

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 15 AUGUST 2017

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

GENERAL MANAGER: Kent Boyd

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Ordinary Meeting

Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 15 August 2017 at 2.00pm.

PRESENT

Councillor K J Keith OAM, (in the Chair)
Councillor W P Jayet
Councillor G W Pratt
Councillor AJ Ward
Councillor B F Newton
Councillor K M McGrath
Councillor P J Smith
Councillor N C Westcott

IN ATTENDANCE

General Manager - K Boyd

Director Technology and Corporate Services - L Finn

Director Planning and Environment - S Campbell

Director Engineering Services - B Howard

Director Infrastructure - A Francis

Manager Governance and Corporate Strategy - B Byrnes

Chief Financial Officer - O Jensen

Economic and Business Development Manager - A Wyllie

Minutes Secretary - M Wyatt

MEETING COMMENCEMENT

The Meeting commenced at 2.05pm.

General Manager Mayor

1 PRAYER

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

2 APOLOGIES

17 - 257 Resolution

That

Councillor Louise O'Leary be granted leave of absence (REASON: Absent from Parkes).

Councillor Wally Biles be granted leave of absence (REASON: Illness).

Moved Councillor George Pratt, seconded Councillor Bill Jayet.

CARRIED

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

17 - 258 Resolution

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 18 July 2017 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Barbara Newton, seconded Councillor Ken McGrath.

CARRIED

4 DECLARATIONS OF INTEREST

General Manager K Boyd declared an interest in item 17.8 (REASON: Matters relating to Personnel)

5 NOTICES OF MOTION/RESCISSION

5.1 Notice of Motion by Cr McGrath

Executive Summary

Councillor KM McGrath has given notice that at the Ordinary Meeting on 15 August 2017 he will move the motion detailed below;

Construction of a roundabout at the intersection of East Street and Clarinda Street, Parkes

Recommendation

1. For the decision of Council in relation to the Motion.

17 - 259 Resolution

1. That Council investigate the construction of a roundabout at the intersection of East Street and Clarinda Street, Parkes including the costing thereof.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

6 LATE BUSINESS

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

17 - 260 Resolution

That Late Items 7.3, 13.5, 13.6, 15.3, 16.2, 16.3 and 17.9 be considered at this Council meeting.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

General Manager Mayor

7 MAYORAL MINUTES

7.1 Mayoral Minute - Functions attended by Mayor, Councillors and Senior Staff

Executive Summary

A report on functions recently attended by the mayor, Councillors and Senior Staff in relation to community events and civic matters.

Recommendation

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

17 - 261 Resolution

1. That the information be received and noted.

2. That Council thank the Town Band for organising the Roman Rudnytsky Concert.

Moved Councillor Barbara Newton, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

7.2 Mayoral Minute - Coming Known Events for Mayor, Councillors and Senior Staff

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 and Senior Staff be received and noted.

17 - 262 Resolution

That the information be received and noted.

Moved Councillor Bill Jayet, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

7.3 Mayoral Minute – Update on Historical Society and Elvis statue

Executive Summary

The Parkes & District Historical Society has signed a three year lease with Council. A media release will be issued shortly.

Separately, Elvis Revival Inc has placed a down payment for the Elvis statue.

Recommendation

1. That the report be received and noted.

17 -263 Resolution

1. That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

8 COUNCILLORS' REPORTS

Nil

9 INWARDS CORRESPONDENCE

Nil

General Manager Mayor

10 GENERAL MANAGER'S REPORT

10.1 (GM) Little Theatre Tiered Seating Project

Executive Summary

A letter has been received from the Parkes Musical and Dramatic Society Inc seeking Council confirmation that the "Tiered Seating" project at the Little Theatre will be self-funded in the 2018 financial year, if the current grant application is unsuccessful.

Given the change in financial circumstance of the NSW Government and consequential plethora of grant opportunities currently available, it is suggested in this report that further efforts be extended to procure grants to complete the project if the pending ClubGRANT is unsuccessful.

Recommendation

1. That all grant avenues be pursued until 30 June 2018.
2. That, if no grant is obtained by 30 June 2018, Council take funds from reserves and self-fund the project, to ensure that it is delivered before the end of 2019 financial year, but preferably before the end of the 2018 calendar year.
3. That regardless of the funding source, Council work closely with the Parkes Musical and Dramatic Society Inc to ensure construction is sequence to minimise disruption to their performances as much as practicable.

17 -264 Resolution

1. That all grant avenues be pursued until 30 June 2018.
2. That, if no grant is obtained by 30 June 2018, Council take funds from reserves and self-fund the project for completion in the 2018 calendar year.
3. That regardless of the funding source, Council work closely with the Parkes Musical and Dramatic Society Inc to ensure construction is sequence to minimise disruption to their performances as much as practicable.

Moved Councillor Neil Westcott, seconded Councillor Bill Jayet.

CARRIED

General Manager Mayor

10.2 (GM) Operational Plan Progress Report - Year 4 Delivery Program 2013 - 2017

Executive Summary

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

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

Recommendation

1. That the information be received and noted.

17 -265 Resolution

That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

10.3 (GM) Public Holidays for Parkes Shire Show Days - 2018 and 2019

Executive Summary

The NSW Government Treasury (Industrial Relations Group) has advised applications for the declaration of public holidays and local event days for 2018 and 2019 need to be received by them, by 24 November 2017.

The PA & H Associations in the Shire have advised of their proposed dates for their respective 2018 and 2019 Shows.

Recommendation

1. That on behalf of the Parkes, Peak Hill and Trundle Show Society's, Council forward letters to key stakeholders throughout the community proposing an application for the declaration of Public Holidays within the Parkes Shire for the staging of the respective annual Shows and inviting their comment. Comments to be received at Council by 8 September 2017.

Trundle

Public Holiday from 9.00am - 5.00pm Wednesday 15 August 2018 and Wednesday 14 August 2019 to be declared for Suburb of Trundle along with neighbouring Suburb of Bogan Gate and Suburb Bruie Plains. As per boundaries detailed on the Parkes Shire Council website.

Peak Hill

Public Holiday from 9.00am - 5.00pm Wednesday 22 August 2018 and Wednesday 21 August 2019 to be declared for Suburb of Peak Hill. As per boundaries detailed on the Parkes Shire Council website.

Parkes

Public Holiday from 12 noon - 5.00pm Tuesday 28 August 2018 and Tuesday 27 August 2019 to be declared for Parkes Suburb, Suburb Tichborne, Suburb Nelungaloo, Suburb Gunningbland, Suburb Cooks Myall, Suburb Goonumbla, Suburb Alectown: along with neighbouring part Suburb Mandagery and part Suburb Cookamidgera within the Parkes Local Government Area. As per boundaries detailed on the Parkes Shire Council website.

General Manager Mayor

17 -266 Resolution

That the recommendation be adopted.

Moved Councillor Pat Smith, seconded Councillor Bill Jayet.

CARRIED

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

10.4 (GM) Use of Peak Hill Town Improvement Funds - Australian National Busking Championships

Executive Summary

A request has been received from the Peak Hill Business and Tourism Association requesting the use of funds from the Peak Hill Town Improvement Fund for a portion of the fees associated with hosting the Australian National Busking Championships in September 2017.

We are advised that the Peak Hill Community Consultative Committee has agreed with this request.

Recommendation

1. That Council approve the use of Funds from the Peak Hill Town Improvement Fund for the payment banners, licensing fees, judges' travel and trophies for the Australian National Busking Championships.

17 -267 Resolution

That the recommendation be adopted.

Moved Councillor Bill Jayet, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

10.5 (GM) Use of Peak Hill Town Improvement Funds - Covered Bins

Executive Summary

A request has been received from the Peak Hill Community Consultative Committee requesting the use of funds from the Peak Hill Town Improvement Fund for the purchase of new bins for Peak Hill.

Recommendation

1. That Council approve the use of Funds from the Peak Hill Town Improvement Fund for the purchase of 5 bins to be located in Peak Hill.

17 -268 Resolution

That the recommendation be adopted.

Moved Councillor Bill Jayet, seconded Councillor Ken McGrath.

CARRIED

General Manager Mayor

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

11.1 (DTCS) Investment Report as at 31 July 2017

Executive Summary

The carrying value of Council's investments at 31 July 2017 was $48,209,402.

Recommendation

1. That the information in relation to investments held at 31 July 2017 be received and noted.

17 -269 Resolution

That the information be received and noted.

Moved Councillor Pat Smith, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

11.2 (DTCS) Loan Borrowings Summary as at 30 June 2017

Executive Summary

This report provides a summary of the status of Council loan borrowings as at 30 June 2017.

Recommendation

1. That the information in relation to the status of Loan Borrowings for Parkes Shire Council be received and noted.

17 -270 Resolution

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

11.3 (DTCS) Quarterly Budget Review as at 30th June 2017

Executive Summary

The quarterly budget review to 30 June 2017 is submitted for Council's consideration.

Recommendation

1. That the Information in the Budget Review report to 30 June 2017 be received and noted.

2. That the recommendations of Capital and Operational Expenditure programs in progress and Carry Over's from 2016/17 be voted to be included in the Budget programs for 2017/18.

17 -271 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

General Manager Mayor

11.4 (DTCS) Annual Financial Reports 2016-17

Executive Summary

In order to comply with Section 413(2) of the Local Government Act, 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting, Council must prepare a statement on the General Purpose Financial Statement (GPFS) and the Special Schedules as well as the Special Purpose Financial Statements (SPFS). The Statement then allows the accounts to be referred for audit.

Recommendation

1. That the report be received and noted.

2. That in accordance with the requirements of the Local Government Act, 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting, Council resolve to issue the necessary Statutory Statements in relation to the 2016/2017 Annual Financial reports and refer the accounts for audit.

17 -272 Resolution

That the recommendation be adopted.

Moved Councillor Neil Westcott, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

11.5 (DTCS) Currajong Disability Services Inc - 2017/18 Rates Rebate Request

Executive Summary

A request has been received from Currajong Disability Services Inc. for a contribution towards the rates and charges for 2017/18 on three of their properties located at 59 High Street, 100 Currajong Street & 8 Russell Street, Parkes.

Recommendation

1. That Council make a contribution towards the rates levied on Property 147800 being 100 Currajong Street, Parkes, Property 221500 being 59 High Street, Parkes & Property 364000 being 8 Russell Street, Parkes owned by Currajong Disability Services Inc for the combined total of $1,275.00, being $425.00 for each property, under Section 356 of the Local Government Act 1993.

17 -273 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

General Manager Mayor

11.6 (DTCS) Donation of Shire Pool Family Season Ticket

Executive Summary

Parkes Swimming Club has requested the donation of a Family Season Ticket to be used for fundraising purposes.

Recommendation

1. That a non redeemable Family Season Ticket for the 2017/18 season be provided to the swimming clubs at each pool for their fundraising activities.

17 -274 Resolution

That the recommendation be adopted.

Moved Councillor Bill Jayet, seconded Councillor Pat Smith

CARRIED

General Manager Mayor

11.7 (DTCS) RH Dougherty Award- Excellence in Communication

Executive Summary

Council received the prestigious RH Dougherty Award for Excellence in Communication (Division A: Population less than 30,000) at the 2017 Local Government Awards on Thursday 3 August 2017, for the development to its corporate website and social media channels.

The Mayor Ken Keith OAM and Council's Communications & Marketing Officer Emily Brotherton were present to receive the award.

Recommendation

1. That the report be received and noted.

17 -275 Resolution

That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Pat Smith.

CARRIED

General Manager Mayor

11.8 (DTCS) Regional Final of the Australian National Busking Championships

Executive Summary

The Peak Hill Business and Tourism Association (BATA) Inc. has successfully applied to partner with the Australian National Busking Championships™ (ANBC) to host one of five regional busking finals on Saturday 23 September 2017. Approximately 30 buskers will busk on the Saturday along Caswell Street. It is hoped that the Regional Final of the Australian Busking Championships will stimulate the Peak Hill visitor economy, and as such is anticipated to become an annual event.

Recommendation

1. In consultation with the Roads and Maritime Services, it is recommended that the event organiser implement pedestrian marshals along the footpath and at the existing pedestrian crossing to ensure that Newell Highway traffic does not get blocked too frequently due to increased pedestrian movements;

2. That the Mayor or a Councillor accepts the invitation to attend the Evening Presentation and Concert at the Peak Hill Ex-Services & Citizens Club on 23 September at 5pm-6pm, if calendar permits;

3. That the Parkes Visitor Information Centre prepares three Parkes Region Gift Packs for the event Judges;

4. That in exchange for the provision of this support, Council seek appropriate sponsorship recognition and acknowledgement from Organisers of the event.

   In addition to the above request, Council's Economic Development and Destination Marketing team has been working to support the event by assisting with event approvals and in event promotion, design and marketing.

17 -276 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

General Manager Mayor

11.9 (DTCS) Request for Assistance - 2PK Country Music Awards 2017

Executive Summary

The 2PK Country Music Awards are being conducted from Friday 29 September through to Sunday 1 October 2017 and are set to attract 250 guests and participants. The weekend will include Busking along Clarinda Street, Central West Country Music Awards, 50th Anniversary Country Concert, Talent Quest, Gala Presentation of Awards and Concert and 50th Anniversary Reunion.

Having reached 50 consecutive annual Country Music events held in Parkes, seeing many evolutions in the event, the Committee has decided that the 2017 2PK Country Music Awards will be the last presented by the current Committee with some members having been involved for over 30 years.

Recommendation

1. That Council coordinate and sponsor country music entertainment on the Main Street from approximately 9.30am to 12.30pm on Saturday 30 September 2017, at an appropriate location and in accordance with Section 68 Part E;

2. That the Mayor and/or Councillor accept the invitation to attend the 50th Anniversary Reunion on Sunday 1 October, if calendar permits;

3. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

17 -277 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Bill Jayet.

CARRIED

General Manager Mayor

11.10 (DTCS) Request for Assistance -Trundle Bush Tucker Day 2017

Executive Summary

The Trundle Bush Tucker Day returns to Trundle Showground on Saturday 2 September. This year's feature artist is country music sweetheart Beccy Cole, along with camp oven cooking demonstrations with Ranger Nick. The event is anticipated to attract 1,500 participants. The traditional family friendly and bush events complete the day with Bush Tucker Cooking Competition and taste testing, live entertainment, relays, dog jumping, whip cracking, kids corner, billy boiling.

Recommendation

1. That Council provide x12 individual portable toilets including delivery and dismantle, pick up and pump out (if required) estimated to be $1,800;

2. That Council arrange additional event bins and collection;

3. That in exchange for the provision of this support, Council seek appropriate sponsorship recognition and acknowledgement from Organisers of the event.

17 -278 Resolution

That the recommendation be adopted.

Moved Councillor Bill Jayet, seconded Councillor Ken McGrath.

CARRIED

General Manager Mayor

11.11 (DTCS) Trundle SES Shed Town Improvement

Executive Summary

The Trundle and District Progress Association Inc. has requested $5,000 to be allocated from the Trundle Town Improvement Fund (TI) towards a new SES Shed for Trundle branch.

Recommendation

1. That Council approve the request for $5,000 to be allocated from the Trundle Town Improvement Fund to support the grant submission as outlined in the attached written request.

17 -279 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Alan Ward.

CARRIED

General Manager Mayor

11.12 (DTCS) Marketing and Destination Development Update July 2017

Executive Summary

Destination development and marketing of the Parkes Shire as an attractive tourism, business and investment destination and desirable place to live is one of the main objectives of the Parkes Shire Council Community Strategic Plan and Economic Development Plan.

Promoting the region by highlighting the strengths, assets and potential opportunities for growth can create interest from potential visitors and investors stimulating economic return for the Shire.

Recommendation

1. That the Marketing and Destination Development update be received and noted.

17 -280 Resolution

That the information be received and noted.

Moved Councillor Bill Jayet, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) July 2017 Building Statistics

Executive Summary

During the month of July 2017 there were five (5) Development Applications received totalling $622,220.00 and eight (8) consents were issued. One (1) Complying Development Certificate was received totalling $527,000.00 and two (2) consents were issued.

Recommendation

1. That the information be received and noted.

17 -281 Resolution

That the information be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

12.2 (DPE) Rangers Quarterly Report May, June, July 2017

Executive Summary

A summary of Ranger activities for the quarter ending June 2017 is provided for Council's information.

Recommendation

1. That the information be noted.

17 -282 Resolution

1. That the information be received and noted.
2. That Council consult The Hon Phil Donato MP if bounties could be put in place for the control of feral animals, so as to raise awareness in the community and to create some incentives for destruction of feral animals.

Moved Councillor Neil Westcott, seconded Councillor George Pratt.

CARRIED

Council adjourned for afternoon tea at 3.40pm and the Council meeting resumed at 4.15pm.

General Manager Mayor

13 DIRECTOR WORKS & SERVICES REPORT

13.1 (DWS) Community Infrastructure Project - Berryman Oval Upgrades, Trundle

Executive Summary

The Trundle and Districts Progress Association has written to Council requesting assistance in upgrading infrastructure at Berryman Oval, Trundle. The Association has associated funds to contribute toward the cost of the works.

They have requested that Council manage the infrastructure upgrade under Council's Community Infrastructure Projects Policy (CIPP).

Recommendation

1. That Council agree to proceed with the infrastructure improvements proposed by the Trundle and Districts Progress Association, utilising the Community Infrastructure Projects Policy.

17 -283 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

13.2 (DWS) Participation in CENTROC Contracts for Bitumen Emulsion and Cold Mix

Executive Summary

Council has been invited to participate in two (2) regional procurement contracts for the purchase of bitumen emulsion and cold mix through Central NSW Councils (CENTROC) Compliance and Cost Savings program and Supply Management Team.

Recommendation

1. That Parkes Shire Council agree to participate in the next CENTROC regional contracts for bitumen emulsion and cold mix and that Council provide the necessary support and advice to CENTROC

17 -284 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

13.3 (DWS) Parkes Shire Pedestrian and Cycling Strategy Active Movement Project at Lions Park

Executive Summary

A comprehensive program of infrastructure improvements throughout the Parkes Shire has been developed Based on the Pedestrian & Cycling Strategy. The local community and relevant funding partners are supportive of the Strategy being adopted by Council and implemented over the next 4 to 10 years. The Active Movement Project was identified as part of the program after extensive community consultation. Given the success of the project installed at Kelly Reserve a second facility is to be provided at Lions Park in line with the feedback when consulting user groups on the strategy.

Recommendation

1. That Council endorses the proposed Active Movement Outdoor Fitness project for installation at Lions Park for the purposes of additional public exhibition.

17 -285 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

13.4 (DWS) Parkes Shire Pool Season Length

Executive Summary

To assist with the programming of events at all Shire Pools, it is proposed to allocate the Pool Season opening dates for all sites.

Parkes Pool Season is generally open for the duration of 26 weeks, commencing Saturday, 30 September 2017 and ceasing Sunday, 1 April 2018.

Village Pool Season is usually from the first week in November until the last week in March, commencing Saturday 4 November 2017 and ceasing Sunday, 1 April 2018.

Recommendation

1. That the Parkes Pool Season commences Saturday, 30 September 2017 and concludes Sunday, 1 April 2018.

2. That the Village Pool Season commences 4 November 2017 and concludes Sunday, 1 April 2018.

17 -286 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Barbara Newton.

CARRIED

General Manager Mayor

13.5 (DWS) Request for Assistance - Peak Hill Rugby League Football Club

Executive Summary

Peak Hill Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Finals. Dates requested to host include, 19-20 August, 26 - 27 August and 3rd September. Peak Hill has advised that at time of seeking Council support, a confirmed date had not been received. The hosting of this Final predicts that attendance of up to approximately 1000 visitors to Peak Hill.

Recommendation

1. That Council support the request from the Peak Hill Rugby League Football Club as follows:
   Erection and Dismantling of temporary fence around the perimeter of Lindner Oval including hessian coverings if available

17 -287 Resolution

That the recommendation be adopted.

Moved Councillor Neil Westcott, seconded Councillor Barbara Newton.

CARRIED

General Manager Mayor

13.6 (DWS) Request for Assistance – Trundle Rugby League Club

Executive Summary

Trundle Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Major Semi Final, to be held on 27th August 2017. The hosting of this Major Semi Final follows on from Trundle successfully hosting last year's Woodbridge Cup Major Semi Final in along with smaller finals previously and predicts that attendance of up to approximately 1000 visitors to Trundle.

Recommendation

1. That Council support the request from the Trundle Rugby League Football Club as follows:

1. Erection and Dismantling of temporary fence around the perimeter of Berryman Oval, Trundle (excluding the children's playground and public toilets

2. Provide ten port-a-loos with delivery to site

3. Ten (10) wheelie bins for Berryman Oval including the emptying at the conclusion of the event

4. Mow grassed area behind change rooms to allow additional area for teams to warm up

5. Allow access to Trundle Pool grassed area for additional area for teams to warm up

17 -288 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Ken McGrath.

CARRIED

General Manager Mayor

14 DIRECTOR INFRASTRUCTURE REPORT

Nil

15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Parkes Sports Council AGM 8 August 2017

Executive Summary

The minutes of the Parkes Sports Council Annual General Meeting held on 8 August are presented for the information of Council. At the meeting, which was attended by Mayor Ken Keith, the current executive of Alan Gersbach (Chairperson), Anthony McGrath (Secretary) and Luke Nash (Financial Reporting) was returned for another term. The Annual Report was also tabled, which highlights the sporting activities within Parkes Shire for the past financial year.

Recommendation

1. That the minutes of the Parkes Sports Council Meeting held on 8 August are received and noted.

17 -289 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

15.2 Committee Minutes - Road Naming Committee meeting 6 June 2017

Executive Summary

A Parkes Shire Council Road Naming Committee meeting was held on Tuesday 6 June 2017.

Recommendation

1. That the recommendations contained in the Minutes of the Parkes Shire Council Road Naming Committee held 6 June 2017 be endorsed and adopted.

17 -290 Resolution

1. That the recommendation be adopted.
2. That Council investigate the cost of new road signage with “In Memory Of” subtext to identify the origin of the subject name.
3. That Council place on record the history of the names in the Minutes of the Road Naming Committee meeting.

Moved Councillor Bill Jayet, seconded Councillor Ken McGrath.

CARRIED

General Manager Mayor

15.3 Committee Minutes - Waste Facilities Committee meeting 15 August 2017

Executive Summary

A Parkes Shire Council Waste Facilities Committee meeting was held on Tuesday 15 August 2017.

Recommendation

1. That the recommendations contained in the Minutes of the Parkes Shire Council Waste Facilities Committee held 15 August 2017 be endorsed and adopted.

17 -291 Resolution

1. That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

16 QUESTIONS AND MATTERS OF URGENCY

16.1 Q&M from Cr WP Jayet - Abandoned shopping trolleys

I wish to bring to Council's attention the ongoing and increasing issue of discarded shopping trolleys in and around Parkes.

Personally I believe the problem has never been worse than it's been during the past couple of months.

They appear to be everywhere and recently during a drive from my home to the Parkes Early Childhood Centre counted 9 scattered along the route.

It doesn't matter where you drive - you always come across a discarded trolley.

People have told me they have called the supermarkets to report trolleys in their streets and two weeks later they are still there.

Not only are they an eyesore but dangerous to motorists as often they are left on the street.

Sadly, supermarket customers are flaunting the service provided to them - maybe it's time for them to introduce the same $2 coin system in place at Aldi's where the money is refunded on its return. I am yet to see a discarded Aldi trolley!

Or do we as a Council impound discarded trolleys and charge a fee for their return to the respective supermarkets?

Response from Steve Campbell, Director Planning & Environment:

Council Rangers and Parks and Gardens Staff collect abandoned Supermarket Trolleys as they become aware of them. They are recovered from various public places including drains and dams. The trolleys from some 6 stores are held at either the Works Depot, Cooke Park or the Council Pound. The store proprietor/trolley collectors are reminded from time to time that Council is holding their trolleys. Some respond and collect but others ignore the advice. Council is presently holding some 57 trolleys of which 17 were collected in the last two weeks and 25 of which are damaged/rusted and are no longer useable.

Council does set an impounding release fee for shopping trolleys which is currently $64.00. This fee is not a deterrent and has never been charged as a way of controlling the problem.

Recommendation:

1. That Council write to the 6 premises involved ask them to more actively recover their trolleys and give them 2 weeks to recover the abandoned trolleys. Any trolleys not collected should be taken to the Parkes Waste Facility for disposal.

17 -292 Resolution

1. That Council write to the 6 premises involved ask them to more actively recover their trolleys and give them 2 weeks to recover the abandoned trolleys. Any trolleys not collected should be taken to the Parkes Waste Facility for disposal.

2. That Council write to the 6 premises to recommend that consumers pay to use the trolleys, as a fee might act as a deterrent against abandoning trolleys.

Moved Councillor Bill Jayet, seconded Councillor Pat Smith.

CARRIED

General Manager Mayor

16.2 Q&M from Cr AJ Ward - Status of restoration works on the Cooka Hills Road

I would like to inquire about the status of restoration works on the Cooka Hills Road, and the other programed works in the Cookamidgera vicinity.

Response from Ben Howard, Director Works & Services:

The below outlines work planned or scheduled for Cooka Hills Road:

3 x Causeways - Council had these allocated in 16/17 year budget however following a community meeting held with residents, part of the funds were deferred to complete the Cookamidgera Bend works which totalled $150,000.

This left a budget of $50,000. Council called for expressions of interest due to being unable to deliver with current commitments towards end of 16/17 financial year and quotes received were in excess of $50,000 per causeway. These projects have now been re scoped and prioritised accordingly into Councils works program. Council has allocated 2 teams to carry out these works and the commencement date is late November, early December.

Cookamidgera Road upgrades - these works have now been completed and we have received positive feedback in relation to the works.

Flood damage - there still remains flood damage funding for Cooka Hills road.

In regards to the community letter and proposed program, the projects have been assessed against already committed and prioritised projects for 17/18. For any of these projects to be considered in the 18/19 program these would need to be considered by the Rural Roads Advisory Group (RRAG).

The RRAG has previously approved a long term roads improvement program (10 years). If Council proposes any changes to the program, it is suggested they be referred to the RRAG meeting for their comment.

Recommendation:

1. For Council's consideration.

17 -293 Resolution

1. That Council bring this to the attention of the next Rural Roads Advisory Group meeting.

Moved Councillor Alan Ward, seconded Councillor Barbara Newton.

CARRIED

Councillor Bill Jayet left the meeting at 4.57pm due to prior commitments.

General Manager Mayor

16.3 Q&M from Cr PJ Smith – Removal of roadside fallen trees

I am asking for an armistice for one month on the removal of roadside fallen trees due to storm and wind damage on selected roads eg. Renshaw McGirr Way. With such a dry winter and expected dry summer these trees just adds fuel for any fire threat and would help with the expected roadside revegetation.

Response from Ben Howard, Director Works & Services:

Council made a resolution in April 1998 that the collection of roadside fallen timber was prohibited based on a recommendation in PSC's Roadside Vegetation Management Plan. Current state and national best practice management guidelines recommend leaving fallen timber in roadside reserves to enhance biodiversity and habitat on site.

Council understands that this season is predicted to be very hot and dry, but it must be noted that large fallen trees are not always regarded as ready fuel for bushfires: smaller branches, leaf litter and dead native and exotic grasses/shrubs cause bushfires to travel throughout the landscape faster and more efficiently than fallen trees.

A NSW Rural Fire Service Officer from the Mid Lachlan Valley Team (Forbes) has confirmed this, stating that smaller fuel sources pose a greater bushfire risk than fallen trees as they ignite quicker and easier, and carry the main fire front.

Furthermore, Council currently works with Central West LLS (Forbes) to manage TSR's, such as Renshaw McGirr Way and other key road reserves within the Parkes Shire, so that they are grazed effectively and sustainably prior to the bushfire season each year. This reduces the amount of fuel on these reserves.

Council can advise that there has been no scheduled program defined for the removal of such fallen trees that were a result of last year's storm.

In saying this, Council recently removed several fallen trees from the intersection of Maguire Road and Wellington Road to allow for drainage enhancement works to be carried out at the causeway of Maguire's Road.

Recommendation:

1. For Councils consideration

17 -294 Resolution

1. That Council look at firewood collection points on key roads.

2. That Council consider an armistice on roadside firewood collection after major storm events.

Moved Councillor Pat Smith, seconded Councillor Ken McGrath.

CARRIED

17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

17.1 (DTCS) Sale of Council Owned Industrial Land - Lot 56 DP 1001012

Prepared By: Director Technology and Corporate Service

Executive Summary

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

Recommendation

1. That Council accept the offer for the purchase of Lot 56 DP 1001012 being (vacant freehold land situated 4.5km west of Parkes off Brolgan Rd) and that Council authorise the affixing of the council seal to relevant documents required to give effect to this resolution.

17 -295 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Ken McGrath.

CARRIED

General Manager Mayor

17.2 (DTCS) RPT Landing charges - Parkes Regional Airport

Prepared By: Director Technology & Corporate Services

Executive Summary

Council and Regional Express Airlines (REX) have operated under a partnership agreement from at least 2007. Each Agreement has been of a five year duration with the current Agreement expiring on 30 June 2017.

This report details the proposal for the next five years.

Recommendation

1. That Council endorse the proposed partnership arrangements detailed in this report.
2. That the arrangement be formalised by exchange of letters with Regional Express Airlines.

17 -296 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Pat Smith.

CARRIED

General Manager Mayor

17.3 (DWS) Field Naming Proposal - Turf 2

Prepared By: Director Works and Services

Executive Summary

Council previously considered a request to formally name and rename the synthetic hockey fields, the Hockey Centre, Turf2 Control Dugout and the new Grandstand within Cheney and McGlynn Park from Parkes Hockey Incorporated (PHI).

The completion of the construction for the second synthetic turf, affectionately known as Turf2, now completes the significant capital upgrades to the existing facilities to ensure that the town of Parkes and Parkes Hockey have arguably one of the best facilities within Country NSW.

At its Ordinary Council meeting held 27 June 2017 Council resolved to continue the consultation process of the field naming.

Recommendation

1. That Council formally name the recently constructed Turf2 synthetic hockey surface, Mariah Williams Field.

17 -297 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Alan Ward.

CARRIED

General Manager Mayor

17.4 (DWS) Contract Supply & Delivery of Ready Mixed Concrete - Request for Extension 2016017

Prepared By: Director Works and Services

Executive Summary

Council at its meeting on 2 August 2016 awarded the Supply & Delivery of Ready Mixed Concrete Contract to Parkes Ready Mix Pty Ltd for a 1 year period with an option to extend for one (1) period of twelve (12) months. Parkes Ready Mix Pty Ltd has requested that Council approve the extension under the existing contract agreement.

Recommendation

1. That the contract for Council's Supply & Delivery of Ready Mixed Concrete Contract 2016017 be extended for a 12 month period from 21 August 2017 to 31 August 2018.

17 -298 Resolution

1. That the contract for Council's Supply & Delivery of Ready Mixed Concrete Contract 2016017 be extended for a 12 month period from 21 August 2017 to 31 August 2018.

2. That Council investigate the legality of panel contracts for future purposes.

Moved Councillor Alan Ward, seconded Councillor George Pratt.

CARRIED

General Manager Mayor

17.5 (DWS) Sprayed Bituminous Surfacing Contract 2015109 - Request for Extension

Prepared By: Director Works and Services

Executive Summary

Council at its meeting on 22 September 2015 awarded the Sprayed Bituminous Surfacing Contract to SRS Roads Pty Ltd for a 2 year period with an option to extend for two (2) periods of twelve (12) months each. SRS Roads Pty Ltd have written to Council requesting that Council approve the extension under the existing contract agreement.

Recommendation

1. That the contract for Council's Sprayed Bituminous Surfacing 2015109 be extended for a 12 month period from 21 August 2017 to 31 August 2018.

17 -299 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Neil Westcott

CARRIED

General Manager Mayor

17.6 (DI) New Sewer Treatment Plant (STP), the NSW EPA Notice to Provide Information

Prepared By: Director of Infrastructure

Executive Summary

The NSW EPA (the **EPA**) has issued a Notice to Provide Information and Records (Notice No: 1553203) (**Notice**) under section 193 of the *Protection of the Environment Operations Act 1997* (Act) to Parkes Shire Council (**Council**). The Notice relates to two (2) discharge incidents to Goobang Creek at the Sewage Treatment Plant in June 2017.

Recommendation

1. That Council note the information in this report.

17 -300 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Neil Westcott.

CARRIED

General Manager Mayor

17.7 (DI) Water Treatment Plant Stormwater Infrastructure Tender 2017 - Tender Evaluation

Prepared By: Director of Infrastructure

Executive Summary

A Request for Tenders for the Design and Construction of External Stormwater Infrastructure in relation to the new Water Treatment Plant, was relased on the 24 May 2017 and closed 23 June 2017. Two (2) tenders were received and evaluated in accordance with the tender evaluation plan.

Recommendation

1. That the recommendation within the report be adopted.

17 -301 Resolution

That the recommendation be adopted.

Moved Councillor Pat Smith, seconded Councillor George Pratt.

CARRIED

The General Manager left the meeting at 6.10pm.

General Manager Mayor

17.8 Senior Staff Committee - General Manager's Performance Assessment 2016-2017

Prepared By: Senior Staff Committee

Executive Summary

On 18 July 2017 the Senior Staff Committee met with the General Manager to undertake the 2016-2017 annual performance appraisal, against the agreed performance plan, which is attached.

Recommendation

1. That the information be received and noted and that the General Manager be commended on his performance.

17 -302 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

CARRIED

The General Manager returned to the meeting at 6.15pm.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

17.9 (GM) Burial Plot at Parkes Cemetery

Prepared By: General Manager

Executive Summary

Two (2) deputations have been received regarding a burial plot in the Parkes Cemetery.

Recommendation

1. For Council's information.

17 -303 Resolution

That the Mayor, General Manager and Director Planning & Environment have further discussions with the affected family to discuss with the family the legal advice received.

Moved Councillor Ken McGrath, seconded Councillor Barbara Newton.

CARRIED

There being no further business the Mayor declared the meeting closed at 6.30pm.

General Manager Mayor

1 PRAYER

2 APOLOGIES

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

4 DECLARATIONS OF INTEREST

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

5 NOTICES OF MOTION/RESCISSION

5.1 Notice of Motion by Cr McGrath

Executive Summary

Councillor KM McGrath has given notice that at the Ordinary Meeting on 15 August 2017 he will move the motion detailed below;

Construction of a roundabout at the intersection of East Street and Clarinda Street, Parkes

Background Information

I would like Council to undertake investigations to construct a roundabout at the intersection of East Street and Clarinda Street, Parkes. This is due to the volume of traffic at that intersection which makes it difficult to get across safely and in reasonable time. Further, the community including Western Road Liners support the construction of a roundabout at that intersection.

Legislative or Policy Implications

Section 3.12 Parkes Shire Council's Code of Meeting Practice

Budget & Financial Aspects

Cost of full survey/ investigation/ design/ costing can be determined through a Request for Quotation process.

Motion

1. That Council investigate the construction of a roundabout at the intersection of East Street and Clarinda Street, Parkes.

General Managers Comments

A notice of Motion from Cr McGrath was duly received in accordance with Council's Code of Meeting Practice.

Council has never previously invested own revenue in a State Road. If Council adopts the above motion, a request for survey/ investigation/ design/ costing quotation will be sought for Council's further consideration.

Recommendation

1. For the decision of Council in relation to the Motion.

6 LATE BUSINESS

General Manager Mayor

7 MAYORAL MINUTES

7.1 Mayoral Minute - Functions attended by Mayor, Councillors and Senior Staff

Executive Summary

A report on functions recently attended by the mayor, Councillors and Senior Staff in relation to community events and 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 and Senior Staff be received and noted.

Report

Date	Function
Wednesday 19 July 2017	National launch Cities Power Partnership, Canberra **Mayor KJ Keith**
Wednesday 19 July 2017	Central West Lachlan Landcare, Parkes **Deputy Mayor BF Newton**
Friday 21 July 2017	Parkes Palliative Care Conference 2017 **Councillor WP Jayet**
Friday 21 July 2017	RMS Regional Industry Forum, Dubbo **Mayor KJ Keith**

General Manager Mayor

Date	Function
Friday 21 July 2017	CENTROC Rural Doctors Network meeting **Deputy Mayor BF Newton**
Saturday 22 July 2017	Legacy Fund Raising **Deputy Mayor BF Newton**
Sunday 23 July 2017	Roman Rudnytsky International Concert Pianist **Mayor KJ Keith, Deputy Mayor BF Newton, Councillor NC Westcott and Councillor WP Jayet**
Sunday 23 July 2017	Parkes Aero Club Annual General Meeting **Councillor AJ Ward**
Monday 24 July 2017	RMS Strategic Workshop, Bathurst **Mayor KJ Keith**
Monday 24 July 2017	Peak Hill Community Consultative Committee meeting **Councillor LA O'Leary (Councillor GW Pratt is alternate)**
Tuesday 25 July 2017	Meals on Wheels meeting **Councillor PJ Smith**
Tuesday 25 July 2017	RFS Service Agreement meeting **Deputy Mayor BF Newton**
Wednesday 26 July 2017	Parkes/ Forbes Community Tenancy Scheme meeting **Councillor WP Jayet**
Wednesday 26 July 2017	SCT Parkes Information Session - Exporting from SCT Intermodal **Mayor KJ Keith, Deputy Mayor BF Newton, Councillor AJ Ward, Councillor WP Jayet, General Manager K Boyd and Economic & Business Development Manager A Wyllie**
Thursday 27 July 2017	CENTROC Executive meeting, Orange **Mayor KJ Keith and General Manager K Boyd**
Thursday 27 July 2016	GMAC Meeting, Orange **General Manager K Boyd**
Thursday 27 July 2017	Parkes Neighbourhood Central Board of Management meeting **Deputy Mayor BF Newton**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Date	Function
Thursday 27 July 2017	Trundle Community Consultative Committee meeting **Councillor GW Pratt and Councillor WP Jayet**
Thursday 27 July 2017	Love Our Locals Campaign **Mayor KJ Keith and Councillor AJ Ward**
Friday 28 July 2017	Meeting with Auditor General **General Manager K Boyd, Director Technology & Corporate Services L Finn, Chief Operating Officer B Byrnes & Chief Financial Officer O Jensen**
Friday 28 July 2017	Northparkes GP Cup civic reception **Councillor WP Jayet and Councillor PJ Smith**
Saturday 29 July 2017	Parkes/ Forbes Cake Decorators Guild of NSW **Councillor PJ Smith and Councillor WP Jayet**
Saturday 29 July 2017	NSW Masters Hockey Half-State Championships **Councillor LA O'Leary, Councillor PJ smith and Councillor WP Jayet**
Monday 31 July 2017	Rotary Club meeting **Mayor KJ Keith**
Tuesday 01 August 2017	Strategic Planning Day **All Councillors and Senior Staff**
Wednesday 02 August 2017	Frazer Court Hostel 25th Anniversary **Mayor KJ Keith and Councillor LA O'Leary**
Wednesday 02 August 2017	Homelessness Week, Parkes Sleepout **Councillor WP Jayet**
Thursday 03 August 2017	Life Education Board meeting, Sydney **Mayor KJ Keith**
Thursday 03 August 2017	Local Government Week 2017 Awards Evening **Mayor KJ Keith**
Thursday 03 August 2017	Lachlan Reconciliation Group meeting **Deputy Mayor BF Newton**
Saturday 05 August 2017	Lachlan Regional Transport Committee meeting **Mayor KJ Keith and Councillor KM McGrath**

General Manager Mayor

Date	Function
Monday 07 August 2017	National Trust Annual General Meeting **Councillor AJ Ward**
Monday 07 August 2017	Turning the valve at the new sewerage treatment plant **Mayor KJ Keith, Deputy Mayor BF Newton, Councillor NC Westcott, Councillor WP Jayet, Director Infrastructure A Francis, Director Technology & Corporate Services L Finn and Chief Operating Officer B Byrnes**
Monday 07 August 2017	Visitor Economy Workshop **Mayor KJ Keith & Economic & Business Development Manager A Wyllie**
Monday 7 August 2017	Elvis Revival Inc meeting **Councillor KM McGrath**
Tuesday 08 August 2017	Lachlan Health Council Meeting **Mayor KJ Keith**
Tuesday 08 August 2017	Parkes Sports Council Annual General Meeting **Mayor KJ Keith and Councillor LA O'Leary**
Wednesday 09 August 2017	Traffic Committee meeting **Councillor KM McGrath (Councilor WJ Biles as alternate)**
Wednesday 09 August 2017	Life Education 30th Anniversary afternoon tea, Sydney **Mayor KJ Keith**
Wednesday 09 August 2017	Parkes Chamber of Commerce **Councillor AJ Ward**
Wednesday 09 August 2017	Tullamore & District Community Consultative Committee **Deputy Mayor BF Newton (alternate is Cr GW Pratt)**
Thursday 10 August 2017	CENTROC Board meeting, Canberra **Mayor KJ Keith & General Manager K Boyd**
Thursday 10 August 2017	Site visit for new road mixer **Councillor KM McGrath, Councillor WP Jayet, Councillor NC Westcott, Councillor GW Pratt and Director Works & Services B Howard**

General Manager Mayor

Date	Function
Friday 11 August 2017	Association of Mining Related Councils meeting, Sydney **Councillor AJ Ward**
Friday 11 August 2017	Country Mayors' Association meeting, Sydney **Deputy Mayor BF Newton**
Monday 14 August 2017	Bogan Gate Memorial Hall and Community Consultative Committee meeting **Councillor GW Pratt**
Tuesday 15 August 2017	Trundle Show **All Councillors invited**
Tuesday 15 August 2017	Ordinary Council meeting **All Councillors and Senior Staff**
	Meetings prior:
	Waste Facilities Committee meeting **Mayor KJ Keith, Deputy Mayor BF Newton, Councillor AJ Ward, Councillor KM McGrath, Councillor GW Pratt & Director Planning & Environment S Campbell**
	CBD Precinct Vibrancy Committee **Mayor KJ Keith, Deputy Mayor BF Newton, Councillor AJ Ward, Councillor NC Westcott, Director Technology & Corporate Services L Finn & Economic & Business Development Manager A Wyllie**
	Road Naming Committee meeting **Councillor KM McGrath, Councillor PJ Smith, Councillor WP Jayet & Director Works & Services B Howard** Quarterly Budget review **All Councillors invited**

Attachments

Nil

General Manager Mayor

7.2 Mayoral Minute - Coming Known Events for Mayor, Councillors and Senior Staff

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 and Senior Staff be received and noted.

Report

Date	Function
Wednesday 16 August 2017	Trundle Show **All Councillors invited**
Wednesday 16 August 2017	IGA Cunningham's 50th anniversary **Mayor KJ Keith**
Wednesday 16 August 2017	Central West Lachlan Landcare, Forbes **Deputy Mayor BF Newton**
Thursday 17 August 2017	Rural Roads Advisory Group meeting, Tullamore **Councillor KM McGrath, Councillor NC Westcott and Director Works & Services B Howard**
Friday 18 August 2017	ARA Rail Conference & Exhibition **Mayor KJ Keith and General Manager K Boyd**

General Manager Mayor

Date	Function
Friday 18 August 2017	Vietnam Veterans Day **Councillor GW Pratt**
Friday 18 August 2017	Parkes ReAD with Friends **Councillor PJ Smith**
Tuesday 22 August 2017	Meals on Wheels meeting **Councillor PJ Smith**
Wednesday 23 August 2017	Peak Hill Show **All Councillors invited**
Thursday 24 August 2017	Youth Driver Education Program "Mock Crash" Demonstration **All Councillors invited**
Thursday 24 August 2017	Trundle Community Consultative Committee meeting **Councillor GW Pratt**
Saturday 26 August 2017	Official opening of Turf 2 **All Councillors invited**
Monday 28 August 2017	Parkes Show **All Councillors invited**
Monday 28 August 2017	Peak Hill Community Consultative Committee meeting **Councillor LA O'Leary (Councillor GW Pratt is alternate)**
Wednesday 30 August 2017	Australian Airports Association dinner and meeting **Councillor AJ Ward and Director Works & Services B Howard**
Saturday 02 September 2017	Trundle Bush Tucker Day **All Councillors invited**
Monday 04 September 2017	Lachlan LAC Community Safety Precinct Committee **Mayor KJ Keith and General Manager K Boyd**
Monday 04 September 2017	Elvis Revival Inc meeting **Councillor KM McGrath**
Tuesday 05 September 2017	Parkes Plus Delivery **All Councillors invited**
Wednesday 06 September 2017	Newell Highway Taskforce meeting, Gilgandra **Mayor KJ Keith**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Date	Function
Wednesday 06 September 2017	Elvis Festival Committee meeting **Mayor KJ Keith and Director Technology & Corporate Services L Finn**
Thursday 07 September 2017	Life Education NSW Board meeting **Mayor KJ Keith**
Thursday 07 September 2017	Lachlan Reconciliation Group meeting **Councillor WJ Biles**
Monday 11 September 2017	Bogan Gate Memorial Hall and Community Consultative Committee meeting **Councillor GW Pratt**
Monday 11 September 2017	RMS/ PSC 6 monthly liaison meeting **Mayor KJ Keith, General Manager K Boyd and Director Works & Services B Howard**
Monday 11 September 2017	Launch of the 2018 Parkes Elvis Festival **All Councillors invited**
Tuesday 12 September 2017	Lachlan Health Council meeting **Deputy Mayor BF Newton (Mayor KJ Keith as alternate)**
Wednesday 13 September 2017	Parkes Chamber of Commerce **Mayor KJ Keith and Councillor AJ Ward**
Wednesday 13 September 2017	Tullamore & District Community Consultative Committee meeting **Deputy Mayor BF Newton (alternate is Cr GW Pratt)**
Saturday 16 September 2017	SCT Logistics Parkes Open Golf Tournament **Mayor KJ Keith**
Tuesday 19 September 2017	Ordinary Council meeting **All Councillors and Senior Staff**
	Meetings prior
	Cultural, Education and Library meeting **Mayor KJ Keith, Councillor BF Newton, Councillor LA O'Leary, Councillor WP Jayet, Councillor PJ Smith, Councillor NC Westcott and Manager Cultural, Education & Library Services S Buckle**

General Manager Mayor

Attachments

Nil

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8 COUNCILLORS' REPORTS

9 INWARDS CORRESPONDENCE

10 GENERAL MANAGER'S REPORT

10.1 (GM) Little Theatre Tiered Seating Project

Executive Summary

A letter has been received from the Parkes Musical and Dramatic Society Inc seeking Council confirmation that the "Tiered Seating" project at the Little Theatre will be self-funded in the 2018 financial year, if the current grant application is unsuccessful.

Given the change in financial circumstance of the NSW Government and consequential plethora of grant opportunities currently available, it is suggested in this report that further efforts be extended to procure grants to complete the project if the pending ClubGRANT is unsuccessful.

Background Information

An application was lodged under ClubGRANTS Category 3, in the Art and Culture round - applications closed on 10 March 2017. We have been advised for some time that determination is imminent. A subsequent ClubGRANTS round has since opened and will close on 21 August 2017.

Legislative or Policy Implications

The tiered seating project is identified in Councils Delivery Program.

Budget & Financial Aspects

A budget provision of $290,000 has been provided in the Delivery Program, of which $140,000 was allocated to grants.

If Council resolves to self-fund the seating project $140,000 would need to be taken from the sinking fund (which was established as part of the current Delivery program).

If Council was successful with a grant for the tiered seating project, the $140,000 could potentially be otherwise used to leverage other grants.

Recommendation

1. That all grant avenues be pursued until 30 June 2018.

2. That, if no grant is obtained by 30 June 2018, Council take funds from reserves and self-fund the project, to ensure that it is delivered before the end of 2019 financial year, but preferably before the end of the 2018 calendar year.

3. That regardless of the funding source, Council work closely with the Parkes Musical and Dramatic Society Inc to ensure construction is sequence to minimise disruption to their performances as much as practicable.

Report

As indicated above an application was lodged under ClubGRANTS Category 3, in the Art and Culture round - applications closed on 10 March 2017 for the tiered seating project. We have been advised for some time that determination is imminent.

If Council choses to pursue other grants as per the recommendation of this report, opportunities would include;

1. ClubGRANTS Category 3, in the Art and Culture, funding up to $200,000, closing 21 August 2017. No indication of when announcement of this might occur.

2. The mid-tier "Regional Cultural Fund" for projects $60,000 to $1,000,000. Closes with expression of interest (EOI) on 3 September 2017. If accepted full applications will be invited in January 2018, and then we would assume announcements sometime thereafter, however there is no firm indication of when announcement might occur.

3. The "Stronger Country Communities" grant open on 20 September 2017. The tiered seating project would fit the anticipated criteria. It is possible announcements would then be at the beginning of next year, however there is no firm indication of when announcement might occur.

If a grant for this project, or indeed any project, can be procured then it reduced the self-funding burden, freeing those resources to possibly leverage grants for other projects.

Given the number of grants currently open and pending, there is a strong likelihood of success, but of course no guarantee.

Attachments

1. Letter from Parkes Musical and Dramatic Society Inc dated 21 July 2017

General Manager Mayor

PARKES MUSICAL AND DRAMATIC SOCIETY INC.

PO Box 376 PARKES NSW 2870

ABN 37 819 787 740

President:	Lyn Townsend	0429 623 829	lyntownsend5@bigpond.com
Vice President:	James Whalan	0428 462 054	whalo_218@live.com.au
Secretary:	Lisa Ramsay	0412 040 864	libertyoflife@gmail.com
Treasurer:	Gail Smith	0414 478 535	gailsmith65@bigpond.com

21 July 2017

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

Dear Ken

RE: LITTLE THEATRE – TIERED SEATING PROJECT

The Parkes Musical and Dramatic Society is currently awaiting the outcome of a grant application submitted by the Council to finance the above project.

Previous conversations with Council have indicated that should the grant application be unsuccessful, Council will fund this project out of reserve funds.

In order to facilitate planning of future productions, the Society is requesting formal confirmation from you that should the grant be unsuccessful, Council is committed to providing funds to ensure this project is undertaken in the 2018 financial year.

Yours sincerely

Lyn Townsend

President
Parkes Musical and Dramatic Society

Document Set ID: 968171
Version: 1, Version Date: 24/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

10.2 (GM) Operational Plan Progress Report - Year 4 Delivery Program 2013 - 2017

Executive Summary

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

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

Background Information

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

Legislative or Policy Implications

Section 404 (5) Local Government Act 1993

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★★☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

General Manager Mayor

Budget & Financial Aspects

The financial consequences of the tasks performed or planned within the scope of this review form part of the quarterly budget review.

Recommendation

1. That the information be received and noted.

Report

The six monthly review process is an important feature of Council's strategic approach to the IPR process, enabling regular monitoring of Council's activities to determine whether performance against the objectives for the period are on target or require corrective action. The six month reporting period (*January to June 2017*) has been combined with the previous reporting period (*July to December 2016*) to provide an overall Annual Review.

This reporting period encompasses Council's "State of the Shire" reporting circuit which saw Council exhibits manned by staff at the Parkes and township Annual Shows in August 2017, Peak Hill Meet You up the Street and the Parkes Christmas Markets. These exhibits consisted of Council's information banners, Integrated Planning and Reporting documents and the opportunity for residents to meet with a range of staff, discuss any issues and provide feedback.

Attachments

1. Annual Review of the Operational Plan Year 4 of Delivery Program 2013 - 2017 *(distributed separately)*
2. Executive Summary of the Operational Plan *(distributed separately)*

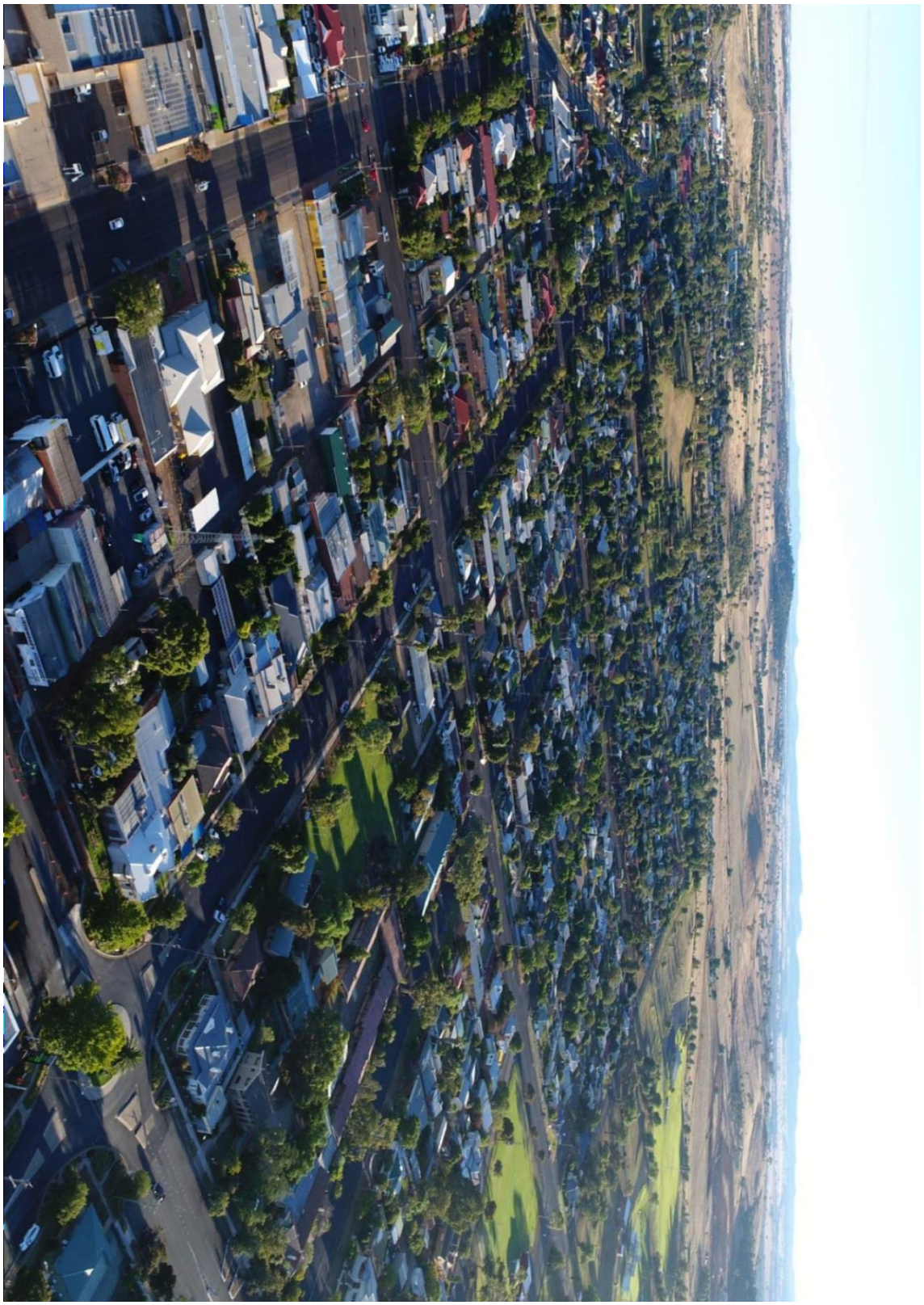
General Manager Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Contents

Integrated Planning and Reporting Framework 4
Parkes Shire Council Ten Year Community Plan 8
Your Elected Representatives 10
Organisation Structure 13
Roles and Responsibilities 14
Plan Format Explained 17

The Information 18
Future Direction 1 - Develop Lifelong Learning Opportunities 18
Future Direction 2 - Improve Health and Wellbeing 39
Future Direction 3 - Promote, Support and Grow our Communities 52
Future Direction 4 - Grow and Diversify the Economic Base 63
Future Direction 5 - Develop Parkes as a National Logistics Hub 81
Future Direction 6 - Enhance Recreation and Culture 89
Future Direction 7 - Care for the Environment in a Changing Climate 103
Future Direction 8 - Maintain and Improve the Shire's Assets and Infrastructure 113

General Manager Mayor

Integrated Planning

How it works

INTEGRATED PLANNING AND REPORTING FRAMEWORK

In 2009 a new Integrated Planning and Reporting (IP&R) framework was introduced across Local Government in New South Wales. Parkes Shire Council was one of the first Councils to embrace this large and wide ranging reform in becoming what was termed a "Group 1" Council. Being in this grouping saw Parkes Shire Council fully adopt its Integrated Planning and Reporting documentation in 2009/2010 Council year. Since this time the IP&R framework has been rolled out across the State. Parkes Shire has continued to develop its approach whilst regularly reporting on its progress culminating in its End Of Term Report being tabled at the final meeting of the previous Council in September 2012. Council has now prepared its new suite of IP&R documents. The Delivery Plan forms a vital component of this integrated planning approach which is structured primarily to outline what the newly elected Council, elected in September 2012, will "deliver" whilst in office over the next four years and how this will be resourced. To assist the community and other users of these documents Council has prepared a simple summary to outline how each plan fits in to the entire IP&R approach. Figure 1.1 illustrates this interaction by way of a diagram. A brief explanation of each of the plans and how they interact is provided that articulates how the approach all comes together.

THE COMMUNITY ENGAGEMENT STRATEGY (CONTINUUM) 2012 - 2016

The Community Engagement Strategy outlines the mechanisms Parkes Shire Council uses to engage their communities in the issues and decisions that affect them.

Based on a set of guiding principles and a diverse range of processes the outputs and outcomes of the strategy guide and inform the planning, delivery and reporting of all Council's integrated plans and reports.

The strategy is known as the Community Engagement Continuum. As the name implies it is a continuous process, not a collection of isolated activities. It is the way Council does its work and how Council and Community work together.

PARKES SHIRE COUNCIL LOCAL ENVIRONMENT PLAN (LEP) 2012

The Parkes Local Environmental Plan 2012 (PLEP2012) is the legal instrument that imposes standards to control development for the Shire. The LEP reserves land for open space, infrastructure and other public purposes as well as residential, industrial, commercial and agricultural purposes. The purpose of the LEP is to achieve the objects of the Environmental Planning and Assessment Act 1979, as amended. It is also a means to implement the Parkes Shire Land Use Strategy 2011. The PLEP2012 comprises a written document and a series of accompanying maps. The PLEP2012 includes provisions for the protection of the operational environments of the Parkes Radio Telescope and the Parkes National Logistics Hub. The LEP links directly to the Parkes Shire Council Community Plan in Future Direction 3 "Promote, Support and Grow our Communities" and more specifically under the Strategic Objective 3.4 "Utilise an integrated planning framework to guide the development of our communities". This objective is subsequently actioned in both the 4 year Delivery Plan and the Annual Operational Plan in 3.4.2. "Review and implement Council's planning instruments". This sees Council's implementation of the LEP regularly monitored and reported to Council and the community via the Integrated Planning and Reporting Framework reporting mechanisms.

THE 2022 COMMUNITY STRATEGIC PLAN (REVIEWED 2012)

The Community Strategic Plan (CSP) is a high level 10 year plan developed collaboratively by Council with the Parkes Shire Community as part of its Community Engagement Continuum. This plan identifies the community's main priorities and aspirations for the future. It contains the vision for the Parkes Shire and the 8 key Future Directions in achieving this vision by 2022 being;

1. Develop Lifelong Learning Opportunities
2. Improve Health and Wellbeing
3. Promote, Support and Grow Our Communities
4. Grow and Diversify the Economic Base
5. Develop Parkes as a National Logistics Hub
6. Enhance Recreation and Culture
7. Care for the Clime in a Changing Climate
8. Maintain and Improve the Shire Assets and Infrastructure

General Manager

Mayor

This CSP articulates the Strategic Objectives Council has set to achieve these Future Directions and considers the 'Quadruple Bottom Line' impacts regarding, Civic Leadership, Economic, Social and Environmental outcomes as well as adhering to Council's Social Justice Principles. This CSP also identifies Council's role in these areas as a Provider, Facilitator or Advocate and linkages to the planning process of other levels of Government and Stakeholder groups.

This Community Strategic Plan cascades or flows directly into the key Actions identified in the Delivery Program for Council to implement over its term of office (See Fig 1.2.)

FIGURE 1.2

THE DELIVERY PROGRAM 2013/14 TO 2016/17

The Delivery Program actions the Future Directions and Strategic Objectives of the Community Strategic Plan. It identifies the principal activities that Council will undertake in response to these Objectives. The Delivery Program addresses the full range of Council's operations and who is responsible for their delivery. The Delivery Program cascades or flows on, into the tasks required annually, as identified in the Operational Plan (See Fig 1.2.). The Delivery Program is intrinsically linked to the Resourcing Strategy documents being; the 10 Year Asset Management Strategy, the 4 Year Workforce Plan and the 10 Year Long Term Financial Plan. The Long Term Financial Plan has also formed the basis from which the 4 Year Financial Forecasts have been derived, to explain in more detail how the Delivery Program will be funded over the life of the program. This sees that the Delivery Program both informs and is informed by, the Resourcing Strategy.

The Delivery Program has been developed in consultation with the Parkes Shire Community as part of the Community Engagement Strategy 2012 - 2016. Council has had to consider the communities priorities and expected levels of service, and balance these with its resourcing constraints. In the Delivery Program, Council has had to work with the community and make the difficult decision to apply for a Special Rate Variation to address the funding gap that is apparent after this process. More information regarding this process is outlined in the section of this plan "**Funding the Delivery Program**".

THE DELIVERY PROGRAM FINANCIAL FORECASTS 2013/14 TO 2016/17

The Long Term Financial Plan outlines the high level budgeting scenarios over the next 10 years. These estimates and assumptions form the basis from which the 4 Year Financial Forecasts have been derived. This document explains in more detail how the Delivery Program will be funded over the life of the Program and equally what the Operational Budgets will ultimately be in each year of the Program.

THE OPERATIONAL PLAN

The Operational Plan is prepared as a sub-plan of the Delivery Program. It identifies the projects, programs and activities that Council will undertake within the next financial year. These actions cascade or flow down from the Delivery Plan and become the tasks required in each particular year of the Operational Plan (See Fig 1.2.). The Operational Plan allocates responsibilities for each project, program and activity and identifies how the effectiveness of the projects, programs and activities will be measured. Council receives reports on these measures on a six monthly basis.

THE OPERATIONAL BUDGET

The Operational Budget details the budgeted funding for the activities to be undertaken in that year. The Operational Budget includes provisions relating to the content of Council's Annual Statement of Revenue Policy.

This includes details of:

Estimated income and expenditure

Ordinary rates and special rates

Proposed fees and charges

Council's proposed pricing methodology

Proposed borrowings.

The Operational Budget is reviewed and reported to Council within two months after the end of each quarter (except the June quarter).

THE 10 YEAR ASSET MANAGEMENT STRATEGY 2013/14 TO 2022/23

The Asset Management Strategy is prepared to assist Council in improving the way it delivers services from infrastructure. These infrastructure services include:

- Transport (roads, bridges, footpaths, etc.)
- Stormwater drainage,
- Water,
- Sewer,
- Open Spaces (parks and recreation),
- Buildings, and
- Aerodrome

These infrastructure assets have a combined replacement value of $760 million.

General Manager

Mayor

The Asset Management Strategy:

- shows how Councils asset portfolio will meet the service delivery needs of its community into the future,
- enables Council's Asset Management policy to be achieved, and
- ensures the integration of Council's Asset Management with its Long Term Strategic Plan.

The Asset Management Strategy will assist Council in meeting the requirements of the National Sustainability Frameworks, and Integrated Planning and Reporting guidelines (IP&R). Local Councils in NSW are required to undertake their planning and reporting activities in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, and provide services needed by the community in a financially sustainable manner.

The Asset Management Strategy is prepared following a review of Council's service delivery practices, financial sustainability indicators, asset management maturity and fit with Council's vision for the future as outlined in the Community Strategic Plan. The Strategy outlines an Asset Management Improvement Plan detailing a program of tasks to be completed and resources required to bring Council to a minimum 'core' level of asset maturity and competence.

THE 10 YEAR LONG TERM FINANCIAL PLAN 2013/14 TO 2022/23

The Long Term Financial Plan (LTFP) is a part of Council's Resourcing Strategy. The Plan is used to ensure that Council can have an understanding of the current financial situation and the projections of several future directions. The LTFP is developed in conjunction with the Workforce Plan and the Asset Management Plan, and is combined as The Resourcing Strategy, with the same objectives. These Plans are prepared for at least the next 10 years, and are required to be reviewed each year.

The LTFP is set out to show the financial impact of providing different levels of service to the community. The Plan includes projections of revenue and expenditure, the balance sheet and projected cash flows. Behind these projections, there are several assumptions that are used to build the Plan. These assumptions are usually related to the level of asset renewal and maintenance, inflation rate, growth in dwellings, timing of revenue, level of grants, level of service etc. The projections are modified to highlight the major scenarios (or options) that have an economic consequence. Also, within the Plan there are financial indicators (calculated for each scenario). These indicators allow comparisons between scenarios, and enable the monitoring of financial performance.

The LTFP enables Council to improve the connectivity with the Delivery Plan, and allows for a better understanding of the financial consequences of the Plan. The Long Term Financial Plan is a decision making tool that helps Council to model several important scenarios, and it helps Council to identify financial issues at an earlier stage. The Plan presents the effects of these scenarios, over the longer term. These projections help Council to focus on the issues, and analyse the consequences. Planning for at least 10 years, enables the Council to assess the current situation and make decisions for the future.

THE WORK FORCE PLAN 2013/14 TO 2016/17

The 2013 – 2017 Parkes Shire Council Workforce Plan provides the strategic direction to create a sustainable workforce. It provides a supporting framework for those objectives and actions contained in each of the three Departmental Delivery Programs and Operational Plans. The focus will be the alignment of the workforce with the goals, values and objectives of the organisation which includes the management of our asset infrastructure. This will enable us to effectively deliver community expectations into the future.

THE ANNUAL REPORT

The Annual Report is one of the key points of accountability between a Council and its community. It is not a report to the Division of Local Government or the NSW Government, it is a report to the community.

The Annual Report focuses on Council's implementation of the Delivery Program and Operational Plan because these are the Plans that are wholly the Council's responsibility.

The Report also includes some information that is prescribed by the Local Government (General) Regulation 2005. This information has been included in the Regulation because the Government believes that it is important for community members to know about it - to help their understanding of how Council has been performing both as a business entity and a community leader.

THE END OF TERM REPORT 2013/14 TO 2016/17

Councils are now required to prepare an End of Term Report which must be tabled prior to the end of Councils 4 year term. This document must include a report as to the Council's achievements in implementing the Community Strategic Plan over the previous four years. This also means drawing upon achievements in the implementation of the four year Delivery Program. It includes information from other organisations, including State Government agencies.

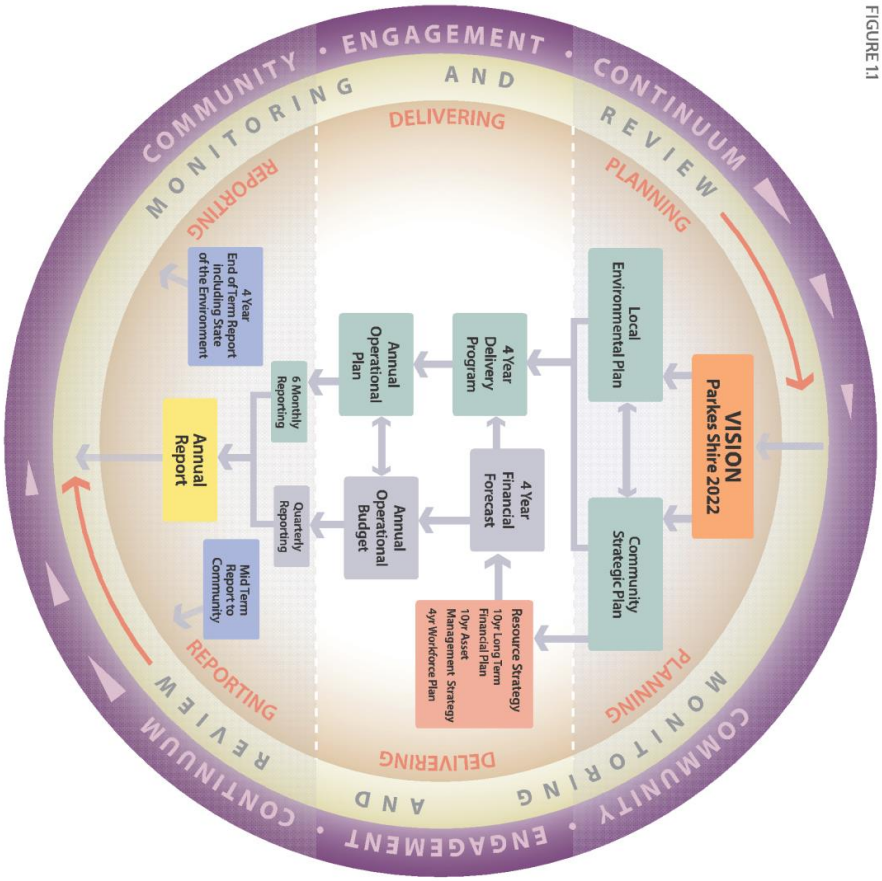
STATE OF THE ENVIRONMENT REPORTING

A comprehensive report on the State of the Environment is required to be included as part of the End Of Term Report. This means that the End Of Term Report will include a report on how Council has met the environmental objectives in the Community Strategic Plan. The report on the State of the Environment includes progress against relevant performance indicators for the environmental objectives of the Community Strategic Plan and Delivery Program.

General Manager Mayor

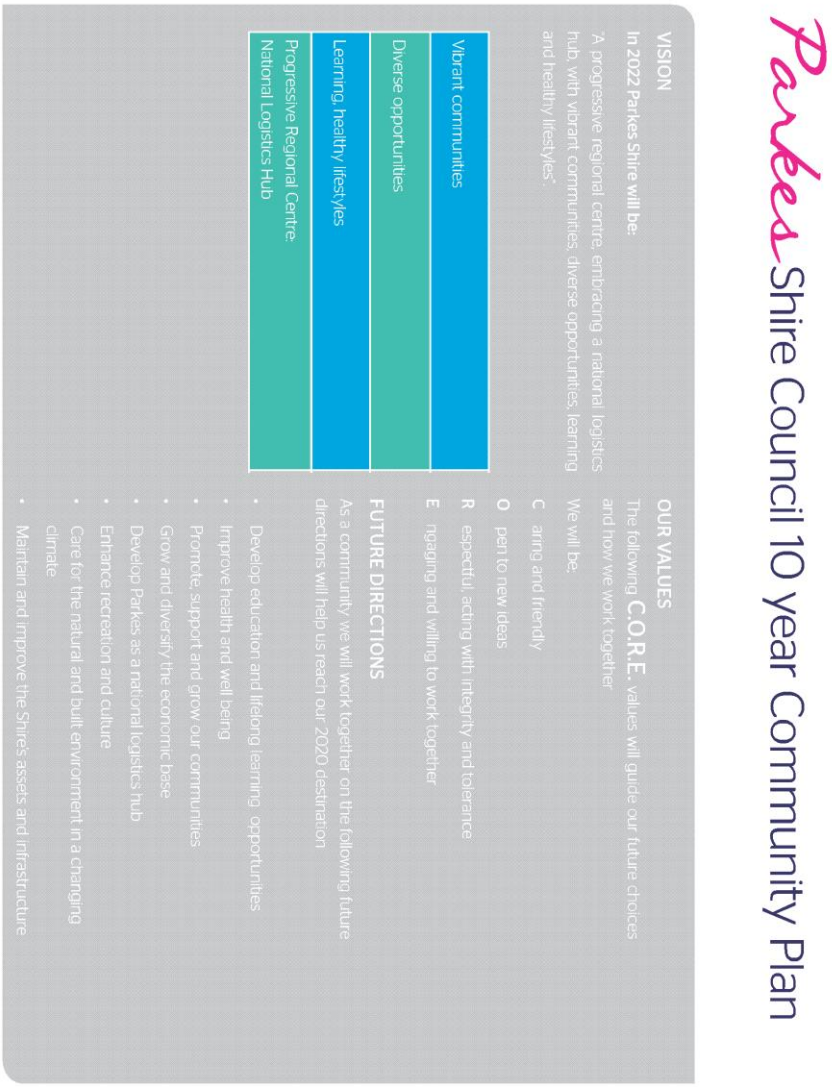
Parkes Shire Integrated Planning and Reporting Framework

FIGURE 1.1



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

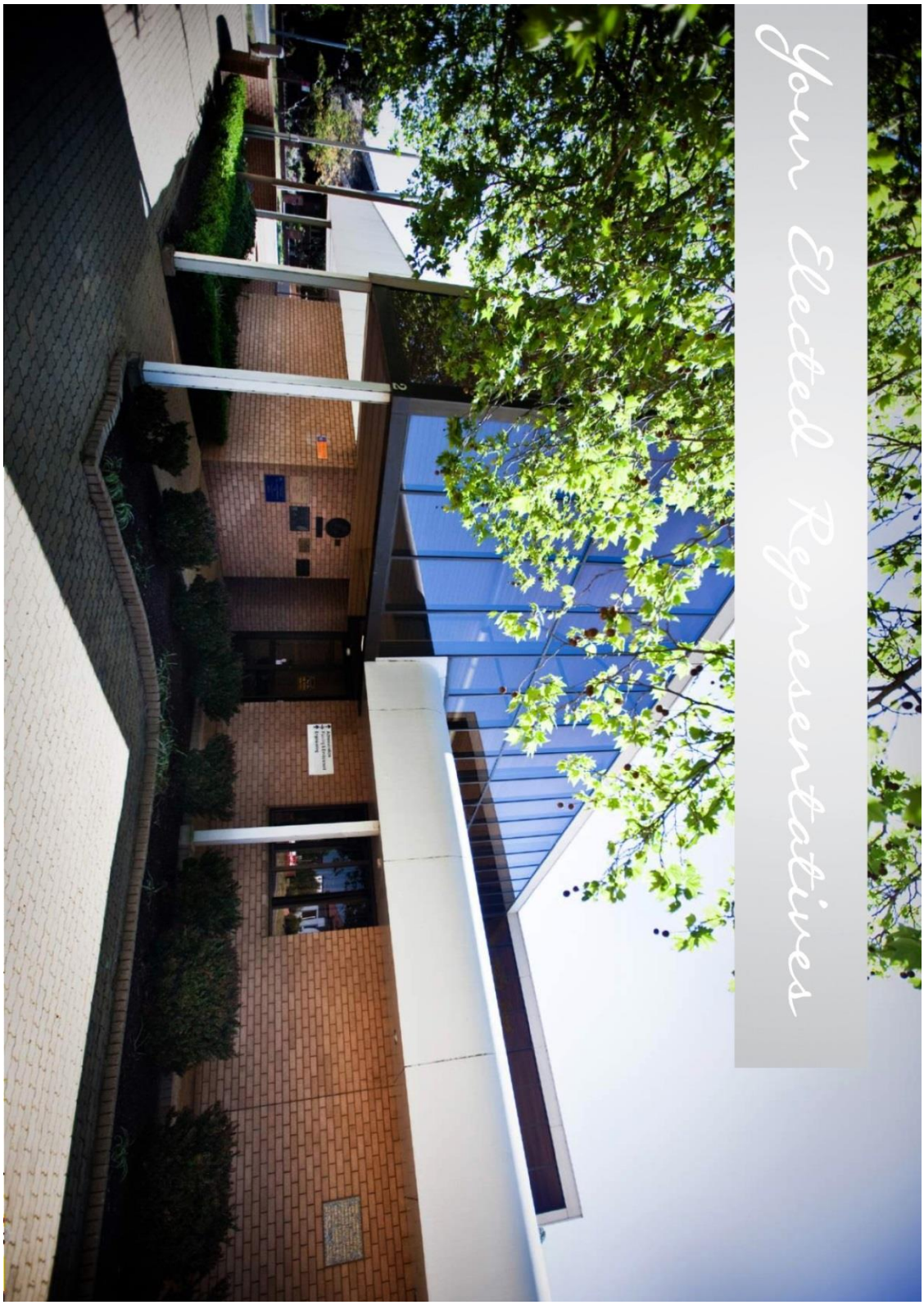


General Manager Mayor



General Manager

Mayor



General Manager

Mayor



PARKES SHIRE COUNCIL 2016/2020

Seated (left to right): Director Works and Services Ben Howard, Director Corporate Services & Technology Les Finn, General Manager Kent Boyd, Mayor Ken Keith OAM, Director Planning & Environment Steven Campbell, Director Infrastructure Andrew Francis

Standing (left to right): Cr Neil Westcott, Cr Alan Ward, Cr Ken McGrath, Cr Louise O'Leary, Deputy Mayor Barbara Newton, Cr Pat Smith, Cr Wally Biles, Cr George Pratt and Cr Bill Jayet

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor



General Manager

Mayor

Roles and Responsibilities

Set out below are the details on the five departmental groupings of Council's management structure showing details of the functions and linkages to the activities undertaken by Council. Occupational health and safety and risk management responsibilities traverse all departments of Council. Responsibilities will be allocated as appropriate when Council's Risk Management Policy and Business Continuity Plan are completed and implemented.

