on a rotational basis, and the General Manager.

Councils are requested to identify the most important issues which they believe are causing concern to Council and/or the local community and provide these details to the Association prior to 24 August 2015.

Recommendation

1. That Council consider motions identifying important issues which they believe are causing concern to Council and/or the local community and forward a submission to the Local Government NSW for discussion at the Local Government NSW Conference.
2. That the Mayor, Deputy Mayor and General Manager be offered attendance at the conference plus one to two interested Councillors.

15 - 318 Resolution

That the recommendations be adopted.

Moved Councillor Barbara Newton, seconded Councillor Pat Smith.

CARRIED



General Manager



Deputy Mayor

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

11.1 (DTCS) Peak Hill Gold Mine Project Update

Executive Summary

An update of activities undertaken and planned for the refurbishment of the tourism components of the Peak Hill Gold Mine.

Recommendation

1. That Council endorse the attached site access plans
2. That Council endorse the aspirational tasks outlined within the report regarding the proposed enhancements of the Peak Hill Gold Mine.

15 - 319 Resolution

1. That Council endorse the attached site access plans.
2. That Council endorse the aspirational tasks outlined within the report regarding the proposed enhancements of the Peak Hill Gold Mine.
3. That the caravan at the site entry be removed as a priority.

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

CARRIED



General Manager



Deputy Mayor

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) Various Matter - Peak Hill

Executive Summary

This report highlights various matters of interest to the Peak Hill Community and provides a summary update of their current status.

Recommendation

1. That the information be noted.

15 - 320 Resolution

1. That the information be noted.
2. That Council investigate a pigeon management program.
3. That Council further investigate the issues associated with the AIF Hall.

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

CARRIED

13 DIRECTOR ENGINEERING SERVICES REPORT

13.1 (DES) Peak Hill Works Progress Report

Executive Summary

A progress report for associated works within the Peak Hill area is provided for Council's information.

Recommendation

1. That the information on the current Works Progress Report be noted.

15 - 321 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

CARRIED



General Manager



Deputy Mayor

13.2 (DES) Learn to Swim Week and AustSwim Accredited Swim School

Executive Summary

A request has been received from a Learn to Swim provider for free entry and lane hire for participants and parents involved in Learn to Swim Week which commences 28 September to 2 October 2015.

The provider is proposing to conduct free lessons to the public during this week and is asking for free lane hire and free entry to participants and parents to the Parkes Pool.

The provider also seeks Council's endorsement of her business becoming an AUSTSWIM accredited Swim School.

Through the endorsement of both activities, Council's Parkes Aquatic Centre will be publicised through the AUSTSWIM and Learn to Swim Week websites..

Recommendation

1. That Council approve the provision of free lane hire and free pool entry for participants and parents of the Learn to Swim Week lessons scheduled for 30 September 2015.
2. That Council endorse an application for the Learn to Swim Provider to become an AUSTSWIM accredited Swim School.

15 - 322 Resolution

That the recommendations be adopted.

Moved Councillor Louise O'Leary, seconded Councillor Belinda McCorkell.

CARRIED



General Manager



Deputy Mayor

13.3 (DES) Request for Use of Cooke Park - Australian Breastfeeding Association Children's Markets

Executive Summary

A request has been received from the Australian Breastfeeding Association (Parkes/Forbes Group) seeking permission to hold Children's Markets in Cooke Park on Saturday 7 November 2015 from 8:00am to 1:00pm.

Recommendation

1. That permission to use Cooke Park on Saturday 7 November 2015 for the Australian Breastfeeding Association (Parkes/Forbes Group) be granted, subject to the organisers complying to the following conditions:
 - Obtaining approval under Part D Community Land, Section 68 of the Local Government Act 1993;
 - Obtain approval for the Local Area Command - Schedule 1 - Notice of intention to hold a public gathering;
 - Complete a Risk Assessment and Management Plan to the satisfaction of Council;
 - Meet all obligations imposed by Council staff in relation to the abovementioned matters;
 - That no pegs or stakes be driven into the earth without prior consultation with the Parks and Gardens Supervisor;
 - Possess sufficient insurance (not less than \$20 million coverage) for the activities proposed and providing proof of same;
 - Leaving the Park in a clean and tidy condition at the conclusion of the event.
2. That Council provide extra bins, including recycling bins for the event and assist in waste management.
3. That Council make power available on the day of the event.

15 - 323 Resolution

That the recommendations be adopted.

Moved Councillor Belinda McCorkell, seconded Councillor Pat Smith.

CARRIED

14 DIRECTOR INFRASTRUCTURE REPORT

Nil.



General Manager



Deputy Mayor

15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Parkes Shire Cultural Advisory Committee Meeting held 21 July 2015

Executive Summary

The Parkes Shire Cultural Advisory Committee met on 21 July 2015. The Minutes of the meeting are attached.

Recommendation

1. That the Minutes of the Parkes Cultural Advisory Committee meeting held on 21 July 2015 be adopted.
2. That the updated Towns Presentation Improvement July 2015 Policy be adopted.
3. That creating an art gallery within the Library/Coventry complex (and further developed civic area at the Little Theatre), OR above the Council carpark, OR at a location in Clarinda Street, are the preferred art gallery options to investigate.
4. That these preferred options be investigated in conjunction with the CBD Vibrancy Program project and Council's Strategic Planner.

15 - 324 Resolution

That the recommendations be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Barbara Newton.

CARRIED

16 QUESTIONS AND MATTERS OF URGENCY

Nil.



General Manager



Deputy Mayor

There being no further business the Deputy Mayor declared the meeting closed at 3:07pm.

At this stage being 3:12pm the Deputy Mayor thanked the Peak Hill Community for allowing Council to conduct the meeting at the Peak Hill Ex-Services and Citizens Club. The Deputy Mayor then invited the gallery to address Council on any issues they would like to bring to Council's attention.

Mrs Betty Zdan, President Peak Hill Business and Tourism Association, raised the following concerns

- Concerns with the Peak Hill Open Cut Experience Master Plan. There are 14 (approximately) adjustments that are suggested to be made to the plan, including plantings that aren't relevant to the aboriginal culture of the area. Betty enquired when the Master Plan was being tabled for Council's endorsement, and whether the community would be able to make comment on the plans.

Acting Director Technology and Corporate Services advised the Master Plan in it's entirety has not been tabled to Council yet and that the Peak Hill Community would be consulted further in the completion of the Master Plan.

- Enquired whether Council can assist in gaining grants to help supervise/maintain assets for some of the premises in Peak Hill

Director Planning and Environment advised that the groups need to directly contact Council for enquiries in gaining grant funding. Council is currently addressing such issues with the AIF Hall repairs.

Mr Dick Baxter, President Peak Hill Community Consultative Committee, raised the following concerns

- The condition of the rear end of the Peak Hill AIF Hall has been an ongoing issue for many years and is an eyesore to the town. The state of the building needs to be urgently fixed for insurance matters.

Director Planning and Environment advised that Council is currently pursuing repairs to the roof of the building. Council is also planning a meeting with stakeholders for the building to discuss grant opportunities to undertake the repairs.

The Deputy Mayor thanked the community for their attendance and invited all present in the gallery to join the Councillors and staff for afternoon tea.



General Manager



Deputy 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



Deputy 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
Wednesday 22 July 2015	Clean TeQ Medals and Parkes Shire Council Meeting Mayor KJ Keith, Director Planning & Environment S Campbell, Economic & Business Development Manager A Wyllie
Thursday 23 July 2015	Oberon Mayor John McMahon's Funeral Mayor KJ Keith
Friday 24 July 2015	Life Education CEO Interviews Mayor KJ Keith
Thursday 23 July 2015	Trundle Community Consultative Committee Meeting Councillor GW Pratt
Friday 24 July 2015	Life Education CEO Interviews Mayor KJ Keith
Saturday 25 July 2015	Jenni's Rundraiser Dinner Mayor KJ Keith
Saturday 25 July 2015	Parkes Girl Guides Artwork Exhibition - Official Opening Deputy Mayor AJ Ward



General Manager



Deputy Mayor

Date	Function
Monday 27 July 2015	Boomerang March Event Meeting Mayor KJ Keith
Monday 27 July 2015	MBIRA Teleconference Mayor KJ Keith, General Manager K Boyd, Economic & Business Development Manager A Wyllie
Monday 27 July 2015	Citizenship Ceremony - Ms Kaniz Fatema Mayor KJ Keith, General Manager K Boyd
Monday 27 July 2015	Peak Hill Advancement Association Meeting Councillor LA O'Leary
Monday 27 July 2015	Parkes Early Childhood Meeting Councillor PJ Smith
Tuesday 28 July 2015	Meals on Wheels Meeting Councillor PJ Smith
Tuesday 28 July 2015	Forbes Shire Council Networking Evening Mayor KJ Keith, Elvis Festival Director E Mann, Festival Sponsorship & Marketing Coordinator B Link, Tourism & Marketing Manager K Dwyer
Tuesday 28 July 2015	Brand Parkes Presentation - findings, design directions and positioning Mayor KJ Keith, Deputy Mayor AJ Ward, Councillors MJ Greenwood and BJ McCorkell, General Manager K Boyd, Economic & Business Development Manager A Wyllie, Tourism & Economic Development Projects Officer K Hendry, Tourism & Marketing Manager K Dwyer
Tuesday 28 July 2015	Meeting with LGNSW - Keith Rhodes and Donna Rygate Mayor KJ Keith, Deputy Mayor AJ Ward, Councillor MJ Greenwood, General Manager K Boyd
Wednesday 29 July 2015	RFS Service Agreement Meeting Deputy Mayor AJ Ward and Director Engineering Services B Howard
Wednesday 29 July 2015	Lachlan Local Area Command Awards Mayor KJ Keith
Wednesday 29 July 2015	Harrison Park Lighting Upgrade - Official Opening Mayor KJ Keith, General Manager K Boyd, Director Engineering Services B Howard
Thursday 30 July 2015	Sunrise Broadcast Mayor KJ Keith
Thursday 30 July 2015	Centroc General Managers meeting (GMAC) General Manager K Boyd
Thursday 30 July 2015	Peak Hill Central School - 125 Year Celebrations Mayor KJ Keith, Councillor LA O'Leary
Monday 03 August 2015	Elvis Revival Committee meeting Deputy Mayor AJ Ward



General Manager



Deputy Mayor

Attachments

Nil.



General Manager



Deputy 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
Tuesday 04 August 2015	Council Meeting - Peak Hill All Councillors and Senior Staff Meetings prior to Council meeting Risk Review Committee Meeting <i>Deputy Mayor AJ Ward, General Manager K Boyd, Manager Governance & Corporate Strategy B Byrnes, Chief Financial Officer O Jensen</i>
Tuesday 04 August to Wednesday 05 August	Toowoomba Transport & Logistics Symposium Mayor KJ Keith, Economic & Business Development Manager A Wyllie
Wednesday 05 August 2015	Elvis Festival Committee Meeting Deputy Mayor AJ Ward, Elvis festival Director E Mann, Festival Sponsorship & Marketing Coordinator B Link, Chief Financial Officer O Jensen, Tourism & Marketing Manager K Dwyer
Wednesday 05 August 2015	Rural Roads Advisory Group Meeting Councillors KM McGrath, LA O'Leary, Director Engineering Services B Howard



General Manager



Deputy Mayor

Date	Function
Thursday 06 August 2015	Country Mayor's Association Meeting Mayor KJ Keith, Deputy Mayor AJ Ward
Thursday 06 August 2015	Life Education Australia Board Meeting Mayor K Keith
Thursday 06 August 2015	Jay Bacik Farewell - Life Education CEO Mayor KJ Keith
Thursday 06 August 2015	LGNSW Awards Deputy Mayor AJ Ward and Elvis Festival Director E Mann
Tuesday 11 August 2015	Lachlan Health Council Meeting Mayor KJ Keith
Tuesday 11 August 2015	Parkes Sports Council AGM Mayor KJ Keith, Councillors MJ Greenwood and LA O'Leary
Wednesday 12 August 2015	Centroc Board Meeting - Parliament House Canberra Mayor KJ Keith, General Manager K Boyd
Wednesday 12 August 2015	Parkes Chamber of Commerce meeting Deputy Mayor AJ Ward (Councillor McCorkell is alternate)
Wednesday 12 August 2015	Traffic Committee meeting Councillor KM McGrath (Councillor RC Haddin is alternate)
Wednesday 12 August 2015	Tullamore & District Community Consultative Committee Councillor GW Pratt
Thursday 13 August 2015	Association of Mining Related Council Inc - Third Ordinary Meeting Councillor MJ Greenwood
Thursday 13 August 2015	PSC and Essential Energy Street Light Meeting Mayor KJ Keith, General Manager K Boyd, Director Engineering Services B Howard
Thursday 13 August 2015	2015 Skillset Awards Deputy Mayor AJ Ward
Friday 14 August 2015 to Saturday 15 August 2015	Tullamore Show Day
Tuesday 18 August 2015	Council Meeting All Councillors and Senior Staff
	Meetings prior to Council meeting Parkes Heated Pool Planning Committee <i>Member Councillors: Cr BJ McCorkell (Chair) Cr RC Haddin, Cr KM McGrath and Cr MJ Greenwood Together with Kent Boyd General Manager, Director Engineering Services B Howard, Chief Financial Officer O Jensen, Manager Governance and Corporate Planning B Byrnes and Manager Support Services S Ross</i>



General Manager



Deputy Mayor

Attachments

Nil.



General Manager



Deputy Mayor

7.3 Mayoral Minute - Parkes Elvis Festival Gold Winner - 2015 Inland Tourism Awards

Executive Summary

The 2015 Parkes Elvis Festival has been named Gold Winner in the Festival and Events Category of the *2015 Travel In Inland Tourism Awards*, a celebration of regional tourism, held in Broken Hill on Saturday 25 July 2015.

Elvis Festival Director Emily Mann, Festival Marketing and Sponsorship Officer Beth Link and Tourism and Marketing Manager Katrina Dwyer were present on the night to receive the award.

Background Information

The Inland Tourism Awards are held annually to acknowledge excellence in tourism in the four regional tourism areas of Central, Inland, Murray and Riverina.

Legislative or Policy Implications

Nil.

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Nil.

Recommendation

1. That the information be received and noted.

General Manager

Deputy Mayor

Report

The 2015 Parkes Elvis Festival has been named Gold Winner in the Festival and Events Category of the *2015 Travel In Inland Tourism Awards*, a celebration of regional tourism, held in Broken Hill on Saturday 25 July 2015.

Elvis Festival Director Emily Mann, Festival Marketing and Sponsorship Officer Beth Link and Tourism and Marketing Manager Katrina Dwyer were present on the night to receive the award.

Parkes Elvis Festival was part of a record-breaking year, with 51 finalists competing in 19 categories across the four inland tourism regions.

Winners from here are catapulted to automatic finalist status at the NSW Tourism awards to be held in Sydney on November 26th.

This award is a testament to not only the hard work of Elvis Festival Director Emily Mann, supported by Les Finn, Katrina Dwyer, Beth Link and the tourism staff, but the teamwork of many staff within Council. It also recognizes the many wonderful community volunteers and ERI members, including President Cr Kenny McGrath and Deputy Mayor Cr Alan Ward, who help make the Parkes Elvis Festival such a successful event.

Attachments

1. Photo from the 2015 Inland Tourism Awards



General Manager

Deputy Mayor

7.4 Mayoral Minute - Boomerang March

Executive Summary

The RSL Sub-Branch and Cooee March 2015 Association are coordinating the Boomerang March Recognition Event to be held in Parkes on 30th and 31st October. They are seeking Council's support to aid in the organisation of the event.

Background Information

Nil.

Legislative or Policy Implications

Nil.

Recommendation

1. That a Civic Reception be held on Friday 30 October between 5-6pm to recognise the event.
2. That Council provide the customary support to the RSL Sub-Branch to aid in the organisation of this event.

Report

A meeting was held with Kim Templeton, Cooee March Association, who is coordinating the Boomerang March Recognition, 100 years after the event. The well known Cooee March from Gilgandra was one of 6 marches around NSW. One of these was the Boomerang March which started in Parkes and joined with others in Bathurst. All will be recognised this year on Remembrance Day in Sydney on 11th November.

The plan is to assemble in the 0-15 participants in Parkes on Friday 30 October. On Saturday 31st October, it is suggested we host a march similar to Anzac Day before boarding a motor train to Forbes at 11:30am.

The local RSL Sub-Branch will be coordinating the event with the assistance of Council. Rotary will be providing breakfast. It is envisaged that the morning ceremony after the March will not only recognise these "ultimate volunteers" but also all the volunteer groups in our community who do so much.

Attachments

Nil.



General Manager



Deputy 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 is from Laurie & Marilyn Clarke of Coventry.

Background Information

Nil

Legislative, Policy & Management Planning Implications

Nil

Budget & Financial Aspects

Nil

Recommendation

That the information be received and noted.

Attachments

1. Letter of thanks - Laurie & Marilyn Clarke.



General Manager



Deputy Mayor

From: Marilyn and Laurie Clarke
Date: 29 July 2015 4:27:28 pm AEST
To: "PSC"
Subject: Thanks

Please convey our thanks to the Mayor and Parkes council for gift of book and disc we've been sent.

And our regards to the authors of the book which we are finding very interesting and informative. May 27th is certainly a date we won't forget. It seems celebrations in Parkes Sydney and Coventry all went extremely well.

Congratulations and well done to all of those involved.

Thanks once again.

Regards,
Marilyn and Laurie



General Manager



Deputy Mayor

9.2 (ICR) Request for Financial Assistance - 2015 Youth Parliament

Executive Summary

Correspondence has been received from Parkes student Rebeckah Auld advising that she has been accepted to participate in the YMCA New South Wales Youth Parliament 2015.

Background Information

Council has previously sponsored Rebeckah to attend the 2014 Youth Parliament and Parkes Student Yvette Quinn to attend the 2013 Youth Parliament 2013.

Legislative or Policy Implications

Local Government Act, 1993 Section 356

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Funds will be allocated from the Section 356 vote.

Recommendation

1. That Council make a contribution of \$300.00 to assist Ms Auld to attend the 2015 Youth Parliament.
2. That Ms Auld make a presentation to Council following the holding of the Youth Parliament in relation to the experiences gained.

General Manager

Deputy Mayor

Report

Council will recall that it sponsored Ms Rebeckah Auld in 2014 and Ms Yvette Quinn in 2013 to attend the Youth Parliament. In those instances, Council made a contribution of \$300.00. It is suggested that Council again support the initiative.

Attachments

1. Correspondence received from Rebeckah Auld.



General Manager



Deputy Mayor

Rebeckah Auld



6th June 2015

Mayor Ken Keith, and
Parkes Shire Councillors
PO Box 337
Parkes NSW 2870

Dear Mr Keith,

Re: NSW Youth Parliament 2015 Sponsorship

My name is Rebeckah Auld and I have been successful in my application to participate in this year's YMCA New South Wales Youth Parliament. As you would be aware, the YMCA NSW Youth Parliament is a program that gives young people a voice in the running of NSW. It is a place where the opinions and concerns of young people in NSW are heard by those who have the power to make new laws.

I have had an interest in politics from an early age. This interest has helped fuel my passion for community development. I look forward to meeting other young people from across the state, and working with them to develop legislation that aims to overcome issues they face as youths in their local communities. In addition to the leadership and debating skills, I hope to meet like-minded young people and develop friendships that will last a lifetime.

The highlight of participating in this Program will be the opportunity to develop a piece of legislation and presenting a Bill or a Report to the NSW Parliament. I also hope to be able to develop my own personal beliefs and values on current issues by broadening my exposure, and also plan to represent the opinions and concerns of young people in NSW.

Within the Parkes community, I have been involved in a number of organisations throughout my life, including Parkes Hockey and Soccer, and the Parkes Music and Dramatic Society, of which I held the position of Junior Representative on the



General Manager



Deputy Mayor

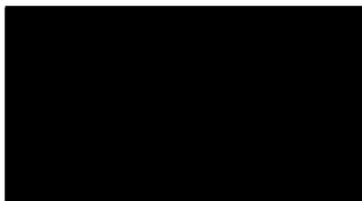
board of directors for four years. It was a privilege this year to have been selected to give the Youth address at the 2015 Anzac Day Ceremony. This year I am one of Parkes High Schools Captains and I have thoroughly enjoyed completing my duties within this position. I was pleased to be able to meet Sir Peter Cosgrove, Governor General of Australia at his recent visit to Parkes, something I will not forget.

The Youth Parliament Program includes two residential camps, the first was held earlier this year, and the second will be held in July. During the residential camp in July, along with my committee, I will be presenting a Report to the NSW Youth Parliament. Due to the residential nature of this rewarding program, there are financial costs involved for each participant, which includes travel, meals, clothing and accommodation.

I would like to take this opportunity to again formally thank the Parkes Shire Council for sponsoring me to attend Youth Parliament in 2014. I am again approaching you, with the hope that as an active young member of the local Parkes community, the Parkes Shire Council may consider assisting me with sponsorship to attend the YMCA New South Wales Youth Parliament 2015. Again, I would be more than happy to come and speak with you personally about the program in more detail.

Please feel free to contact me for any further information, and I look forward to hearing from you soon.

Kind Regards,



Rebeckah Auld

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

General Manager

A handwritten signature in blue ink, likely belonging to the Deputy Mayor.

Deputy Mayor

9.3 (ICR) Request for Sponsorship - Camp Quality Tractor Trek

Executive Summary

The Central West Camp Quality Volunteer group are staging their fourth Tractor Trek in the Central West to raise funds for Camp Quality. They are proposing to hold the event from 15 - 20 September 2015 and are seeking sponsorship.

Background Information

The initiative was supported by Council in 2014 with a Bronze Sponsorship package.

Legislative or Policy Implications

Section 356 Local Government Act, 1993

Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: 2. *Improve Health and Well Being*

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

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

Quadruple Bottom Line



Economic ★★★★★



Social ★★★★★



Environmental ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Sponsorship would be allocated from the 2015/2015 Section 356 fund.

Recommendation

1. That Council support the Central West Camp Quality 2015 Tractor Trek with a \$500 Bronze Sponsorship package. With funds to be allocated from the 2015/2016 Section 356 fund.

General Manager

Deputy Mayor

Report

The Central West Camp Quality Volunteer group are staging their fourth Tractor Trek in the Central West to raise funds for Camp Quality. They are proposing to hold the event from 15 - 20 September 2015 and are seeking sponsorship.

Camp Quality is a family cancer charity and their purpose is to create a better life for every child living with cancer no matter where they live, or where they are in their cancer journey. The 2015 Tractor Trek is going through Bathurst, Oberon, Lithgow and surrounding towns and villages over three days. The charity event is hoping to raise \$250,000 towards helping the 63 families and 155 children living with cancer in the Central West.

Local entrants Wes Westcott and Geoff Rawson are seeking Council's support for the event. It is suggested that a Bronze Sponsorship option be purchased to support the Tractor Trek event at a cost of \$500. There are sufficient funds in the section 356 vote to cover this donation.

Local promotional materials such as posters and stickers will be given to the two local entrants to display on their tractor to promote our region.

Attachments

1. 2015 Sponsorship Proposal from Camp Quality Tractor Trek



General Manager



Deputy Mayor

2015 Sponsorship Options

Platinum Supporter - \$4,000
This will support one family completely for 12 months

- Individual large banner at official functions
- Acknowledgment as supporter of 2 legs of the Trek
- Acknowledgment as a Platinum supporter at official functions
- Logo and recognition on the Camp Quality Tractor Trek website as a Platinum supporter with link back to your website
- Logo on official dinner programs and on a tractor
- Logo on front of event brochure
- Distribution of company handouts during Trek
- Individual small banner displayed at official dinners
- Recognition as a Platinum supporter in media releases and posters advertising the event

Gold Supporter - \$2,500
This will allow us to send one family to a family camp

- Acknowledgment as supporter of one of the legs of the trek
- Acknowledgment as a Gold supporter at official functions
- Logo and recognition on the Camp Quality Tractor Trek website as a Gold supporter with link back to your website
- Logo on official dinner programs and on a tractor
- Logo on the back of the event brochure

Silver Supporter - \$1,000
This will allow us to send one Central Western child to a recreational camp

- Acknowledgment as a Silver supporter at official functions
- Logo on a tractor
- Logo and recognition on Camp Quality Tractor Trek website as a Silver supporter with link back to your website
- Recognition as a Silver supporter in media releases and posters advertising the event

Bronze Supporter - \$500
This will assist us in paying for the cost of one child at a family fun day

- Acknowledgment as a Bronze supporter at official functions
- Acknowledgment as a Bronze supporter on Tractor bill board
- Recognition as a Bronze supporter in media releases
- Logo and recognition on the Camp Quality Tractor Trek website as a Bronze supporter with link back to your website

Want to Know More?

Now we have gone through the fun and important stuff, we think it's time for some contact details. We welcome the opportunity to talk this through with you in more detail. Please contact: **Graeme Eggleston - Trek Director** on 0428 270 447 or email: geg82281@bigpond.net.au

2015 Event Details

Date: Friday 18 September - Sunday 20 September 2015
Route: Bathurst, Rockley, Burruga, Black Springs, Oberon, O'Connell, Tarana, Rydal, Lithgow, Wallerawang, Portland, Palmers Oakley, Limekilns
Audience Demographics: Approximate media reach of 550,000 (2012 stats). 46 participants, 46 officials, 20 cars, 14 towns, villages & schools, local businesses, families, children and communities.
Fundraising Target: \$200,000
Fundraising Evenings: Oberon & Lithgow
Media Coverage: Television, print, radio, internet, and social media - full details of media exposure can be provided upon request. Channel Seven news stories featured on regional stations.
Media Highlights: Partnership with PRIME and WIN Television continues with commercials that will run pre and post event.

camp quality.
Lighter is the best medicine

camp quality.
TRACTOR TREK
18 - 20 September 2015

About us

Camp Quality is the children's cancer charity. Our purpose is to create a better life for every child living with cancer in Australia, no matter where they live, or where they are in their cancer journey.

Camp Quality helps families spend time together and connect with other families in a fun, positive and supportive environment. Our programs create optimism and resilience for every child living with cancer in Australia.

To provide support, Camp Quality relies entirely on community, corporate and individual donations, along with sponsorship and fundraising events to run our programs. With your help we can provide programs that support the specific needs of families and help to create optimism and resilience along their cancer journey.

Camp Quality Facts & Figures

- It currently costs \$880 to send a child to camp and \$4,000 to fund a family for a year of support from Camp Quality. It costs \$550 to pay for a child to attend a family fun day.
- It costs \$2,000 to pay for a family to attend a family camp.
- In Australia Camp Quality have 2,500 registered volunteers, 2,000 are registered Companions, who provide one on one support to children on camps.
- Camp Quality currently reaches 2 in 3 children living with cancer. The aim of Camp Quality is to ensure every child living with cancer and their family has equal access to our programs nationwide including those in the Central west.
- Camp Quality currently supports 155 children in the Central West, including 63 children living with cancer and 92 siblings.

The Camp Quality Tractor Trek

- The Camp Quality Tractor Trek is now in its fourth year.
- The Tractor Trek aims to engage the local rural communities in the fun and excitement that Camp Quality fundraising brings.
- In 2014, 27 tractors took part in the three day trek from Orange to Forbes and back again via Cudal, Canowindra, Goolagong Cargo and Boremore.
- For all who took part, the Camp Quality Tractor Trek is about celebrating the joy and smiles the Tractors bring to local residents in the rural communities through which it passes.



camp quality.
TRACTOR TREK
18 - 20 September 2015



How it works

The Trek runs for three days. Each entrant pays a fee of \$300 to register for the event. This includes the cost of fuel and food. Trek Vests are an extra \$25. Co-drivers and support crew must also pay \$150 each to cover the cost of food. Entrants are expected to cover their own cost of accommodation and encouraged to seek individual sponsorship dollars for their tractors.

Camp Quality is proud of the support it receives from communities before and during the event - from local government, police, schools, service clubs and associations throughout the Central West.

During school visits, the Camp Quality touring puppet show performs. The Primary School Education program travels with the event and is an important anti-bullying show that educates primary school children about cancer, and how to create a supportive school community for children living with cancer.

The Tractor Trek receives significant media exposure and reaches an audience of more than 1.8 million people via television, radio, and internet and press coverage. In 2014, Camp Quality received airplay throughout the Central West on PRIME, WIN and Channel 10 news, and various radio stations including 2GB & 2BS, and print media throughout Central Western New South Wales.

Our Goal for the 2015 Camp Quality Tractor Trek

The Tractor Trek in 2015 will pass through Bathurst, Rockley, Burruga, Black Springs, Oberon, O'Connell, Tarana, Rydal, Lithgow, Wallerawang, Portland, Palmers Oakley and Limekilns.

Currently it costs Camp Quality \$880 to send one child to camp and \$4,000 to support one family living with cancer for a year. Our aim is to raise \$200,000 in 2015 to completely support 63 families living with cancer in the Central West.

Why you should support the Camp Quality Tractor Trek?

The association with Camp Quality Tractor Trek can deliver the following to your organisation:

- Raise the profile of your organisation with affiliation to a respected and trusted national charity
- An opportunity to promote or market your brand in Central Western NSW, through media
- Exposure on the event, at schools, meal venues and various outdoor check in locations
- Brand exposure on your chosen tractor during the event
- Logo exposure at fundraising events throughout the year
- An opportunity to distribute gifts/products to school children on the event.

Interested in being involved?

If you would like to be involved in the Camp Quality Tractor Trek and help create a better life for children living with cancer, you can help by supporting a tractor or making a donation to a Tractor Trek entrant.

Entrants spend hundreds of hours preparing tractors and organising fundraising events. Their tractors are worth seeing - always bright, often outrageously themed, and all proudly display sponsor logos. It's fair to say, they're hard to miss!



General Manager

Deputy Mayor

9.4 (ICR) Request for Support - Peak Hill Central School Aboriginal Dance Ensemble

Executive Summary

The Peak Hill Central School are seeking support for their Aboriginal Dance Ensemble to attend the 2015 Schools Spectacular to be held at the Sydney Entertainment Centre in November.

Background Information

The Schools Spectacular is comprised of 3,600 students from over 400 NSW public schools and showcases the state's most talented dancers, singers and musicians.

Legislative or Policy Implications

Nil.

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Funding would be allocated from Section 356 Donations.

Recommendation

1. That Council support the attendance of the Peak Hill Central School Aboriginal Dance Ensemble at the 2015 Schools Spectacular with a \$500.00 donation.

General Manager

Deputy Mayor

Report

The Peak Hill Central School are seeking support for their Aboriginal Dance Ensemble to attend the 2015 Schools Spectacular to be held at the Sydney Entertainment Centre in November.

The school has explained there are a number of costs involved with attending the School Spectacular event, estimated at \$5,500. These costs include payment of accommodation, travel, event registration, food and costumes.

It is suggested a donation of \$500.00 be provided to assist the Peak Hill Central School with their participation in the 2015 Schools Spectacular.

Attachments

1. Correspondence received from Peak Hill Central School.



General Manager



Deputy Mayor

Peak Hill Central School

We are a respectful, responsible, safe and successful school.

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

Dear Mr Boyd,

I am writing to you on behalf of the Peak Hill Central School Aboriginal Dance Ensemble to ask for financial support for our dancers to attend the 2015 Schools Spectacular, to be held at the Sydney Entertainment Centre in November.

The Schools Spectacular is comprised of 3,600 students from over 400 NSW public schools and showcases the state's most talented dancers, singers and musicians. Peak Hill Central School is fortunate to be participating in this event for our seventh consecutive year, with the successful selection of our Aboriginal Dance Ensemble.

There are a number of costs involved with sending our students to such an occasion. They are required to be in Sydney from Sunday 22nd November to Sunday 29th November. We estimate \$5500 in expenses, which includes travel, accommodation, food and costumes, for our dancers to participate in this year's event. We would appreciate any support that you could provide that will contribute to our students attendance at this event.

We look forward to hearing from you soon.

Yours sincerely,



Ms Carmen Sharah
Schools Spectacular Coordinator



Mrs Paula Payne
Principal

Thursday, July 16, 2015

Principal Mrs Paula Payne Caswell Street Peak Hill NSW 2869 T 02 6869 1304 F 02 6869 1776 peakhill-c.school@det.nsw.edu.au ABN 24 950 420 928

PUBLIC SCHOOLS NSW

www.peakhill-c.schools.nsw.edu.au



General Manager



Deputy Mayor

10 GENERAL MANAGER'S REPORT

10.1 (GM) Financial Assistance Grants for Local Government

Executive Summary

Correspondence has been received from the Australian Local Government Association (ALGA) seeking support for restoring the indexation of Financial Assistance Grants (FAGs) and to address their adequacy.

Background Information

FAGs are an important untied payment to Councils from the Australian Government which are invested in essential community infrastructure and service. Councils will receive \$2.3 billion from the Australian Government in 2014-15 under this important program.

Legislative or Policy Implications

Nil.

Progressive Delivery Program Implications

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

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

FAGs is an important funding source for Council's roads and general purpose activities.

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

The non-indexation of FAGs from 2014-14 to 2017-18 will result in a loss of FAGs revenue of \$4.481 million over ten years.

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

During 2014-15 Council has received \$5,521,351.00 in total from the Australian Government. \$3,642,531.00 is allocated to general purpose and \$1,878,820 as a roads component.

General Manager

Deputy Mayor

Recommendation

1. That Council acknowledges the importance of federal funding through the Financial Assistance Grants program for the continued delivery of councils services and infrastructure.
2. That Council acknowledges that it has received \$5,521,351 million in 2014-15 and that the non-indexation of FAGs from 2014-14 to 2017-18 will result in a loss of FAGs revenue of \$4.481 million over ten years.
3. That Council will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.

Report

FAGs are a vital part of the revenue base of all councils, and this year councils will receive \$2.3 billion from the Austral Government under this important program.

The Government's decision in the 2014 Federal Budget to freeze the indexation of FAGs for three years beginning in 2014-15 will unfortunately cost councils across Australia an estimated \$925 million by 2017-18.

ALGA and the state local government associations are seeking the support of Council for advocacy to have the Federal Government reverse the decision to freeze the indexation of FAGs.

While the FAGs are paid through each state's Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. Council, and every other council in Australia, have been asked to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting Council to provide important community infrastructure.

Attachments

1. Correspondence received from Australian Local Government Association



General Manager



Deputy Mayor



AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION

1 July 2015

Parkes Shire Council
2 Cecile Street
PARKES NSW 2870

Dear Mayor Ken Keith

Financial Assistance Grants to Local Government

We are writing to thank you for attending the recent National General Assembly of Local Government in Canberra and to ask for your help in ensuring your council passes a resolution acknowledging the Commonwealth's Financial Assistance Grants (FAGs) for local government, as part of our campaign to restore the indexation of FAGs and to address their adequacy.

FAGs are an important untied payment to councils from the Australian Government which are invested in essential community infrastructure and services ranging from local roads and parks to swimming pools and libraries. Councils will receive \$2.3 billion from the Australian Government in 2014-15 under this important program.

FAGs funding is not currently keeping pace with demand for services and infrastructure in local communities, and the freeze of indexation will worsen this. Freezing FAGs at their current level until 2017-18 will result in a permanent reduction in the FAGs base by 13%.

ALGA is calling for FAGs indexation to be restored immediately and for the Federal Government to consider the adequacy of the quantum of FAGs and the indexation methodology in the future.

While the FAGs are paid through each state's Local Government Grants Commission, the funding originates with the Commonwealth and it is important it is recognised as such. We are asking your council, and every other council in Australia, to pass a resolution acknowledging the importance of the Commonwealth's Financial Assistance Grants in assisting councils to provide important community infrastructure. We are also asking councils to acknowledge the receipt of Financial Assistance Grants from the Commonwealth in media releases and council publications, including your annual report.

The FAGs are paid quarterly and it would help to illustrate the importance and impact of the grants if councils identified an individual project of a similar size to their annual or quarterly FAGs payment and highlighted this to the media and your local Federal Member and Senator in a positive story on the grant funds.

8 Geils Court Deakin ACT 2600 ABN 31 008 613 876 PHONE 02 6122 9400 FAX 02 6122 9401 EMAIL alga@alga.asn.au WEB www.alga.asn.au

A handwritten signature in black ink, appearing to be 'K. Ray'.

General Manager

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

Deputy Mayor

Falling levels of FAGs threaten the provision of important services in all local communities. The financial sustainability of Local Government is of utmost importance for our communities, and we urge you to support the campaign to maintain FAGs and restore indexation of the grants by passing a resolution similar to the draft resolution attached. Once your council has passed this resolution, please advise ALGA by emailing alga@alga.asn.au. This will allow us to compile a national list. The proportion of councils which have passed the resolution continues to rise and has now reached about 25 per cent nationally, but surely all councils share our goal of better and more secure funding from the Commonwealth.

Full details on FAGs payments for the current financial year are available on the Department of Infrastructure and Regional Development website at www.regional.gov.au/local/assistance.

Thank you for your commitment to the local government sector and your assistance in our campaign to restore the indexation of Financial Assistance Grants.

Yours sincerely



Mayor Troy Pickard
President



General Manager



Deputy Mayor

10.2 (GM) Local Government NSW Annual Conference - 11-13 October 2015

Executive Summary

The Local Government NSW Annual Conference will be held from Sunday 11 October to Tuesday 13 October 2015 at Rosehill Gardens Racecourse.

The conference is normally attended by the Mayor, Deputy Mayor, one to two interested Councillors on a rotational basis, and the General Manager.

Councils are requested to identify the most important issues which they believe are causing concern to Council and/or the local community and provide these details to the Association prior to 24 August 2015.

Background Information

On 1 March 2013 the Local Government Association of NSW and the Shires Association of NSW merged to become one association, known as Local Government NSW (LGNSW), representing all Councils in NSW.

LGNSW represents the interests of its members, which include 152 general purpose Councils, 12 special purpose Councils and the NSW Aboriginal Land Council.

The organisation's 2014 Annual Conference was held in October last year at which Parkes Shire Council was represented by the Deputy Mayor and the General Manager at Coffs Harbour.

Legislative or Policy Implications

Nil.

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



Economic ★★★★★



Social ★★★★★



Environmental ★★★★★



Civic Leadership ★★★★★

General Manager

Deputy Mayor

Budget & Financial Aspects

Funds are allocated in the annual budget for Council representatives to attend the Annual Local Government NSW Conference.

Recommendation

1. That Council consider motions identifying important issues which they believe are causing concern to Council and/or the local community and forward a submission to the Local Government NSW for discussion at the Local Government NSW Conference.
2. That the Mayor, Deputy Mayor and General Manager be offered attendance at the conference plus one to two interested Councillors.