General Manager - Kent Boyd

Office of the General Manager: General Manager - Kent Boyd			
Section	Manager	Functions	Activity
Governance & Corporate Strategy	Brad Byrnes	Corporate Development Strategy Management Governance Records Management Business Improvement	Administration

Corporate Services & Technology Department: Director - Les Finn			
Section	Manager	Functions	Activity
Finance	Owen Jensen	Budgeting and Financial Planning Financial Reporting and services Rating	Administration
Business & Economic Development	Anna Wylie	Industrial Development Promotion Economic Development Government Industry Lobbying Civic Promotions Business Development/ Management Marketing Destination Management Tourism Services	Economic Affairs
Technology & Information Services	Colin Barker	Information Services	Administration
Human Resources	Rhonda Milgate	Human Resources Pay Office	Administration
Cultural, Education & Library Services	Shellie Buckle	Public Libraries Culture Education	Recreation & Culture
Family Day Care	Ann-Marie Winter	Family Day Care	Community Services & Education

Planning & Environment Department: Director - Steven Campbell			
Section	Manager	Functions	Activity
Development Services	Annalise Cummings/Michael Carter	Land Use Planning Heritage Management Development Control Project & Risk Management Cultural & Social Planning P & E Certificate Sec 149/735A/121/P Economic Development Strategy Access Committee	Housing and Community Amenities
Building Certification	Michelle Bicket	Building Certification Section 68 Approvals Inc Caravan Parks Building & Property Maintenance Contract Management - Cleaning (Admin & HPC), Spicer Caravan Park Swimming Pool Compliance Plumbing & Drainage Regulation	Mining, Manufacturing & Construction Health Housing & Community Amenities
Planning	Steven Campbell	Hospitals & Medical Workplaces	Health
Waste Management		Landfill & Waste Operations Contract Management Policy & Strategy relating to Waste Management Data Collection & monitoring Waste Management	
Legislation and Enforcement	Howard Orr	Animal Control Parking Enforcement Public amenities/sporting ground cleaning Cemeteries	Public Order & Safety

General Manager

Mayor

Engineering Services Department: Director - Ben Howard			
Section	Manager	Functions	Activity
Works	Wayne O'Neill	Infrastructure Construction & Maintenance Private Works Operation of Quarries & Pits RMS Contracts Parks & Gardens Sports Field Operations Street Tree Management Cemetery Maintenance Street Cleaning	Transport & Communication Mining, Manufacturing & Construction Economic Affairs Recreation & Culture
Design & Traffic	Nathan Koenig/ Joel Cowling	Engineering Survey & Design Traffic Management Engineering Assessment of Developments	Transport and Communication
Assets	Vacant	Asset Planning & Management GIS Mapping Management	Administration
Road Safety & Injury Prevention	Melanie Sutter/ Logan Dolbel	Road Safety & Injury Prevention Campaigns	Public Order & Safety
Support Services	Sharon Ross	Procurement Plant Management Stores Management Secretarial Services - Eng Swimming Pool Operations Airport Operations Health and Safety Programs (Wellness)	Administration Recreation & Culture Transport & Communication Health
Emergency Management	Ben Howard	Bush Fire Management Local Emergency Management Committee Executive Support	Public Order & Safety

Infrastructure Department: Director - Andrew Francis			
Section	Manager	Functions	Activity
Infrastructure Operations	Graeme Bayliss	Water Treatment Sewage Treatment Trade Waste Stormwater Management	Water Supplies Sewerage Services Housing & Community Amenities
Services Projects	Daya Peiris	Water Maintenance & Renewal Sewer Maintenance & Renewal Stormwater Maintenance & Renewal Asset Renewal Projects	Water Supplies Sewerage Services Housing & Community Amenities
Engineering Sustainability	Michael Chambers	Soil Erosion & Prevention of Native Vegetation Environmental Control of Quarries and Pits Sustainability Initiatives Energy & Alternate Energy Management Community Education Water Quality Weeds - Noxious Plants, insect and vermin control	Recreation & Culture Housing & Community Amenities Public Order & Safety
Emergency Management & Local Emergency Management Office (LEMO)	Andrew Francis	Local Emergency Management Committee (LEMC) Executive Support Evacuation & Recovery Support Emergency Operations Centre Management	Public Order & Safety
Major Projects	Andrew Francis	Capital Infrastructure Projects	Housing & Community Amenities Water Supplies Sewerage Services

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

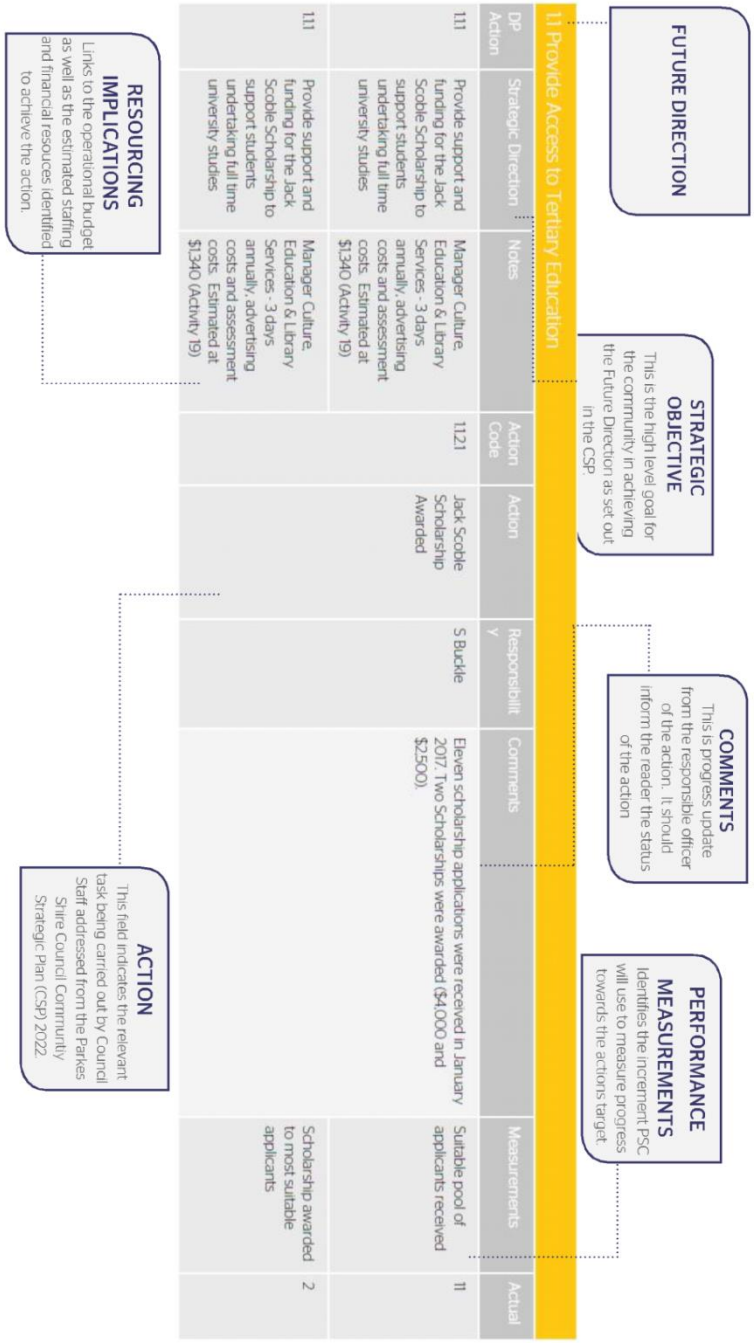


General Manager

Mayor

Plan Format Explained

This report aims to provide an update of Council's progress against the actions of the Operational Plan 2016/17.



General Manager

Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

1.1 Provide Access to Tertiary Education

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.1.1	Provide support and funding for the Jack Scoble Scholarship to support students undertaking full time university studies	Manager Culture, Education & Library Services - 3 days annually; advertising costs and assessment costs. Estimated at $1,340 (Activity 19)	1.1.2.1	Jack Scoble Scholarship Awarded	S Buckle	Eleven scholarship applications were received in January 2017. Two Scholarships were awarded ($4,000 and $2,500).	Suitable pool of applicants received	11
1.1.1	Provide support and funding for the Jack Scoble Scholarship to support students undertaking full time university studies	Manager Culture, Education & Library Services - 3 days annually; advertising costs and assessment costs. Estimated at $1,340 (Activity 19)					Scholarship awarded to most suitable applicants	2

1.2 Support and Promote Existing TAFE

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.2.1	Utilise TAFE as service provide for staff	Carried out annually utilising normal staffing hours	1.2.1.1	Monitor and assist training of staff involved in the program	R Milgate	Currently have nine trainees being trained through Western Institute of TAFE	Evidence of staff activities being monitored	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

1.3 Promote and Support Early Childhood Care and Education

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.3.1	Council will provide a Family Day Care Service	Family Day Care operates with a $994,950 budget for 2016/2017. This is affected by Federal Government funding allocations (Activity 15)	1.3.1.1	Family Day Care complies with 'Education and Care Services National Regulations and Act 2011' and other relevant regulatory bodies	A Winter	Service compliance continues- Quality improvement plans reviewed and documented. Assessment and ratings process dates still not verified.	Compliance with all audits	
1.3.1	Council will provide a Family Day Care Service	Family Day Care operates with a $994,950 budget for 2016/2017. This is affected by Federal Government funding allocations (Activity 15)	1.3.1.2	Family Day Care complies with the Federal Government National Quality Framework, incorporating the 'Early Years Learning Framework', national standards and elements, audits and spot checks	A Winter	Review of policies ongoing for the next couple of months.	Compliance with audits and spot checks on safety, hygiene, wellbeing and education	
1.3.1	Council will provide a Family Day Care Service	Family Day Care operates with a $994,950 budget for 2016/2017. This is affected by Federal Government funding allocations (Activity 15)	1.3.1.3	Family Day Care strategic plan is reviewed and updated annually	A Winter	Expansion plans are ongoing. Grant submission documentation being finalised. Secondary funding opportunity being sourced.	Strategic plan reviewed and report made to Council	
1.3.2	Promote and support the importance of literacy skills	The Library operates on a budget of $920,900 for 2016/2017. Support of literacy is affected by this budget. (Activity 29)	1.3.2.1	Provide a range of activities to support early literacy	S Buckle	During school term Storytime is held weekly, Rhyme Time twice a week at Parkes. In Peak Hill Storytime is held at the pre-school weekly. Adhoc story time sessions held at Tullamore for the pre-school and Trundle for playgroup.	Early childhood literacy sessions (storytime, rhyme time) held during school terms	104 sessions

General Manager

Mayor

1.3 Promote and Support Early Childhood Care and Education

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.3.2	Promote and support the importance of literacy skills	The Library operates on a budget of $920,900 for 2016/2017. Support of literacy is affected by this budget. (Activity 29)				School holiday activities held during July, September/October and April. Sessions are held each term at the Early Birds Community Health Playgroup. Regular visits from Blue Birds Child Care Cntre supported.	Literacy based activities held during school holidays	14
1.3.2	Promote and support the importance of literacy skills	The Library operates on a budget of $920,900 for 2016/2017. Support of literacy is affected by this budget. (Activity 29)	1.3.2.2	Hold a special 'literacy month'	S Buckle	Curiosity + Wonder festival was held 1 September to 7 October 2016. Events included youth art classes, stop animation workshops, author visits, cartooning, science, and a history talk. Events were held in Parkes, Peak Hill, Trundle and Tullamore.	Literacy month held	Held
1.3.2	Promote and support the importance of literacy skills	The Library operates on a budget of $920,900 for 2016/2017. Support of literacy is affected by this budget. (Activity 29)					Activities held for various age groups	All age groups
1.3.3	Provide support to Parkes Early Childhood Centre through a minimum cost accommodation arrangement	Council supports the Parkes Early Childhood Centre (PECC) through a peppercorn lease as well as assisting in some building maintenance, rates and insurance costs. $25,230 budgeted for 2016/2017 (Activity 19)	1.3.3.1	Lease arrangements with PECC	O Jensen	Lease arrangement is functioning well, and good working relationship with Parkes Early Childhood Centre continues to promote and support Early Childhood Care and Education within Parkes.	Lease agreement in place and functioning to satisfaction of all parties	
1.3.3	Provide support to Parkes Early Childhood Centre through a minimum cost accommodation arrangement	Council supports the Parkes Early Childhood Centre (PECC) through a peppercorn lease as well as assisting in some building maintenance, rates and insurance costs. $25,230 budgeted for 2016/2017 (Activity 19)	1.3.3.2	Maintenance of PECC building	M Bicket	All requests for support relating to building maintenance have been addressed.		

General Manager

Mayor

1.4 Provide Lifelong Learning Opportunities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.4.1	Provide lifelong learning opportunities for the community through Parkes Shire Library	$29,880 is budgeted in 2016/2017 for exhibitions, special projects and workshops (Activity 29)	1.4.1.1	Provide training programs	S Buckle	Online computer self paced courses provide for free to the Parkes Shire community. Life long learning opportunities included computer basic classes, author visits, weaving workshops, exhibitions and displays, history sessions, Law Week seminar, camera craft classes and new program Youth Code Club. Writers Group meets once a month and Parkes Book Club has two meetings a month.	Lifelong Learning opportunities provided monthly	55
1.4.1	Provide lifelong learning opportunities for the community through Parkes Shire Library	$29,880 is budgeted in 2016/2017 for exhibitions, special projects and workshops (Activity 29)	1.4.1.2	Provide family and local history resources	S Buckle	Local history and family history research resources held for use within Parkes Library. Community access provide to Ancestry.com and other family history databases. 19 articles posted on parkeshistory.org. These include stories on Alectown, winters past in Parkes, population changes over time and Bogan Gate. Three history sessions held throughout the year. First digitized collection launch - Elvis Festival first 10 years. Five framed photographs restored and digitized for Peak Hill Leisure Centre.	Family history workshops are held every year Local family history research services provided	3 Provided
1.4.1	Provide lifelong learning opportunities for the community through Parkes Shire Library	$29,880 is budgeted in 2016/2017 for exhibitions, special projects and workshops (Activity 29)	1.4.1.3	Provide community access to the Internet free of charge	S Buckle	Public access computers available at Parkes, Peak Hill, and Tullamore libraries. Free wifi available at Parkes, Peak Hill, Trundle and Tullamore libraries. 7,246 public computer sessions for 2016/17.	At least eight computers are available for public Internet access Wifi access is available at all libraries	11 All libraries
1.4.1	Provide lifelong learning opportunities for the community through Parkes Shire Library	$29,880 is budgeted in 2016/2017 for exhibitions, special projects and workshops (Activity 29)						

General Manager

Mayor

1.4 Provide Lifelong Learning Opportunities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.4.2	Support vocational education programs	HR support and programming - 4 weeks per year, SBATS Mentoring program 100 days over a 2 year period resourced in normal working hours. $648,442 budgeted in 2016/17 for wages for Traineeships/Apprentice ships and Cadetships and mentoring programs (Activity 1)	1.4.2.1	Actively support School and University Work Experience and Work Placement Programs	R Milgate	8 students accommodated during 2016/17 from local schools	90% of requests for work placements completed	
1.4.2	Support vocational education programs	HR support and programming - 4 weeks per year, SBATS Mentoring program 100 days over a 2 year period resourced in normal working hours. $648,442 budgeted in 2016/17 for wages for Traineeships/Apprentice ships and Cadetships and mentoring programs (Activity 1)	1.4.2.2	Support Educational Career days	R Milgate	Attend career night on an annual basis to give students an insight into career opportunities within Council	Number of Events attended	
1.4.2	Support vocational education programs	HR support and programming - 4 weeks per year, SBATS Mentoring program 100 days over a 2 year period resourced in normal working hours. $648,442 budgeted in 2016/17 for wages for Traineeships/Apprentice ships and Cadetships and mentoring programs (Activity 1)	1.4.2.3	Support Parkes University Study Centre initiatives	R Milgate	Director Technology & Corporate Services liaising with possible Stakeholders	Number of initiatives supported	

General Manager Mayor

1.4 Provide Lifelong Learning Opportunities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.4.2	Support vocational education programs	HR support and programming - 4 weeks per year; SBATS Mentoring program 100 days over a 2 year period resourced in normal working hours. $648,442 budgeted in 2016/17 for wages for Traineeships/Apprentice ships and Cadetships and mentoring programs (Activity 1)	1.4.2.4	Develop and delivery School based Traineeships program	R Milgate	School based Traineeships offered in Information Services, Business Services, Civil Construction and Water Operations.	100% completion rate	
1.4.2	Support vocational education programs	HR support and programming - 4 weeks per year; SBATS Mentoring program 100 days over a 2 year period resourced in normal working hours. $648,442 budgeted in 2016/17 for wages for Traineeships/Apprentice ships and Cadetships and mentoring programs (Activity 1)	1.4.2.5	Develop Policy, Programs and allocate resources to initiative	R Milgate	Under revision	Progressively Increase percentage of traineeships/apprenticeships and cadetships to 6% of workforce	
1.4.3	Actively promote lifelong learning in Council Staff Training and Professional Development Policies and Programs	Budgeted at $226,552 for 2016/17 outlined as part of Council's Corporate Training Plan (see Workforce Plan) (Activity 1)	1.4.3.1	Improve leadership skills for Managers, Supervisors and Team Leaders	R Milgate	On going program with internal coaching of staff being rolled out across the organisation	Number of staff undergoing courses incorporating leadership skills	

General Manager

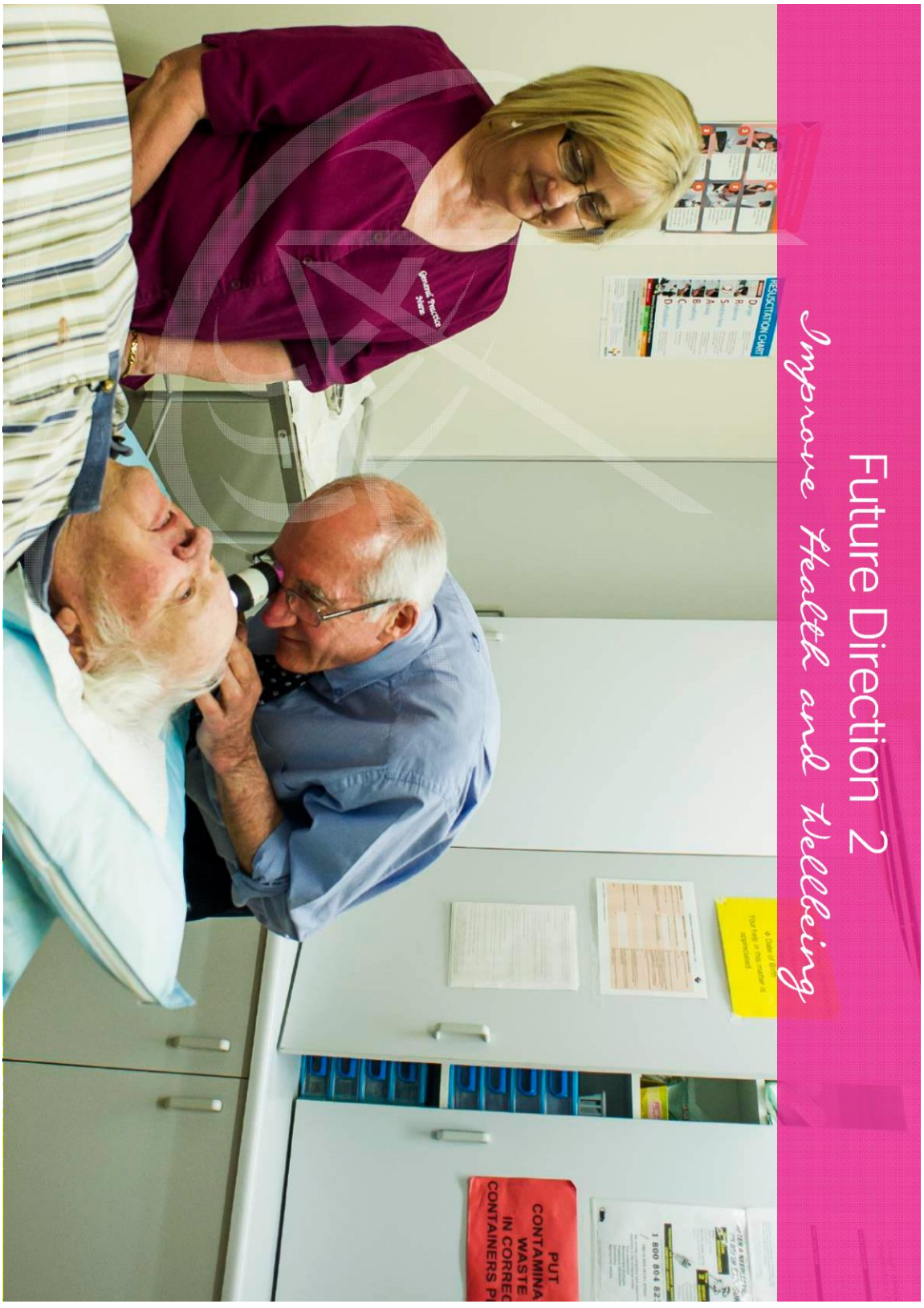
Mayor

1.4 Provide Lifelong Learning Opportunities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
1.4.3	Actively promote lifelong learning in Council Staff Training and Professional Development Policies and Programs	Budgeted at $226552 for 2016/17 outlined as part of Council's Corporate Training Plan (see Workforce Plan) (Actvity 1)	1.4.3.2	Ensure Individual and Corporate Training Plans developed	R Milgate	Under revision	Number of plans completed	
1.4.3	Actively promote lifelong learning in Council Staff Training and Professional Development Policies and Programs	Budgeted at $226552 for 2016/17 outlined as part of Council's Corporate Training Plan (see Workforce Plan) (Actvity 1)	1.4.3.3	Review Training and Development Policy and Program	R Milgate	Under revision	Completion, then yearly review	
1.4.3	Actively promote lifelong learning in Council Staff Training and Professional Development Policies and Programs	Budgeted at $226552 for 2016/17 outlined as part of Council's Corporate Training Plan (see Workforce Plan) (Actvity 1)	1.4.3.4	Commit to succession planning initiatives for critical positions	R Milgate	Under revision with Senior Staff	Number of critical positions with succession plans in place	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

2.1 Encourage the Provision of Medical Facilities and Services								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.1.1	Support the development of a Health Precinct Plan	This is an advocacy role and there are no costs apportioned	2.1.1.1	Assist in the development of the Health Precinct Plan	S Campbell	The new Hospital is complete and has been operational from 24 November 2015. The new Hospital was officially opened by the NSW Government on 19 January 2016. The precinct plan concept has been completed.	Acquisition of land complete	
2.1.2	Work with and support the Parkes General Practitioners Working Group	Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GPs and incentives for GPs and other health professionals	2.1.2.1	Jointly facilitate meetings of the Parkes GP Working Group	S Campbell	Meetings facilitated by Council and Western PHN on a quarterly basis. Incentive funding provided to 4 x new GPs. Housing of GPs continued at Coleman Road units. Peak Hill Medical Practice has been taken over by a new GP. Western PHN continues to monitor situation at the three Ts.	Meetings held quarterly	
2.1.2	Work with and support the Parkes General Practitioners Working Group	Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GPs and incentives for GPs and other health professionals					Council allocated actions completed	
2.1.2	Work with and support the Parkes General Practitioners Working Group	Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GPs and incentives for GPs and other health professionals					Incentive applications processed	
2.1.2	Work with and support the Parkes General Practitioners Working Group	Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GPs and incentives for GPs and other health professionals	2.1.2.2	Council support provided to GP Cup event	S Campbell	2017 GP Cup launch planned for 28 July 2017. Tentative dates for event 14/21/28 October 2017.	Event held every 2 years	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

2.1 Encourage the Provision of Medical Facilities and Services

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.1.2	Work with and support the Parkes General Practitioners Working Group	Council sponsors the GP Cup which raises funds annually to pay recruitment costs for GPs and incentives for GPs and other health professionals					Value of funds raised	
2.1.3	Plan and undertake maintenance of medical facilities in Peak Hill, Tullamore and accommodation for Medical Registrars at Parkes	$35,860 has been allocated for maintenance and capital improvements in the 2016/2017 budget. Rent received for Health Centres is fully allocated to maintaining those facilities. Capital improvements are funded by Council as required. (Activity 1.4)	2.1.3.1	Maintain Assets	M Bicket	All scheduled maintenance work completed.	Asset maintenance carried out	
2.1.3	Plan and undertake maintenance of medical facilities in Peak Hill, Tullamore and accommodation for Medical Registrars at Parkes	$35,860 has been allocated for maintenance and capital improvements in the 2016/2017 budget. Rent received for Health Centres is fully allocated to maintaining those facilities. Capital improvements are funded by Council as required. (Activity 1.4)	2.1.3.2	Manage accommodation for Medical Registrars	M Bicket	All scheduled maintenance completed	Evidence of leases being managed	

General Manager

Mayor

2.2 Promote and develop health education and encourage people to take responsibility for their health

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.2.1	Support and encourage programs that promote health and wellbeing within Council	No cost apportioned support provided to State Government initiatives.	2.2.1.1	Provide information to staff on healthy lifestyles	S Ross	Council strives to promote healthy lifestyles to staff through fitness incentives such as a Walking Challenge, quit smoking programs, vaccination programs and skin cancer checks. Council has partnerships with NSW Public Health Unit and the Cancer Council.	Information distributed by internal email, staff newsletter, toolbox talks and noticeboards	
2.2.1	Support and encourage programs that promote health and wellbeing within Council	No cost apportioned support provided to State Government initiatives.	2.2.1.2	Facilitate programs aimed at improving health and wellbeing of staff.	S Ross	Council strives to promote healthy lifestyles to staff through fitness incentives, quit smoking programs, vaccination programs and skin cancer checks. Council has partnerships with the NSW Public Health Unit and the Cancer Council. This year, flu vaccination clinic, health and wellbeing screening, skin cancer checks and the walking challenge have been well supported.	Annual fitness challenges held Flu Vaccination Program implemented Health and Wellbeing Calendar Skin Cancer Checks undertaken	Walking Challenge held with 101 competitors 90 staff participated in the flu vaccination program not created 10 staff have undertaken checks
2.2.1	Support and encourage programs that promote health and wellbeing within Council	No cost apportioned support provided to State Government initiatives.						
2.2.1	Support and encourage programs that promote health and wellbeing within Council	No cost apportioned support provided to State Government initiatives.						
2.2.1	Support and encourage programs that promote health and wellbeing within Council	No cost apportioned support provided to State Government initiatives.						

General Manager Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.01	Continued support to the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan	Road Safety position reviewed annually. funding is external. External funding sources are always at delivery risk to this initiative. Financially, Council commits $18,655 in 2016/17 to this position as well as providing a vehicle and accommodating the officer with administration support (Activity 9)	2.5.11	Participate in Lachlan, Forbes, Parkes combined Road Safety Steering Committee	B Howard	Road Safety Steering Committee meetings held in July 2016 (Lachlan) and October 2016 (Parkes) which were attended by Director Engineering Services, Road Safety Injury Prevention Officer and Councillor Pratt. The Parkes meeting was chaired by Councillor George Pratt. Road Safety Steering Committee meetings held in February 2017 (Forbes) and June 2017 (Lachlan) which were attended by Director Works and Services, Road Safety Injury Prevention Officer and Councillors Pratt.	Number of meetings attended	4 meetings attended during the reporting period
2.5.01	Continued support to the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan	Road Safety position reviewed annually. funding is external. External funding sources are always at delivery risk to this initiative. Financially, Council commits $18,655 in 2016/17 to this position as well as providing a vehicle and accommodating the officer with administration support (Activity 9)					Councillor nominated to represent Council	Councillor Pratt nominated to be Council representative

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.01	Continued support to the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan	Road Safety position reviewed annually, funding is external. External funding sources are always at delivery risk to this initiative. Financially, Council commits $18,655 in 2016/17 to this position as well as providing a vehicle and accommodating the officer with administration support (Activity 9)					Meetings hosted and chaired when in Parkes	October 2016 meeting was held and chaired by Parkes Shire Council
			2.5.12	Assist in the development and delivery of the Annual Road Safety Action Plan	M Sultor		Annual Plan Developed	
2.5.01	Continued support to the role and functions of a Road Safety and Injury Prevention Officer and implementation of the Road Safety Strategic Plan	Road Safety position reviewed annually, funding is external. External funding sources are always at delivery risk to this initiative. Financially, Council commits $18,655 in 2016/17 to this position as well as providing a vehicle and accommodating the officer with administration support (Activity 9)						
2.5.02	Maintain community safety through the management and reduction of public nuisances	2016/2017 budget is $282,530. Costs apportioned to Health Administration and Animal Control (Activity 6)	2.5.21	Monitor and enforce requirements under various Acts and Regulations	H Orr	All Customer service requests and issues arising dealt with during the period.	Incidents recorded in CAIRS and investigated within agreed timeframes	

General Manager

Mayor

2.5 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.02	Maintain community safety through the management and reduction of public nuisances	2016/2017 budget is $282,530. Costs apportioned to Health Administration and Animal Control (Activity 6)	2.5.2.2	Develop/review policies and procedures regarding enforcement	H Orr	Proactive and responsive patrols were conducted across the shire area to manage public nuisance issues.	Policies developed and up to date	
2.5.03	Continue to support and participate in the Parkes Interagency to contribute to partnerships in community wellbeing initiatives.	Council has allocated $2,070 in the 2016/2017 budget towards the administration of Interagency (Activity 18)	2.5.3.1	Maintain sponsorship to Parkes Neighbourhood Centre for administration of the Interagency	E Brotherton	Sponsorship to Parkes Neighbourhood Central maintained. Interagency supported and regularly attended by Council representatives. CMO provided an update on Council works, services, projects and events at each meeting.	Funding in budget	
2.5.03	Continue to support and participate in the Parkes Interagency to contribute to partnerships in community wellbeing initiatives.	Council has allocated $2,070 in the 2016/2017 budget towards the administration of Interagency (Activity 18)					Evidence of Partnership	
2.5.03	Continue to support and participate in the Parkes Interagency to contribute to partnerships in community wellbeing initiatives.	Council has allocated $2,070 in the 2016/2017 budget towards the administration of Interagency (Activity 18)	2.5.3.2	Provide report on Council activities to the Interagency and Youth Interagency meetings	E Brotherton	Council regularly attends the interagency to network with service providers and give updates and information on Council projects and initiatives as well as matters being considered by Council including development applications. The Youth Interagency no longer functions as a stand alone committee and agenda items and networking are incorporated into the interagency meetings.	Report annually on the Interagency	
2.5.03	Continue to support and participate in the Parkes Interagency to contribute to partnerships in community wellbeing initiatives.	Council has allocated $2,070 in the 2016/2017 budget towards the administration of Interagency (Activity 18)						

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

2.5 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.04	Work with the NSW Police to Maximise Public Safety through the safe building environment	The net annual cost of town planning operations is $235,480 (Activity 21)	2.5.4.1	Maintain protocol with NSW Police Force	A Cummings	Development Applications that meet the criteria are referred to the NSW Police for an assessment under the Safer by Design and Crime Prevention Through Environmental Design guidelines. The Police comments and recommendations are considered as part of the development assessment process and appropriate conditions of consent are included to ensure new developments are designed to reduce the likelihood of being targeted by criminal activities.	Review MOU in consultation with Police Force as required to ensure that emerging issues captured by protocol	
							Relevant applications referred to Police Force for comment and considered	
2.5.04	Work with the NSW Police to Maximise Public Safety through the safe building environment	The net annual cost of town planning operations is $235,480 (Activity 21)	2.5.4.2	Provide administrative support to the Parkes Shire Liquor Accord	B Howard	Council providers administrative support to the Parkes Liquor Accord distributing the agendas and taking minutes at quarterly meetings. Council representatives attend the meeting and provide input.	Agenda and minutes distributed	
							Council representative attends meetings	
2.5.04	Work with the NSW Police to Maximise Public Safety through the safe building environment	The net annual cost of town planning operations is $235,480 (Activity 21)	2.5.4.4	Maintain/Review roll out of CCTV in Parkes CBD	C Barker	All current Grant funding has been exhausted. Further grants will continue to be applied for. Currently working on getting the existing camera network more stable. Some of the older cameras at the taxi rank have been upgraded.	Council actions completed	
2.5.04	Work with the NSW Police to Maximise Public Safety through the safe building environment	The net annual cost of town planning operations is $235,480 (Activity 21)					Evidence of policy being followed	Achieved

General Manager

Mayor

25 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.05	Inspect and enforce health standards through the Food Regulation Partnership with the NSW Food Authority	The net annual cost of Health Administration and inspection services is $448,392. (Activity 10)	2551	Fulfil Council's performance requirements as a Category B Council under the Food Regulation Partnership	H Orr	Inspection of 91 fixed food premises and 150 inspection carried out on temporary and mobile food premises conducted during events such the Elvis Festival and local Agricultural Shows. Council has met its obligations under Food Regulation Memorandum of Agreement with NSW Food Authority	Evidence of Council fulfilling obligations of Food Partnership Agreement Provide advice to food retailers	
25.05	Inspect and enforce health standards through the Food Regulation Partnership with the NSW Food Authority	The net annual cost of Health Administration and inspection services is $448,392. (Activity 10)						
25.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)	2561	Operate Animal Shelter Facility	H Orr	Council Animal Facility operated during the period providing safe, secure and sanitary facilities and standard of care to animals being held as part of Council's public safety and amenity role in relation to animal management	Animal Shelter operating in accordance with good practice	
25.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)	2562	Enforce Companion Animal and Impounding Legislations	H Orr	Council fulfilled its responsibility under the Impounding and Companion Animals Act with both reactive and proactive response to issues in relation to animal management throughout the shire.	All statutory and regulatory reports completed Number of animals impounded Infringement notices issued	Annual OLG Companion Animal Report completed and OLG Annual Report component completed 340
25.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)						
25.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)						

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)	2.5.6.3	Develop and Implement Companion Animals Management Plan	H Orr	Companion Animal Management has been conducted within the Companion Animals Act and the Impounding Act during the period.	Develop Companion Animals Act	
2.5.06	Provide Animal Management Services across the Shire	The cost to Council of Animal Management Services is $270,780. (Activity 6)					Implement Companions Animal Act	
2.5.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application	2.5.6.1.P	Operate Animal Shelter Facility	H Orr	Council Animal Facility operated during the period providing safe, secure and sanitary facilities and standard of care to animals being held as part of Council's public safety and amenity role in relation to animal management.	Animal Shelter operating in accordance with guidelines	
2.5.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Community accessing facility	
2.5.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Annual report furnished to the Department of Local Government on time	

General Manager Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Impounding records up to date	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Ranger Activity Report made to Council monthly	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Collaborative animal relationship program established	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Report submitted to IPART regarding utilisation of funding from Special Rate Variation	

General Manager

Mayor

2.5 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application	25.6.3.P.	Enforce Companion Animal and Impounding Legislations	H Orr	No additional funding was applied to companion animals and impounding legislation as an augmented program	Number of animals impounded	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Increased Infringement notices issued	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Increased Information distributed to owners of Companion Animal	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Evidence of support for programs to encourage responsible animal ownership	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

25 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Data shows Shire wide approach to companion animal management	
25.06.P.	(AUGMENTED PROGRAM) Provide Animal Management Services across the shire	The net cost to Council for enhanced management of Animal Services is $270,780 (Activity 6) Additional $60,000 in 2016/17 funded through SRV Application					Report submitted to IPART regarding utilisation of funding from Special Rate Variation	
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163,570(Activity 27)	25.71	Operate Council owned cemeteries in accordance with legislation and community expectations	H Orr	Cemeteries have been operated over the period including expansion of the lawn cemetery areas to provide additional capacity.	Maintain cemetery records in accordance with legislation and community expectations	183 transactions
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163,570(Activity 27)	25.73	Long Term Financial Plan for Cemeteries implemented	H Orr	Cemetery Management Plan is under development with public and stakeholder consultation to be conducted in the coming period.	Draft cemetery management plan developed	
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163,570(Activity 27)					All scheduled works completed	
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163,570(Activity 27)					Works within budget	

General Manager

Mayor

25 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163570(Activity 27)	25.7.4	Maintain cemetery grounds within available funding levels	D Ramsay	We attempt to maintain the cemeteries to a high standard as people's emotions can run high in response to poor work. Current improvements to maintenance methods include the purchase of a catcher mower, purchase of a dedicated spray rig and the use of growth retardant to reduce the amount of maintenance required in the lawn cemetery.	Customer complaints are addressed within Council's response time targets	Most customer complaints are addressed within a short period - sunken graves, mowing etc. Complaints relating to larger upgrades take longer to address
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163570(Activity 27)					Budgetary compliance	Cemetery maintenance has remained within the allocated budget

General Manager

Mayor

25 Maximise Public Safety								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.07	Providing and maintaining cemeteries for Shire Communities	Costs to Council is $163570(Activity 27)					Weekly inspection program followed	The cemetery is inspected weekly for faults relating to grave settlement, turf maintenance and weed control
25.08	Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EPA&A)	The net annual cost of Health Administration and Inspection Services is $448,392. (Activity 10)	25.81	Investigate complaints and enforce Local Government Act and EPA&A	H Orr	All complaints and issues arising under Council's jurisdiction in the Local Government Act and Environmental Planning and Assessment Act have been responded over the period.	Incidents recorded in CAIRS and investigated within agreed timeframes	
25.08	Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EPA&A)	The net annual cost of Health Administration and Inspection Services is $448,392. (Activity 10)					Registers maintained of regulated premises	

General Manager

Mayor

25 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.08	Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EP&A)	The net annual cost of Health Administration and Inspection Services is $448,392. (Activity 10)	25.82	Determine applications under Section 68 of the Local Government Act	M Bicket	Fully documented applications determined.	Applications determined	
25.08	Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EP&A)	The net annual cost of Health Administration and Inspection Services is $448,392. (Activity 10)					Premises and conditions monitored as required	
25.08.P.	(AUGMENTED PROGRAM) Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EP&A)	The net annual cost of Health Administration Inspection Services and the regulation of overgrown properties is approximately $448,392 per annum (Activity 10) Additional $40,000 in 2016/2017 funded through SRV applications.	25.81.P.	Investigate complaints and enforce Local Government Act and Public Health Act with an emphasis of overgrown and untidy property	H Orr	Proactive visits and patrols throughout the shire have been conducted during this period of operations.	Incidents recorded in CAIRS and investigated within agreed timeframes	

General Manager Mayor

25 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
25.08.P	(AUGMENTED PROGRAM) Inspect and enforce health standards through enforcement of the Local Government Act and Environment Planning and Assessment Act (EP&A)	The net annual cost of Health Administration Inspection Services and the regulation of overgrown properties is approximately $448,392 per annum (Activity 10) Additional $40,000 in 2016/2017 funded through SRV applications.					Proactive patrol regime implemented and reported	
25.09	Provide support for Emergency Management in Parkes Shire in accordance with the SERM Act	Under the State Emergency and Rescue Management (S.E.R.M) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)	25.91	Provide executive support to the Local Emergency Operations Controller and the Local Emergency Management Committee	A Francis	PSC has provided executive and administrative support to the LEMC for the year and developed and held an annual all agency exercise at the Parkes Airport. A number of training days have been held, administrated and hosted by PSC for all emergency agencies and a new Emergency Management Plan has been completed for the Parkes LGA along with 12 Consequence Management Guides.	Director Infrastructure organises and attends meetings	4

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.09	Provide support for Emergency Management in Parkes Shire in accordance with the SERM Act	Under the State Emergency and Rescue Management (SERM) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)					Annual exercise conducted with support Council	1

General Manager Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.09	Provide support for Emergency Management in Parkes Shire in accordance with the SERM Act	Under the State Emergency and Rescue Management (SERM) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)					DISPLAN reviewed	New EMPlan complete

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.09	Provide support for Emergency Management in Parkes Shire in accordance with the S.E.R.M Act	Under the State Emergency and Rescue Management (S.E.R.M) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)					The LEOC is maintained in a state of readiness	Yes

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

25 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2509	Provide support for Emergency Management in Parkes Shire in accordance with the SERM Act	Under the State Emergency and Rescue Management (SERM) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)	2592	Support the operations of the SES	B Howard	Council continues to support the operations and functions of the SES. Plant and equipment is maintained and managed in accordance with agreement.	Plant and Equipment funded	Plant and equipment maintained during this period

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.09	Provide support for Emergency Management in Parkes Shire in accordance with the SERM Act	Under the State Emergency and Rescue Management (SERM) Act, Council has an obligation to provide a support role which is significant and a specialist has been employed to meet Council's obligations * Council must contribute 11.7% of the operating costs of the State Emergency Service, NSW Rural Fire Service and the NSW Fire Brigade. Limited grants may be accessed for some aspects such as disaster mitigation projects (Activity 5)					Provide accommodation and support for SES units	As required during events
							Attendance at the Mid Lachlan Valley Bush Fire Management Committee	Attendance at BFMC meetings held in May
2.5.10	Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires	The Service Agreement with NSW RFS delegates the majority of Council's obligations under Rural Fires Act to the RFS. Council must contribute 11.7 % of the funding required $260,140 (Activity 5)	2.5.10.1	Attend Rural Fire Service meetings	B Howard	During this reporting period, the Director Works and Services along with Councillor representatives attended or carried out the following activities to continue to work with and support the Rural Fire Service. 1. Attendance at the Cookamidgera after action Review (AFR) in March ro review findings of recent fires 2. Supported the functions of the Rural Fire Service by maintaining plant and equipment throughout the		

General Manager

Mayor

2.5 Maximise Public Safety

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
2.5.1.0	Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires	The Service Agreement with NSW RFS delegates the majority of Council's obligations under Rural Fires Act to the RFS. Council must contribute 11.7 % of the funding required $260,140 (Activity 5)				reporting period and. 3. Deployment of staff and equipment to support fire fighting activities. There was a total number of 601 events recorded within the district. Of these events, 194 were in the Parkes area 4. Director Works and Services along with Councillor representation from Cr Westcott and Cr Newton attended Mid Lachlan Valley Bush Fire Management committee meetings held in Forbes in May 2017 5.Director Works and Services along with Councillor representation from Cr Westcott and Cr Newton attended Senior Management Team meetings held in Parkes in March 2017	Attendance at the Senior Management Team meetings	Senior managem ent team meetings attended were
2.5.1.0	Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires	The Service Agreement with NSW RFS delegates the majority of Council's obligations under Rural Fires Act to the RFS. Council must contribute 11.7 % of the funding required $260,140 (Activity 5)	2.5.1.0.2	Operation and review of the Rural Fire Service Agreement	B Howard	The current Service agreement is regularly reviewed and monitored at agreement meetings throughout the year. The Rural Fire Service Agreement was discussed and reviewed in January 2017 at its general meeting held in Parkes	Agreement reviewed twice a year through the Liaison Committee	Meetings held in January and July each year
2.5.1.0	Work with the NSW Rural Fire Service in accordance with the Service Agreement to prevent and control bushfires	The Service Agreement with NSW RFS delegates the majority of Council's obligations under Rural Fires Act to the RFS. Council must contribute 11.7 % of the funding required $260,140 (Activity 5)			M Bicket		Funds allocated to support RFS under the agreement	Funds allocated and reported on
2.5.1.1	Fulfill Council's obligations under the Swimming Pool Acts and Regulations		2.5.1.1.1	Carry out pool inspections in accordance with Council's policies and regulatory requirements		Swimming pool barriers have been inspected upon application. Compliance Certificates issued once pool barrier is found to be compliant.	Pools inspected and certificates issued	

General Manager

Mayor



General Manager

Mayor

3.1 Develop and implement individual township plans								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.1.1	Community Strategic plans to be developed for townships and regularly reviewed	DTCS and MGCS collectively 5 days annually Costs associated with incorporation and planning to be assigned to Town Improvement (TI) Funds Special Rate Variation Application funding of $365,000 budgeted for projects identified in the Community Strategic Plans	3.1.1.1	Continue to assist with Community Plans including "A town like Trundle" plans	B Byrnes	Strategic Plans are complete for Bogan Gate, Peak Hill Trundle and Tullamore. Priority projects from each township have been included in Council's search for grants and applications for funding. Council has been working on consolidating the Strategic Plans priority projects identified by each committee and capital projects included in Council's Delivery Program included.	Evidence of projects being supported	
3.1.2	Financially assist with annual incorporation costs	DTCS and MGCS collectively 5 days annuallyCosts associated with incorporation and planning to be assigned to TI Funds One off minor allocation to TI Funds to Cover Costs	3.1.2.1	Budget allocation to include minor consideration to cover ongoing Incorporations.	B Byrnes	During the reporting Council did not receive any requests for assistance in this area.	Budget Allocation	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

3.2 Develop strategies to work with and support the township endeavours

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.2.1	Liaise with relevant government agencies to provide appropriate levels of resources and assistance to Shire communities when applicable	DTCS and EDM to advocate through correspondence and letters of support to relevant agencies - 2 days annually	3.2.1.1	Identify and assist in securing external funding	A Wyllie	Bogan Gate - success through Community Development War Memorial grant fund for upgrades to the hall. Peak Hill - $3000 success through Community Building Partnerships for painting of AIF Memorial Hall. Cookamidgera - new amenities for hall through the Stronger Communities program and a portable toilet for the Astronomical Society Trundle - Central School success for funding towards a multipurpose court and breakfast program, two grants for upgrades at Memorial Hall and the success for $500k worth of upgrades at Berryman Oval!! Parkes - success through two grant programs for the Business Park at the Airport ($2.587m), and a further $600k for Middle Trundle Road upgrades as well as $50k towards pathways and exercise equipment at Kelly Reserve and Bushman's Hill, further work at Memorial Hill, as well as success for the PCYC and Parkes Food Services under the Community Building Partnerships program. * Also been successful in January with Resources for Regions for $900k towards upgrading two sections of MR350	Funding achieved Successful grant applications	$5,615,087 69
3.2.1	Liaise with relevant government agencies to provide appropriate levels of resources and assistance to Shire communities when applicable	DTCS and EDM to advocate through correspondence and letters of support to relevant agencies - 2 days annually	3.2.2.1	Regularly attend meetings and provide information and advice	A Wyllie	The EBDM regularly attended meetings with the Chamber of Commerce. Initiatives to promote business development and activity included - Building business Capacity workshops value $25,000 with 26 businesses participating - Shop and Win promotions (July and December) over 7000 entries and TVC created for both campaigns plus social media - SPARKLES Campaign - lighting up the CBD - Christmas markets - Visual Retail workshops ($5000) - It all adds up for Business Campaign	Meetings being attended Evidence of consultation occurring	
3.2.2	Liaise with local Chambers of Commerce to promote business links and opportunities	EDM to liaise with Chambers in the Shire - 3 days annually						
3.2.2	Liaise with local Chambers of Commerce to promote business links and opportunities	EDM to liaise with Chambers in the Shire - 3 days annually						

General Manager

Mayor

3.2 Develop strategies to work with and support the township endeavours

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
322	Liaise with local Chambers of Commerce to promote business links and opportunities	EDM to liaise with Chambers in the Shire - 3 days annually	3222	Work Strategically with the chamber of Commerce to expand membership	A Wyllie	Council continues to work with the Chamber of Commerce to increase their membership but also increase its own Business partnership programs. One way Council has been doing this is by offering discounts to chamber members for marketing campaigns such as Shop and Win.	Strategic Plan and feedback received indicating an increase	
323	Facilitate opportunities for advancement of technology	Liaise with communities - DTCS, EBDM and ISM collectively - 5 days per annum Liaise and lobby Government NBN with regards to roll out - DTSC, EDM and ISM collectively - 5 days per annum	3231	Regularly interact and provide information about technology advancement within communities	A Wyllie	Council has been working closely and advising the contractors regarding the roll out of NBN in Parkes and Peak Hill. Council has also been exploring options for wireless technology.	Evidence of interaction	
324	Promote relocating to the Parkes Shire	EBDM and Tourism Manager core function costs Take advantage of opportunities to leverage exposure as they arise - Mass media, web page etc. Budgets exist for this purpose	3241	Participate in events that aim to attract industry and population to the Shire	A Wyllie	Council continues to lobby for and work with the State Government in making Parkes and the Central west an attractive area to live work and invest. Council has launched a new website which has a focus on people looking to relocate. Council also made a submission to be Department of Planning's Regional Plan for the Central West and Crana which focuses not making sure that the planning instruments within this area are adaptable to growth. Collateral was distributed at the CMCA rally in Canberra on the 8 October and at the Canberra Home & Leisure Show from the 22-24 October. These two events combined had over 26,000 in attendance, with the Parkes stand taking over 600 enquiries, distributing 400 information bags and signing up over 130 people to our what's on e-newsletter. In addition Council helped organise a METs (Mining Equipment, Technology & Services) Forum which attracted business people from around the region.	Evidence of an increase in people / businesses relocating to the Shire	

General Manager

Mayor

3.2 Develop strategies to work with and support the township endeavours

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
324	Promote relocating to the Parkes Shire	EBDM and Tourism Manager core function costs Take advantage of opportunities to leverage exposure as they arise - Mass media, web page etc. Budgets exist for this purpose	3242	Prepare and distribute a range of information packages that describe the benefits of the Shire	A Wyllie	Council continues to develop marketing material for Companies and people looking to relocate to Parkes. Council has run a number of marketing Campaigns regarding Parkes and the Shire including the "Colour Parkes" campaign which was run during the Sept/ Oct holidays in which over 47,000 people were reached via Facebook which represented an increase of 198% on the previous months results. In addition Council has launched several social media campaigns to attract business such as "Amazon" which had a media reach of 962,3000, Media Value of $890,000 and a social media reach of 64,180	Material professionally produced, which includes a suite of marketing material aimed at specific sections of the market Implement recommendations of the Economic Development Plan	

General Manager

Mayor

3.3 Strengthen Council's relationship with the smaller townships

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.3.1	Regular consultation with Community Consultative Committees and Stakeholders	Councillors attend meetings, travel and administration costs involved. Actioning reports to Council describing Community needs. Directors costs dealing with matters raised. Special Rate Variation Application funds to the value of $365,000 budgeted for Community Strategic Plan projects.	3.3.1.1	Use of local media with regard to Shire townships	K Dwyer	Council uses various forms of media to ensure that Council information is reaching the smaller communities, including a new social media channels including Facebook & Twitter accounts, new user friendly website the ability for people to sign up for a monthly e-newsletter, a new "What's on" e-newsletter, direct mail, school newsletters, posters, radio and local newspapers including the Champion Post and Phoenix. Regular mayoral messages are also posted in the Peak Hill & District Times (fortnightly), Parkes Phoenix (weekly) and the Champion Post (Monthly).	Evidence of editorial and content in local media outlets.	
3.3.1	Regular consultation with Community Consultative Committees and Stakeholders	Councillors attend meetings, travel and administration costs involved. Actioning reports to Council describing Community needs. Directors costs dealing with matters raised. Special Rate Variation Application funds to the value of $365,000 budgeted for Community Strategic Plan projects.	3.3.1.2	Ensure that townships are aware of the IPR process including how priorities are set	B Byrnes	Council visited each township to present workshops on the 2017/18-2020/21 Delivery Program. Attendees: Peak Hill - 14, Trundle - 22, Tullamore - 28, Bogan Gate - 8, Cookamidgera - 18 and Alectown - 23. Council stands were held at the Parkes, Peak Hill, Trundle and Tullamore Shows, presenting infographic banners, information on burning issues and Council plans and reports.	Evidence of interaction with townships regarding the IPR process	

General Manager

Mayor

3.3 Strengthen Council's relationship with the smaller townships

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.3.2	Council's meetings rotated amongst Shire townships	Executive Secretary to arrange administration and travel costs as allowed for in Administration budget. Advertising costs and liaison with community groups. Core costs for Administration and meeting expenses	3.3.2.1	Hold two meetings annually in Shire townships on rotation and include inspections and public forum on the agenda	B Byrnes	Village Council meetings were held in Tullamore (8 August 2016) and Trundle (21 March 2017). Councillors enjoyed a tour of Tullamore and Trundle and residents were given an open floor at the end of the meeting.	Meeting held in a township twice a year	2 - Tullamore and Trundle

General Manager

Mayor

3.4 Utilise an Integrated Planning Framework to guide the development of our communities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)	3.4.1.1	Assess applications for development	A Cummings	67 Development Applications were determined by Council during this period with a total value of $6,978,010.40. Council's Development Assessment team provides a free pre-lodgement service to assist people with the preparation and submission of an application. Weekly Initial Check Meetings are held to determine whether any further information is required and notification requirements. This process ensures that applications are assessed and determined within the required timeframes. Monthly reports to Council delivered 100% of occasions. A development application guide has been produced this year to assist people with preparing and lodging their development application.	All applications assessed and determined in accordance with NSW Department of Planning Timeframes.	
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)					Report to Council monthly on DA/CC/CDC processing times	completed
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)					Review of standard conditions	first draft has been completed
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)					Review Development Application guide	completed
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)	3.4.1.2	Assess Subdivision Certificates	A Cummings	Four subdivision certificates were determined in this period, which included two boundary adjustments, a two lot subdivision and the release of six lots in Hydrangea Avenue and Danilenko Street.	Subdivision guide prepared	
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341280 (Activity 21)	3.4.1.3	Assess Planning Certificates	A Cummings	Council processed 239 Section 149 Certificates (2 and 5) in accordance with statutory requirements.	All applications assessed and determined in accordance with statutory and Council timeframes	

General Manager

Mayor

3.4 Utilise an Integrated Planning Framework to guide the development of our communities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341,280 (Activity 21)	3.4.1.4	Assess Complying Development, Construction, Occupation and other certificates	M Bicket	Fully documented and compliant applications determined.	Building certification carried out in accordance with function as Local Government Certifying Authority	
3.4.1	Fulfil Council's obligation under the EP&A Act 1979 and Associated Acts	The total expenditure of Town Planning Operations is $341,280 (Activity 21)					Building and other certificates assessed and determined in accordance with statutory requirements	
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480	3.4.2.1	Review Environmental Planning Instruments and Policies	A Cummings	A review of the Parkes Shire Development Control Plan (DCP) 2013 is currently underway. A first draft document has been developed and is being internally reviewed. The revised DCP will provide a simpler framework and include lots of diagrams to support written text.	Development Control Plans reviewed	
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480					Policies reviewed as necessary	
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480	3.4.2.2	Review the Parkes Shire Council Local Environment Plan (LEP) 2012	A Cummings	Section 94 and Section 94A Contribution Plan completed. PSC Development Application Guide, Statement of Environmental Effects Guide, and FACT Sheets completed. A first draft Land Use Strategy Update is nearing	Review of PSC DCP 2013	
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480					Implement the Section 94 and 94a regime	Completed
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480					Develop PSC Prelodgement Policy	

General Manager

Mayor

3.4 Utilise an Integrated Planning Framework to guide the development of our communities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.4.2	Review and implement Council's Planning Instruments	The net cost of Town Planning Operations is $235,480				completion (25% of LEP Project Completed).	Review Footpath Trading Policy	
3.4.3	Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	Funding is jointly provided by Council and by the NSW Heritage Office. Cost to Council is $24,710 and forms part of the Henry Parkes Centre Budget (Activity 30)	3.4.3.1	Actively work with stakeholders on conservation and heritage within Parkes Shire	A Cummings	Continued services and support are being provided to Council's Heritage Advisor and Committee in the administration of the Local Heritage Fund and advisory services. The Parkes Heritage Committee met once during this period. Five projects were successfully completed under the Parkes Local Heritage Fund.	Facilitate the Parkes Shire Heritage Committee	1 meeting this period.
3.4.3	Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	Funding is jointly provided by Council and by the NSW Heritage Office. Cost to Council is $24,710 and forms part of the Henry Parkes Centre Budget (Activity 30)					Continue the Heritage Advisory Service	Council's Heritage Advisor provides a free Heritage Advisory Service every month.
3.4.3	Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	Funding is jointly provided by Council and by the NSW Heritage Office. Cost to Council is $24,710 and forms part of the Henry Parkes Centre Budget (Activity 30)					Administer the Local Heritage Fund	5 projects completed.
3.4.3	Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	Funding is jointly provided by Council and by the NSW Heritage Office. Cost to Council is $24,710 and forms part of the Henry Parkes Centre Budget (Activity 30)					Record interactive history of Bogan River Wiradjuri pre and post European settlement	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

3.4 Utilise an Integrated Planning Framework to guide the development of our communities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
343	Encourage the Conservation and Management of Heritage through the Parkes Shire Heritage Study	Funding is jointly provided by Council and by the NSW Heritage Office. Cost to Council is $24,710 and forms part of the Henry Parkes Centre Budget (Activity 30)	3432	Progress the Parkes Heritage Review Strategy	A Cummings	A Heritage Consultant has been engaged to progress the Parkes Shire Heritage Strategy. The draft Heritage Invertory has been substantially progressed and presented to the Heritage Committee. Preliminary engagement with stakeholders has commenced.	Completion of the Strategy	

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

3.5 Provide equitable access to community services								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.5.1	Advocate and Facilitate equitable service provision for; Women, Older People (over 55 years), Aboriginals, People with Disabilities, People from Culturally and Linguistically Diverse Backgrounds	Council provides financial and intellectual support to Parkes Neighbourhood Centre which houses many of the Shire's Community Services Council sponsors and supports ongoing Interagency meetings Budget is $19190 (Activity 31)	3.5.1.1	Work with Social Justice groups within the community in collaboration with the Parkes Neighbourhood Centre	E Brotherton	Council continues to jointly fund the Aboriginal Liaison Officer with North Parkes Mines. The Liaison Officer has continued to work on the following programs: • Opening of an Aboriginal Medical Centre • Free Aboriginal Student Health Checks for local schools • Securing eye health team outreach to Parkes & Peak Hill • Hearing outreach to Parkes • Securing a Dental outreach team to Parkes • Drug Alcohol and Mental Health Facility in Parkes Reconciliation Week - held in June 2017 at Peak Hill Neighbourhood Central Hub. Seniors Week - held in March 2017. Activities held at Parkes Library and Neighbourhood Central. People with Disabilities - Disability Inclusion Action Plan developed and adopted by Council. The Library hosts interactive group sessions for people with disabilities. Multicultural Group continues to meet at the Neighbourhood Central. Youth - Council delivered Youth Week 2017 activities at Parkes Aquatic Centre in April 2017. Supported Parkes PCYC in the delivery of their Youth Week activities, which included Young Things display at Parkes Library, Big Night Out including a free bus shuttle service, and the Sunday Session with free entry at Parkes, Tullamore, Trundle and Peak Hill Pools.	Evidence of assistance and support provided to the Neighbourhood Centre on a regular basis	Quarterly Meeting attended and reports submitted. Support provided where required.

General Manager

Mayor

3.5 Provide equitable access to community services								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.5.1	Advocate and Facilitate equitable service provision for; Women, Older People (over 55 years), Aboriginals, People with Disabilities, People from Culturally and Linguistically Diverse Backgrounds	Council provides financial and intellectual support to Parkes Neighbourhood Centre which houses many of the Shire's Community Services Council sponsors and supports ongoing Interagency meetings Budget is $19,190 (Activity 31)	3.5.1.2	Support and assist the Aboriginal Working Parties in Parkes and Peak Hill in objectives of their respective action plans	E Brotherton	The Parkes Shire Aboriginal Project Officer (APO) attends meeting on behalf of Parkes Shire Council.The Aboriginal Project Officer and representatives from the Parkes and Peak Hill working parties are also members of the Three Rivers Regional Assembly, an advisory group under the NSW State Governments OCHRE program. Council continues to host Elders Advisory Committee meetings every 3 months. The following projects have been delivered: - Boulders for the Aboriginal Rock Art at the Parkes Hospital supplied by Council - Acknowledgement of Country banner designed and supplied	Actions supported	Support provided to working parties and Elders Advisory Committee. Development of Aboriginal Rock Art at Parkes Hospital supported and design of Acknowledgement of Country banner designed and supplied.
3.5.1	Advocate and Facilitate equitable service provision for; Women, Older People (over 55 years), Aboriginals, People with Disabilities, People from Culturally and Linguistically Diverse Backgrounds	Council provides financial and intellectual support to Parkes Neighbourhood Centre which houses many of the Shire's Community Services Council sponsors and supports ongoing Interagency meetings Budget is $19,190 (Activity 31)					Attendance at working party meetings as requested.	APO attends working party meeting on behalf of Council. APO submits report to Council every 6 months.

General Manager

Mayor

3.5 Provide equitable access to community services

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.5.2	Support youth initiatives and collaborate with other youth groups and support agencies	Council supports youth initiatives and collaborates with other youth groups Budget allocation is $14,390. (Activity 16)	3.5.2.1	Participate in and support Youth Week programs	E Brotherton	Council delivered Youth Week 2017 activities at Parkes Aquatic Centre in April 2017. Supported Parkes PCYC in the delivery of their Youth Week activities, which included Young Things display at Parkes Library, Big Night Out including a free bus shuttle service, and the Sunday Session with free entry at Parkes, Tullamore, Trundle and Peak Hill Pools.	Matching grant Providing staff support to Youth Week Events	Council staff delivered Youth Week activites at Parkes Aqaultic Centre, and supported events hosted by Parkes PCYC.
3.5.2	Support youth initiatives and collaborate with other youth groups and support agencies	Council supports youth initiatives and collaborates with other youth groups Budget allocation is $14,390. (Activity 16)						

General Manager

Mayor

3.5 Provide equitable access to community services

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.5.2	Support youth initiatives and collaborate with other youth groups and support agencies	Council supports youth initiatives and collaborates with other youth groups Budget allocation is $14,390. (Activity 16)	3.5.2.2	Increase youth engagement in initiatives undertaken by Local Government	E Brotherton	Supported and promoted Council initiatives for youth, including the school holiday Kids Day Out. Parkes Library Continues to develop programs to support young people. Council also supports local organisations in the development and promotion of youth activities and initiatives, including the Community Drug and Alcohol Team (CDAT), Parkes PCYC, as well as local sporting and cultural groups.	Number of initiatives where youth input is sought	Kids Day Out held in school holidays each quarter at the Parkes Visitor Information Centre. Youth activities held at Parkes Shire Libraries regularly. Support provided to local groups and organisations as required, including support to attract larger sporting and cultural events to be hosted in the Parkes Shire.

General Manager

Mayor

3.5 Provide equitable access to community services								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
3.5.2	Support youth initiatives and collaborate with other youth groups and support agencies	Council supports youth initiatives and collaborates with other youth groups Budget allocation is $14,390. (Activity 16)					Evidence of working with partner stakeholders on youth based initiatives	Council has supported a number of local organisations to host youth initiatives and events, including CDAT, Parkes Shire Libraries, Parkes PCYC and local sporting organisations
3.5.3.P.	(NEW PROGRAM) Provide support for a Parkes Shire Aboriginal Project Officer to assist the Shires Indigenous community to achieve enhance and equitable access to opportunities	A three year funding partnership has been negotiated with Northparkes Mines for this position. Council's contribution under the Progressive Delivery Program is $40,000 (Activity 18)	3.5.3.1.P.	Provides Financial and Strategic support with funding partners to the Aboriginal Project Officer auspiced through the Parkes Neighbourhood	E Brotherton	Meetings held between Council, North Parkes Mine (NPM) and the Aboriginal Project Officer (APO) to continue to support the role. Council and NPM continue to support the role financially. Some of the achievements include: • Outreach Eye Testing Clinics conducted at the Currajong Aboriginal Health Centre Inc. in Parkes every 12 weeks. • Outreach eye clinics being conducted at Neighbourhood Central Community Hub in Peak Hill.	Funding provided	Council and NPM continue to fund the APO position.

General Manager

Mayor

3.5 Provide equitable access to community services								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
353.P.	(NEW PROGRAM) Provide support for a Parkes Shire Aboriginal Project Officer to assist the Shires Indigenous community to achieve enhance and equitable access to opportunities	A three year funding partnership has been negotiated with Northparkes Mines for this position. Council's contribution under the Progressive Delivery Program is $40,000 (Activity 18)		Centre		• APO supporting the Aboriginal youth and family worker. • APO supporting the Peak Hill Women's in local projects and activities • APO supporting the Peak Hill girls youth group in activities and educational outings. • APO set up of Homework station at Parkes and Peak Hill the aim is to assist students at the homework centres with completion of their school assessments or homework. A Peak Hill and Parkes homework centre incentive has been introduced with students being taken on an excursion.	APO Workplan actions assisted	Council assist in the APO Workplan actions where required.
353.P.	(NEW PROGRAM) Provide support for a Parkes Shire Aboriginal Project Officer to assist the Shires Indigenous community to achieve enhance and equitable access to opportunities	A three year funding partnership has been negotiated with Northparkes Mines for this position. Council's contribution under the Progressive Delivery Program is $40,000 (Activity 18)					Steering Committee Meetings attended	APO attend Steering Committee Meetings on behalf of Council.
353.P.	(NEW PROGRAM) Provide support for a Parkes Shire Aboriginal Project Officer to assist the Shires Indigenous community to achieve enhance and equitable access to opportunities	A three year funding partnership has been negotiated with Northparkes Mines for this position. Council's contribution under the Progressive Delivery Program is $40,000 (Activity 18)					Report submitted to IPART regarding utilisation of funding from Special Rate Variation	

General Manager

Mayor



General Manager

Mayor

4.1 Support mining operations and development								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.1.1	Maintain and enhance working relationships with Northparkes Mines & other mining operations	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines officials on a range of issues Council contributes resources to a number of Community initiatives and programs in partnership with Northparkes Mine	4.1.1.1	Council participates in the Northparkes Mines Community Consultative Committee	A Wyllie	Council continues to participate in the Northparkes Mines Community Consultative Committee	Number of meetings attended	
4.1.1	Maintain and enhance working relationships with Northparkes Mines & other mining operations	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines officials on a range of issues Council contributes resources to a number of Community initiatives and programs in partnership with Northparkes Mine					Communication of meeting outcomes to Council	
4.1.1	Maintain and enhance working relationships with Northparkes Mines & other mining operations	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines officials on a range of issues Council contributes resources to a number of Community initiatives and programs in partnership with Northparkes Mine	4.1.1.2	Explore opportunities to partner with mining operations for the benefit of the community	A Wyllie	Council continues to work Closely with NPM. NPM is a major sponsor of the Parkes Elvis Festival having entered into a three year agreement to sponsor the Street Parade in 2017. Council and NPM continue to co-fund the positions of Grants officer and Aboriginal Project Officer. NPM and Council also work together on NPM's community and sporting Grants programs. NPM also contributes to Economic Diversification money.	Number of projects supported	

General Manager

Mayor

4.1 Support mining operations and development

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.1.1	Maintain and enhance working relationships with Northparkes Mines & other mining operations	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines officials on a range of issues Council contributes resources to a number of Community initiatives and programs in partnership with Northparkes Mine					Evidence of ventures being collaborated	
4.1.2	Actively support endeavours to advance the longevity and expansion of mining within the Parkes Shire	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines and devote time within their duties to support this action	4.1.2.1	Provide assistance in major State Planning Approvals if appropriate	A Wyllie	Council has met with several exploration companies who are looking at various mineral deposits in and around the Parkes Shire. These companies have met with Council over a number of issues including access to water and roads. Council has been requested to respond to one EIS. Council has worked proactively with the Department of Planning and several major projects including: - Syerston Mine - Two Solar projects & - Inland Rail between Parkes & Narromine	Evidence of support supplied by Council in processes	
4.1.2	Actively support endeavours to advance the longevity and expansion of mining within the Parkes Shire	Mayor, GM and EBDM regularly commit time to meetings and consultation with Mines and devote time within their duties to support this action	4.1.2.2	Actively lobby all levels of Government for support for mining activities if appropriate	A Wyllie	Council has been proactively supporting the Systerton Mine project and other mining projects to the State and Federal Government over the last year. Representations have been made to several Ministers and State Government representatives regarding the importance of the project to regional economies.	Evidence of representations made to levels of Government	
4.1.3	Explore benefits in attracting additional mineral resource ventures benefiting the Parkes Shire	This is carried out as part of the role and functions of the EBDM and Senior Executive Staff Link to time allocation of Economic Development Plan	4.1.3.1	Liaise with mining companies undertaking exploration if appropriate	A Wyllie	Council has held several meetings with mining companies who are undertaking mining exploration in and around the Shire.	Evidence of consultation or meetings held	

General Manager

Mayor

4.1 Support mining operations and development

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.1.3	Explore benefits in attracting additional mineral resource ventures benefiting the Parkes Shire	This is carried out as part of the role and functions of the EBDM and Senior Executive Staff Link to time allocation of Economic Development Plan					Implement recommendations of the Parkes Shire Economic Development Plan in accordance with available measures	

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to biannual workshops Funds put aside for development of marketing material from existing budget	4.2.2.1	To attract, foster and support the development of external tourist attractions throughout the Shire.	K Hendry	Over the past 12 months, Council developed a Destination Management Plan. The plan recommends that Council focuses on 5 areas 1 Festivals & Events 2. Infrastructure 3. Product Development 4. Product Attraction 5. Marketing In response to the DMP, Council continued to work	Evidence of cooperation, communication and marketing by Council for attractions	A number of promotional and marketing tools promoting attractions produced.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.1	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget				with a range of stakeholders to further develop product experiences throughout the Shire. Council continued management and promotion of the Peak Hill Gold Mine in a caretaker capacity and fostered site improvements and development through $120,000 state government funding (matched by Council) to improve the visitor experience. Various meetings were held with stakeholders including Alkane Resources, Peak Hill Aboriginal Lands Council, Working Party, Peak Hill Community Consultative Committee and the Peak Hill Business & Tourism Association to ensure that the project benefits were widespread and well received. Council also assisted Peak Hill event organisers in ensuring that a number of venues were serviceable for a major caravan event that was hosted in the town, including improvements and installation of temporary infrastructure to Peak Hill Showground and at Snake Rock. Council continues to liaise with CSIRO representatives to explore further cooperative product development and marketing opportunities to encourage dispersal of visitors to the region. A Heritage Interpretive Plan was developed in consultation with key heritage groups throughout the community. Ongoing Management of the Henry Parkes Centre was maintained with coordination of stakeholders, the management committee, site improvements and event development onsite. Promotion and facilitation of Parkes Aviation Museum (HARS) at Parkes airport, facilitated opening of a permanent exhibition at Parkes Airport. Relationship with National Parks was maintained and continued liaison with regards to Goobang National Park opportunities and facility development. The Parkes Public Art Trail was developed. A number of Publications and other marketing materials were produced and widely distributed promoting Shire attractions.	Evidence of meetings with stakeholders and potential investors - 6 meetings annually	At least 6 meetings were held with stakeholders

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements		Actual
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget	4.2.2.2	Successfully manage and develop Council's visitor experiences and attractions	K Hendry	Council manages numerous visitor attractions including the Henry Parkes Centre and Peak Hill Gold Mine. The Peak Hill Gold Mine upgrade project continues to progress with the new Shelter gateway installed at the site, trail consolidation, and entrance upgrades completed in December. Way finding signage was installed in June, along with two interpretive sculptures. Outstanding works include interpretive signage, and the sound post installation which are due to be completed by end of August 2017. The project will enhance the visitor experience and will be a more appealing destination for visitors and groups to plan to visit. Improvements were also made at the Parkes Visitor Information Centre/ Henry Parkes Centre to allow for better visitor flow and increased sales potential.	Effectively manage the operation of the Henry Parkes Centre		HPC managed in conjunction with HPC Management Committee
							Market the Henry Parkes Centre to grow visitation		HPC successfully marketed. Ticketing stagnant and down for the year - largely impacted by closure of the Newell Highway for 6 weeks due to floods.
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Seek funding opportunities to implement the objectives of the Henry Parkes Centre Master Plan		No suitable funding opportunities available. Project also didn't heavily weight in Council's grants focus.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Effectively manage the operation of the Peak Hill Open Cut Experience	Peak Hill Gold Mine tracking well with regards to visitor improvements made. Have only just been able to start tracking visitation with new counters - so figures unavailable as yet.
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Market the Peak Hill Open Cut Experience to increase visitation	New wayfinding signage installed in various prime locations on the Highway and new brochures produced.
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Seek funding opportunities to implement the objectives of the Open Cut Experience Master Plan	Awaiting completion of current project and grant and associated results at the Gold Mine before committing any further funding

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Develop and implement the Parkes Shire Heritage Trail	Parkes Shire Heritage Trail plan developed. Seeking funding opportunities to leverage budget to roll out the trail.
4.2.1.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	This is part of the core function of the Tourism Unit, funds to be allocated to bi-annual workshops Funds put aside for development of marketing material from existing budget					Seek funding opportunities to implement the objectives of the Parkes Heritage Trail	Parkes Shire Heritage Trail plan developed Seeking funding opportunities to leverage budget to roll out the trail.
4.2.1.P.	To diversify the attraction base of the Shire, providing more things for visitors to 'see and do' in the area	Under the Progressive Delivery Program $40,000 is budgeted for the Parkes Shire Heritage Trail project	4.2.2.1.P	Implement initiatives to further develop the attractions and infrastructure available at the Henry Parkes Centre and continue to seek funding to roll out initiatives for the HPC Stage 3 Masterplan	K Dwyer	The Henry Parkes Centre Masterplan finalised and presented to Council and Stakeholders, adoption deferred until current partnerships and operational structures are finalised with the Parkes & District Historical Society who are now a separately ticketed exhibition at the site. Central West Car Club are still keen to exhibit at the site and a space for them has been considered in the masterplan. A detailed cost analysis has been prepared to support the roll out of the plan in short term and long term plans, but no budget has been allocated or funding secured until masterplan is fully adopted. Other improvements continue to be considered and rolled at the site to enhance the visitor experience. Activities included installation of new way finding signage, window displays, highway banners and floor plan and displays in the Visitor Information Centre.	Parkes Shire Heritage Trial Project initiated	A Heritage Trail Interpretation Plan has been developed with the project receiving funding commitment for roll out in 2017-18.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

4.2 Develop and grow the visitor economy in the Shire								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)	4221	To foster and support the improvement and development of tourist accommodation throughout the Shire	K Hendry	Council's Destination and Marketing Team continue to promote the accommodation offering of the Shire to potential visitors. Council's Tourism Partnership program and Elvis Partnership Program also provide accommodation operators the opportunity to further increase their presence online and be part of stay, play and eat packages. The Spicer Caravan Park grant received through the Regional Visitor Economy Fund program administered by Destination NSW has now been acquitted and all works have been completed. The new cabin prices have been set and the managers have commenced letting the cabins to visitors. The Elvis home hosting rights were awarded after an expression of interest period. Council's Destination team continue to work with the Elvis Festival Director in identifying and developing additional Elvis accommodation opportunities and campsites. Council worked with organisers of the Truncle ABBA Festival to ensure that additional accommodation opportunities were identified and developed. Council continues to work with local tourism accommodation providers by offering training, coordinating familiarisations for staff and developing opportunities for grants and encouraging ongoing venue improvement. Parkes Visitor Information Centre continues to promote the full range of tourist accommodation available throughout the Shire and has developed additional support and promotional opportunities for Council's Tourism Partners. Council manages the Level 2 Accredited Parkes Visitor Information and supports the operation of Level 3 Accredited Visitor Information Centre in Peak Hill. Up to date visitor information is also made available within other townships through local businesses and hospitality outlets along with major gateway entries to the Shire including airports, train stations and services centres. Accommodation establishments are also provided with visitor guides	Evidence of cooperation, communication and marketing by Council of accommodation throughout the Shire Maximisation of accommodation resources for special events throughout the Shire Parkes and Peak Hill Visitor Information Centres to maintain their accredited status	A range of marketing activities for accommodation operators were achieved. Additional accommodation capacity was achieved for major events including the Elvis and ABBA Festivals Parkes VIC maintained Level 2 accreditation and Peak Hill VIC maintained Level 3 Accreditation
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)	4222	To ensure adequate visitor services are maintained and developed throughout the Shire	K Hendry			
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)						

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)				and other promotional material for the compendiums and foyer displays. A 24 hour visitor kiosk is also available at the Parkes Visitor Information Centre along with a CBD shop front displaying key visitor brochures and information.	Development of satellite Information Points in Bogan Gate, Trundle and Tullamore	Visitor Information distributed through businesses and information signboards in these locations.
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)					Maintain and supply visitor information collateral at shire gateways	Visitor Information points maintained at Airport, train station and services centres
422.	To improve the Visitor infrastructure and services available within the Shire	Advocacy and facilitative roles carried out within staff normal hours and existing tourism budget (Activity 47)					Facilitate Visitor Amenities	Worked with various units within Council to improve visitor amenities, including having the Berryman Oval toilet block in Trundle painted prior to the ABBA Festival

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)	4.2.3.1	Continue to improve the presentation of each town and village	D Ramsay	The smaller communities have been supported by not only providing reliable and programmed maintenance to open space areas, but through assisting with special requests and ensuring that assistance is provided for events. Recent improvements include the Tullamore playground upgrade, memorial seating in Trundle, irrigation system upgrades at Trundle, cemetery improvements at Peak Hill.	Customer complaints responded to within Council's agreed timeframes	Complaints generally dealt with within agreed timeframes
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Improvements made to visually enhance each town and village within the Shire	General maintenance has been of a high standard this financial year.
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Liaise with township Community Consultative Committees regarding town presentation as required to work within each Community Strategic Plan	Consultation is regularly undertaken both formally by management team and at a less formal level by operations staff

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
423.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)	4232	Provide enhanced services for Festivals and Events held within the Shire	D Ramsay	Support has been provided for events at all communities within the Shire. Specific requests for support are provided in the lead up to events such as the Irish Festival, ABBA and the recent RV gathering at Peak Hill.	Evidence of entertainment facilities being utilised at events	Berryman Oval was the main venue for this year's ABBA Festival
423.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Customer complaints addressed within Council's response time targets	Most customer complaints are addressed with ageed time frames
423.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)	4233	Develop and implement marketing activity to promote visitation and touring within the Shire	K Dwyer	Through printed collateral, online platforms including visit.parkes and council website, social media channels and the Parkes Visitor Information Centre, experiences and events are promoted through the Shire encouraging visitors to explore all the townships and stay longer and spend more in the region.	Tourism loops and drives developed and promoted	Itineraries and experiences promoted through printed guides and visitparkes website.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
423.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Visitor information and marketing collateral is kept up to date	2016-17 visitor guide still in market
423.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore Budgeted $39,070 (Activity 47)					Ensure Parkes Shire continues to have a strong online/digital presence	Destination Website received over 72,000 hits over the past 12 months. Visit Parkes Region social media engagement is strong across facebook, twitter and instagram reaching over 200,000 people.