Report

The Annual Local Government NSW Conference will be held from Sunday 11 October to Tuesday 13 October 2015.

A draft agenda as at the end of May is attached for Councillors information.

Councils are requested to identify the most important issues which they believe are causing concern to Council and/or the local community and provide these details to the Association prior to 24 August 2015.

The Board has resolved that motions will be included in the Business Paper for the Conference where they:

1. are consistent with the objects of the Association;
2. relate to Local Government in NSW and/or across Australia;
3. concern or are likely to concern Local Government as a sector;
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;
5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature; and
7. do not express preference for one or several members over one or several other members.

Attachments

1. Correspondence received from Local Government NSW regarding the Annual Conference



General Manager



Deputy Mayor



Our ref:R14/0020 Out:23602
(Adam Dansie)

4 May 2015

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

Dear Cr Keith

Local Government NSW Annual Conference 2015

The purpose of this letter is to provide members with important information about the Local Government NSW Annual Conference 2015 (Conference), including requirements arising under the rules of the Local Government and Shires Association of New South Wales ("the rules").

The Conference will take place from **Sunday 11 – Tuesday 13 October 2015** at Rosehill Gardens Racecourse, James Ruse Drive, Rosehill.

Details about the Conference, including information about the venue, sponsorship and accommodation options will be published on the Association's website as they become available. This will include specifics about the Gala Dinner, President's Opening Reception, Conference business sessions, voting, partners programs, and Early Bird pricing.

All attendees must register and online registration will open in early July on the LGNSW website.

Voting

This year the Conference will involve two types of voting.

Our rules mean that we will develop two rolls of voters, one for voting in the elections for Office Bearers and the Board, and a separate roll of voters for voting on motions.

Separate from Conference registration, members will need to nominate the names of their voting delegates for voting on motions and, where applicable, the names of their voting delegates for voting in the elections for Office Bearers and the Board. The Association will notify members of the number of both types of voting delegates that they are entitled to send to the Conference in approximately July 2015.

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
L8, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882

A handwritten signature in black ink, appearing to be 'V. Ray'.

General Manager

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

Deputy Mayor

Ordinary members will need to nominate the names of their delegate(s) for both types of voting (i.e. voting for the Board and voting on policy motions). Associate members will need to nominate the names of their delegate(s) for voting on motions. Forms for nominating the names of each member's delegate(s) will be made available on the Association's website in due course.

Each member must nominate its delegate(s) to the Conference by 18 September 2015.

Nominations received after the closing date will not be accepted, however a member may substitute the name(s) of its delegate(s) at any time, in accordance with Rule 34 of the Association's Rules.

Voting for Office Bearers and the Board

Ordinary members of the Association who are financial can vote in the elections for Office Bearers and the Board of the Association.

The Australian Electoral Commission (AEC) will be conducting the elections for the Office Bearers and Board of the Association.

To be eligible to vote in the elections for Office Bearers and the Board, Ordinary members must be "financial on the seventh (7th) day prior to the date upon which the Returning Officer calls for nominations for the elections". The precise date, which will be determined by the AEC, is expected to be approximately eight (8) weeks prior to the first business day of the Conference (i.e. approximately mid-August).

Voting on motions

Ordinary members and Associate members of the Association who are financial can vote on policy motions that require consideration by the Conference.

Motions

Councils will be able to submit motions for consideration of Conference online. This online facility will be made available on the Association's website.

The Board has resolved that motions will be included in the Business Paper for the Conference where they:

1. are consistent with the objects of the Association (see Rule 4 of the Association's rules);
2. relate to Local Government in NSW and/or across Australia;
3. concern or are likely to concern Local Government as a sector;
4. seek to advance the Local Government policy agenda of the Association and/or improve governance of the Association;



General Manager



Deputy Mayor

5. have a lawful purpose (a motion does not have a lawful purpose if its implementation would require or encourage non-compliance with prevailing laws);
6. are clearly worded and unambiguous in nature; and
7. do not express preference for one or several members over one or several other members.

Further, for a motion to be included in the Business Paper for the Conference the submitting member needs to provide accompanying evidence of its support for the motion to be included. Such evidence may include an extract of the minutes of the meeting at which the member resolved to submit the motion for consideration by the Conference.

To allow printing and distribution of the business paper, members are strongly encouraged to submit their motions by **24 August 2015**. The absolute closing date for submitting motions for inclusion in the Business Paper for the Conference is 14 September 2015.

Business Papers

It is our aim that a full Conference Business Paper be made available on the Association's website and forwarded to members approximately two weeks prior to the Conference. The Association's financial reports will be made available to members at least 21 days before the Conference.

Accommodation

We encourage attendees to pre-book accommodation listed on the website prior to registering online as you need to indicate where you are staying in order to book transfers in the registration process. These transfers will be priced at \$9.90 each way. There is plenty of parking at the Conference main venue for those wishing to drive instead.

Outstanding Service Awards

The Outstanding Service Awards will be presented at the Gala Dinner during the Conference. For information about the Awards, including where to apply and eligibility, please visit the Association's website at: www.lqnsr.org.au/member-services/long-service-awards.

Registration

Delegates, partners and attendees will be able to collect their voting cards and other Conference material at Rosehill Gardens Racecourse from the Conference registration desk on Sunday 11 October between 3.00pm – 7.00pm. The registration desk will be open during the President's Opening Reception which runs from 5.00pm to 7.00pm and on Monday 12 October from 7:30am.



General Manager



Deputy Mayor

Privacy Statement

The Association, which is regulated by the *Privacy Act 1988* (Cth), collects private information about registered attendees to the Conference such as names, addresses, telephone numbers, credit card information and email addresses. We use the private information you give us to process your registration and to send you information in relation to the Conference. If you choose not to provide some or all of the private information that we have sought, LGNSW may be unable to process your registration or it may result in you being unable to vote at the Conference. Further information about how LGNSW collects, holds and uses private information is contained in LGNSW's Privacy Policy which is available on the website at the following web address: <http://www.lgnsww.org.au/privacy>

I very much look forward to seeing you at the Conference in October.

Yours sincerely



Cr Keith Rhoades AFSM
President



General Manager



Deputy Mayor

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

11.1 (DTCS) Peak Hill Gold Mine Project Update

Executive Summary

An update of activities undertaken and planned for the refurbishment of the tourism components of the Peak Hill Gold Mine.

Background Information

Under its 2007 agreement with Alkane Resources, Council manages the tourism components of the Peak Hill Gold Mine. The current model of operation involves daily opening of the facility, providing free access and self-guided touring of the various trails and viewing platforms established around the site. Occasional pre-booked guided group tours also take place under an arrangement with a casual tour guide.

In response to community and market feedback with regards to the ageing nature of major components of the visitor experience, Council has been working with the community of Peak Hill to plan and seek funding for potential improvements to the site.

Legislative or Policy Implications

Nil.

Progressive Delivery Program Implications

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

Specifically:

4.2.2 *To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area*

4.2.3 *To improve the Tourist Infrastructure available within the Shire*

4.2.4 *To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire*

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

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

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



*Civic
Leadership* ★★★★★

The improvement of this site will demonstrate considerable positive benefits for the Peak Hill community and economy.

General Manager

Deputy Mayor

Budget & Financial Aspects

In 2014/15:

Council spent \$22,525 on the development of a masterplan to prescribe and detail priorities for improvement at site. \$10,415 was also spent on the detailed design and engineering specifications for the custom shelter. This was in addition to the regular annual budgetary commitments for site and toilet maintenance.

In 2015/16, the following provisions have been made:

\$85,000 has been allocated within the capital projects budget to facilitate site upgrades;
\$5,000 has been allocated within the water vote for development of a water refill station;
\$30,000 has been requested from the Peak Hill Town Improvement Vote (unconfirmed)
\$120,000 TOTAL COUNCIL ALLOCATION FOR SITE IMPROVEMENTS

Council is now preparing to apply for a matching \$120,000 through Destination NSW's Regional Visitor Economy Fund, which if successful, would take the total project budget to \$240,000, allowing significantly more work to be undertaken on the project.

Recommendation

1. That Council endorse the attached site access plans
2. That Council endorse the aspirational tasks outlined within the report regarding the proposed enhancements of the Peak Hill Gold Mine.

Report

In an effort to revamp and improve the visitor experience of the Peak Hill Gold Mine, with a view to increasing visitor numbers and economic benefit to Peak Hill, a masterplan has been developed for the Peak Hill Gold Mine. The masterplan was funded entirely by Council and created in conjunction with a stakeholder group composing of representatives from Council, the Peak Hill Community Consultative Committee, Peak Hill Aboriginal Community Working Party, Peak Hill Business and Tourism Association and Alkane Resources.



General Manager



Deputy Mayor

The masterplan proposes that a number of aspirational site works be undertaken as soon as possible, and as funds become available, to enhance the visitor experience of the attraction and better meet visitor needs, which include the following tasks:

- An improved entrance treatment;
- Removal of the caravan (which has been badly vandalised and not been in use for many years) and replacement with a bespoke Peak Hill Gold Mine Themed Entry Shelter for use by independent visitors and groups;
- Track consolidation;
- Major improvements to signage and wayfinding;
- Installation of a water refill station.
- Creation of a Town Features Map for the shelter, encouraging visitors to spend more time exploring the additional delights of Peak Hill and district;
- Additional interpretive signs telling a more personal account of the importance of the mine to Peak Hill through time;
- Mine directional signage;
- Tracker/ people counter;
- Refurbishment and relocation of existing turnstyles;
- New Gate with MLAK key; and
- Construction of rest points, seating, steps and handrail.

The estimated cost to undertake the design, construction and project management of all of these works is in the vicinity of \$240,000.

The plans to execute these tasks are being refined and grants are being sought to allow Council to further leverage its funds. An example of a suitable grant is Destination NSW's Regional Visitor Economy Fund, which allows organisations such as Council to apply for matching dollar for dollar grants for product development, aimed at projects which meet the Government's goal of doubling visitor nights and visitor expenditure within NSW by 2020. Council is preparing to apply for the next round of this funding and aiming to be in a shovel ready position for this project.

Attachments

1. Photos of current site entry/ access
2. Proposed overall Site Access Plan for the Peak Hill Gold Mine
3. Proposed Entry Detail Site Access Plan for the Peak Hill Gold Mine



General Manager



Deputy Mayor

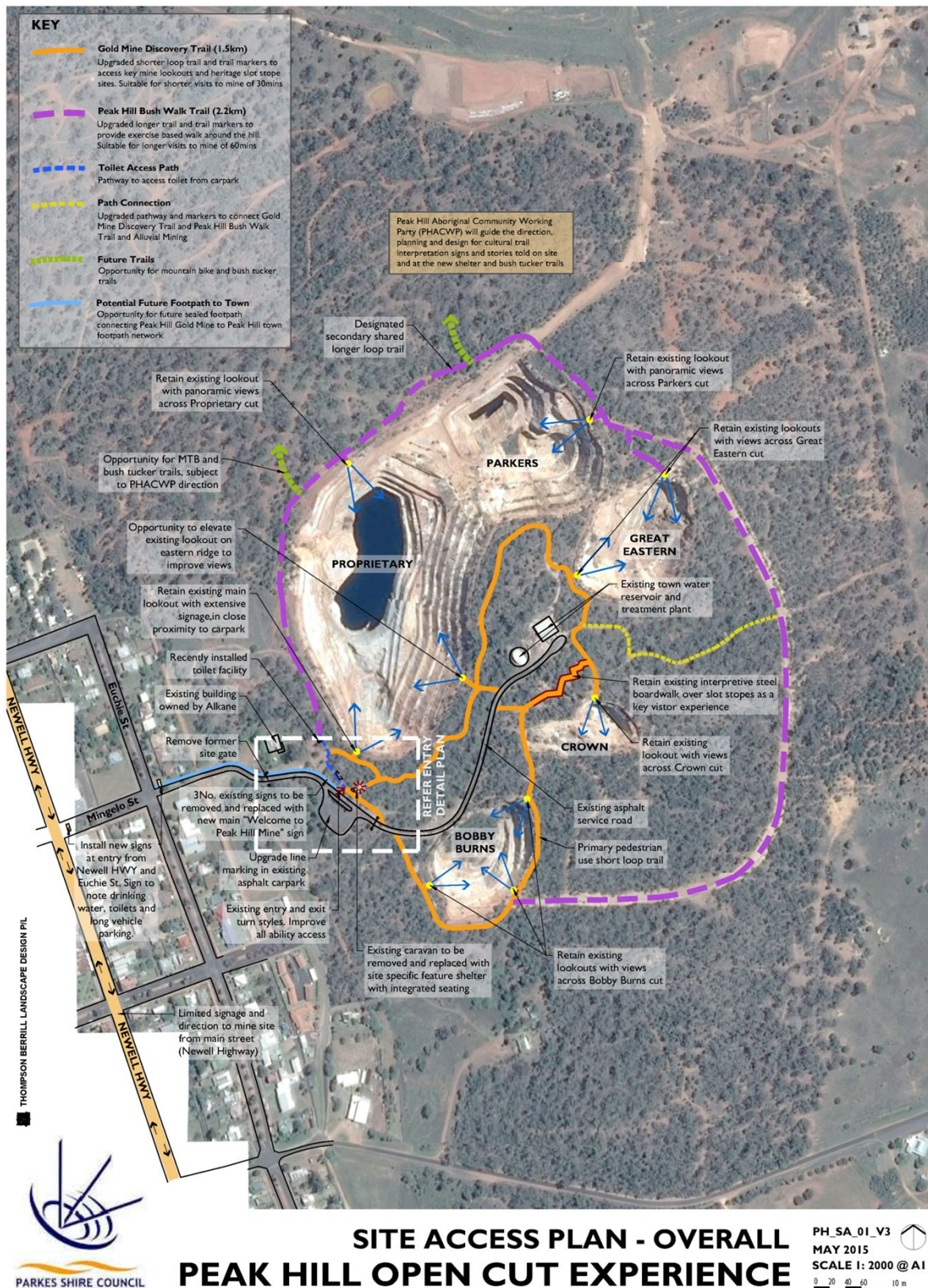
Photos of current site entry/ access



General Manager

Deputy Mayor

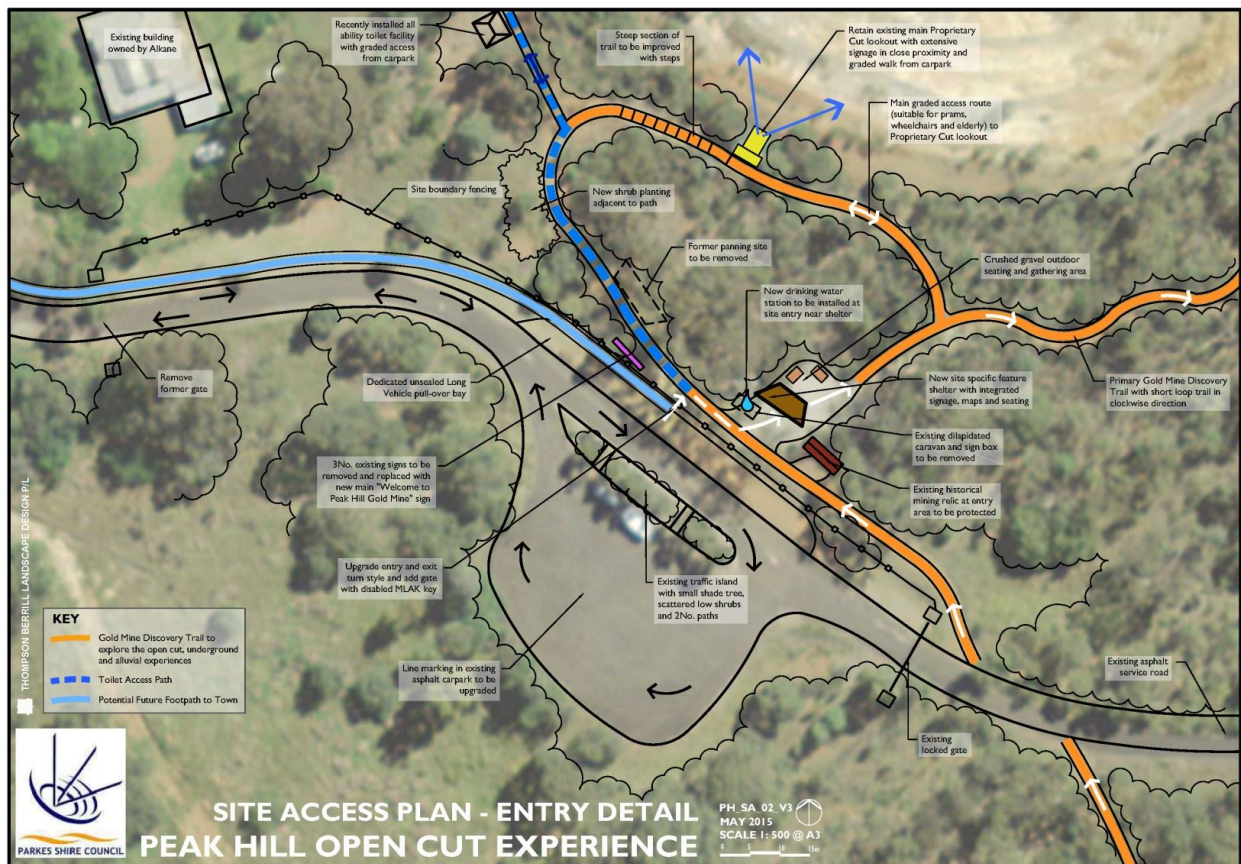
Proposed overall Site Access Plan for the Peak Hill Gold Mine



General Manager

Deputy Mayor

Proposed Entry Detail Site Access Plan for the Peak Hill Gold Mine



[Signature]

General Manager

[Signature]

Deputy Mayor

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) Various Matter - Peak Hill

Executive Summary

This report highlights various matters of interest to the Peak Hill Community and provides a summary update of their current status.

Background Information

Background Information

The Snapshot includes the following:

1. Upgrade of the Peak Hill Waste Depot to a Transfer Station - The current landfill is nearing the end of its present life and plans are in place to replace it with a Waste Transfer Station. This was identified in Parkes Shire Council's Waste Management Strategy 2015
2. Memorial Park Toilets - The condition of these amenities have deteriorated over time and the Peak Hill Community Consultative Committee requested that a major upgrade be undertaken.
3. Pigeons - This has been a continuing problem in the commercial centre of Peak Hill for some time, particularly since the Alkane Mine activity.
4. AIF Hall - The condition of the rear section attached to the AIF Hall has caused concerns for some years due to its deteriorating condition.

Legislative or Policy Implications

Nil.

Budget & Financial Aspects

Funding is dependent on budget allocation.

Recommendation

1. That the information be noted.



General Manager



Deputy Mayor

Report

This report highlights various matters of interest to the Peak Hill Community and provides a summary update of their current status.

1. Upgrade of the Peak Hill Waste Depot to a Transfer Station - The current landfill is nearing the end of its present life and plans are in place to replace it with a Waste Transfer Station. This was identified as a priority task in Parkes Shire Council's Waste Management Strategy 2015. The Development Application for the Waste Transfer Station has been lodged including preparation of an independent Statement of Environmental Effects by APC. This will be placed on Public Exhibition and will be reported to Council for determination. A copy of the plans of the proposed development have been attached.
2. Memorial Park Toilets - The condition of these amenities have deteriorated over time and the Peak Hill Community Consultative Committee requested that a major upgrade be undertaken. A scope of works was prepared and quotations sought for the works. A contract has been signed with Mr Brian Day, builder, who has now confirmed a commencement date of Thursday, 6 August, 2015. The initial works involving asbestos removal and roof replacement should only take some two weeks to complete which will then be followed by the other improvements.
3. Pigeons - This has been a continuing problem in the commercial centre of Peak Hill for some time, particularly since the Alkane Mine activity. A number of eradication campaigns have been conducted and pigeon numbers have been reduced markedly. Australian Pest Management are presently engaged and works will include more trapping at the old Water Treatment facility.
4. AIF Hall - The condition of the rear section attached to the AIF Hall has caused concerns for some years due to its deteriorating condition. There have been numerous discussions and meetings over many years with minimal improvement to that section of the building. The building is secure except for a hole in the roof and further discussions are under way with the Warramunga Advancement Coop Society to negotiate repairs of same.

Attachments

1. Peak Hill Transfer Station Plans




General Manager

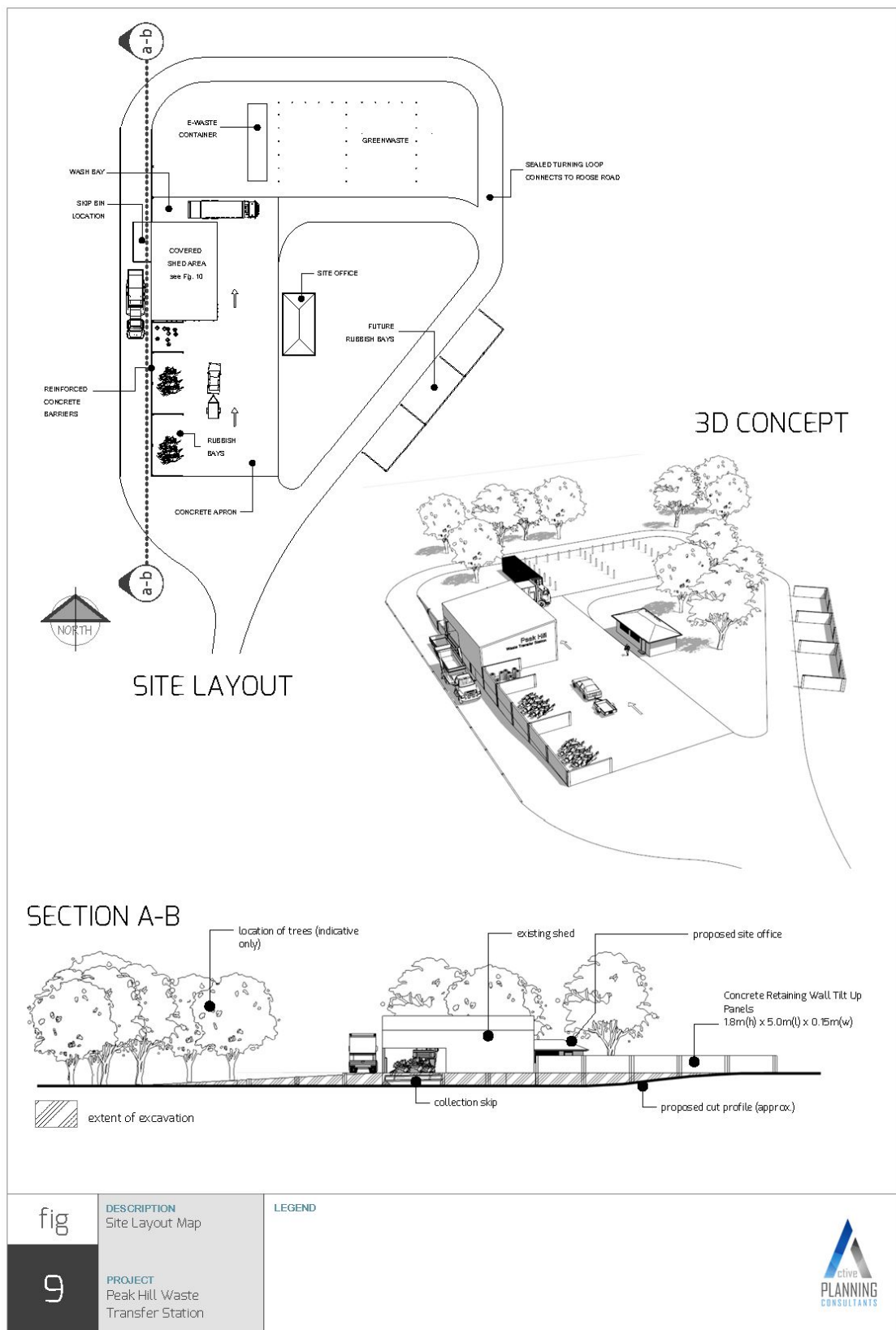


Deputy Mayor




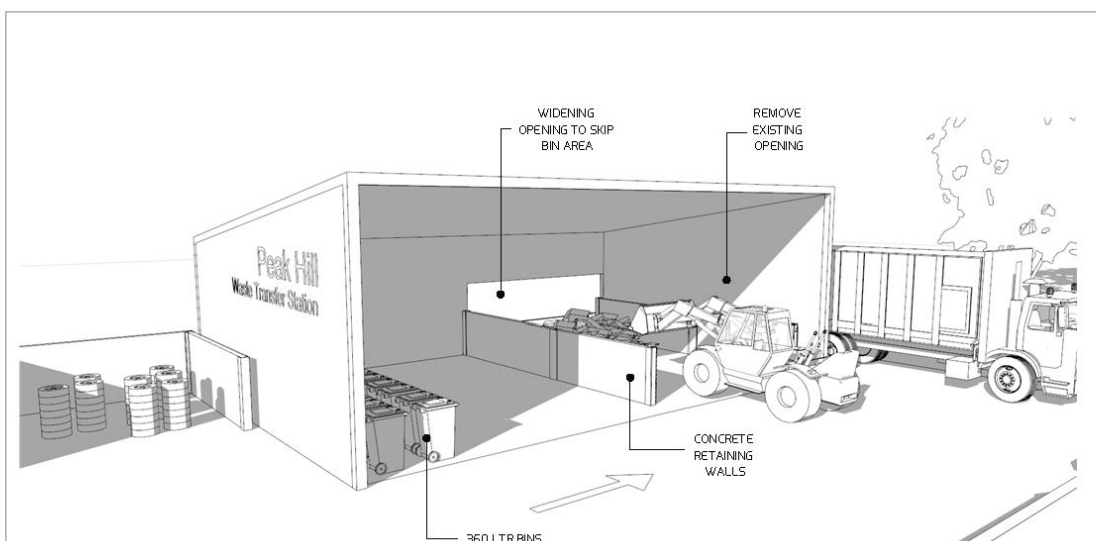

General Manager


Deputy Mayor

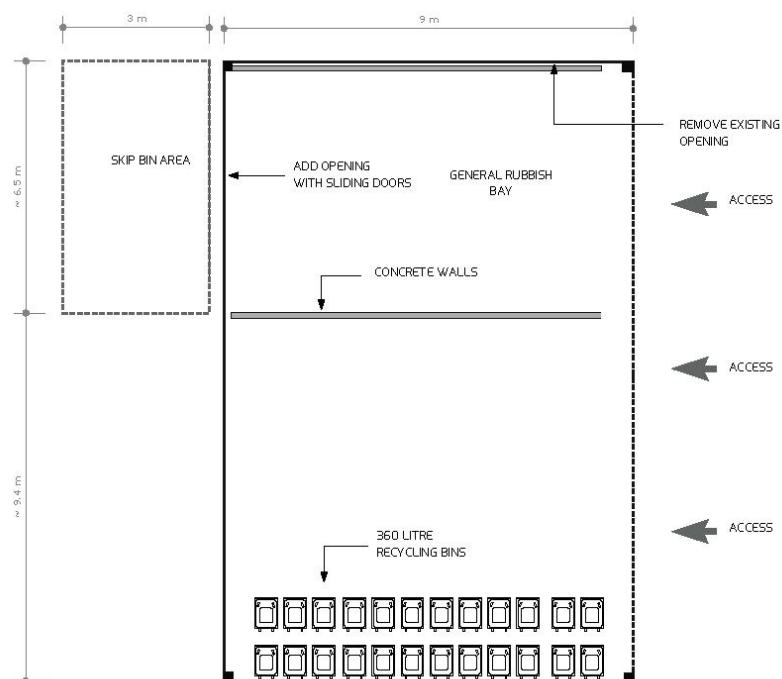



General Manager


Deputy Mayor



3D CONCEPT



SHED LAYOUT

fig

10

DESCRIPTION
Waste Transfer Facility
Layout

PROJECT
Peak Hill Waste
Transfer Station



Not to Scale

active
PLANNING
CONSULTANTS

General Manager

Deputy Mayor

13 DIRECTOR ENGINEERING SERVICES REPORT

13.1 (DES) Peak Hill Works Progress Report

Executive Summary

A progress report for associated works within the Peak Hill area is provided for Council's information.

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*
8.2.2 Manage Regional Road Network to agreed service levels
8.2.6 Seek additional grant funding for construction and maintenance of road associated facilities.
6. Enhance Recreation and Culture
6.3 Maintain and develop Sporting, Recreational and Cultural Facilities

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

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

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

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

Quadruple Bottom Line



Economic ★★★★★



Social ★★★★★



Environmental ★★★★★



Civic Leadership ★★★★★

General Manager

Deputy Mayor

Budget & Financial Aspects

The budget for the proposed Roads Program will be funded by the following programs:

- Councils Operating Budget
- Roads to Recovery Program (\$2,531,688)
- REPAIR Grants (\$400,000)
- Special Rate Variation (\$1,000,000)
- Capital Grants including fixing Council Roads and Heavy Vehicle Safety Productivity Program (\$2,750,000)
- Financial Assistance Grants (\$1,868,386)

Recommendation

1. That the information on the current Works Progress Report be noted.

Report

The following report provides the current status of works within the Peak Hill area. The works include the current status of the Special Rate Variation (SRV) Projects, grant applications and general works program.

Current Works Program Update

Main Roads

Peak Hill to Tullamore Road (MR348) - gravel resheeting west end	Planning
Peak Hill - Tullamore Road (MR348) - causeway upgrades	Complete

Roads to Recovery

Terowie Road timber bridge replacement:	
Bridge Construction	Complete
Road Approaches	Complete

Roads to Recovery

Back Peak Hill Road (SR126)	Planning/Works Programmed
Adavale Lane (SR104)	Planning/Works Programmed
Boor Hill Road (SR122)	Planning/Works Programmed
Numulla Road (SR125)	Planning/Works Programmed

Financial Assistance Grant - Gravel Resheeting

Adavale Lane (SR104) - 3.0km - \$80,000	Planning
Ploughmans Lane (SR77) - 6.0km - \$165,000	Planning
Numulla Lane (SR125) - 6.0km - \$165,000	Planning
Five Chain Lane (SR1249) - 3.0km - \$85,000	Planning
Bruie Plains Road (SR1158) - 3.0km - \$83,000	Planning
Kamandra Lane (SR17) - 3.0km - \$75,000	Planning
Gunningbland Road (SR40A) - 4.5km - \$125,000	Planning



General Manager



Deputy Mayor

Rural Construction

Yethra Road Causeway - \$50,000

Works Programmed

Parks and Gardens Program

Lindner Oval Upgrades

BMX Track

Amenities Upgrade

Cricket Nets

Skate Park Extension

In Progress

Planning

Planning

Planning

Memorial Park BBQ

Planning

Progressive Delivery Program (SRV)

Table attached.

Attachments

1. Progressive Delivery Program (SRV)



General Manager



Deputy Mayor

Roads

Project	Budget	Timing	Status
Progressive Parkes Resealing program - Upgrade Middle Trundle Road	\$200,000	2013/14	Complete
Progressive Parkes Resealing Program - Shire	\$250,000	2014/15	Bedgerebong Road. Complete.
	\$400,000	2015/16	Rural Road Advisory Group and Council's Asset Management Plan recommendation: Coradgery Road (SR136) and Bulgandramine Road (SR221)
	\$300,000	2016/17	Ongoing program to be developed in accordance with community consultation, Rural Road Advisory Group and Council's Asset Management Plan

Project	Budget	Timing	Status
Progressive Parkes Pavement Rehabilitation Program - Shire	\$250,000	2014/15	Bedgerebong Road. Complete.
	\$400,000	2015/16	Rural Road Advisory Group and Council's Asset Management Plan recommendation: Coradgery Road (SR136) and Bulgandramine Road (SR221)
	\$300,000	2016/17	Ongoing program to be developed in accordance with community consultation, Rural road Advisory Group and Council's Asset Management Plan

Project	Budget	Timing	Status
Progressive Parkes Unsealed Maintenance Program - Shire	\$200,000	2015/16	Program to be developed in accordance with community consultation, Rural Road Advisory Group and Council's Asset Management Plan.
	\$200,000	2016/17	Program to be developed in accordance with community consultation, Rural road Advisory Group and Council's Asset Management Plan



General Manager



Deputy Mayor

Project	Budget	Timing	Status
Progressive Parkes Gravel Resheeting Program - Shire	\$200,000	2016/17	Program to be developed in accordance with community consultation, Rural road Advisory Group and Council's Asset Management Plan

Village Pools Augmentation Program

Project	Budget	Timing	Status
Progressive Parkes Shire Augmented Pool Program - Peak Hill - Pool Blanket	\$25,000	2013/14	Purchased and in use
Progressive Parkes Shire Augmented Pool Program - Peak Hill - Disabled Steps	\$10,000	2014/15	Purchased and in use
Progress Parkes Shire Augmented Pool Program - Peak Hill - Entry and Change room	\$25,000	2014/15	Complete
Progress Parkes Shire Augmented Pool Program - Peak Hill - Concourse	\$25,000	2014/15	In Progress

Sporting Grounds Master Plans / Maintenance

Project	Budget	Timing	Status
Peak Hill, Trundle & Tullamore Sporting Facilities Master Plan	\$15,000	2013/14	Complete

Foothpaths

Project	Budget	Timing	Status
Peak Hill Main Streets	\$50,000	2013/14	Complete
	\$100,000	2014/15	Complete



General Manager



Deputy Mayor

13.2 (DES) Learn to Swim Week and AustSwim Accredited Swim School

Executive Summary

A request has been received from a Learn to Swim provider for free entry and lane hire for participants and parents involved in Learn to Swim Week which commences 28 September to 2 October 2015.

The provider is proposing to conduct free lessons to the public during this week and is asking for free lane hire and free entry to participants and parents to the Parkes Pool.

The provider also seeks Council's endorsement of her business becoming an AUSTSWIM accredited Swim School.

Through the endorsement of both activities, Council's Parkes Aquatic Centre will be publicised through the AUSTSWIM and Learn to Swim Week websites.

Background Information

The Learn to Swim provider has been using Parkes Pool for a number of years and has booked lanes for the upcoming season.

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*
6. Enhance Recreation and Culture.

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

The provision of free pool entry to participants and assistance to the swim school with free lane hire will encourage participation in this vital life skill.

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

It may be hard to identify Learn to Swim week participants.



General Manager



Deputy Mayor

Quadruple Bottom Line



Economic ★★★★★



Social ★★★★★



Environmental ★★★★★



*Civic
Leadership* ★★★★★

The provision of free swimming lessons during Learn to Swim week will have a positive impact to encourage the community to utilise the Parkes Pool and embrace the facilities it has to offer. Parkes Aquatic Centre will receive recognition for participating in Learn to Swim week and recognition of being a AUSTSWIM accredited facility.

Budget & Financial Aspects

The budget implications will be the foregoing of lane hire fees of \$11 per hour for approximately 3 hours on one day, and free entry to participants and parents.

Recommendation

1. That Council approve the provision of free lane hire and free pool entry for participants and parents of the Learn to Swim Week lessons scheduled for 30 September 2015.
2. That Council endorse an application for the Learn to Swim Provider to become an AUSTSWIM accredited Swim School.

Attachments

1. Request for Learn to Swim Week and endorsement of AUSTSWIM accreditation swim school.

General Manager

Deputy Mayor

To Parkes Shire Council,

This year as part of learn to swim week I would like to offer free swim lessons to children under 5. Learn to swim week is an inaugural awareness week aimed at educating parents on the importance of teaching kids to swim. It's also about reminding everyone the importance of water safety. Learn to swim week is held between September 28th to October 2nd. I would like to offer free swim lessons to children under 5 on Wednesday 30th September from 10am to 1pm with weather permitting. Because these lessons will be free I would like to ask the Parkes Shire Council for free lane hire and free entry to parents and children enrolled in these free lessons. Registering my swim school with learn to swim week will mean the Parkes Aquatic centre will appear on the Learn to swim web site as the address lessons will be conducted at. If you would like to know more about Learn to swim week please visit the web site.

I would also like to apply to be an Austswim accredited swim school. This will also mean the Parkes Aquatic Centre will appear on the Austswim web site.

I would like to have permission to apply for both the Austswim accredited school and to be a part of Learn to swim week. If you could contact me as soon as possible as I need to apply for the Learn to swim week by the 3rd August.

Kind regards



General Manager



Deputy Mayor

13.3 (DES) Request for Use of Cooke Park - Australian Breastfeeding Association Children's Markets

Executive Summary

A request has been received from the Australian Breastfeeding Association (Parkes/Forbes Group) seeking permission to hold Children's Markets in Cooke Park on Saturday 7 November 2015 from 8:00am to 1:00pm.

Background Information

The Australian Breastfeeding Association (ABA), reports it is "*Australia's largest breastfeeding information and support service. Breastfeeding is a practical, learned skill and ABA help more than 80,000 mothers each year. ABA also provides up-to-date information and continuing education for thousands of health professionals working with mothers and babies*".

The Australian Breastfeeding Association Parkes/Forbes group have been running a very successful market in Forbes annually, with minimal administrative requirements, as a fundraiser for their Association. The Association has brought a similar market event to Parkes since 2013.

Cooke Park is a popular venue for community groups to host major events.

Legislative or Policy Implications

Approval is required under Part D Community Land, Section 68 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*
3. *Promote, Support and Grow our Communities*

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

Support of such an event contributes to Council's Delivery Program objectives.

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

Minor cost associated with implementation of event may be the only negative aspect.

Quadruple Bottom Line



Economic ★★★★★



Environmental ★★★★★



Social ★★★★★



Civic Leadership ★★★★★

For minimal cost Council gives strong support for the Quadruple Bottom Line aspects of Social and Civic Leadership.

General Manager

Deputy Mayor

Budget & Financial Aspects

Nil.

Recommendation

1. That permission to use Cooke Park on Saturday 7 November 2015 for the Australian Breastfeeding Association (Parkes/Forbes Group) be granted, subject to the organisers complying to the following conditions:
 - Obtaining approval under Part D Community Land, Section 68 of the Local Government Act 1993;
 - Obtain approval for the Local Area Command - Schedule 1 - Notice of intention to hold a public gathering;
 - Complete a Risk Assessment and Management Plan to the satisfaction of Council;
 - Meet all obligations imposed by Council staff in relation to the abovementioned matters;
 - That no pegs or stakes be driven into the earth without prior consultation with the Parks and Gardens Supervisor;
 - Possess sufficient insurance (not less than \$20 million coverage) for the activities proposed and providing proof of same;
 - Leaving the Park in a clean and tidy condition at the conclusion of the event.
2. That Council provide extra bins, including recycling bins for the event and assist in waste management.
3. That Council make power available on the day of the event.