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Capitalise on Newell Highway traffic	Katrina Dwyer is Vice Chair (South) for Newell Highway Promotions Committee, participation in printed, online and consumer show marketing initiatives for the Newell Highway, prominent billboard signage on Newell Highway promoting Parkes to north and south bound traffic.
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)	4.2.3.4	Target the domestic touring market in conjunction with Tourism peak bodies and events	K Dwyer	Council's Economic Development team continues to promote and market the Parkes Shire on a regional, state and national level through in house campaigns and regional collaborative projects to attraction visitation and spend in the region.	Maintain Communicatio n with Central NSW Tourism and Tourism NSW	membership was maintained with Central NSW Tourism and strong partnerships with Destination NSW through funding and support for events

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)				Participation of Parkes Shire at consumer shows	Council represented Parkes Region at the Canberra Home and Leisure Show and the CMCA National Rally in Canberra during October 2016. Marketing collateral sent to consumer shows interstate through Newell Highway Promotions Committee.

General Manager Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.3.	To increase visitation to the Parkes Shire with the villages becoming attractions for the Shire	Estimated costs for Open Cut Experience, Shire events and promotion and advertising advantages of area to increase visitation to Parkes, Peak Hill, Bogan Gate, Trundle and Tullamore. Budgeted $39,070 (Activity 47)					Participation of Parkes Shire in regional cooperative projects and promotions	Council participated in the UnEarth Campaign with Central NSW Tourism from Sept 2016 - April 2017. attendance at Canberra trade shows in partnership with Forbes Shire Council, sponsorship and cross promotion with Canowindra Balloon Challenge.
4.2.3.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)	4.2.3.1.P	Continue to improve the presentation of each town and township	D Ramsay	Support has been provided for events at all communities within the shire. Specific requests for support are provided in the lead up to events such as the Irish Festival, ABBA and the recent RV gathering at Peak Hill.	Improvements made to visually enhance each town and village within the Shire as agreed upon with township Community Consultative Committees	Agreed improvements include main street enhancements in Trundle, playground in Tullamore and cemetery development in Peak Hill

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
423.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)					Report submitted to IPART regarding utilisation of funding from Special Rate Variation	
423.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)	423.2.P	Support events with a tourism focus	K Dwyer	Council continues to support a wide range of events and festivals throughout the Shire. The Events Officer is the central point for event support through promotion, marketing, partnerships and infrastructure support. Significant resources were provided to major events such as Trundle ABBA Festival, Parkes Picnic Races and Tullamore Irish Music Festival.	New events attracted to the Shire	Events Officer supported 13 new events across the Shire including Sunrise to Sunset Parkes Heritage Houses, Kookaburra 8s and Classic Concert Filmfest in Trundle.
423.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)					Maintenance and promotion of existing events throughout the Shire	Events Officer has supported 53 events from January to June.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.3.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)					Evidence of increased number of visitors to events and investment into the community during events Cooperation and communication with the business community to capitalise on and actively support events	Increases in numbers varies across events with strong attendance to sports and community events including ANZAC Day and hockey. Events Officer continues to network with business community and event organisers to improve synergies.
4.2.3.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)					Report submitted to IPART regarding utilisation of funding from Special Rate Variation	
4.2.3.P.	(AUGMENTED PROGRAM) To increase visitation to Parkes, Peak Hill and the villages of Bogan Gate, Trundle and Tullamore, with the villages becoming attractions for the Shire	At a cost to Council of $10,360 per annum (Activity 47) Other village events approx $5,000 per annum (Activity 47) Under the Progressive Parkes Shire Delivery Program, Town Improvement Vote has been increased to $80,000. (Activity 36)						

General Manager Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
42.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival	4.2.4.1	Foster, support and promote existing events	K Dwyer	Council continues to support a wide range of established events and festivals throughout the Shire. The Events Officer is the central point for event support through promotion, marketing, partnerships and infrastructure support.	Support and grow existing events	Events Officer has supported 53 events from January to June.
							Promotion of Parkes Shire as a destination to hold business/industry events, conferences and exhibitions	Council expressed interest in hosting the 2018 LGNSW Tourism Conference.
42.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival						

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival	4.2.4.2	Manage and develop the Parkes Elvis Festival	K Dwyer	An estimated 25,000 people attended the 25th annual Parkes Elvis Festival, 11-15 January, with an extraordinary turnout on Saturday in particular, making this the largest Festival to date with an approximate 13% increase on audience attendances from the previous year. It injected an estimated $13 million into the local economy. Figures were up across the board with 97% of survey respondents in Parkes specifically for the Festival, an 18% increase in merchandise sales, a sell-out of Graceland's on the Green tent accommodation (124 sites) for the first time, and tickets sales increasing by 1500 in one year to more than 5,600. 1,555 media clippings were generated, reaching a global audience of more than 200 million. The Festival saw a spike in international media and news coverage, with 74 clippings recorded compared to 52 in 2016. There was a substantial increase in coverage across the UK, Europe, South Africa, Asia and the USA, with coverage reported in Germany, India, Singapore, Oman and Portugal. Coverage ran across the Daily Mail, Huffington Post, BBC TV, Graceland and the Straits Times. The Festival Director was even interviewed post-Festival in Spanish by W-Radio, Colombia. Operationally, the Festival was also a success resulting in no major incidents reported. The core Festival team was supported well by over 50 Parkes Shire Council employees and 108 Festival volunteers. The Festival did experience extreme heat conditions on the Friday with temperatures exceeding 42 degrees. Risk management plan mitigation strategies were implemented successfully resulting in no major heat related issues.	Successfully deliver the annual festival	

General Manager Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival	4.2.4.3	Support and develop events within the Shire	K Dwyer	Council continues to develop and grow the visitor economy of the Shire through supporting events. The provision of significant resources to major events such as Trundle ABBA Festival and Tullamore Irish Music Festival with a focus also on leveraging and supporting new events including the NSW PSSA AFL Championships and Sunrise to Sunset Parkes Heritage Houses.	New events attracted to the Shire	Events Officer supported 13 new events across the Shire including Sunrise to Sunset Parkes Heritage Houses, Kookaburra 8s and Classic Concert Filmfest in Trundle.
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget. (Activity 47). Elvis Festival					Evidence of increased number of visitors to events and investment into the community during events	Sunrise to Sunset (400 participants) saw an economic injection of approximately $20,000. The three day NSW PSSA AFL Championship s saw an economic injection of $450,000

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival	4.2.4.4	Manage, develop and deliver the Parkes Elvis Festival	C Treasure	An estimated 25,000 people attended the 25th annual Parkes Elvis Festival, 11-15 January, with an extraordinary turnout on Saturday in particular, making this the largest Festival to date with an approximate 13% increase on audience attendances from the previous year. It injected an estimated $13 million into the local economy. Figures were up across the board with 97% of survey respondents in Parkes specifically for the Festival, an 18% increase in merchandise sales, a sell-out of Graceland's on the Green tent accommodation (124 sites) for the first time, and tickets sales increasing by 1,500 in one year to more than 5,600. 1,555 media clippings were generated, reaching a global audience of more than 200 million. The Festival saw a spike in international media and news coverage, with 74 clippings recorded compared to 52 in 2016. There was a substantial increase in coverage across the UK, Europe, South Africa, Asia and the USA, with coverage reported in Germany, India, Singapore, Oman and Portugal. Coverage ran across the Daily Mail, Huffington Post, BBC TV, Graceland and the Straits Times. The Festival Director was even interviewed post-Festival in Spanish by W-Radio, Colombia. Operationally, the Festival was also a success resulting in no major incidents reported. The core Festival team was supported well by over 50 Parkes Shire Council employees and 108 Festival volunteers. The Festival did experience extreme heat conditions on the Friday with temperatures exceeding 42 degrees. Risk management plan mitigation strategies were implemented successfully resulting in no major heat related issues.	Development and implementation of the annual Festival	Successful Festival delivered. Over 214 events on offer across the five days. It was further developed for the 2017 event with the introduction of three new ticketed events, a Saturday 5pm 'Roy Orbison' concert, a Wednesday Gala Dinner and a Sunday afternoon 'Viva Splash Vegas' pool event. Over 5,000 tickets sold to Festival produced events. The boulevard was activated further with the inclusion of the Memphis Stage, street theatre, chalk art and car displays. All suppliers delivered well on contractual agreements.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
42.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget. (Activity 47) Elvis Festival					Strategic objectives of Parkes Elvis Festival Committee delivered	Festival programming and marketing implemented to achieve objectives of professional entertainment, community benefit, audience development and sustainability. New initiatives introduced such as higher profile performer on the main stage, misting fans purchased as ongoing infrastructure, memphis stage in the middle of Clarinda St and improved parade scrim; all received positive feedback.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival					Effective financial planning and monitoring	Effective financial management resulting in a small surplus. Exceeded approved budget aims. Increased income in the areas of merchandising, marketing & advertising sales and ticketing.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival					Development and management of stakeholder relationships and partnerships	Successful management of stakeholder relationships. In 2017, the Festival had 47 sponsors and funders, with two sponsors signing multi-year agreements. Personalised Festival reports delivered to all sponsors, funders and partners. Debrief meetings held with stakeholders, including DNSW, NSW Trainlink, the local community, operations team, portfolio holders, transport operators and volunteers. New partnerships with surrounding tourism operators, Visit Orange and Cowra Tourism, worked well

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival					Develop and deliver effective annual Festival programming	All advertised programming delivered. Additional ticketed shows introduced on the Wednesday evening and at 5pm Saturday in the Leagues Club. Memphis Stage introduced in Clarinda St and the Coles Carpark. New event introduced at the Parkes Aquatic Centre. Highly successful programming of entertainment on the Cooke Park Main Stage, with the 25th anniversary party starring Dean Vegas a huge success.

General Manager

Mayor

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Events Role from Tourism Budget (Activity 47). Elvis Festival				Development and implementation of the annual Festival marketing and sponsorship strategies	Very successful multi-faceted marketing campaign attracting a record Festival crowd. Marketing plan successfully implemented utilising print, radio, TV and online mediums. High quality souvenir program produced. Cardinal Spin engaged to manage the PR strategy, resulting in record coverage, including international exposure. Highly successful social media campaign. The Festival's own social media posts during event delivery reached a collective audience of 200,000 with the highest individual organic post

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

4.2 Develop and grow the visitor economy in the Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.2.4.	Grow and diversify the event offerings within the Shire	Events Development Officer to diversify the market base of the Shire. An estimated $86,352 allocated to Everts Role from Tourism Budget (Activity 47). Elvis Festival					Development and implementation of annual operation and event delivery programs	RASCI finalised and distributed. Operations manual produced and distributed in key locations. Emergency Manual produced including updated Emergency Management Plan, Safety Management Plan and Wet Weather Contingency, and distributed to key personnel with copies in key locations.

General Manager

Mayor

4.3 Maintain a strong, innovative and agricultural sector								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.3.1	Support the Shire's agricultural industry	This is carried out as part of the role and functions of the EBDM and Senior Executive Staff - 7 days annually	4.3.1.1	Explore and promote opportunities for agricultural "Value Adding Industries"	A Wyllie	Council has commenced developing a Business Growth Strategy the aim is to develop Parkes from the point of a strong and diverse economy and region to a position of critical mass, where it can more regularly and organically generate further economic development, growth and employment for the region. Such a focus will have significant impacts on the forward planning of infrastructure, planning, services, and business and community capacity. To achieve this Council has employed a consultant to: 1.Leverage Parkes Shire's relative strengths and competitive advantages to attract and grow business opportunities in the region, specifically: An abundance and diversity of agricultural commodities - food and fibre produced through sustainable practices and logistics advantage. Final report is still being developed	Identify potential industries suited to the Parkes Shire	Plan is working to identify potential invoorsst
							Develop marketing material aimed at value add industries which also highlight the "good news" stories in agriculture	Love our Local campaign being developed
							Identify potential industrial sites for industries to be established	Sites have been identified
4.3.1	Support the Shire's agricultural industry	This is carried out as part of the role and functions of the EBDM and Senior Executive Staff - 7 days annually	4.3.1.2	Ensure consultation with agricultural based representative bodies	A Wyllie	Meetings held with major Agricultural produces in the Shire to discuss the opportunities of value adding to Agriculture. Report is being generated via the Parkes Growth Strategy.	Liaise with government authorities	1
4.3.1	Support the Shire's agricultural industry	This is carried out as part of the role and functions of the EBDM and Senior Executive Staff - 7 days annually					Attendance at forums/confere nces	2

General Manager

Mayor

4.4 Improve the availability and accessibility of new technology								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.4.1	Promote availability of existing and seek access to new/emerging key communications infrastructure/technology	Reliant on external providers support as they possess details of their infrastructure Requires expertise from IT and Engineering staff and is principally funded from existing Engineering and IT salaries	4.4.1.1	Identify and promote infrastructure, particularly unique communications infrastructure (redundancy in optical fibre for example)	C Barker	Vertel continues to move very slowly getting their network in place. Discussions held with the Street Lighting designers to ensure conduits and facilities are put in place for future expansion of CCTV, Public Wifi etc. Working solutions for the Trundle and Tullamore village internet access.	Documentation of existing infrastructure and identification of unique/beneficial infrastructure	Ongoing
4.4.1	Promote availability of existing and seek access to new/emerging key communications infrastructure/technology	Reliant on external providers support as they possess details of their infrastructure Requires expertise from IT and Engineering staff and is principally funded from existing Engineering and IT salaries	4.4.1.2	Identify emerging technologies and seek implementation in Shire	C Barker	Investigating Smart City possibilities and suitable requirements. Roll out of NBN being monitored	Investigation of new technologies	
4.4.1	Promote availability of existing and seek access to new/emerging key communications infrastructure/technology	Reliant on external providers support as they possess details of their infrastructure Requires expertise from IT and Engineering staff and is principally funded from existing Engineering and IT salaries					Lobbying for implementation of new technologies	

General Manager

Mayor

4.4 Improve the availability and accessibility of new technology

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.4.1	Promote availability of existing and seek access to new/emerging key communications infrastructure/technology	Reliant on external providers support as they possess details of their infrastructure Requires expertise from IT and Engineering staff and is principally funded from existing Engineering and IT salaries	4.4.1.3	Monitor and respond to reported fluctuations in broadband services by making representations to providers and government	C Barker	Implementation of NBN in the Parkes and Peak Hill is progressing Trundle and Tullamore continue to have limited access	Representations made	
4.4.2	Promote and continue relationships with communities and special interest groups	All Directors, the GM and Councillors work with the Consultative Committees Councillors routinely attend Consultative Committee meetings and staff assist as required Funded from existing staff salaries and Councillor disbursements Projects arising are addressed with existing maintenance votes where appropriate or Town Improvement budgets	4.4.2.1	Support initiatives of Community Consultative Committees to introduce key new technology into their communities	L Finn	Trundle ADSL shortage rectified at least for foreseeable future. NBN rollout completed in Peak Hill. All consultative committees are now communicating with Council via iPads as an initiative of COO and Governance team. Water sServices are investigating smart water meters for B Section pipeline customers.	Documentation of existing infrastructure and identification of unique/beneficial infrastructure	

General Manager

Mayor

4.4 Improve the availability and accessibility of new technology								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.4.2	Promote and continue relationships with communities and special interest groups	All Directors, the GM and Councillors work with the Consultative Committees Councillors routinely attend Consultative Committee meetings and staff assist as required Funded from existing staff salaries and Councillor disbursements Projects arising are addressed with existing maintenance votes where appropriate or Town Improvement budgets	4.4.2.2	Hold Community meeting (s) to gauge community feedback on service levels and expectations	C Barker	Technology was discussed at Council's community engagement activities throughout the Shire in line with the Delivery Program.	Meeting(s) held and feedback analysed	
4.4.3	Lobby for equitable access to communication and technology for our entire Shire	Mayor, GM and Directors actively seek to remedy inequities Assistance is sought from Local, Federal (and State) Members on Government related issues Council Staff support lobbying activities as required Funded predominately from existing staff salaries and Councillor disbursements	4.4.2.1	Lobbying for mobile telephone coverage in Tullamore area	C Barker	Council continues to keep in touch was providers.	Liaison with major mobile phone service providers. Evidence of representations to government for mobile telephone coverage in Tullamore area	

General Manager

Mayor

4.5 Increase the number of residents and work opportunities across Parkes Shire								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.5.1	Promote relocation to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.1.1	Circulate appropriate information via web/ social media and other channels promoting the regions benefits	K Dwyer	Council continues to develop and distribute and run marketing campaigns regarding the advantages of moving to Regional NSW. Our website has been redeveloped with a focus on attracting new residents and businesses to Parkes infrastructure funding announcements by the Federal Government were leveraged, particularly around Inland Rail where tactical social media campaigns were implemented to target logistic related businesses to consider the benefits of relocation or establishing in Parkes. specific For example, a social media pitch to Amazon.com had a significant return on investment. $2500 was expended on the social media campaign resulting in almost $1M in media value generated.	Council website current Implement recommendations of Economic Development Plan	New website launched in December 2016, user friendly focus, WCAG 2.0 A compliance, over 60,000 hits recorded since launching Inland Rail Video, Hub Prospectus, Business and Industry Brochure, Destination Marketing Program, Social Media campaign to Amazon.com (860,000 media reach and $1M media value), relocate brochure
4.5.1	Promote relocation to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.1.2	Develop marketing material aimed at businesses/ industry/ people wanting to relocate to the Shire	K Dwyer	Council continues to develop and distribute and run marketing campaigns regarding the advantages of moving to Regional NSW. Our website has been redeveloped with a focus on attracting new residents and businesses to Parkes. infrastructure funding announcements by the Federal Government were leveraged, particularly around Inland Rail where tactical social media campaigns were implemented	Marketing material is developed	Hub Brochure, Inland Rail Video, Business and Industry Brochure, branded merchandise

General Manager

Mayor

4.5 Increase the number of residents and work opportunities across Parkes Shire								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.5.1	Promote relocation to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action				to target logistic related businesses to consider the benefits of relocation or establishing in Parkes. specific For example, a social media pitch to Amazon.com had a significant return on investment $2500 was expended on the social media campaign resulting in almost $1M in media value generated.	Implement recommendations of Economic Development Plan	
4.5.2	Attract professional and Government Services to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.2.1	Have regular meetings with established businesses and Government agencies to help assist with the retention/ development and expansion of businesses	A Wyllie	The EBDM regularly meets with the Chamber of Commerce and local businesses on a formal and informal level. EBDM also meets with the Department Industry on a regular basis. In addition we have worked with the BEC. A number of Business initiatives have been rolled out including the "Shop and Win" marketing campaigns, the Building Business Capacity workshops and the visual merchandising hands on workshops. Council has also developed retail Activation kits for businesses for major events such as Elvis and sporting carnivals. In addition we have held procurement workshops and updates as part of the roll out of the WTP & STP>	Evidence of meetings - 100 per year (average 2 per week) as per recommendations of Economic development Plan. Record Management Report	100 +
4.5.2	Attract professional and Government Services to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.2.2	Market benefits of living in Parkes Shire to professional associations and government agencies	A Wyllie	Council continuous to renew its Relocation and submissions made regarding decentralisation of Govt departments. New Council website has been developed to promote the benefits of Parkes.	Evidence of marketing be carried out	Prospectus developed
4.5.2	Attract professional and Government Services to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.2.3	Use current market information to develop a business case about "Why Relocate to Parkes"	A Wyllie	Completed in previous reporting periods	In line with the KPI's set out in the Economic Development Plan	

General Manager

Mayor

4.5 Increase the number of residents and work opportunities across Parkes Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.5.2	Attract professional and Government Services to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action					Evidence of research being carried out	
4.5.2	Attract professional and Government Services to the Parkes Shire	Mayor, GM, EBDM and Senior Staff regularly commit time to meetings and consultation with groups and developers and devote time within their duties to support this action	4.5.2.5	Actively lobby Government to continue the trend of decentralisation and regionalisation of Government Departments with a natural fit to regional areas	A Wyllie	Council has made several submission to Government (both State and Federal) regarding the Decentralisation. Including a submission to the deputy Prime Minister in response to his call for comments on his "Get out of the City" paper.	Submissions/ lobbying to Government Ministers/ Local Members	1

General Manager

Mayor

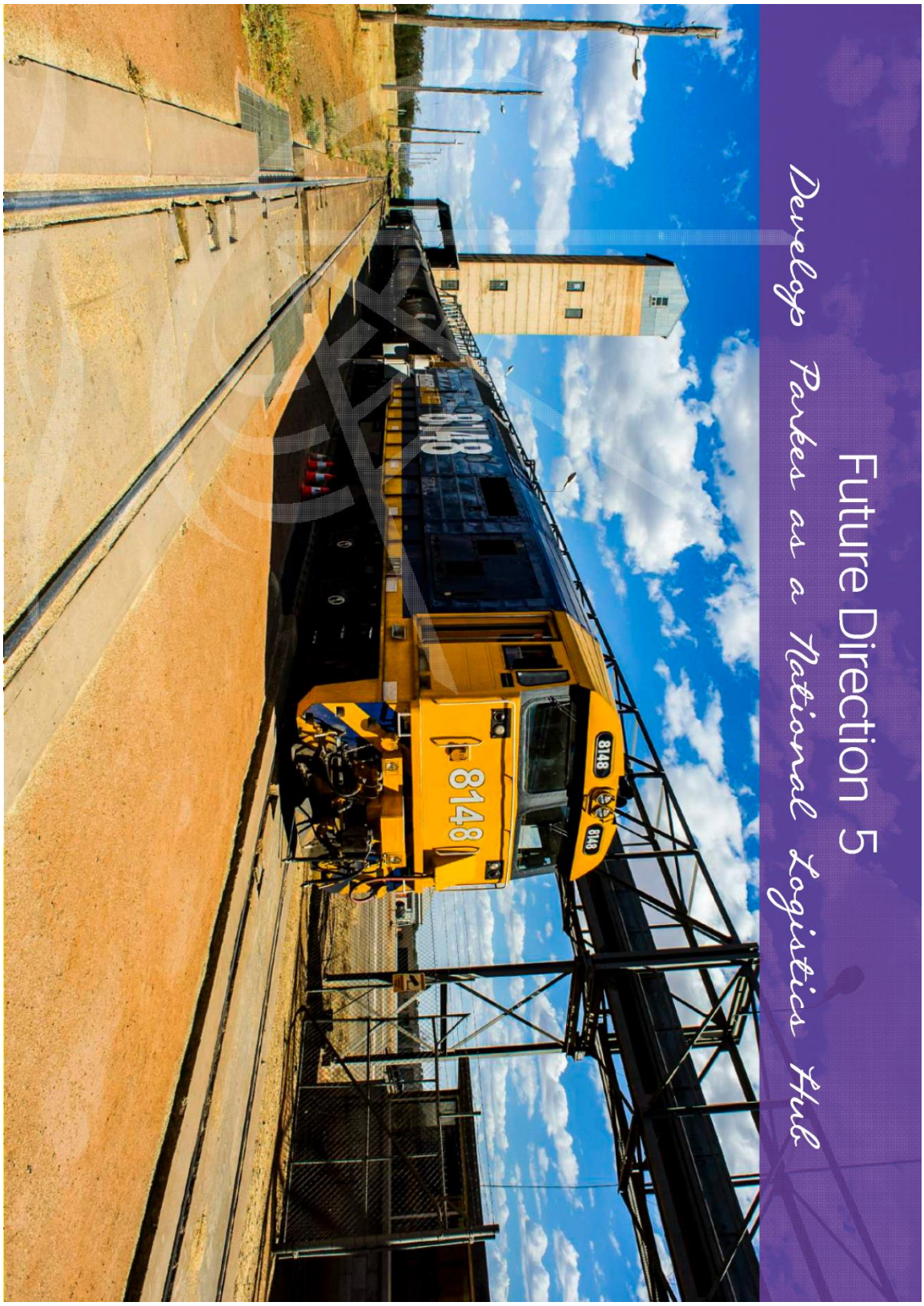
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

4.6 Promote and develop industry, retail and Government services in Parkes Shire

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
4.6.1	Explore and promote opportunities for the retention of industry, retail and Government Services	GM, DTCS, DPE, DES and Senior Planner regularly commit time to meetings and consultation to support this action	4.6.1.1	Facilitate the provision of infrastructure, services and residential land to attract residents and achieve population growth	A Wyllie	Subdivision work has commenced on the old hospital site, industrial Land and airport	Master Plan created	1

General Manager

Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

5.1 Develop and promote the 'Parkes National Logistics Hub' (PNL HUB)								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.1.1	Continually liaise with key stakeholders to develop and promote the PNL HUB project.	GM, Mayor and EBDM actively identify and engage with stakeholders Funded predominately from existing staff salaries and Councillor disbursements	5.1.1.1	Actively engage with key industry to identify potential obstacles and opportunities	A Wyllie	Council has liaised with several of the investors in the PNL Hub around the key drivers for investment. Council is currently working with the two key stakeholders to over come the obstacles and ensure that developed takes place in the Hub.	Meetings held and communications made	2
5.1.1	Continually liaise with key stakeholders to develop and promote the PNL HUB project.	GM, Mayor and EBDM actively identify and engage with stakeholders Funded predominately from existing staff salaries and Councillor disbursements	5.1.1.2	Advocate to Government the merit and potential of the PNL HUB	A Wyllie	Meetings have been held with Federal Minister for Transport and local State and federal members. Council also attended and spoke at the Australian Logistics Council conference. Council feels that Government have taken noticed of the PNL Hub and the area has been included as part of the first EIS for Inland Rail (Parkes to Narromine)	Meetings held with local members and relevant Ministers	4
5.1.2	Implement and refine the Parkes Shire Marketing Strategy for the PNL HUB	Economic Development Manager actively seeks funding for marketing activities State Government grants have been helpful in developing marketing materials Web pages are updated by IT staff Funded predominately from existing staff salaries and minor budgetary considerations	5.1.2.1	Review and update promotional information both print and web based	A Wyllie	All marketing material has been recently updated in line with the new Brand and website, marketing material continues to be regularly updated.	Information is up to date and available on web	All

General Manager

Mayor

5.1 Develop and promote the 'Parkes National Logistics Hub' (PNL HUB)

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.1.2	Implement and refine the Parkes Shire Marketing Strategy for the PNL HUB	Economic Development Manager actively seeks funding for marketing activities State Government grants have been helpful in developing marketing materials Web pages are updated by IT staff Funded predominately from existing staff salaries and minor budgetary considerations	5.1.2.2	Actively target potential investors/ businesses	A Wyllie	Council continues to make representation to various industries regarding the advantages of the National Logistics Hub. Council worked closely with SCT to hold a very successful investor meeting on site with over 30 people in attendance.	Implement recommendations of the Economic Development Plan	
5.1.3	Plan and provide further infrastructure for the operation of the Logistics Hub	Engineering and Planning staff cooperate to identify, scope and cost necessary infrastructure in advance of it being required. State and Federal Governments have assisted with provision of funds for infrastructure provision, as has Council and the private sector. These are also the likely finding sources for future infrastructure	5.1.3.1	Review adequacies of infrastructure	B Howard	Council has had representatives including the General Manager and Director Works and Services who sat on review panel for RMS bypass investigations and design review phases, this included attending the value management workshop. This allowed opportunities to provide direct input into ensuring the adequacy for connectivity into the hub development.	Infrastructure does not limit the development of the PNL HUB. Infrastructure gaps identified	Ongoing review and input as required

General Manager Mayor

5.1 Develop and promote the 'Parkes National Logistics Hub' (PNL HUB)

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.1.3	Plan and provide further infrastructure for the operation of the Logistics Hub	Engineering and Planning staff cooperate to identify, scope and cost necessary infrastructure in advance of it being required. State and Federal Governments have assisted with provision of funds for infrastructure provision, as has Council and the private sector. These are also the likely finding sources for future infrastructure	5.1.3.2	Actively seek funding for infrastructure gaps	B Howard		Required infrastructure gaps scoped to facilitate to facilitate funding requests	

5.2 Develop a Ring Road to divert heavy vehicle traffic to the Parkes National Logistics Hub (PNL HUB)

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.2.1	Continue to update the Transport Strategic Plan and associated strategies	Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor No significant funding is currently available for necessary road infrastructure The Delivery Program for a Progressive Parkes Shire provides additional funding that may support significant infrastructure which maybe allocated for future works for the Hub	5.2.1.1	Survey investigation and design of route	N Koenig	Parkes Bypass committed by NSW state government. Council retains high-value stakeholder position with the project team. Local impacts to be managed in concert with planning and construction timeframes	Degree of completion of design works	NIL

General Manager

Mayor

5.2 Develop a Ring Road to divert heavy vehicle traffic to the Parkes National Logistics Hub (PNL HUB)

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.21	Continue to update the Transport Strategic Plan and associated strategies	Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor No significant funding is currently available for necessary road infrastructure The Delivery Program for a Progressive Parkes Shire provides additional funding that may support significant infrastructure which maybe allocated for future works for the Hub	5.212	Investigation land Acquisitions	N Koenig	Parkes Bypass committed by NSW state government. Council retains high-value stakeholder position with the project team. Local impacts to be managed in concert with planning and construction timeframes	Extent of acquisition determined Acquisition constraints identified	NIL NIL
5.21	Continue to update the Transport Strategic Plan and associated strategies	Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor No significant funding is currently available for necessary road infrastructure The Delivery Program for a Progressive Parkes Shire provides additional funding that may support significant infrastructure which maybe allocated for future works for the Hub						

General Manager Mayor

5.2 Develop a Ring Road to divert heavy vehicle traffic to the Parkes National Logistics Hub (PNL HUB)								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.2.1	Continue to update the Transport Strategic Plan and associated strategies	Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor No significant funding is currently available for necessary road infrastructure The Delivery Program for a Progressive Parkes Shire provides additional funding that may support significant infrastructure which maybe allocated for future works for the Hub	5.2.1.3	Environmental Impact analysis	N Koenig	Parkes Bypass committed by NSW state government Council retains high-value stakeholder position with the project team. Local impacts to be managed in concert with planning and construction timeframes	Impacts are assessed before any work decisions are made.	NIL
5.2.1	Continue to update the Transport Strategic Plan and associated strategies	Engineering staff are the developers of the Strategic Plan. Funding is a major limiting factor No significant funding is currently available for necessary road infrastructure The Delivery Program for a Progressive Parkes Shire provides additional funding that may support significant infrastructure which maybe allocated for future works for the Hub					Critical impacts identified early and strategy to mitigate or eliminate development	NIL

General Manager

Mayor

5.2 Develop a Ring Road to divert heavy vehicle traffic to the Parkes National Logistics Hub (PNL HUB)

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.2.2.	Engage with Stakeholders on the Ring Road Project	The Ring Road is currently unfunded, but a high priority. Cautioned by the fact that there is no current mechanism to deliver the work, engagement with stakeholders is based on increments of work that require stakeholder input. Engineering staff activities are funded predominately from existing salaries	5.2.2.1.	Advocate and promote the Ring Road project with key stakeholders	B Howard	To date the Southern Ring Road has had the following tasks completed: 1. Environmental Impact Analysis completed 2. Survey, Investigation and Design of sections of the route 3. Stage 1 - providing access to the new Parkes hospital completed Ongoing works throughout this reporting period include: 1. Investigations into the alignment of the route continue 2. Advocate and promote the Ring Road with key stakeholders including RMS during Newell Highway Realignment discussions	Evidence of engagement with key stakeholders on the project	Ongoing review and input as required

General Manager

Mayor

5.3 Promote the development of the Inland Rail Corridor

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.31	Be an active supporter and advocate of the Inland Rail Project connecting Melbourne to Brisbane through Parkes and inland NSW	Council's General Manager, Economic Business Development Manager and Senior Staff monitor all developments with the Inland Rail Project General Manager is a member of the Great Australian Trunk Railway Group (GATR) and collectively provide proactive advocacy for the Inland Rail Project Activities are funded predominately from existing salaries	5.311	Advocate the synergies of the inland rail with the Parkes National Logistics Hub	A Wyllie	Council has written several submissions on this topic including on to the State EIS for Inland Rail focus' on the importance of the of the PNL Hub and addresses the connection between the North, South, East & West	Promotion rmaterial developed & distributed. Level of advocacy to key stakeholders	2
5.31	Be an active supporter and advocate of the Inland Rail Project connecting Melbourne to Brisbane through Parkes and inland NSW	Council's General Manager, Economic Business Development Manager and Senior Staff monitor all developments with the Inland Rail Project General Manager is a member of the Great Australian Trunk Railway Group (GATR) and collectively provide proactive advocacy for the Inland Rail Project Activities are funded predominately from existing salaries	5.312	Coordinate regular meetings/ communications with Councils/ Local MPs both State and Federal/ Ministers and stakeholders along the Inland Rail Route	A Wyllie	Council continues to be a supporter of Inland Rail over the last 12months The Mayor, General Manager and Economic Development Manager have made representation to the Federal Minister for Transport on the Issue. The Mayor Has presented at numerous Transport Forums including a Symposium in Toowoomba and the General Manager has spoken on a Panel at the Australian Logistic Council's conference in Melbourne which focused on Inland Rail. Council continues to lobby the State for better connection back to NSW Ports. Council was delighted that in the Federal Budget in May that the Government announced $8.4 Billion for Inland Rail - with the first $300mill to be spent between Parkes and Narromine.	Meetings held every 6 months/ letters of support received/ communication s/ media releases sent out	3

General Manager

Mayor

5.4 Make Parkes Regional Airport progressive and profitable								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.41	Ensure that Parkes Regional Airport remains commercially viable	Requires new market research to be completed In-house delivery most likely means of production	5.411	Ensure that the airport is seen as a gate way to the Parkes Shire and suitable promotional/ tourism information is available	A Wyllie	Council has secured funding through the State and Federal Government to deliver the next stage of the Master Plan which is the development of a Business Park. Council has also been support the HARS museum at the airport	Marketing material available at Airport	yes
5.42	Increase the number of passengers through the airport	The Airport is currently a cost centre and is not self funding. Any activity to increase income would assist to maintain the facility	5.421	Frequent liaison with REX airlines	A Wyllie	Council continues to have frequent meetings with REX. There was an increase of passenger numbers grew from 27,408 in 2015/16 Fin year to 28,404 in 2016/17 or 3.6%.	Evidence of meetings and correspondence	1
5.42	Increase the number of passengers through the airport	The Airport is currently a cost centre and is not self funding. Any activity to increase income would assist to maintain the facility					Increase in passenger numbers	996

General Manager

Mayor

5.5 Improve road access to Sydney

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
5.5.1	Continue to canvass the Roads and Maritime Services for improvements of the Henry Parkes Way	Henry Parkes Way is a state road and therefore not funded by Council. Works are completed by Council on a contract basis. Improvements are reliant on external funding	5.5.1.1	Road deficiencies identified	B Howard	Council staff and elected members continue to canvass and seek improvements for the Henry Parkes Way by providing improved access to Sydney. Outside of Council managing the RMS RMCC Contract, representations are made to government officials when opportunities arise. Henry Parkes Way has been included onto CENTROC's Strategic Road Plan and is of high priority.	Strategic level review of road deficiencies	Continually reviewed and supported by Council
5.5.1	Continue to canvass the Roads and Maritime Services for improvements of the Henry Parkes Way	Henry Parkes Way is a state road and therefore not funded by Council. Works are completed by Council on a contract basis. Improvements are reliant on external funding	5.5.1.2	Submissions to RMS and government to address deficiencies, including Higher Mass Limit (HML) Vehicle Access from Parkes to Orange	N Koenig	Local intersections with Henry Parkes Way in Parkes urban area focus for canvasing RMS. Includes sub-standard crossing in Short Street, and traffic impacts at Grenfell St/Bogan Street. No significant response to either furthered by RMS at this stage.	Submissions made	3
5.5.2	Continue to work the groups advocating improved road access to Sydney and monitor advocacy groups.	Council participates in the Bells Line Expressway Group (BLEG) and CENTROC programs which advocate improved access. Numerous meetings involved annually for Mayor and senior staff	5.5.2.1	Support the Bells Line Expressway Group (BLEG)	A Wyllie	The Mayor continues to be a member of the BLEG the advocacy role of BLEG is moving to Centroc and also the chair of the Newell Highway task force	Evidence of support provided to BLEG	

General Manager

Mayor

5.5 Improve road access to Sydney

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
552	Continue to work the groups advocating improved road access to Sydney and monitor advocacy groups.	Council participates in the Bells Line Expressway Group (BLEG) and CENTROC programs which advocate improved access. Numerous meetings involved annually for Mayor and senior staff	5522.	Support CENTROC in endeavours to improve access to Sydney	A Wyllie	Council continues to support Centroc in its advocacy for access routes to Sydney be it via road, rail or air. This has been done through various submissions and meetings with ministers by the General Manager and the Mayor.	Evidence of support provided	meetings held with ministers via Centroc

General Manager

Mayor



General Manager

Mayor

6.1 Improve aquatic recreation facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing	6.1.1.1	Develop a program of future works to suit varying funding scenarios	S Ross	2010 Parkes Shire Council Swimming Pool Strategy projects have been completed. The Indoor Pool feasibility study Final Report has been received.	Pool Planning Sub Committee meetings are held to review Strategy and develop priorities	
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing					Possible avenues for funding are listed and explored	

General Manager Mayor

6.1 Improve aquatic recreation facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing	6.1.1.2	Provision is made in budget to address components of the Strategy as funding levels allow	S Ross	Budget requests are submitted in a timely manner. Only minor pool capital works projects approved in the current period.	Components included in budget	
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing	6.1.1.3	Applications are prepared and submitted for funding under Government programs as they arise.	S Ross	Funding applications are submitted as they arise. No relevant funding opportunities identified in the current period.	Applications are submitted on time	

General Manager

Mayor

6.1 Improve aquatic recreation facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing					Success of applications	
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing	6.1.1.4	Review of Parkes Shire Council Swimming Pool Strategy undertaken	S Ross	Current strategy is dated 2010. Works have been identified and completed. A new strategy to be developed when funding is available.	Parkes Shire Council Swimming Pool Strategy Adopted	

General Manager

Mayor

6.1 Improve aquatic recreation facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.1	Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	Funding options need to be identified and sourced to enable further implementation of recommendations. Without grants or loan funding major works could not be undertaken. A $2 million loan over 20 years was obtained for Parkes Pool upgrading (Activity 33) The Shire Pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staffing					Pool Planning Sub Committee Meetings are held to review Strategy	
6.1.1.P.	(AUGMENTED PROGRAM) Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	The Shire pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staff. $340,817 has been budgeted. The Delivery Program for a Progressive Parkes Shire has a SRV budget of $400,000 and will enable works at the smaller town pools to be undertaken within the strategy (Activity 33)	6.1.1.P.	Implement program of works in accordance with the Shire Pools Strategy	S Ross	2010 Parkes Shire Council Swimming Pool Strategy projects completed. Indoor Pool feasibility study Final Report has been received. Projects completed to the value of $640,515 during the current delivery program	Relevant Projects completed at Shire Pools	

General Manager

Mayor

6.1 Improve aquatic recreation facilities									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.1P.	(AUGMENTED PROGRAM) Facilitate the implementation of Parkes Shire Council Swimming Pool Strategy	The Shire pools are staffed during the swimming season. Currently these positions are filled by both full time and casual staff. $340,817 has been budgeted. The Delivery Program for a Progressive Parkes Shire has a SRV budget of $400,000 and will enable works at the smaller town pools to be undertaken within the strategy. (Activity 33)					Report regarding expenditure of SRV funds submitted to IPART	
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress	6.1.2.1	Undertake Capital and Operational Expenditure reviews.	S Ross	Review of Capital and Operational expenditure is ongoing. An internal audit undertaken during the current period has identified additional strategies to minimize expenditure.	Funding is provided within the budget to assist with delivery of strategy	
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress	6.1.2.2	Identify existing funding, potential funding and funding gaps	S Ross	Final report received and awaiting adoption for the Indoor Heated Pool Strategy.	Indoor Heated Pool Brief completed and adopted	
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress					Funding sources are clearly identified	
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress					Funding gaps are clearly identified	

General Manager

Mayor

6.1 Improve aquatic recreation facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress	6.1.2.3	Applications are prepared and submitted for funding under government programs as they arise	S Ross	No funding opportunities identified during this period.	Applications are submitted on time	
6.1.2	Facilitate the Parkes Shire Council's Indoor Heated Pool Strategy	Strategy plan is currently in progress					Success of applications	

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.2.1	Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this program will be sourced from the Footpath Budget. Grant funding has been received to complete total works of $300,000 in 2016/2017.The 2016/2017 budget only allocates funds to this program under current funding model, no further funding has been identified. Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39)	6.2.1.1	Develop an annual implementation plan of priority pedestrian/cyclin g projects	N Koenig	Shared paths completed Peak Hill Rd, Baker St, Forbes Rd, Newell Highway crossing, Bushman Street extension carried over but nearly complete	PAMP is used to identify remaining priority projects	Yes

General Manager

Mayor

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.2.1	Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this program will be sourced from the Footpath Budget. Grant funding has been received to complete total works of $300,000 in 2016/2017.The 2016/2017 budget only allocates funds to this program under current funding model, no further funding has been identified. Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39)					Projects complaint with RMS traffic facility and pedestrian/cycl eway funding guidelines are identify and considered in preparation of the plan to maximise funding potential	Yes
6.2.1	Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this program will be sourced from the Footpath Budget. Grant funding has been received to complete total works of $300,000 in 2016/2017.The 2016/2017 budget only allocates funds to this program under current funding model, no further funding has been identified. Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39)					Results of funding arrangements reported to Council	Yes

General Manager

Mayor

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.2.1	Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this program will be sourced from the Footpath Budget. Grant funding has been received to complete total works of $300,000 in 2016/2017.The 2016/2017 budget only allocates funds to this program under current funding model, no further funding has been identified. Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39)	6.2.1.2	Implement the annual pedestrian/cycling projects plan	N Koenig	Projects for East St connection of shared path submitted. Hooley St shared path plans submitted for funding 2017/18	Degree of implementation	Yes
6.2.1.P.	(AUGMENTED PROGRAM) Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this Augmented Program will be sourced from the footpath budget Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 bass (Activity 39) Under the Delivery Program for a Progressive Parkes Shire additional work can be undertaken in this year with $400,000 allocated for footpaths	6.2.1.1.P.	Develop an annual implementation plan of priority pedestrian/cycling projects	N Koenig	PAMP updated with 75% funding from RMS. Shared paths completed Peak Hill Rd, Baker St, Forbes Rd, Newell Highway crossing, Bushman St	PAMP is used to identify remaining priority projects	Yes

General Manager

Mayor

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
621P.	(AUGMENTED PROGRAM) Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this Augmented Program will be sourced from the footpath budget Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39) Under the Delivery Program for a Progressive Parkes Shire additional work can be undertaken in this year with $400,000 allocated for footpaths					Projects compliant with RMS traffic facility and pedestrian/cycleway funding guidelines are identify and considered in preparation of the plan to maximise funding potential	Yes
621P.	(AUGMENTED PROGRAM) Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this Augmented Program will be sourced from the footpath budget Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39) Under the Delivery Program for a Progressive Parkes Shire additional work can be undertaken in this year with $400,000 allocated for footpaths					Results of funding arrangements reported to Council	Yes

General Manager Mayor

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.2.1.P.	(AUGMENTED PROGRAM) Progressively implement the priority actions from the Pedestrian Access and Mobility Plan (PAMP)	Funding for this Augmented Program will be sourced from the footpath budget Funding is maximised where possible with traffic facility grants from the RMS which are usually on a 50/50 basis (Activity 39) Under the Delivery Program for a Progressive Parkes Shire additional work can be undertaken in this year with $400,000 allocated for footpaths	6.2.1.2.P.	Implement the annual pedestrian/cyclin g projects plan	N Koenig	Projects submitted for funding completed. Projects submitted for planning funding complete in concept. New projects from 2016/17 submitted to RMS.	Increased degree of implementation	Significant grant funding achieved
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards	6.2.3.1	Review adequacy of street-side access for new developments	N Koenig	Undertaken as a component of engineering assessment of development applications	Street-side access issues are assessed as a routine component of DA assessment	Yes
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards					Development consent included conditions for access where nexus to development is established	Yes

General Manager Mayor

6.2 Develop and implement Pedestrian Access and Cycling Mobility facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards					Access inadequacies are not identified after operation of new facilities	Yes
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards	6.2.3.2	Review adequacy of streetscape access for Council projects	N Koenig	Pedestrian access considered in construction and operation of projects. See CBD project preparation, Bushman Street footpath, Forbes Road crossing	Design plans are checked against standards for access	Yes
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards					Access inadequacies are not identified after construction of new facilities	Yes
6.2.3	Ensure new facilities have compliant pedestrian access	Council reviews development applications and Council projects to ensure the street side access is compliant with access standards	6.2.3.3	Priority streetscape access issues identified by the Access Committee are assessed and included in implementation programs where assessed priority warrants	N Koenig	Access Committee defunct - reports received from CRM requests addressed	Streetscape access issues identified are assessed and included in future works programs where warranted	Yes

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.1	Ensure compliance with pool operation health guidelines	S Ross	All facilities comply with the Royal Life Savings Society Guidelines for Safe Pool Operations. Water quality tested at all sites regularly during the day. Supervision within guideline recommendations. A new audit tool was implemented by Royal Life Savings Society during March 2017 with Parkes Pool maintaining 5 star accreditation, Trundle, Tullamore and Peak Hill achieving 4 star accreditation.	Audit reports	Reports positive
							Customer Complaints	Nil
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.2	Work towards meeting the Royal Life Saving Society Guidelines for Safe Pool Operations	S Ross	Royal Life Savings Audits for 2016/2017 Season resulted in Parkes Pool with 5 star ratings and the three village pools just missing out with a 4 star rating. Action plans from these audits have been implemented during the current term to ensure a continuous cycle of improvement.	Audit reports	Yes
							Deviations from the Guidelines	No
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.						

General Manager

Mayor

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3 Maintain and develop sporting and cultural facilities								
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.					Customer complaints	Nil
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.3	Comply with the Department of Local Government Practice No. 15 - Water Safety	S Ross	Practice Note 15 guidelines are implemented and adopted. Risk Assessments carried out to ensure adequate supervision in conjunction with electronic means of surveillance.	Audit Reports	Yes
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.					Deviations from the Practice Note	No
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.					Customer complaints	Nil

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.4	Maintain facilities to a satisfactory standard	S Ross	All pools are maintained to provide a quality, safe and welcoming environment to the expectations of the community.	Regular reports from Pool Supervisors for maintenance requirements	Ongoing during pool season
							Audit reports	Yes
							Customer complaints	Nil
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.5	Maximise Parkes and Village Pool visitations	S Ross	The development of a Learn to Swim Program at Parkes has increased pool usage 345 students enrolled in the first term. The second term of the Learn to Swim Program provided 390 students with family and friends accompanying them. Additionally, the extension of hours between 8 and 10am to facilitate lap swimming has increased pool usage. Village pool attendance has remained at similar levels	Visitation figures	General Admissions - Parkes 26,881, Peak Hill 4,312, Tullamore 1,155, Trundle 2,838
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.						

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.				to previous years.	Season Ticket figures	Parkes 18,077, Peak Hill 2,263, tullamore 3,699 Trundle 3,844
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.	6.3.1.6	Maintain and operate Poolside Cafe profitably	S Ross	Poolside Café has been an instrumental part of the Learn to Swim Program for registration purposes. The café staff are the first point of contact for the public at Parkes Pool and they provide a welcoming, professional and courteous customer service to patrons of all ages.	Customer complaints	Nil
6.3.1	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle and Tullamore	The net cost to Council of operating and maintaining the Council pools is estimated to be $659,225 in 2016/2017. (Activity 33) This equates to approximately $114 per rate assessment.					Income and Expenditure figures	
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6.3.2.1	Maintain and improve the parks and gardens of the Shire within available funding levels	D Ramsay	The shires parks and gardens continue to be maintained and upgraded. Agreed service levels for maintenance are being developed for implementation in coming months. Improvements to parks include all abilities access paths to Kelly Reserve, the Rotary Arboretum playground and the Memorial Hill remembrance walk. New shelters with BBQ facilities at the Rotary Arboretum, improvements to BBQ at Kelly Reserve.	Customer complaints addressed within agreed response time targets	Most customer complaints are addressed within agreed time frames

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Budgetary compliance	Budgetary compliance has been with 3% on maintenance
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Council inspections of parks and gardens carried out	Regular inspections of all facilities are conducted

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Develop and implement a Parks & Gardens Maintenance Program	An agreed levels of service program is almost developed
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6.3.2.2	Develop a Parks and Gardens Management Plan incorporating achievable service levels	D Ramsay	Considerable time has been put into developing agreed levels of service for open space areas within the shire. This document is close to being complete. Once it is complete it can be used to provide an overall Management Plan	Management plan developed	Still finalising agreed levels of service

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Management Plan adopted by Council	
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Management Plan implemented	

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6.3.2.3	Manage Council's Street Tree inventory	D Ramsay	Operational tree management was completed below budget for the last financial year. Some of the additional costs incurred due to the December 2016 storm event were attributed to the tree management budget	Budgetary compliance Work within Street Tree Management Plan	Final result for operational street tree management was 96% of available budget Work was conducted within the recommendations of the street tree management plan
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required						

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Council inspections carried out	Regular inspection of street trees is conducted within the constraints of available resources
							Customer complaints addressed within agreed response targets	Most customer complaints are addressed within agreed time frames
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required						

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
632	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6324	Develop a Parkes Shire Council Street Tree Replacement Strategy	D Ramsay	The data collection required to enable creation of the Street Tree Replacement Strategy is complete. Tree Logic have been contracted to analyse the data and create the replacement strategy	Replacement strategy developed Replacement strategy adopted by Council	Strategy is currently in development
632	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required						

General Manager Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Replacement strategy implemented	
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6.3.2.5	Maintain and improve playgrounds to ensure compliance with Australian Standards	D Ramsay	Playgrounds are given a visual inspection for obvious faults each time a park has any maintenance activity. Playgrounds are currently inspected twice per year for compliance by a qualified person. In future the inspections will be recorded in Council's Appenate risk management system. All new play equipment must comply with the most current editions of AS 4685	Inspection qualifications of Council staff maintained current	Staff's qualification is current until 2019

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required				Customer complaints addressed within agreed response time targets	Customer complaints addressed within agreed response time targets	All complaints regarding playgrounds are addressed with the utmost urgency
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required				Fortnightly maintenance inspections carried out	Fortnightly maintenance inspections carried out	Visual inspections for obvious faults are conducted on a fortnightly or more requent basis

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Bi-annual playground compliance inspection held	Compliance inspections are currently undertaken at between 6 and 8 months apart
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required	6.3.2.6	Seek additional funding for identified beautification and recreation projects	D Ramsay	Several funding applications were submitted this last year - Public Reserves Management Fund - Northparkes Seating, Spicer and Croaker oval lighting $650,000 Public Reserves Management Fund - Kelly Reserve upgrades $60,000 Public Reserves Management Fund - Keast Park Junior Precinct $202,000 Social Housing Community Improvement Fund - PAC park $50,000 Social Housing Community Improvement Fund - Lidner Oval $50,000 Currently waiting on outcomes for all these applications	A suite of suitable projects developed and documentation prepared	Projects are constantly being developed through review of master plans and from stakeholder consultation

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Applications are prepared and submitted for funding under Government programs as they arise	5 applications prepared and submitted
6.3.2	Provide beautification and recreation opportunities through parks, gardens, street trees and amenities	Expenses for 2016/2017 are estimated at $1,657,240 and Capital Works at $313,260(Activity 35) Increasing demand for parkland and associated gardens will require additional funding to be allocated with a corresponding increase in staff and equipment to provide maintenance required					Success of applications	Awaiting outcomes of applications
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)	6.3.3.1	Maintain and improve sporting field and facilities within Council's financial and resource allocation	D Ramsay	Sporting ground maintenance expenditure exceeded budget by 9% for the last financial year.	Weekly inspections carried out	Inspections of all grounds conducted weekly

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)					Customer complaints addressed within agreed response time targets	Most customer complaints are addressed within agreed response times
							Budgetary compliance	Budget was over-expended by 9%
							A suite of projects developed and documentation prepared	Projects identified in master plans are matched to grant opportunities and documentation developed
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)	6.3.3.2	Seek additional funding for sporting field development projects	D Ramsay	Grants sought this financial year for sporting facilities - Public Reserves Management Fund - Northparkes Seating, Spicer and Croaker oval lighting $650,000 Public Reserves Management Fund - Keast Park Junior Precinct $202,000		
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)						

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)					Completion of projects under grant funding	Actual completed projects were funded from previous year's grants
							Applications are prepared and submitted for funding under Government programs as they arise	Applications are prepared and lodged by grants officers
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)					Success of applications	Awaiting decision on current applications
6.3.3	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247,510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)						

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6333	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)	6333	Support affiliated user groups through financial and resource allocation	B Howard	Director Works and Services (DWS) continues to attend regularly both Sporting Facilities Development Committee meeting along with Sports Council meeting. DWS has managed a number of high profile sporting projects and provides monthly updates for the sports council. These projects include Northparkes seating upgrades design and scoping phases, Pioneer Lighting upgrades, construction of Turf2 hockey field, Berryman Oval redevelopment and Spicer Oval redevelopment	Applications made to Council's Community Infrastructure Projects Policy	Support multiple applications from Netball and other associations with investigations.
6333	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)					Council representation at Sports Council meetings as required	Meetings attended during the reporting period
6333	Maintain and improve sporting fields to meet the need of the Shire's strong sporting base	Sporting Ground Maintenance for 2016/2017is $247510. Greater demands are being placed on Council to provide higher standards of sporting facilities. Development will be dependent on access to grant funding (Activity 34)					Facilitate Sporting Facilities Development Committee meetings	Meetings attended

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.3.P	(AUGMENTED PROGRAM) Maintain and Improve sporting fields to meet the need of the Shire's strong sporting base	Additional funding is provided in the augmented program for renewal/improvements to be undertaken. Total budget $200,000 for 2016/2017. (Activity 34)	6.3.3.1.P.	Review Master Plans	D Ramsay	The master plans for Cheney/ McGlynn, Spicer/Pioneer/Northparkes, Harrison, Lindner and Berryman parks are due for review in 2019. Amendments have already been made to the Spicer master plan in response to stakeholder requests.	Master Plans reviewed	
6.3.3.P	(AUGMENTED PROGRAM) Maintain and Improve sporting fields to meet the need of the Shire's strong sporting base	Additional funding is provided in the augmented program for renewal/improvements to be undertaken. Total budget $200,000 for 2016/2017. (Activity 34)					User Group consultation	
6.3.3.P	(AUGMENTED PROGRAM) Maintain and Improve sporting fields to meet the need of the Shire's strong sporting base	Additional funding is provided in the augmented program for renewal/improvements to be undertaken. Total budget $200,000 for 2016/2017. (Activity 34)					Review Master Plans adopted	
6.3.3.P	(AUGMENTED PROGRAM) Maintain and Improve sporting fields to meet the need of the Shire's strong sporting base	Additional funding is provided in the augmented program for renewal/improvements to be undertaken. Total budget $200,000 for 2016/2017. (Activity 34)	6.3.3.2.P.	Implement Master Plans within available funding levels	D Ramsay	Master plans for sporting grounds are being used to initiate projects as funding becomes available and to also match with grant opportunities. Recently completed projects identified in master plans include storage shed at Woodward Oval, topdressing of Northparkes Oval, new toilets at Pioneer Oval, irrigation system upgrades and topdressing at Berryman Park, the second synthetic hockey turf at McGlynn Park	Projects priority matrix developed from Master Plans	Matrix is developed and being used to identify and develop projects
6.3.3.P	(AUGMENTED PROGRAM) Maintain and Improve sporting fields to meet the need of the Shire's strong sporting base	Additional funding is provided in the augmented program for renewal/improvements to be undertaken. Total budget $200,000 for 2016/2017. (Activity 34)					Projects implemented	

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.1	Monitor the Parkes Shire Concert Band and Mitchell Conservatorium's sustainability and support as required	S Buckle	Official meetings held with representatives from the Parkes Shire Concert Band (PSCB), Lachlan Regional Community Orchestra (LRCO) and Mitchell Conservatorium. Regular information meetings held throughout the year. Funding, $2200, provided to Lachlan Regional Community Orchestra for the operations of the Lachlan Conservatorium for the operations of the Lachlan Regional Community Orchestra.	Hold meetings with Parkes Shire Concert Band and Mitchell Conservatorium at least once per year	1 PSCB, 1 LRCO, 2 Mitchell Conservatorium
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.2	Coordinate information sharing and event promotion	S Buckle	Cultural contacts database kept current. Cultural event information distributed via email.	Distribute culturally related information to cultural groups on a regular basis	30 emails distributed

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Actvity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.3	Maintain relationship with Arts OutWest	S Buckle	Annual contribution to Arts OutWest made. Various projects collaborated on throughout the year, including exhibition at Parkes Hospital of selected items from Council's collection, mental health art workshops and youth art workshops. Arts OutWest AGM held in Parkes in May 2017.	Annual payment made to Arts OutWest	1 payment
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Actvity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.4	Support Parkes Shire Cultural Committee	S Buckle	Four Parkes Shire Cultural, Education and Library Services Committee meetings held. Meeting minutes reported to Council and adopted.	Meetings held as required	4

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.5	Implement priorities from the Parkes Cultural Spaces plan as resources allow	S Buckle	Civic Precinct planning ongoing. Consultants engaged. Architects engaged to deliver the Parkes Library Expansion/Renovation project to construction certificate phase.	Cultural Plan projects are completed efficiently and on budget	1
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.					Parkes Art Gallery projects scoped by June 2017	Ongoing

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Actvity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.6	Provide accommodation support for key groups in the Shire	S Buckle	Parkes Shire Concert Band located in Parkes Pool administration building, Parkes Musical & Dramatic Society located in Parkes Little Theatre, Parkes Craft Corner accommodation at 227 Clarinda Street, Parkes.	Parkes Musical & Dramatic Society accommodated Parkes Shire Concert Band accommodated	Accommodated Accommodated
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Actvity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.						

General Manager Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.					Craft Corner accommodated	Accommodated
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.7	Support local art and craft exhibitions	S Buckle	Local exhibitions held - Parkes Potters, Jocelyn Moles, Pol Cruz and Mark Findlay, Parkes Embroiderers Guild, Parkes Elvis Festival, Parkes Painting Group, Gavin Coote.	Provide support as requested to local art and craft exhibitions	8

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.	6.3.4.8	Sponsor and administer Parkes Shire Cultural Grants	S Buckle	Eight Cultural Grants applications lodged in June 2017. Grants distributed as follows - Peak Hill Leisure Art & Craft Council Inc. $2,000, Parkes Action Club Inc $2,110, Trundle Film ociety $3,690, Parkes/Forbes Branch Cake Decorators Guild of NSW Inc. $2,000.	Grants program offered	1 program
6.3.4.	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.					Grants allocated to appropriate applicants	4

General Manager

Mayor

6.3 Maintain and develop sporting and cultural facilities

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.3.4	Support cultural facilities and groups	Parkes total budget for 2016/2017 is $357,780. (Activity 32). No funding for the building of new cultural facilities has been allocated. Parkes Cultural Spaces 2014/2015 adopted March 2014 - priorities from this plan will be allocated funding as part of Council's budgeting process. Some projects will be dependent on grant funding.					Grants acquitted according to grant requirements	4 acquittals for 2015/16

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)	6.4.1.1	Increase the usage of the Library	S Buckle	Increases in majority of collected statistics. Notably a 10% increase in new members joining, 4% increase in items borrowed, 20% increase in attendance at events/workshops and an increase by 28% of events/workshops provided by the Library team.	Increase Library usage by 1% annually	Between 3% and 20%
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)	6.4.1.2	Provide a range of activities and workshops	S Buckle	A range of activities and workshops have been held: Writers group, book clubs, school visits, author visits, art workshops, holiday activities, weaving workshops, camera craft workshops, dramatic performance of The Loaded Dog, seed bomb making, Book Week event, Law Week talk, History Week display, coding club for youth.	Events appropriate for youth held monthly	18

General Manager

Mayor

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.41	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					A program for adults/ seniors/ people with a disability/cultural diverse people is held once per month	76
6.41	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					A housebound service is provided in conjunction with the Parkes Neighbourhood Centre fortnightly	Fortnightly
6.41	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)	6.413	Collect material suited to the needs of the community	S Buckle	Library collections continue to grow. Emphasis has been on purchasing items for the talking book and DVD collections as these are very well circulated collections. 40% of customer item reservations filled within 7 days. Collection withdrawing efforts have been directed to the adult fiction, large print and junior and non-fiction collections.	Hold events for Seniors Week, Library Week, Book Week and History Week	Mental Health session, Simultaneous Storytime, Special story sessions, history display.
6.41	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					Collections are weeded throughout the year	4

General Manager

Mayor

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					The Collection Development Policy is reviewed every 2 years (due 2017)	End of 2017
							Monitor emerging econtent development	Eaudio consortia deal investigation underway
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)						
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)	6.4.14	Provide quality customer service that meets customer needs	S Buckle	The Parkes Shire Library team continues to make excellent customer service its priority. This commitment has been recognised by the community in a Council customer survey. The Library continues to be the Council service the community is most satisfied with. Written feedback received: "Thank you so much for all the effort that you put in for us. We thank you not only for the school holiday programs but all the services you provide. You all go beyond and above and we are so grateful" Lewer family.	Library customer survey carried out every three years (due 2018)	Due 2018
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)	6.4.15	Inspire and nurture the joy of reading and writing for people of all ages and background	S Buckle	Parkes Shire Library continues to promote the joy of reading through a variety of activities and events. Author visits from Kim Kelly, Jack Heath, Karen Viggers and Mel Jacobs. Curiosity + Wonder month long celebration of literacy. Summer Reading Club held, and dramatic performance of 'Mr Huff' for Simultaneous Storytime, and dramatic performance of the "Loaded Dog".	Writers Group held monthly	11

General Manager

Mayor

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)				Customers continue to make us of the 'Request To Purchase' service. School and child care centre visits are regularly supported by Parkes, Peak hill, Trundle and Tullamore libraries. Book club held twice monthly.	Provide a 'Request for Purchase' service	Provided
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					Provide early childhood literacy sessions weekly	104
6.4.1	Ensure the library is the gateway to material, services and activities for the community's information, life enriching and leisure needs	$99,810 is budgeted in 2016/2017 for the purchase of Library collection resources. (Activity 29)					Facilitate author visits to the Shire, at least once per year	4
6.4.2	Capitalise on new technologies to provide enhanced services and access to information	$22,000 is budgeted in 2016/2017 to support existing technology replacements and maintenance. Additional funding will be required to enhance technological services (Activity 29)	6.4.2.2	Actively participate in usage of and development of the Library Management system (LMS)	S Buckle	Parkes Branch Librarian attend the annual Libero User Group meeting, November 2016. Libero upgrades implemented as available.	LMS updates are installed within three months of release	3

General Manager

Mayor

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.4.2	Capitalise on new technologies to provide enhanced services and access to information	$22,000 is budgeted in 2016/2017 to support existing technology replacements and maintenance. Additional funding will be required to enhance technological services (Activity 29)					Library staff attend LMS User Group Annual Meeting	1
							Where funding allows implement new LMS features	0
6.4.2	Capitalise on new technologies to provide enhanced services and access to information	$22,000 is budgeted in 2016/2017 to support existing technology replacements and maintenance. Additional funding will be required to enhance technological services (Activity 29)						
6.4.3	Provide opportunities for all to experience cultural activities	No funding is budgeted to provide exhibitions, special projects and workshops. The budget relies on funding from Netwaste, Elvis Festival sponsors and the provision of travelling exhibitions from other institutions	6.4.3.1	Provide a range of traveling and local exhibitions and displays	S Buckle	Exhibitions held - Jocelyn Moles, Parkes Potters, Parkes Embroiderers, a bonsai display, Parkes Elvis Festival photography, Gavin Coote Australian Inspiration travelling exhibition, Waste 2 Art, Shaun Tan and Lazy Lions Lounging in the Library travelling exhibitions.	Coordinate and host Waste to Art local exhibition and competition	1
							Coordinate and host an exhibition/activity for the Parkes Elvis Festival	1
6.4.3	Provide opportunities for all to experience cultural activities	No funding is budgeted to provide exhibitions, special projects and workshops. The budget relies on funding from Netwaste, Elvis Festival sponsors and the provision of travelling exhibitions from other institutions						

General Manager

Mayor

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

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
6.4.3	Provide opportunities for all to experience cultural activities	No funding is budgeted to provide exhibitions, special projects and workshops. The budget relies on funding from Netwaste, Elvis Festival sponsors and the provision of travelling exhibitions from other institutions					Host at least one travelling exhibition per year	3
							Host at least one other local exhibition/display per year	5
6.4.3	Provide opportunities for all to experience cultural activities	No funding is budgeted to provide exhibitions, special projects and workshops. The budget relies on funding from Netwaste, Elvis Festival sponsors and the provision of travelling exhibitions from other institutions						
6.4.4	Seek to comply with State Library NSW baseline service requirements	The Library Service budget is $920,900. Any modifications or enhancements to ensure compliance will require additional funding (Activity 29)	6.4.4.1	Report to Council on options required to meet baselines via Library committee and implement changes where necessary	S Buckle	12 recommendations were adopted from the 2016 Library Review. Nine recommendations have been completed. Two are being reviewed and one is ongoing.	A Review comparing Parkes Shire Library against Library Council of NSW standards and guidelines is prepared and adopted every three to four years (last adopted 2016)	Due 2019

General Manager

Mayor



General Manager

Mayor

7.1 Improve the environmental outcomes of Council's operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)	7.1.1.1	Implement Environmental Management Plan (EMP)for Council works	M Chambers	Internal consultation between Planning and Environment, Design and Works staff ongoing. Project specific Management Plans developed for the Major Projects to be used as a template for smaller work packages	Conduct internal consultation	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Identify Council activities that would sit within sphere of EMP	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Identify key activities and environmental considerations for council works, creating an EMP template with appendices for each department activity	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)	7.1.1.2	Develop standard erosion and sediment control plans and systems	M Chambers	Standard drawings and procedures to be developed based on information in the Department of Housing Management of Stormwater Guidelines (The Blue Book) and Department of Environment and Heritage Soil and Water Management for Construction guideline series.	Research Blue Book standard and collate applicable elements for adoption by Council	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Adoption of Standard specs through policy and legislation	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

7.1 Improve the environmental outcomes of Council's operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Internal and external contacts advised of Council's new approach to standards (i.e. builders)	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)	7.1.1.3	Promote environmentally sustainable development practices internally and externally	M Chambers	Sustainable develop goals and management practices have been incorporated into the delivery of Council's Major Projects. The development of the Infrastructure Sustainability Council of Australia's application process and management plan has driven the incorporation of these practices. The materials and practices developed for these projects will be used as the basis for developing documentation and training of other Council operations and project teams.	Conduct internal consultation between Councils Environmental and Planning staff regarding the Development Control Plan	NIL
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Ensure Environmental Sustainable Development Practices are included in Development Control Plan review process	NIL
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Education material made available to developers and builders	Yes

General Manager

Mayor

7.1 Improve the environmental outcomes of Council's operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)	7.1.1.4	Seek Grant Opportunities for Environmental initiatives	M Chambers	Five environmental grants applied for during the 2016/2017 financial year. PSC successful in gaining $50,000 under the LGNSW Council Roadside Reserves grant to develop a new Roadside Vegetation Management Plan for PSC. Still awaiting outcome of two grants, and other two grants unsuccessful.	Identify environmental projects and prepare them to a tentative design state for such a time grant funding becomes available.	
	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Develop a reserve fund for potential grants that require inkind funds	
7.1.1	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)					Success of any applications	
	Parkes Shire Council develops a planned approach to reduce its operational environmental impact	Estimated costs of environmental support budgeted for 2016/2017 is $15,530. (Activity 26)	7.1.2.1	Continue to deliver the PSC environmental education program	M Chambers	Parkes Shire Council continued to deliver environmental education initiatives within our community over the past year, actively assisting local schools with environmental excursions, promoting National Bird Week activities and participating in Central West Lachlan Landcare-run Schools Eco Day. PSC also continued to engage with local schools through the Sustainable Schools Network (run in conjunction with Central West Lachlan Landcare) and Schools Tree Day, with PSC donating trees and shrubs to numerous schools within the Parkes Shire. Council also had an environmental presence at all Shire shows, and actively promoted environmental initiatives through social media.	Investigate new activities for inclusion into the program	
7.1.2	Actively participate in environmental improvement programs	Estimated costs of environmental support budgeted at $15,530. (Activity 26)					Degree and use of programs	
	Actively participate in environmental improvement programs							

General Manager

Mayor

7.1 Improve the environmental outcomes of Council's operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.1.2	Actively participate in environmental improvement programs	Estimated costs of environmental support budgeted at $15,530. (Activity 26)	7.1.2.2	Continue to work with Central West Council's Environment and Waterways Alliance and Local Land Services	M Chambers	Council continued to work with Central West Council's Environment and Waterways Alliance and both Central West and Central Tablelands Local Land Services to identify environmental priorities for the central west region and gain industry knowledge for current PSC projects. PSC representatives attended each Alliance meeting during the year, and PSC hosted a quarterly meeting of the CWCEWA in August 2016 and showcased local environmental projects to alliance members. PSC involvement in the Alliance continued throughout 2017, with participation in numerous industry training events.	Attend Quarterly Meetings Identify new projects and work with alliance to complete planned projects	
7.1.2	Actively participate in environmental improvement programs	Estimated costs of environmental support budgeted at $15,530. (Activity 26)	7.1.2.3	Support Central West Lachlan Landcare	M Chambers	PSC staff work with Central West Lachlan Landcare regularly to collaborate on projects which benefit the Parkes Shire and engage the community in environmental initiatives. During the reporting period PSC worked with numerous CWLL Green Army teams to undertake work for Council's 20 Million Trees project, PAC Park Rehabilitation project, Annual Weed Control Program as well as other projects around the Shire. Financial and in-kind contributions made to CWLL programs such as National Tree Day and Schools Eco Day, as well as continued support through provision of the Landcare building and a significant cash contribution towards a CWLL vehicle.	Council representative to attend monthly Landcare meetings Partner LandCare for joint promotion and education of initiatives Collaborate with Central West Lachlan Landcare to deliver Environmental Education Plan initiatives	
7.1.2	Actively participate in environmental improvement programs	Estimated costs of environmental support budgeted at $15,530. (Activity 26)						
7.1.2	Actively participate in environmental improvement programs	Estimated costs of environmental support budgeted at $15,530. (Activity 26)						

General Manager

Mayor

7.2 Raise awareness of sustainable practices in the community

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)	7.2.1.1	Continue to monitor Parkes Shire Council energy usage	M Chambers	Energy consumption at all PSC sites monitored through e2i Energy Plus, an energy management validation and verification tool. This service also detects potential issues with electricity bills, with potential savings identified and passed on to PSC. Environmental and Sustainability Coordinator also monitors PSC solar installations regularly, with anomalies identified and rectified as needed.	High energy consumption areas identified	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Monitor high energy consumption sites	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Work with infrastructure owners to minimise energy consumption	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)	7.2.1.2	High demand sites are investigated for efficiency and renewable energy opportunities	M Chambers	All Council sites monitored through e2i Energy Plus allows Council to detect potential issues with electricity bills, with potential savings identified and passed on to Council. Bills are analysed for high demand areas and investigated accordingly	Measurable reduction in energy consumption	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Evidence of funding opportunities explored	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)	7.2.1.3	Continue to determine energy consumption areas that could	J Fyfe	Installation of initial 100-kW solar PV systems at the new STP and WTP are now complete. A 200-kW expansion at the new STP that will support the advanced water recycling facility is under construction. Eight potential new solar PV sites have	Sites identified	3

General Manager

Mayor

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.2 Raise awareness of sustainable practices in the community								
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)		be converted to renewable energy under the PSC Distributed Energy Plan while delivering existing capital solutions		been subject to feasibility investigations (with a focus on-site usage and minimal feed-in tariff), with three being identified as strong candidates for new PV installations. Business cases for the three new sites have been developed, together with an overarching solar PV roadmap that outlines the process for progressing the PV installations as well as augmentations such as battery storage.	Installations in planning phase	3
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Installations in design phase	1
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Installations complete	2
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)	7.2.1.4	Parkes Shire Council will be an advocate for sustainable energy choices and deliver Community awareness strategies	M Chambers	In November 2016 Council partnered with the NSW Department of Industry (Resources & Energy), the NSW Office of Environment and Heritage and Central West Lachlan Landcare to run an Energy Opportunity Workshop regarding the end of the NSW Solar Bonus Scheme. Over 80 residents attended the workshop, learning about potential sustainable choices they could make regarding their home solar systems. This was preceded by a targeted media campaign (including social, website, print and radio) that reached countless residents, raising awareness of solar and other sustainable energy choices.	Evidence of initiatives developed and delivered	
7.2.1	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)					Evidence of raised community awareness of energy choices	