Attachments

1. Application for use of park.



General Manager



Deputy Mayor



APPLICATION FOR USE OF PARK - TERMS AND CONDITIONS

Park Details	
Name of Park: <u>Cooke Park</u>	
Function: <u>ABA Children's Markets</u>	Date Required: <u>Sat 7th Nov 2015</u>
Number of people: <u>150</u>	Time - from <u>8</u> am/pm to <u>1</u> am/pm
Council will review your application to ascertain if a Development Application is required for your activity.	
Applicant Details	
Name: Mr <u>(Mrs)</u> Ms/ Miss <u>KARINA WATSON</u>	
Organisation: (if applicable) <u>Australian Breastfeeding Assoc. Parkes/Forbes Group</u>	
Email: <u>abaparkes-forbes@gmail.com</u>	
I hereby agree to abide by the conditions set out below and those included in the Terms and Conditions with respect to this park use application.	
Signature of Applicant: <u>[Signature]</u> Date: <u>27.4.15</u>	
Further Information and Conditions	
Is your event open to the public?	<u>YES</u> / NO
Will public toilets be required?	<u>YES</u> / NO
Will electricity be required?	<u>YES</u> / NO
Will there be a jumping castle operating? If yes, please attach a copy of the owner's Public Liability Insurance Policy. Please be advised that the jumping castle is for the sole use of your function and not open to the general public. You must contact Council's Parks and Gardens Supervisor the week prior to use for a site induction for the preferred location (due to underground irrigation). Phone 6861 2344.	YES <u>NO</u>
Will a public address system be operating? If yes, please note Item 2 in attached Terms and Conditions.	YES <u>NO</u>
Will you require use of a stage? If yes, please see Council's Planning & Environment Dept for further information.	YES <u>NO</u>
Will there be goods, food or drinks for sale? If yes, please complete a Section 68 Application Form (available from Council's Administration Centre, attach a copy of the Public Liability, and lodge with the fee, to enable approval to take place.	<u>YES</u> / NO
Will there be animal involvement? If yes, please attach a copy of the owner's Public Risk Liability Insurance Policy. The following conditions are required to be adhered to: a. animals to be under supervision at all times b. animals to be held in a secured roped area c. animals to be led by an adult at all times, and d. all fouling is to be collected and removed from Council property.	YES <u>NO</u>
Will there be mechanical rides operating? If yes, please see Council's Planning & Environment Dept - You may need Section 68 approval. Please attach a copy of the owner's Public Liability Insurance Policy. There is a fee for operation of mechanical rides on Council's parks and reserves.	YES <u>NO</u>

RECEIVED
- 9 JUL 2015

[Signature]
General Manager

[Signature]
Deputy Mayor

- 2 -

IMPORTANT

Please note: Park Users need to ensure there are no underground services before pegging, staking or digging. It is essential that before any stakes, pegs, star pickets or bollards are driven into the ground, Council's Parks and Gardens Supervisor is contacted for a site induction.

Requests for bookings for fetes, markets and major functions may require a Development Application or Special Event Management Plan.

The erection of temporary structures will be subject to further conditions. Please contact Council's Planning & Environment Department on 02 6861 2373 to discuss.

Council's conditions of use of a Council park require:

- That no vehicles be driven on the grassed areas without prior consultation with Council's Parks and Gardens Supervisor for assessment of underground irrigation locations.
- That no spikes be driven into the ground without prior consultation with the Parks and Gardens Supervisor.
- That the area is left in a clean and tidy condition at the completion of the day's festivities. Should the facility be left in an untidy or damaged state, Council will seek reimbursement of expenses incurred.

Please be aware that the park is open to the public and it is not possible to restrict other users from the area requested.

The application process is so that Council is aware of, and can control, the extent of the use of public parks.

How to pay

Please return this application form together with any fees payable to:

By Post The General Manager
 PO Box 337
 PARKES NSW 2870

In Person Parkes Shire Council Administration Building
 2 Cecile Street
 PARKES NSW 2870

Payments sent by post should be by money order or cheque, made in favour of Parkes Shire Council.

All fees and bond payments and insurance details must be received with the application, at least 2 weeks prior to the park use.

Please note: This booking will not be accepted until all applicable fees are paid in full.

Office Use Only

Approved / Not Approved

Signature: Date:
 Director Operations

Fee payable to the cashier upon lodgement of application:

\$ _____ paid on _____ Receipt No. _____



General Manager



Deputy Mayor



Parkes Shire Council
2 Cecile St
Parkes NSW 2870

Monday 28th April 2015

To Parkes Shire Council General Manager,

Please find enclosed our application for the use of Cooke Park on Saturday 7th November 2015 for our annual Children's Christmas Markets. In previous years we have alternated the markets between Forbes and Parkes, and this year sees how return to Parkes.

In previous years our markets have focused on children's goods, including pre-loved baby goods, clothing, gifts, handmade wares, toys and accessories. However, this year we are hoping to expand further and include a wider range of wares to appeal to the public as a whole. We also anticipate to include food stalls (for example coffee van, ice cream van, sausage sizzle) and jumping castle.

I have also included a copy of our insurance Certificate of Currency and am happy to provide any further information if required. Please do not hesitate to contact me should you have any further questions.

Kind Regards,

A handwritten signature in black ink, appearing to read "Karina Watson".

Karina Watson
Market Coordinator & Breastfeeding Counsellor
Australian Breastfeeding Association
Parkes-Forbes Group

A handwritten signature in black ink, appearing to be a stylized "V" or "K" followed by a flourish.

General Manager

A handwritten signature in black ink, appearing to be a stylized "M" followed by a flourish.

Deputy Mayor

Certificate of Currency



This Certificate of Currency is a summary of cover provided under the policy, current as at the date of issue. The certificate is provided for information purposes and does not amend, extend or alter the cover provided by the policy. For full particulars, reference must be made to the current policy wording.

Named Insured: State Government of Victoria (Department of Education & Training) funded Community Service Organisations including Kindergartens and Learn Local organisations.

Funded Organisation: Australian Breastfeeding Association

Period of Insurance: From: 30-Jun-2015 04:00:00 PM Australian Eastern Standard Time
To: 30-Jun-2016 04:00:00 PM Australian Eastern Standard Time

Type of Policy: Public & Products Liability

Policy Number: CSOE-PL-2015

The Business: All authorised activities of the Named Insured originating within Victoria (irrespective of the funding source).

Interest Insured: Legal liability to Third Parties for Personal Injury or Property Damage or Advertising Liability happening during the Period of Insurance and arising out of an Occurrence in connection with The Business of the Named Insured.

Limit of Liability: Public Liability - \$20,000,000 any one occurrence.

Product Liability - \$20,000,000 any one occurrence and in the annual aggregate any one Period of Insurance.

Territorial Limit: Anywhere in Australia but only in respect of activities connected with The Business of the Named Insured in Victoria and not in respect of the Insured's interstate operations.

Insurer: Victorian Managed Insurance Authority

For and on behalf of
Victorian Managed Insurance Authority

Kelly Humphreys
Executive General Manager, Client & Risk Services

11 June 2015

General Manager

Deputy Mayor

14 DIRECTOR INFRASTRUCTURE REPORT

Nil.

15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Parkes Shire Cultural Advisory Committee Meeting held 21 July 2015

Executive Summary

The Parkes Shire Cultural Advisory Committee met on 21 July 2015. The Minutes of the meeting are attached.

Background Information

The Cultural Advisory Committee was established in 2004 as a key outcome of the original Cultural Plan. It advises Council on cultural activities, assists in determining the best uses of community cultural assets and resources, and acts as a coordinating group for cultural resources and activities and organisations around the Shire. The Committee meets on as needs basis.

Legislative, Policy & Management Planning Implications

Nil

Delivery Plan (Strategic Objective) Implications

The resolution in this report will primarily effect the Delivery Plan Future Direction relating to:
6. Enhance Recreation and Culture

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

Predicted negative / challenge to the Delivery Plan: *Minor*
Quadruple Bottom Line



Economic ★★★★★



Social ★★★★★



Environmental ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

Nil.

General Manager

Deputy Mayor

Recommendation

1. That the Minutes of the Parkes Cultural Advisory Committee meeting held on 21 July 2015 be adopted.
2. That the updated Towns Presentation Improvement July 2015 Policy be adopted.
3. That creating an art gallery within the Library/Coventry complex (and further developed civic area at the Little Theatre), OR above the Council carpark, OR at a location in Clarinda Street, are the preferred art gallery options to investigate.
4. That these preferred options be investigated in conjunction with the CBD Vibrancy Program project and Council's Strategic Planner.

Attachments

1. Parkes Cultural Advisory Committee Meeting Minutes 21 July 2015.



General Manager



Deputy Mayor

Parkes Shire Cultural Advisory Committee

Minutes of the meeting held 21 July 2015 from 12.30pm

Attendance: Mayor Cr K Keith, Cr M Greenwood, Cr B Haddin, W Tom (nominated Community Representative), L Finn (Director Technology and Corporate Services), O Jensen (Chief Financial Officer) and S Buckle (Manager Cultural, Education & Library Services).

Apologies: , Cr B. Newton , Cr P Smith, E Matthews (Parkes Arts OutWest Representative).

1. Welcome and apologies provided by Mayor Cr. K Keith.

That the apologies be accepted.

Mvd W Tom, 2nd Cr M Greenwood.

2. Minutes of previous meeting

That the minutes were an accurate recording of the meeting held 2 June 2015.

Mvd W Tom, 2nd Cr K Keith.

Business arising from the minutes. Nil.

3. Town Presentation Improvement Policy

S Buckle tabled an updated Policy. (Attached)

Recommendation -

That with the Towns Presentation Improvement Policy July 2015 be adopted, with two changes:

** That the commercial Parkes, Peak Hill priority project been identified as an Aboriginal public art project,*

** That the Cultural Committee be included in the Approval Process.*

Mvd W Tom, 2nd Cr M Greenwood.

4. Library expansion and art gallery scoping

In the 2015/16 budget there are monies to commence planning to expand the library and to scope a potential Parkes art gallery. Uniting these projects to create the art gallery as part of the expanded Parkes Library and Coventry Room, and redeveloping the Little Theatre to include a civic function area, was discussed.

Other locations for an art gallery were identified:

- Old Fire Station (when new one is built)
- Within the pool precinct (which is under development)
- At the Henry Parkes Centre
- Within an existing building in Clarinda Street
- New building in vacant block in Clarinda Street
- New building above the Council carpark (south side of the Post Office)

Recommendation -

1. That creating an art gallery within the Library/Coventry complex (and further developed civic area at the Little Theatre, OR above the Council carpark, OR at a location in Clarinda Street, are the preferred options to investigate.

2. That these options be investigated in conjunction with the CBD Vibrancy Program project and Council's Strategic Planner.

Mvd Cr M Greenwood, 2nd W Tom.



General Manager



Deputy Mayor

5. General Business

Action - That S Buckle investigate the recognition of previous long serving Parkes Librarian Bob Thomas.

7. Next meeting

To be confirmed.

Attachment: Draft Towns Presentation Improvement Policy July 2015



General Manager



Deputy Mayor



TOWNS PRESENTATION IMPROVEMENT POLICY

2015-2018

JULY 2015

General Manager

Deputy Mayor

PARKES SHIRE COUNCIL
TOWNS PRESENTATION IMPROVEMENT POLICY
2015-2018

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DOCUMENT VERSION CONTROL

Ref No.	Created by	First Adopted	Last Modified	Review Period
	Manager Cultural, Education & Library Services and Parks & Gardens Coordinator - Shire Presentation	OCM 19 November 2013 Res No. 13-530	22 July 2015 SB	2 years



General Manager



Deputy Mayor

PURPOSE

The Town Presentation Improvement Policy provides a guide and a framework for Council in the development, planning and implementation of quality projects whose specific purpose is to increase the attractiveness of the Shire and celebrate the unique, innovative, culturally aware communities in which we enjoy to live. It is not intended to fund major capital works such as paving and footpaths.

OBJECTIVES

The objectives of the Policy are:

- To instigate an annual Council funded town presentation improvement program to increase the attractiveness of the Shire to our existing and future residents and visitors
- To assist and guide Council in the management, maintenance, and implementation of town presentation improvement projects, including marketing and promotion
- To improve amenity in towns and townships to enhance the quality of life for residents and the visitor experience for visitors and tourists
- To promote creativity and excellence
- To preserve, enhance and promote the unique attributes and diversity of the Shire's towns.

BACKGROUND

In 2001 Parkes Shire Council commenced the Parkes Main Street Beautification Project. Stage three of this project was completed in 2011. In 2010 Parkes Shire Council realised a long term project, the installation of a large bronze statue of Sir Henry Parkes in Parkes' town square.

Various Main Street projects have also been carried out at Peak Hill, Trundle and Tullamore over the past 10 years.

In 2012 Council employed a Parks and Gardens Coordinator, Shire Presentation, whose role is to lift the standard of the presentation of the Shire towns.

This Policy has been developed to provide a strategic approach to continue the improvement of amenity in towns in the Shire.

POLICY

Uses of town presentation improvement projects

For the purpose of this policy the scope of town improvement projects extends to the following:

Functional: where the primary purpose of the art or design element is utilitarian, such as seating, lighting, furniture, bollards, signage, rubbish bin surrounds, window treatments, reception areas, door handles and carpets. Can also be decorative, integrated or site specific.

Decorative: where the primary purpose is to aesthetically enhance an environment or structure, such as incorporated imagery or sculpture, paving elements and lighting. Can also be functional, iconic, integrated or site specific.

Iconic: a stand alone or significant work, where the artist's approach is largely independent of other considerations – 'art-for-art's-sake'. Examples include sculpture, water features, lighting or multimedia. Often site-specific.

Integrated: works that are fully incorporated within the design of the built or natural environment. Integrated works may include floor and window design, lighting, landscaping and associated elements. Can also be decorative and/ or functional.



General Manager



Deputy Mayor

Site specific: designed specifically for, and responsive to, a particular site through scale, material, form and concept. Could apply to all listed categories.

Interpretive: where the primary purpose is to describe, educate and comment on issues, events or situations. Examples include signage, pavement inlays, sculpture, seating, landscaping, murals and text based work. Can also be functional, decorative, iconic and site specific.

Commemorative: where the primary purpose is to acknowledge and recall an event, activity or person important to the local community and its visitors. Examples include sculpture, murals, pavement details and gardens. Could apply to all listed categories.

Temporary: where the work is not intended to be permanent. A piece or event may be momentary or remain for a fixed time. Wide-ranging outcomes are possible and include performance, garden planting, text, installations and multimedia.

(Source: Public Art, Making it Happen: Commissioning Guidelines for Local Councils. Government of South Australia, Arts SA)



Functional - Bike Hoops with Personality (Hobart)

<http://www.ipwea.org/newsouthwales/blogs/pwpro/2013/02/14/beauty-in-the-eyes-of-the-public>

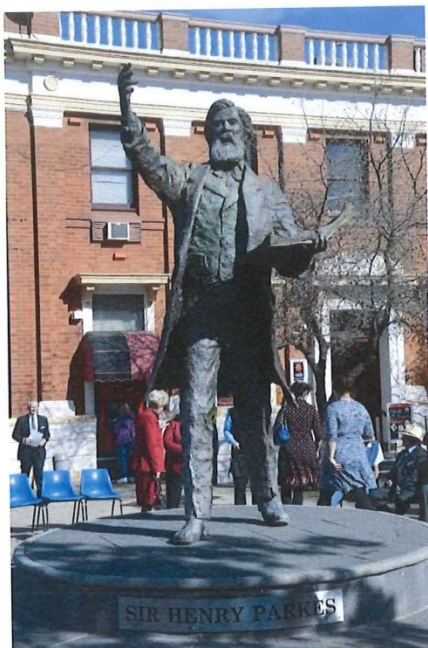


Site Specific - Dreaming of a Koala Haven, Karla Dickens (2013) Goonellabah NSW
New Woolworths development, Goonellabah NSW

<http://www.creativeroad.com.au/project/goonellabah-woolworths/>

General Manager

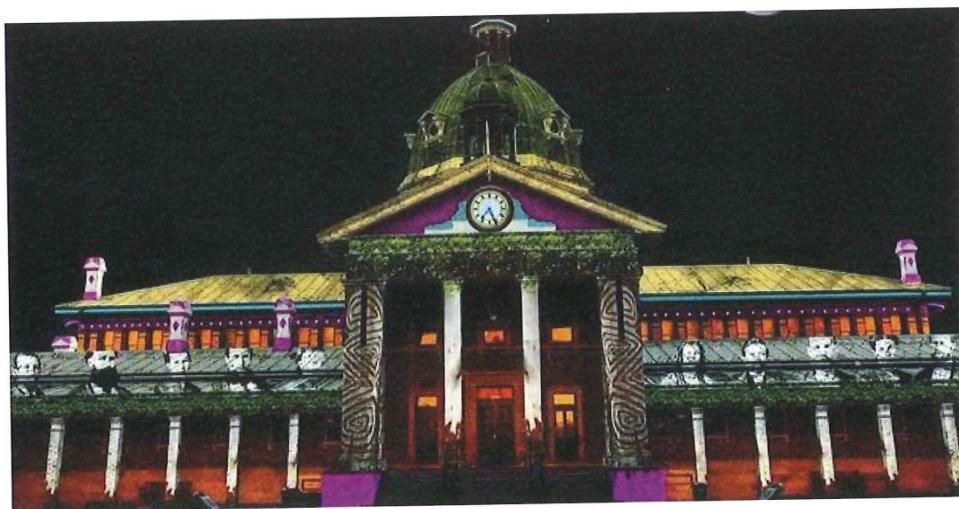
Deputy Mayor



*Iconic and Commemorative
Sir Henry Parkes, Parkes*



*Decorative
Back Alley Gallery, Lismore*



Temporary - Bathurst Bicentenary Night Illumination Street Festival
<http://www.bathurst200.com.au/calendar-list/bicentenary-illumination-street-festival>

General Manager

Deputy Mayor

Project selection and management

- Projects will be of high quality contemporary practice and contribute positively to the public domain and sense of place
- Consideration will be given to the context of the project within a proposed area and the anticipated response of the public and accessibility to the public
- Opportunities for town presentation improvement opportunities within planned capital works within the Shire will be explored
- Opportunities for new, stand-alone, town improvement projects will be explored
- To develop a sense of ownership and enjoyment, Council committees and community stakeholders will be engaged in the development of projects

Project priorities

Priority sites and themes for town presentation improvement projects, 2015 to 2018:

- Parkes central business district
- Elvis
- Branding project opportunities
- Aboriginal public art, Commercial Park, Peak Hill

Approval Process

- Council's Economic Development Unit will develop and guide town presentation and marketing improvement projects, with the assistance of various Council staff members and committees as required
- Projects will be considered by the Marketing Taskforce Project Team before submittal to Senior Staff
- Projects will be considered by Senior Staff before submittal to Parkes Shire Cultural Advisory Committee.
- Projects will be presented to Council for final ratification

Town presentation improvement funding

A range of funding options for town presentation projects will be explored, such as State and Federal grant funding, private partners, developer agreements and various opportunities. However it is proposed that core funding be derived by the implementation of a nominal 0.5% surcharge on all capital works, where not prohibited by policy or legislation.