General Manager

Mayor

7.2 Raise awareness of sustainable practices in the community

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
721	Investigate opportunities for the use of renewable/alternative energy sources.	Currently budget items for sustainability initiatives or investigations is $2,000 (Activity 26)	7215	Council will educate the community regarding carbon emission reductions and climate change adaptations	M Chambers	To date all Council solar installations have saved over 570,000kg of CO2 emissions, which is equivalent to 2200 trees planted or over 4.4 million light bulbs powered for a day. Council will continue to promote similar facts as these through social media and other media releases, highlighting sustainability within Council's operations and educating the community in turn. PSCs successful $60,000 Building Resilience to Climate Change grant project also heavily promoted through social media.	Evidence of engagement	
722	Actively encourage subdivisions to be sustainable built environments	Estimated capital cost for site works and subdivisions for sale to progress towards sustainable housing for 2016/2017 $125,000 (Activity 48)	7221	Incorporate industry best practice into council development applications	M Chambers	No further developments within this reporting period	Research industry best practice and develop Council's position	
722	Actively encourage subdivisions to be sustainable built environments	Estimated capital cost for site works and subdivisions for sale to progress towards sustainable housing for 2016/2017 $125,000 (Activity 48)					Council's position reflected in Council's development documentation	

General Manager

Mayor

7.3 Encourage recycling and the reduction of waste

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)	7.3.1.1	Implementation of the Parkes Shire Council Waste Management Strategy 2015	S Campbell	Peak Hill Waste Transfer Station (construction phase) complete. Parkes Waste Facility Upgrade (construction phase) complete. Environmental improvements completed to Alectown, Gunningbland, Parkes, Trundle and Tullamore landfills. Closure completed to Yarrabandai landfill.	Actions implemented	
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)	7.3.1.2	Manage operations of Parkes Waste Facility	S Campbell	Tender awarded for Site Management Services at Parkes Waste Facility and Weighbridge Staff employed.	EPL License upheld	
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)					Evidence of waste diversion	
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)	7.3.1.3	Continue involvement with NetWaste to improve the delivery and planning of waste/resource management	S Campbell	Council is participating in 10 NetWaste regional initiatives. Council's Director Planning and Environment continues to act in the role of Executive Officer of NetWaste.	Evidence of adoption of regional strategies/initiatives	
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)					Number of projects council participates in	
7.3.1	Manage the operation of Council's Waste Landfill Depots	Council proposes to spend $329,200 in 2016/2017 for the upgrade of landfill facilities (Activity 22 & 23)					Quarterly meetings attended	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

7.3 Encourage recycling and the reduction of waste

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.3.2.	Manage Contracts for Waste and Recycling Collection Services	Council participates in a Regional Domestic Waste and Recycling contract with four other Councils	7.3.3.1	Participate on the Regional Domestic Waste and Recycling Contract Management Committee	S Campbell	Council's Director Planning and Environment participated in quarterly contract management and education strategy meetings.	Evidence of adoption and maintenance of Regional Strategies Initiatives	
7.3.2.	Manage Contracts for Waste and Recycling Collection Services	Council participates in a Regional Domestic Waste and Recycling contract with four other Councils	7.3.3.2	Undertake education programs in Waste/Resource Management	S Campbell	Regional waste education roll-out implemented in relation to new 3 x Bin System, including website, media articles, FACT Sheets and short videos.	Tonnes recycled Organics diverted	
7.3.2.	Manage Contracts for Waste and Recycling Collection Services	Council participates in a Regional Domestic Waste and Recycling contract with four other Councils						

General Manager

Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.	7.4.1.1	Conduct Council's annual weed control program	M Chambers	PSC Noxious Weeds Officers successfully delivered Councils annual weed control program, inspecting (and treating where required) the large majority of PSC owned/managed roadsides and reserves. 125 private property inspections were undertaken, exceeding the annual target of 120. Extended periods of wet weather in the second half of 2016 hindered operations. Identification and control of problem WONS within the Shire was exceeded during the period.	Private property inspections carried out in accordance with legislation	125
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Monitor and inspect Council owned and managed public land - including road sides	
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					New incursions are mapped, reported and contained	
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Monitor existing infestations and control	
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Education provided to the community on environmental and noxious weeds issues	
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Engage and educate private landholders on their responsibilities	

General Manager

Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.	7.4.12	Seek additional opportunist funding through available programs	M Chambers	Additional $10,000 funding sought through the Crown Lands Public Reserves Management Program for a targeted weed control program. Have yet to hear whether or not our application was successful	Evidence of funding sought	Application submitted
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Success of funding applications	
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.	7.4.13	Collaborate with regional partners, building capacity to enhance weed management	M Chambers	PSC Noxious Weeds Officers attended all meetings of the Central West LLS Regional Weeds Committee and numerous Macquarie Valley Weeds Advisory Committee and the Lachlan Valley Weeds Advisory Committee meetings, contributing to knowledge and resource sharing through collaboration with other regional Noxious Weeds Officers and organisations.	Attendance at quarterly Central West LLS Regional Weed Committee meetings	Attended all meetings
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Shared resources and infrastructure amongst partners	Sharing of Weeds Trailer
7.4.1	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staffed currently, budget components exist and must match DPI grants. 2016/2017 budget allocation is $255,368.					Evidence of working with regional partners for joint advocacy and grant opportunities	

General Manager

Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.1 P	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staff currently, budget components exist and must match DPI grants. 2016/2017 Budget allocation is $255,368.	7.4.1.1 P	Conduct additional inspections of private and public land in relation to weeds	M Chambers	Numerous follow-up inspections were conducted in the 2016/2017 financial year, including 5 follow-up private property inspections (targeting Green Cestrum). High risk sites including waterways/bodies (i.e. Lake Endeavour, Bumberry Dam, Goobang Creek) and highways (Newell Hwy, Henry Parkes Way) are routinely inspected for weed incursions. Areas treated for weeds are inspected after treatment to ensure an effective kill rate is achieved. Where follow-up treatment is required, this is noted on Council Inspection and Control Registers and actioned accordingly.	Number of inspections Conducted	5 Follow-up private property inspections; numerous additional inspections of PSC owned/managed land
7.4.1 P	Controls noxious/ environmental weeds in accordance with its regulatory obligations	Staff currently, budget components exist and must match DPI grants. 2016/2017 Budget allocation is $255,368.					Compliance with access and inspection legislation	100%
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)	7.4.2.1	Develop standard water quality management systems for Council's works	M Chambers	Standard drawings adopted by Design staff for inclusion in project works; standard drawings and information to Planning and Environment staff for implementation with external contacts; standard drawings and procedures developed from Department of Housing Management of Stormwater Guidelines (The Blue Book) and Department of Environment and Heritage Soil and Water Management for Construction guideline series.	Principles of site water management are incorporated into works	
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)					RMS requirements are met for RMS projects	
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)					OEH requirements are met for Council projects	

General Manager Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)	7.4.2.2	Council develops a planned approach to areas of high soil degradation and pollutant loads	M Chambers	Council continues to identify areas where soil degradation and erosion is an issue, and actively works to manage these areas effectively. The impacts of gross pollutants on our local waterways and creeks continues to be an issue, and Council is currently investigating best practice management techniques (including Water Sensitive Urban Design) to be utilised to limit the impact of erosion, sedimentation and gross pollutants, including the installation of a trash rack at PAC Park	High priority areas identified and characterised Liaise with external delivery partners on identified priorities Works identified are incorporated into subsequent budgets	
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)						
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)						
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)	7.4.2.3	Incorporate the reduction of erosion and capture of gross pollutants into Council's Storm Water Delivery Program	M Chambers	Council is committed to reducing the impacts of erosion and gross pollutants on the environment and our waterways. Investigations into additional gross pollutant capture devices continue, with a trash rack slated for installation in PAC Park. Monitoring of water quality within PAC Park has occurred at least monthly over the past year. PAC Park captures the majority of Parkes' stormwater before it enters Goobang Creek. Gross Pollutant Trap located on East Street still functional, capturing a large amount of gross pollutants before they enter PAC Park; this GPT is emptied after every major rainfall event.	Monitor storm water quality Projects planned	1
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)						

General Manager

Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)					Projects delivered	
7.4.2	Undertake works provided to limit the impact of erosion and gross pollutants	Estimated capital costs (General and Stormwater Levy) to limit the impact of erosion and gross pollutants in the 2016/2017 budget $324,000 (Activity 25)					External funding sought for mitigation projects	
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)	7.4.3.1	Manage Council's obligations under the Protection of the Environment Operations Act, 1997	H Orr	All customer requests and incidents within Council role have been responded to during the period.	Monitor Environmental Pollution	
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)					Environmental Incidents managed	

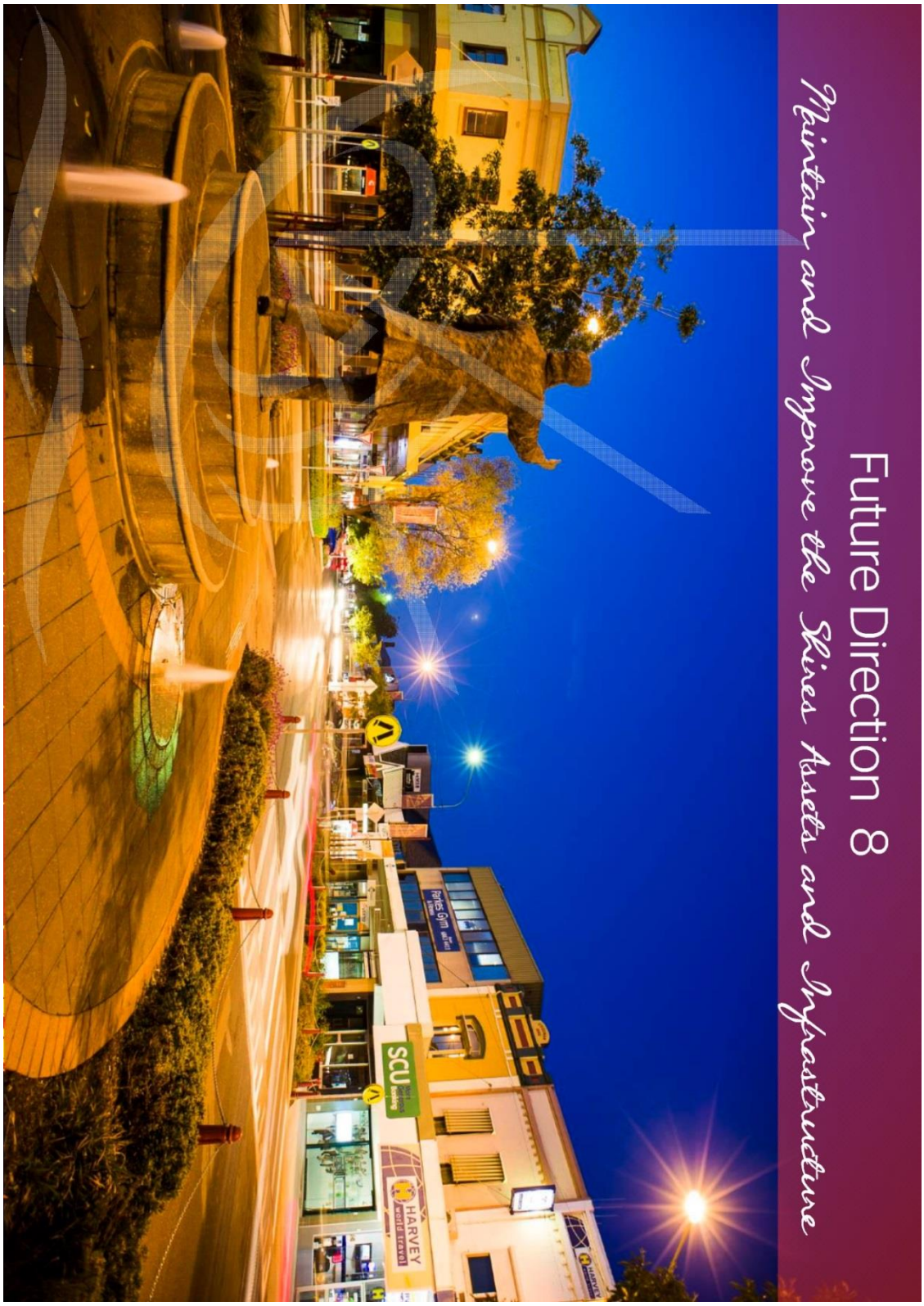
General Manager

Mayor

7.4 Implement environmental regulations and controls in Council's sphere of operations								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)					All CAIRS followed up	
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)	7.4.3.2	Conduct investigations under the Contaminated Land Management Act	H Orr	Complaints relating to development environmental complaints have been minimal and have responded to with relevant action	Complaints recorded in CAIRS system and investigated within agreed timeframes	
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)					Consultant engaged to conduct investigations	
7.4.3	Ensure proposed and existing developments comply with environmental regulations	Estimated net cost of town planning operations includes income from fees and costs recovered from regulatory action 2016/2017 $235,480. (Activity 21)					Investigations commenced	

General Manager

Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1 Ensure that the Shire's water management is in line with Best Practice								
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure	8.1.1.1	Manage the Shire water supply dams to maximise safety and water availability	G Bayliss	Six inspections were carried out this half of the year on Lake Endeavour and Metcalfe dam with some minor defects in the walkway fencing repaired. Water NSW have conducted a five year surveillance inspection with the draft report completed.	Conduct weekly Dam Safety Inspections	Seven inspections performed this period
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Conduct post construction inspections	post construction inspection performed in first half
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Monitor catchment conditions and water quality as per Drinking Water Management System	
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure	8.1.1.2	Maintain the Bore Field and manage the extraction from aquifer for the Lachlan River Bore Field to provide a secure supply of water to the Shire	G Bayliss	The Bore 8 project is nearing completion with the switchroom building installed and wiring connected. The Lachlan River Pump Station is also nearing construction completion with commissioning activities due to commence in the coming weeks.	Ensure Bores are available to meet the demand of the Shire	7 bores in operation.
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Comply with conditions of DPI Water Licence requirements	Licence requirements met
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Monitor aquifer catchment and water quality	Quality of raw water from bores monitored at WTP

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Continually improve the aquifer model and investigate additional bore options	Bore 8 due for completion in September
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Manage extraction from aquifer sustainably	Bores regularly rotated
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure	8.1.1.3	Maintain the Pump Station and extraction from aquifer from the Lachlan River Intake	G Bayliss	Work on the Lachlan River Pump Station continued with the switchroom building assembled. Commissioning of the new pump station will be taking place over the coming weeks. The river pump was only used sparingly this year due to the extended wet weather period in the first half of the year.	Ensure pumps are available to meet the demand of the Shire	One pump available at all time
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Conduct Post Construction Inspections	Inspection conducted in first six months
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Maintain river licence and comply with conditions of DPI	licence conditions complied with
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Manage extraction relative to water allocation	Extraction managed in conjunction with Bore pumps

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.1 Ensure that the Shire's water management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Monitor river water quality catchment Ensure the Brick Pit pump is available to meet the demands of the Shire	River water quality checked through online monitoring on SCADA
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure	8.1.1.4	Utilise treated effluent and harvested stormwater to reduce demand on the Shire's potable water supply	G Bayliss	The contract for the construction of the Advanced Water Recycling Facility, (AWRF), has been awarded to John Holland Group with clearing and earthmoving work underway. The design for the Recycle Ring Main is well advanced Treated effluent was distributed to the Golf Club and Racecourse in accordance with EPA licence conditions	Conduct regular brick pit inspections	
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Monitor brick pit water quality	
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Investigate future recycled water sites for usage	
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Manage availability of reuse system	

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.1	Ensure the security of Parkes Shire water sources to meet the needs of the community	2016/2017 budget allocation of $63,505 is allocated for the completion of the River Intake Structure					Manage volume of effluent used for irrigation to meet EPA discharge licence conditions.	
8.1.2	Provide an adequate raw water transfer system		8.1.2.1	Maintain Trunk Mains to effectively deliver raw water	G Bayliss	Over 8 kilometres of trunk main was renewed this year with the completion of the two dam Main Renewal projects. The projects were funded as part of the New Water Treatment Plant Project to ensure the reliability of the dam pipeline. A section of the Parkes to Peak Hill main is programmed to be renewed in next years budget. An study of the B-Line from Forbes to Tullamore has also been completed identifying sections of the pipeline for renewal.	Trunk main leakage is monitored	
8.1.2	Provide an adequate raw water transfer system						Further develop Leakage Monitoring System	Flow meters on the trunk mains have had the data loggers upgraded.
8.1.2	Provide an adequate raw water transfer system						Trunk mains are able to meet the water demands of the Shire	
8.1.2	Provide an adequate raw water transfer system		8.1.2.2	Manage Pumps, Pump Stations and Balance Tanks to maximise energy efficiency while maintaining supply	G Bayliss	Pump 4 at Back Yamma Rd was removed for repairs for a short time this period. Three balance tanks were cleaned by divers ensuring operation of pumps to the mines.	Energy efficiency is maximised	
8.1.2	Provide an adequate raw water transfer system						Preventative maintenance schedule developed and implemented	Balance tanks cleaned

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.2	Provide an adequate raw water transfer system						Maintain availability to satisfy water supply agreement with the mine	Water supplied as per agreement
8.1.2	Provide an adequate raw water transfer system						Maintain pump availability to meet the demands of the Shire	Pumps routinely inspected maintained as required.
8.1.2	Provide an adequate raw water transfer system		8.1.2.3	Maintain the SCADA/ Telemetry Network to allow for efficient management of the water system	G Bayliss	Work has commenced on a new scada system as a part of the new WTP project. The existing scada network continued to be maintained to ensure the water network operated efficiently. The network has been operating in part through the new CLEARSCADA system in the last few weeks with no major issues reported.	SCADA/Telemetry systems are available to meet network demands	
8.1.2	Provide an adequate raw water transfer system						SCADA/Telemetry systems are updated to ensure integration with new WTP and STP	New CLEARSCADA system installation commenced
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)	8.1.3.1	Maintain and operate current Filtration Plant	G Bayliss	Water continues to be supplied in accordance with NSW Health guidelines. Some minor increases in turbidity were experienced during the extreme hot weather conditions in January due to the increase in demand.	Quality of treated water	Quality meets ADWG standards
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)					Review of existing infrastructure undertaken and options to upgrade explored	A online chlorine analyser was installed

General Manager

Mayor

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1 Ensure that the Shire's water management is in line with Best Practice								
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)					Preventative maintenance prevents plant failure	
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)	8.1.3.2	Manage and Deliver the new Parkes Water Treatment Plant (WTP) project	A Francis	The New Parkes and Peak Hill Water Treatment Plant is nearing construction completion, with 2 months of construction remaining, followed by 2 months of commissioning and operation readiness including intensive training of the existing plant operators. The project has been completed using up to 31% of local resources for the overall spend.	Consultation	Complete
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)					Degree of progress	Construction 90% complete
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)					Funding sources identified	Funding received
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)	8.1.3.3	Conduct frequent testing of water samples to meet ADWG	G Bayliss	Daily bench tests and daily field tests were undertaken by Council staff and the results recorded on the Councils database. Weekly microbiological and monthly chemical samples were taken and submitted to NSW Health laboratories for testing. No notifiable incidents were recorded.	Upskill water staff to new treatment technologies and methods	Ongoing
8.1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)					Testing completed as required by NSW Health	Weekly microbiological samples submitted to NSW Health

General Manager

Mayor

B1 Ensure that the Shire's water management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
B1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)	B1.3.4	Implement and review drinking water quality plan in line with legislation	G Bayliss	Parkes Council has engaged a consultant to review its Drinking Water Management Plan. The improvement plan was also reviewed as part of the process. Planning for the construction of a rechlorination unit at the Forbes pump station has commenced with work due to be completed by the end of 2017.	Consultation undertaken Plan Review completed	Atom Consulting engaged to review DWMS Plan review due to be completed towards end on 2017
B1.3	Provide treated water to meet Australian Drinking Water Guidelines	In 2016/2017 $29,958,967 is budgeted for the construction of the new Water Treatment Plant (WTP) (Activity 51)						
B1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)	B1.4.1	Maintain the reticulated pipe network to provide level of service including renewals and expansion as required	G Bayliss	Mains are planned to be constructed to enhance services levels to the north west and north east of Parkes this financial year. Council's construction crew were able to renew an aging water main during this period with a number of other main renewals planned for this year. An air scouring and mains flushing program has commenced clearing the Parkes network prior to the new treatment plant coming online.	Computer modelling used to determine network expansion required Network is able to service new development areas Network leakage is monitored	
B1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)						
B1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)	B1.4.2	Maintain service reservoirs to meet service demand and provide minimum service pressure	G Bayliss	Reservoirs are maintained by contractors,ASAM who use divers to clean the reservoirs without disrupting supply to the community. The reservoirs cleaned this year were; Trundle and Tullamore.	Preventative maintenance program for reservoirs developed Reservoirs are cleaned every 4 years	Maintenance schedule developed by ASAM Trundle, Tullamore cleaned
B1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)						

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)	8.1.4.3	Manage pumps to provide continuity of service and provide adequate pressure during times of high demand	G Bayliss	Pumps continued to be maintained to provide water pressure in excess of 120kpa. Work on planning new pressure zones with the construction of the new High Level Reservoir progressed which, when completed will safeguard levels of service.	Pressure in the reticulated network is above 120kPa	
8.1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)					Number of complaints/service level	1 incident, 10 customers affected
8.1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)	8.1.4.4	Maintain customer service connections including meters	G Bayliss	Meters are analysed after every meter reading and abnormally high readings are flagged and investigated. $12,000 was spent installing new meters in the CBD repairing defective main to meter services as part of the project.$178,000 was spent last year repairing/replacing services and meters across the shire.	Leakage is monitored	
8.1.4	Deliver potable water to Shire customers	Estimated capital expenditure for new reservoir for 2016/2017 $1,493,000 (Activity 51)					Services are replaced as required	Meters are replaced as required after readings
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)	8.1.5.1	Conduct water loss investigations including leak detection	A Francis	Online monitoring of network operations set-up in previous years have continued to be monitored and the data collection process has been improved. Significant numbers of leaks have been detected and repaired where economically feasible.	Progress with investigations	On going

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Leaks detected	Many
							Leakage trials conducted	Completed
							Water saved	50ML +
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)						
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)						

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.1 Ensure that the Shire's water management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Funding delivered	Received in previous year
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)	8.1.5.2	Update the Developer Services Policy and Financial Planning in relation to water services	A Francis	The Developer Services Plan update has been completed and is currently in draft format awaiting adoption by Council based on feedback received during the consultation phase.	Consultation done	Complete
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Policy updated	Draft

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420 (Activity 50)	8.1.5.3	Investigate recommendations from the IWCM Plan	J Fyfe	The final IWCM Issues Paper and Strategy documents have been endorsed by Council and accepted by DPI Water, fulfilling Council's best practice compliance obligations as a local water utility. The IWCM Strategy adopts ten key infrastructure projects. The safety upgrade to Lake Endeavour dam is now complete. The new STP and permanent intake and pump station at Lachlan River are entering commissioning phases, while the new WTP is approaching construction completion. The advanced water recycling facility has commenced construction and its supporting solar PV system is approaching completion. Concept design for the recycled water ring main is about commence, with construction scheduled to commence in early 2018. Development of the Centroc Water Grid project is ongoing, with the major hurdle being securing funding. Water network leak detection efforts are ongoing and investigations into initiating an evaporative cooler demand management program will commence in Q4 of 2017.	Explore avenues to implement IWCM	
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420 (Activity 50)					Seek additional expertise to assist with implementation	
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420 (Activity 50)					Degree of implementation of the IWCM	

General Manager Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)	8.1.5.4	Review Best Practice Compliance	A Francis	Best Practice compliance has been continually reviewed against the Best Practice Management Guidelines maintained by NSW DPI Water. A new IWCM Plan was completed in 2016 and approved by the DPI Water and all 18 other elements of the framework have been kept up to date over the period. This has resulted in Parkes received 100% of the available funding for the new Water and Sewage Treatment Plants.	Review undertaken	Complete
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Compliance gaps identified	Complete
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Action plan developed to address gaps	Gaps closed

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)	8.1.5.5	Water network planning and investigations	D Perris	Condition assessment completed for all network assets in May 2017. This would enable planned undertaking of renewal water network assets on a priority basis Previous update of PSC water supply mains risk assessment framework was in 2015. In June 2017, this was updated using lab tested results of watermain samples identified via a consultancy. Findings would enable identifying confirmed high risk mains as well as calculated high risk mains for replacement	Consultation	Complete
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Service Level	Being ascertained
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Conditional Assessment	Complete

General Manager

Mayor

8.1 Ensure that the Shire's water management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Plan reviewed	Being completed
8.1.5	Ensure that the Shire's water management policies and procedures achieve Best Practice including Demand Management, Strategic Business Planning, Drought Management	Estimated expenditure for demand management and community education 2016/2017 $56,420. (Activity 50)					Information updated	To be done

General Manager

Mayor

8.2 Manage Road Assets									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.1	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)	8.2.1.1	540 kms of sealed roads are provided to meet the needs of road users within financial constraints	W ONeill	For the majority of the time the 540 kms of sealed roads are provided to meet the needs of road users within financial constraints and weather impacts	Asset inspections carried out in accordance with Asset Management Plan	
8.2.1	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Capitalised work on assets is recorded in Asset Management software	
8.2.1	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Work orders issued and completed	Work orders were raised for this work to be carried out and completed
8.2.1	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Customer complaints responded to within Council's agreed timeframes	Complaints are received, processed and actioned according to priority. Time taken to address these matters is improving.
8.2.1	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Reseal program identified & implemented	100% Of the reseal program was identified and completed this FY

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.21	Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Construction program identified & implemented	Program was identified, majority of work was carried out. 10% of program carried over
8.21	Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)	8.212	1,339kms of unsealed roads are provided to meet the needs of road users within financial constraints	W O'Neill	As outlined above a very challenging year for the unsealed network. Repair to the road network after the flood events, preparation of the road network for harvest and ongoing maintenance have been the main priorities for the team.	Asset inspections are carried out in accordance with Asset Management Plan	Inspections were carried out as required
8.21	Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Work Orders issued and completed	WO were raised and completed
8.21	Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Capitalised work on assets is recorded in Asset Management Software	Asset team picked up the work carried out and capitalised
8.21	Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Customer complaints responded to within Council's agreed timeframes	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.21	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Length of road maintained (e.g. graded, patched, table drains) for each classification	Actual length of road not captured
8.21	Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network to agreed service levels 2016/2017 budget $1,886,010. (Activity 39)					Gravel resheeting program set & completed	90% of resheet progrm planned and completed
8.21P	(AUGMENTED PROGRAM) Manage Council's 1879 kms of Local Road Network to agreed service levels	Local Road Network works will be enhanced by $1,000,000 allocated from Special Rate Variation Application funding. External funding sources will also be allocated to these projects. (Activity 39). This aims to address Council's backlog of works as per Transport Asset Management Plan Section 5.7 and Appendix 'B' Asset Management Strategy Section 3	8.211P	Implement LTRIP Project: Gravel Resheeting Program (SRV $200,000/Financial Assistance Grant Scheme $800,000)	W O'Neill	85% of the Gravel Resheeting Program (SRV $200,000/Financial Assistance Grant Scheme $800,000) was achieved during this FY. All of the program was not achieved due to other priorities and weather impacts at the start of the FY	Resheeting of 4% of local road network completed by end of financial year	90% of the resheet program that was set was completed during this FY

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.1.P	(AUGMENTED PROGRAM) Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network works will be enhanced by $1,000,000 allocated from Special Rate Variation Application funding. External funding sources will also be allocated to these projects. (Activity 39). This aims to address Council's backlog of works as per Transport Asset Management Plan Section 5.7 and Appendix 'B' Asset Management Strategy Section 3	8.2.1.2.P	Implement LTRIP Project: SR 83 Middle Trundle Road - (SRV $350,000, Fixing Country Roads $350,000 & HVSPP $350,000)	W O'Neill	Implement LTRIP Project: SR 83 Middle Trundle Road - (SRV $350,000, Fixing Country Roads $350,000 & HVSPP $350,000) This project was a challenge due to a late start however the team managed to complete within the FY. The initial SOW was 4.2kms, the team managed to complete 6kms within the budget. The quality of the work carried out was very good.	Extend seal 105kms by end of financial year	4.2kms was planned to be completed, 6kms was actually completed
8.2.1.P	(AUGMENTED PROGRAM) Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network works will be enhanced by $1,000,000 allocated from Special Rate Variation Application funding. External funding sources will also be allocated to these projects. (Activity 39). This aims to address Council's backlog of works as per Transport Asset Management Plan Section 5.7 and Appendix 'B' Asset Management Strategy Section 3	8.2.1.3.P	Implement LTRIP Project: Reseal Local Roads (SRV $250,00 and Financial Assistance Grant Scheme $700,000)	W O'Neill	All reseals scheduled and planned were completed in the FY.	Sealing of 5% of local road network by end of financial year	Reseal programme was set and completed

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.1.P	(AUGMENTED PROGRAM) Manage Council's 1,879 kms of Local Road Network to agreed service levels	Local Road Network works will be enhanced by $1,000,000 allocated from Special Rate Variation Application funding. External funding sources will also be allocated to these projects (Activity 39). This aims to address Council's backlog of works as per Transport Asset Management Plan Section 5.7 and Appendix "B" Asset Management Strategy Section 3	8.2.1.4.P	Implement Project: Gravel maintenance program (SRV $200,000)	W O'Neill	This portion of the SRV funds was used towards maintaining the unsealed roads within the shire.	Resheeting of 4% of Local Road Network completed by end of financial year	90% of resheet programme was completed during the FY
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.	8.2.2.1	189 kms of sealed roads are provided to meet the needs of road users within financial constraints	W O'Neill	Due to inclement weather at the start of the FY and further storm events a number of projects were delayed due to ongoing maintenance priorities. Due to this some of the sealed road projects were carried over.	Asset inspections carried out in accordance with Asset Management Plan	Asset inspections were carried out as required during the financial year

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Work orders issued and completed	Work orders were raised

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.				Capitalised work on assets is recorded in Asset Management Software		Asset team picked up capital work completed

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Customer complaints responded to within Councils agreed timeframes	Timeframe to address these matters has improved and will contnue to be a priority

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Construction program set and completed	80% of the planned programme was completed during the FY

General Manager Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.	8.2.2.2	44 kms of unsealed roads are provided to meet the needs of road users within financial constraints	W O'Neill	These section of roads were maintained to meet the needs of the road users.	Asset inspections carried out in accordance with Asset Management Plan	Inspections of this section of road was carried out as required and defects recorded

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Work orders issued and completed	Work orders raised and completed as required

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.22	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and the Repair Program . Captal Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.				Capitalised work on assets recorded in Asset Management Software	Work captured and capitalised	

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program. Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Customer complaints responded to within Councils agreed timeframes	

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.22	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program. Captal Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Gravel resheeting program set & completed	

General Manager Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.22	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Length of road maintained (e.g. graded, patched, table drains)	

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
822	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program. Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.	8223	Bridges and Major Culverts are provided to meet the needs of road users within financial constraints	W ONeill	Culvert replacement and repairs were carried out during the FY. A small proportion of the dollars that were set aside will be carried over due to other priorities.	Asset inspections carried out in accordance with Asset Management Plan	Asset inspections were carried out AMP

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.22	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and the Repair Program. Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39). $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Work Orders issued and completed	WO raised and completed as required

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and the Repair Program. Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.				Capitalised work on assets is recorded in Asset Management Software	work carried out captured by assets team	

General Manager Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.22	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and Repair Program. Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Construction of Kadina Bridge replacement completed	Bridge was not completed in this FY, project rolled over to FY 17/18

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.2	Manage 233 kms of Regional Road Network to agreed service levels	Managing Regional Road Network to agreed service levels are dependent on funding from the NSW Government through the Block Grant and the Repair Program . Capital Funding of $800,000 has been allocated in the PSC Long Term Road Improvement Program and levels are consistent over the budget period depending success of grant applications (Activity 39) $15,260 has been allocated to Bridge Maintenance for the 2016/2017 year.					Customer complaints responded to within Council's agreed timeframes	Customer complaints responded to as required in this area

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.1	Implement LTRIP Project: Road Upgrade to RAV Requirement - SR 113 Treweekes Gap	W O'Neill	Reallocated funds and SOW have been delivered to date.	Upgrade and seal gravel road 8.4kms by end of financial year	Part of the SOW (10%) was carried out, further SOW was carried over to Fy 17/18

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.2	Implement LTRIP Project: Road Upgrade to RAV Requirement - Warregal Road	W ONeill	The new area of work was executed and delivered on the Warregal Rd.	Extend seal road 8kms by end of financial year	500m of road were constructed at the western end of Warregal Rd, remainder of work was carried over to FY 17/18

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.23	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.233	Implement LTRIP Project: RAV Route Upgrade - MR 348 Tullamore -Peak Hill Road	W ONeill	50% of the new SOW allocated tot his project was completed in 2016/17 FY, further work will be carried out in 2017/18 FY to complete this project. At current project is progressing well.	Extend seal road 4kms by end of financial year	50% of funds were reallocated to a further priority project on a culvert 50 % Of this work was completed, remainder was carried over for FY 17/18

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.4	Implement LTRIP Project Renewals - Regional Roads Renewals and upgrades - MR 233 Renshaw McGirr Way Pavement Rehabilitation	W ONeill	3 sections of road were assessed, scoped and executed during this period which consisted of: • STAGE 1-2.7 kms of shoulder/road rehab from Goobang Rd to Job Lane (reconstruction 25 m from the diff line) with shoulder seal and full reseal • STAGE 2- 800 m of rehab shoulders (no gravel required) plus 300m of shoulder/road rehab from Tanks Road to Lindsay Thomas Drive totalling 1.1km with shoulder seal and full reseal • STAGE 3- 10.8 kms of shoulder maintenance from Job Lane to Tanks Road - no sealing included	Complete 2.7km of widening and sealing by end of financial year	Full SOW was completed with additional work on this road due to priority

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.5	Implement LTRIP Project: Rural Road Construction - Local Rural Road Upgrades - SR 10 Cookamidgera Rd, Cookamidgera Hills Rd causeway upgrades	W ONeill	SR 10 Cookamidgera Rd was completed as outlined above. Cookamidgera Hills Rd causeways was put out for quotation. The quotes were well above the budget available. Due to other priorities the Cookamidgera Rds causeways has been carried over to the 2017/18 FY.	Upgrading of 5% of unsealed local road network completed by end of financial year	500m of raod was reconstructed and sealed on the Cookamidgera Rd

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.6	Implement LTRIP Project: Urban Road Construction - Pavement Rehabilitation - Lanes renewals	W O'Neill	2 of the lanes were completed within this program were completed, 2 other lanes within the program were not completed and will be carried over for the 2017/18 FY	Pavement rehabilitation to 5% of laneways completed by end of financial year	75% of the programme work in this area was completed during the FY

General Manager Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.7	Implement LTRIP Project: Urban Road Construction - Pavement Rehabilitation - Bushman street, Currajong to Clarinda Streets	W ONeill	Urban Road Construction - Pavement Rehabilitation - Bushman street, Currajong to Clarinda Streets - this project was completed within the time frame and budget outlined.	Pavement rehabilitation of 5% of urban road network completed by end of financial year	The full SOW for this project was completed during the FY

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.2.3.8	Implement LTRIP Project: Bitumen Resealing - Regional Roads - Reseal Regional Roads	W ONeill	Bitumen Resealing - Regional Roads - Reseal Regional Roads has been completed within the time frame required and budget	Sealing of 6% of regional road network completed by end of financial year	Full reseal programme was completed during the FY.

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.23	Progressively Implement the priorities identified in the PSC Long Term Road Improvement Program	The PSC Long Term Road Improvement Program totals 7,841,000 of Capital Projects PSC Funding $430,000 SRV Funding $800,000 Roads to Recovery (R2R) Funding $2,923,600 Fixing Country Roads(FCR) Funding $350,000 Heavy Vehicle Safety Productivity Programe(HVSPP) $ 350,000 REPAIR grant funding $400,000 BLOCK funding $750,000 Financial Assistance Grants(FAGS) $1,838,000 (Activity 39)	8.23.9	Implement LTRIP Project Gravel Road Resheeting - Regional Roads - Gravel resheeting	W O'Neill	90% of the resheets were completed this FY as required with the quality very good. Outstanding resheets will be completed by the 30th of July	Resheeting of 5% of regional road network completed by end of financial year	90% of footpath construction projects were completed against the plan that was set. Actual are completed was not captured in specific details.
8.23.P	(AUGMENTED PROGRAM) Ensure Ancillary Road facilities are serviceable and in line with current standards	The Delivery Program for a Progressive Parkes Shire will provide enhanced ancillary road facilities with an additional $400,000 in 2016/2017. Roads and Maritime Funding of $150,000 is also allocated to footpath enhancements. (Activity 41)	8.23.1.P.	Provide additional footpath works in accordance with augmented program	W O'Neill	90% of the footpath projects were delivered during the FY. A number of projects were delivered under budget so remainder of these projects will be put forward to be carried over. 2 projects were started by not completed in 2016/17 FY, work will be completed in this FY.	Construction of 1300m2 concrete path network to be completed by end of financial year	

General Manager Mayor

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.3.P	(AUGMENTED PROGRAM) Ensure Ancillary Road facilities are serviceable and in line with current standards	The Delivery Program for a Progressive Parkes Shire will provide enhanced ancillary road facilities with an additional $400,000 in 2016/2017. Roads and Maritime Funding of $150,000 is also allocated to footpath enhancements. (Activity 41)	8.2.3.2.P	Implement Footpath Project: Provide new pathways - Hooley Street, Dubbo road and Currajong Street (PPS)	W O'Neill	All of the SOW in this area was designed and executed during this FY	Construction of 1700lm concrete path networks to be completes by end of financial year	Dubbo Rd and Currajong St projects were completed. Hooley St project carried over to Fy 17/18
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)	8.2.4.1	Parking areas are provided to meet the needs of the community within financial constraints	N Koenig	Parking strategy investigations undertaken. Section 94 contributions plan has eliminated car parking contribution requirements from businesses in the CBD. Council has made improvements to access car parking facilities in Welcome St and Jansen Lane	Asset inspections are carried out in accordance with the Asset Management Plan	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Work orders issued and completed	yes

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Capitalised work on assets is recorded in Asset Management Software	yes
							Customer complaints responded to within Council's agreed timeframes	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)						
							Construction of new parking areas	NIL
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)						

General Manager

Mayor

8.2 Manage Road Assets									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)	8.2.4.2	Bus facilities are provided to meet the needs of users within financial constraints	N Koenig	Minor maintenance performed, no capital for urban bus stops in 16/17. Rural bus stops reviewing in accordance with standards	Asset inspections carried out in accordance with Asset Management Plan	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Work orders issued and completed	NA
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Capitalised work on assets is recorded in Asset Management Software	NA

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.24	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Customer complaints responded to within Council's agreed timeframes	yes
8.24	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)	8243	Traffic facilities are provided to meet the needs of road users and enhance road safety within financial constraints	N Koenig	Minor traffic improvements prioritised based on recommendation of Traffic Committee and available funds. Improvements made to Holy Family school, Parkes East and Forbes Road Crossing. Intersections reviewed following complaints	Asset inspections carried out in accordance with Asset Management Plan	yes
8.24	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Work Orders issued and completed	yes

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Capitalised work on assets is recorded in Asset Management software	yes
							Construction program completed	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)						
							Customer complaints responded to within Council's agreed timeframes	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)						

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)	8.2.4.4	Footpaths and cycleways are provided to meet the needs of pedestrians within financial constraints	N Koenig	Footpath construction program 2016/17 completed except for small component of Bushman St path extension due for completion July 2017	Asset inspections carried out in accordance with Asset Management Plan	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Work Orders issued and completed	yes
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Capitalised work on assets is recorded in Asset Management software	yes

General Manager

Mayor

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Customer complaints responded to within Council's agreed timeframes	yes
							Construction program completed	yes
							Asset inspections carried out in accordance with Asset Management Plan	
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)						
			8.2.45	Kerb and gutter is provided to meet the needs of road users within financial constraints	W O'Neill	The majority of kerb and gutter projects have been delivered throughout this FY to a very good quality. A small amount of the projects have been carried over (due to inclement weather at start of the FY) to the 2017/18 FY and will be completed.		
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)						

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)					Work Orders issued and completed	
							Capitalised work on assets is recorded in Asset Management software	
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)						
							Customer complaints responded to within Council's agreed timeframes	
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 4.1 and 4.5)						

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Construction program completed	
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)	8.2.4.6	Street lighting is provided to meet the needs of road users within financial constraints	W ONeill	Street lighting is provided to meet the needs of road users within financial constraints	Compliance with Australian Standards is maximised as funding permits	
8.2.4	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713,200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)					Customer complaints responded to within Council's agreed timeframes	

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.24	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)	8.24.7	Street cleaning is undertaken to meet the needs of road users and pedestrians within financial constraints	W ONeill	This task has been completed as planned and to the level required	Street cleaning program is achieved	
							Customer complaints responded to within Council's agreed timeframes	
8.24	Ensure Ancillary Road facilities are serviceable and in line with current standards	Estimated expenditure at $713200 will ensure ancillary road facilities are serviceable and in line with current standards. Includes maintenance to footpaths, parking areas, kerb and guttering, street trees, street lighting and bus shelters (Activity 41 and 45)	8.25.1	Ensure compliance with legislation pertaining to operation of gravel pits	W ONeill	A full review of the gravel pits has been carried out and a number of indiscretions has been picked up. A business improvement project is being carried out between the planning and works team to update the information and ensure compliance going forward.	Asset inspections carried out on a regular basis	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken						

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Breaches of legislation	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Performance reports	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Environmental protection undertaken	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Comply with Pit Management Plan	

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					NSW Trade & Investment quarterly reports	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken	8.25.2	Manage contractors engaged in the processing of road making materials to ensure legislative compliance	W O'Neill	Contracts are currently being reviewed to engage contractors across a number of materials that we use to construct our roads (concrete, trucks, supply of gravel, water carts, gravel crushing) The main priority with our contractors over the next few months will be to work with them to ensure they meet the criteria within section 6 of the WHS contractor documents.	Breaches of legislation	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Performance reports	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken	8.25.3	Road making material stocks are maintained at a level to ensure timely supply for works	N Koenig	Stocktake complete, reconciliation to be performed prior to entering quarry products and volumes into Council's TechOne system	Stockpile levels monitored on a regular basis.	yes

General Manager

Mayor

8.2 Manage Road Assets									
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Works program is linked to road making material supply needs	Improving
							Stockpile surveys annually	yes
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken						
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken	8.25.4	Closed gravel pits are rehabilitated	W O'Neill	No rehabilitation carried out, review of pits being carried out to assess size of the work required.	Pits are rehabilitated in accordance with Council's Pit Management Plan	
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken	8.25.5	Additional road making supplies are sought to ensure future needs are met	W O'Neill	This action needs to be reviewed further to progress the needs for road making materials. Current pits have adequate material to carry out work required.	New sources are identified and Development Applications lodged	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.25	Source road making materials in an environmentally responsible manner	Funding for works to maintain and operate the facilities is generated by the material removed from the quarry or pit utilised to a cost on the projects undertaken					Reopening of previously closed Council Pits	
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels	8.26.1	Applications are prepared and submitted for funding under the NSW Government's REPAIR Program on a yearly basis	B Howard	Council submitted its REPAIR funding application on time during the month of September 2016. Unfortunately these projects were not successful for 100% funding. Council decided to relinquish part funding under the agreement in order to allow potentially greater success in 17/18 funding round. 2 projects were identified for potential funding and these were: 1. MR233 - Wellington Road 2. MR348 Peak Hill - Tullamore Road Council submitted its REPAIR funding application on time during the month of January 2017 for the 17/18 financial year. Previously unsuccessful projects were resubmitted for funding consideration in consultation with the Rural roads Advisory Group (RRAG) The 2 projects identified for potential funding were: 1. MR233 - Wellington Road 2. MR348 Peak Hill - Tullamore Road	Applications are submitted on time.	Application submitted on time during January 2017
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels	8.26.2	Applications are prepared and submitted for funding under Government programs as they arise	B Howard	Applications during this reporting period have been made under the following grant streams: Fixing Country Roads $300,000 for Middle Trundle Road upgrades Heavy Vehicle Safety Productivity Program (HVSPP) for $300,000 for Middle Trundle Road upgrades Resources for the Regions application for $900,000	Success of application	Success of 50% applications submitted
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels					Applications are submitted on time.	Applications submitted on time

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels				for MR350N, the Bogan Way	Success of applications	3 of 3 applications submitted successful
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels	8.26.3	Representations are made through the local State and Federal Members of Parliament for assistance to obtain additional funding for significant projects	B Howard	Director Engineering Services along with Mayor and Councillors continue to lobby members of all levels of parliament when opportunities arise. Attendance at State Roads Congress in July allow direct access to these members to openly discuss current and future opportunities and needs.	Details of representations made are recorded including outcomes	Meetings attended
8.26	Seek additional grant funding for construction and maintenance of roads associated facilities	Council relies on special State and Federal funding to accomplish additional works that are not possible under current funding levels	8.26.4	Projects are identified, scoped and designed to a "job ready" state for when funding opportunities arise	N Koenig	Major capital projects scoped for funding opportunities such as: Fixing Country Roads and Heavy Vehicle Safety and Productivity Programme. Economic assessment for MR350 undertaken for future funding opportunities. Forward planning improved for major works such as Middle Trundle Road, Bogan Road and Warregal Road	A suite of suitable projects are identified and documentation prepared	yes
8.27	Plan for future transport and road infrastructure to service future needs	Council relies on funding from the Australian and NSW Government. Planning needs to take place to ensure Council is in the best position to support grant applications and/or submissions for available funding	8.27.1	Road network and supporting facilities are analysed to identify opportunities for development	N Koenig	Continuous asset performance monitoring conducted in accordance with Council's Asset Management Plans. Targeted traffic studies conducted to collect data in determining Council's forward traffic strategies and project development. Economic study complete for MR350 and achieved $900k in funding for 2017/18. Roads hierarchy reviewed and codified prior to implementing TechOne asset register	Projects identified for further investigation	yes

General Manager

Mayor

8.2 Manage Road Assets

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
827	Plan for future transport and road infrastructure to service future needs	Council relies on funding from the Australian and NSW Government. Planning needs to take place to ensure Council is in the best position to support grant applications and/or submissions for available funding	8272	Identified Projects are Progressed to a Tentative Design Stage	N Koenig	Annual construction programs feed design priorities for project implementation. Designs undertaken in previous FY where possible. Delivery program highlights longer-term strategic projects under conceptual development. Improvement made on Project scoping and prioritisation process	A suite of suitable projects have documentation prepared	yes

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)	8.3.1.1	Maintain the network of collection mains and manholes	G Bayliss	$834,000 was spent upgrading the sewer network last year. This included over $600,000 spent relining pipes and over $200,000 spent resealing manholes and CCTV inspections. Sewer mains have been risk assessed and internally inspected to determine the condition status of the high risk sewers. A random sample was also selected to determine the overall condition of the Parkes Sewerage system. The current relining program has dramatically improved the condition rating of the sewerage pipes.	Utilise CENTROC CCTV pipe investigation program to identify pipe maintenance and follow up on recommendations	
							Annual replacement program implemented	Over $800,000 spent on the replacement program
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)						

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)				Number of overflows		
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)				Identify and reduce inflow and infiltration	Manhole and sewer condition rating improved	

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)	8.3.1.2	Provide a level of service for connections including attending to chokes and overflows	G Bayliss	Council's staff were called to attend 257 service connection faults this year. The majority of these calls were blockages in the boundary shafts. They also responded to 106 blockages in Councils sewer main. On all occasions, staff responded to the calls within the agreed level of service.	Number of overflows	67
							Service complaints received	257
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)						

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)					Problem sewer mains identified and remedial works undertaken	9
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)	8.3.1.3	Monitor and maintain pump stations to provide efficient conveyance of sewage	G Bayliss	The pump stations in Parkes were monitored through visual inspections with no overflows or periods of downtime recorded. Councils' onsite treatment unit was maintained in accordance with its specifications.	Degree of station downtime	No downtime recorded

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.31	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 51)					Number of overflows annually	0
8.31	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 51)	8.3.1.4	Sewer network investigations, rehabilitation and renewals	D Peiris	Condition assessment completed for all network assets in May 2017. This would enable planned undertaking of renewal of sewerage network assets on a priority basis. Previous update of PSC sewermains risk assessment framework was in 2015. In June 2017, this was updated using inspection findings of a large number of sewermains via the enagement of sewermain cleaning and CCTV inspection contractor as well as relining of sewermains found with issues using two contractors. Current RAF findings would enable proprtising relining of sewerlines on a risk prioritised basis in 2017/18FY.	Continue CCTV investigation and other investigations	In progress

General Manager Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)					Continue renewal and rehabilitation	In progress
							Continue smoke test of network and property drainage lines	On hold in 2017/18
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)						

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)	8.3.1.5	Implement the requirements of the Parkes Shire Council Liquid Trade Waste Policy	G Bayliss	Advice has been given to 8 developers and new applicants regarding the requirements for new and replacement pre-treatment devices. Council's officers have worked closely with developers giving advice on the requirements and compliance on the trade waste policy. Inspections were also carried out by Council staff on 5 new installations. Consultation has also commenced with septic waste carters with regards to their obligations for disposing of waste at the new STP.	Provide advice to business owners regarding Liquid Trade Waste Carried out installations	9 5
8.3.1	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 5.1)						

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.31	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 51)					Carry out inspections	0
							Work with Business Owners on discharge quality	Continually work with owners on trade waste quality
8.31	Provide an effective and safe Sewage Collection Network for Parkes Shire	$651,065 Estimated capital expenditure for renewals, network expansion and investigation and re-lining of sewer pipe for 2016/2017. This will need to increase to service new developments but will be funded from increased developer contributions (Activity 51)					Quality of treated effluent	High ph and TSS levels recorded
			8.3.2.1	Manage and operate treatment plants to effectively treat raw sewage within licence requirements	G Bayliss	The Parkes Sewage Treatment Plant experienced 1 breach of its licence conditions in the second half of the yaer recording high levels of ph and suspended solids. Construction work on the new sewage pump station to serve the new treatment plant took place in the STP grounds along with the connection to the existing carrier main.		
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 51)						

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 51)					Occasions of plant failure	0
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 51)					Number of licence breaches	ph and TSS were breached on 4 occasions
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 51)	8.3.2.2	Progress new STP upgrade	A Francis	The New Sewage Treatment Plant has finished construction and is currently undergoing the commissioning, operational readiness and performance proving stage, which has a minimum time-frame of 3 months. Once completed, the plant will be on-line and fully operational. The upskilling and training of the operators is continuing throughout this process.	Consultation	Complete
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 51)					Degree of progress	Construction complete

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.2	Ensure Sewerage Treatment Plants are able to meet needs of the Parkes Shire	Completion of new Parkes Sewage treatment facility estimated at $26,800,000. In 2016/2017 $17,403,925 is budgeted for works (Activity 5i)					Funding sources identified	Funding received
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 5i)	8.3.3.1	Investigate reuse options for the Shire's effluent	A Francis	The new Advanced Water Recycling Facility at the New Sewage Treatment Plant has commenced construction and will be completed by the time the new STP is on-line. The AWRF has been made possible by a $8.75M grant from the Federal Government. Additional, the concept design of a new Recycled Ring Main, to distribute the higher quality effluent to new areas is underway.	Degree of completion of investigations	Concept phase
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 5i)	8.3.3.2	Provide effluent to the Parkes and Peak Hill Golf Courses	G Bayliss	Treated effluent has continued to be supplied to the Golf Course and Race course under the current agreement conditions and EPA requirements. The Peak Hill treated effluent pump was repaired year with minor disruption to supply. The development of the AWRF will provide the existing end users with a higher quality source of water. Consultation with representatives of the Golf and Jockey Clubs regarding their requirements of the new agreements has progressed along with plans to provide a temporary supply prior to the AWRF coming online.	Develop servicing agreement	Consultation with representatives of the Golf Club and Jockey Club continued.

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 51)						
			8.3.3.3	Dispose of excess effluent to receiving waters in an environmentally responsible manner	G Bayliss	Monthly monitoring undertaken to ensure excess effluent entering Goobang creek has been treated to an acceptable standard under the STP EPL. Results of the samples taken are recorded on Council's website	Effluent does not cause environmental harm	
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 51)					Compliance with agreement	

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 51)					Breaches of licence conditions	
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund. (Activity 51)	8.3.3.4	Investigate recommendations from the IWCM Plan	A Francis	Key outcomes from the IWCM are currently underway and/or have recently been completed. These include the new Water Treatment Plant, the new Sewage Treatment Plant and Advanced Water Recycling Facility, the new Lachlan River Pump Station and Bore 8 upgrade. Additional licenses for bore and river entitlements are being investigated as well as the concept design for the new Recycled Ring Main.	Develop strategy to implement IWCM	Complete

General Manager

Mayor

8.3 Ensure the sewer management is in line with Best Practice

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund (Activity 5i)					Seek additional expertise to assist with implementation	Complete
8.3.3	Ensure treated waste water is managed in an environmentally responsible way with optimal opportunity for reuse.	$10,429,633 budgeted in 2016/2017 to construct combined effluent reuse and stormwater harvesting ring to service open space areas. The total project cost is $18,671,500 and jointly funded through the Federal Government, National Stronger Regions Fund (Activity 5i)					Degree of implementation of the IWCM	Most items underway

General Manager

Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.41	Facilitate the implementation of Parkes Stormwater Management Plan	Stormwater Levy introduced to fund required stormwater works. 2016/2017 budget $212,000, will require dedicated drainage crew to construct and maintain increasing infrastructure (Activity 25)	8.4.1.1	Update existing Stormwater Management Plan	D Peiris	Parkes SW model update is required to enable initiation of SWMP. As a pre-requisite to the model update, field capture of SW asset data was commenced in Sept 2016. Both data issues and asset renewal requirements identified and some of the identified renewals requirements completed. This will be continued in 2017/18, together update to risk assessment framework conducted in 2015 using field captured asset data etc.	Degree of completion	
8.41	Facilitate the implementation of Parkes Stormwater Management Plan	Stormwater Levy introduced to fund required stormwater works. 2016/2017 budget $212,000, will require dedicated drainage crew to construct and maintain increasing infrastructure (Activity 25)	8.4.1.2	Develop and implement Stormwater Management Plan works and procedures	G Bayliss	Over $400,000 in major drainage projects were completed in the Parkes area with over 200m of pipes installed in Gap and Cooke St. 250m of broken and lifted kerb and gutter was also renewed as part of the Gap St project. Investigations into projects for next years Stormwater Management Plan commenced.	Degree of Implementation of the annual stormwater management program Source funding for stormwater harvesting opportunities	48% of new work completed AWRF construction underway
8.41	Facilitate the implementation of Parkes Stormwater Management Plan	Stormwater Levy introduced to fund required stormwater works. 2016/2017 budget $212,000, will require dedicated drainage crew to construct and maintain increasing infrastructure (Activity 25)						

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.41	Facilitate the implementation of Parkes Stormwater Management Plans	Stormwater Levy introduced to fund required stormwater works, 2016/2017 budget $212,000, will require dedicated drainage crew to construct and maintain increasing infrastructure (Activity 25)	8.413	Investigate options for improvement of stormwater quality	M Chambers	Further investigations into additional gross pollutant traps at the western end of PAC Park, large woody weeds removed from this section of the waterway to facilitate survey of area prior to design work being undertaken. Options include installing a trash rack/GPT to remove gross pollutants, sediment basin to remove large sediments and planting of macrophytes to remove trace pollutants	Progress	
8.42.P.	(NEW PROGRAM) Development of Village Stormwater Management Plans	Stormwater Levy introduced to fund required stormwater works will require dedicated drainage crew to construct and maintain increasing infrastructure. The Delivery Program for Progressive Parkes Shire will provide $500,00 in additional funding in 2016/2017 towards the program to develop Stormwater Management Plans in Tullamore, Peak Hill, Bogan Gate and Cookamidgera to improve drainage maintenance program and network capacity enhancements	8.421.P.	Update existing Stormwater Management Plan	D Peiris	2017/18 emphasis is to identify developments requirements both on asset data as well as build to minimise negative impacts and optimise re-use	Degree of completion	

General Manager

Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
842P.	(NEW PROGRAM) Development of Village Stormwater Management Plans	Stormwater Levy introduced to fund required stormwater works will require dedicated drainage crew to construct and maintain increasing infrastructure. The Delivery Program for Progressive Parkes Shire will provide $500,00 in additional funding in 2016/2017 towards the program to develop Stormwater Management Plans in Tullamore, Peak Hill, Bogan Gate and Cookamidgera to improve drainage maintenance program and network capacity enhancements	8422P.	Implement SWMP for Villages	G Bayliss	The stormwater projects for Peak Hill have been completed in Ween St with over $30,000 being spent. $38,000 was also spent in Tullamore on the stormwater system clearing and reshaping drains. In addition to the Villages SWMP, $6,900 was also spent in Bogan Gate enhancing the stormwater system.	Degree of Implementation of the annual stormwater management program	Peak Hill 100% Tullamore 100%

General Manager

Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.4.2.P.	(NEW PROGRAM) Development of Village Stormwater Management Plans	Stormwater Levy introduced to fund required stormwater works will require dedicated drainage crew to construct and maintain increasing infrastructure. The Delivery Program for Progressive Parkes Shire will provide $500,00 in additional funding in 2016/2017 towards the program to develop Stormwater Management Plans in Tullamore, Peak Hill, Bogan Gate and Cookamidgera to improve drainage maintenance program and network capacity enhancements	8.4.2.3.P.	Investigate further stormwater mitigation measures	G Bayliss	Council has engaged consultants Aurecon to upgrade the stormwater model to included new development areas. The work is scheduled to be completed by the end of August. Council's staff continued to investigate the large number of stormwater complaints following the storm events earlier in the year.	Stormwater model used to identify solutions to stormwater problems	Model being upgraded Q1 12/03/2017 Graeme Bayliss

General Manager Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.42P.	(NEW PROGRAM) Development of Village Stormwater Management Plans	Stormwater Levy introduced to fund required stormwater works will require dedicated drainage crew to construct and maintain increasing infrastructure. The Delivery Program for Progressive Parkes Shire will provide $500,00 in additional funding in 2016/2017 towards the program to develop Stormwater Management Plans in Tullamore, Peak Hill, Bogan Gate and Cookamidgera to improve drainage maintenance program and network capacity enhancements					Response to customer complaints	Customer calls responded to, Council officers attended site of complaints in recent extended rain event
8.43	Manage the collection and removal of stormwater to minimise damage throughout the Shire	Majority of investigations to be outsourced	8.431	Source funding for stormwater harvesting opportunities	J Fyfe		Grant submissions lodged	0
8.43P.	(AUGMENTED PROGRAM) Provide enhanced drainage maintenance and enhancement works	Requires dedicated drainage crew as per action 8.41. The Delivery Program for a Progressive Parkes Shire will provide additional funding for drainage maintenance and enhancement. In 2016/2017 this is $500,000 (Activity 25)	8.431P.	Implement augmented drainage maintenance and enhancement program	G Bayliss	The stormwater model is expected to be finished within the coming months which will assist Council plan the drainage enhancement program. Work in Back Yamma Rd and Nash St has commenced to help mitigate flooding issues in those areas	Benchmarks of projects met	

General Manager Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.4.4	Apply the principles of Water Sensitive Urban Design to stormwater management	Model for Urban Stormwater Investigation and Conceptualisation (MUSIC) licence value is $1200 per year. It is designed to simulate Urban Stormwater systems and model water quality changes and design pollutant collection mechanisms. Joining the Central West Water Quality and Salinity Alliance will give access to resources for WSUD implementation at minimal cost. (Activity 25)	8.4.4.1	Develop a WSUD policy in relation to development and Council works	N Koenig	Little progress on establishing policy and standards. Application of sound engineering principles for Council and private development have minimised negative impacts of increased urban run-off. significant attention paid to major urban expansion in north-east sector of Parkes	Consultation with identified stakeholders Policy developed in line with guidelines from CWCMA	yes No
8.4.4	Apply the principles of Water Sensitive Urban Design to stormwater management	Model for Urban Stormwater Investigation and Conceptualisation (MUSIC) licence value is $1200 per year. It is designed to simulate Urban Stormwater systems and model water quality changes and design pollutant collection mechanisms. Joining the Central West Water Quality and Salinity Alliance will give access to resources for WSUD implementation at minimal cost. (Activity 25)						

General Manager

Mayor

8.4 Ensure Shire stormwater management minimises negative impacts and maximises reuse

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.4.4	Apply the principles of Water Sensitive Urban Design to stormwater management	Model for Urban Stormwater Investigation and Conceptualisation (MUSIC) licence value is $1200 per year. It is designed to simulate Urban Stormwater systems and model water quality changes and design pollutant collection mechanisms. Joining the Central West Water Quality and Salinity Alliance will give access to resources for WSUD implementation at minimal cost (Activity 25)	8.4.4.2	Investigate option for improvement of stormwater quality modelling	A Francis	Aurecon engineering consultancy group has been engaged to complete a review and update of the existing stormwater hydraulic model for the Parkes township. With this complete, pollutant modelling can be undertaken more meaningfully.	Progress with investigations	Ongoing

General Manager

Mayor

8.5 Maintain and operate Parkes Regional Airport								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.5.1	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)	8.5.1.1	Ensure compliance with the Civil Aviation Safety Authority requirements for a Certified Aerodrome	S Ross	DDuring the current period, four (4) legislative audits were carried out at Parkes Regional Airport - CASA Surveillance Inspection, Lighting Inspection, Obstacle Limitation Surface Survey and the Technical Inspection. Minor observations were noted in the technical inspection which have been rectified during the period. Civil Aviation Safety Authority Surveillance Report had minor observations and no non-conformance.	Audit reports	Yes
8.5.1	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)					Breaches recorded	Nil
8.5.1	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)	8.5.1.2	Ensure the security of the airport is commensurate with current risk levels and Office of Transport Security	S Ross	The Technical Inspection carried out during this quarter identified some minor observations for improvement which have been carried out	Variations from CASA Part 139 Manual of Standards	Minor
8.5.1	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)					Audit reports	Yes

General Manager

Mayor

8.5 Maintain and operate Parkes Regional Airport

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
851	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)		requirements			Breaches recorded	Nil
							Variations from the Transport Security Plan	Nil
851	Ensure the Airport facilities and operations are in accordance with legislative and safety standards	Estimated operational costs are consistent from year to year to enable compliance with legislative and safety standards. For 2016/2017 budget is $793,740. (Activity 42)						
852	Maintain the Airport Facility and ensure the effective running of the Parkes Regional Airport	Funding is consistent from year to year to enable satisfactory maintenance of existing facilities. In 2016/2017 budget is $793,740 (Activity 42). In 2016/2017 $1,297,920 has also been allocated for capital works associated within the Stage 2 of the Parkes Regional Airport Business Park	8521	Ensure the effective operation of the Parkes Regional Airport	S Ross	Parkes Regional Airport is recognized as a gateway to the Region. The terminal building is contemporary and welcoming. The operations and facilities attract Airport users and industry.	Grounds are presented as welcoming for users, within budgetary constraints	Grounds well maintained

General Manager Mayor

8.5 Maintain and operate Parkes Regional Airport

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
852	Maintain the Airport Facility and ensure the effective running of the Parkes Regional Airport	Funding is consistent from year to year to enable satisfactory maintenance of existing facilities. In 2016/2017 budget is $793,740 (Activity 42). In 2016/2017 $1,297,920 has also been allocated for capital works associated within the Stage 2 of the Parkes Regional Airport Business Park					The Terminal Building is presented to proved a suitable waiting area for airline passengers	Terminal building contemporary and clean
852	Maintain the Airport Facility and ensure the effective running of the Parkes Regional Airport	Funding is consistent from year to year to enable satisfactory maintenance of existing facilities. In 2016/2017 budget is $793,740 (Activity 42). In 2016/2017 $1,297,920 has also been allocated for capital works associated within the Stage 2 of the Parkes Regional Airport Business Park					Programmed works are undertaken in accordance with Council's Long Term Plan, Asset Management Plan and Airport Master Plan	Works scheduled.

General Manager

Mayor

8.5 Maintain and operate Parkes Regional Airport

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.5.2	Maintain the Airport Facility and ensure the effective running of the Parkes Regional Airport	Funding is consistent from year to year to enable satisfactory maintenance of existing facilities. In 2016/2017 budget is $793,740 (Activity 42). In 2016/2017 $1,297,920 has also been allocated for capital works associated within the Stage 2 of the Parkes Regional Airport Business Park	8.5.2.2	Manage and deliver the Parkes Airport Taxiway B Upgrade project	B Howard		Project milestones met	Project Milestones as set out in Grant are currently on track
8.5.2	Maintain the Airport Facility and ensure the effective running of the Parkes Regional Airport	Funding is consistent from year to year to enable satisfactory maintenance of existing facilities. In 2016/2017 budget is $793,740 (Activity 42). In 2016/2017 $1,297,920 has also been allocated for capital works associated within the Stage 2 of the Parkes Regional Airport Business Park					Project completion	Project completion milestones as set out in Grant are currently on track

General Manager

Mayor

8.5 Maintain and operate Parkes Regional Airport								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.5.3	Seek opportunities to optimise the development of the Airport to support the future needs of the region	* Insufficient funding is available for development of facilities at the Airport. Grant funding or loan opportunities will be necessary to meet the financial requirements of facilities upgrading. Future development funded loans is contingent upon sufficient revenue being available to service the debt (Activity 42)	8.5.3.1	Representations are made through the local State and Federal Members of Parliament for assistance to obtain funding	B Howard		Details of representations made are recorded including outcomes	Meetings and conferences attended to allow representations to be made
8.5.3	Seek opportunities to optimise the development of the Airport to support the future needs of the region	* Insufficient funding is available for development of facilities at the Airport. Grant funding or loan opportunities will be necessary to meet the financial requirements of facilities upgrading. Future development funded loans is contingent upon sufficient revenue being available to service the debt (Activity 42)	8.5.3.2	Business opportunities are explored for enhancement of the airport facility	A Wyllie	Council is currently developing a subdivision plan for the Airport the DA is due to be lodged August 2017. Council has secured just over $2million worth of funding from the State and Federal Government to develop the subdivision at the airport.	Opportunities identified and progressed	

General Manager

Mayor

8.6 Manage, maintain and update Council owned property

DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.6.1	Effective maintenance of Council owned buildings	$50,000 budgeted in 2016/2017 for maintenance works. Refer (Building and Asset Management Plan Section 5&7). An additional $349,000 allocated for addressing Council's infrastructure backlog and renewing council buildings.	8.6.1.1	Maintain Council building assets	M Bicket	Scheduled works Council property completed.	Repairs/works/improvements completed	
							Cleaning contracts managed	
8.6.2	Manage the acquisition and sale of Council's buildings and properties	Council draws upon assistance from contracted solicitors/agents for this purpose with fees incurred to Council case by case. The majority of the work is carried out by staff within their salaries functions.	8.6.2.1	Acquisitions and sales occur as opportunities and resourcing permit	L Finn		Acquisitions and sales carried out	

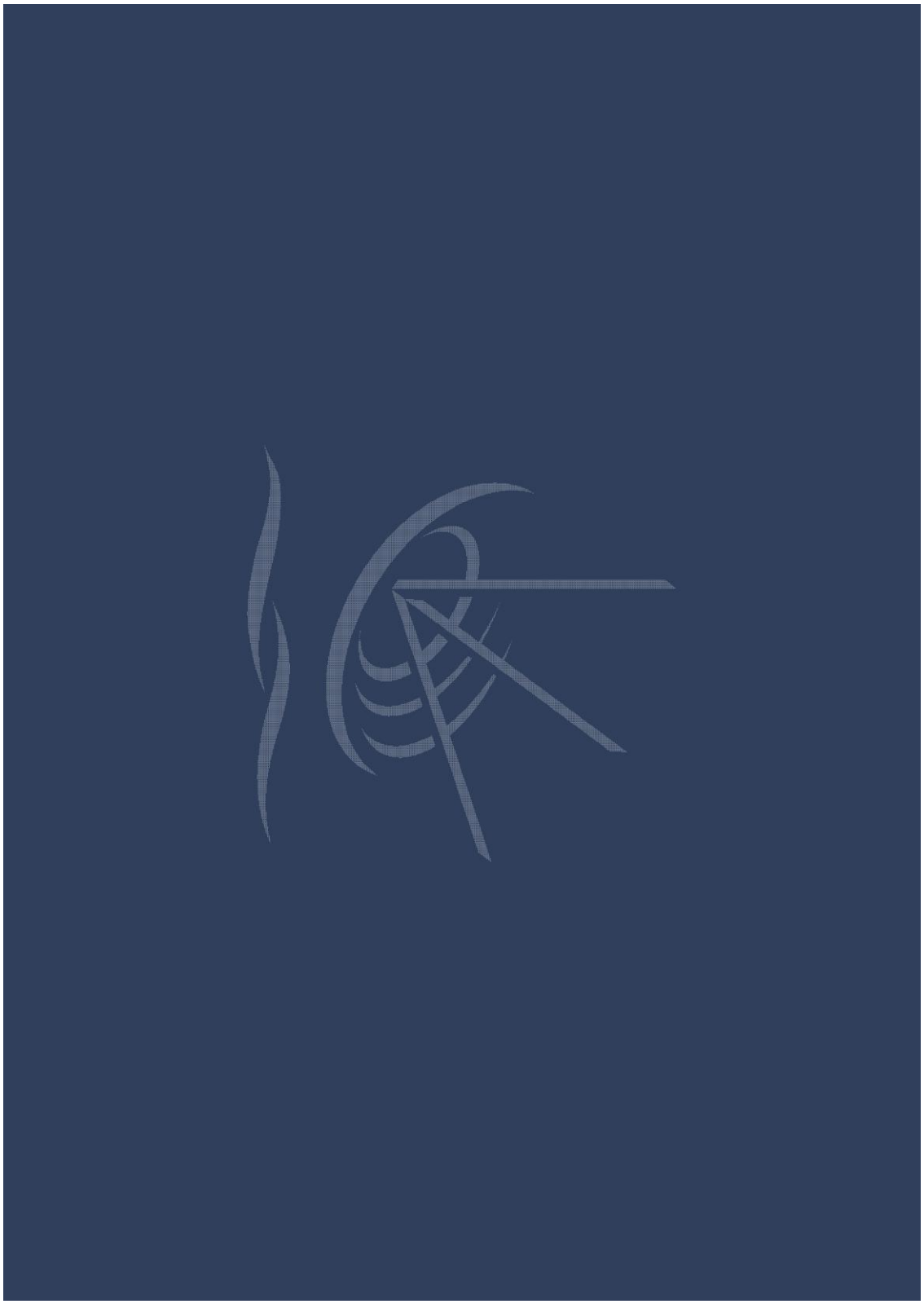
General Manager

Mayor

8.6 Manage, maintain and update Council owned property								
DP Action	Strategic Direction	Notes	Action Code	Action	Responsibility	Comments	Measurements	Actual
8.6.3	Manage the redevelopment of Old Parkes Hospital Site		8.6.3.1	Undertake demolition of existing hospital and out buildings	B Howard		Demolition complete	Demolition of all buildings has been completed
8.6.3	Manage the redevelopment of Old Parkes Hospital Site						Site remediation	Site remediation is 85% complete
8.6.3	Manage the redevelopment of Old Parkes Hospital Site		8.6.3.2	Investigate future use of retained buildings on site	B Howard		Evidence of investigation	Buildings retained have been identified for future use
8.6.4	Manage and maintain Spicer Caravan Park	The level of funding is contingent on available revenue streams. Budget for 2016/2017 is $277,360(Activity 46)	8.6.4.1	Supervise Management Lease	M Bicket	Lease has been reviewed this customer service targets incorporated	Manager fulfilling lease responsibilities	
8.6.4	Manage and maintain Spicer Caravan Park	The level of funding is contingent on available revenue streams. Budget for 2016/2017 is $277,360(Activity 46)	8.6.4.2	Assets Maintained	M Bicket	Works/improvements completed as identified in the budget	Works/improvements completed as indentified	
8.6.4	Manage and maintain Spicer Caravan Park	The level of funding is contingent on available revenue streams. Budget for 2016/2017 is $277,360(Activity 46)	8.6.4.3	Develop a Business Plan for Spicer Caravan Park	M Bicket	Business plan still to be developed	Plan developed	

General Manager

Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PARKES SHIRE COUNCIL

Operational Plan 2016/17

Progress Report

Year 4 of Delivery Program 2013-2017
January 2017 to June 2017

EXECUTIVE SUMMARY



DRAFT

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

contents

PARKES SHIRE COUNCIL 4
Integrated Planning And Reporting Framework 4
Parkes Shire Council 10 Year Community Plan 5
Parkes Shire Council Organisation Structure 6

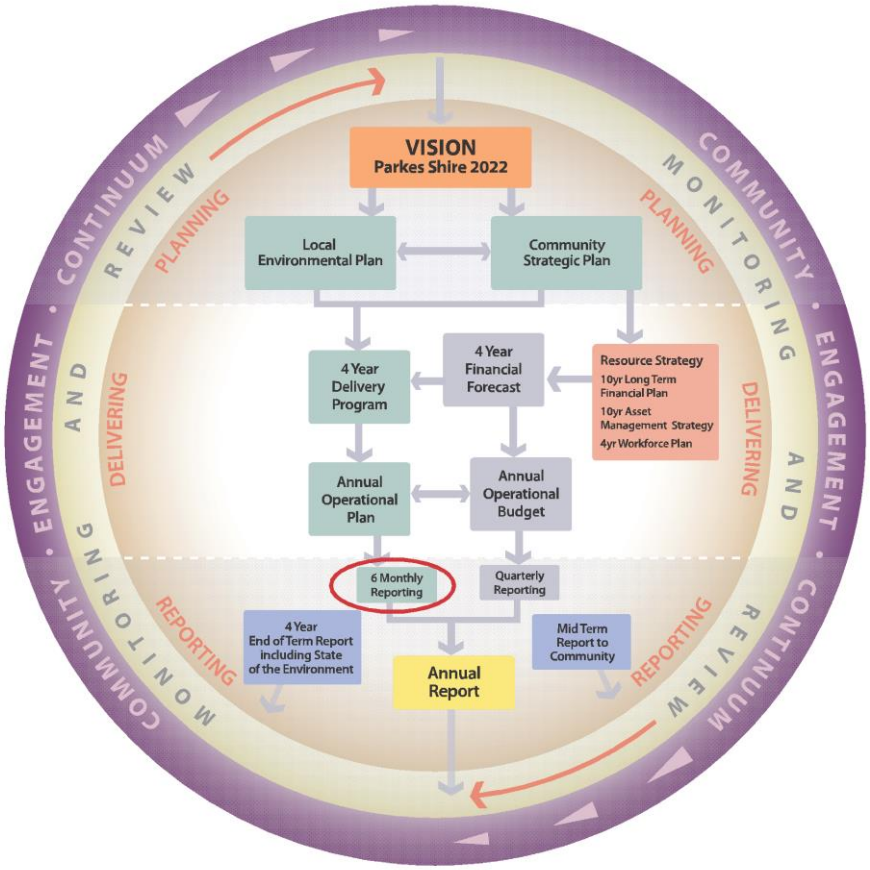
ANALYSING THE INFORMATION 7
Risk Management 7
Report format explained 8

THE INFORMATION
1 Develop lifelong learning opportunities 9
2 Improve health and wellbeing 12
3 Promote, support and grow our communities 15
4 Grow and diversify the economic base 19
5 Develop Parkes as a National Logistics Hub 23
6 Enhance recreation and culture 27
7 Care for the environment in a changing climate 30
8 Maintain and improve the Shire's Assets and Infrastructure 33

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Integrated Planning and Reporting Framework



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council 10 Year Community Plan

VISION

In 2022 Parkes Shire will be:

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

- Vibrant communities
- Diverse opportunities
- Learning, healthy lifestyles
- Progressive Regional Centre: National Logistics Hub

OUR VALUES

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

We will be:

C aring and friendly

O pen to new ideas

R espectful, acting with integrity and tolerance

E ngaging and willing to work together

FUTURE DIRECTIONS

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

1. Develop education and lifelong learning opportunities

2. Improve health and wellbeing

3. Promote, support and grow our communities

4. Grow and diversify the economic base

5. Develop Parkes as a national logistics hub

6. Enhance recreation and culture

7. Care for the natural and built environment in a changing climate

8. Maintain and improve the Shire's assets and infrastructure

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council Organisation Structure



6

General Manager

Mayor

Risk Management

ENTERPRISE RISK MANAGEMENT

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

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

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

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

Council's Strategic Objectives as outlined in the 10 Year Community Plan and the 4 Year Delivery Program, have undergone a risk assessment identifying the threats, termed as challenges, posed to their successful implementation. This assessment has been carried out considering Parkes Shire Council's risk appetite across a number of parameters in line with the quadruple bottom line. These are found in the risk tables adopted in Council's Risk Management Manual. It is acknowledged that the factors determining the level of risk are not static and therefore, the levels of risk will continue to be monitored and evaluated as required and in line with the International Risk Management Standard ISO 31000.