Maintenance and Insurance

- Town presentation assets will be inspected regularly and will be included in Council's asset management plans for maintenance schedules
- Council will set aside, as guided by the asset management plans, funds on an annual basis to ensure the assets are adequately maintained, improved, renewed or removed to ensure they continue to contribute to the goals of the program
- All Council's assets will be appropriately insured



General Manager



Deputy Mayor

MEMBERSHIP OF THE MARKETING PROJECT TEAM

The current membership (which will change from time to time) of the Marketing Project Team are:

- Director, Technology and Corporate Services
- Shire Presentation Coordinator
- Manager Economic and Business Development
- Communications Officer
- Manager Development
- Product and Economy Manager
- Marketing and Brand Manager
- Manager Cultural, Education and Library Services
- Grants Development Officers



General Manager



Deputy Mayor

16 QUESTIONS AND MATTERS OF URGENCY

Nil.

17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

17.1 Committee Minutes - Economic Development Committee Airport Sub-Committee Minutes 21 July 2015

Prepared By: Director of Corporate Service

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(ii) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
 - (ii) confer a commercial advantage on a competitor of the council

Executive Summary

Minutes of the Economic Development Committee - Airport Sub Committee Meeting held on Tuesday 21 July 2015 are attached for Council's consideration.

Background Information

Nil.

Legislative or Policy Implications

Nil.

Budget & Financial Aspects

Nil.

Recommendation

1. That the minutes of the Economic Development Committee - Airport Sub Committee held on 21 July 2015 be noted and the recommendations be adopted.

Attachments

1. Minutes of the Economic Development Committee - Airport Sub Committee Meeting held Tuesday 21 July 2015



General Manager



Deputy Mayor



PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

ECONOMIC DEVELOPMENT COMMITTEE - AIRPORT SUB- 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

TUESDAY 21 JULY 2015

Minutes of the meeting of the Parkes Shire Council's Economic Development Committee - Airport Sub-Committee held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 11:30am for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

A handwritten signature in black ink, appearing to be 'K. Boyd', is written over a horizontal line.

General Manager

A handwritten signature in black ink, appearing to be 'M. ...', is written over a horizontal line.

Deputy Mayor

Economic Development Committee - Airport Sub-Committee Meeting

Minutes of the Economic Development Committee - Airport Sub-Committee Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 21 July 2015 at 11.30am.

PRESENT

Cr Ken Keith OAM
Cr Alan Ward (Chair)
Cr Robert Haddin
Cr Michael Greenwood PSM, OAM
Kent Boyd - General Manager
Ben Howard - Director Engineering Services
Les Finn - Director Technology & Corporate Services
Anna Wyllie - Economic & Business Development Manager
Sharon Ross - Manager Support Services

MEETING COMMENCEMENT

The Meeting commenced at 10:30am

1 APOLOGIES

That the apologies of Cr Belinda McCorkell be noted.

Moved Cr Robert Haddin, seconded Cr Michael Greenwood.

CARRIED

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the Parkes Shire Council's Economic Development Committee - Airport Sub-Committee Meeting held on Tuesday 19 May 2015, copies of which have been forwarded to Committee members, be confirmed.

Moved Cr Michael Greenwood, seconded Robert Haddin.

CARRIED

3 DECLARATIONS OF INTEREST

Nil.



General Manager



Deputy Mayor

Parkes Shire Council
Economic Development Committee - Airport Sub-Committee Meeting - 21 July 2015

Minutes

4 MINUTES ITEMS

4.1 Economic Development Committee - Airport Sub-Committee July 2015

Executive Summary

The redevelopment of the Airport terminal is part of the Parkes Regional Airport Redevelopment which includes new runway lighting, connection of potable water, expanded carparking, entry treatment and upgrade of the airport terminal. It is a \$3.025 million redevelopment of which \$1.5 million is part of a RDAF grant.

The redevelopment of the Airport Terminal will provide contemporary facilities, replacing 1976 designs to meet passenger demands which have grown from 8,000 to 35,000pa with future projections of 40,000pa over the next 5 years. The airport services 4 LGAs (Lachlan LGA consist 20% of passengers, travelling up to 150km to access the airport) & is critical to the region's social & economic development. The project includes terminal refurbishment & expansion, infrastructure & technology improvements, accessible design, improved baggage handling & new security regime readiness.

Construction of the Terminal, which is Stage 2 of the project commences Monday 27 July 2015.

Recommendation

1. That the information be received and noted.

Resolution

That the information be received and noted.

Moved Councillor Robert Haddin, seconded Councillor Michael Greenwood.

CARRIED

5 GENERAL BUSINESS

A discussions was tabled regarding Airport safety at the new temporary terminal. Manager Support Services confirmed that Council were taking all steps necessary to ensure the safety of the general public and all staff whilst the temporary terminal was in operation. So far feedback had been very positive regarding the move to the temporary terminal.

Councillor Greenwood expressed the desire for Council to explore opportunities to host Air shows in Parkes.

Action:

1. Council to explore opportunities.

7 NEXT MEETING DATE

The next Economic Development Committee - Airport Sub-Committee meeting is scheduled for Tuesday 22 September, commencing at 11:30am.

There being no further business the Chair declared the meeting closed at 11:04am



General Manager



Deputy Mayor

17.2 Committee Minutes - Economic Development Committee Meeting 21 July 2015

Prepared By: Director of Corporate Service

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(d)(ii) of the Local Government Act 1993 and Council's Code of Meeting Practice, which permits the meeting to be closed to the public for business relating to the following: -

- (d) commercial information of a confidential nature that would if disclosed:
 - (ii) confer a commercial advantage on a competitor of the council

Executive Summary

Minutes of the Economic Development Committee Meeting held on Tuesday 21 July 2015 are attached for Council's consideration.

Background Information

Nil.

Legislative or Policy Implications

Nil.

Budget & Financial Aspects

Nil.

Recommendation

1. That the minutes of the Economic Development Committee held on 21 July 2015 be noted and the recommendations be adopted.

Attachments

1. Minutes of the Economic Development Committee Meeting held Tuesday 21 July 2015.



General Manager



Deputy Mayor



PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

ECONOMIC DEVELOPMENT 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

21 JULY 2015

Minutes of the meeting of the Parkes Shire Council's Economic Development Committee held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 10:30am for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

A handwritten signature in black ink, appearing to be 'K. Boyd', is written over a horizontal line.

General Manager

A handwritten signature in black ink, appearing to be 'M. Boyd', is written over a horizontal line.

Deputy Mayor

Parkes Shire Council
Economic Development Committee Meeting - 21 July 2015

Minutes

Economic Development Committee Meeting

**Minutes of the Economic Development Committee Meeting held in the Council Chambers,
2 Cecile Street on Tuesday 21 July 2015 at 10.30am.**

PRESENT

Cr Ken Keith OAM (Chair)
Cr Alan Ward
Rc Robert Haddin
Cr Michael Greenwood PSM, OAM
Kent Boyd - General Manager
Les Finn - Director Technology & Corporate Services
Steven Campbell - Director Planning & Environment
Anna Wyllie - Economic & Business Development Manager
Michael Carter - Strategic Planner

MEETING COMMENCEMENT

The Meeting commenced at 11:06am

1 APOLOGIES

That the apologies of Cr Belinda McCorkell be noted.

Moved Cr Alan Ward seconded Cr Robert Haddin.

CARRIED

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

That the Minutes of the Parkes Shire Council's Economic Development Committee Meeting held on Tuesday 19 May 2015, copies of which have been forwarded to Committee members, be confirmed.

Moved Cr Alan Ward, seconded Cr Robert Haddin.

CARRIED

3 DECLARATIONS OF INTEREST

Nil.



General Manager



Deputy Mayor

4 MINUTES ITEMS

4.1 Parkes CBD Vibrancy Strategy

Executive Summary

Parkes is an important regional centre in the Central West of NSW. According to the Parkes Town Centre Retail Commercial Release Strategy 2002, Parkes has a trade area which extends as far as Condobolin, Canowindra and Peak Hill. More recent observations suggest that the drawing power of major retail stores at Parkes (Aldi, Big-W, Coles, Target and Woolworths) has increased the trade area further west of Condobolin and into Forbes and Cowra Local Government Areas.

Parkes Shire Council has been focussed in it's investments in the Parkes Central Business District (CBD), particularly since the relocation of the Newell Highway from Clarinda Street to Bogan Street in 1996-1998. Council adopted the Parkes Town Centre Retail Commercial Release Strategy in 2002, which has guided a series of town centre improvements as well as a policy of consolidating new retail developments in the Parkes CBD. This planning discipline has resulted in a consolidated commercial precinct that continues to serve a relatively large trade area. The Parkes CBD today works efficiently within the larger spatial framework of the Parkes Township and surrounding trade area.

Despite significant advances in the Parkes CBD, there are areas of the town centre that are showing their age and are in need of revitalisation. The quality of urban infrastructure and built form also needs to be improved to appeal to existing / potential users and visitors. Different parts of the centre require different design responses to address emerging issues. Main Street spaces should also be designed as places, not just as thoroughfares, to encourage social interactions and create distinct and inviting spaces that people choose to experience.

As the area with the highest level of retail and commercial activity in the Parkes Shire, a focused Plan is required for the Parkes CBD that will include actions across a range of subject areas that impact the Shire's ability to maintain market share in the region. This Plan however, should not be a Council Plan but rather a Plan for the Parkes CBD. It must provide for the growth and change of the Parkes CBD over time and provide scope for new styles of development within the existing urban fabric. It should be equally important to the Council and the Parkes Business Chamber, as well as other stakeholders who have invested in the Parkes CBD.

The Parkes CBD Vibrancy Strategy will be distinguished by a high level of community and stakeholder engagement and involvement in its development. At the core of the Strategy will be the development of a common vision for the CBD, which is shared and supported by all business stakeholders, Council and the general community. The Strategy will aim to convert that vision into a range of tangible strategies and actions, which will require input and support from a range of private sector entities and the general public.

The purpose of this report is to explain the proposed process for the development of the Parkes CBD Vibrancy Strategy. Attached to this report is a detailed Project Brief that explains the need for the strategy, the aims and objectives of the strategy, the expected process steps and the timelines for the progression of a new Issues Paper, Vibrancy Strategy and Action Plan for the Parkes CBD.

A detailed presentation of the Parkes CBD Vibrancy Strategy will be provided to the Economic Development Committee for consideration of the proposed strategy process.



General Manager



Deputy Mayor

Parkes Shire Council
Economic Development Committee Meeting - 21 July 2015

Minutes

Recommendation

1. That the report and the presentation provided to the Economic Development Committee be noted.
2. That the Economic Development Committee endorses the preparation of a new Parkes CBD Issues Paper, Parkes CBD Vibrancy Strategy, and Parkes CBD Action Plan for the Parkes CBD.
3. That a representative from the Economic Development Committee approach the Parkes Business Chamber to gauge their interest in partnering in the development of the Parkes CBD Vibrancy Strategy.
4. That a launch of the Parkes CBD Vibrancy Strategy be undertaken at the end of August 2015, detailing the aims and objectives of the strategy, the need for the strategy, as well as the process and timelines for preparation of a new Issues Paper, Vibrancy Strategy and Action Plan for the Parkes CBD.

Resolution

That the recommendations be adopted.

Moved Councillor Alan Ward, seconded Councillor Michael Greenwood.

CARRIED

4.2 Corporate Services Restructure relating to Economic Development

Executive Summary

Due to recommendations from the Economic Development Committee in particular questions from the Deputy Mayor and Cr Haddin about the level of resourcing and the importance of Economic Development, the Director of Technology and Corporate Services has reviewed the structure of the tourism to the Shire and economic development units and noted that they are no longer inline with market expectations. The roles and positions have changed due to forces such as change in economy, technology and market conditions as well as the communities expectations.

Recommendation

1. That the Economic Development Committee note the proposed new structure to deliver the Economic Development Strategy

Resolution

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor Bob Haddin.

CARRIED



General Manager



Deputy Mayor

Parkes Shire Council
Economic Development Committee Meeting - 21 July 2015

Minutes

4.3 Membership to the Australian Logistics Council

Executive Summary

Australian Logistics Council (ALC) is the industry peak body that represents the major Australian logistics supply chain customers, providers, infrastructure owners and suppliers. Their membership span the entire supply chain, incorporating, road, rail, sea, air, marine and intermodal ports.

At the last meeting of Council it was resolved that Economic Development Committee investigate the value of becoming a member and the benefits that it would bring Council.

Recommendation

1. That Council join the Australian Logistics Council as an Associate Member.

Resolution

That the recommendation be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Alan Ward.

CARRIED



General Manager



Deputy Mayor

Parkes Shire Council
Economic Development Committee Meeting - 21 July 2015

Minutes

4.4 Economic and Business Development Manager - Strategy Progress Report

Executive Summary

The Economic and Business Development Managers Report focuses on the strategies of the Economic Development Plan which includes:

1. Support Existing Local Businesses
2. Promotion and Marketing of the Parkes Shire
3. Investment Attraction
4. Lobbying

Recommendation

1. That this report be received and noted
2. Council investigates hosting a Business Breakfast
3. Council holds an information session with Historical Aviation Restoration society to help understand HARs future objectives in Parkes
4. That Parkes Council provide a letter of support to Forbes Shire Council in relation to their grant application, as requested.

Resolution

That the recommendations be adopted.

Moved Councillor Michael Greenwood, seconded Councillor Bob Haddin.

CARRIED

5 GENERAL BUSINESS

A discussion regarding current strategic land acquisitions was tabled.
No resolution necessary.

The Mayor also suggested that Council investigate the development of an e-hub for the retail sector in Parkes as part of the main street development.

Action:

1. This idea will be considered as part of the Main Street Vibrancy Program.

A discussion was held regarding the lack of time for Economic Development Committee Meetings.

Action:

1. Different options for time frames of future meetings to be explored by General Manager.

7 NEXT MEETING DATE

The next Economic Business Development Committee Meeting is scheduled for Tuesday 22 September 2015 commencing at 10:30am.

There being no further business the Chair declared the meeting closed at 12:24pm.



General Manager



Deputy Mayor

17.3 (DI) Water and Sewage Treatment Plant EOI

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 Expression of Interest for the Water and Sewage Treatment Plants was formally called on the 18 May 2015. A public briefing was held on Tuesday 2 June 2015 in Parkes. The public briefing was well attended by the industry and a wide selection of potential respondent's were present at the meeting and registered their interest in the projects. The EOI closed on the 19 June 2015. In total 9 submissions were received from respondents who had expressed an interest in the projects.

Background Information

See Report.

Legislative or Policy Implications

Nil.



General Manager



Deputy 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*
8.1 Ensure that Shire Water Management is in line with Best Practice

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

The upgrade will improve water security for Parkes and Peak Hill and reduce impacts on the Lachlan River intake site.

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

There will be no foreseeable negative impacts.

Quadruple Bottom Line



Economic ★★☆☆☆



Environmental ★★☆☆☆



Social ★★★★★



Civic Leadership ★★★★★

Budget & Financial Aspects

The projects will be funded with partial subsidy from the NSW State Government through the Country Towns Water and Sewerage Scheme.

Recommendation

1. That Council proceed to the Selective Tenderer Involvement phase of the procurement cycle with three (3) contractors being John Holland Pty Ltd, Haslin-Aquatech Maxcon Joint Venture and Monodelphous Group Limited.

Report

Parkes Shire Council (PSC) has undertaken an assessment of its current Water Treatment Plant and Sewage Treatment Plant and has determined that both treatment plants have reached the end of their serviceable life and are no longer able to provide adequate service into the future. In addition, the current plants do not have the capacity to service the local area into the future. As a result both Water and Sewage Treatment Plants are to be replaced.

PSC has therefore released this Expression of Interest (EOI) to shortlist a number of suitable respondents to proceed to the RFT stage and provide a fixed lump sum price to undertake the design development and construction of both plants as well as the provision of operation and maintenance support services for both plants for a fixed period following completion of construction.

The EOI was formally called on the 18 May 2015. PSC held a public briefing on Tuesday 2 June 2015 in Parkes. The public briefing was well attended by the industry and a wide selection of potential Respondent's were present at the meeting and registered their interest in the projects. The EOI was closed on the 19 June 2015 via the PSC nominated TenderLink system.

General Manager

Deputy Mayor

In total 9 submissions were received from Respondents who had expressed an interest in the projects. These Respondents were as follows;

- Downer Utilities Australia Pty Ltd
- Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)
- John Holland Pty Ltd
- Leed Engineering and Construction Pty Ltd
- Monadelphous Group Limited
- Total Construction Pty Ltd
- Transfield Services (Australia) Pty Ltd
- Cockram Envico TRILITY JV (consisting of Cockram Constructions Ltd and TRILITY Pty Ltd)
- UGL Engineering Pty Ltd

Respondents were assessed against both mandatory Hurdle Criteria and Evaluation Criteria. The mandatory Hurdle Criteria consisted of 12 criteria that were assessed as a pass or fail criteria. Respondents were required to meet the mandatory Hurdle Criteria prior to being assessed against the Evaluation Criteria. A Respondent that failed the mandatory Hurdle Criteria was eliminated from further assessment. At the conclusion of the Hurdle Criteria Assessment and the Evaluation Criteria assessment a shortlist of 5 preferred respondents was generated as follows;

- Downer Utilities Australia Pty Ltd
- Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)
- John Holland Pty Ltd
- Monadelphous Group Limited
- Transfield Services (Australia) Pty Ltd

The Technical and Commercial Advisory Panels undertook an assessment of the top 5 Respondents and provided feedback to the EOI Evaluation Committee on the technical and commercial merits and risks of each of the Respondents' submissions. Financial capability of the top 5 Respondents was assessed by PSC Chief Finance Officer and PSC Accountant. The adequacy of the top 5 Respondents insurance coverage was assessed by PSC insurer JLT.

The Evaluation Committee completed a SWOT analysis of the top 5 Respondents based on their submissions and the various concerns raised during the review by the Technical and Advisory Panels and the financial and insurance review. This SWOT analysis was used to generate a list of questions that would be used during the interview process.

Interviews with the top five (5) Respondents were undertaken over three days with 4 hours allocated to each interview. Each Respondent was provided with their interview questions and an agenda prior to the interview and asked to prepare a presentation that provided a response to the questions. No additional time was allocated if the Respondent failed to address the questions in the allocated time.



General Manager



Deputy Mayor

At the conclusion of the interview process site inspections for a number of representative sites for each of the top 5 Respondents were undertaken. The purpose of the site inspections were to further test Respondents based on their submissions and interview responses.

The EOI Evaluation Committee prepared a site inspection checklist that was divided into two sections being construction sites and operational sites. The checklist provided a series of prompts for the site inspection team to investigate while on site. The primary purpose of the site inspections was to obtain feedback from other clients (predominately other Local Government Organisations) as to the performance of the Respondents during the construction phase and the quality of the Respondents design and construction once the plant was in the operational phase.

As a result of the EOI Evaluation Criteria, interviews and site inspections the following is the final ranking of the top 5 shortlisted Respondents.

Respondent Name	Combined Rating
John Holland Pty Ltd	1
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	2
Monadelphous Group Limited	3
Transfield Services (Australia) Pty Ltd	5
Downer Utilities Australia Pty Ltd	5

During the interview and site visit process it become apparent that there was a significant gap in performance and approach of the top three Respondents and the bottom two Respondents.

In particular, after the interview and site inspection process it became apparent that both the bottom two ranked Respondents were significantly different in their team and approach and their appropriateness as a partner for PSC for these projects is questioned.