RISK ASSESSMENT OF ACTIONS

Extreme	High	Moderate	Low	Insignificant

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

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

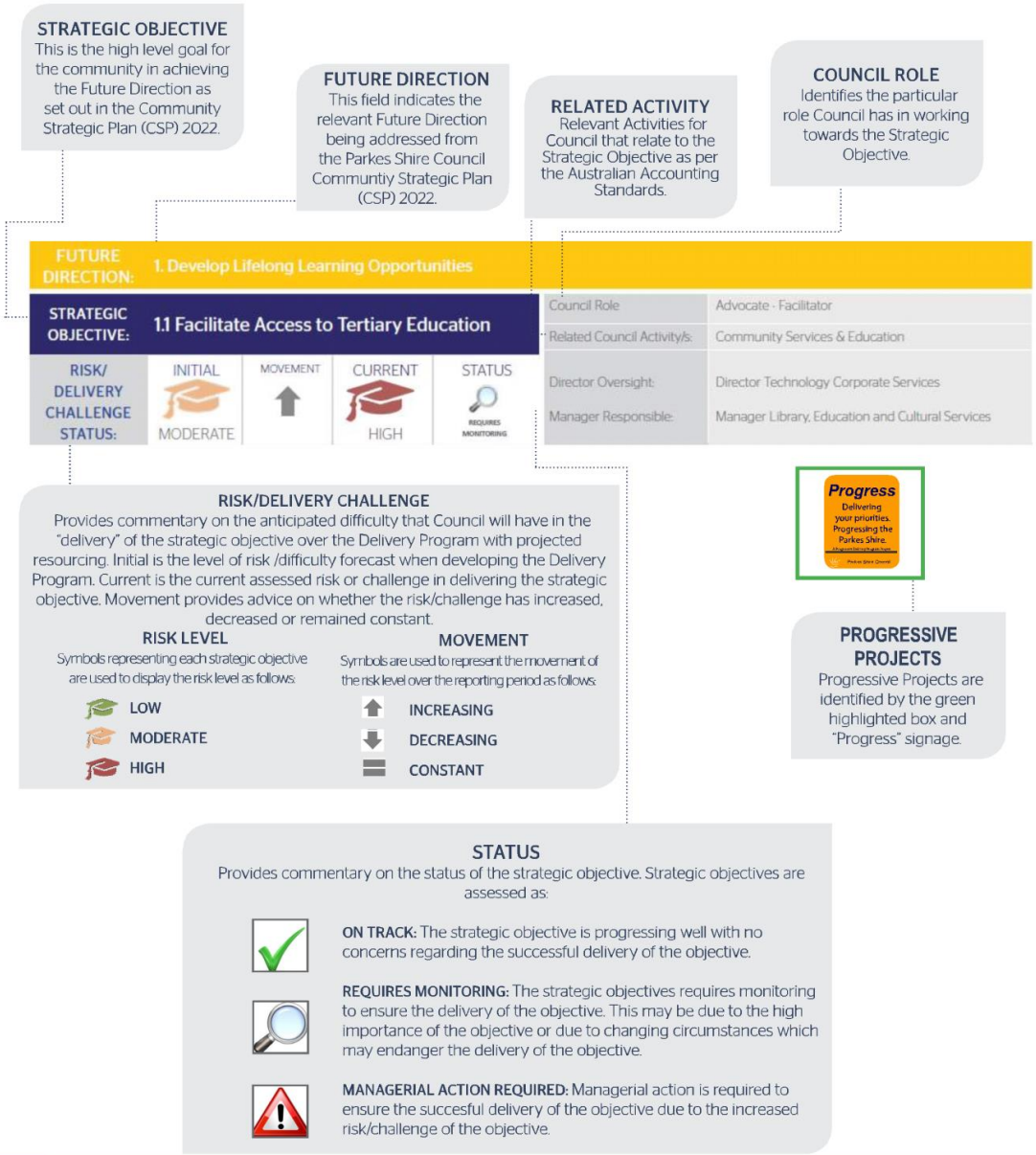
MEASURING RESULTS

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

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Report Format Explained



General Manager Mayor



General Manager

Mayor

Future Direction 1

Develop Lifelong Learning Opportunities



General Manager

Mayor

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

Council called for applications for the Jack Scoble Scholarship in January 2017.

11 applications from across the Shire were received, with 2 scholarships awarded.

2017 Jack Scoble Scholarships to te value of $ 5,500. Recipients were:

- Courtney James, studying a Bachelor of Midwifery at the University of Canberra
- Merlin Parody Casey, studying a Bachelor of Arts/Bachelor of Communication & Media Studies at the University of Wollongong



^ Mayor Ken Keith OAM and Sheilie Buckle with Michael James and Michael Casey, who accepted the Jack Scoble Scholarship Awards on behalf of Courtney James and Merlin Parody Casey

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

Council currently has 11 trainees who are enrolled in various TAFE courses. Current trainees include:

- Human Resources Support Officer Trainee
- Tourism Trainee
- Planning Administration Trainee
- Engineering Administration Trainee
- Financial Services Trainee
- Information Technology Cadet
- Town Planner Trainee
- Horticulture Trainee
- Health & Building Surveyor Trainee
- Trainee Ranger
- Engineering Cadet
- Survey Assistant

Council currently has 4 School-Based Trainees in the following areas:

- Information Technology
- Business Services
- Water
- Civil Construction



^ Top (left to right): Madelyn Swindle, Josephine Mill, Corey Hando and Hannah Harvey
Middle (left to right): Regan Hotham, Emily Jones, Nicholas Strudwick and Claire Bignell
Middle (left to right): Ben Hicks, Mitch Miles, Blake Thomason and Alana Ryan
Bottom (left to right): Ben Coultas, Cate Fennell and Matthew Byrnes

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

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

During the reporting period Parkes Shire Library facilitated 104 early childhood literacy sessions during school terms and 14 literacy-based activities during school holidays. School term activities were structed as the following:

- Rhyme Time held twice a week in Parkes
- Storytime held weekly in Peak Hill
- Storytime was held ad-hoc in Tullamore and Trundle

School holiday activities were held during July, September/October and April.

Literacy sessions are held each term at the Early Birds Community Health Playgroup.

Central West Family Day Care maintained accreditation levels. The service is progressing well through its Quality Improvement Plan .

Central West Family Day Care's relocation and expansion plans are ongoing, with grant submission documentation being finalised. Secondary funding opportunities are being sourced.

All requests for support relating to Parkes Early Childcare Centre building maintenance were addressed by Council.



^ *Central West Family Day Care staff dressed up for Day Care Day*

FUTURE DIRECTION:	1. Develop Lifelong Learning Opportunities					
STRATEGIC OBJECTIVE:	1.4 Provide lifelong learning opportunities				Council Role	Advocate - Facilitator
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services
	MODERATE	=	MODERATE	ON TRACK	Manager Responsible:	Manager Library, Education and Cultural Services, Manager Human Resources

Parkes Shire Library provided online computer self-paced courses for no charge during the reporting period.

19 articles were posted on the Parkes History Blog, including stories about Alectown, winters past in Parkes, population changes over time and Bogan Gate.

3 history sessions were held during the reporting period.

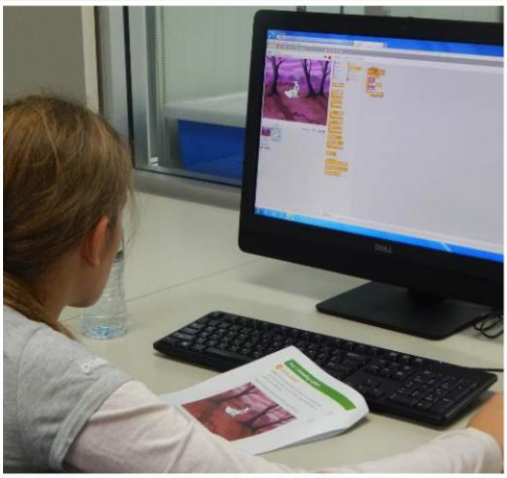
Public access computers and free wifi are available at Parkes, Peak Hill and Tullamore Libraries.

7,426 public access computer sessions were held in the reporting period.

Council attends educational career days on an annual basis to give students an insight into a career within Council.

Council continued to liaise with potential stakeholders to support Parkes University Study Centre initiatives.

8 Work Experience students were accommodated during the reporting period.



^ *Code Club was part of activites that were held at Parkes Library*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Future Direction 2

Improve Health and Wellbeing



General Manager

Mayor

FUTURE DIRECTION:	2. Improve Health and Wellbeing				
STRATEGIC OBJECTIVE:	2.1 Encourage the provision of medical facilities and services				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Advocate - Facilitator
Related Council Activity/s:	Community Services & Education
Director Oversight:	Director Planning Environment
Manager Responsible:	N/A

The new Parkes Hospital is complete and has been operational since 24 November 2015, and was officially opened by the NSW Government on 19 January 2016.

The Health Precinct Concept Plan has been completed.

Meetings have been facilitated by Council and Western Primary Health Network on a quarterly basis.

Council provided incentive funding was provided to 4 new General Practitioners.

During the reporting property management of medical registrars units and facilities were carried out in accordance with needs and within the operational budget.

The GP Cup is held every 2 years, with the 2017 event launch planned for 28 July 2018. Tentative dates have been identified for the event in October 2017.



^ *Parkes Hospital*

FUTURE DIRECTION:	2. Improve Health and Wellbeing				
STRATEGIC OBJECTIVE:	2.2 Promote and develop health education and encourage people to take personal responsibility for their health				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Advocate - Facilitator
Related Council Activity/s:	Community Services & Education
Director Oversight:	Director Planning Environment
Manager Responsible:	Manager Support Services

Council strives to promote healthy lifestyles to staff through fitness incentives, quit smoking programs, vaccination programs and skin cancer checks.

Council maintains connections with NSW Health and the Public Health Unit and collaborates on any public health initiatives relevant to Parkes Shire.

During the reporting period, Council promoted health education through flu vaccinations, health and wellbeing screening, skin cancer checks and the annual Walking Challenge.



^ *Image used by Council to promote health and fitness*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

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

Development Applications that meet the criteria were referred to the NSW Police for an assessment. All swimming pool inspections were carried out in accordance with Council's policies and regulatory requirements.

Council provided executive and administrative support to the Local Emergency Management Committee during the reporting period.

Council attended 3 Road Safety Steering Committee meetings in October, February and June. The October meeting was held in Parkes, Chaired by Councillor Pratt.

Mid Lachlan Valley Bush Fire Management Committee and Senior Management Team meetings were attended by Council representatives.

Council continues to support the operations and functions of the SES. Plant and equipment is maintained and managed in accordance with the agreement.

Road Safety programs during the reporting period included:

- 'Free Cuppa for the Driver'
- Central West NSW Heavy Vehicle Breakfast Forum
- Child Restraint Checking Day
- 'NOT A STATISTIC! Youth Driver Education Program
- 'Helping Learner Drivers Become Safer Drivers' Workshops
- National Road Safety Week



^ *Council promoting awareness of National Road Safety Week*

340 animals impounded
4,445 km patrolled by Council's Rangers
183 rights of burials issued/burial permits issued
4 Local Emergency Management Committee meetings
241 Food Safety Inspections conducted



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Future Direction 3

Promote, Support and Grow our Communities



General Manager

Mayor

FUTURE DIRECTION:	3 Promote, Support and Grow our Communities				
STRATEGIC OBJECTIVE:	3.1 Develop and implement individual township plans				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Facilitator - Provider
Related Council Activity/s:	Community Services & Education
Director Oversight:	Director Technology & Corporate Services
Manager Responsible:	Chief Operating Officer

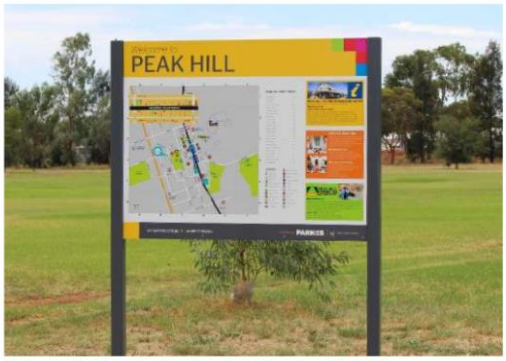
Strategic Plans are complete for Bogan Gate, Peak Hill, Trundle and Tullamore. Council has been working on consolidating the Strategic Plans, with priority projects identified by each committee and capital projects identified in Council's Delivery Program included.

Priority projects from each township have been included in Council's search for grants applications funding.

Completed projects/initiatives within Shire townships includes:

- Leisure Centre history restoration project (Peak Hill)
- Electronic blood pressure monitors purchased (Peak Hill)
- Tennis court maintenance (Trundle)
- Trundle War Memorial Hall upgrade (Trundle)
- Tullamore War Memorial Hall painting (Tullamore)
- Public toilet contribution (Bogan Gate)
- Water bottle station at Tullamore Pool (Tullamore)
- Flying fox/log mound construction in Memorial Park (Tullamore)
- Informational signage installed in Peak Hill (Peak Hill)

Successful grant applications for township initiatives totalled $ **1,279,282.**



^ *Informational signage installed at Lindner Oval, Peak Hill*

Progress Delivering your priorities Progressing the Parkes Shire.

$185,273 was spent on township improvements throughout the reporting period.

FUTURE DIRECTION:	3 Promote, Support and Grow our Communities				
STRATEGIC OBJECTIVE:	3.2 Develop strategies to work with and support the township endeavours				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Facilitator - Provider
Related Council Activity/s:	Community Services & Education
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Economic and Business Development

Council continues to work with the Chamber of Commerce to increase membership and business partnership programs., and supported the Chamber through promoting business development and activity through:

- Building Business Capacity Workshops (26 businesses participated - $25,000 value)
- Visual 'Retail Revamp' Workshops
- 'It all adds up' Business Campaign
- Shop + Win promotions (7,000 entries)
- SPARKLES campaign - lighting up the Parkes CBD

Council worked closely with contractors throughout the NBN roll-out in Parkes and Peak Hill and has been exploring options for wireless technology.

Council launched several social media campaigns to attract business to the Shire, such as "Amazon", which has a media reach of 962,000, media value of $890,000 and social media reach of 64,180.



^ *SPARKLES campaign*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	3 Promote, Support and Grow our Communities					
STRATEGIC OBJECTIVE:	3.3 Strengthen Council's relationship with the smaller townships				Council Role	Facilitator - Provider
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight: Manager Responsible:	Director Technology Corporate Services Chief Operating Officer Manager Economic and Business Development
	MODERATE	=	MODERATE	ON TRACK		

Community awareness of Council activity has increased through regular media releases, quarterly Progress Newsletters and community engagement.

Village Council meetings were held in Tullamore (8 August 2016) and Trundle (21 March 2017). Councillors enjoyed a tour of Tullamore and Trundle. Residents were given an open floor at the end of the meeting.

During the reporting period, Council held 'Parkes 2030, it all adds up' workshops in each Shire township. Council presented the 2017 - 2020 Delivery Program and called for residents to 'join the conversation'. Attendance numbers at each pleasing; Parkes (26), Peak Hill (14), Trundle (22), Tullamore (24), Bogan Gate (8), Cookamidgera (18) and Alectown (23).

Regular communication and consultation with Shire townships is carried out to ensure that priorities within the Shire are being met.



^ Alectown 'Parkes 2030, it all adds up' workshop

FUTURE DIRECTION:	3 Promote, Support and Grow our Communities					
STRATEGIC OBJECTIVE:	3.4 Utilise an integrated planning framework to guide the development of our communities				Council Role	Facilitator - Provider
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight: Manager Responsible:	Director Planning Environment Manager Planning Services
	MODERATE	=	MODERATE	ON TRACK		

Free pre-lodgement service are offered for planning applications. Weekly Initial Check Meetings for pre-lodgement applications are held by development assessment staff which strongly drives timeframe compliance.

67 Development Applications were determined by Council during this period with a total value of $6,978,010.40.

4 Subdivision Certificates were determined in this period.

149 Certificates processed within the reporting period totalled 246.

The Heritage Advisory Committee met during this reporting period.

Heritage consultants were engaged to progress the Parkes Shire Heritage Study.

$10,64750 was allocated to the Local Heritage Fund. 5 applications were successful.

Section 94 and Section 94A Contribution Plan, Parkes Shire Council Development Application Guide, Statement of Enviornmental Effects Guide and FACT Sheets were completed.





^ 2017/18 Local Heritage Fund project, 41 Hill Street Parkes, after repainting.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	3 Promote, Support and Grow our Communities					
STRATEGIC OBJECTIVE:	3.5 Provide equitable access to community services				Council Role	Advocate - Facilitator - Provider
					Related Council Activity/s:	Community Services & Education
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Technology Corporate Services
	MODERATE	=	MODERATE	ON TRACK	Manager Responsible:	Chief Operating Officer

Council continues to provide assistance to Neighbourhood Central through committees such as Parkes Domestic Violence Committee. Council maintains an excellent working relationship with Centre Management and has collaborated on many projects over the reporting period.

Council continues to jointly fund the Aboriginal Liaison Officer position with Northparkes Mines. The Liaison Officer attends meetings on behalf of Parkes Shire Council and is also a member of the Three Rivers Regional Assembly, an advisory group under the NSW State Governments OCHRE program.

Council supported Parkes PCYC in the delivery of their Youth Week activities, which includes Yound Things display at Parkes Library, Big Night Out including a free bus shuttle service, and the Sunday session with free entry at Parkes, Tullamore, Trundle and Peak Hill Pools.



^ *Youth Week activities at Parkes PCYC*



General Manager Mayor

Future Direction 4

Grow and Diversify the Economic Base



General Manager

Mayor

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

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Business and Economic Development

During the reporting period Council continued to participate in the Northparkes Mines Community Consultative Committee.

Northparkes Mines is a major sponsor of the Parkes Elvis Festival and has entered into a 3 year agreement to sponsor the Parkes Elvis Festival Street Parade.

Council and Northparkes Mines continue to fund the positions of Grants Officer and Aboriginal Liaison Officer, as well as work together on Northparkes Mines community and sporting grants programs.

Council met with several exploration companies who are looking at various mineral deposits in and around the Shire.

Council worked proactively with the Department of Planning on major projects including:

- Syerston Mine
- Solar Projects in Parkes
- Inland Rail between Parkes and Narromine



^ Northparkes Mine staff supporting International Womens Day

FUTURE DIRECTION:	4. Grow and Diversify the Economic Base			
STRATEGIC OBJECTIVE:	4.2 Develop and support the Tourism Industry in the Shire			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director TechnologyCorporate Services
Manager Responsible:	Brand and Marketing Manager Elvis Festival Director Destination Development Manager

Parkes' annual Elvis Festival was held 11-15 January 2017, attracting approximately 25,000 visitors and injecting an estimated $13 million into the local economy. The Festival saw a 13% increase in audience attendances and an 18% increase in merchandise sales. Media coverage of the Festival reached a global audience of over 200 million.

The Henry Parkes Centre Masterplan was finalised and presented to Council and stakeholders with the adoption deferred.

53 events were supported throughout the Shire including Trundle ABBA Festival, Parkes Picnic Races and Tullamore Irish Festival.

13 new events to the Shire including Sunrise to Sunset Parkes Heritage Houses Tour, Kookaburra 8s and Classic Concert Filmfest in Trundle.

Council managed and promoted Peak Hill Gold Mine. $120,000 funding was received by the State Government to improve the visitor experience.

Parkes Public Art Trail was developed. Public Art Locations include Parkes CBD with designs to follow in Peak Hill, Tullamore and Trundle.

Council maintained Level 2 accreditation of the Parkes Visitor Information Centre.



^ Public Art installed in Parkes CBD

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	4. Grow and Diversify the Economic Base						
STRATEGIC OBJECTIVE:	4.3 Maintain a strong, innovative agricultural sector					Council Role	Advocate - Facilitator
						Related Council Activity/s:	Economic Development
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS		Director Oversight:	Director Technology Corporate Services
	MODERATE	=	MODERATE	ON TRACK		Manager Responsible:	Manager Business and Economic Development

Council maintains regular communication with local growers, transport companies and GrainCorp to discuss how Council can assist to better facilitate the movement of grain in the Shire during harvest.

Meeting were held with major agricultural producers in the Shire to discuss the opportunities of value adding to agriculture. A report is being generated via the Parkes Growth Strategy.

Council monitors relevant industry channels such as #agchat to ensure that Council can pass on all relevant information to interested parties.

Council commenced developing the Business Growth Strategy with the aim to develop Parkes as a strong and diverse economic region of critical mass. A consultant has been employed to achieve this.



^ GrainCorp operations

FUTURE DIRECTION:	4. Grow and Diversify the Economic Base						
STRATEGIC OBJECTIVE:	4.4 Improve the availability and accessibility of new technology					Council Role	Advocate - Facilitator
						Related Council Activity/s:	Economic Development
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS		Director Oversight:	Director Technology Corporate Services
	MODERATE	=	HIGH	ON TRACK		Manager Responsible:	Manager Information Services

Relationships have been established between Telstra, NBN presentatives and key Council staff members to ensure the improvement of technology in the Shire.

Trundle ADSL shortages have been rectified.

NBN rollout is complete in Peak Hill. NBN rollout within the Shire is continually monitored.

Council have provided iPads to Community Consultative Committees have access to aid communication between parties.

Council continued to investigate Smart City possibilities and suitable requirements for the Shire.

Council's Water department are investigating Smart Water Meters for B-Section Pipeline customers.

Discussions held with street lighting designers to ensure conduits and facilities are put in place for future expansion of CCTV and public WiFi.



^ Map of NBN rollout status in the Parkes Shire

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	4. Grow and Diversify the Economic Base				
STRATEGIC OBJECTIVE:	4.5 Increase the number of residents and work opportunities across the Parkes Shire				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Business and Economic Development

Council met with the Chamber of Commerce and local business owners 50 times in the reporting period.

Relocation prospectus' were developed and submissions made regarding decentralisation of Government departments. Council's lobbying is yet to be successful.

Council developed and distributed marketing campaigns regarding the advantages of moving to Regional NSW.

Council's corporate website was redeveloped with a focus on attracting new residents and businesses to the Parkes Shire.

Social media was used as a platform to pitch Parkes as a viable location for an Amazon distribution warehouse. The campaign had a significant return on investment with $2,500 spent and almost $1 million in media value generated.



^ *Council's new corporate website*

FUTURE DIRECTION:	4. Grow and Diversify the Economic Base				
STRATEGIC OBJECTIVE:	4.6 Promote and develop industry, retail and government services in the Parkes Shire				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	OPEN MODERATE	=	OPEN MODERATE	ON TRACK	

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Business and Economic Development

Council has created a Masterplan to facilitate the provision of infrastructure, services and residential land for the Shire.

Subdivision work has commenced on the old Parkes Hospital site, industrial land and Parkes Regional Airport to enhance living and industry opportunities.

Council is continuing to work with local businesses to promote and develop industry and retail in the Parkes Shire through its strong relationship with the Chamber of Commerce and facilitation of workshops and programs.



^ *A photo used in Council's marketing and promotion of the retail industry within Parkes Shire*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Future Direction 5

Develop Parkes as a National Logistics Hub



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	5. Develop Parkes as a National Logistics Hub			
STRATEGIC OBJECTIVE:	5.1 Develop and promote the Parkes National Logistics Hub (PNL & HUB)			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Business and Economic Development

Council has liaised with several investors around the key drivers of investment for Parkes National Logistics Hub and worked closely with SCT to hold an investor meeting regarding the National Logistics Hub on site with over 30 people in attendance.

Council is working with 2 stakeholders to overcome the obstacles for developing the Parkes National Logistics Hub and to ensure that development takes place in the Hub.

4 meetings have been held with the Federal Member for Transport, Local, State, and Federal Members.

Council attended and spoke at the Australian Logistics Council conference in Melbourne on Inland Rail.

The Parkes National Logistics Hub area has been included as part of the first Inland Rail installment (Parkes to Narromine).

Council continues to make representations to various industries regarding the advantages of the National Logistics Hub.



^ SCT Logistics are a driving force for the Parkes National Logistics Hub

Council representatives sat on the review panel for RMS bypass

FUTURE DIRECTION:	5. Develop Parkes as a National Logistics Hub			
STRATEGIC OBJECTIVE:	5.2 Develop a ring road to divert heavy vehicle traffic to Parkes National Logistics Hub (PNL & HUB)			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Provider
Related Council Activity/s:	Economic Development
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Design and Traffic

The NSW Government announced in December an allocation of $6 million for planning of the potential Newell Highway upgrade at Parkes. This work is part of the $500 million Newell Highway Upgrade Program.

Parliamentary Secertary for Western NSW Sarah Mitchell and Roads and Freight Minister the Hon. Duncan Gay travelled to Parkes to reveal the proposed route for the Parkes Bypass.

Council retains high-value stakeholder position with the bypass project team with the local impacts of the bypass being managed in concert with planning and construction frames.

Ongoing works throughout the reporting period in regards to the Southern Ring-Road project include:

- Investigations into the alignment of the route continue
- Advocacy and promotion of the Ring Road with key stakeholders including RMS during Newell Highway Realignment discussions



^ Mayor Ken Keith OAM, Parliamentary Secretary for Western NSW Sarah Mitchell and Roads and Freight Minister the Hon. Duncan Gay at the new Parkes Bypass route reveal

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	5. Develop Parkes as a National Logistics Hub			
STRATEGIC OBJECTIVE:	5.3 Promote development of the inland rail corridor			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Facilitator
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Servics
Manager Responsible:	Manager Business and Economic Development

Council has written submissions to the government regarding the Parkes National Logistics Hub.

Council continues to be a supporter of Inland Rail with the Mayor, General Manager and Economic and Business Development Manager having made representations to the Federal Minister for Transport on the issue.

The Mayor presented at several transport forums including the Transport and Logistics Symposium in Toowoomba.

The General Manager spoke as part of a panel at the Australian Logistic Council's conference in Melbourne which focused on Inland Rail.

Council continues to lobby the State Government for better connectivity back to NSW Ports.

The Federal Government announced $8.4 billion for Inland Rail in the Federal Budget with $300 million to be spent between Parkes and Narromine.



^ Councillor Ken McGrath, Councillor Neil Westcott, Minister for Infrastructure and Transport, the Hon. Darren Chester MP, Mayor Ken Keith OAM, Minister for Northern Australia and Minister for Resources, Matthew Canavan, Federal Member for Riverina, Michael McCormack MP, General Manager Kent Boyd and Councillor Bill Jayet

FUTURE DIRECTION:	5. Develop Parkes as a National Logistics Hub			
STRATEGIC OBJECTIVE:	5.4 Make Parkes Regional Airport progressive and profitable			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Facilitator -Provider
Related Council Activity/s:	Economic Development
Director Oversight:	Director Technology Corporate Services, Director Engineering Services
Manager Responsible:	Manager Business and Economic Development, Manager Support Services

Council secured funding through the State and Federal government to deliver the next stage of the Parkes Regional Airport Masterplan which was developed in 2013. The next stage includes the development of a Business Park.

Council has continued to support the HARS Museum at Parkes Regional Airport.

Over the last financial year, REX's passenger numbers have increased by 3.6%, escalating from 27,408 in 2015/16 to 28,404 in 2016/17.

Council has regular contact with REX at various levels, and actively promotes the service provided through marketing material.



^ Deputy Mayor Barbara Newton, Federal Member for Riverina Michael McCormack MP, Minister for Regional Development Fiona Nash, Mayor Ken Keith OAM and Councillor Alan Ward at the Federal Government's announcement of $1.56 million funding for Stage 2 of the Parkes Regional Airport Masterplan.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	5. Develop Parkes as a National Logistics Hub				
STRATEGIC OBJECTIVE:	5.5 Improve road access to Sydney				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	
	MODERATE	=	MODERATE	ON TRACK	

Council Role	Advocate - Facilitator
Related Council Activity/s:	Transport and Communication
Director Oversight:	Director Technology Corporate Services Director Engineering Services
Manager Responsible:	Manager Business and Economic Development

Council continue to canvas and seek improvements for the Henry Parkes Way by providing improved access to Sydney.

3 submissions were made to the Roads and Maritime Services to address deficiences in local intersections including the sub-standard crossing in Short Street and the traffic impacts at Grenfell and Bogan Streets. At this stage, Council has received no significant response to the submissions.

The Mayor continues to be a member of the Bells Line Expressway Group and is also the Chair of the Newell Highway Taskforce.

Council continues to support Centroc in its advocacy for access routes to Sydney via road, rail or air. The Mayor and General Manager have continued Council's support through meetings held with Ministers via Centroc.

The Henry Parkes Way has been included in Centroc's Strategic Road Plan and is of high priority.



^ Newell Highway at Peak Hill



27

General Manager Mayor

Future Direction 6

Enhance Recreation and Culture



General Manager

Mayor

FUTURE DIRECTION:	6. Enhance Recreation and Culture
STRATEGIC OBJECTIVE:	6.1 Improve Aquatic Recreation Facilities

RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
	MODERATE	=	MODERATE	ON TRACK

Council Role	Provider
Related Council Activity/s:	Recreation and Culture
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Support Services

The 2010 Parkes Shire Council Swimming Pool Strategy has been completed. Completed works outlined in the Swimming Pool Strategy include:

- Upgraded entry, facilities and disabled toilet at Trundle Pool
- Upgraded amenities and concourse at Peak Hill Pool
- Upgraded entry, facilities and disabled toilet at Tullamore Pool
- Electronic entry systems at all Shire pools
- Parkes Pool Kiosk renovations
- BBQ and shade at Trundle Pool
- CCTV installation

The Indoor Pool Feasibility Study Final Report has been received.

Funding applications are submitted as they arise. No relevant funding opportunities were identified in the reporting period.



^ Parkes Pool lifeguards

Progress
Delivering your priorities. Progressing the Parkes Shire.

$640,515 was spent on aquatic facilities projects during the Delivery Program

FUTURE DIRECTION:	6. Enhance Recreation and Culture
STRATEGIC OBJECTIVE:	6.2 Develop and implement pedestrian access and cycling mobility facilities

RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
	MODERATE	=	MODERATE	ON TRACK

Council Role	Provider
Related Council Activity/s:	Recreation and Culture, Health, Housing & Community Amenities
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Support Services

During the reporting period footpath renewal and capital works undertaken included:

- Peak Hill Road (shared path)
- Baker Street (shared path)
- Forbes Road (shared path)
- Newell Highway crossing (shared path)

The extension of the Bushman Street footpath is nearly complete.

Council's Pedestrian Access and Mobility Plan (PAMP) was updated with 75% funding achieved from the Roads and Maritime Services.

Council has submitted plans for funding in 2017/18 for a shared path in East Street and Hooley Street.

Council's review of the adequacy of street-side access for new developments was undertaken as a component of the engineering assessment of Development Applications.

The Parkes Shire Council Pedestrian and Cycle Plan was implemented with a 1.3km bike path from Bushman Street to Webb Street constructed.



^ Bike path from Bushman Street to Webb Street

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	6. Enhance Recreation and Culture				
STRATEGIC OBJECTIVE:	6.3 Maintain and Develop Sporting and Cultural Facilities				
RISK/ DELIVERY CHALLENGE STATUS:	MODERATE	MOVEMENT =	MODERATE	MGRIAL UPDATE REQ'D	

Council Role	Provider
Related Council Activity/s:	Recreation and Culture, Health, Housing & Community Amenities
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Support Services Manager Works

Council's development of a Learn to Swim Program at Parkes Pool has increased pool usage with 735 students enrolled in the first and second term.

Council extended the opening hours of Parkes Pool between 8 am and 10am to facilitate lap swimming.

Royal Life Savings Audits for the 2016/17 pool season resulted in Parkes Pool receiving a 5 star rating, and Peak Hill, Trundle and Tullamore Pool receiving a 4 star rating.

Completed Sporting Field Masterplan projects include the storage shed at Woodward Ova, topdressing of Nothparkes Oval, new toilets at Pioneer Oval, irrigation system upgrades and topdressing at Berryman Park and the second synthetic hockey turf at McGlynn Park.

Council's Cultural Grant recipients were Peak Hill Leisure Art & Craft Council Inc. ($2,000), Parkes Action Club Inc. ($2,110), Trundle Film Society ($3,960) and Parkes/ Forbes Cake Decorators Guild of NSW Inc. ($2,000).

Council completed works on access paths at Kelly Reserve, the Rotary Arboretum playground, Memorial Hill remembrance walk, shelters with BBQ facilities at the Rotary Arboretum and improvements to BBQ facilities at Kelly Reserve.



^ *Construction works on the Memorial Hill Remembrance Walk*

FUTURE DIRECTION:	6. Enhance Recreation and Culture				
STRATEGIC OBJECTIVE:	6.4 Ensure the library is an ongoing cultural, recreational, learning centre for the community				
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL MODERATE	MOVEMENT =	CURRENT MODERATE	STATUS ON TRACK	

Council Role	Provider
Related Council Activity/s:	Recreation and Culture Community Services and Education
Director Oversight:	Director Technology Corporate Services
Manager Responsible:	Manager Library, Education and Cultural Services

During the reporting period Parkes Shire Library members increased by 10%, borrowed items increased by 4%, attendance at events/ workshops increased by 20% and events/workshops facilitated by the Library increased by 28%.

A wide range of activities and workshops were held at the Library including Writers Group, Book Club, school visits, author visits, art workshops and holiday activities.

Library collections continue to grow, with the emphasis being on purchasing items for the talking book and DVD collections.

Parkes Shire Library continues to promote the joy of reading through a variety of activities and events, including author visits from Kim Kelly, Jack Heath, Karen Viggers and Mel Jacobs.

Exhibitions held include Jocelyn Moles, Parkes Potters, Parkes Embroiderers, a bonsai display, Parkes Elvis Festival photography and Gavin Coote.

Travelling exhibitions during the reporting period included Shaun Tan and the Lazy Lions Lounging in the Library.



^ *Lazy Lions Lounging in the Library exhibition*

During the reporting period, 12 recommendations were adopted from the Library Review conducted in 2016.

9 have been completed, 2 are being reviewed and 1 is ongoing.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Future Direction 7

Care for the Enviornment in a Changing Climate



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	7. Care for the Environment in a Changing Climate			
STRATEGIC OBJECTIVE:	7.1 Improve the environmental outcomes of Council's operations			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Provider
Related Council Activity/s:	Water Supplies, Sewerage Supplies
Director Oversight:	Director Infrastructure
Manager Responsible:	Manager Natural Resources

Council worked with Central West Council's Envrionment and Waterways Alliance and both Central West and Central Tablelands Local Land Services to identify envirnomental priorities for the Central West Region and to gain industry knowledge for projects.

$50,000 in grant funding was received under the LGNSW Council Roadside Reserves grant to develop a new Roadside Vegetation Management Plan.

During the reporting period, Council worked with Central West Lachlan Landcare Green Army to undertake work for Council's 20 Million Trees project, PAC Park rehabilitation and the Annual Weed Control program.

Financial and in-kind contributions were made to Central West Lachlan Landcare programs such as National Tree Day and Schools Eco Day.



^ *PAC Park*

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

Council Role	Provider
Related Council Activity/s:	Community Services and Education Water Supplies - Sewer Supplies
Director Oversight:	Director Infrastructure
Manager Responsible:	Infrastructure Technical Manager Environmental and Sustainability Coordinator

Sustainability within the Shire will soon see significant enhancements with:

- The installation of initial 100-kW solar PV systems at the Sewage Treatment Plant and Water Treatment Plant are now complete
- The safety upgrade to Lake Endeavour is complete
- The Sewage Treatment Plant and Lachlan River Pump Station have finished construction and are entering commissioning phases
- The Water Treatment Plant is approaching construction completion
- The Advanced Water Recycling Facility has commenced construction and the supporting solar PV system is approaching competion

Resourcing commitments to major capital infrastructure projects has meant that the investigation of stormwater harvesting opportuntiies has not progressed.

Energy consumption at all Council sites is monitored through e21 Energy Plus.

Solar installations are monitored regularly with anomalies identified and rectified as needed.



^ *Solar panels installed at the Parkes Water Treatment Plant*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	7. Care for the Environment in a Changing Climate			
STRATEGIC OBJECTIVE:	7.3 Encourage recycling and the reduction of waste			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocator -Facilitator-Provider
Related Council Activity/s:	Health, Community Services and Education
Director Oversight:	Director Planning Environment
Manager Responsible:	N/A

During the reporting period, enviromental improvements were complete in Alectown, Gunningbland, Parkes, Trundle and Tullamore.

The construction phase of the Parkes Waste Facility Upgrade is complete. Tender for Site Management Services at the Parkes Waste Facility was successful awarded and weighbridge staff were employed.

The closure of Yarrabandai Landfill was successful.

Council is participating in 10 Net Waste regional initiatives.

Quarterly Regional Domestic Waste and Recycling Contract Management Committee meeting were attended.

A regional waste education roll-out was implemented in relation to the new 3 x bin system, including website, media articles, FACT sheets and short videos.

Progress Delivering your priorities. Progressing the Parkes Shire.

Construction phase of the Peak Hill Waste Transfer Station is complete.



^ *Gatehouse and weighbridge at the upgraded Parkes Waste Facility*

FUTURE DIRECTION:	7. Care for the Environment in a Changing Climate			
STRATEGIC OBJECTIVE:	7.4 Implement environmental regulations and controls in Council's sphere of operations			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Advocate - Facilitator
Related Council Activity/s:	Health
Director Oversight:	Director Planning Environment Director Infrastructure
Manager Responsible:	Manager Natural Resources

All customer requests and incidents within Council's environmental jurisdiction have been responded to during the reporting period.

Council successfully delivered the annual Weed Control Program, inspecting the majority of Council owned/managed roadsides and reserves. 125 private property inspections were undertaken (5 above the annual target).

The identification and control of problem WONS target within the Shire was exceeded during the reporting period.

High risk sites including waterways/bodies and highways were routinely inspected for weed incursions.

Council sought additional funding of $10,000 through the Crown Lands Public Reserves Management Program for a targeted weed control program.

Council attended quarterly Central West Lachlan Landcare Regional Weed Committee meetings, as well as numerous Macquarie Valley Weeds Advisory Committee meetings and Lachlan Valley Weeds Advisory Committee meetings.



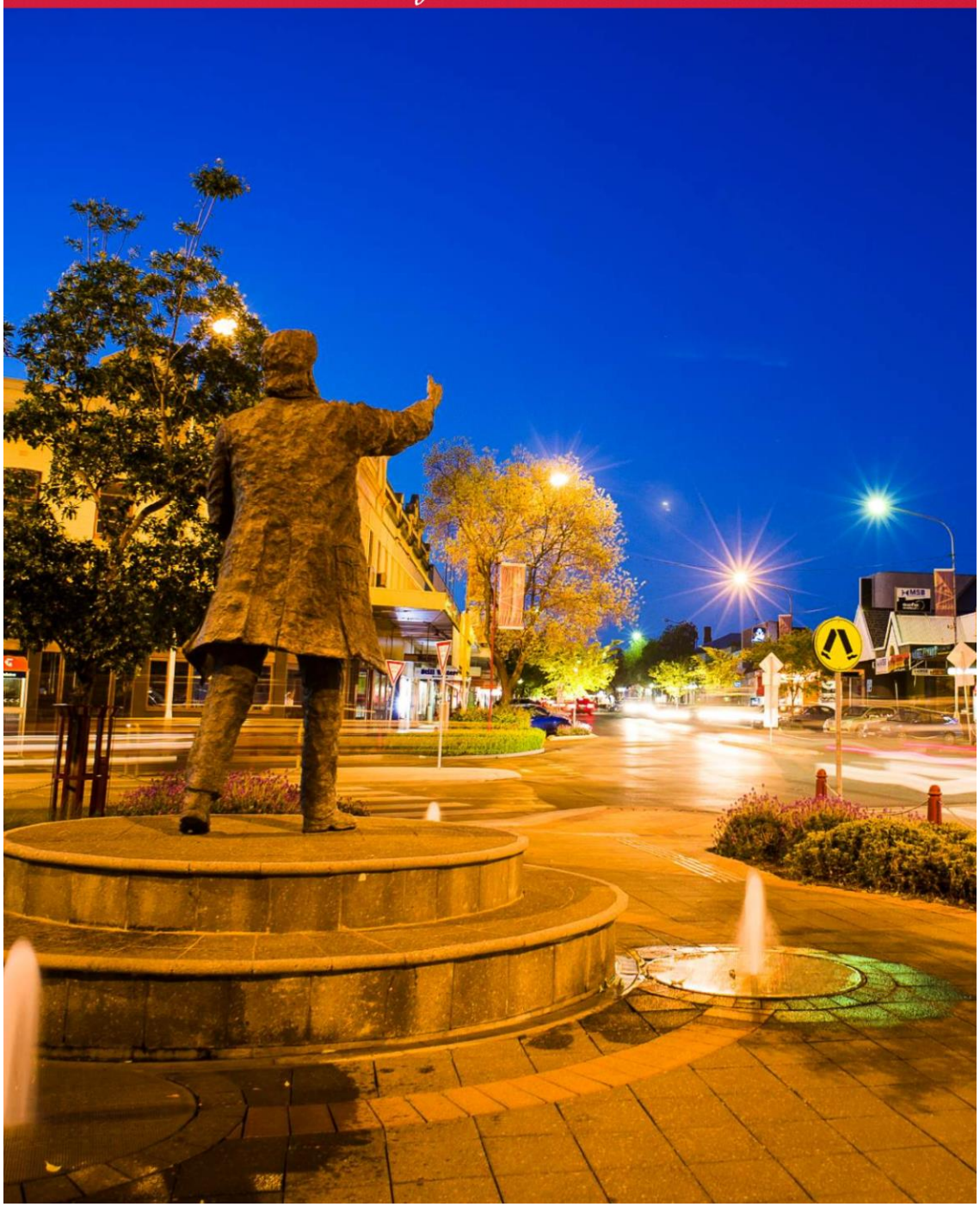
^ *Parkes Shire Council's noxious weeds display at Peak Hill Show*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Future Direction 8

Maintain and Improve the Shires Assets and Infrastructure



General Manager

Mayor

FUTURE DIRECTION:	8. Maintain and Improve the Shire's Assets and Infrastructure			
STRATEGIC OBJECTIVE:	8.1 Ensure that Shire water management is in line with Best Practice			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Provider
Related Council Activity/s:	Water Supplies, Sewerage Supplies
Director Oversight:	Director Infrastructure
Manager Responsible:	Manager Natural Resources

The Water Treatment Plant has been completed using up to 31% of local procurement for the overall spend. The Plant will service Parkes and Peak Hill.

Network operations have continued to be monitored. Significant numbers of leaks have been detected and repaired where economically feasible.

Treated effluent was distirbuted to Parkes Golf Club and Parkes Racecourse in accordance with EPA licence conditions.

8 kilometres of mains renewal was completed during the reporting period.

Bore 8 and Lachlan River Pump Station projects are nearing completion.

Contract for the construction of the Advanced Water Recycling Facility (AWRF) was awarded to John Holland Group.

Council completed a study of the B-Line from Forbes to Tullamore to identify sections of the pipeline due for renewal.



^ *Construction of the new Water Treatment Plant*

FUTURE DIRECTION:	8. Maintain and Improve the Shire's Assets and Infrastructure			
STRATEGIC OBJECTIVE:	8.2 Manage Local Road Network to agreed service levels			
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL: MODERATE	MOVEMENT: =	CURRENT: MODERATE	STATUS: ON TRACK

Council Role	Provider
Related Council Activity/s:	Mining Manufacturing and Construction, Transport and Communication
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Works, Manager Assets

Asset inspections are carried out on regular intervals.

90% of the gravel re-sheeting program (SRV $200,000/ Financial Assistance Grant Scheme $800,000) was achieved during the reporting period.

100% of the gravel re-sealing program was carried out during the reporting period.

6km of work was completed on Middle Trundle Road (SR83).

44km of unsealed roads were maintained to meet the needs of the road users.

500m of road was constructed on Warregal Road.

14.3km of works on Renshaw McGirr Way was scoped and executed during the reporting period.

500m of road was reconsructed and sealed on Cookamidgera Road.

Lane renewals were completed in Jensen Lane and McGee Lane.

90% of planned footpath projects were delivered during the reporting period, including Peak Hill Road, Baker Street, Forbes Road and the Newell Highway crossing.

REPAIR funding applications lodged for the next financial year include Wellington Road (MR233) and Peak Hill - Tullamore Road (MR348).



^ *Construction works on Middle Trundle Road (SR83)*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	8. Maintain and Improve the Shire's Assets and Infrastructure					
STRATEGIC OBJECTIVE:	8.3 Ensure that Sewer management is in line with best practice				Council Role	Provider
					Related Council Activity/s:	Water Supplies, Sewerage Supplies
RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS	Director Oversight:	Director Infrastructure
	MODERATE	=	MODERATE	ON TRACK	Manager Responsible:	Manager Natural Resources Infrastructure Asset and Contract Manager

Key outcomes from the Integrated Water Cycle Management Plan are underway and/or have been completed include:

- Water Treatment Plant
- Sewage Treatment Plant
- Advanced Water Recycling Facility
- Lachlan River Pump Station
- Bore 8 upgrade

Council's new Sewage Treatment Plant has finished construction and is due to be commissioned in the next reporting period.

The Federal Government announced an $8.75 million grant for construction of the Advanced Water Recycling Facility.

During the reporting period, Council commenced designing concept designs for a Recycled Ring Main to distribute the higher quality effluent.

Council is investigating additional licenses for bore and river entitlements.



^ *Sewage Treatment Plant*

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

Council engaged a consultancy group to complete a review and update the existing stormwater hydraulic model for the Parkes township.

Application of sound engineering principles for Council and private development have minimised negative impacts of increased urban run-off.

Significant attention was paid to major urban expansion in the north-east sector of Parkes.

Council investigated additional gross pollutant traps at PAC Park to limit the impact of erosion, sedimentation and gross pollutants, including the installation of a trash rack.



^ *Lake Endeavour Dam*

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FUTURE DIRECTION:	8. Maintain and Improve the Shire's Assets and Infrastructure
STRATEGIC OBJECTIVE:	8.5 Maintain and Operate Parkes Regional Airport

RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
	MODERATE	=	MODERATE	ON TRACK

Council Role	Provider
Related Council Activity/s:	Transport and Communication
Director Oversight:	Director Engineering Services
Manager Responsible:	Manager Support Services

Council is developing a subdivision plan for Parkes Regional Airport with the Development Application due to be lodged August 2017.

During the reporting period, Minister for Regional Development Fiona Nash announced that the Federal Government will commit $1.56 million towards Stage 2 of the Parkes Regional Airport development, under the National Stronger Regions Fund.

Minister for Regional New South Wales John Barilaro announced that the State Government announced a further $1 million of funding towards Stage 2 of the Parkes Regional Airport development.

The Parkes Airport Taxiway B upgrade project was deferred to the next financial year with the project moving into the design and investigation phase.

Council continues to lobby members of parliament when funding opportuntiies arise for potential improvements of Parkes Regional Airport.

Progress Delivering your priorities. Progressing the Parkes Shire.

$2.56 million in funding for Stage 2 of the Parkes Regional Airport Masterplan has been committed by State and Federal Governments



^ Mayor Ken Keith OAM, Minister for Regional New South Wales John Barilaro, Nationals candidate for Orange Scott Barrett and Chair, Regional Development Australia Central West, Alan McCormack

FUTURE DIRECTION:	8. Maintain and Improve the Shire's Assets and Infrastructure
STRATEGIC OBJECTIVE:	8.6 Manage, maintain and update Council owned property

RISK/ DELIVERY CHALLENGE STATUS:	INITIAL	MOVEMENT	CURRENT	STATUS
	MODERATE	=	MODERATE	ON TRACK

Council Role	Provider
Related Council Activity/s:	Administration Housing and Community Amenities
Director Oversight:	Director Planning Environment Director Technology Corporate Services
Manager Responsible:	Manager Building Certification, Manager Business and Economic Development

Council's assets continued to be improved and maintained in accordance with the 2016/17 Operational Budget.

The lease for Spicer Caravan Park was reviewed and awarded during the reporting period with customer service targets being incorporated. Spicer Caravan Park was maintained with works and improvements completed as identified in the Operational Budget.

Council successfully auctioned off industrial sites and land during the reporting period.

Strategic land was purchased for the Newell Highway realignment during the reporting period.

Properties were purchased during the reporting period to ehance a future civic precinct including Crown Road near Parkes Library.

Council has completed an investigation for future use of the Community Health building at the old Parkes Hospital site.

Council continue to lobby for grant funding to relocate the Family Day Care service.



^ Spicer Caravan Park

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



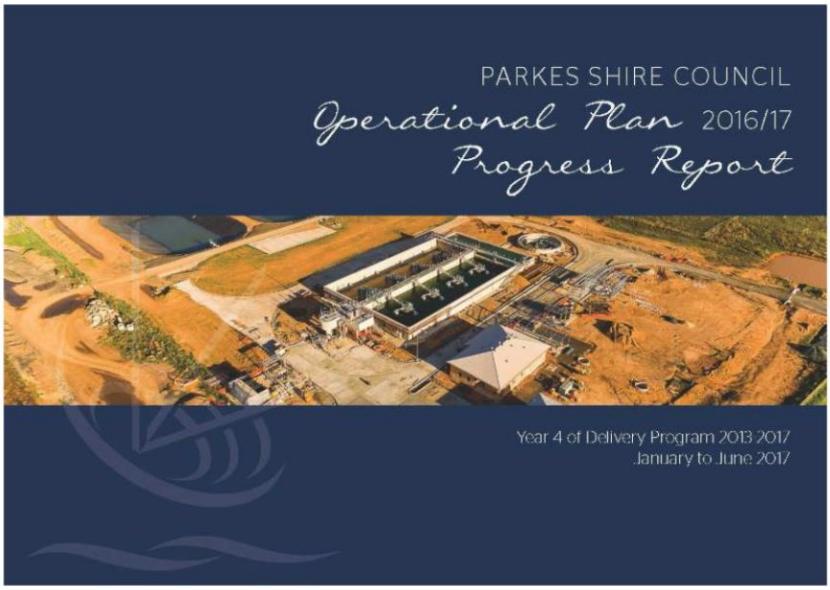
General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council Operational Progress Report

Please refer to the Parkes Shire Council Operational Plan Progress Report Year 4 of Delivery Program 2013-2017 (January - June 2017) for more detailed information regarding the strategic objectives contained in this Executive Summary.



^ Operational Plan Progress Report Year 4 of Delivery Program 2013-2017 (January - June 2017)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Grants and Funding Update

Council currently employs 2 Grants Projects Officers who dedicate their time to preparing grant applications on behalf of Council, as well as providing assistance and training to members of the community who wish to apply for grant finding on behalf of community organisations.

A total of **69** grants valued at **$ 5,615,087** were secured during the reporting period *(includes Council and community grants)*. The below shows the distribution of grant funding throughout the Shire townships.

TRUNDLE
14 successful grants valued at **$ 1,193,440**

TULLAMORE
2 successful grants valued at **$ 12,500**

BOGAN GATE
6 successful grants valued at **$ 936,716**

PEAK HILL
10 successful grants valued at **$ 26,869**

PARKES
36 successful grants valued at **$ 4,335,805**

COOKAMIDGERA
2 successful grants valued at **$ 9,757**



^ Middle Trundle Road

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

The Year 2016/17 for Parkes Shire...

Shire Events

+ Parkes Elvis Festival
+ Parkes Harness Racing Australia Day Meeting
+ National Local Government Touch Carnival
+ Rotary Charity Golf Tournament
+ Australian Indoor Marbles Championships
+ Tullamore Irish Festival
+ AstroFest
+ Annual Agricultural Shows
+ Trundle Bush Tucker Day
+ Parkes Open Golf Tournament
+ 2PK Country Music Festival
+ Parkes Antique Motor Club Motor Rally
+ Parkes Car Enthusiasts Weekend & Swap Meet
+ Northparkes GP Cup
+ Parkes Christmas Festivities
+ Peak Hill Meet You Up the Street
+ NAIDOC Week
+ Peak Hill Annual Landscape Art Awards
+ Tractor Start Up Day
+ Parkes Rotary Fun Run
+ Parkes Jockey Club Gold Cup
+ Parkes Picnic Races
+ Trundle ABBA Festival
+ Peak Hill Art & Craft Exhibition
+ Parkes & District Kennel Club Show
+ Parkes Open Gardens
+ Carols by Candelight
+ ANZAC Day
+ Trundle Back in Time
+ Kookaburra 8s - Hockey
+ NSWPSSA AFL Championships
+ 2017 Netball NSW Schools Cup - West/Central West
+ Southern State Women's Master Hockey Championships

Family Day Care Activities

+ Parkes Shire Library - Simultaneous Storytime
+ Car seat restraint checks
+ Community fun days for Christmas at Parkes and Condobolin
+ Playgroup at Parkes, Forbes and Condobolin
+ Visits to Southern Cross Retirement Village

Parkes Shire Library

+ Artists in Residence
+ Local artist exhibitions
+ Waste to Art Exhibition
+ Parkes Embroiderers Guild
+ Storytime
+ Rhyme Time
+ Parkes Library Fun Palace
+ Simultaneous Storytime
+ Curiosity + Wonder Literacy Festival
+ School holiday activites
+ Writers Group
+ Code Club
+ Computer classes
+ Weaving workshops
+ History sessions
+ Camera Craft classes
+ Parkes Book Club

Road Safety Action Plan Projects

+ 'Free Cuppa for the Driver' scheme
+ Central West NSW Heavy Vehicle Breakfast Forum
+ Child Restraint Checking Day
+ 'NOT A STATISTIC! Youth Driver Education Program'
+ 'Helping Learner Drivers Become Safer Drivers' workshop



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Progressive Projects Update

The below is a list of programs and initiatives that were made possible under the Progressive Delivery Program as identified by the community during the 2012 consultation period. As we finalise the 4 year 2013-17 Delivery Program, Council is pleased to report that all but 1 of the 86 projects identified below requires carry over to the 2017/18 financial year. This project is scheduled for works in the 2017/18 financial year and is included in the 2017/18-2020/21 Parkes Plus Delivery Program.

TOWN PROJECTS & STATUS

ALECTOWN
- Town improvement* ✓

BOGAN GATE
- Stormwater management planning* ✓
- Town improvement* ✓

COOKAMIDGERA
- Town improvement ✓
- Stormwater Management Planning* ✓

GUNNINGBLAND
- Town improvement ✓

TRUNDLE
- Town improvement ✓
- Building work for Trundle Library* ✓
- Improvements to Trundle pool*
  - Pool blanket ✓
  - Disabled access ✓
  - New entry and change room ✓
- Master planning for sport facilities* ✓
- Upgrade Middle Trundle Road* ✓
- Improvements to footpaths in the main street* ✓

TULLAMORE
- Town improvement ✓
- Renovation to Doctors Surgery* ✓
- Improvements to Tullamore pool*
  - Pool blanket ✓
  - New entry and change room ✓
  - Shade ✓
  - Disabled access ✓
- Stormwater management planning* ✓
- Master planning for sport facilities* ✓
- Improvements to footpaths in the main street* ✓

TOWN PROJECTS & STATUS

PEAK HILL
- Signage for Peak Hill Open Cut Experience ✓
- Town improvement* ✓
- New transfer station at Peak Hill tip ✓
- Doctors Surgery
  - Replace awning and ramp ✓
  - Renovation* ✓
- Stormwater management planning* ✓
- Master planning for sport facilities ✓
- Improvements to Peak Hill pool*
  - Pool blanket ✓
  - New change room ✓
  - Shade ✓
  - Disabled access ✓
  - Concourse ✓
- Refurbishment of Memorial Park building* ✓
- Refurbishment of public toilet* ✓
- Improvements to footpaths in the main street* ✓

PARKES
- Town Entry points and main street beautification ✓
- Henry Parkes Centre
  - Car park lighting ✓
  - Moat cottage refurbishment* ✓
- Parks and Recreation Improvements
  - Disabled access for Rotaract Park ✓
  - Refurbishment of toilets at Bushman's Dam ✓
  - Woodward Oval cricket nets ✓
  - Maintenance of toilet block for Lions Park ✓
  - New toilets for Cheney Park 2017/18
  - Refurbishment of Cooke Park bus shelter ✓
  - New toilets for the arboretum* ✓
- New Car Parking works ✓
- Refurbishments to buildings
  - Little Theatre ✓
  - Neighbourhood Centre ✓
  - Currajong Disability* ✓
- Improvements to Parkes Regional Airport
  - Maintenance ✓
  - Building and Lighting* ✓
- Improvements to Parkes Pool
  - Fencing ✓
  - Pool blanket ✓

TOWN PROJECTS & STATUS

- Improvements to Parkes tip
  - Drop-off centres ✓
  - Weighbridge and site works ✓
- Improvements to Caravan Park ✓
- Town Improvement ✓

- Master planning for parks and recreation areas*
  - Keast Park ✓
  - Pioneer Oval precinct ✓
  - Woodward Oval ✓
  - Harrison Park ✓
- Footpaths*
  - Main street ✓
  - School precincts ✓
  - Aged care precincts ✓
  - New works program ✓

- Improvements to Parkes Cemetery* ✓
  - Parking ✓
  - Buried Ashes Garden ✓
  - Beautification to entry ✓
- Maintenance of town drainage* ✓

SHIRE WORKS
- Open space signage ✓
- Street trees ✓
- Drainage construction ✓
- Drainage network enhancements* ✓
- Sporting facilities capital works for villages* ✓
- Pool maintenance* ✓
- Implementation of sporting Master plans* ✓
- Sports Oval maintenance* ✓
- Open Space Improvements* ✓
- Roads*
  - Resealing ✓
  - Pavement rehabilitation ✓
  - Unsealed maintenance ✓
  - Resheeting ✓

KEY

Progress
Delivering your priorities. Progressing the Parkes Shire.
A Progressive Delivery Program Project
Parkes Shire Council

Work in Planning
Work in Progress
Work Complete

* Projects funded directly through increased rate revenue

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

10.3 (GM) Public Holidays for Parkes Shire Show Days - 2018 and 2019

Executive Summary

The NSW Government Treasury (Industrial Relations Group) has advised applications for the declaration of public holidays and local event days for 2018 and 2019 need to be received by them, by 24 November 2017.

The PA & H Associations in the Shire have advised of their proposed dates for their respective 2018 and 2019 Shows.

Background Information

In November of each year, the Department of Industrial Relations invites Councils to submit dates to be observed as public holidays and half holidays within the respective Council areas. All local holidays in New South Wales for the forthcoming calendar year are then considered and appointed by the Minister in the one Government Gazette notice. This notice is published in the Government Gazette in December or early January. Confirmation advice of the Minister's approval is forwarded to Council in advance of the Gazette publication date.

In 2015 the NSW Treasury advised that following a review of the current guidelines by NSW Industrial Relations, a number of amendments to reduce the administrative burden on Councils regarding the process for the making of annual applications under the Act were implemented. The amendments allowed for applications to be made for the declaration of full or part-day public holidays and local event days for two consecutive years.

Historically, Council has sought the advice of local PA & H Associations for days to be gazetted as local public holidays for their respective show days. Comments have also been invited from local businesses, schools and the general public.

Legislative or Policy Implications

Public Holidays Act 2010

Industrial relations Guidelines

General Manager Mayor

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

4. Grow and Diversify the Economic Base

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

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

Quadruple Bottom Line


Economic ★★★☆☆


Social ★★★★☆


Environmental ★★★★☆


Civic Leadership ★★★★☆

Budget & Financial Aspects

Nil

Recommendation

1. That on behalf of the Parkes, Peak Hill and Trundle Show Society's, Council forward letters to key stakeholders throughout the community proposing an application for the declaration of Public Holidays within the Parkes Shire for the staging of the respective annual Shows and inviting their comment. Comments to be received at Council by 8 September 2017.

Trundle

Public Holiday from 9.00am - 5.00pm Wednesday 15 August 2018 and Wednesday 14 August 2019 to be declared for Suburb of Trundle along with neighbouring Suburb of Bogan Gate and Suburb Bruie Plains. As per boundaries detailed on the Parkes Shire Council website.

Peak Hill

Public Holiday from 9.00am - 5.00pm Wednesday 22 August 2018 and Wednesday 21 August 2019 to be declared for Suburb of Peak Hill. As per boundaries detailed on the Parkes Shire Council website.

Parkes

General Manager Mayor

Public Holiday from 12 noon - 5.00pm Tuesday 28 August 2018 and Tuesday 27 August 2019 to be declared for Parkes Suburb, Suburb Tichborne, Suburb Nelungaloo, Suburb Gunningbland, Suburb Cooks Myall, Suburb Goonumbla, Suburb Alectown: along with neighbouring part Suburb Mandagery and part Suburb Cookamidgera within the Parkes Local Government Area. As per boundaries detailed on the Parkes Shire Council website.

Report

Historically Council has applied, on behalf of the respective PA& H Associations, for a full day public holiday during the Peak Hill Show and the Trundle Show (9.00am - 5.00pm) and a half day public holiday (12 noon - 5.00pm) during the Parkes Show. As Councillors are aware the annual Tullamore Show is also on the District Show circuit although the Tullamore Show is traditionally held on a Saturday.

In 2015 the NSW Treasury amendments to the guidelines allowed for applications to be made for the declaration of full or part-day public holidays and local event days for two consecutive years.

The PA & H Associations in the Shire have advised of their proposed dates for 2018 and 2019. They are as follows;

	2018	**2019**	**Public Holiday requested for**
Parkes	Monday 27 August, Tuesday 28 August, Wednesday 29 August	Monday 26 August, Tuesday 27 August, Wednesday 28 August	1/2 day 12 noon - 5.00pm Tuesday 28 August 2018 1/2 day 12 noon - 5.00pm Tuesday 27 August 2019
Peak Hill	Tuesday 21 August Wednesday 22 August	Tuesday 20 August Wednesday 21 August	Full day 9.00am - 5.00pm Wednesday 22 August 2018 Full Day 9.00am - 5.00pm Wednesday 21 August 2019
Trundle	Tuesday 14 August Wednesday 15 August	Tuesday 13 August Wednesday 14 August	Full day 9.00am - 5.00pm Wednesday 15 August 2018 Full Day 9.00am - 5.00pm Wednesday 14 August 2019

The boundaries of each Town area are also gazetted and placed on Council's website for easier referencing. Maps of the boundaries are attached for Councillors information.

General Manager Mayor

In order to seek wider public comment on the issue Council has in the past placed a public notice in the local media inviting public submission or comment on the granting of a public holiday for the Shire's Show days. Letters have also been forwarded, including a copy of the correspondence from NSW Government to the Parkes, Peak Hill and Trundle PA & H Associations, the Parkes Chamber of Commerce (who then distribute the letter throughout their business network), Peak Hill Community Consultative Committee, Trundle & District Progress Association, as well as the local bank branches, local schools and major retailers within the Shire inviting their submissions or comments.

In anticipation of the changes being implemented it is suggested that comments be invited from the respective Associations, Business and Community Groups, Schools and the general public for the declaration of public holidays for the coming two years as follows:

Trundle

Public Holiday from 9.00am - 5.00pm Wednesday 15 August 2018 and Wednesday 14 August 2019 to be declared for Suburb of Trundle along with neighbouring Suburb of Bogan Gate and Suburb Bruie Plains. As per boundaries detailed on the Parkes Shire Council website.

Peak Hill

Public Holiday from 9.00am - 5.00pm Wednesday 22 August 2018 and Wednesday 21 August 2019 to be declared for Suburb of Peak Hill. As per boundaries detailed on the Parkes Shire Council website.

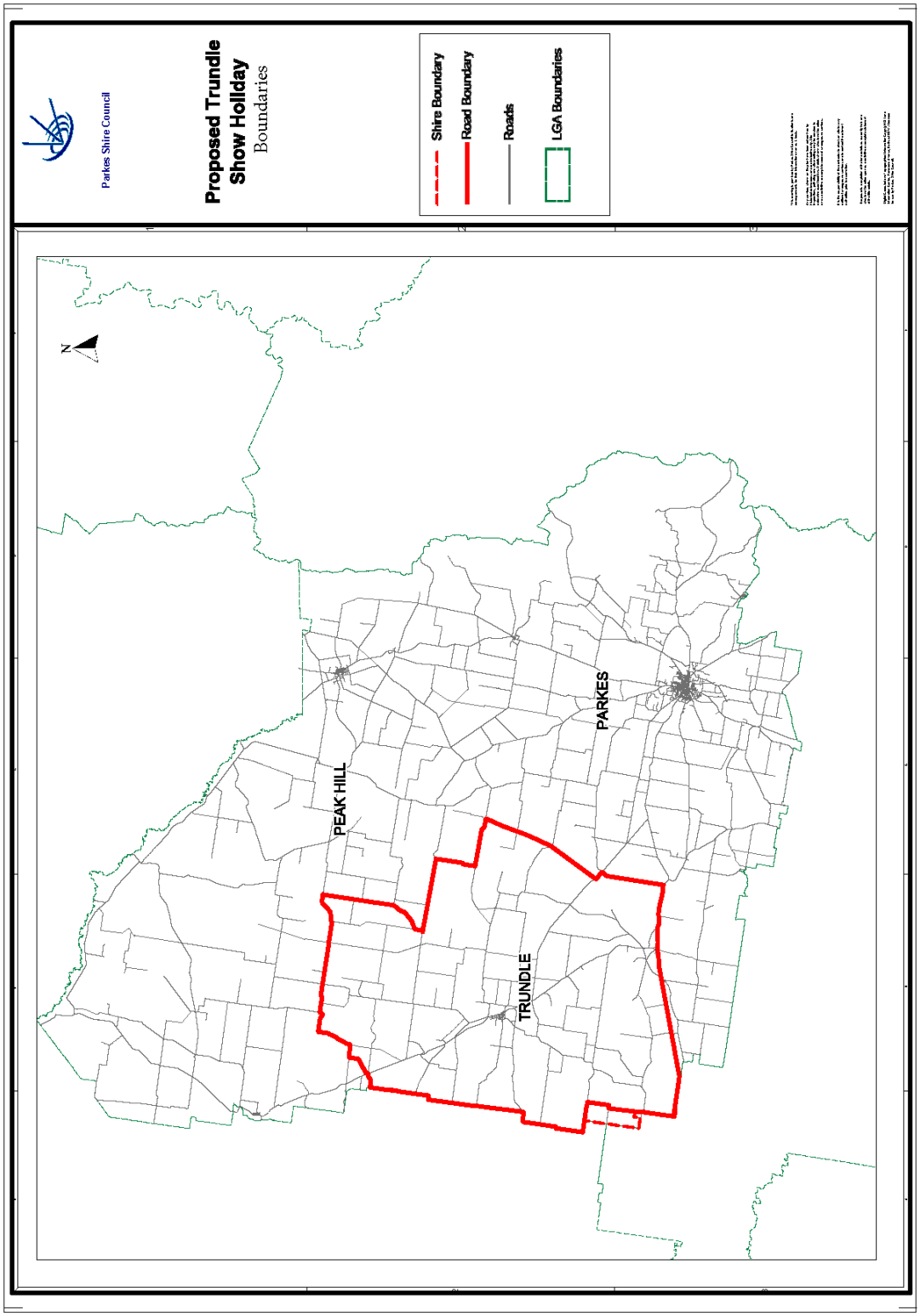
Parkes

Public Holiday from 12 noon - 5.00pm Tuesday 28 August 2018 and Tuesday 27 August 2019 to be declared for Parkes Suburb, Suburb Tichborne, Suburb Nelungaloo, Suburb Gunningbland, Suburb Cooks Myall, Suburb Goonumbla, Suburb Alectown: along with neighbouring part Suburb Mandagery and part Suburb Cookamidgera within the Parkes Local Government Area. As per boundaries detailed on the Parkes Shire Council website.

Attachments

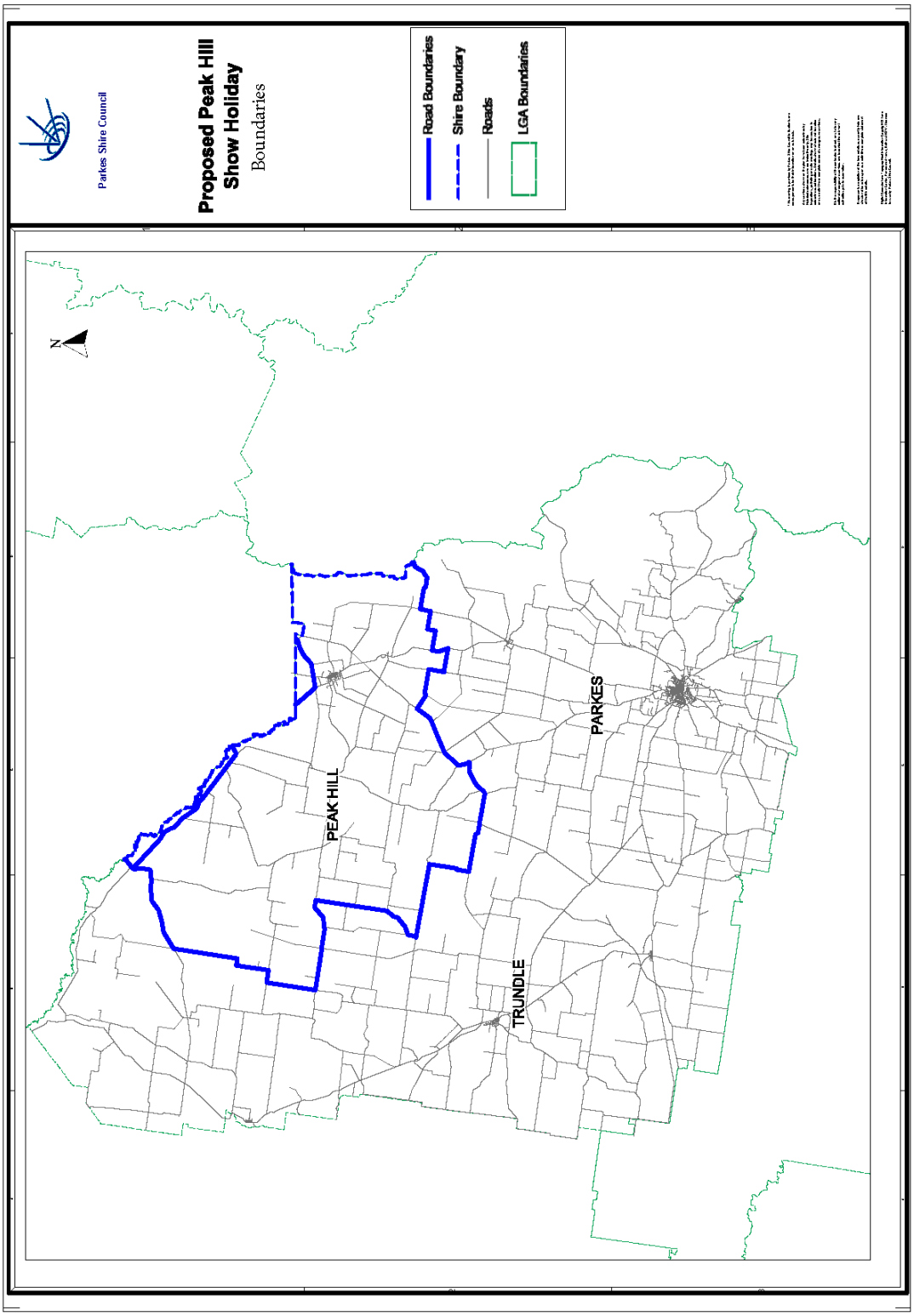
1. Town Boundaries

General Manager Mayor



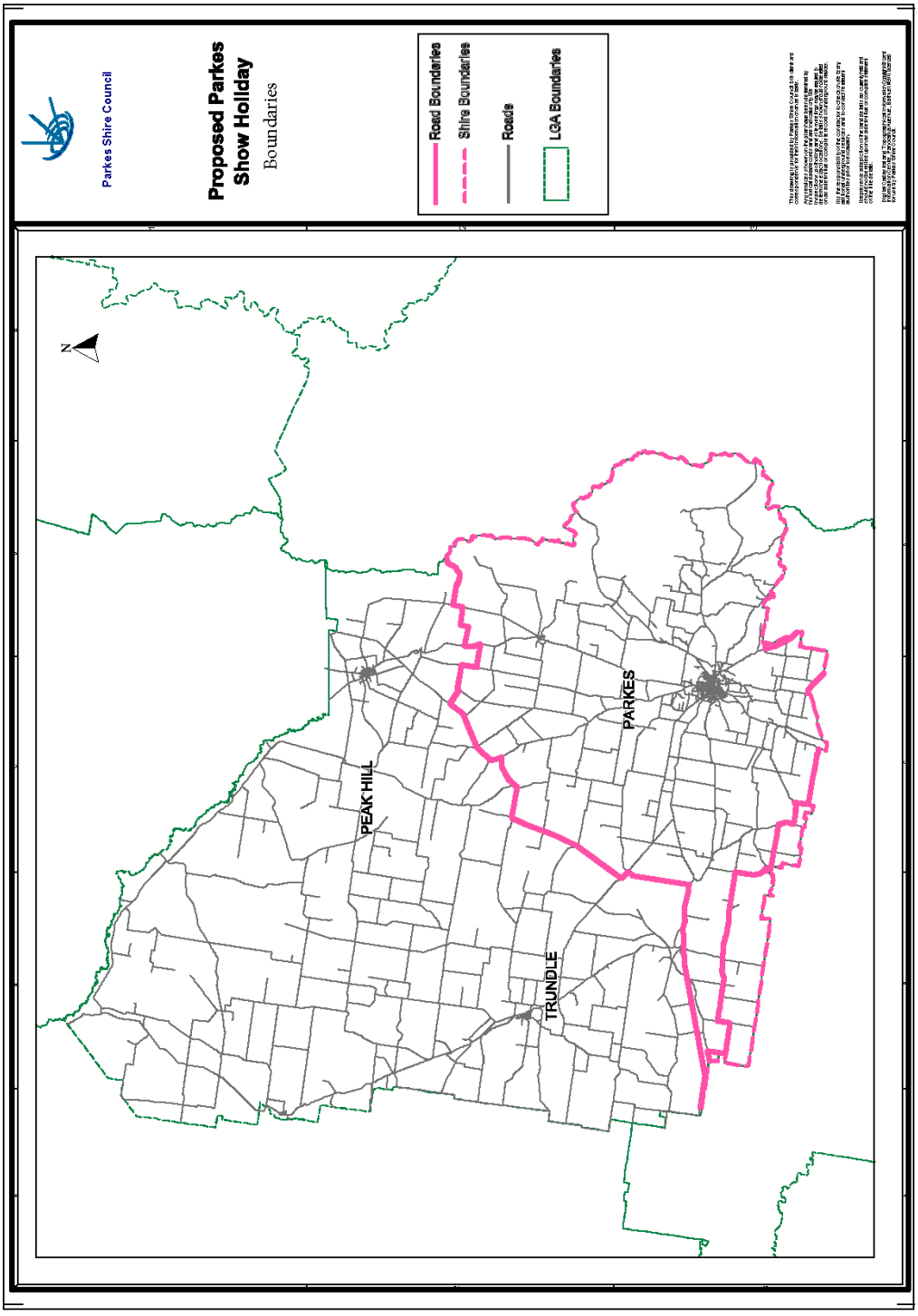
General Manager

Mayor



General Manager

Mayor



General Manager

Mayor

10.4 (GM) Use of Peak Hill Town Improvement Funds - Australian National Busking Championships

Executive Summary

A request has been received from the Peak Hill Business and Tourism Association requesting the use of funds from the Peak Hill Town Improvement Fund for a portion of the fees associated with hosting the Australian National Busking Championships in September 2017.