As a result the EOI Evaluation Committee has agreed to move forward with only three (3) selected Tenderers. As the bottom two Respondents were significantly different to the top three Respondents, and, it was not possible to separate the bottom two respondents adequately it was decided that no Tenderer would be retained as a reserve should one of the top three (3) Tenderers be unable to proceed any further

Attachments

Attachment documents distributed under separate cover

1. Tender Evaluation matrix.
2. Tender Evaluation report.
3. Tenderer interview questions.



General Manager




Deputy Mayor

EOI Assessment Summary

Item	EOI Evaluation Criteria	Max Score	Respondent's																	
			Downer Utilities		Haslin		John Holland		Leed Constructions		Mono		Total Constructions		Transfield		Trillity		UGL	
			WTP	STP	WTP	STP	WTP	STP	WTP	STP	WTP	STP	WTP	STP	WTP	STP	WTP	STP	WTP	STP
1	Demonstrated Commitment to WHS and Environment	15	9.3	9.3	7.0	7.0	8.1	8.1	0.0	9.0	9.4	9.4	0.0	0.0	10.0	10.0	7.9	7.9	8.9	8.9
1a	Proposed approach to manage WHS and Environmental requirements in the design phase of the project	5	3.1	3.1	2.5	2.5	2.6	2.6	0.0	3.0	3.0	3.0	0.0	0.0	3.4	3.4	2.6	2.6	2.9	2.9
1b	Proposed approach to manage WHS and Environmental requirements in the construction phase of the project	7	4.4	4.4	3.3	3.3	4.0	4.0	0.0	4.6	4.7	4.7	0.0	0.0	4.6	4.6	3.7	3.7	4.2	4.2
1c	Proposed approach to manage WHS and Environmental requirements in the O&M phase of the project	3	1.8	1.8	1.2	1.2	1.4	1.4	0.0	1.4	1.7	1.7	0.0	0.0	2.1	2.1	1.6	1.6	1.8	1.8
2	Demonstrated Understanding of the Project	10	4.3	4.3	7.7	7.7	6.3	6.3	0.0	5.5	7.3	7.3	0.0	0.0	6.2	6.2	6.3	6.3	6.2	6.1
2a	Proposed methodology and strategies to deliver the projects and meet Council's Project Objectives	3	1.3	1.3	2.0	2.0	1.9	1.9	0.0	1.7	2.0	2.0	0.0	0.0	1.8	1.8	1.7	1.7	1.5	1.5
2b	Identification of key risks and proposed approach to manage these risks	3	1.3	1.3	2.1	2.1	1.9	1.9	0.0	1.7	2.0	2.0	0.0	0.0	2.0	2.0	1.5	1.5	1.7	1.7
2c	The reasonableness of the Initial Budget Estimation	4	1.7	1.7	3.6	3.6	2.5	2.5	0.0	2.2	3.3	3.3	0.0	0.0	2.4	2.4	3.1	3.1	3.0	2.9
3	Demonstrated Understanding of the Regulatory Environment	15	5.8	4.5	5.5	5.5	4.3	4.7	0.0	4.5	7.8	7.8	0.0	0.0	6.5	6.5	4.5	4.5	3.5	3.5
3a	Understanding and experience with the regulatory process including NSW S60 process, EPA (risk and load based licensing) and NSW Health	10	5.8	4.5	5.5	5.5	4.3	4.7	0.0	4.5	7.8	7.8	0.0	0.0	6.5	6.5	4.5	4.5	3.5	3.5
3b	Experience with other regulatory processes as appropriate such as Work Health and Safety regulation, environmental legislation etc.	5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4	Demonstrated Design and Technical experience and capability	15	8.0	8.5	8.9	8.5	8.7	9.2	0.0	6.5	10.9	11.0	0.0	0.0	8.8	10.1	8.0	8.0	6.8	6.6
4a	Corporate experience and capability in design and commissioning of similar municipal water and/or sewage treatment plants	6	3.5	3.9	4.2	3.9	3.8	4.2	0.0	2.1	4.7	4.7	0.0	0.0	2.7	3.9	3.3	3.3	2.9	2.9
4b	Experience and track record of nominated design and technical personnel in design and commissioning of similar municipal water and/or sewage treatment plants	6	3.3	3.3	3.2	3.2	3.8	3.8	0.0	3.0	4.5	4.7	0.0	0.0	4.1	4.2	3.2	3.2	2.7	2.7
4c	Understanding of how these projects are aligned with Councils SEP, IWCM, FIDM, WCM, EWM, etc.	3	1.3	1.3	1.5	1.5	1.2	1.2	0.0	1.4	1.7	1.7	0.0	0.0	2.0	2.0	1.6	1.6	1.1	1.1
5	Demonstrated Construction experience and capability	15	5.9	5.9	5.9	7.3	6.2	6.7	0.0	7.5	7.2	7.5	0.0	0.0	7.5	7.2	6.0	6.3	5.8	5.9
5a	Corporate experience and capability in construction and commissioning of similar municipal water and sewage treatment plants	6	3.3	3.3	2.9	4.2	3.3	3.8	0.0	4.2	4.5	4.5	0.0	0.0	3.9	3.6	3.6	3.8	3.0	3.2
5b	Experience and track record of nominated key construction personnel in construction and commissioning of similar municipal water and sewage treatment plants	5	2.6	2.6	3.0	3.1	2.9	2.9	0.0	3.3	3.0	3.0	0.0	0.0	3.6	3.6	2.4	2.5	2.8	2.8
5c	Financial Capability	4			0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
6	Demonstrated Operations and Maintenance experience and capability	6	5.0	5.1	1.8	2.1	2.6	2.7	0.0	1.8	3.6	3.4	0.0	0.0	2.9	2.9	4.3	4.3	3.5	3.5
6a	Corporate experience and capability in operation and maintenance of similar water and sewage Treatment Plants	2	1.7	1.6	0.7	0.8	0.9	0.9	0.0	0.6	1.2	1.2	0.0	0.0	1.0	1.0	1.3	1.3	1.2	1.2
6b	Track record of nominated operations and maintenance personnel in implementing and optimising WTP and STP operation and maintenance processes and functions	2	1.6	1.7	0.8	0.9	0.9	1.0	0.0	0.6	1.2	1.0	0.0	0.0	1.1	1.1	1.5	1.5	1.1	1.1
6c	Proposed approach to resourcing operation and maintenance and capacity building of Council Resources	2	1.8	1.8	0.4	0.4	0.9	0.9	0.0	0.6	1.3	1.3	0.0	0.0	0.9	0.9	1.5	1.5	1.3	1.3
7	Demonstrated culture and organisational structure for the Project	10	5.9	5.9	6.6	6.6	4.8	5.0	0.0	2.4	5.8	5.8	0.0	0.0	3.7	3.7	4.4	4.4	5.3	5.4
7a	Track record of Respondent members working together or as part of integrated teams on similar recent projects for Local Government in NSW	4	2.5	2.5	2.7	2.7	1.5	1.7	0.0	1.1	2.5	2.5	0.0	0.0	1.4	1.4	1.5	1.5	2.0	2.1
7b	Suitability of the proposed organisational structure for the STI process and contract including the roles and responsibilities of each Respondent member	2	1.2	1.2	1.3	1.3	1.2	1.2	0.0	0.8	1.2	1.2	0.0	0.0	0.7	0.7	1.2	1.2	1.2	1.2
7c	Proposed governance and risk allocation arrangements within the Respondent's team	2	1.1	1.1	1.3	1.3	1.2	1.2	0.0	0.6	1.0	1.0	0.0	0.0	0.9	0.9	0.9	0.9	1.0	1.0
7d	Capability and capacity to establish and maintain good working relationships with regional LGA's during the STI process and Contract	2	1.1	1.1	1.4	1.4	1.0	1.0	0.0	0.9	1.2	1.2	0.0	0.0	0.8	0.8	0.8	0.8	1.1	1.2
8	Demonstrated Commitment to Local Content	5	3.0	3.7	3.4	3.4	2.5	2.5	0.0	1.5	3.5	3.5	0.0	0.0	3.8	3.8	2.2	2.2	3.1	3.1
8a	Proposed approach to incorporating local subcontractors in the construction of the projects	2	1.3	1.3	1.5	1.5	1.1	1.1	0.0	0.8	1.6	1.6	0.0	0.0	1.6	1.6	1.0	1.0	1.3	1.3
8b	Proposed approach to incorporating local suppliers in the construction of the projects	1	0.6	0.6	0.8	0.8	0.6	0.6	0.0	0.4	0.8	0.8	0.0	0.0	0.8	0.8	0.4	0.4	0.7	0.7
8c	Proposed approach to incorporating other local opportunities in the overall delivery of the projects	1	0.6	0.6	0.6	0.6	0.4	0.4	0.0	0.3	0.6	0.6	0.0	0.0	0.7	0.7	0.4	0.4	0.5	0.5
8d	Proposed approach to incorporating upskilling opportunities for local resources where possible in the delivery of the projects	1	0.6	1.3	0.6	0.6	0.5	0.5	0.0	0.4	0.6	0.6	0.0	0.0	0.7	0.7	0.5	0.5	0.6	0.6
9	Demonstrated Innovation	9	5.0	5.2	3.8	4.5	5.4	5.4	0.0	3.2	5.2	5.2	0.0	0.0	5.9	5.9	4.5	4.5	5.2	5.2
9a	Demonstration of how innovation can be achieved on the project and examples of how innovation was achieved on past similar projects	9	5.0	5.2	3.8	4.5	5.4	5.4	0.0	3.2	5.2	5.2	0.0	0.0	5.9	5.9	4.5	4.5	5.2	5.2
Total Score		100	52.0	62.2	50.6	53.7	48.7	50.4	0.0	41.7	60.5	60.8	0.0	0.0	56.2	56.3	48.0	48.3	47.9	48.1
Rank			3	4	4	3	5	5	8	8	1	1	8	9	2	2	6	6	7	7
			52.0	52.2	50.6	53.7	48.7	50.4	0.0	41.7	60.5	60.8	0.0	0.0	55.2	56.3	48.0	48.3	47.9	48.1


General Manager


Deputy Mayor



Parkes Shire Council

**EVALUATION REPORT FOR THE
EXPRESSION OF INTEREST**

FOR THE

**DESIGN AND CONSTRUCTION AND
PROVISION OF OPERATION /
MAINTENANCE SUPPORT SERVICES
FOR THE PARKES WATER AND
SEWAGE TREATMENT PLANTS**

CONTRACT No. 2014009-50 and 2014013-50 EOI

Prepared by:
PARKES SHIRE COUNCIL
2 Cecile Street, Parkes NSW 2870

July 2015

General Manager

Deputy Mayor

EOI Evaluation Report

Project name:	Expression of Interest for Design and Construction and Provision of Operation and Maintenance support services for the Parkes Water and Sewage Treatment Plants
Engagement number:	Contract No. 2014009-50 and 2014013-50 EOI
Description of services:	Design and Construction Contractor
Client agency:	Parkes Shire Council
Project Cost Estimate:	\$13.1M for the Sewage Treatment Plant and \$17.9M for the Water Treatment Plant
Application method:	Open EOI
Application closing date:	19 th June 2015
Application closing office:	TenderLink
Contact person:	Louise Peebles Telephone: (02) 6861 2305

Details of Work

Parkes Shire Council has undertaken an assessment of its current Water Treatment Plant and Sewage Treatment Plant and has determined that both treatment plants have reached the end of their serviceable life and are no longer able to provide adequate service into the future. In addition, the current plants do not have the capacity to service the local area into the future. As a result both Water and Sewage Treatment Plants are to be replaced.

Parkes Shire Council has therefore released this Expression of Interest to shortlist a number of suitable respondents to proceed to the RFT stage and provide a fixed lump sum price to undertake the design development and construction of both plants as well as the provision of operation and maintenance support services for both plants for a fixed period following completion of construction.

Pre-Evaluation Actions

The following actions were undertaken in the lead up to the formal evaluation of the EOI's received.

Prior to the issue of the EOI Invitation, an EOI Evaluation Plan containing Hurdle and Evaluation Criteria along with the weightings for the Evaluation Criteria and scoring methodology was prepared. The EOI Evaluation plan outlined the proposed Evaluation Panel as well as separate Technical and Commercial Evaluation panels. The EOI Evaluation Plan was signed off by the EOI Evaluation Panel prior to the close of the Expression of Interest.

EOI Evaluation Committee members and Technical and Commercial Advisory Panel members disclosed any current or past personal associations with any of the Respondents or their companies or any other circumstance that could lead to a conflict of interest. The project Probity Advisor reviewed the conflict of interest declarations and determined that no conflict of interest existed.

Parkes Shire Council received the Respondent submissions through the TenderLink system. All submissions were kept securely throughout the EOI assessment phase and hard-copy submissions were not removed from the EOI Assessment room apart from being transferred to and from the secure storage location.

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Prior to undertaking any initial assessment, each of the EOI Evaluation Committee and Technical Advisory Panel members again declared (as the actual identity of Respondents was known at this time) that they still had no conflict of interest with any of the Respondents.

EOI's Received

Expressions of Interest were received from the following Respondents;

Respondent Name	WTP	STP
Downer Utilities Australia Pty Ltd	Yes	Yes
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	Yes	Yes
John Holland Pty Ltd	Yes	Yes
Leed Engineering and Construction Pty Ltd	Yes	Yes
Monadelphous Group Limited	Yes	Yes
Total Construction Pty Ltd	Yes	Yes
Transfield Services (Australia) Pty Ltd	Yes	Yes
Cockram Envico TRILITY JV (consisting of Cockram Constructions Ltd and TRILITY Pty Ltd)	Yes	Yes
UGL Engineering Pty Ltd	Yes	Yes

Evaluation of Respondents

The following actions were completed after the closing of the EOI.

There were no late submissions received and all submissions were correctly lodged via the TenderLink system. Therefore all submissions were taken as being correctly submitted and proceeded for further assessment.

The secretary of the EOI Evaluation Committee downloaded all submissions received via TenderLink and these were stored in a secure file location on the PSC server with access restricted to only the Secretary and Chairman of the EOI Evaluation Committee.

Hurdle Criteria

The EOI Evaluation Committee met to undertake an initial assessment of all the submissions against the Hurdle Criteria to determine if all the Respondents passed the mandatory Hurdle Criteria.

The initial assessment sought to identify and exclude any non-conforming submissions or submissions that did not satisfy the mandatory Hurdle Criteria. At the completion of this stage a list was generated containing all of the respondents that had satisfied the mandatory Hurdle Criteria. The following is the result of the mandatory Hurdle Criteria assessment. Respondents noted as Yes were assessed as passing the Hurdle Criteria and Respondents noted as No, failed to meet the Hurdle Criteria assessment.

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Respondent Name	WTP	STP
Downer Utilities Australia Pty Ltd	Yes	Yes
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	Yes	Yes
John Holland Pty Ltd	Yes	Yes
Leed Engineering and Construction Pty Ltd	No	Yes
Monadelphous Group Limited	Yes	Yes
Total Construction Pty Ltd	No	No
Transfield Services (Australia) Pty Ltd	Yes	Yes
Cockram Envico TRILITY JV (consisting of Cockram Constructions Ltd and TRILITY Pty Ltd)	Yes	Yes
UGL Engineering Pty Ltd	Yes	Yes

As a result of the Hurdle Criteria assessment Total Constructions Pty Ltd were eliminated from further assessment and Leed Engineering and Constructions only proceeded for further assessment for the sewage treatment plant project.

Evaluation Criteria

The EOI Evaluation Committee then undertook an assessment of the returnable schedules against the evaluation criteria of all the respondent submissions that passed the Hurdle Criteria assessment against the EOI Evaluation Criteria. Each of the EOI Evaluation Committee members individually scored each of the respondent submissions against the individual evaluation criteria.

Each EOI Evaluation Committee members score was then entered into an excel based scoring tool that collated each of the scores and applied the appropriate weighting for each of the Evaluation Criteria. The evaluation tool then ranked each of the respondent submissions

Respondent Name	WTP Rating	STP Rating	Combined Rating
Downer Utilities Australia Pty Ltd	3	4	4
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	4	3	3
John Holland Pty Ltd	5	5	5

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Leed Engineering and Construction Pty Ltd	Not Assessed	8	Not Assessed
Monadelphous Group Limited	1	1	1
Transfield Services (Australia) Pty Ltd	2	2	2
Cockram Envico TRILITY JV (consisting of Cockram Constructions Ltd and TRILITY Pty Ltd)	6	6	6
UGL Engineering Pty Ltd	7	7	7

In undertaking the assessment of the Respondent EOI submissions minor contact was made with a number of the Respondents to obtain missing or updated documents only. No discussions were held with any respondents to obtain clarification on any part of their submitted EOIs.

The result of the evaluation of the Evaluation Criteria is the following shortlist of respondents. It should be noted that this preliminary shortlisted ranking is prior to undertaking interviews and site inspections with the shortlisted Respondents.

Respondent Name	Combined Rating
Monadelphous Group Limited	1
Transfield Services (Australia) Pty Ltd	2
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	3
Downer Utilities Australia Pty Ltd	4
John Holland Pty Ltd	5

Technical and Commercial Panel Assessment

The Technical and Commercial Advisory Panels undertook an assessment of the top 5 Respondents and provided feedback to the EOI Evaluation Committee on the technical and commercial merits and risks of each of the Respondents' submissions.

The EOI Evaluation Committee then undertook a review of the top 5 Respondent submissions incorporating the advice back from the Technical and Commercial Advisory Panels to determine if any advice from the Technical and Commercial panels changes the original Evaluation Criteria scores awarded by the EOI Evaluation Committee.

The outcome of the EOI evaluation after the review by the Technical and Commercial Evaluation Panels was that the overall ranking originally determined by the EOI Evaluation Committee remained unchanged.

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The Technical and Commercial Advisory Panels also provided feedback and concerns that they identified through their assessment of the various Respondent submissions and this information was used as an input into the SWOT analysis and to generate questions and prompts for the interview and site inspection phase (see later).

EOI Score Weighting

The EOI evaluation plan prepared anticipated that some respondents may provide a submission for only one of the projects while other respondents may offer to undertake both projects. On this basis the evaluation plan had a process for providing a small weighting when a Respondent was offering to complete both projects. As each of the shortlisted respondents were offering to undertake both projects applying the weightings would not have affected the overall scores hence the weightings were not applied to any respondents.

Financial Capability

Financial capability of the top 5 Respondents was reviewed by Mr. Owen Jensen – Chief Finance Officer PSC and Mr. Luke Nash PSC Accountant to determine each Respondents financial capability to undertake the projects. The recommendation by Mr. Owen Jensen and Mr. Luke Nash was that a formal financial assessment of the Haslin-AQM Joint Venture be undertaken only. The financial capability of the remaining shortlisted Respondents was deemed to be satisfactory based on the size of the Respondent organisations and the size of the STP and WTP projects being proposed.

Insurance Review

The adequacy of each of the top 5 Respondent's provided insurance coverage was checked by Nicole Griffiths from Jardine Lloyd Thompson Pty Ltd (PSC insurer). An action list was generated for each of the top 5 Respondent's that will be followed up and the actions closed out prior to the selection of the successful Respondent's to proceed through to the RFT phase.

SWOT Analysis and Interviews

As part of the EOI evaluation process the EOI Evaluation Committee prepared a SWOT analysis for the 5 shortlisted Respondent's. The SWOT analysis was based on the information that was contained in the Respondent submissions. The SWOT analysis was used as a basis to generate a list of questions that would be presented to the Respondent's as part of their interview process. There were a number of common themes and questions across all of the Respondent's so the questions were arranged in two categories being;

- General questions that all Respondents were asked; and,
- Specific questions that resulted from questions or concerns identified by the Evaluation Committee after assessing the Respondents submission.