We are advised that the Peak Hill Community Consultative Committee has agreed with this request.

Background Information

Council is guided by the advice provided by the various Associations in determining the most appropriate projects to be included in the Town Improvement Allocations however, the final decision concerning the expenditure of the funds remains with Council.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

The resolution in this report will primarily affect the Parkes Shire Delivery Program Community Plus supporting the objectives of the Community Strategic Plan's relating to Future Direction: *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

Sufficient funds are available in the Peak Hill Town Improvement Vote to cover the costs of the request.

General Manager Mayor

Recommendation

1. That Council approve the use of Funds from the Peak Hill Town Improvement Fund for the payment banners, licensing fees, judges' travel and trophies for the Australian National Busking Championships.

Report

Peak Hill Business and Tourism Association has successfully negotiated a Regional Final of the Australian National Busking Championships to be held in Peak Hill on 23 September 2017.

Peak Hill Business and Tourism Association have asked Peak Hill Consultative Committee on behalf of Parkes Shire Council to contribute $2,500 towards the cost of tie up banners for advertising the event, licensing fees, judges' travel and trophies. The contribution of $2,500 has been approved by Peak Hill Consultative Committee.

The cost for the banners, licensing fees, judges' travel and trophies is $2,500 and there are sufficient funds in the Vote for this purchase.

Attachments

1. Letter from Peak Hill Business and Tourism Association requesting funds from the Peak Hill Town Improvement Fund.

General Manager Mayor

Peak Hill Business & Tourism Association

Developing & Growing the Economy in our Town

www.peakhill.nsw.au

ABN 82 428 442 506
PO BOX 46
PEAK HILL NSW2869
Secretary Phone 0407 072 813

7th July 2017

To the Peak Hill Council Consultative Committee,

Dear Committee Members,

Peak Hill Business and Tourism Association has successfully negotiated a Regional Final of the Australian National Busking Championships to be held in Peak Hill on the 23rd September 2017.

It is hoped this event will be of extreme benefit to our town and the business houses by attracting not just buskers but also spectators, to what is planned, to become an annual event.

At this stage, no other town within the central west has the rights to hold a regional final of which PHBATA have to pay a licensing fee to the Australian National Busking Championships Inc. to hold the event with their support and backing. Other regional finals have already been held in Noosa Qld, Narooma NSW, Stanthorpe Qld and Ballarat Vic making Peak Hill the second regional final to be held in NSW. Finals of the Championships will be held at Cooma on the 4th November 2017.

Parkes Shire Council have also given PHBATA their support and assistance and have committed to producing, funding and organising road closures and promotional materials in the form of flyers, posters and other signage for the event.

Busking will commence at 9.00am in the main business area of town and will conclude at 4.00pm giving spectators seven hours of continuous entertainment for free. It is envisaged that we will have 20 to 25 busking spots and each busker will be offered four, half hour performances at different locations giving spectators 280 to 350 individual busking sessions. To achieve this, we will be looking at a minimum of 30 to 35 buskers. Three judges will be engaged to select three finalists from each of the, open, secondary and primary categories to perform at a finals concert to be held at 5.00pm. Awards will also be given for special category buskers, for example group 3 or more, indigenous, classical etc. depending on funds available for prize money or the purchase of prizes.

Peak Hill Business and Tourism Association would like to ask the Peak Hill Council Consultative Committee to contribute $2500 on behalf of Parkes Shire Council toward the cost of tie up banners

General Manager Mayor

for advertising the event at either end of town, the licensing fee, judges travel and trophies. Please bear in mind the more we can offer in the form of prizes and prize money raised through sponsorship etc the more prizes and the bigger the prize money we can offer to attract more buskers and in turn more spectators to the event which will assist Peak Hills economy. Additionally, your contribution will allow PHBATA to dedicate sponsorship funds to prize money rather than expenses adding to the ability to offer more prizes and prize money.

Thank you all for your time and allowing the Peak Hill Business and Tourism Association to put forward this request. We hope you will view it as an opportunity to greatly assist our community along with local businesses prospects.

Please find following a suggested budget for the busking event put forward to PHBATA by the Australian National Busking Championships Inc.

Any further questions please contact me on 0429 000 050

Sincerely and with many thanks

Patrick Norris
Busking Event Coordinator
Peak Hill Business and Tourism Association Inc.
7th July 2017

Budget
The following is a guide only for a first-time event and depends on the size and contribution of the retail area.

Income	
Busking hot spots- say 20 locations at $60	$1,200
Registrations –say 30 at $20 and $40	$700
Busking votes –say 2,000 at $1	$2,500
Sponsorship re prizes-say $3,500	$3,500
	$7,900

Expenditure	
Trophies	$300
Printing Busker votes	$200
Sound re finals concert	$1,000
Posters	$500
Promotion	$1,000
Licence fee	$1,000
Travel judges	$200
Prizes	$3,500
10% of Bushing Vote sales	$200
	$7,900

cc Parkes Shire Council

General Manager Mayor

10.5 (GM) Use of Peak Hill Town Improvement Funds - Covered Bins

Executive Summary

A request has been received from the Peak Hill Community Consultative Committee requesting the use of funds from the Peak Hill Town Improvement Fund for the purchase of new bins for Peak Hill.

Background Information

Council is guided by the advice provided by the various Associations in determining the most appropriate projects to be included in the Town Improvement Allocations however, the final decision concerning the expenditure of the funds remains with Council.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

The resolution in this report will primarily affect 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

Sufficient funds are available in the Peak Hill Town Improvement Vote to cover the costs of the request.

General Manager Mayor

Recommendation

1. That Council approve the use of Funds from the Peak Hill Town Improvement Fund for the purchase of 5 bins to be located in Peak Hill.

Report

As part of the beautification of Peak Hill, the Peak Hill Community Consultative Committee have endorsed and are now seeking, Council's approval for the use of funds from the Peak Hill Town Improvement Vote for the purchase of 5 new covered waste bins.

The approximate cost for the bins is $5,000 and there are sufficient funds available in the Vote for this purchase.

Attachments

Nil

General Manager Mayor

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

11.1 (DTCS) Investment Report as at 31 July 2017

Executive Summary

The carrying value of Council's investments at 31 July 2017 was $48,209,402.

Background Information

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

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

Legislative or Policy Implications

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

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★★☆
Social	★★★★☆	*Civic Leadership*	★★★★★

General Manager Mayor

Budget & Financial Aspects

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

In accordance with the Australian equivalent of International Accounting Standards, securities that are classified as held for trading are required to be valued at market value at each balance date. Investments in the form of cash or cash equivalents and held to maturity investments are valued at cost. Floating Rate Notes acquired on the secondary market are valued at cost. Where the purchase consideration is different to face value, the resulting premium or discount are amortised on a straight-line basis over the life of the Note.

Recommendation

1. That the information in relation to investments held at 31 July 2017 be received and noted.

Report

Attached is the Investment Register and Investment Portfolio Report for Parkes Shire Council as at 31 July 2017.

The movement in Investments for the month of July 2017 were as follows:

Opening Balance as at 30 June 2017	$ 50,859,402
Plus New Investments - July 2017	$ -
Less Investment Redeemed - July 2017	($ 2,650,000)
Closing Balance as at 31 July 2017	**$ 48,209,402**

Council has exceeded its recommended limit of 20% for the BBB Credit Rating Category by 1.47% or by $710,000. This has been a result of the rating agency Standard & Poor's (S&P) downgrading the long-term issuer credit ratings in May 2017 for several financial institutions, of which Council had Term Deposits with. This will be brought back in line with policy as future investments in that class mature and are redeemed and re-invested with higher rated financial institutions. Council has slightly exceeded its recommended counter party limit of 40% for the National Australia Bank. This currently exceeds the counter party limit by 2.00% or by $970,000. This is expected to be brought back in line with policy within the month of August 2017 as investments mature, and new investments are purchased.

General Manager Mayor

Certification - Responsible Accounting Officer

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

Attachments

1. Investment Portfolio Report as at 31 July 2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Portfolio Report

As at 31 July 2017

CURVE SECURITIES PTY LTD
AFSL 405 751
ABN 94 143 558 598

curveSECURITIES
We elevate performance

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

curve SECURITIES
We elevate performance

Section		
1	Portfolio Summary	
2	Investment Register	
3	Limit Compliance Reports	
4	Counterparty Exposures	
5	End of Month Performance	
6	Transactions	

Disclaimer

This document is intended to provide you with general information only. It is not intended to imply a recommendation or otherwise constitute advice in relation to financial products. It does not take into account your investment objectives, financial situation or particular needs. Before acting on any information you obtain from this document you need to consider the appropriateness of the information in lieu of your investment objectives, financial situation or needs.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

curveSECURITIES
We elevate performance

Parkes Shire Council

Section 1: Portfolio Summary as at 31 July 2017

Total Cost	Total Accrued Interest	Average Weighted Yield
48,209,402	483,459	2.67%

Total Current Value	Total Monthly Accrued Interest	Average Weighted Term in Days
48,264,352	96,294	272

Unrealised Capital Gain/Loss	Total Interest Received for the Month	Total Interest Received for the Financial Year
54,950	187,710	187,710

Investment Type	Cost	Current Value	Unrealised Capital Gain/Loss	Total Accrued Interest	Monthly Accrued Interest	Interest Received	Current Weighted Yield	Current Weighted Term in Days
At Call Account	1,251,000	1,251,000	-	-	-	-	1.85%	1
Floating Bond	3,500,000	3,554,950	54,950	8,385	5,624	18,232	2.91%	1,144
Managed Fund	608,402	608,402	-	-	-	-	2.37%	1
Term Deposit	42,850,000	42,850,000	-	475,074	90,770	169,478	2.76%	212

Average Portfolio Size ($m)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

General Manager Mayor

Parkes Shire Council

curveSECURITIES
We elevate performance

Section 2: Investment Register as at 31 July 2017

ADI / Issuer	Investment Type	Contract Number	Face Value	Settlement Date	Maturity Date	Yield / Issue Margin (%)	S&P Long Term Rating	Term Classification	Capital Purchase Value	Capital Valuation	Accrued Interest	Monthly Accrued Interest
AMP BANK LTD	Term Deposit	023136	1,000,000	13/02/2017	14/08/2017	2.75	A	30 days or less	1,000,000	1,000,000	12,733	2,336
AMP BANK LTD	Term Deposit	025575	2,000,000	19/05/2017	19/05/2018	2.60	A	181 to 365 days	2,000,000	2,000,000	6,126	4,416
AMP BANK LTD	Term Deposit	025147	1,000,000	31/05/2017	29/11/2017	2.60	A	91 to 180 days	1,000,000	1,000,000	4,416	2,208
BANK OF QUEENSLAND LTD	Term Deposit	025917	1,000,000	3/07/2017	2/01/2018	2.60	BBB+	91 to 180 days	1,000,000	1,000,000	2,066	2,066
BANK OF QUEENSLAND LTD	Term Deposit	025918	500,000	3/07/2017	2/01/2018	2.60	BBB+	91 to 180 days	500,000	500,000	1,033	1,033
BANK OF QUEENSLAND LTD	Term Deposit	024519	1,000,000	2/05/2017	30/10/2017	2.60	BBB+	91 to 180 days	1,000,000	1,000,000	6,482	2,208
BANK OF QUEENSLAND LTD	Term Deposit	023598	1,000,000	8/03/2017	4/09/2017	2.60	BBB+	31 to 90 days	1,000,000	1,000,000	10,400	2,208
BANK OF QUEENSLAND LTD	Floating Bond	BCN-021056	500,000	29/10/2015	29/04/2019	1.15	BBB+	1 to 3 years	500,000	502,955	-	39
BANK OF QUEENSLAND LTD	Term Deposit	022204	250,000	5/05/2016	4/05/2021	3.50	BBB+	3 to 5 years	250,000	250,000	2,110	743
BANK OF QUEENSLAND LTD	Term Deposit	022210	400,000	29/06/2016	29/06/2021	3.30	BBB+	3 to 5 years	400,000	400,000	1,193	1,121
BENDIGO AND ADELAIDE BANK	Term Deposit	026521	1,000,000	27/07/2017	27/07/2018	2.65	BBB+	181 to 365 days	1,000,000	1,000,000	363	363
BENDIGO AND ADELAIDE BANK	Term Deposit	022228	1,000,000	23/08/2016	23/08/2017	2.65	BBB+	30 days or less	1,000,000	1,000,000	24,903	2,251
CENTRAL WEST CREDIT UNION LTD	Term Deposit	022203	500,000	11/04/2016	11/10/2017	3.00	NR	31 to 90 days	500,000	500,000	4,603	1,274
COMMONWEALTH BANK OF AUSTRAL	Floating Bond	BCN-021058	1,000,000	12/07/2016	12/07/2021	1.21	AA-	3 to 5 years	1,000,000	1,018,130	1,510	1,595
COMMONWEALTH BANK OF AUSTRAL	Floating Bond	BCN-021057	500,000	19/10/2015	19/10/2018	0.78	AA-	1 to 3 years	500,000	503,025	410	442
COOPERATIEVE RABOBANK UA	Floating Bond	BCN-021060	500,000	4/03/2016	4/03/2021	1.50	AA-	3 to 5 years	500,000	513,015	2,480	1,372
MEMBERS EQUITY BANK LTD	Term Deposit	026572	1,500,000	31/07/2017	31/07/2018	2.60	BBB	181 to 365 days	1,500,000	1,500,000	107	107
MEMBERS EQUITY BANK LTD	Term Deposit	024035	700,000	5/04/2017	5/01/2018	2.65	BBB	91 to 180 days	700,000	700,000	5,997	1,575
MEMBERS EQUITY BANK LTD	Term Deposit	024520	1,500,000	2/05/2017	30/10/2017	2.65	BBB	91 to 180 days	1,500,000	1,500,000	9,910	3,376
NATIONAL AUSTRALIA BANK LTD	Term Deposit	024431	2,000,000	26/04/2017	26/10/2017	2.57	AA-	31 to 90 days	2,000,000	2,000,000	13,660	4,365
NATIONAL AUSTRALIA BANK LTD	Term Deposit	023941	1,000,000	29/03/2017	29/01/2018	2.60	AA-	181 to 365 days	1,000,000	1,000,000	8,904	2,208
NATIONAL AUSTRALIA BANK LTD	Term Deposit	024269	1,000,000	13/04/2017	13/10/2017	2.57	AA-	31 to 90 days	1,000,000	1,000,000	7,745	2,163
NATIONAL AUSTRALIA BANK LTD	Term Deposit	024340	2,000,000	19/04/2017	19/10/2017	2.56	AA-	31 to 90 days	2,000,000	2,000,000	14,588	4,348
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022533	1,000,000	5/12/2016	5/12/2017	2.77	AA-	91 to 180 days	1,000,000	1,000,000	18,138	2,353
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022852	1,000,000	11/01/2017	11/12/2017	2.72	AA-	91 to 180 days	1,000,000	1,000,000	15,053	2,310
NATIONAL AUSTRALIA BANK LTD	Term Deposit	023266	2,000,000	20/02/2017	20/09/2017	2.60	AA-	31 to 90 days	2,000,000	2,000,000	23,079	4,416
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022532	1,250,000	1/12/2016	1/12/2017	2.77	AA-	91 to 180 days	1,250,000	1,250,000	23,052	2,941
NATIONAL AUSTRALIA BANK LTD	Term Deposit	023395	1,000,000	27/02/2017	27/10/2017	2.59	AA-	31 to 90 days	1,000,000	1,000,000	10,599	2,200
NATIONAL AUSTRALIA BANK LTD	Term Deposit	023127	1,500,000	8/02/2017	8/09/2017	2.61	AA-	31 to 90 days	1,500,000	1,500,000	18,663	3,325
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022534	1,000,000	16/12/2016	16/11/2017	2.77	AA-	91 to 180 days	1,000,000	1,000,000	17,303	2,353
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022853	1,000,000	23/01/2017	23/11/2017	2.65	AA-	91 to 180 days	1,000,000	1,000,000	13,795	2,251
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022552	1,000,000	22/12/2016	22/11/2017	2.76	AA-	91 to 180 days	1,000,000	1,000,000	15,787	2,344
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022913	1,000,000	30/01/2017	29/09/2017	2.63	AA-	31 to 90 days	1,000,000	1,000,000	13,186	2,234
NATIONAL AUSTRALIA BANK LTD	Floating Bond	BCN-021059	500,000	12/05/2016	12/05/2021	1.17	AA-	3 to 5 years	500,000	508,435	3,185	1,234
NATIONAL AUSTRALIA BANK LTD	Term Deposit	022195	1,000,000	21/11/2016	23/10/2017	2.80	AA-	31 to 90 days	1,000,000	1,000,000	19,408	2,378
NATIONAL AUSTRALIA BANK LTD	Term Deposit	025596	1,000,000	19/06/2017	19/12/2017	2.52	AA-	91 to 180 days	1,000,000	1,000,000	2,969	2,140
NSW TREASURY CORPORATION HOURGLASS	Managed Fund	021083	608,402			2.37	MF	30 days or less	608,402	608,402	-	-
RABOBANK AUSTRALIA LTD	Term Deposit	026567	1,000,000	31/07/2017	31/07/2020	2.80	AA-	3 to 5 years	1,000,000	1,000,000	77	77
RABOBANK AUSTRALIA LTD	Term Deposit	022196	1,000,000	28/08/2015	27/08/2019	3.30	AA-	1 to 3 years	1,000,000	1,000,000	30,468	2,803
RABOBANK AUSTRALIA LTD	Term Deposit	022201	500,000	20/11/2015	22/11/2018	3.15	AA-	1 to 3 years	500,000	500,000	10,917	1,338
RABOBANK AUSTRALIA LTD	Term Deposit	022200	750,000	2/11/2015	4/11/2019	3.30	AA-	1 to 3 years	750,000	750,000	18,444	2,102
RABOBANK AUSTRALIA LTD	Term Deposit	022199	1,000,000	10/09/2015	9/09/2019	3.20	AA-	1 to 3 years	1,000,000	1,000,000	28,318	2,718
SUNCORP GROUP LTD	Floating Bond	BCN-021061	500,000	12/04/2016	12/04/2021	1.38	A+	3 to 5 years	500,000	509,390	800	844
SUNCORP-METWAY LTD	Term Deposit	024430	500,000	24/04/2017	20/11/2017	2.58	A+	91 to 180 days	500,000	500,000	3,499	1,096

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

curveSECURITIES
We elevate performance

Parkes Shire Council

Section 2: Investment Register as at 31 July 2017

ADI / Issuer	Investment Type	Contract Number	Face Value	Settlement Date	Maturity Date	Yield / Issue Margin (%)	S&P Long Term Rating	Term Classification	Capital Purchase Value	Capital Valuation	Accrued Interest	Monthly Accrued Interest
SUNCORP-METWAY LTD	Term Deposit	022892	2,000,000	27/01/2017	25/01/2018	2.65	A+	91 to 180 days	2,000,000	2,000,000	27,008	4,501
SUNCORP-METWAY LTD	Term Deposit	022912	2,000,000	30/01/2017	28/08/2017	2.65	A+	30 days or less	2,000,000	2,000,000	26,573	4,501
WESTPAC BANKING CORP	At Call Account	021082	1,251,000			1.05	AA-	30 days or less	1,251,000	1,251,000	-	-
TOTAL			48,269,401.52						48,269,401.52	48,264,351.52	483,459.45	96,284.25

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

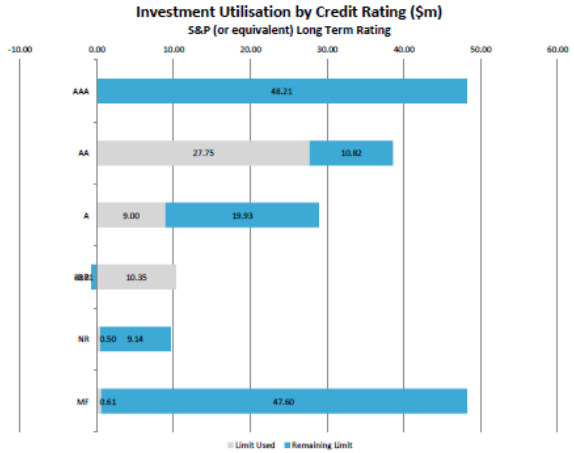
curveSECURITIES
We elevate performance

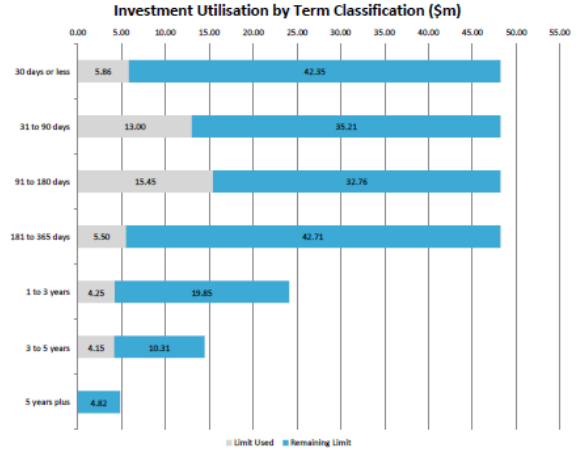
Parkes Shire Council

Section 3: Limit Compliance Reports as at 31 July 2017

Credit Rating	Available		Used		Remaining	
	% Limit	$m Limit	% Limit	$m Limit	% Limit	$m Limit
AAA	100.00%	48.21	0.00%	0.00	100.00%	48.21
AA	80.00%	38.57	57.56%	27.75	22.44%	10.82
A	60.00%	28.93	18.67%	9.00	41.33%	19.93
BBB	20.00%	9.64	21.47%	10.35	-1.47%	-0.71
NR	20.00%	9.64	1.04%	0.50	18.96%	9.14
MF	100.00%	48.21	1.26%	0.61	98.74%	47.60

Term Classification	Available Limit		Limit Used		Remaining Limit	
	%	$m	%	$m	%	$m
30 days or less	100.00%	48.21	12.15%	5.86	87.85%	42.35
31 to 90 days	100.00%	48.21	26.97%	13.00	73.03%	35.21
91 to 180 days	100.00%	48.21	32.05%	15.45	67.95%	32.76
181 to 365 days	100.00%	48.21	11.41%	5.50	88.59%	42.71
1 to 3 years	50.00%	24.10	8.82%	4.25	41.18%	19.85
3 to 5 years	30.00%	14.46	8.61%	4.15	21.39%	10.31
5 years plus	10.00%	4.82	0.00%	0.00	10.00%	4.82





General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

curvesecurities
We elevate performance

Section 4: Counterparty Exposures as at 31 July 2017

Issuer	S&P Long Term Rating	Available		Used		Remaining	
		% Limit	$m Limit	% Limit	$m Limit	% Limit	$m Limit
AMP LTD	A	30.00%	14.46	8.30%	4.00	21.70%	10.46
BANK OF QUEENSLAND LTD	BBB+	20.00%	9.64	9.65%	4.65	10.35%	4.99
BENDIGO AND ADELAIDE BANK	BBB+	20.00%	9.64	4.15%	2.00	15.85%	7.64
CENTRAL WEST CREDIT UNION LTD	NR	20.00%	9.64	1.04%	0.50	18.96%	9.14
COMMONWEALTH BANK OF AUSTRAL	AA-	40.00%	19.28	3.11%	1.50	36.89%	17.78
COOPERATIEVE RABOBANK UA	AA-	40.00%	19.28	9.85%	4.75	30.15%	14.53
MEMBERS EQUITY BANK LTD	BBB	20.00%	9.64	7.67%	3.70	12.33%	5.94
NATIONAL AUSTRALIA BANK LTD	AA-	40.00%	19.28	42.00%	20.25	-2.00%	-0.97
NSW TREASURY CORPORATION HOURGLASS	MF	40.00%	19.28	1.26%	0.61	38.74%	18.68
SUNCORP GROUP LTD	A+	30.00%	14.46	10.37%	5.00	19.63%	9.46
WESTPAC BANKING CORP	AA-	40.00%	19.28	2.59%	1.25	37.41%	18.03

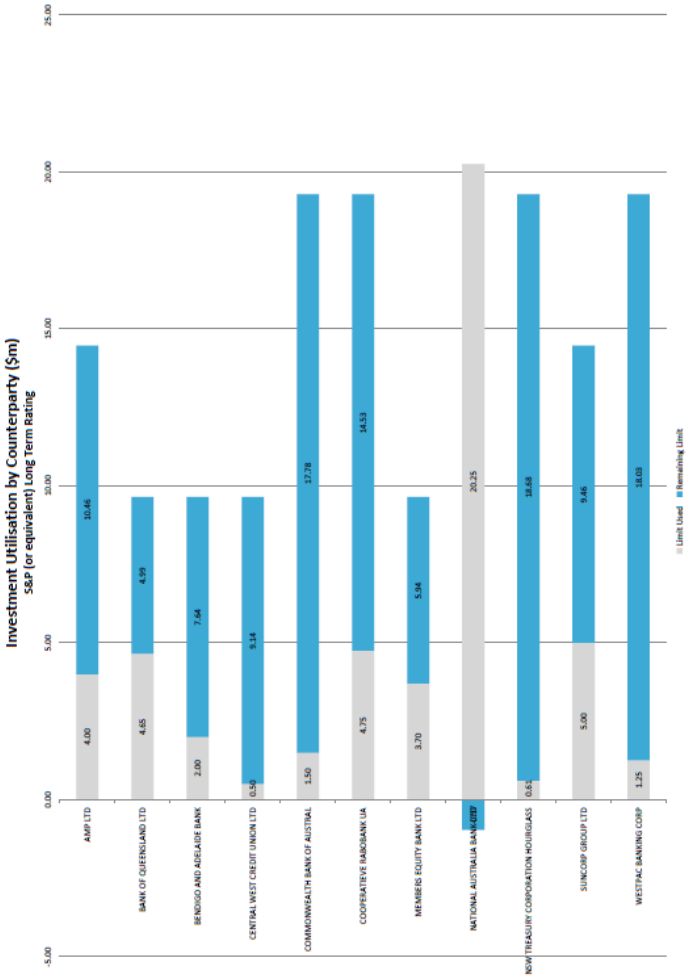
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

curvesecurities We elevate performance

Section 4: Counterparty Exposures as at 31 July 2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

curveSECURITIES
We elevate performance

Parkes Shire Council

Section 5: End of Month Performance as at 31 July 2017

Account vs RBA Cash

Term	Account	RBA Cash	Outperformance
1m	2.67%	1.50%	1.17%
3m	2.65%	1.50%	1.15%
6m	2.64%	1.50%	1.14%
12m	2.68%	1.50%	1.18%

Account vs 3m BBSW

Term	Account	3mBBSW	Outperformance
1m	2.67%	1.69%	0.98%
3m	2.65%	1.71%	0.94%
6m	2.64%	1.74%	0.90%
12m	2.68%	1.75%	0.93%

Account vs Bloomberg AusBond Bank Bill Index

Term	Account	AusBond Bank Bill	Outperformance
1m	2.67%	1.61%	1.06%
3m	2.65%	1.63%	1.02%
6m	2.64%	1.65%	0.99%
12m	2.68%	1.65%	1.03%

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

curveSECURITIES
We elevate performance

Section 6: Transactions from 1 July to 31 July 2017

Date	Contract Number	Investment Type	ADI / Security Name	Amount	Debit / Credit	Transaction Type	Transaction Detail
31/07/2017	026567	Term Deposit	RABOBANK AUSTRALIA LTD	1,000,000.00	Credit	Principal	New Investment
31/07/2017	026567	Term Deposit	RABOBANK AUSTRALIA LTD	27,333.29	Debit	Interest	Interest
31/07/2017	026572	Term Deposit	MEMBERS EQUITY BANK LTD	1,500,000.00	Credit	Principal	New Investment
31/07/2017	021941	Term Deposit	MEMBERS EQUITY BANK LTD	29,513.01	Debit	Interest	Interest
31/07/2017	021941	Term Deposit	MEMBERS EQUITY BANK LTD	1,500,000.00	Debit	Principal	Maturity proceeds
31/07/2017	021197	Term Deposit	RABOBANK AUSTRALIA LTD	1,000,000.00	Debit	Principal	Maturity proceeds
31/07/2017	021197	Term Deposit	RABOBANK AUSTRALIA LTD	29,419.18	Debit	Interest	Interest
31/07/2017	BCN-021056	Floating Bond	BOQ 3mBBSW+1.15pct 29/04/2019	3,727.81	Debit	Interest	Interest
27/07/2017	026521	Term Deposit	BENDIGO AND ADELAIDE BANK	1,000,000.00	Credit	Principal	New Investment
27/07/2017	022221	Term Deposit	BENDIGO AND ADELAIDE BANK	28,000.00	Debit	Interest	Interest
27/07/2017	022221	Term Deposit	BENDIGO AND ADELAIDE BANK	1,000,000.00	Debit	Principal	Maturity proceeds
19/07/2017	BCN-021057	Floating Bond	CBA 3mBBSW+0.78pct 19/10/2018	3,153.34	Debit	Interest	Interest
12/07/2017	BCN-021061	Floating Bond	SUN 3mBBSW+1.38pct 12/04/2021	3,924.63	Debit	Interest	Interest
12/07/2017	BCN-021058	Floating Bond	CBA 3mBBSW+1.21pct 12/07/2021	7,415.43	Debit	Interest	Interest
3/07/2017	025917	Term Deposit	BANK OF QUEENSLAND LTD	1,000,000.00	Credit	Principal	New Investment
3/07/2017	025918	Term Deposit	BANK OF QUEENSLAND LTD	500,000.00	Credit	Principal	New Investment
3/07/2017	022467	Term Deposit	BANK OF QUEENSLAND LTD	13,696.99	Debit	Interest	Interest
3/07/2017	022467	Term Deposit	BANK OF QUEENSLAND LTD	1,000,000.00	Debit	Principal	Maturity proceeds
3/07/2017	022468	Term Deposit	BANK OF QUEENSLAND LTD	6,818.49	Debit	Interest	Interest
3/07/2017	022468	Term Deposit	BANK OF QUEENSLAND LTD	500,000.00	Debit	Principal	Maturity proceeds
3/07/2017	022553	Term Deposit	SUNCORP-METWAY LTD	25,786.30	Debit	Interest	Interest
3/07/2017	022553	Term Deposit	SUNCORP-METWAY LTD	2,000,000.00	Debit	Principal	Maturity proceeds
3/07/2017	022554	Term Deposit	SUNCORP-METWAY LTD	8,380.55	Debit	Interest	Interest
3/07/2017	022554	Term Deposit	SUNCORP-METWAY LTD	650,000.00	Debit	Principal	Maturity proceeds

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

11.2 (DTCS) Loan Borrowings Summary as at 30 June 2017

Executive Summary

This report provides a summary of the status of Council loan borrowings as at 30 June 2017.

Background Information

The use of borrowings to fund infrastructure renewal is considered the best means of distributing costs between current and future users of that infrastructure. It is important that the loan term does not exceed the life of the asset that is being funded and the debt servicing level can be met from existing and future recurrent revenue streams. Council has adopted a prudent position of ensuring that the level of consolidated level of debt across all funds does not exceed 10%.

Legislative or Policy Implications

Section 624 Local Government Act 1993

Circular 09-21 - Revised Borrowing Order

Borrowing Policy - 2017

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

General Manager Mayor

Budget & Financial Aspects

Council's debt servicing obligations had been included in the 2017/18 Operating Plan and Long Term Financial Plan 2017/18 to 2028/29.

Recommendation

1. That the information in relation to the status of Loan Borrowings for Parkes Shire Council be received and noted.

Report

Attached is a summary of Council's loan borrowings as at 30 June 2017.

Council debt service ratio (ratio of principal and interest payments divided by estimated recurrent revenue) is 4.22% for the year ended 30 June 2017. This level is considered to be manageable based upon planned revenue forecasts, and being maintained within Council's Loan Borrowing Policy recommended debt service ratio of 8.00%.

Attachments

1. Loan Borrowings Schedule by Fund as at 30 June 2017.

General Manager Mayor

Loan Movements 2016-17

Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Loan Amortisation (Years)	Year Drawn	Date of Maturity	Interest Rate	Fixed Rate Period Years	Original Amount Borrowed $	Principal Repaid as at 30 June 2017	Interest Repaid as at 30 June 2017	Principal Outstanding as at 30 June 2017
General Fund												
Airport Runway Rehabilitation	NAB	1	20	20	2010	2030	8.21%	20	$ 2,000,000	$ 67,621	$ 137,707	$ 1,621,944
30 Welcome Street	NAB	3	20	20	2010	2030	8.21%	20	$ 500,000	$ 16,905	$ 34,427	$ 405,486
Henry Parkes Centre	NAB	4	20	20	2010	2030	8.01%	20	$ 950,000	$ 32,672	$ 63,448	$ 767,382
Parkes Swimming Pool Upgrade (*1)	ANZ	5	10	10	2012	2022	5.60%	9.5	$ 2,000,000	$ 200,301	$ 72,839	$ 1,179,116
Renewable Energy	NAB	6	10	10	2012	2022	3.65%	3	$ 700,000	$ 62,836	$ 17,734	$ 419,592
Parkes Regional Airport Redevelopment (*2)	CBA	8	10	10	2014	2024	5.91%	10	$ 1,000,000	$ 85,281	$ 48,643	$ 758,518
Community Infrastructure, Drainage Projects and IT Enhancements	TCorp	10	10	10	2016	2026	3.485%	10	$ 2,220,000	$ -	$ 38,684	$ 2,220,000
Total General Fund									**$ 9,370,000**	**$ 465,616**	**$ 413,481**	**$ 7,372,038**
Sewer Fund												
Trundle Sewer Scheme (*3)	NAB	2	25	25	2010	2035	8.35	25	$ 1,500,000	$ 1,358,686	$ 535,085	$ -
Parkes Sewer Treatment Plant	TCorp	7	10	10	2016	2026	2.90	10	$ 4,000,000	$ -	$ 116,000	$ 4,000,000
Total Sewer Fund									**$ 5,500,000**	**$ 1,358,686**	**$ 651,085**	**$ 4,000,000**
Water Fund												
Parkes Water Treatment Plant	TCorp	9	20	20	2016	2036	3.045	10	$ 8,500,000	$ 155,886	$ 129,413	$ 8,344,114
Total Water Fund									**$ 8,500,000**	**$ 155,886**	**$ 129,413**	**$ 8,344,114**
Total All Funds									**$ 23,370,000**	**$ 1,980,188**	**$ 1,193,979**	**$ 19,716,152**

Debt Service Ratio - 2016/17 4.22%

(*1) LIRS Subsidy @ 4.00%
(*2) LIRS Subsidy @ 3.00%
(*3) Interest Includes Economic Cost @ $ 426,889.00

General Manager Mayor

11.3 (DTCS) Quarterly Budget Review as at 30th June 2017

Executive Summary

The quarterly budget review to 30 June 2017 is submitted for Council's consideration.

Background Information

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

Legislative or Policy Implications

Local Government (General) Regulation 2005 Clause 203

Progressive Delivery Program Implications

The quarterly budget review monitors the progress of the 2016/17 operation budget which programs the plan to achieve the actions and strategic objectives set within Council's progressive delivery plan.

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: *Function 1: Financial Sustainability*

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

Council is forecasted to have a minor working funds surplus in line with its budget forecasts for 2016/17.

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

As council's working funds forecasts are close to break-even, it is critical to monitor programs against budget to avoid depending on savings from other programs and to utilise reserves that had been set aside for other specific purposes.

General Manager Mayor

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★★☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

The operational budget affects all indicators of the quadruple bottom line.

Budget & Financial Aspects

Finalisation of transactions and adjustments within the General Fund has resulted in a working funds surplus of $37,941 at the end of June 2017. The Quarterly Budget Review attached has been presented from an "individual program of works" view and details a comparison between Actuals vs Budget for each program of works Council has undertaken.

The following programs have commenced an were still in progress as at 30 June 2017, and the unexpended funds for these projects have been transferred back to Reserves for their completion:

Description	Activity	Operational	Capital
Corporate Information System	Corporate Support (Allocated Funding Share x Water Fund & Sewer Fund)		$335,000
Dog Cages & Lifting Mechanism	Animal Control		$40,000
Financial Assistance Grants – General Purpose (Received in Advance)	General Purpose Revenue	$1,929,059	
Drainage Improvements	Drainage		$ 500,000
Parkes Cemetery – Front Entrance	Public Cemeteries		$ 30,000
Library Building Upgrades – Carpet Replacement	Public Libraries		$30,000
Art Gallery Scoping *(1)	Cultural Services		$25,000
Dog Park *(1) (2017/18 Delivery Program)	Parks & Gardens		$80,000
Northparkes Seating (Design & DA) *(1)	Sporting Grounds		$70,000
Lindner Oval Improvements	Sporting grounds		$34,000
Northparkes Oval Improvements	Sporting Grounds		$30,000
Northparkes Storage shed	Sporting grounds		$4,500
Pioneer Oval; Storage Shed	Sporting grounds		$ 8,500

General Manager Mayor

Health & Wellness Implementation	Parks & Gardens		$67,000
Skate Park	Parks & Gardens		$45,000
Trundle Main Street Public Toilet	Other Sport & Recreation		$80,000
Bogan Gate Improvements *(1)	Other Sport & Recreation		$20,000
Financial Assistance Grants – Roads Component (Received in Advance)	Roads	$955,474	
Roads to Recovery – 2016/17 Program	Roads		$642,104
Special Grant (Betterment Flood Damage Works)	Roads		$704,000
Financial Assistance Grants (Re-Sheeting)	Roads		$250,000
Footpaths (Construction)	Footpaths		$169,000
Footpaths (Tullamore)	Footpaths		$19,000
Bridges – Kadina Bridge *(1) (Net of Capital Grants)	Bridges		$297,000
PRA Redevelopment (Stage II) (Net of Capital Grants) *(1)	Airport *(1)		$240,000
Spicer Grand Stand *(1)	Spicer Caravan Park		$221,000
Destination 'Visit Parkes' Website *(1)	Destination Management	$25,000	
Peak Hill Open Cut Experience *(1)	Destination Management	$55,000	
Marketing Grant – It All Adds Up *(1)	Industrial Promotion		$50,000
CBD Vibrancy / Economic Growth	Industrial Promotion		$339,200
Operating Programs & Capital Expenditure Works in Progress		**$2,964,533**	**$4,330,304**

Excluding projects in progress this resulted in a Carry-Over amount *(1) of $1,083,000.

Recommendation

1. That the Information in the Budget Review report to 30 June 2017 be received and noted.

2. That the recommendations of Capital and Operational Expenditure programs in progress and Carry Over's from 2016/17 be voted to be included in the Budget programs for 2017/18.

Report

The General Fund original budget surplus of $51,115 has decreased marginally with a General Fund working funds surplus of $37,941.

General Manager Mayor

The Budget Review document outlines in detail the significant variations from the original budget estimates.

Water Fund

The water usage consumption revenue for the June Quarter was less than expected and resulted in decreased revenue of $690,150. The shortfall will be offset by the equalisation reserve. The reduced consumption has also led to a decrease in pumping costs. The equalisation reserve assists in levelling out uncertain income flow from user charges. Council has complied with the Best Practice Guidelines to achieve receiving in excess of 75% of its Residential Income from consumption & usage fees.

Funds have been returned to reserve where it has been determined that capital works that were planned, will not occur this year.

The Responsible Accounting Officer is of the opinion that the Water Fund's projected level of available working capital is considered satisfactory based upon the revised estimates of income and expenditure as at 30 June 2017.

Sewer Fund

The operations for the Sewer Fund have been maintained within its Budget and no significant changes have been recommended within this review.

Funds have been returned to reserve where it has been determined that capital works that were planned, will not occur this year.

The Responsible Accounting Officer is of the opinion that the Sewer Fund's projected level of available working capital is considered satisfactory based upon the revised estimates of income and expenditure as at 30 June 2017.

Statement by Responsible Accounting Officer

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

It is my opinion that the Quarterly Budget Review Statement for Parkes Shire Council for the quarter ended 30/06/17 indicates that Council’s projected financial position at 30/6/17 will be satisfactory at year-end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

General Manager Mayor

Conclusion

Council's consolidate level of available working capital is considered satisfactory based in the revised estimates of income and expenditure as at 30 June 2017.

As there are supplementary schedules and finalisation of supporting notes being carried out to complete the records for inclusion into the General Purpose Financial Statements and with agreement from Council's Auditors, the actual result and reserve movements may slightly change to reflect end of year adjustments.

Attachments

1. Detailed Quarterly Budget Report as at 30 June 2017 *(distributed separately)*

General Manager Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Quarterly Budget Review – June 2017 | Table of Contents

General Fund
Summary of General Fund 1
Administration
Corporate Support 2
Engineering & Works 4
Other Support Services 5
General Purpose Revenues 6
Public Order & Safety
Fire Protection 7
Animal Control 8
Enforcement or Regulations 9
Emergency Services 10
Road Safety Officer 11
Health
Health Administration & Inspection 12
Immunizations 13
Insect & Vermin Control 14
Noxious Plants 15
Health Centers 16
Community Services & Education
Family Day Care 17
Youth Services 18
Aged & Disabled 19
Other Community Services 20
Education 21
Housing & Community Amenities
Housing 22
Town Planning 23
Domestic Waste Management 24
Other Waste Management 25
Street Cleaning 26
Drainage 27
Environmental Protection 28
Public Cemeteries 29
Public Conveniences 30
Recreation & Culture
Library Services 31
Henry Parkes Centre 33
Community Centers 34
Cultural Services 35
Swimming Facilities 36
Sporting Grounds 37
Parks & Gardens 38
Other Sport & Recreation 40
Building Control 41
Quarries & Pits 42
Transport & Communication
Roads 43
Bridges 45
Footpaths 46
Airport 47
Parking Area 49
Bus Shelters & Services 50
Ancillary Roadworks 51
Economic Affairs
Caravan Park 52
Tourism 54
Industrial Development Promotion 56
Other Business Undertakings 58
Elvis Festival 59
Water
Water 60
Sewer
Sewer - Consolidated 63

PARKES it all adds up.

General Manager

Mayor

QUARTERLY BUDGET REVIEW - GENERAL FUND

Summary of General Fund

30 June 2017

It all adds up. PARKES SHIRE COUNCIL

	2016/17 Budget	2016/17 Revised Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation
TOTAL OPERATING REVENUES	34,702,426	33,964,733	-4.91	36,221,007	106.6	36,221,007	2,256,274
TOTAL OPERATING EXPENSES	32,757,850	32,688,784	-0.21	33,676,176	103.0	33,676,176	987,392
OPERATING RESULT BEFORE CAPITAL	1,944,576	1,275,949	-34.38	2,544,831	199.4	2,544,831	1,268,882
TOTAL GRANTS & CONTRIBUTIONS	4,173,740	9,410,769	125.48	7,703,840	81.9	7,703,840	-1,706,929
TOTAL DEPRECIATION	8,182,070	8,673,489	6.01	8,235,964	95.0	8,235,964	-437,525
TOTAL INCREASE IN ELE	222,790	222,790	0.00	222,790	100.0	222,790	0
TOTAL LOAN FUNDS USED	0	0	100.00	0	100.0	0	0
TOTAL CAPITAL REVENUE	12,578,600	18,907,049	45.54	16,162,594	88.5	16,162,594	-2,744,454
TOTAL CAPITAL EXPENSES	15,099,299	26,590,315	76.1	19,744,541	74.3	19,744,541	-6,845,774
TOTAL REPAYMENT OF LOANS	455,764	455,764	0.00	465,616	102.2	465,616	9,852
NET RESULT AFTER CAPITAL	-1,031,887	-7,463,082	623.2	-1,502,732		-1,502,732	5,960,350
Funding Available (Prior to Reserve Fund Movements)							
TOTAL TRANSFERS TO RESTRICTED ASSETS	2,561,836	2,740,590		8,049,289		8,049,289	5,308,699
TOTAL TRANSFERS FROM RESTRICTED ASSETS	3,644,838	10,261,798		9,589,962		9,589,962	-671,835
NET WORKING FUNDS RESULT	51,115	58,126	13.72	37,941		37,941	-20,184

Page 1

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

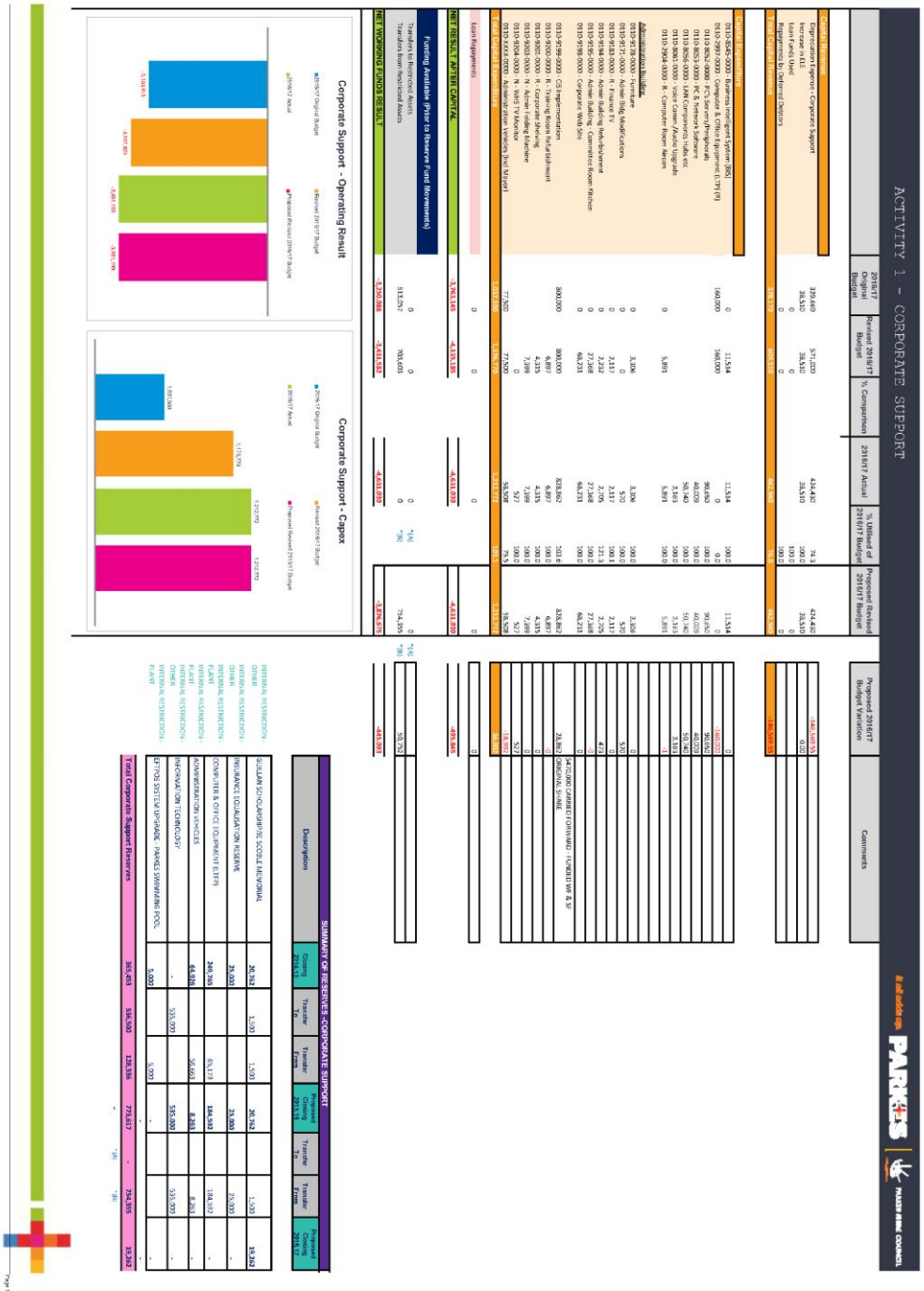
	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Operating Revenue								
010-1201-0000: - Section 603 Certificates	31,370	31,370	0.00	25,956	82.7	25,956	-5,414	
010-1300-0000: - Private Works Admin 4%	6,930	6,930	0.00	7,119	102.7	7,119	189	
010-1303-0000: - GIPA Act - Application Fees	180	180	0.00	180	100.0	180	0	
010-1400-0000: - Sundry Income	42,350	42,350	0.00	62,056	146.5	62,056	19,706	
010-1409-0000: - Sale of IT Hardware	4,500	4,500	0.00	45	1.0	45	-4,455	
010-1440-0000: - Legal Costs Recovered	0	0	0.00	1,875	100.0	1,875	1,875	
010-1460-0000: - Sundry Income - Rental Income	0	0	100.00	12,137	100.0	12,137	12,137	
010-1740-0000: - Grants Officer - Info Parkes (loc)	40,000	40,000	0.00	40,000	100.0	40,000	0	
Total Operating Revenue	130,982	144,144	10.0	149,368	103.6	149,368	5,144	
Operating Expenditure								
010-3011-0000: - Salaries & Wages	2,447,419	2,447,419	0.0	2,611,658	106.7	2,611,658	164,239.58	PROPORTION OF STAFF WORKING ON CORPORATE INFORMATION SYSTEM
010-3020-0000/(010-2022-0000: - Corporate Vehicle/Travel Expenses	46,751	46,751	0.0	46,247	98.9	46,247	-504.42	CORPORATE SUPPORT TO MANAGEMENT NEW CORPORATE INFORMATION SYSTEM
010-3022-0000: Society Office Expenditure	3,720	3,720	0.0	5,081	137.0	5,081	1,360.38	
010-3031-0000: Printing & Stationery	54,080	54,080	0.0	54,037	99.9	54,037	-42.58	
010-3041-0000: Advertising	15,550	15,984	2.8	18,538	116.0	18,538	2,553.71	
010-3051-0000: Insurances - PI, PI, Broker Fee	33,420	33,557	0.5	33,957	100.0	33,957	399.33	
010-3053-0000: Insurance Excess Charge	0	26,719	100.0	27,628	103.4	27,628	908.33	
010-3060-0000: Building Maintenance - Corp Office & Water	175,350	175,350	0.0	183,797	104.8	183,797	8,446.75	
010-3064-0000: Building Maintenance - Civil, Fleet & Water	58,652	58,652	0.0	77,367	131.9	77,367	18,715.00	
010-3071-0000: Legal Costs	5,330	9,526	79.4	9,526	100.0	9,526	0.00	
010-3072-0000: Investment Advisory Services	10,610	10,610	0.0	9,483	89.4	9,483	-1,127.33	
010-3075-0000: Comm Pay Costs	2,130	2,296	7.8	2,298	121.9	2,298	902.20	
010-3076-0000: Bank Charges	31,050	63,501	98.3	69,502	110	69,502	6,000.94	HOSPITAL
010-3095-0000: Postage	44,400	62,711	41.2	89,796	143.2	89,796	27,084.52	
010-3096-0000: Telephone & Facsimile	76,000	34,758	79.1	59,314	170.7	59,314	24,556.13	
010-3097-0000: Pensioners Rate Concession	15,000	16,252	8.3	33,286	204.8	33,286	17,034.00	
010-2500-0000: Audit Fees	47,000	47,000	0.0	50,863	108.2	50,863	3,862.03	
010-2502-0000: - Valuation Fees	61,380	61,397	0.2	61,397	100.0	61,397	-0.63	
010-2503-0000: Shire Association Subscription	30,700	30,700	0.0	27,505	89.6	27,505	-3,195.00	
010-2504-0000: - Mars Rocket Councils Subscription	7,180	7,180	0.0	6,556	91.3	6,556	-624.00	
010-2505-0000: - Investment Maintenance	324,180	334,819	3.3	4,636	1.4	4,636	-330,183.00	
010-2506-0000: - Miscellaneous	3,240	0	0.0	0	0.0	0	0.00	
010-2111-0000: Integrated Planning Reserve	46,322	46,322	123.8	62,763	135.5	62,763	16,441.34	
010-2112-0000: Internet Development (Customer Applications)	4,170	0	0.0	0	0.0	0	0.00	
010-2113-0000: Internet Development (Intranet Enc. Mapping)	63,000	0	0.0	83,364	132.3	83,364	83,364.00	
010-2115-0000: - Mineral Fees	25,880	25,880	0.0	24,295	93.9	24,295	-1,584.99	
010-2116-0000: - Councillors Fees	117,040	117,040	0.0	110,077	94.1	110,077	-6,962.60	
010-2119-0000: - Accounting Valuations (Assets)	26,870	26,870	-3.9	11,280	42.0	11,280	-15,590.00	
010-2121-0000: - Internal Audit/Audit Committee	31,820	31,820	0.0	40,409	127.0	40,409	8,588.68	
010-2125-0000: - Valuation Fees - Commercial Rentals	5,380	5,380	0.0	0	0.0	0	-5,380.00	
010-2178-0000: Finance Strategy Plan	0	0	100.0	0	100.0	0	0.00	
010-2177-0000: Business Improvement Initiatives	20,000	20,000	0.0	16,374	81.9	16,374	-3,626.00	
010-2179-0000: Management Improvement Initiatives	15,000	15,000	100.0	38,614	257.4	38,614	23,614.00	
010-2196-0000: Procurement Improvement Initiatives	10,356	10,356	0.0	0	0.0	0	-10,356.00	
010-2197-0000: GIS Implementation	185,000	185,000	0.0	238,487	128.9	238,487	53,486.50	
010-2999-0000: Office Equipment Reserve	0	0	100.0	0	100.0	0	0.00	
010-3999-0000: Depreciation Expense - Corporate Support	577,000	577,000	68.1	424,450	74.3	424,450	-152,550.00	
010-2999-9999: ESR Overhead Interrupted	3,137,168	3,137,168	0.0	3,137,168	100.0	3,137,168	0.00	
Total Operating Expenditure	8,154,670	8,154,670	15.0	8,423,045	103.3	8,423,045	268,375.00	
OPERATING RESULT BEFORE CAPITAL	-8,023,688	-8,010,526	15.0	-8,273,677	103.3	-8,273,677	-263,151.00	

	313,774

General Manager

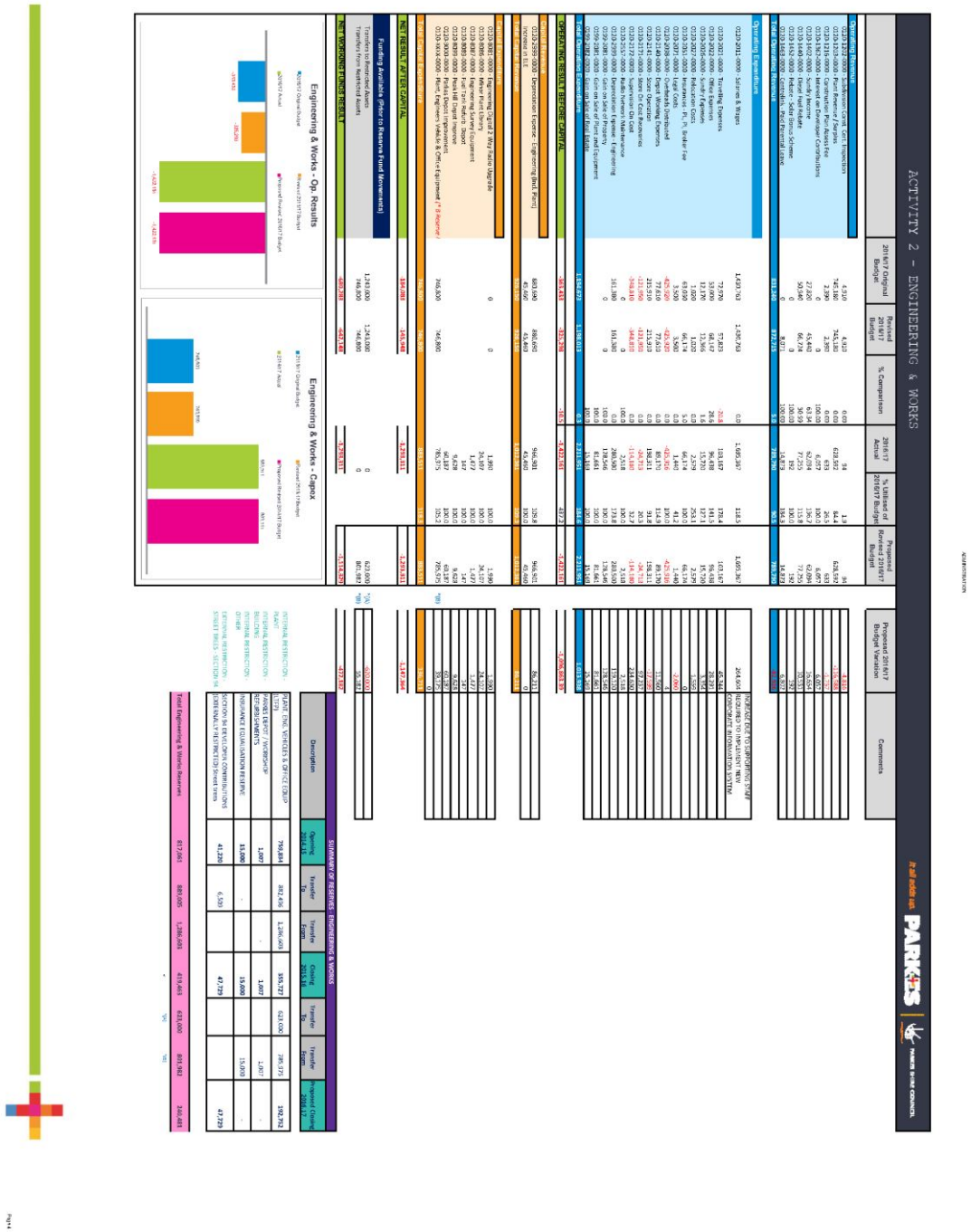
Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

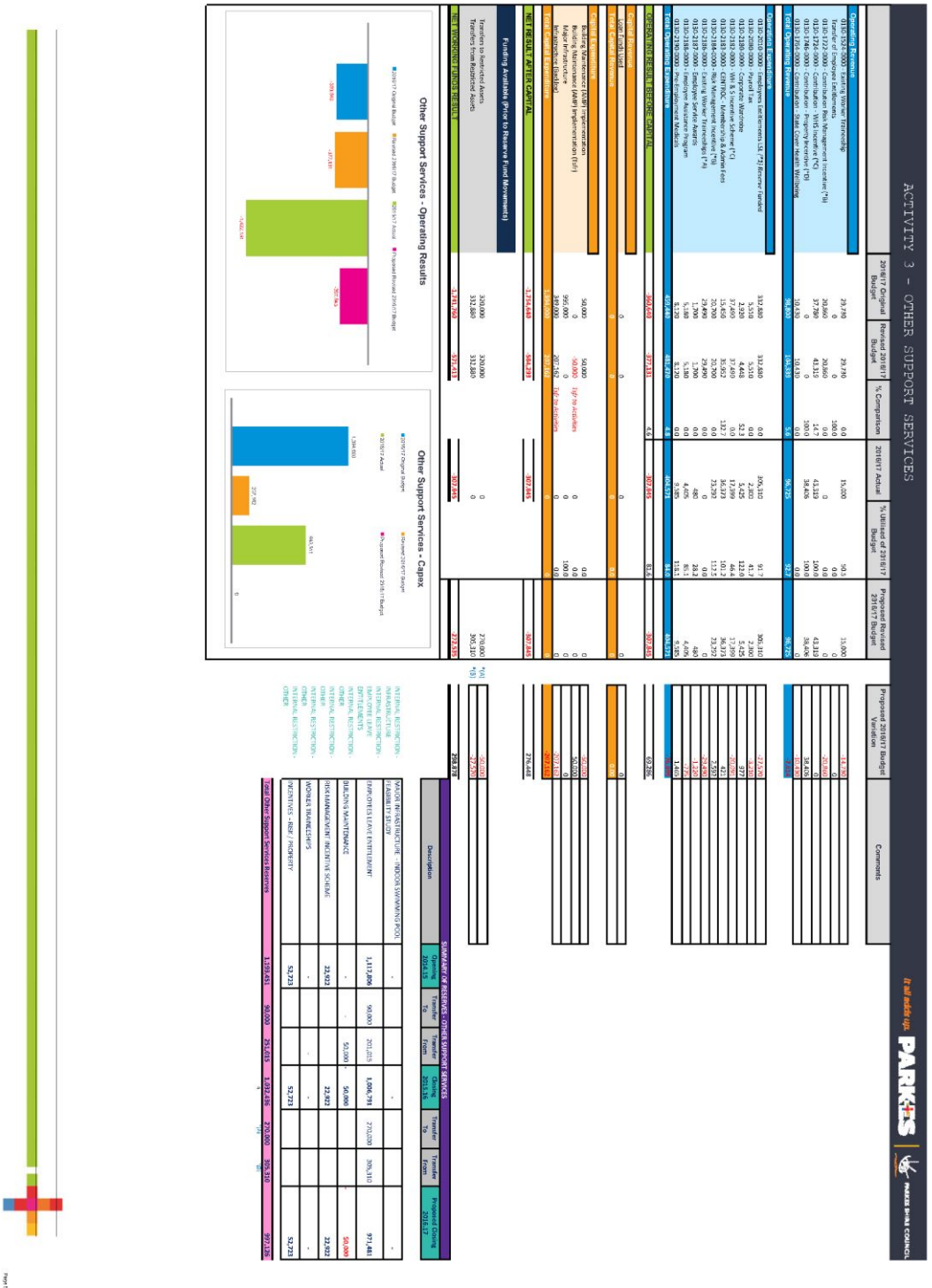


General Manager

Mayor

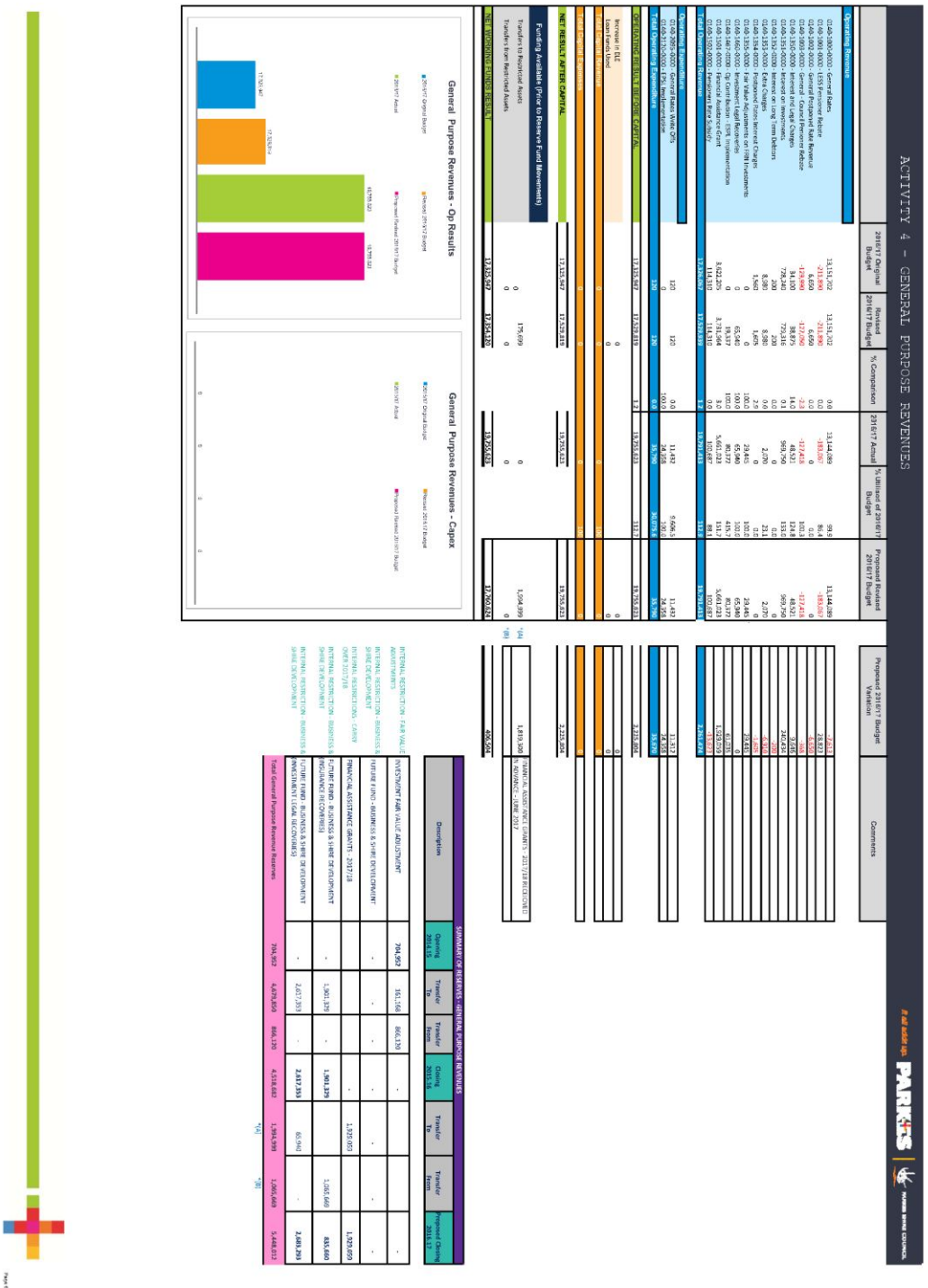


General Manager Mayor



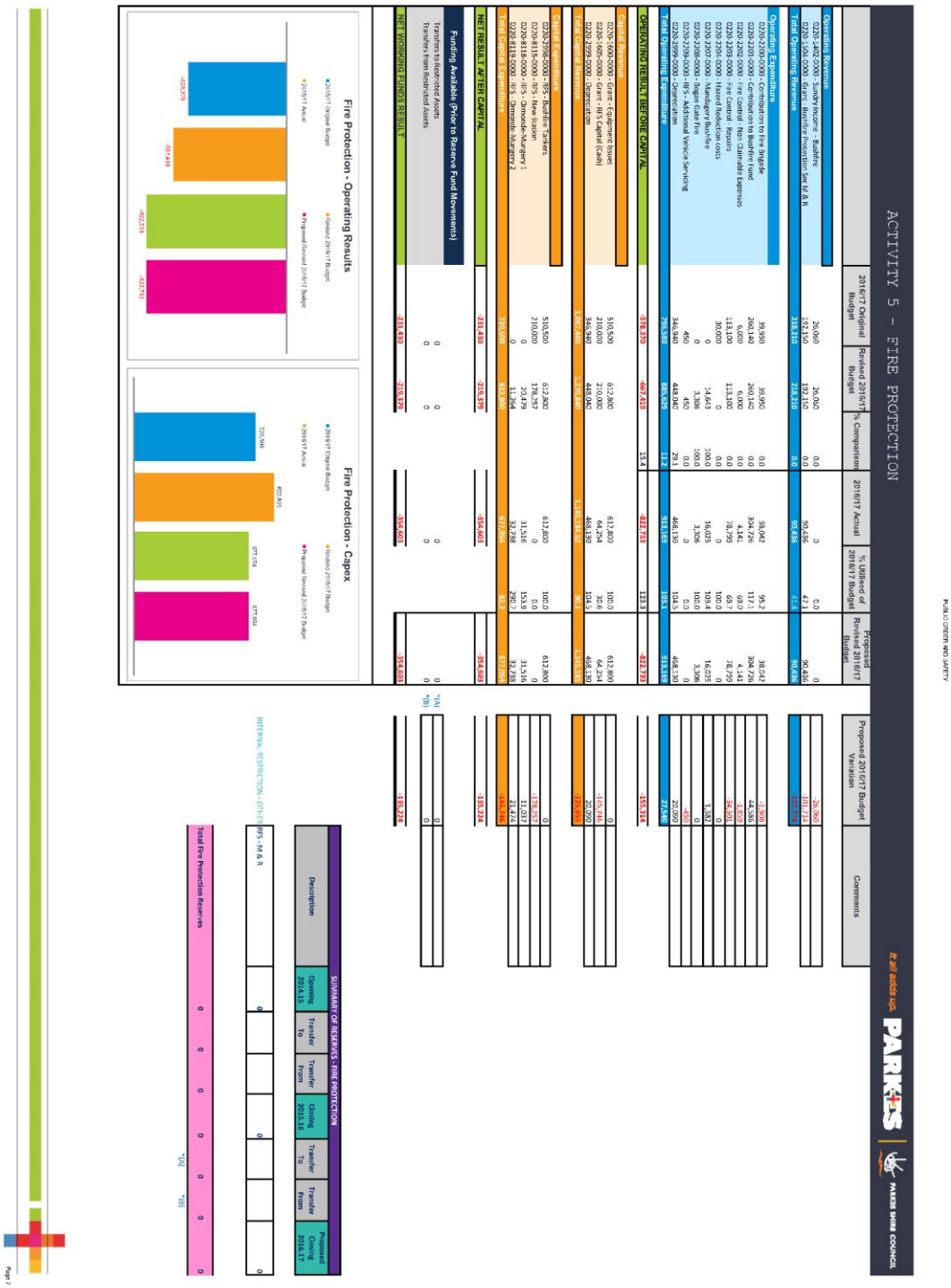
General Manager

Mayor



General Manager

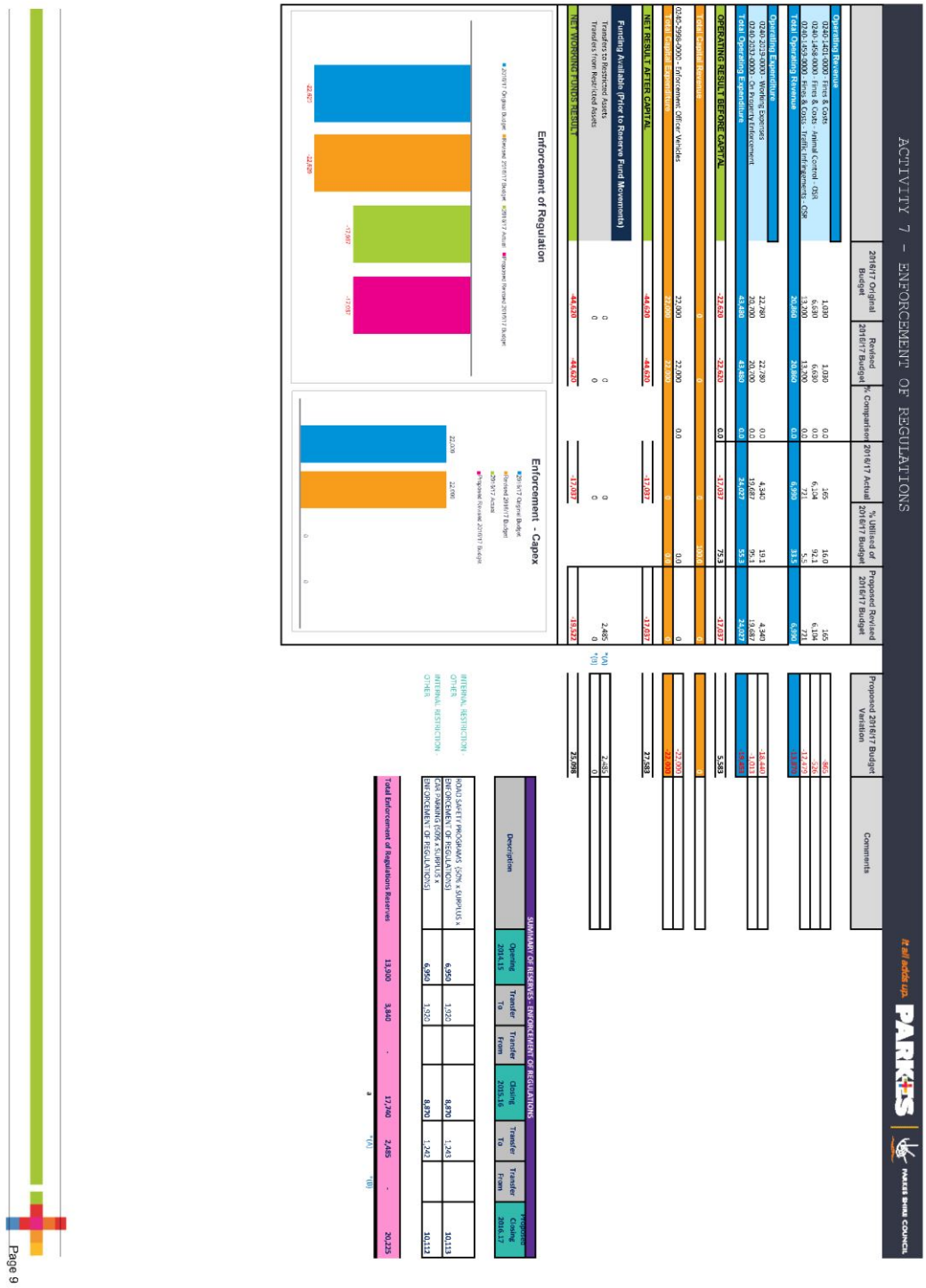
Mayor



General Manager Mayor

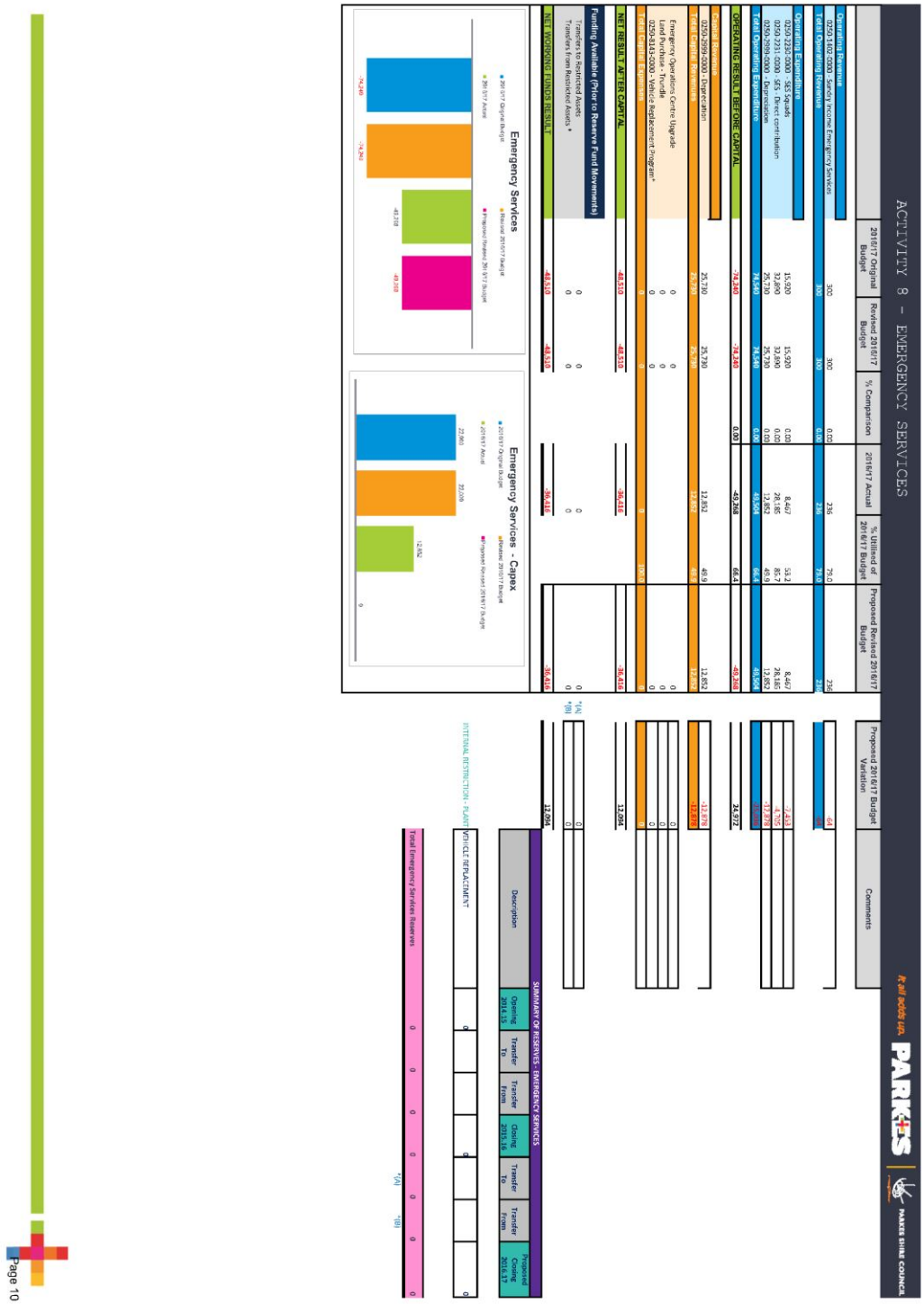
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