All Respondents were given the same general questions and each Respondent was given the specific questions that related to their submission only and no Respondent was given access to another Respondent's specific questions.

Interviews were undertaken by seven (7) representatives from the EOI Evaluation Committee and EOI Technical and Commercial Advisory Panels. Interviews were undertaken by the following

- Annalisa Contos
- Mark Dawson

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- Kent Boyd
- Brad Byrnes
- Andrew Francis
- Jason Myers
- Parvan Aggarwal
- HSEC Representative

Interviews with the top five (5) Respondents were undertaken over three days with 4 hours allocated to each interview. Each Respondent was provided with their interview questions and an agenda prior to the interview and asked to prepare a presentation that provided a response to the questions. No additional time was allocated if the Respondent failed to address the questions in the allocated time.

At the conclusion of the interview process the 7 representatives of the EOI Evaluation Committee and Commercial and Technical Advisory Panels present for the interviews provided a revised ranking based on how each Respondent performed in the interview process. This ranking is outlined in the following table.

It should be noted that the "Rating Pre Interview" ranking is based on the assessment of the Evaluation Criteria by the EOI Evaluation Committee however the "Rating Post Interview" ranking is based on how each Respondent organisation performed when compared to the other Respondent organisations in the interviews.

Respondent Name	Rating Pre Interview	Rating Post Interview
Monadelphous Group Limited	1	2
Transfield Services (Australia) Pty Ltd	2	4
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	3	3
Downer Utilities Australia Pty Ltd	4	5
John Holland Pty Ltd	5	1

As it can be seen some of the Respondents ranking changed between the pre interview ranking and the post interview ranking. The main reason for this change in ranking was that concerns that had been identified during the Evaluation Criteria assessment were addressed (or not addressed) adequately during the interview.

Site Inspections

At the conclusion of the interview process site inspections for a number of representative sites for each of the top 5 Respondents were undertaken. The purpose of the site inspections were to further test Respondents based on their submissions and interview responses.

The EOI Evaluation Committee prepared a site inspection checklist that was divided into two sections being construction sites and operational sites. The checklist

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provided a series of prompts for the site inspection team to investigate while on site. The primary purpose of the site inspections was to obtain feedback from other clients (predominately other Local Government Organisations) as to the performance of the Respondents during the construction phase and the quality of the Respondents design and construction once the plant was in the operational phase.

Site inspections were undertaken at the following sites;

Respondent Name	Reference Site
Monadelphous Group Limited	Iluka STP, Eurobodalla WTP
Transfield Services (Australia) Pty Ltd	Somers STP
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	Yamba STP Ballina STP Griffith STP
Downer Utilities Australia Pty Ltd	Wagga STP
John Holland Pty Ltd	Googong STP

It should be noted that some of the top 5 respondents had only one site that was inspected while others had more than one site inspected. The reason for the variation related primarily to geography and desire to provide similar access for probity. Whilst the Haslin-AQM JV had three sites inspected the total time allocated to the Haslin-AQM JV sites was similar to other Respondents that only had one site inspection. The Haslin-AQM JV also required additional inspections to account for the three separate parties that comprised that JV.

Only two sites that were inspected were active construction sites being Yamba STP and Googong STP and the remaining sites were all operational sites.

Site inspections were conducted by the following representatives of the EOI Evaluation Committee;

- Kent Boyd
- Brad Byrnes
- Andrew Francis

At the conclusion of the site visits the representatives of the EOI Evaluation Committee provided a revised rating based on the additional information that had become available from the site inspections phase. It is important to note that the "Rating Post Site Inspection" rating is a combined rating of each Respondent based on overall performance in the interviews and site inspections. This column therefore provides the overall rating for the 5 shortlisted Respondents.



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Respondent Name	Rating Pre Interview	Rating Post Interview	Rating Post Site Inspection
Monadelphous Group Limited	1	2	3
Transfield Services (Australia) Pty Ltd	2	4	5
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	3	3	2
Downer Utilities Australia Pty Ltd	4	5	5
John Holland Pty Ltd	5	1	1

Final Ranking

As a result of the EOI Evaluation Criteria, interviews and site inspections the following is the final ranking of the top 5 shortlisted Respondents.

Respondent Name	Combined Rating
John Holland Pty Ltd	1
Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)	2
Monadelphous Group Limited	3
Transfield Services (Australia) Pty Ltd	5
Downer Utilities Australia Pty Ltd	5

The original EOI invitation document and EOI Evaluation plan outlined that it was anticipated that four (4) Respondents will be selected to enter into the RFT phase of the project.

During the interview and site visit process it became apparent that there was a significant gap in performance and approach of the top three Respondents and the bottom two Respondents.

In particular, after the interview and site inspection process it became apparent that both the bottom two ranked Respondents were significantly different in their team and approach and their appropriateness as a partner for PSC for these projects is questioned.

As a result the EOI Evaluation Committee has agreed to move forward with only three (3) selected Tenderers. As the bottom two Respondents were significantly different to the top three Respondents, and, it was not possible to separate the

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bottom two respondents adequately it was decided that no Tenderer would be retained as a reserve should one of the top three (3) Tenderers be unable to proceed any further.

Recommendation

It is recommended that:

The following respondents be shortlisted as selected tenderers and proceed through to the RFT stage of the project (including payment of the STI fee):

- John Holland Pty Ltd
- Haslin-AQM Joint Venture (Consisting of Haslin Constructions Pty Ltd and Aquatec Maxcon Pty Ltd)
- Monadelphous Group Limited

Further it is recommended that all three Shortlisted Selected Tenderers above be invited to participate in the RFT phase including the STI process for both the WTP and STP projects.

EOI Evaluation Committee		
Name	Approval	Signature
Kent Boyd	Approved	
Andrew Francis	Endorsed	
Jason Myers	Endorsed	
Brad Byrnes	Endorsed	
Annalisa Contos	Endorsed	
David Powell	Endorsed	
Probity Advisor		
Brian Farmer	Endorsed	
Technical Advisory Panel		
Kanishka Banerjee	Endorsed	
Pavan Aggarwal	Endorsed	
Geoff Porter	Endorsed	
Mark Dawson	Endorsed	
Emily Cotterill	Endorsed	
Christian Uhrig	Endorsed	
David Woodward	Endorsed	
Justin Yee	Endorsed	
Nirupa Widyaratne	Endorsed	
Commercial Advisory Panel		
Andrew Chapman	Endorsed	
Owen Jensen	Endorsed	
Luke Nash	Endorsed	
Jason Myers	Endorsed	
David Powell	Endorsed	

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EOI Respondent Interview Agenda

Time	Item	Notes (NOT TO BE SENT)
8:00	Welcome - HSEQ share	Expect respondent to do the share Emergency procedures Operational HSEQ - Camelford
8:15	Agenda for the session – expectations & objectives for Council	Include values AC to prepare
8:30	Presentation by Respondent addressing the provided question. It is expected this will be an interactive session with PSC.	
10:30	Working morning tea	
10:40	Further questions and clarifications	
11:45	Discuss site inspections	HESQ approach and resourcing Some respondents: construction team
12:00	Finish	
12:00	Debrief	
12:30	Welcome - HSEQ share	Expect respondent to do the share Emergency procedures
12:45	Agenda for the session – expectations & objectives for Council	Include values
1:00	Presentation by Respondent addressing the provided question. It is expected this will be an interactive session with PSC.	Looking for : • alignment of values • revisit their commitments
3:00	Working afternoon tea	
3:10	Further questions and clarifications	
4:15	Discuss site inspections	HESQ approach and resourcing Some respondents: construction team
4:30	Finish	
4:30	Debrief	
6:00	Finish	

Scorecard

- Prepared
- Align values (commitments: budget, timeframe, local content, safety, risk allocation, team allocation / apportion)
- Coming without arguing
- Contributing to the HSEQ share
- Appropriate personnel attend the interviews
-



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Questions

PROJECT UNDERSTANDING

All	<ul style="list-style-type: none"> What do you see as the top ten risks to the project and mitigation measures? How are you optimising whole of life cycle cost within your design process and how is this verified? What is your understanding of the approval processes? Explain your understanding of the key documents linking to the project (REF, Ops strategy, Durability plan, DWMS) At what stage in the project will you consider the requirements implicit within the NSW Public Health Act 2010? (Scheme vs plant) Explain how you see dispute resolution occurring in a collaborative contracting form. How will you incorporate the architectural requirements into the design? Please take us through your budget methodology
Monadelphous	<ul style="list-style-type: none"> The Gantt chart for the STP project is missing from Schedule 26 and there is no schedule of 27. Please provide Gantt Chart for STP project.
Transfield	<ul style="list-style-type: none"> In Schedules 21C and 22C you acknowledge that you can meet the time and budget by developing an efficient delivery program through working early with NOW to get a relaxation of the completion deadline. Please explain your approach for this.
Haslin Aquatech Maxcon	
Downer	
John Holland	<ul style="list-style-type: none"> Your program requires the procurement of long lead time items prior to completion of the detailed design but after the process design is approved. This is before the detailed design can be reviewed and approved by NoW. Your submission notes that IFC drawings will be issued some 10 weeks after award. Do you think this can be achieved?

PROJECT TEAM

All	<p>In your words take us through your organisation structure and the roles and availability associated with each person. Incorporate the other personnel questions when addressing this issue.</p> <p>How will you ensure staff continuity across the tender, design and delivery phases of the project.</p> <p>How will you manage the geographically disparate nature of the project team? What will the availability of head office support be?</p> <p>How does this integrate with your approach to QMS (version</p>
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	control)? How will you continually demonstrate to us that you are achieving your KPIs?
Monadelphous	
Transfield	
Haslin Aquatech Maxcon	
Downer	
John Holland	

STI/TENDER PHASE

All	Our expectations for the STI process This is part of the design process Planning an extra workshop on operability – so that the tenderers understand PSC's expectations on minimum standards. The expectation is that any outcomes from detailed design HAZOPs and CHAIRs, Water Quality Risk Assessment is within the lump sum tender price.
Monadelphous	
Transfield	PSC sees the STI process as the start of the relationship building exercise and therefore questions the value of having STI experts that don't remain with the project in a significant capacity through the detailed design phase.
Haslin Aquatech Maxcon	
Downer	
John Holland	

DETAILED DESIGN PHASE

All	How are you resourcing the design phase? What is the total design team size? Budget estimate for the detailed design phase Say 6%. Have a 14 week design period => 25 people (\$150/hr) Is there an intention to complete the design phase within the design nominated period (i.e full IFC drawings issued at the end of the design period)?
Monadelphous	How will the design team work together (AECOM, Aurecon and Monadelphous)? Who will undertake the process and control design and be responsible for commissioning and attainment of guaranteed performance levels for both WTP and STP? Gerrard Tang for WTP? It is not apparent from his CV that Adam Hughes has the experience to undertake the WTP Design Manager role. Please advise. Please provide a CV for Gerrard Tang
Transfield	NEED TO CHECK FOR S60 exp How do you see Phil Banks managing the Design Manager and Civil / Structural Lead roles for both jobs in the detailed design period?
Haslin Aquatech Maxcon	<ul style="list-style-type: none"> How is the design team going to integrate? How will you get design consistency across the two plants?



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	<ul style="list-style-type: none"> • What experience does your team have in s60 approvals for water? • Describe a project where AQM/ Haslin/ Hydroscience has completed a full detailed design. • Describe your design process and team including process, civil, mechanical, structural, I&C, electrical disciplines including capacity and availability. • Haslin has \$30M work in hand for FY 15/16 and AQM \$40M. Considering the design personnel are indicated as "100% available" further information should be provided to reassure PSC that the JV has adequate resources to complete the engagement. • Are you able to guarantee the total phosphorous requirements without tertiary filtration of secondary effluent? • Due to time constraints, PSC does not wish to consider Biomag for Parkes STP. Does this adversely impact your design?
Downer	<ul style="list-style-type: none"> • Please clarify the design team roles. How will it be structured between Downer, City Water and Bonacci? • How can we be assured of City Water's scope and specifically Bruce's availability for this project? • How will you get design consistency across the two plants? • CityWater is nominated as responsible for obtaining the s60 approvals for the WTP. The nominated alternate process lead has no experience noted on her CV relating to s60 approvals. Please clarify. • Please expand on your team's experience with s60 STP approvals. Who will be responsible for obtaining the s60 STP approval?
John Holland	<ul style="list-style-type: none"> • How will the design team work together (WTA/MWH)?

CONSTRUCTION PHASE

All	<ul style="list-style-type: none"> • How are you planning on managing the integration with other works? Our intention is to have mains power available for the construction period with the power supply in the contractor name. However we can't progress the site works until the contractors has mobilised so there will be a transition period. • Detail the proposed on-site construction team and their roles (including trade supervisors, HSEQ compliance, subcontractor management, maintaining training registers maintenance registers etc) • Explain your approach to your site infrastructure / project delivery comms infrastructure? • What will your approach be to developing management plans for the project. Will you have plans for each project and/or an overall plan? • What are your thoughts on site set-up. Will you have two
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	<p>separate but equal site set-ups or a main and subsidiary location?</p>
Monadelphous	<ul style="list-style-type: none"> • Where is the line between on-site and off-site staff. From reading the cv's it appears that the on-site staff start at the Project Engineer • Who is the stakeholder manager (referred to in the risk assessment?). It doesn't appear on the organisation chart • Can you provide a QMP for a DD&C project - or better for 2 simultaneously delivered projects (by joint team)? • "HSE Induction Requirements Procedure" is mentioned in the example and responses but no visibility is given? Please expand. • The CEMP provided includes a lot of high level information relating to actions to be undertaken prior to mobilisation, however does not provide the detail on these actions. <ul style="list-style-type: none"> a) Is this the standard template you use when preparing a CEMP? b) Has this level of detail been adequate in the past? c) If you have undertaken these additional analyses prior to commencement, at what stage do you submit this information to the Proponent, and can you provide an example of this analysis?
Transfield	<ul style="list-style-type: none"> • You have provided an organisation chart with two Construction Managers, one who is quite senior. Will you proceed with one Construction Manager for both projects if successful? • Your program shows that WTP procurement commences in early January (indicating acceptance of the Preliminary Design) but the STP procurement starts after Process design report. Does this indicate you will be offering an alternate process for the STP e.g. MBR? • Why do you consider the provided QMPs relevant for the two DD&C projects? Do you have better and more relevant QMPs developed by the proposed HSEQ Manager? • Can you provide a QMP for a DD&C project - or better for 2 simultaneously delivered projects (by joint team) • How is Induction to the IMS and Site Induction managed / done? Can we see an example? Does Transfield have "golden rules" - if so what are they? What D&A testing do you propose? What Fatigue management do you propose? • In your EMS you refer to the Environmental Manager (EM) holding the main responsibility for environmental management and incidences. In the organisational structure provided for the projects, the role referred to is WHS & Environment Site Manager. <ul style="list-style-type: none"> a) Can you clarify the role. b) Can you confirm that if a combined role is used to manage environmental aspects that the person



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	in this role will be suitably qualified and available to undertake the actions as identified in the EMS.
Haslin Aquatech Maxcon	<ul style="list-style-type: none"> How would you produce more comprehensive and detailed QMPs for the 2 projects to ensure QA under the given time constraints? Can you provide a QMP for a DD&C project - or better for 2 simultaneously delivered projects (by joint team)? Who will write the SSMP for those projects? What is your approach to fatigue management and mandatory D&A testing? Do you use "Golden Rules" and "Take 5" if so what are they if not, why not? Do you have a web based HSEQC management system? The CEMP provided (for Yamba) is comprehensive. <ul style="list-style-type: none"> a) How are plans such as this realised on site, given their size? b) Do you use standard forms to report incidences? (as no Schedules/forms were provided as part of CEMP)
Downer	<ul style="list-style-type: none"> How do you manage delivery and preservation of sensitive items or items that need to be managed before / after being integrated in the works? Who will write the SSMP for those projects? What is your approach to fatigue management and mandatory D&A testing? Do you use "Golden Rules" and "Take 5" if so what are they if not, why not? Do you have a web based HSEQC management system? You have provided a combined CEMP for Cannonvale and Proserpine STPs as an example of your previous work. <ul style="list-style-type: none"> a) Are you aware that you will have to provide separate CEMPs for the Parkes WTP and STP projects? b) Why did you decide to combine the CEMP for Cannonvale and Proserpine? c) The CEMP provided is a finished/working document, however there are several omissions and mistakes. Do you have someone to peer review/proof read your CEMPs for quality assurance?
John Holland	<ul style="list-style-type: none"> JHG has a number of personnel nominated in the construction team for the WTP and STP who have significant experience (e.g. Paul Gallon, Derek Green) and are currently situated in Sydney. Will they be available to relocate to Parkes for the 2 year period? Mark Haynes (Site Superintendent) CV is missing. Please provide experience and qualifications. Can you provide a QMP for a DD&C project - or better for 2 simultaneously delivered projects (by joint team)? Can we have VIEWING access to the JH online system to check reference documents? How is induction to the IMS and Site Induction managed / done? Can we see an example? Does JH have "golden rules" - if so what are they? Do you understand the Part 5 assessment system and



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	<p>how this relates to environmental management on site?</p> <ul style="list-style-type: none"> Unfortunately the environmental management plans that form part of the Appendices were not included in the working example of your CEMP. <ul style="list-style-type: none"> a) Can you provide examples of environmental site management plans/maps used in the past? b) Describe how these are enforced on site.
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INNOVATION AND ALTERNATIVE TECHNOLOGY OFFERINGS

All	<ul style="list-style-type: none"> If you are planning an alternative technology offering what would it be? <ul style="list-style-type: none"> How are you going to: <ul style="list-style-type: none"> Obtain approvals within the timeframe Validation and life cycle costing Achieve the design timeframe What will be the O&M capability of PSC and region to support such a technology? How will the design link to the operations strategy and IWCM? <p>Where you are proposing innovations how are you assessing the life cycle impacts of innovation (not de-scoping).</p>
Monadelphous	
Transfield	
Haslin Aquatech Maxcon	
Downer	
John Holland	<ul style="list-style-type: none"> In your potential STP innovations you refer to advances in solids/ liquid handling for future proofing the works. Can you provide some additional detail if possible benefits and costs.

O&M SUPPORT

All	How will you assess the level of upskilling of PSC staff required?
Monadelphous	<ul style="list-style-type: none"> Please expand on the operational duties for Echuca IDEA plant that MWI have been operating.
Transfield	<ul style="list-style-type: none"> TSL provides operations and maintenance for six SA Water plants. What process support can be provided during the O&M support periods?
Haslin Aquatech Maxcon	
Downer	
John Holland	<ul style="list-style-type: none"> Operations and Maintenance Support experience seems to be predominately in the area of responses during the DLP. Can JH expand on the range of services provided under these agreements? PSC envisages the support would consist of support to PSC in terms of performance reporting and defects rectification, operations support (developing operating instructions, SOPs and training) and maintenance (develop asset registers, maintenance programs and



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	maintenance plans). Can JH (Ross Phillips) point to situations where this approach has been implemented and outline how this support would be provided to PSC.
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LOCAL CONTENT

All	
Monadelphous	
Transfield	
Haslin Aquatech Maxcon	
Downer	
John Holland	

PROGRAM

All	How are you planning to manage delays around wet weather and program completion? Within your program when will s60 approval be sought? How will you manage any delays in obtaining approval?
Monadelphous	
Transfield	
Haslin Aquatech Maxcon	
Downer	
John Holland	



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