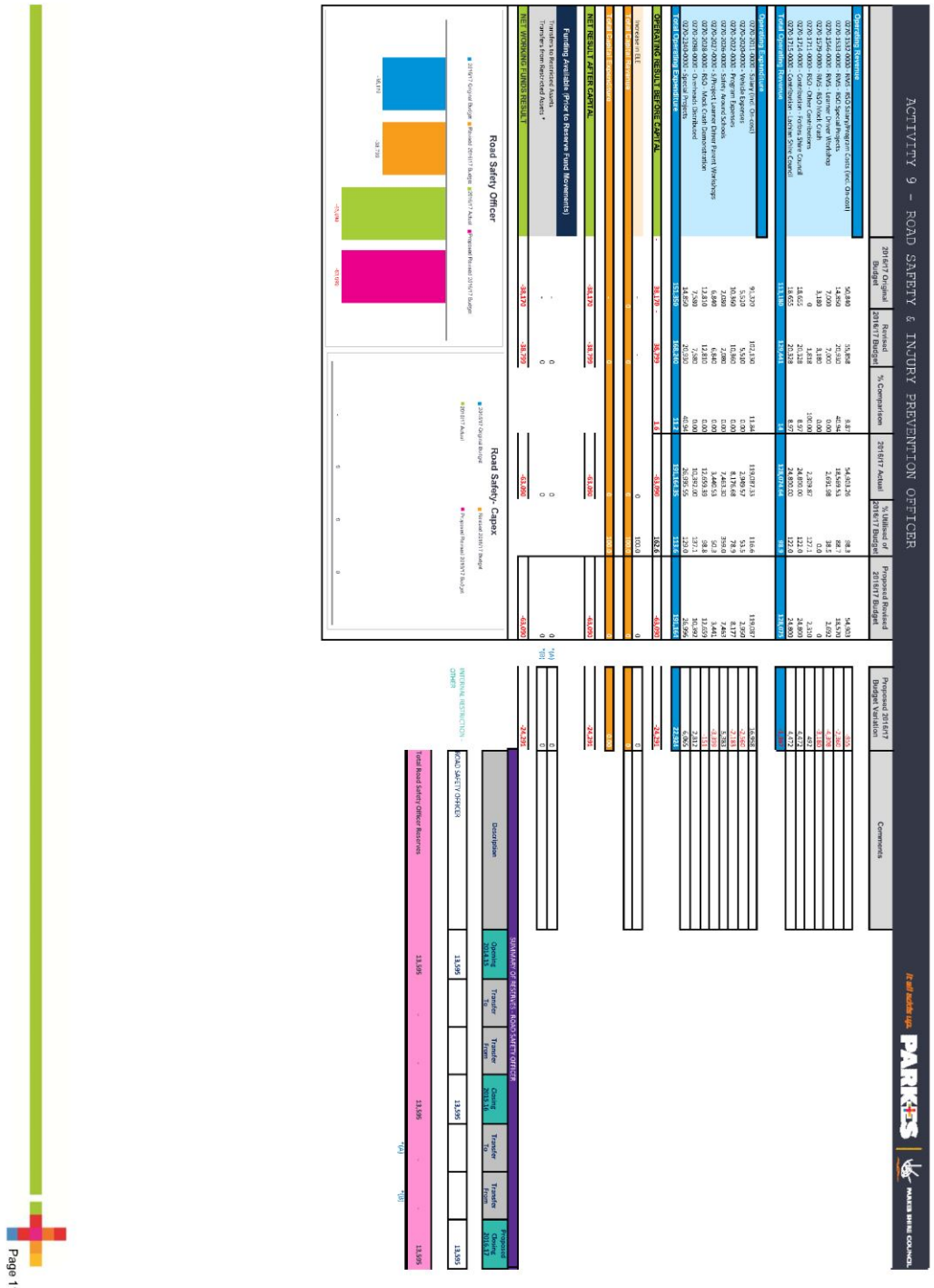
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

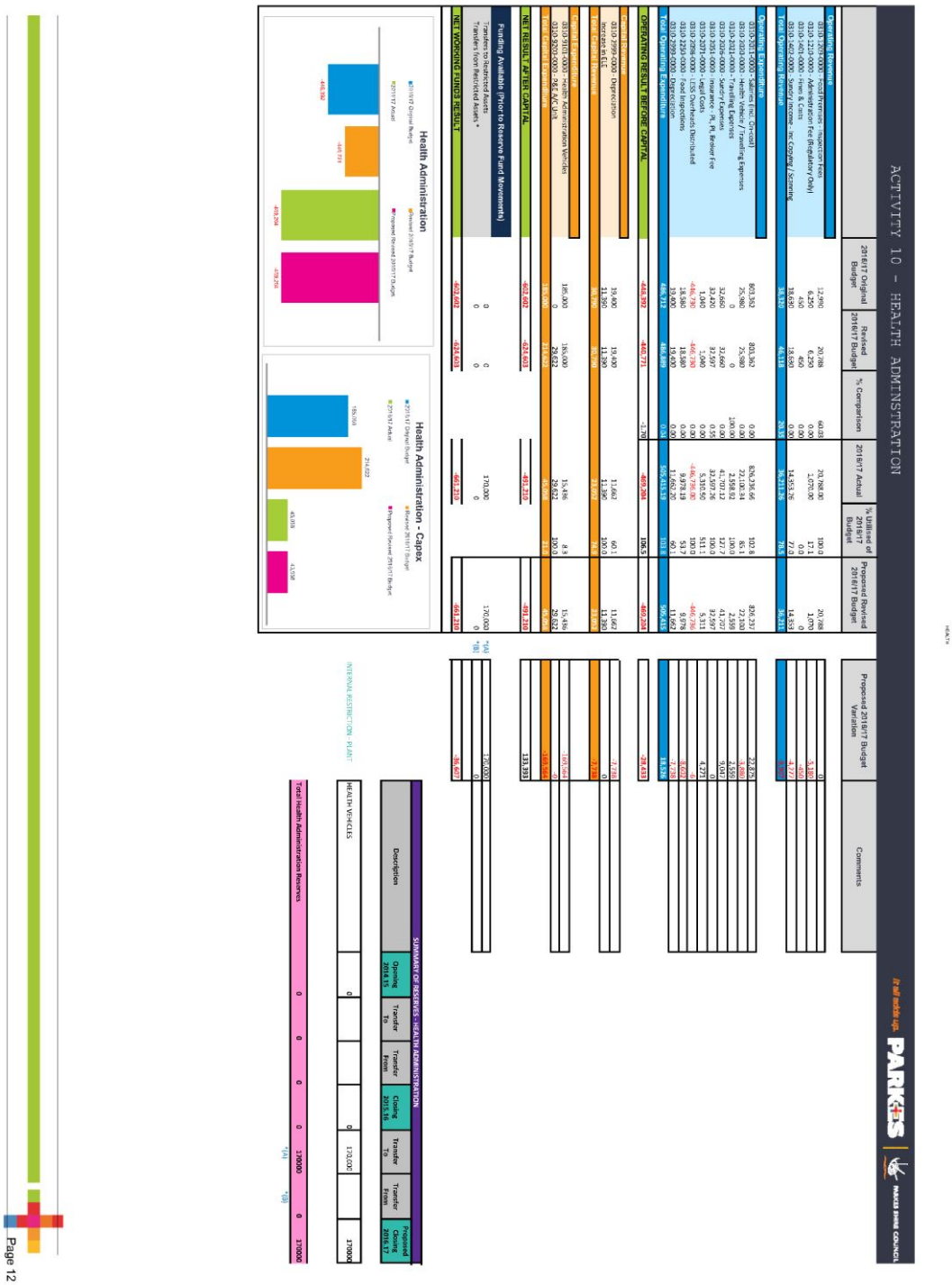
Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

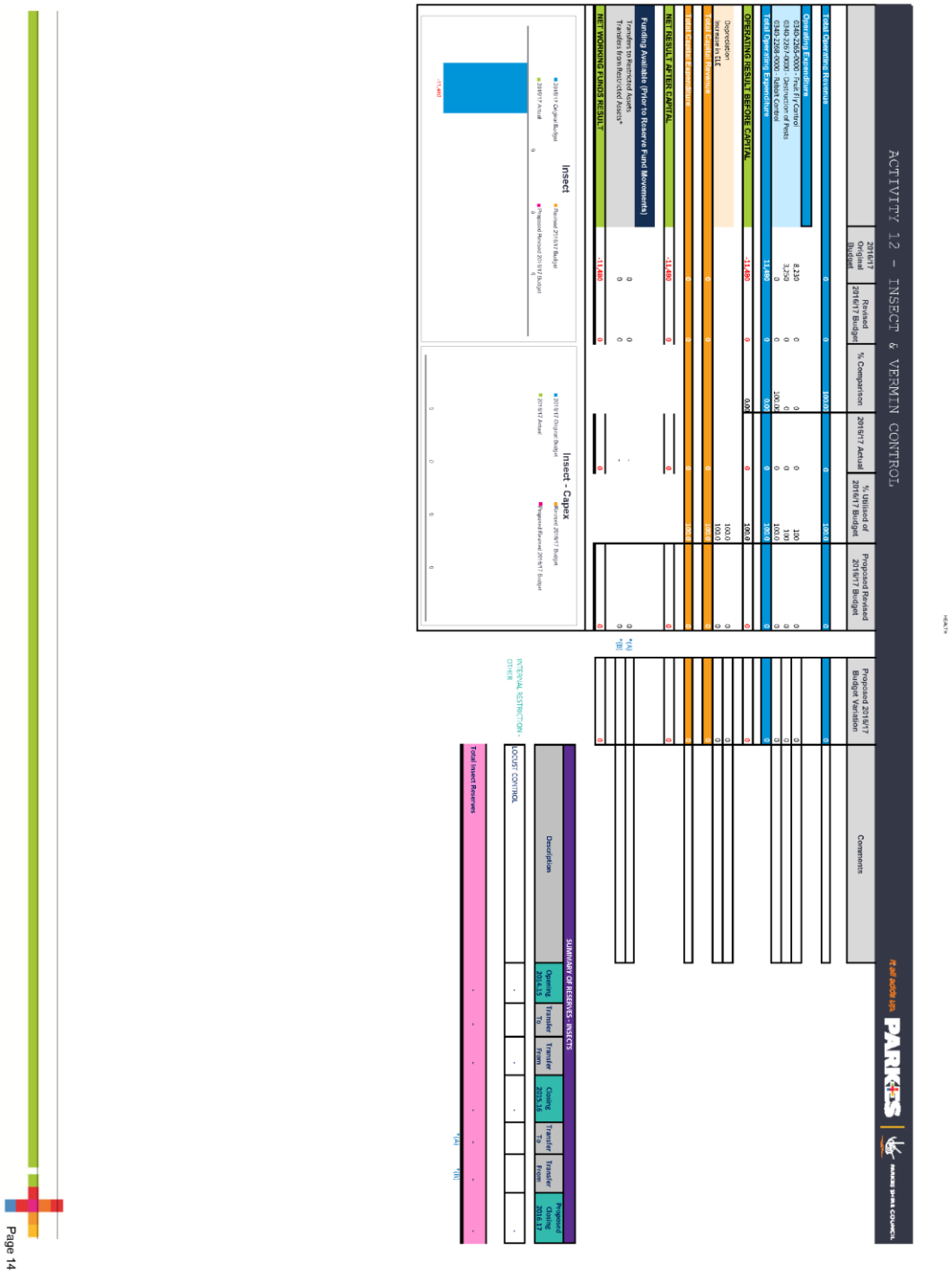


General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

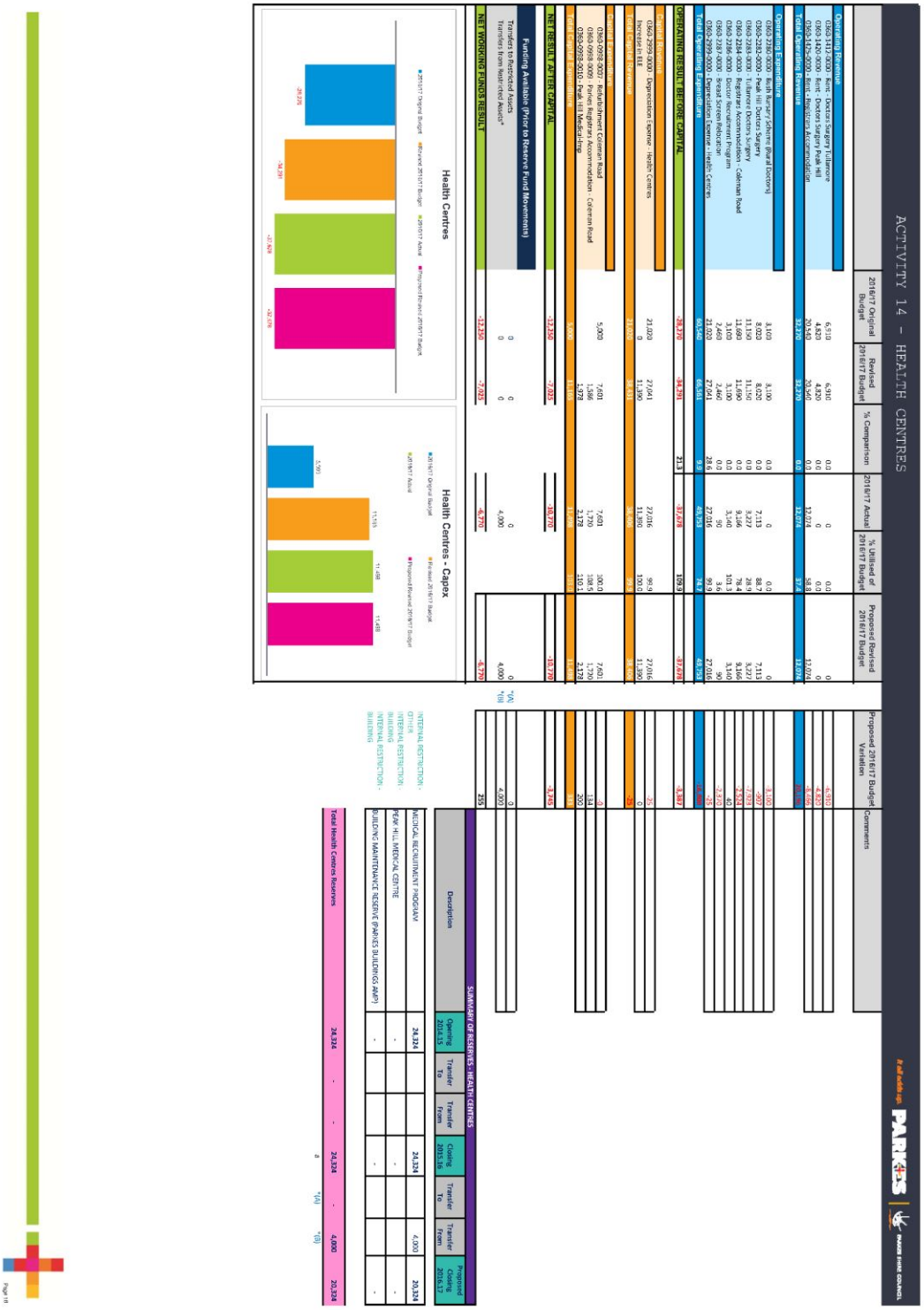


General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

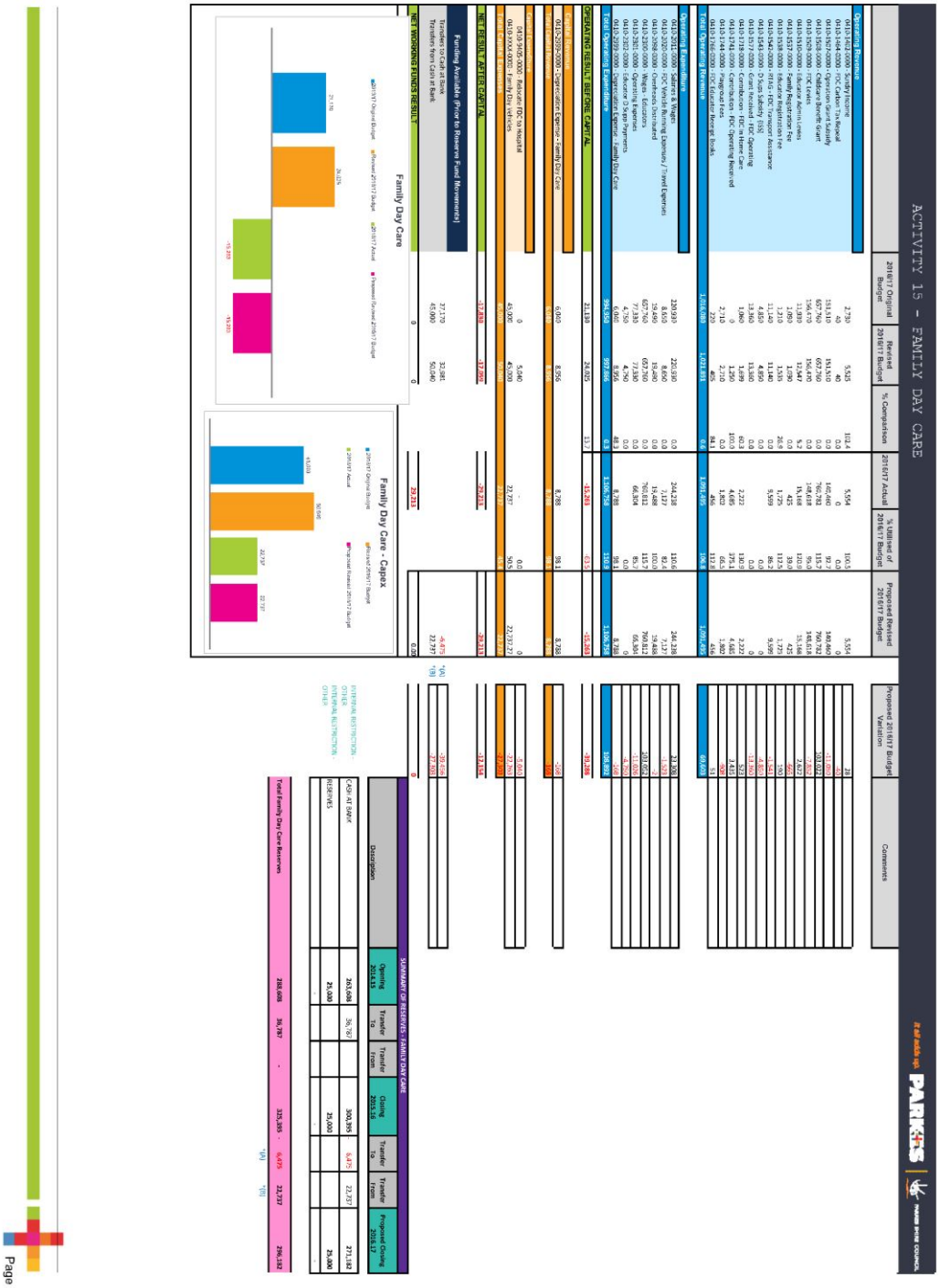
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



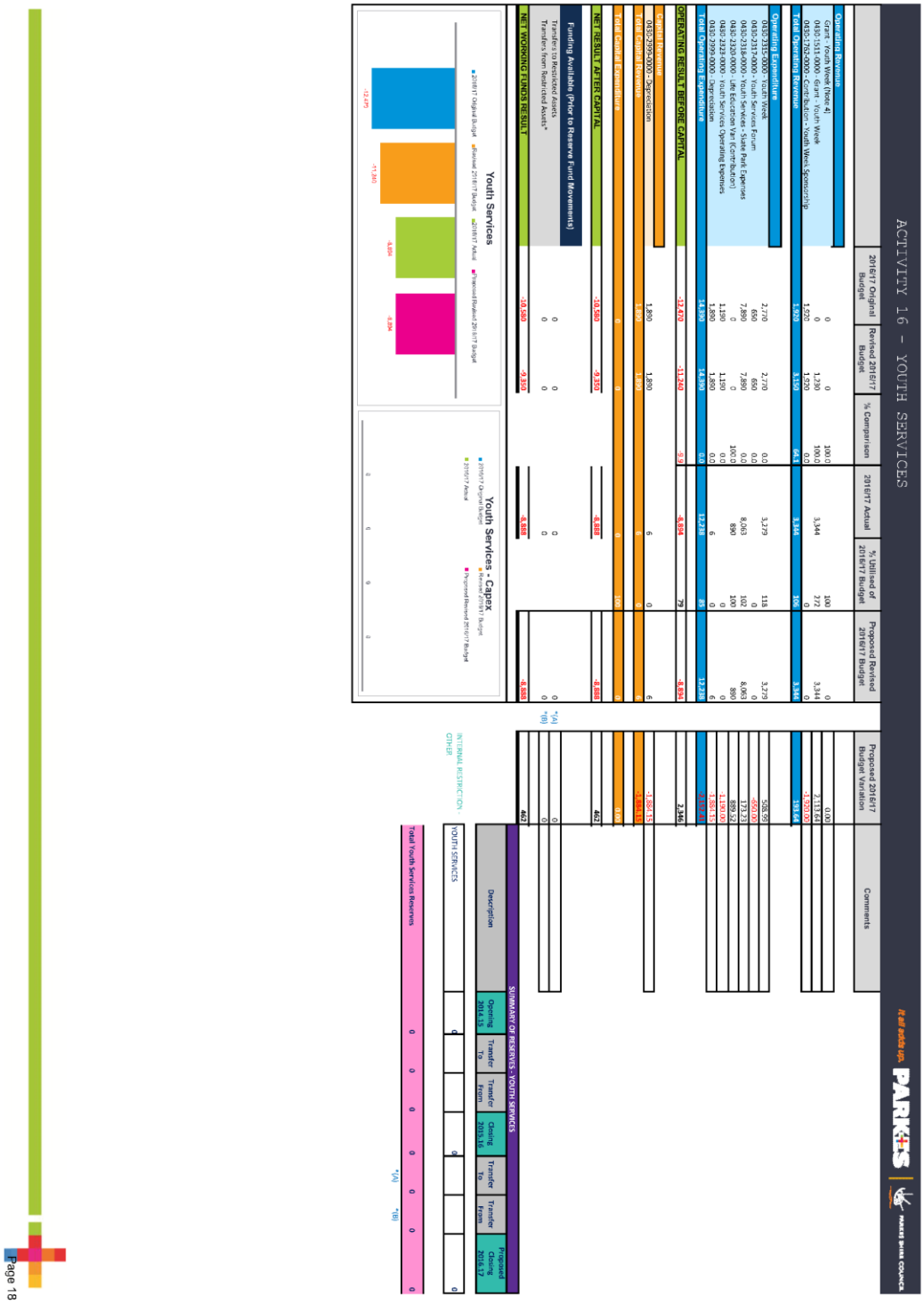
General Manager

Mayor



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

ACTIVITY 17 - AGED & DISABLED

	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison 2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Operating Revenue							
0450-1426-0033 - Rent - 30 Welcome Street	44,690	44,690	41,980	93.9	41,980	-2,710	
Total Operating Revenue	44,690	44,690	41,980	93.9	41,980	-2,710	
Operating Expenditure							
0450-2060-0033 - Interest on Loan - 30 Welcome St	34,427	34,427	33,798	98.2	33,798	-629	
0450-2325-0033 - Senior Citizens Week	1,070	1,070	0	0.0	0	-1,070	
0450-2326-0033 - 30 Welcome St - Expenses	18,600	18,600	10,055	53.9	10,055	-8,545	
0450-2999-0033 - Depreciation Expense - Aged & Disabled	15,980	15,980	13,846	86.7	13,846	-2,134	
Total Operating Expenditure	70,077	70,077	57,698	82.3	57,698	-12,379	
OPERATING RESULT BEFORE CAPITAL	-25,387	-25,387	-15,719	62.2	-15,719	9,668	
Capital Revenues							
0450-2999-0033 - Depreciation Expense - Aged & Disabled	15,980	15,980	13,846	86.7	13,846	-2,134	
Total Capital Revenues	15,980	15,980	13,846	86.7	13,846	-2,134	
Capital Expenditure							
0450-0998-0033 - 30 Welcome Street - Fencing & Gates	0	0	2,250	100.0	2,250	2,250	
Total Capital Expenditure	0	0	2,250	100.0	2,250	2,250	
0450-2803-0033 - Principal Loan Repayments	15,690	15,690	16,905	107.8	16,905	1,215	
NET RESULT AFTER CAPITAL	-25,147	-25,147	-21,128		-21,128	4,019	
Funding Available (Prior to Reserve Fund Movements)							
Transfers to Restricted Assets	0	0	0		0	0	*(A)
Transfers from Restricted Assets*	0	0	0		0	0	*(B)
NET WORKING FUNDS RESULT	-25,147	-25,147	-21,128		-21,128	4,019	

INTERNAL RESTRICTION - BUILDING

SUMMARY OF RESERVES - AGED & DISABLED

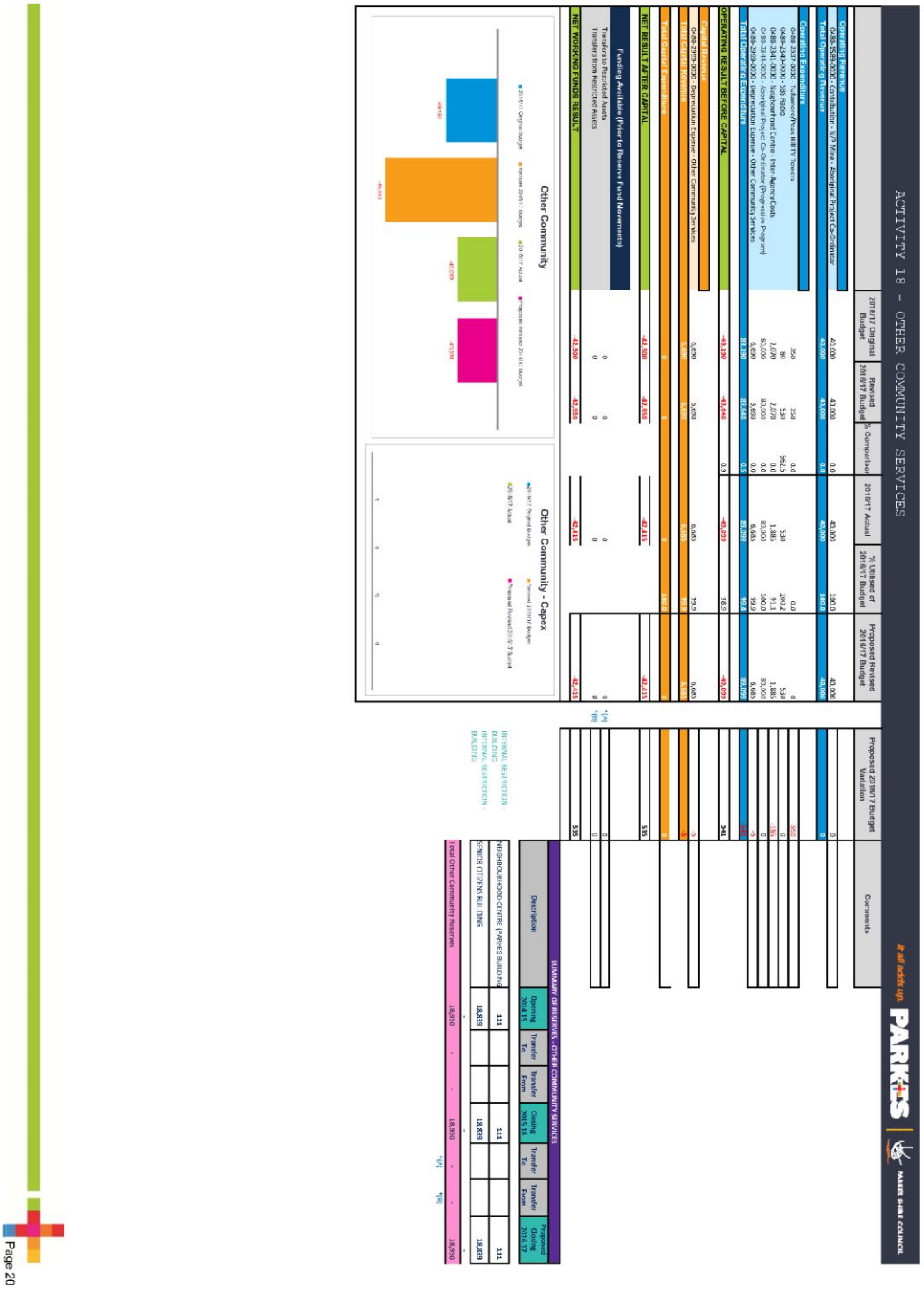
Description	Opening 2014-15	Transfer To	Transfer From	Closing 2015-16	Transfer To	Transfer From	Proposed Closing 2016-17
BUILDING MAINTENANCE (PARKES BUILDINGS ONLY)	23,894			23,894			23,894
Total Aged & Disabled Reserves	23,894	-	-	23,894	-	-	23,894

*(A) *(B)

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

ACTIVITY 19 - EDUCATION

	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Operating Revenue								
0690-1554-0000 - Grant - International Women's Day	1,060	1,060	0.0	600	0	0	-1,060	
0690-1722-0000 - Jack Scobie Contribution - Scholarship	1,660	1,660	0.0	0	36	600	-1,060	
Total Operating Revenue	2,720	2,720	0.0	600	22	600	-2,120	
Operating Expenditure								
0690-2015-0000 - Working Expenses - Early Childhood Centre	25,230	25,230	0.0	21,720	86	21,720	-3,510	
0690-2035-0000 - Local Government Week	1,140	1,140	0.0		0	0	-1,140	
0690-2345-0000 - International Women's Day	1,040	1,040	0.0		0	0	-1,040	
0690-2352-0000 - Youth Scholarship (Jack Scobie Memorial Initiative)	6,500	6,500	0.0	6,500	100	6,500	0	
0690-2353-0000 - McGrane Scholarship	520	520	0.0		0	0	-520	
0690-2999-0000 - Depreciation Expense - Education	52,930	52,930	0.0	47,735	90	47,735	-5,195	
Total Operating Expenditure	87,360	87,360	0.0	75,955	87	75,955	-11,405	
OPERATING RESULT BEFORE CAPITAL	-84,640	-84,640	0.0	-75,355	89	-75,355	9285	
Capital Revenue								
0690-3999-0000 - Depreciation Expense - Education	52,930	52,930	100.0	47,735	90	47,735	-5,195	
Total Capital Revenue	52,930	52,930	100.0	47,735	90	47,735	-5,195	
Total Capital Expenditure	0	0	0.0	0	0.0	0	0	
NET RESULT AFTER CAPITAL	-31,710	-31,710		-27,620		-27,620	4090	
Funding Available (Prior to Reserve Fund Movements)								
Transfers to Restricted Assets	0	0		0		0	0	*(A)
Transfers from Restricted Assets	0	0		0		0	0	*(B)
NET WORKING FUNDS RESULT	-31,710	-31,710		-27,620		-27,620	4090	

Education

2016/17 Original Budget | Revised 2016/17 Budget | 2016/17 Actual | Proposed Revised 2016/17 Budget

-84,640 | -84,640 | -75,355 | -75,355

Education - Capex

2016/17 Original Budget | Revised 2016/17 Budget | 2016/17 Actual | Proposed Revised 2016/17 Budget

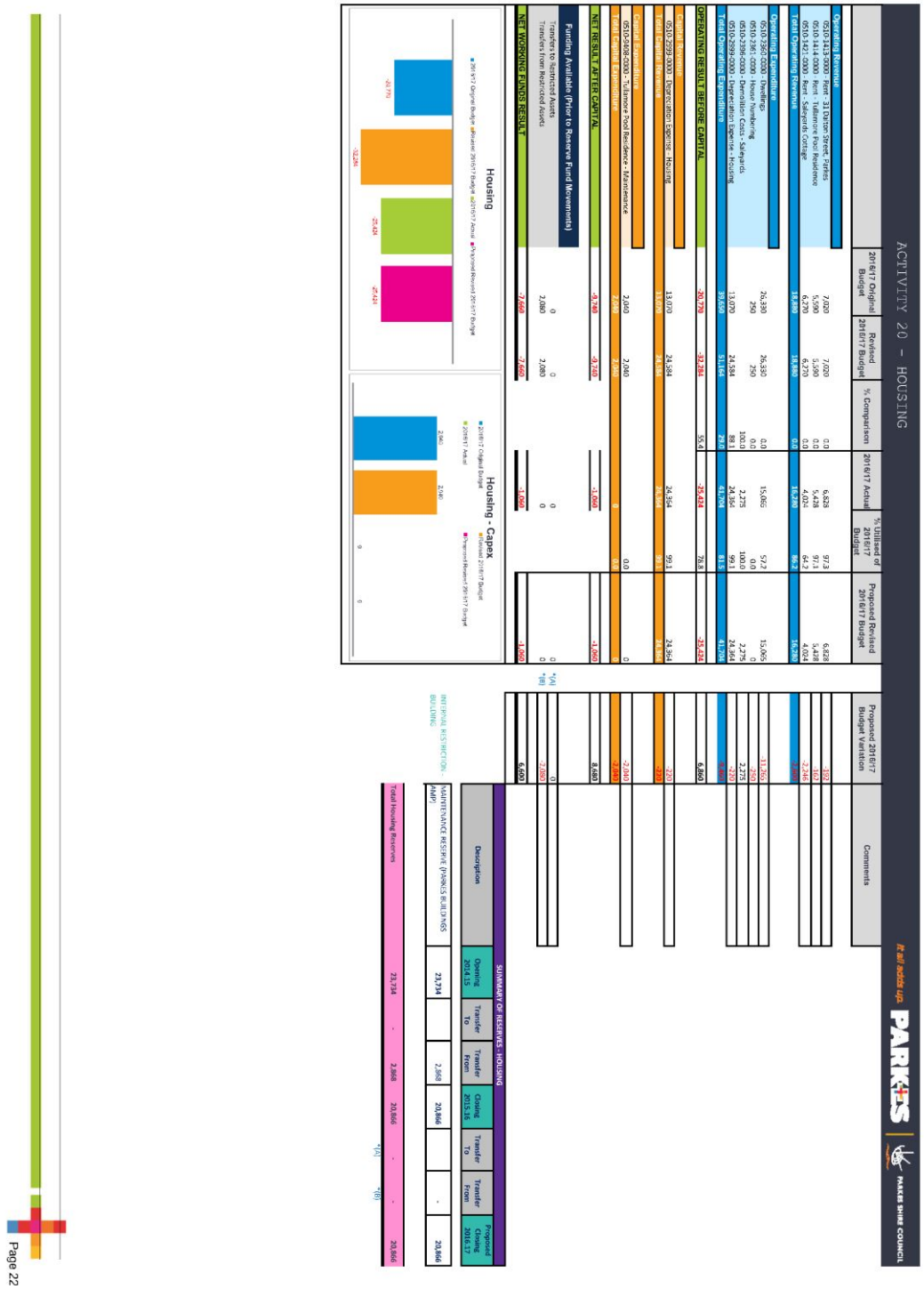
0 | 0 | 0 | 0

SUMMARY OF RESERVES - EDUCATION

Description	Opening 2016.15	Transfer To	Transfer From	Closing 2015.16	Transfer To	Transfer From	Proposed Closing 2016.17
INTERNAL RESTRICTION - BUILDING							
PARKES EARLY CHILDHOOD CENTRE (PARKES BUILDING APP) (REFER COUNCIL RESOLUTION - (EM 16/11/2010)	6,573			6,573			6,573
INTERNAL RESTRICTION - OTHER							
CON TRIBUTION - TAFE/CSU PSC SURVEYRES	-			-			-
PARKES STUDY CENTRE CO-ORD	-			-			-
INTERNAL RESTRICTION - OTHER							
JE SCOBLE MEMORIAL INITIATIVE (REFER CORPORATE RESERVES)	-			-			-
Total Education Reserves	6,573	-	-	6,573	-	-	6,573

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



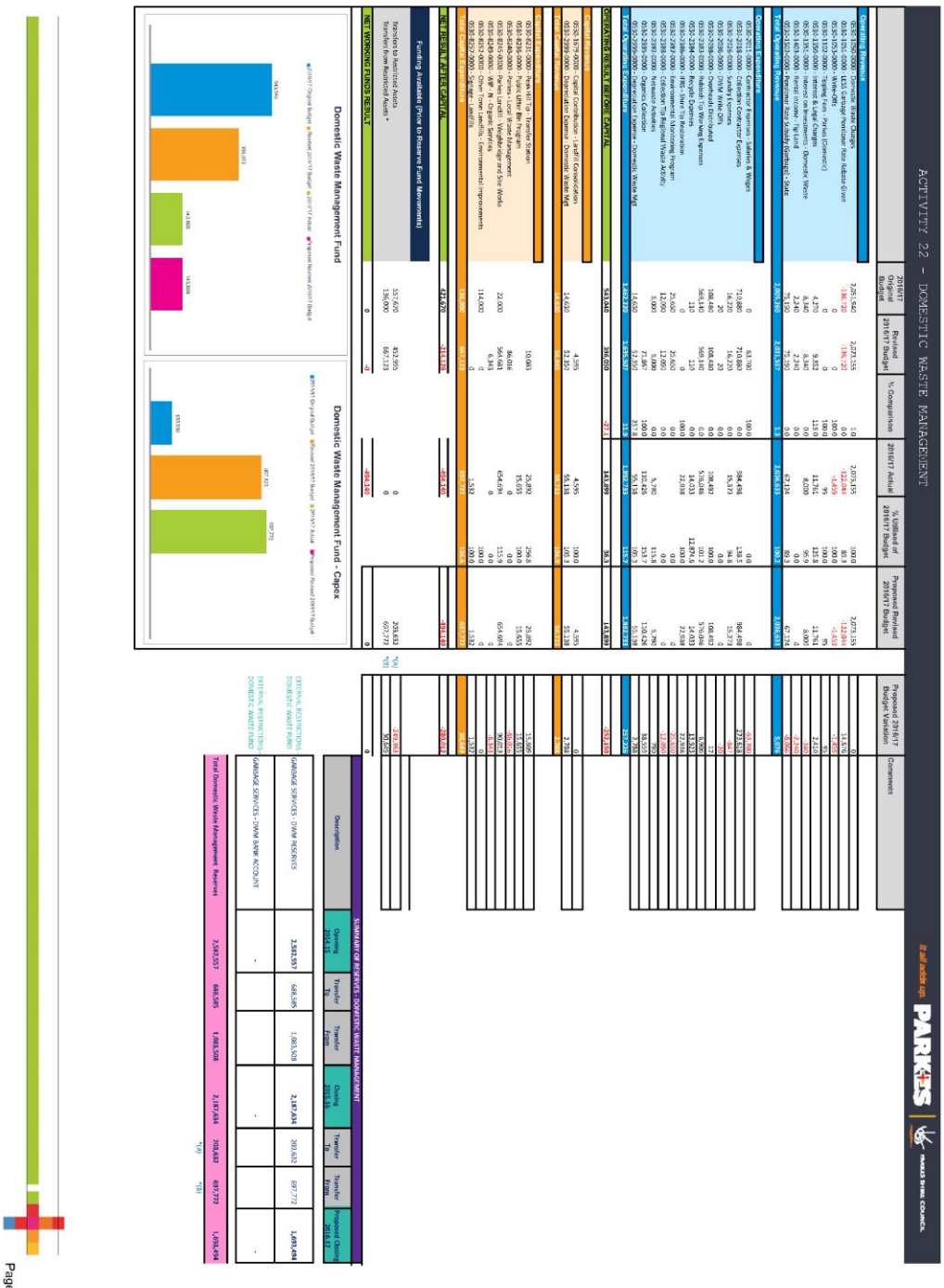
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

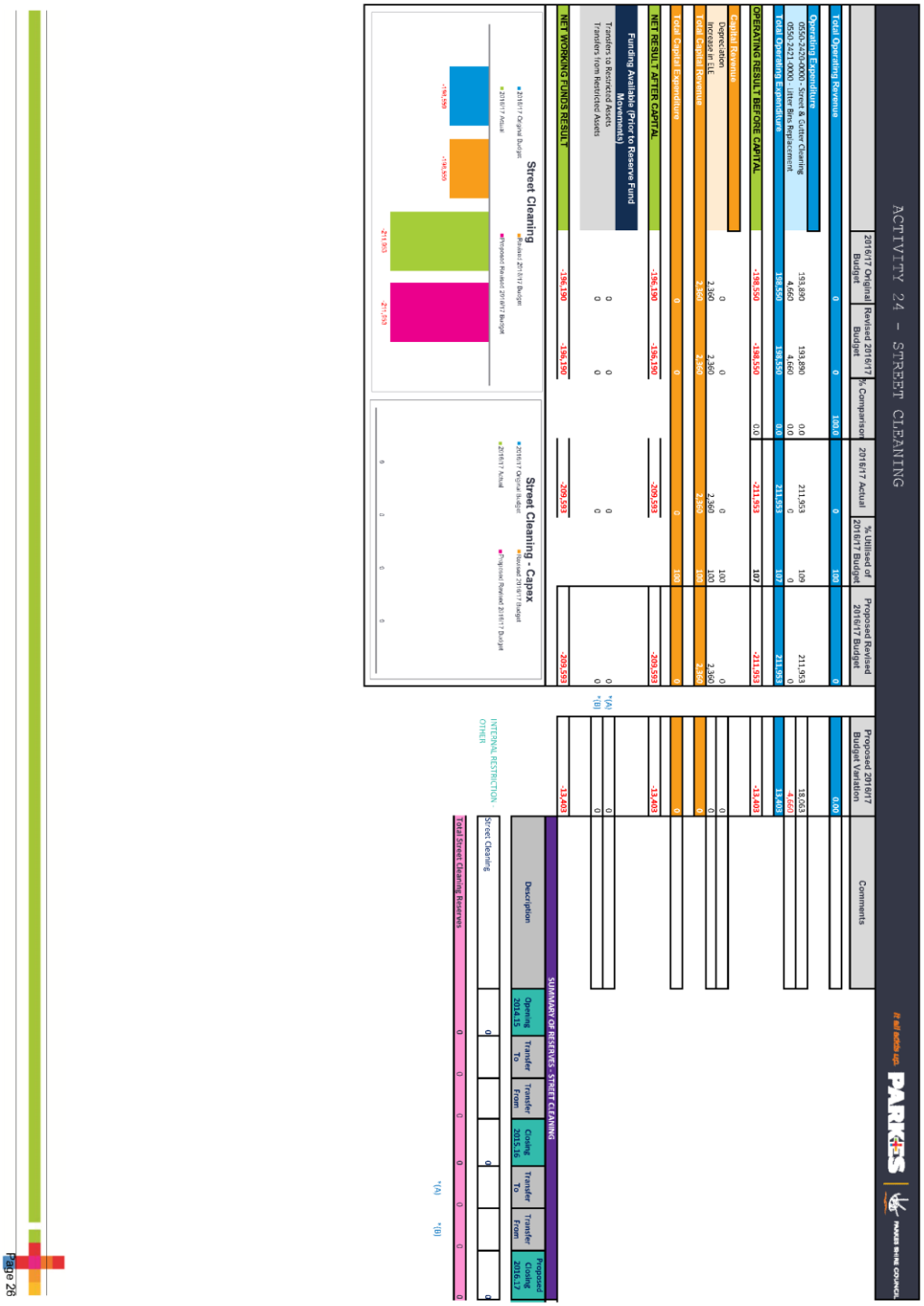


General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

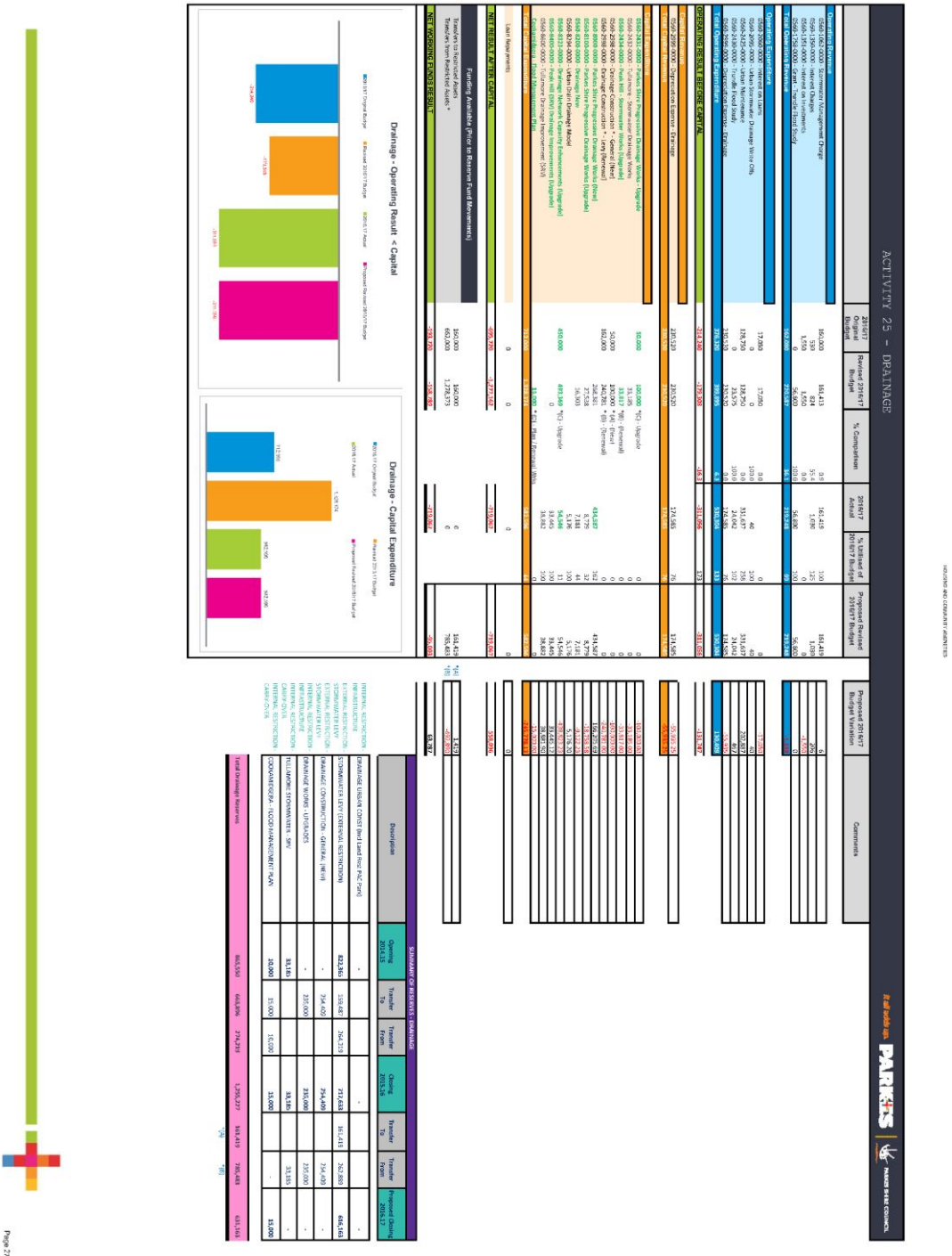
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



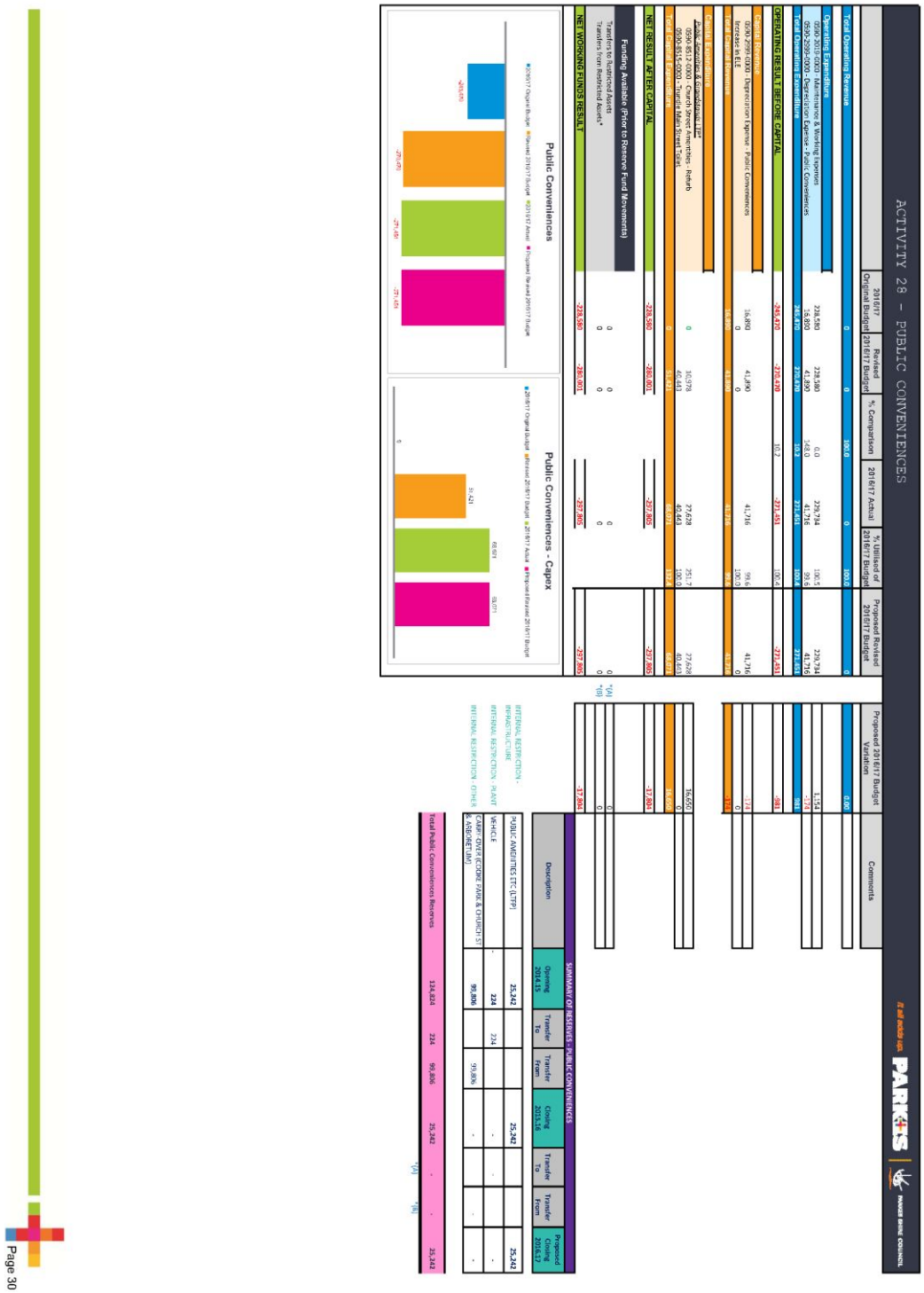
General Manager

Mayor

Page 29

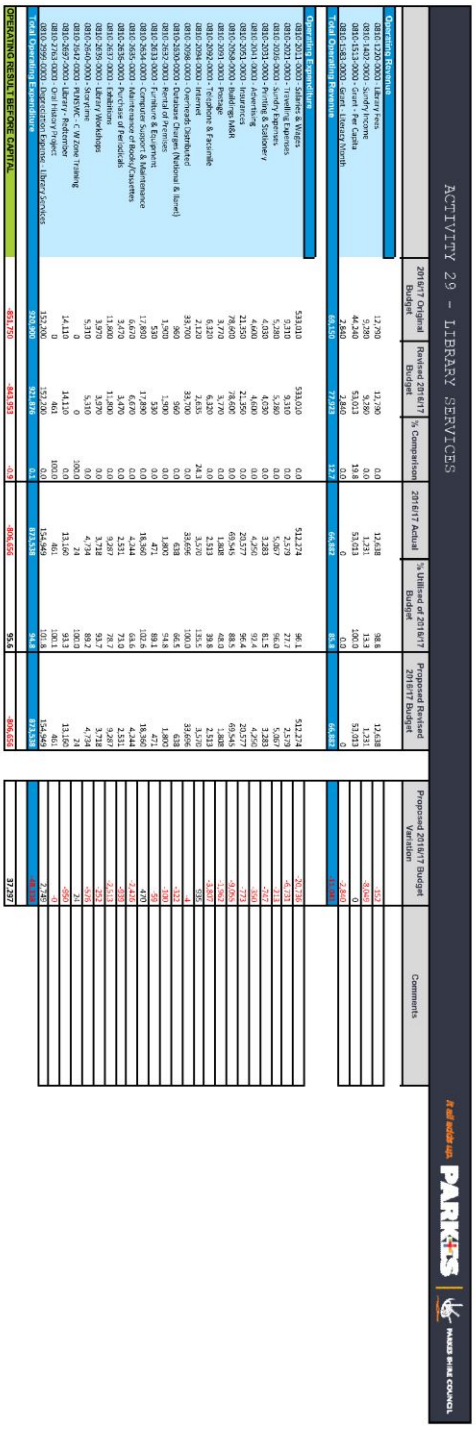
General Manager

Mayor



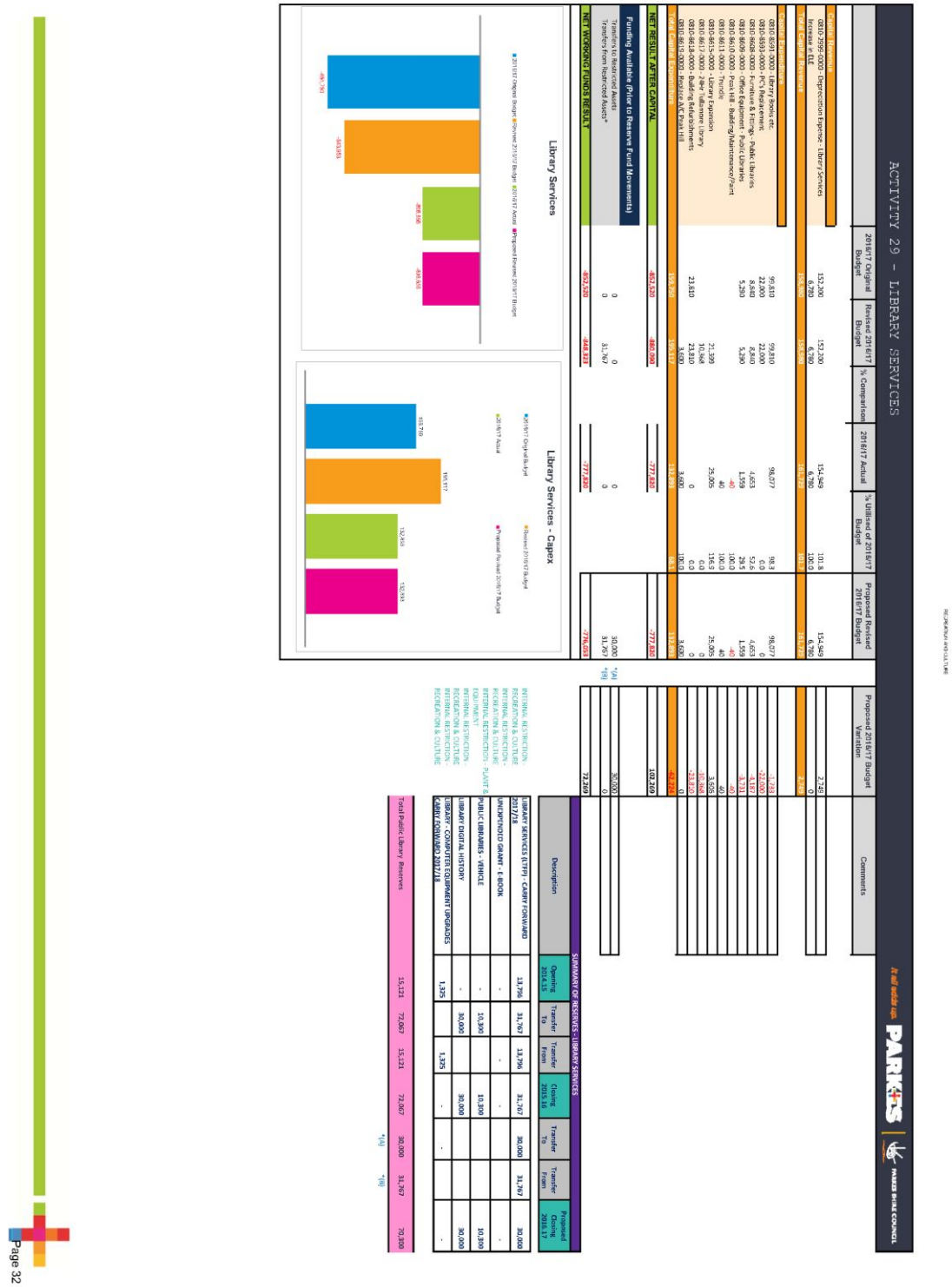
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



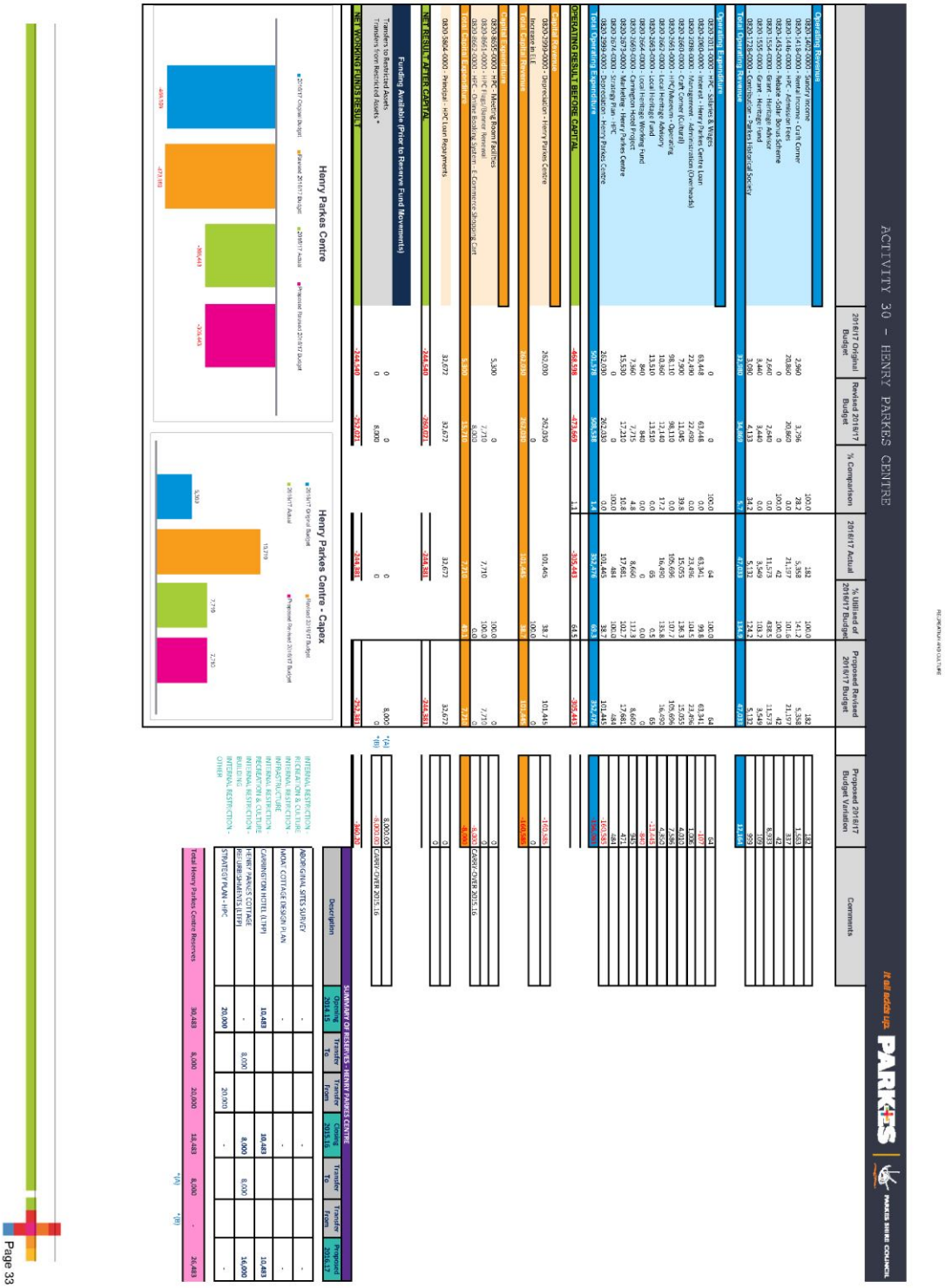
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

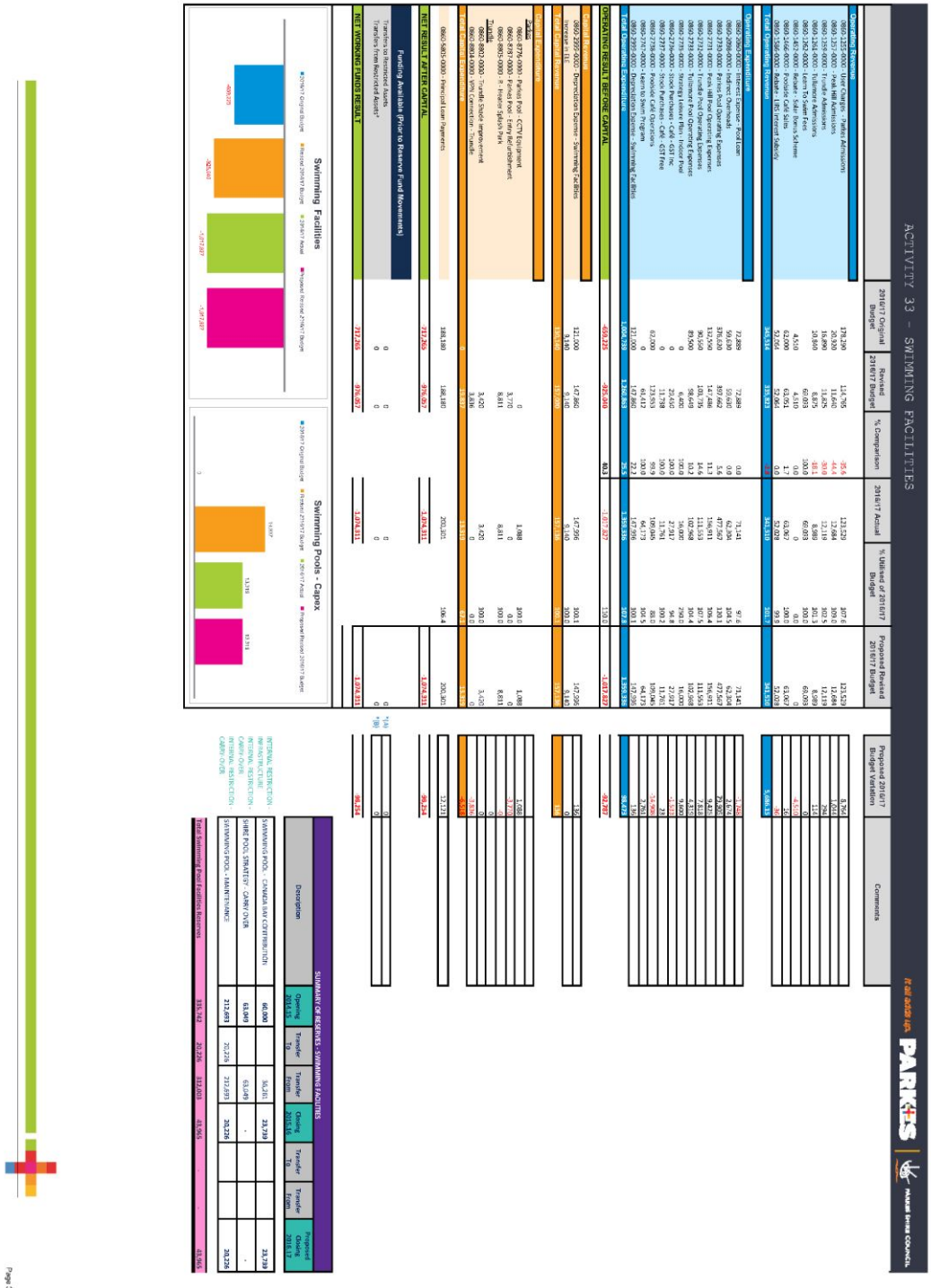
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Page 35

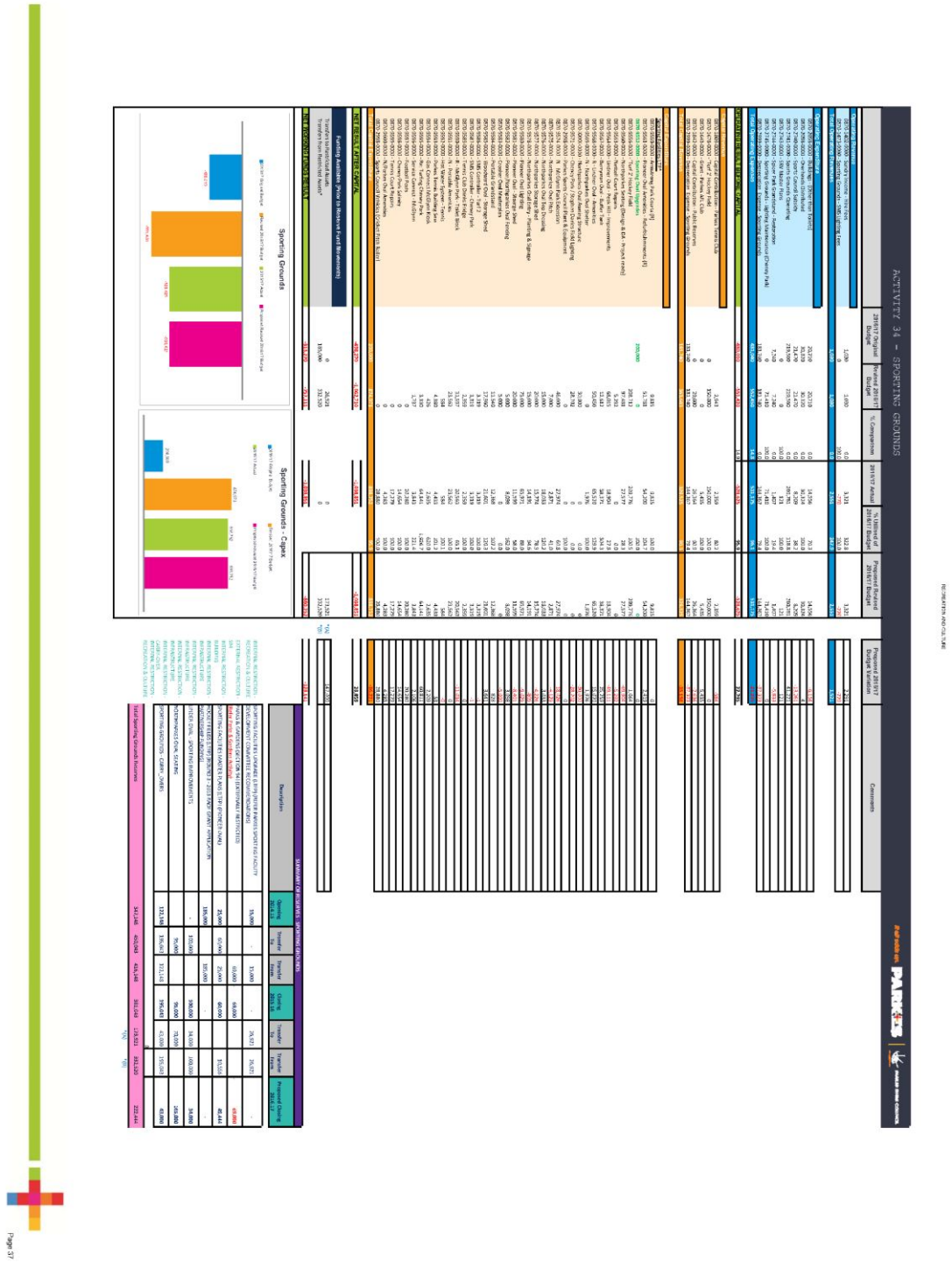
General Manager

Mayor



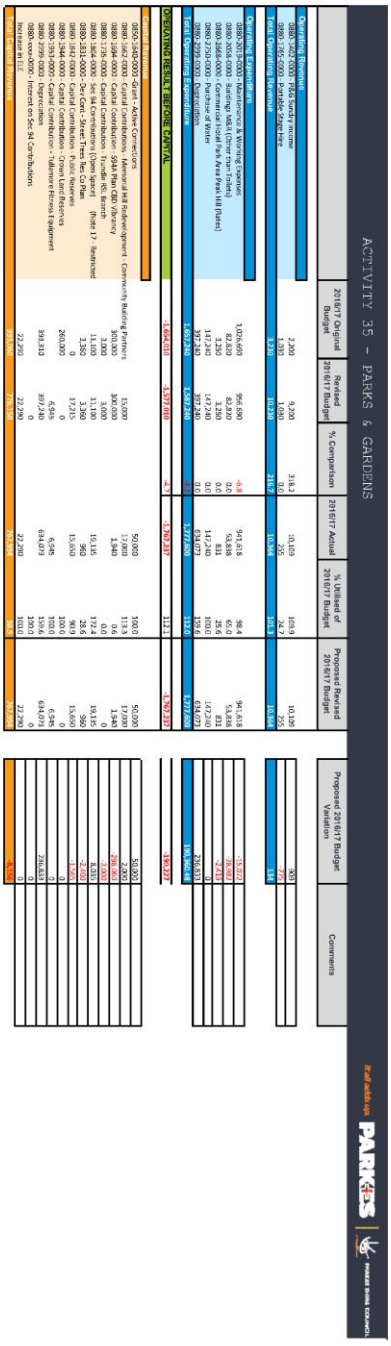
General Manager Mayor

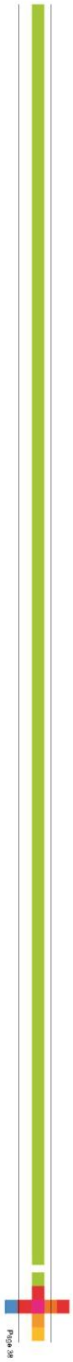
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

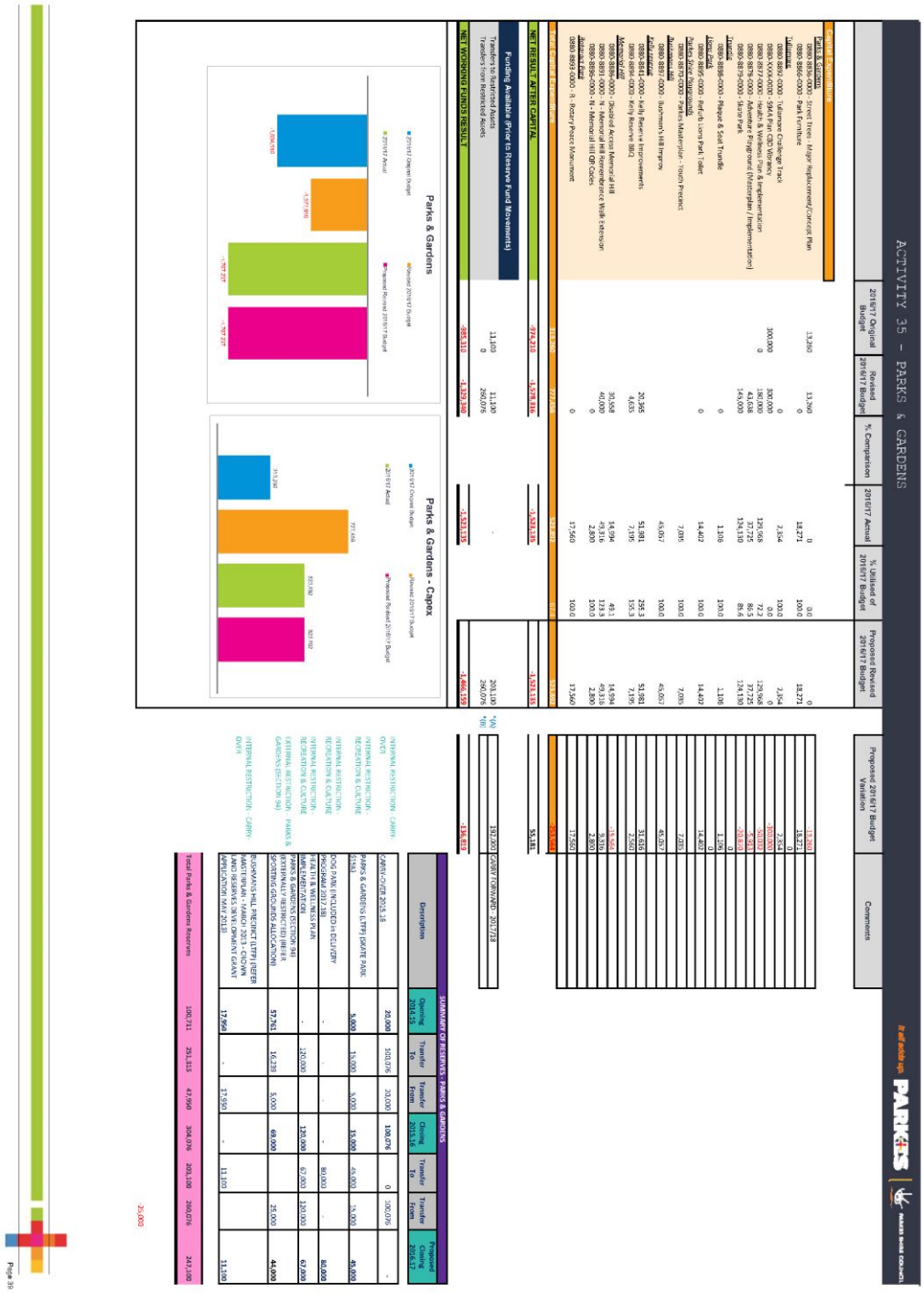
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017





General Manager

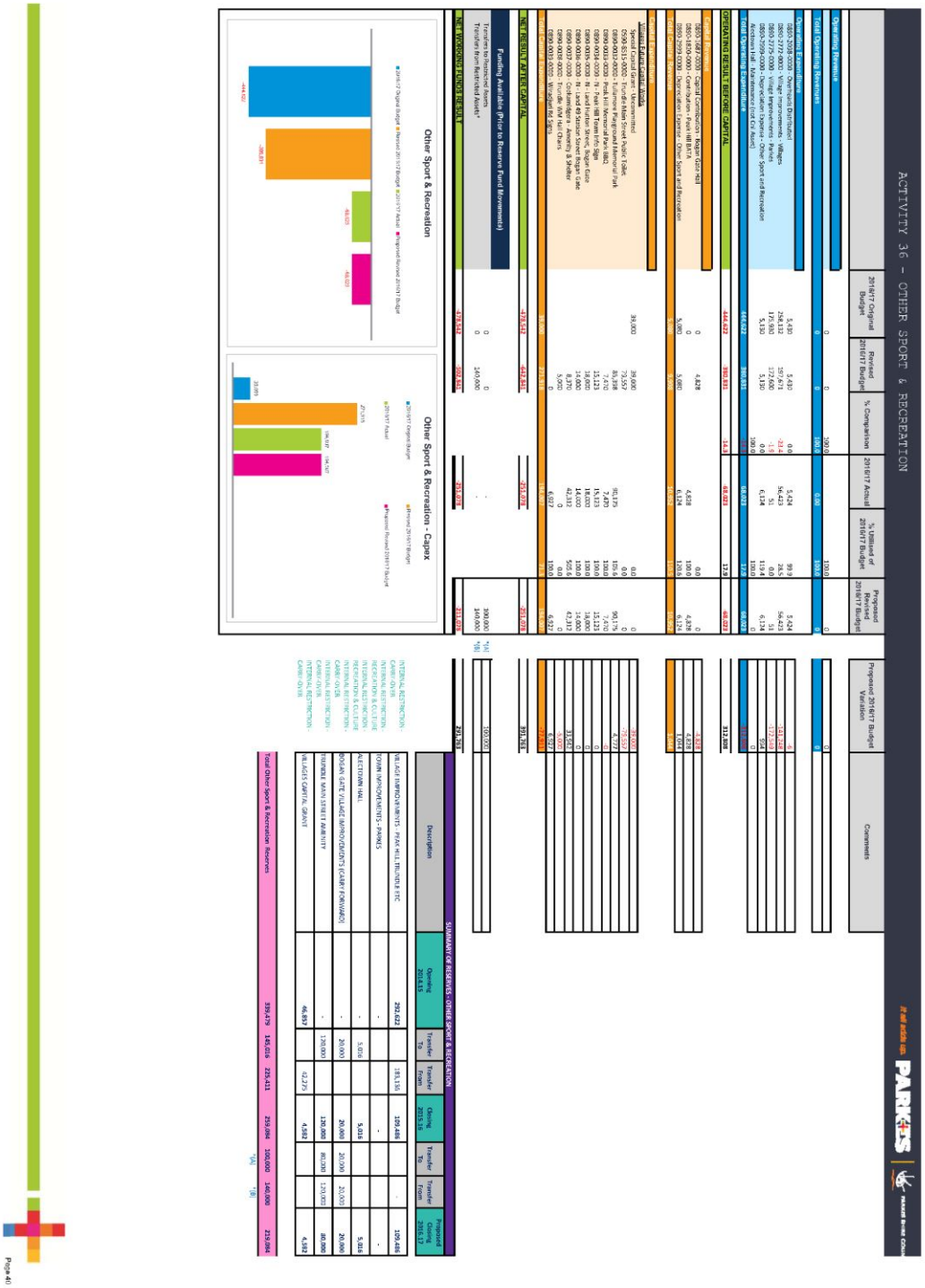
Mayor



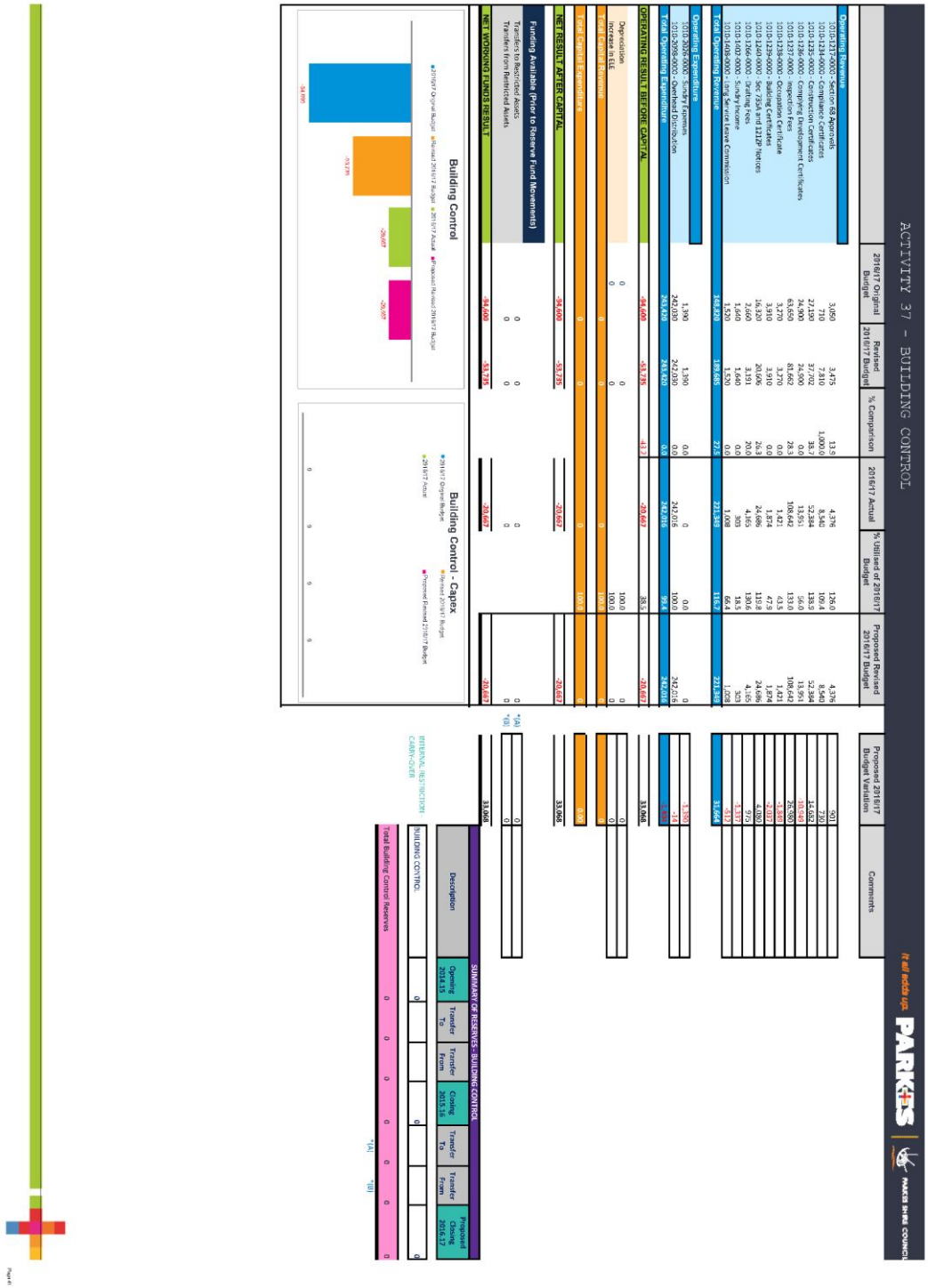
General Manager

Mayor

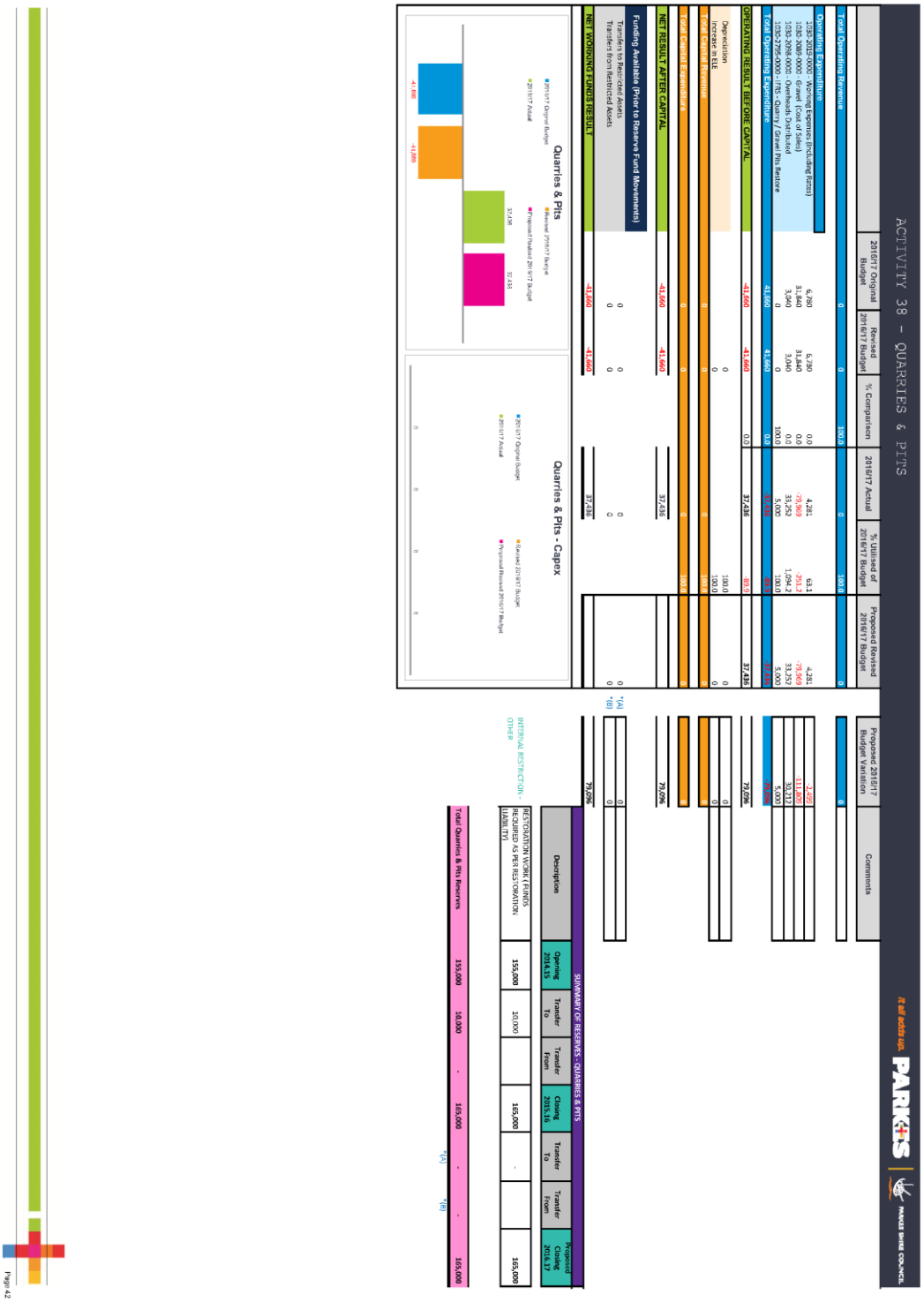
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor



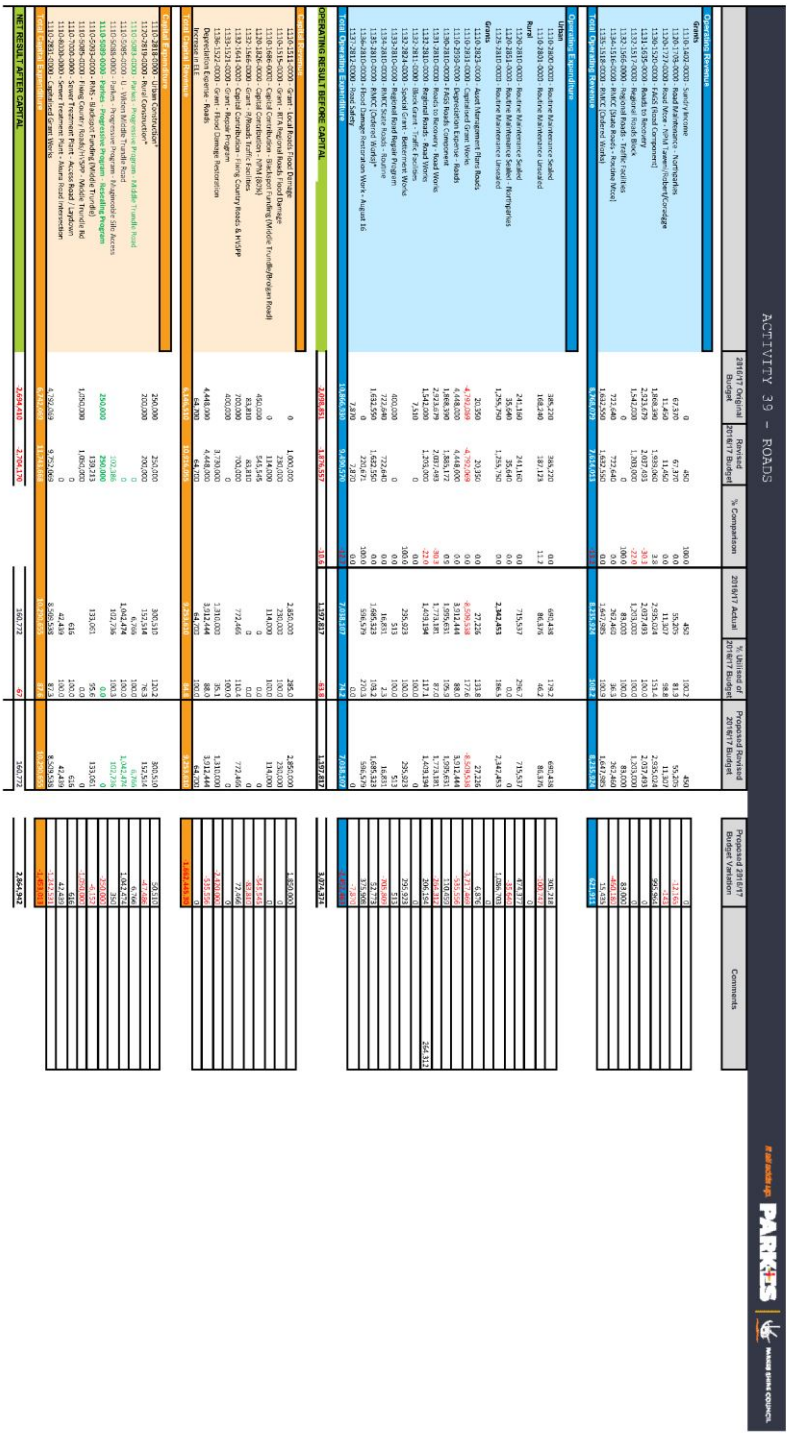
General Manager Mayor



General Manager

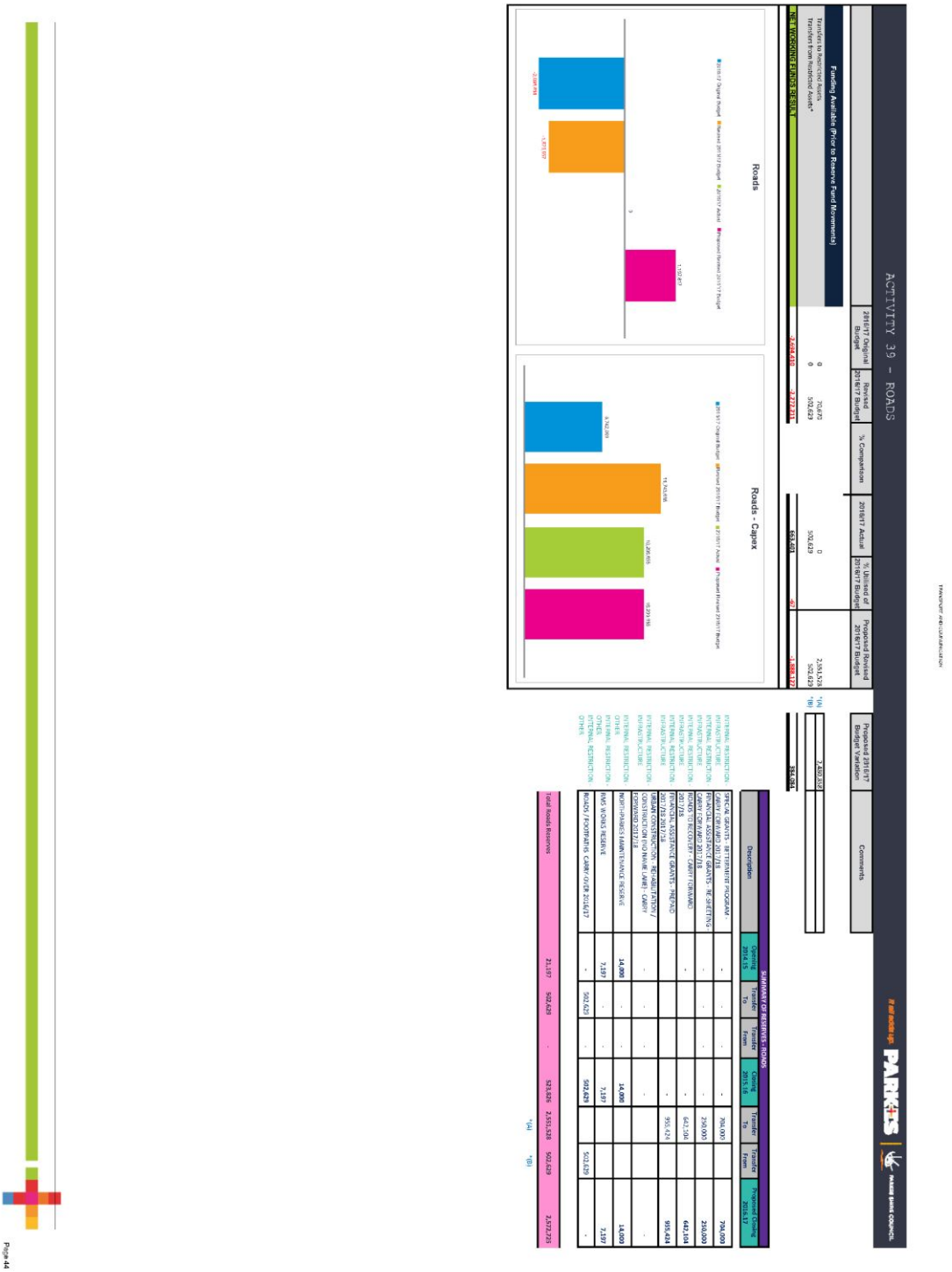
Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



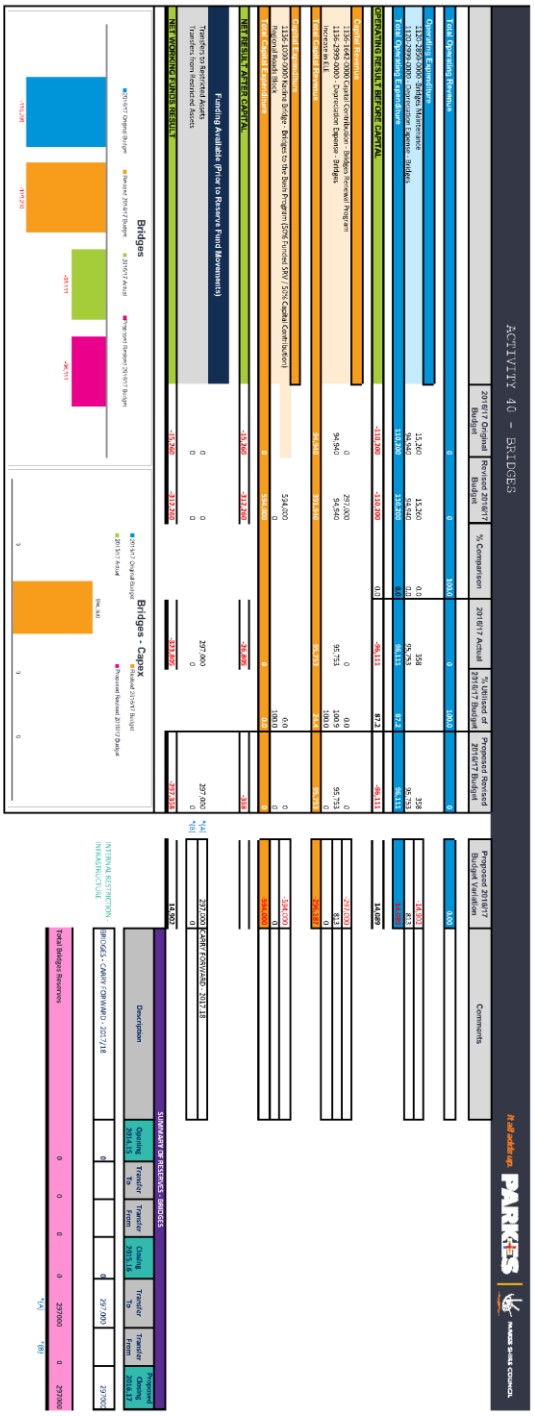
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



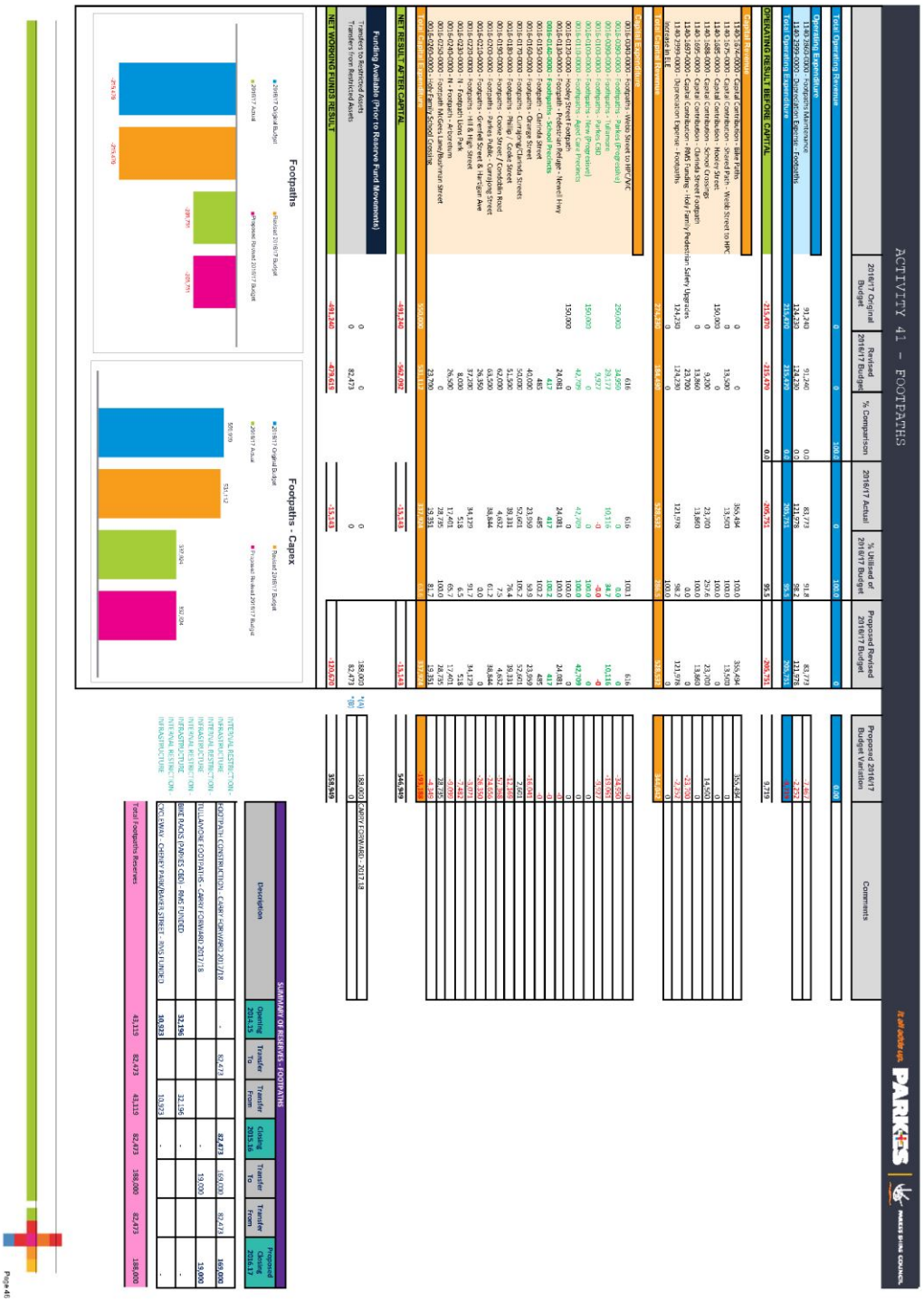
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager Mayor

ACTIVITY 42 - AIRPORT

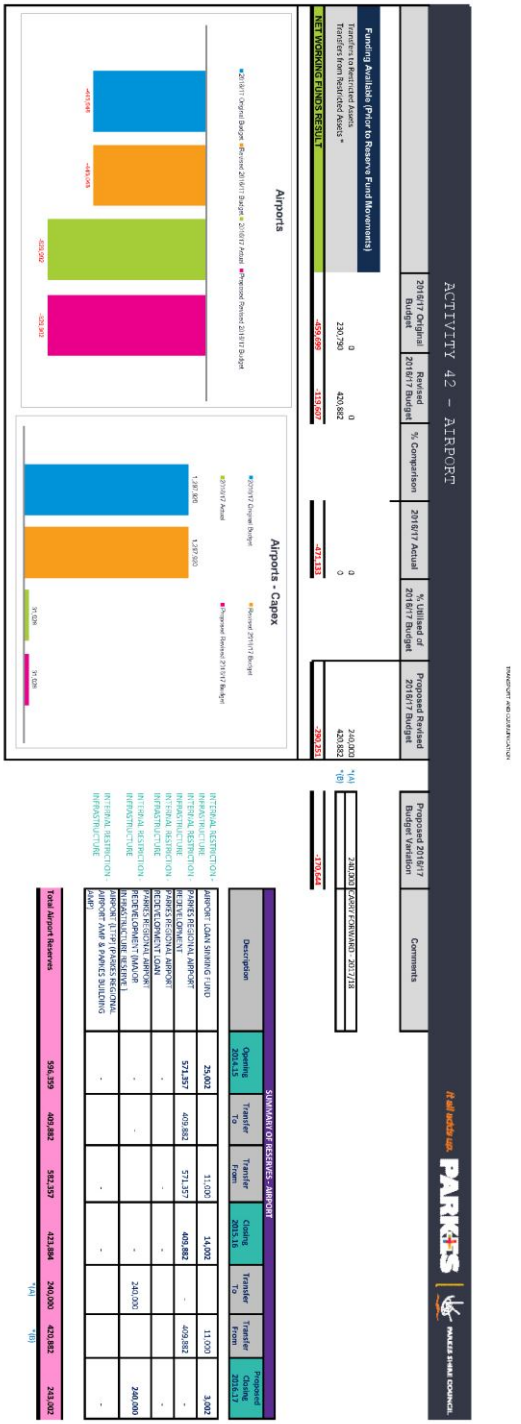
	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Operating Revenue								
1150-1560-0000- Landing Fees	389,670	389,670	0.0	276,331	96.8	276,331	-3,587	
1150-1562-0000- Security Income	3,750	3,750	0.0	3,238	8.1	3,238	-512	
1150-1603-0000- Airport - Rental Income	30,700	30,700	0.0	24,381	79.4	24,381	-6,319	
1150-1441-0000- Sundry Income - Electricity	4,880	4,880	0.0	9,597	196.3	9,597	4,717	
1150-1586-0000- Rebate - UIPS	24,692	24,692	0.0	24,692	100.0	24,692	0	
Total Operating Revenue	453,692	453,692	0.0	338,239	74.6	338,239	-15,453	
Operating Expenditure								
1150-2060-0000- Loan Interest	137,707	186,350	35.3	183,832	98.6	183,832	-2,518	
1150-2060-0001- Loan Interest - Parkes Regional Airport Redevelopme	48,643	0	0.0		100.0	0	0	
1150-2070-0000- Legal Expenses	1,500	1,500	0.0		0.0	1,500	0	
1150-2098-0000- Management - Administration (Overheads)	164,220	164,220	0.0	49,909	30.7	49,909	-114,311	
1150-2870-0000- Other Aerodrom	23,880	23,880	0.0	6,196	34.0	6,196	-17,684	
1150-2871-0000- Parkes Airport	388,600	388,600	0.0	381,175	98.1	381,175	-7,425	
1150-2874-0000- Airport Strategic Plan	1,150	1,150	0.0	2,921	245.6	2,921	1,771	
1150-2880-0000- Depreciation Expense - Plant	8,000	8,000	0.0		0.0	0	-8,000	
1150-2890-0000- Depreciation Expense - Airport	167,940	167,940	0.0	339,429	202.1	339,429	171,489	
Total Operating Expenditure	939,640	939,640	0.0	963,461	141.5	965,961	174,560	
OPERATING RESULT BEFORE CAPITAL	-485,948	-485,948	0.0	-625,901	144.5	-627,901	-189,854	
Capital Revenue								
1150-1661-0000- RDAF Funding (Fnd 6 PRA Redevelopment	0	150,000			0.0	0	-150,000	
1150-1661-0000- Grant Contribution - Capital	1,094,170	1,094,170			0.0	0	-1,094,170	
1150-2599-0000- Depreciation Expense - Airport	167,940	167,940		339,428	202.1	339,428	171,488	
Total Capital Revenue	1,262,110	1,412,110		339,428	24.0	339,428	-1,072,682	
Capital Expenditure								
Airport CWP								
1150-9050-0000- Airport Car Park		0		1566	100.0	1566	1566	
1150-9050-0000- Hinkler Doors		0		9,282	100.0	9,282	9,282	
Parkes Regional Airport Re-Development							0	
1150-9053-0000- Stage 2 PRA Development	1,297,920	1,297,920		21,990		21,990	-1,275,930	
Total Capital Expenditure	1,297,920	1,297,920		21,990	1.6	21,990	-1,275,930	
NET RESULT BEFORE CAPITAL	152,901	152,901		152,901	2.4	152,901	69,356	
1150-5801-0000- Principal Loan Repayments						0	0	
NET RESULT AFTER CAPITAL	-471,183	-471,183		-471,183		-471,183	69,356	

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017





General Manager Mayor

General Manager

Mayor

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

ACTIVITY 46 - CARAVAN PARK

	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Comments	Proposed 2016/17 Budget Variation
Operating Expense								
1220-1245-6000 - Camping/Caravan Sites	155,200	169,928	9.5	205,920	121.2	205,920		35,992
1220-1246-6000 - Coin Fees	130,310	159,310	0.0	130,711	82.0	130,711		-28,600
1220-1247-6000 - Multi Coin Washing Machine	3,180	3,180	0.0	2,418	76.1	2,418		-762
1220-1704-6000 - Contribution - Lease	5,960	5,960	0.0	5,601	94.0	5,601		-359
Total Operating Income	294,650	338,378	0.4	344,651	101.9	344,650		6,272
Operating Expenditure								
1220-3288-6000 - Overheads Distribution	28,650	28,650	0.0	28,656	100.0	28,656		6
1220-3920-6000 - Maintenance & Supplies	56,000	56,000	1.3	57,000	101.8	57,000		1,000
1220-3930-6000 - Contract & Commission	80,199	80,199	0.0	98,489	110.2	98,489		9,290
1220-3931-6000 - Gas & Electricity	42,450	42,450	0.0	31,535	74.3	31,535		-10,915
1220-3999-6000 - Depreciation Expense - Caravan Park	32,770	32,770	0.0	65,224	199.0	65,224		32,454
Total Operating Expenditure	277,340	278,479	0.4	330,504	118.7	330,504		52,025
OPERATING RESULT BEFORE CAPITAL	46,760	59,901		38,146	63.7	314,146		-31,755
Capital Expense								
1220-3999-6000 - Depreciation Expense - Caravan Park	32,770	32,770		65,224	199.0	65,224		32,454
Increase in FE	0	0		0	100.0	0		0
Total Capital Expense	32,770	32,770		65,224	199.0	65,224		32,454
General Expenditure								
Caravan Park Upgr								
1220-3062-6000 - Re-Levelling of Sites	5,000	5,000	0	0	0.0	0		-5,000
1220-3062-6000 - Internal Roads	31,000	31,000	0	0	0.0	0		-31,000
1220-3078-6000 - Signage - Billboards (Tourism Directional Signs)	5,200	5,200	0	0	0.0	0		-5,200
1220-9080-6000 - Splash Park - Grandstand Refurbishments	22,000	244,000	0	7,165	100.0	7,165		-343,000
1220-9081-6000 - R - Coin Washing Machines	0	7,165		7,165	100.0	7,165		0
1220-9092-6000 - R - Air Conditioners (Cabins)	0	7,200		7,200	100.0	7,200		0
Total Capital Expenditure	63,200	299,365		21,530	7.2	21,530		-277,835
NET RESULT AFTER CAPITAL	25,660	-196,694		79,006		79,006		274,307
Funding Available (Prior to Reserve Fund Movements)								
Transfers to Restricted Assets	79,060	92,671				93,371		700
Transfers from Restricted Assets *	53,400	288,765				14,365		-274,400
NET WORKING FUNDS RESULT	0	0		79,006		-0		-0

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

ACTIVITY 46 - CARAVAN PARK

	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Caravan Park								
Caravan Park - Capex								

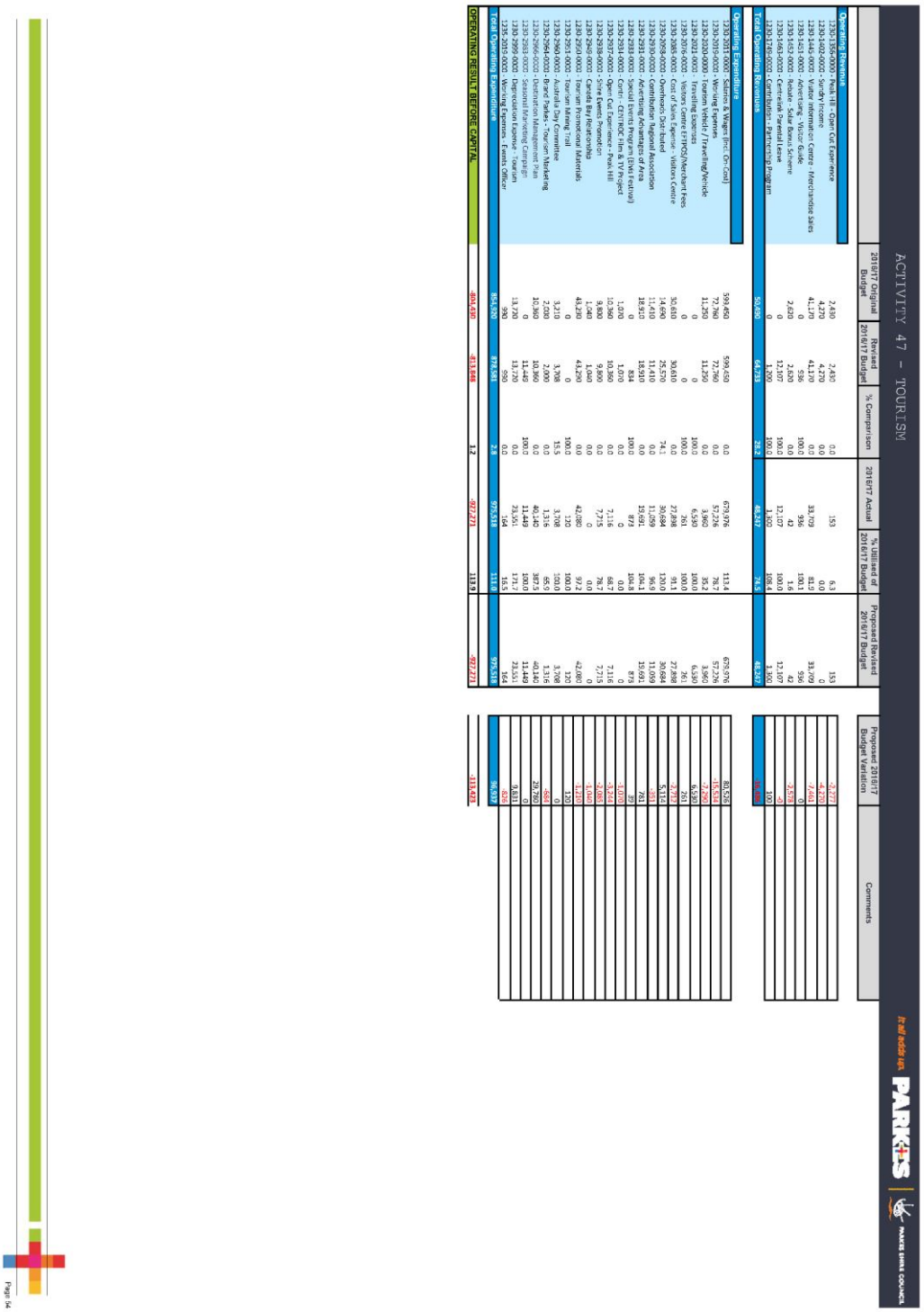
SUMMARY OF RESERVES - CARAVAN PARK

	Description	Opening 2014-15	Transfer To	Transfer From	Closing 2015-16	Transfer To	Transfer From	Proposed Closing 2016-17
INTERNAL RESTRICTION - INFRASTRUCTURE	CARAVAN PARK	7,027	72,193	60,083	19,127	93,371	14,365	98,133
INTERNAL RESTRICTION - BUILDING	COUNCIL CONTRIBUTION - DESTINATION NSW - REGIONAL VISITOR ECONOMY GRANT PROJECT - SPICER CARAVAN PARK (CABIN REPLACEMENT & RE-LEVELLING OF SITES)	-			-			-
INTERNAL RESTRICTION - INFRASTRUCTURE	RE-LEVELLING OF SITES - SPICER CARAVAN PARK	-	5,000	5,000	-			-
INTERNAL RESTRICTION - INFRASTRUCTURE	CARAVAN PARK MASTER PLAN	10,000	10,000		-			-
INTERNAL RESTRICTION - INFRASTRUCTURE	SPICER OVAL GRANDSTAND		221,000		221,000			221,000
INTERNAL RESTRICTION - CARRY OVER	CARAVAN PARK - CARRY OVER	24,420		24,420	-			-
	Total Caravan Park Reserves	41,447	288,193	89,503	240,127	93,371	14,365	319,133

*(A) *(B)

Page 83

General Manager Mayor



General Manager

Mayor

	2016/17 Original Budget	Revised 2016/17 Budget	% Comparison	2016/17 Actual	% Utilised of 2016/17 Budget	Proposed Revised 2016/17 Budget	Proposed 2016/17 Budget Variation	Comments
Capital Revenues								
1230-2999-0000 - Depreciation Expense - Tourism	13,720	13,720		23,551	171.7	23,551	9,831	
Increase in EIE	4,270	4,270		4,270	100.0	4,270	0	
Total Capital Revenues	17,990	17,990		27,821	154.6	27,821	9,831	
Capital Expenditure								
1230-9107-0000 - Tourism Vehicle	10,000	10,000	0	0	0.0	0	-10,000	CARRY FORWARD - $10,000 - 2017/18 PRJ CODE: 100001
1230-9114-0000 - Tourist Centre Visitor RFC - Office Equipment	9,000	9,000	17,323	17,323	192.5	17,323	8,323	
1230-9119-0000 - Destination Parkes Website	5,000	50,000	0	0	0.0	0	-50,000	CARRY FORWARD - $25,000 - 2017/18 PRJ CODE
1230-9120-0000 - Peak Hill Opal Cut Experience	15,000	233,833	179,807	179,807	77.0	179,807	-54,026	CARRY FORWARD - $55,000 - 2017/18 PRJ CODE
1230-9121-0000 - Online Booking System			6,480	6,480	100.0	6,480	6,480	
Total Capital Expenditure	39,000	302,833	203,610	203,610	67.2	203,610	-99,223	
NET RESULT AFTER CAPITAL	-825,140	-1,098,191	-1,102,821	-1,102,821	100.4	-1,102,821	-4,630	
Funding Available (Prior to Reserve Fund Movements)								
Transfers to Restricted Assets	0	40,000	0	0		130,000	80,000	CARRY FORWARD - $80,000 - 2017/18
Transfers from Restricted Assets*	0	263,633	0	0		263,633	0	
NET WORKING FUNDS RESULT	-825,140	-874,558	-1,102,821	-1,102,821		-959,188	-84,630	

*(A) *(B)

Description - Tourism Reserves		Opening 2014/15	Transfer To	Transfer From	Closing 2015/16	Transfer To	Transfer From	Projected Closing 2016/17
TOURISM VEHICLE	INTERNAL RESTRICTION - PLANT	9,126	20,504	9,126	20,504	-		20,504
OPEN CUT EXPERIENCE PEAK HILL	INTERNAL RESTRICTION - CARRY-OVER	29,758	-	-	29,758	-		29,758
DESTINATION MANAGEMENT PLAN - CARRY OVER	INTERNAL RESTRICTION - CARRY-OVER	60,000	218,633	60,000	218,633	55,000	218,633	55,000
DESTINATION MANAGEMENT PLAN	INTERNAL RESTRICTION - OTHER	13,342	-	13,342	-			-
TOURISM PROMOTIONAL MATERIAL	INTERNAL RESTRICTION - OTHER	40,000	40,000	40,000	40,000		40,000	-
DESTINATION VISIT PARKES WEBSITE	INTERNAL RESTRICTION - BUILDING	-	5,000		5,000		5,000	-
INTERPRETATIVE SIGNAGE - HISTORY TRAIL	INTERNAL RESTRICTION - CARRY-OVER	11,515	-	11,515	-	40,000		40,000
Total Tourism Reserves		163,663	284,133	133,985	313,893	126,000	263,633	176,258

*(A) *(B)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

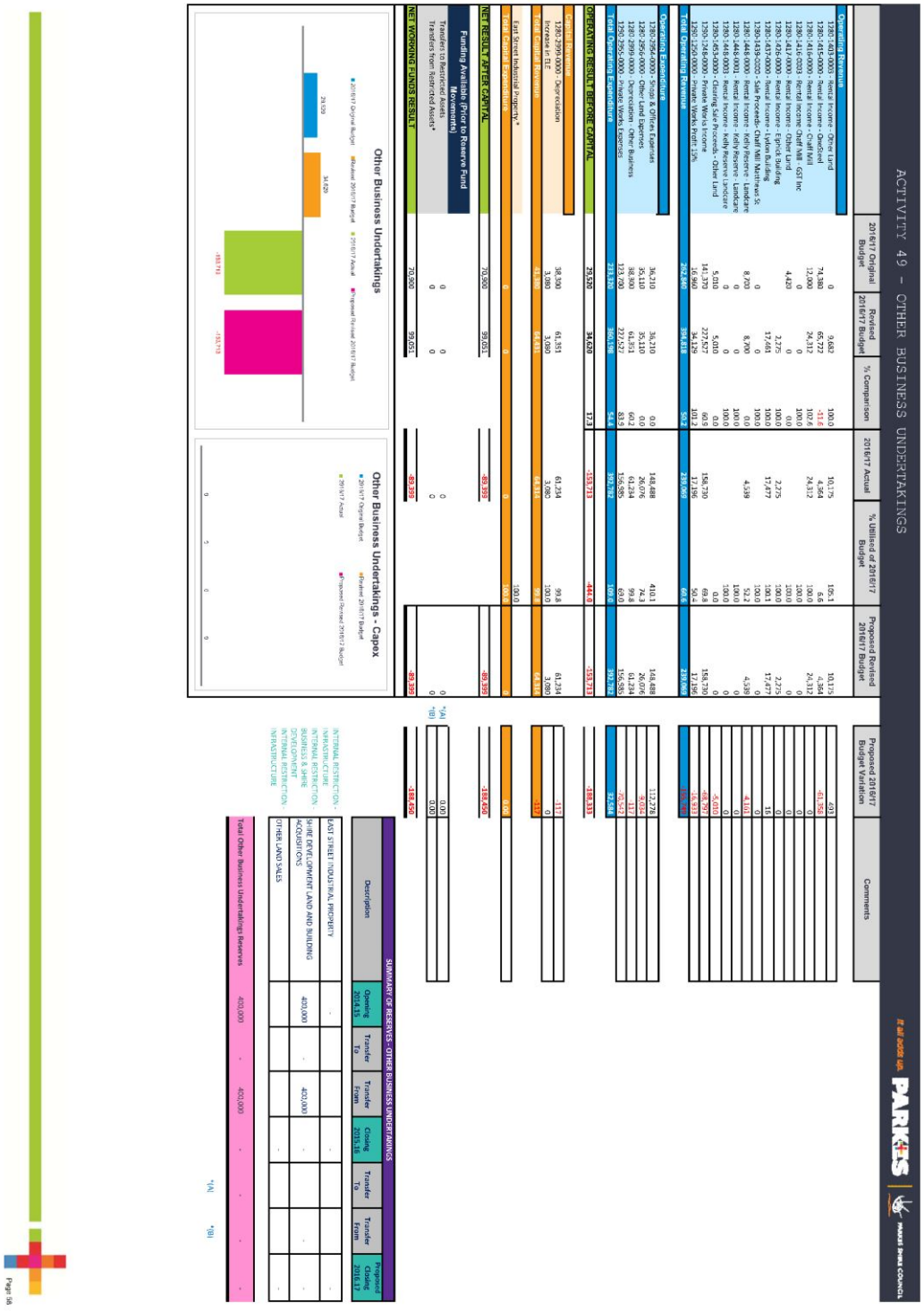
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

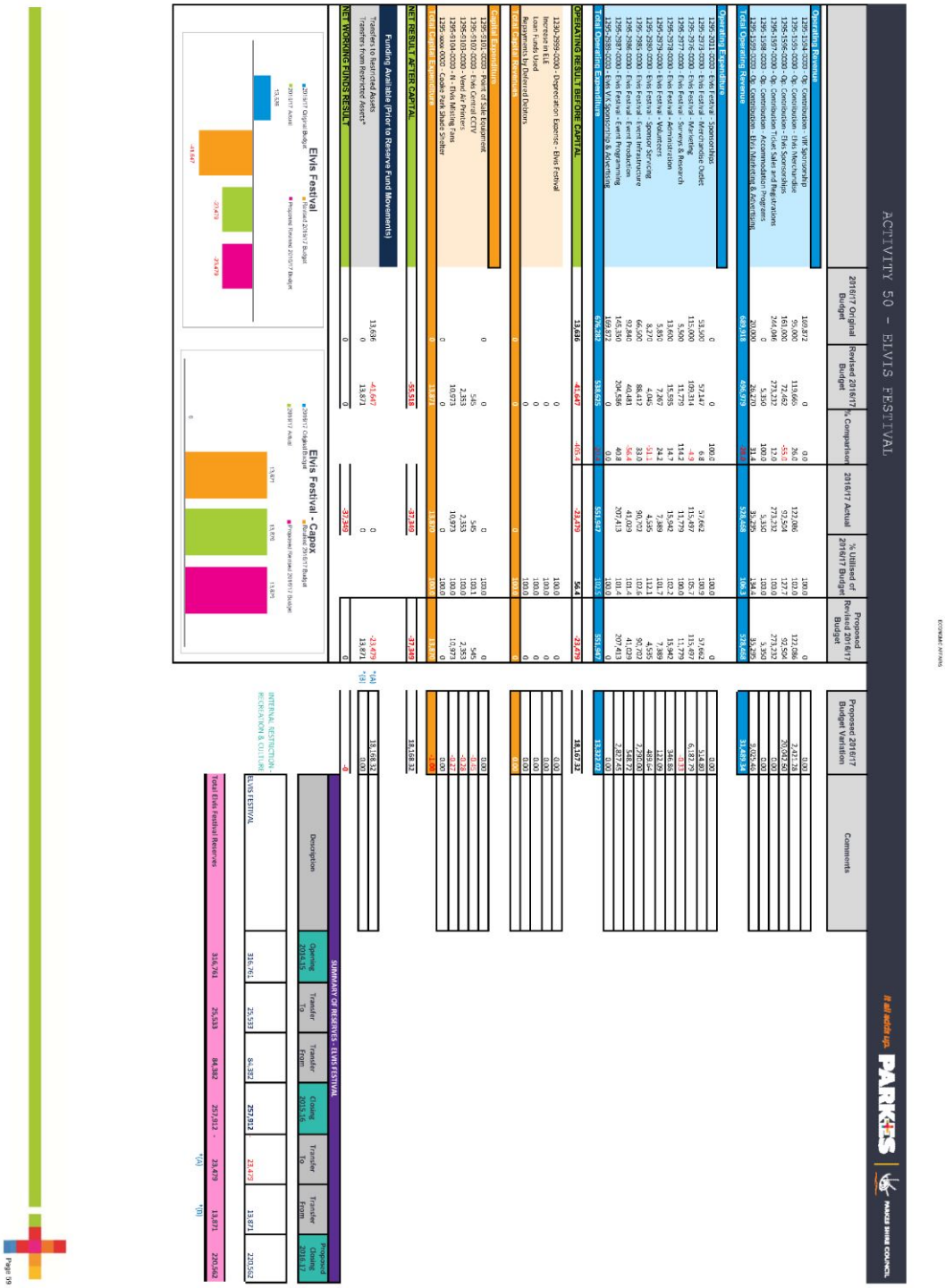
General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



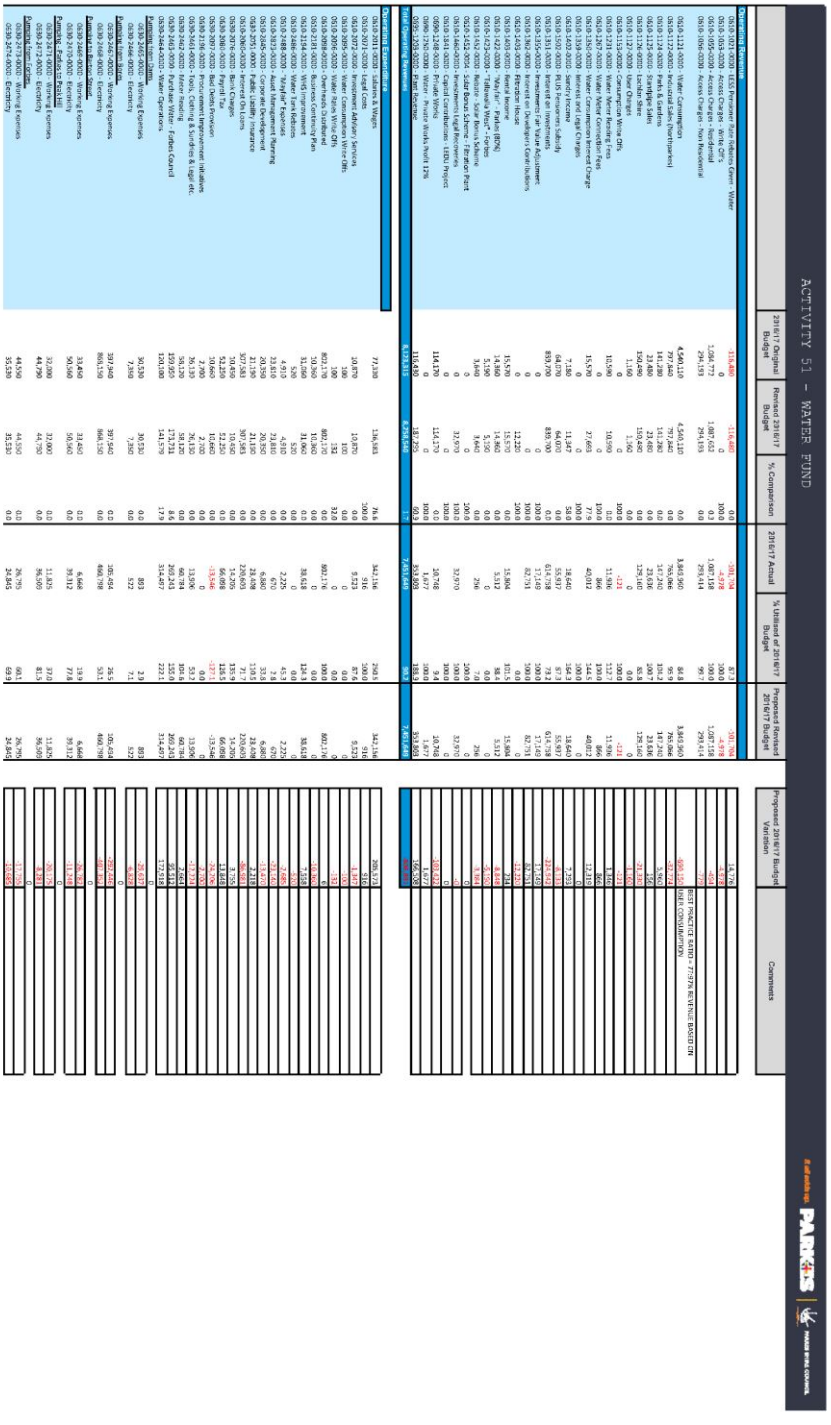
General Manager Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

General Manager

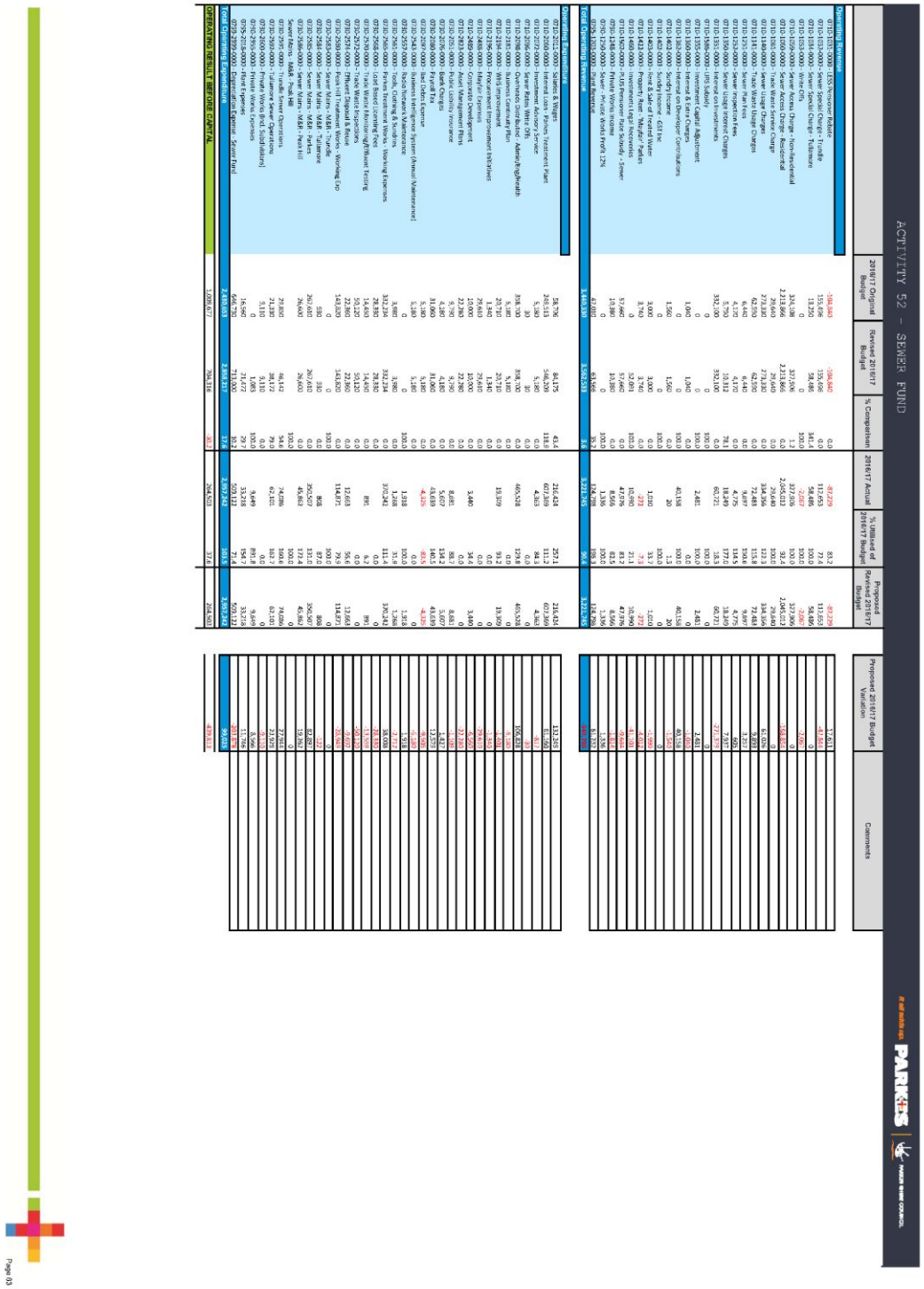
Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor



General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

11.4 (DTCS) Annual Financial Reports 2016-17

Executive Summary

In order to comply with Section 413(2) of the Local Government Act, 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting, Council must prepare a statement on the General Purpose Financial Statement (GPFS) and the Special Schedules as well as the Special Purpose Financial Statements (SPFS). The Statement then allows the accounts to be referred for audit.

Legislative or Policy Implications

The Statements are a requirement of Section 413(2) of the Local Government Act, 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting and form part of the Annual Financial reports.

Progressive Delivery Program Implications

The resolution in this report will primarily effect the Delivery Program Future Direction relating to: Function 1: Financial Sustainability

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

The result for the 2016/17 financial year is indicative of the early measures taken to secure financial sustainability.

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

Based on the result and Council's forward long term financial planning and asset management, further measures are required to continue the forecast results for ensuring years.

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★★☆
Social	★★★☆☆	*Civic Leadership*	★★★☆☆

General Manager Mayor

Budget & Financial Aspects

The draft Statements indicate an improvement in the operating ratios and other key indicators which are used by the Division of Local Government and TCorp to measure financial sustainability. This year's results include the third year of the Long Term Financial Plan with the Special Rate Variation. As provided for in the Long Term Financial Plan, there are further measures planned and forecasted to strengthen Council's outlook and continue to improve its financial sustainability.

A summary of the Financial Statements is provided below:	**2017**	**2016**
	$'000	$'000
Income Statement		
Total income from continuing operations	68,959	70,343
Total expenses from continuing operations	43,058	36,853
Operating result from continuing operations	**25,901**	**33,490**
Net operating result for the year	**25,901**	**33,490**
Net operating result before grants and contributions provided for capital purposes	2,926	14,162
Statement of Financial Position		
Total current assets	56,584	73,727
Total current liabilities	(9,949)	(11,264)
Total non-current assets	663,742	593,972
Total non-current liabilities	(19,792)	(13,523)
Total equity	**690,585**	**642,912**
Other financial information		
Unrestricted current ratio (times)	3.21x	3.01x
Operating performance ratio (%)	8.0%	27.4%
Debt service cover ratio (times)	4.84x	24.37x
Rates and annual charges outstanding ratio (%)	6.4%	5.7%
Infrastructure renewals ratio (%)	272.6%	206.2%
Own source operating revenue ratio (%)	46.4%	53.0%
Cash expense cover ratio (months)	13.78 mths	24.9 mths

General Manager Mayor

Recommendation

1. That the report be received and noted.

2. That in accordance with the requirements of the Local Government Act, 1993 (as amended) and the Local Government Code of Accounting Practice and Financial Reporting, Council resolve to issue the necessary Statutory Statements in relation to the 2016/2017 Annual Financial reports and refer the accounts for audit.

Report

The Local Government Act, 1993 (as amended) requires the Annual Financial reports to include a statement signed by the Mayor, a Councillor, the General Manager and the responsible Accounting Officer in accordance with a resolution of Council in relation to the drawing up of the Statements. The Statements may then be submitted for Auditing.

The Financial Statements must be completed in order to comply with Section 413(2) of the Local Government Act, 1993 (as amended) which states:

(2) A council's financial reports must include:

(a) a general purpose financial report, and

(b) any other matter prescribed by the regulations, and

(c) a statement in the approved form by the council as to its opinion on the general purpose financial report.

In addition the Local Government Code of Accounting Practice and Financial reporting states that:

"Councils shall complete a "Council's Statement" on its Special Purpose Financial Report.

The Statement must be:

Made by resolution of Council and signed by:
The Mayor, at least one other member of the Council, the responsible accounting officer and the General Manager (if not the responsible reporting officer).

The Statement by Council must indicate whether or not the Council's Special Purpose Financial Reports have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting and relevant Australian Accounting Standards."

The Statutory Statements by Council form part of the Annual Financial Reports and for Council's Auditors to finalise the auditor's reports it is necessary for the inclusion of this statement in order to comply with the Local Government Act 1993 (as amended).

General Manager Mayor

Councils Auditors will be present at Council offices from the 28 to 30 August 2017 to undertake the audit of Council's Annual Financial reports. The Audited Financial reports will be issued following the completion of the audit.

Following receipt of the Auditors Report, it will be tabled at a Council meeting and public notice will be given advising the public of the presentation.

Review and Commentary on Council's Financial Result per Draft Financial Statements

Council has had a strong financial result in 2017 of $25,901,000 for the year which compared to $33,490,000 for 2016. This result as per the Draft Financial Statements for 2016/17 was attributable to an Operating Result of $13,428,000 within the Water Fund, $4,058,000 within the Sewer Fund, and $8,415,000 within the General Fund. These results include Grants and Contributions provided for Capital Purposes. After considering Grants and Contributions provided for Capital Purposes, Council still posted a surplus of $2,926,000 and this was attributable to $634,000 within the Water Fund, $264,000 within the Sewer Fund, and $2,028,000 surplus was recorded within the General Fund. This surplus was $436,000 unfavourable to budget.

Council's depreciation expense has increased from the previous year affected by the revaluation of Council's infrastructure assets. Total Interest and Investment Revenue decreased in 2017 due to the continued lower interest rate environment.

Council has had a Special Rate Variation of 13.0% p.a. approved for the years 2013/14 to 2016/17. These additional funds within the Progressive Delivery Program have been programmed towards renewing and maintaining Council's Asset Infrastructure and improving their condition and level of service. Council's building and infrastructure ratio 272.59% was similar to 2016 (206.23%). The works program for the year have been delayed by the work program being affected by extended wet weather events impacting Council's infrastructure in the first half of 2016/17. Council also had a natural disaster event on the 26th August 2016 which led to council incurring costs of $229,000 to assist clean up the damage to community assets and residents yards. There were two (2) major rain events which resulted in damage totalling $3,960,000 to Parkes Transport Infrastructure. During 2016/17, Council has repaired to date $2,348,000.

General Manager Mayor

Highlights for the year include works being progressed towards completing the new Parkes Water Treatment Plant and the Parkes Sewerage Treatment Plant. Council expended $19,273,000 towards works in progress on the Water Treatment Plant, and $15,305,000 towards works in progress on the Sewer Treatment Plant. Construction also commenced construction of the Advanced Recycling Water Scheme and to date has expended costs of $1,788,000 towards works in progress. Council also completed the demolition of the old Parkes Hospital Site at a cost of $1,599,000. Projects achieved through the special rate variation included improvements to swimming pools in outer lying townships, renewal of footpaths, town improvements, and works associated with infrastructure backlog and drainage.

Council's rating staff have been concentrating on reducing outstanding rates, and with the fourth year of the special rate variation, the outstanding rates, interest and annual charges ratio still remain low by industry standards at 6.41% (2016 - 5.65%).

Council's total equity increased to $690,585,000 (2017) from $642,912,000 (2016). Council's liquidity continues to be well maintained as indicated by an Unrestricted Current Ratio of 3.21 (2016 - 3.01), well above the benchmark of 1.50x. Council drew down additional borrowings in 2016/17 totalling $8,500,000. These funds were used for construction works on the renewed Parkes Water Treatment Plant ($8,500,000). In 2017, Council decided to break the Fixed Term Loan Contract for the Trundle Sewerage Scheme. The balance settled was $1,343,297, and this incurred an economic cost of breaking the fixed term contract of $426,889. Due to the settlement of this loan, the Sewer Fund has now achieved a saving of $892,000 in reducing the interest payments over the next eighteen years. Subsequently this has led to a decrease in the debt service ratio, which in turn will improve Council's Debt Servicing Capacity for future proposed loans, Council may consider undertaking. The debt service ratio (which is the cost of repaying principal and interest which expresses that cost as a percentage of revenue from ordinary activities) was 4.24% (2016 - 2.50%). Parkes Shire Council's ratio is well below the industry benchmarks and indicates manageable debt.

Council's operating performance ratio reflected a positive result of 8.03% or $3,688,000 in 2016/17 (2016 - 27.40%). The result for 2015/16 was affected by Investment Recoveries totalling $6,258,000 from legal proceedings against Lehmann Brothers, and Standard and Poors.

With Council's emphasis on renewal of assets, the Infrastructure Backlog Ratio continues to improve from 0.0205x (2015), 0.0124x (2016) to 0.0139 (2017). With the works programmed in the Delivery Program, and 2017/18 Operational Budget, and the emphasis on renewal works in the revised Long Term Financial Plan 2017/18 to 2028/29, it is forecast that the benchmark of 0.02x will continue to be realised.

Council's program of asset maintenance ratio of 1.15x (2016 - 1.06x) indicates Council is investing enough funds to stop the infrastructure backlog increasing. The Capital Expenditure Ratio of 5.54x (3.66x - 2016) indicates the extent that Council is expanding its asset base through capital expenditure on both new, upgrading and the replacement of existing assets.

General Manager Mayor

Review and Commentary on Council's Cash Flows

Council's overall cash and investment position has decreased during the year and this has been due to the use of restricted reserve funds set aside for the Parkes Water and Sewerage Treatment Plants. Council had also increased its loan borrowings of $8,500,000 for the renewed Parkes Water Treatment Plant. Council has invested funds at an average interest rate of 2.80%. Council has significant amounts in Accrued Revenues ($57.1m) and Government Debtors ($2.901m) which when received should increase its level of cash backed reserves in 2016/17.

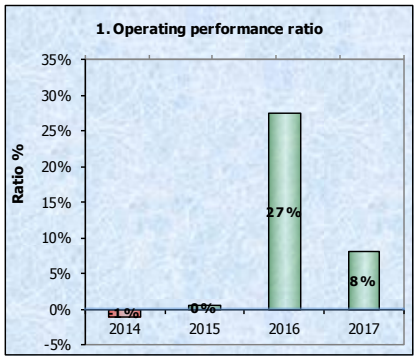
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

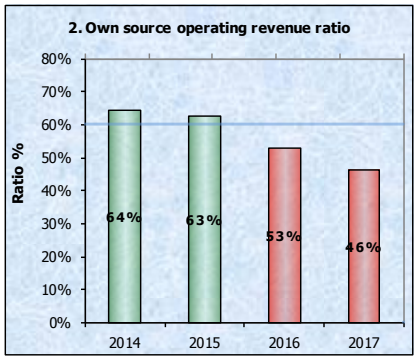
Note 13a(ii). Local government industry indicators – graphs (consolidated)



Purpose of operating performance ratio	Commentary on 2016/17 result
	2016/17 ratio 8.03%
This ratio measures Council's achievement of containing operating expenditure within operating revenue.	Council continues to work pro-actively towards containing expenditure within operating revenue. Council's operating performance ratio reflected a surplus result of (8.03% or $3,688k) in 2016/17. This ratio is encouraging in that the expenses in 2016/17 included the demolition costs for the old Parkes Hospital Site totalling $1.6m.

Benchmark: ——— Minimum >=0.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

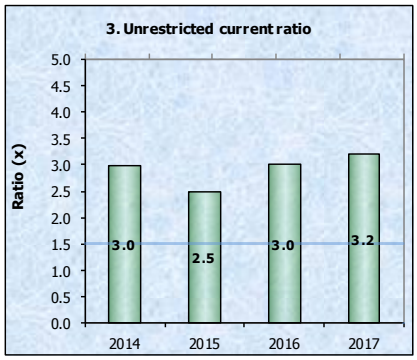
Ratio achieves benchmark
Ratio is outside benchmark



Purpose of own source operating revenue ratio	Commentary on 2016/17 result
	2016/17 ratio 46.43%
This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.	Council has in 2016/17 increased its total operational and capital grants and contributions by 12.2% as compared to 2015/16. This increase in Grants and Contributions is a positive outcome for the communities infrastructures projects in progress, however it has an impact on reducing the Own Source Revenue Ratio. The ratio is forecast to remain above the benchmark in the medium term.

Benchmark: ——— Minimum >=60.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark



Purpose of unrestricted current ratio	Commentary on 2016/17 result
	2016/17 ratio 3.21x
To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.	The Unrestricted Current ratio has been well above the Benchmark of 1.5:1 over the previous four years. The ratio has improved above the benchmark in the current year, with a ratio of 3.21x.

Benchmark: ——— Minimum >=150
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark

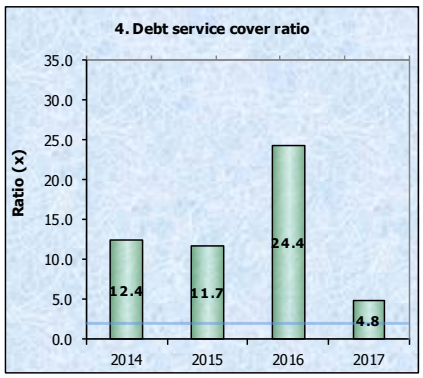
General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 13a(ii). Local government industry indicators – graphs (consolidated)

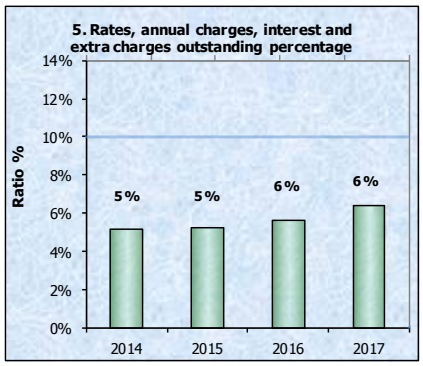


Purpose of debt service cover ratio
This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

Commentary on 2016/17 result	
2016/17 ratio	4.84x
The Debt Service Ratio is well above the benchmark of 2.00. This indicates that Council would be able to service its debts, including interest, principal, and lease payments. Parkes has increased its loan borrowings by $8.5m in 2016/17 for the construction of the Parkes Water Treatment Plant. Council has also settled a fixed-term high interest loan for the Trundle Sewerage Scheme for $ 1.3m in 2016/17.	

Benchmark: ——— Minimum >=2.00
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark

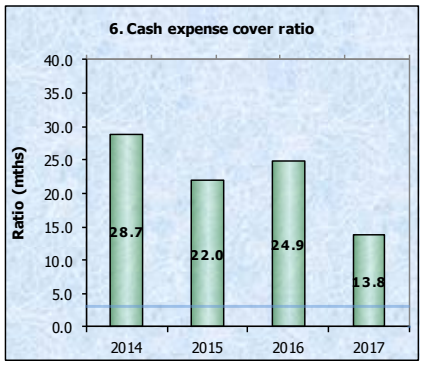


Purpose of rates and annual charges outstanding ratio
To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

Commentary on 2016/17 result	
2016/17 ratio	6.41%
Council's rating staff have been concentrating on reducing outstanding rates. This ratio continues to be close to 6.00% for the previous 2 years, well under the benchmark for rural councils of 10 percent. With 2017 being the fourth year of the special rate variation, this ratio remains low by industry standards.	

Benchmark: ——— Maximum <10.00%
Source for Benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio is within Benchmark
Ratio is outside Benchmark



Purpose of cash expense cover ratio
This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

Commentary on 2016/17 result	
2016/17 ratio	13.78 mths
The benchmarks for the Cash Expense Cover ratio is greater than 3.00 months. This allows council the ability to trade for several months without any further income being received. Council has income sources which are of a regular nature and the ratio is reflecting that Council is well above the industry benchmark to meet its immediate obligations.	

Benchmark: ——— Minimum >=3.00
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark

General Manager Mayor

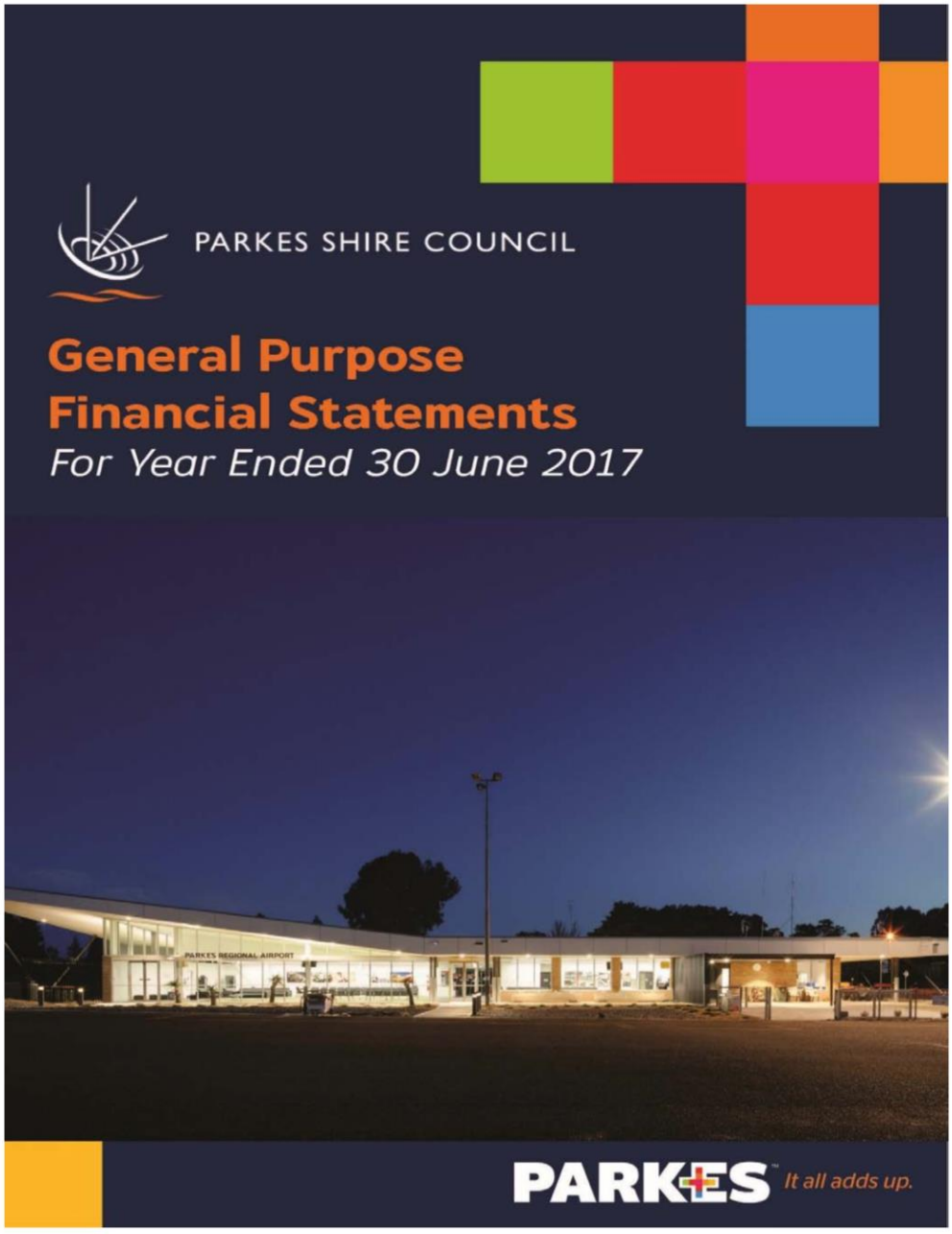
Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Attachments

1. General Purpose Financial Statement (AFS) in accordance with Section 413(2) of the Local Government Act, 1993 (as amended) *(Distributed Separately)*
2. Special Purpose Financial Statements (SPFS) in accordance with the Local Government Code of Accounting Practice and Financial Reporting. (Distributed Separately)
3. Special Schedules (Distributed Separately)
4. Statement by Councillors and Management – General Purpose Financial Statements
5. Statement by Councillors and Management - Special Purpose Financial Statements

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Parkes Shire Council

General Purpose Financial Statements
for the year ended 30 June 2017

Contents

	Page
1. Understanding Council's Financial Statements	2
2. Statement by Councillors and Management	3
3. Primary Financial Statements:	
– Income Statement	4
– Statement of Comprehensive Income	5
– Statement of Financial Position	6
– Statement of Changes in Equity	7
– Statement of Cash Flows	8
4. Notes to the Financial Statements	9
5. Independent Auditor's Reports:	
– On the Financial Statements (Sect 417 [2])	107
– On the Conduct of the Audit (Sect 417 [3])	109

Overview

(i) These financial statements are General Purpose Financial Statements and cover the operations for Parkes Shire Council.

(ii) Parkes Shire Council is a body politic of NSW, Australia – being constituted as a local government area by proclamation and is duly empowered by the *Local Government Act 1993* (LGA).

Council's Statutory Charter is detailed in Paragraph 8 of the LGA and includes giving Council;

- the ability to provide goods, services and facilities, and to carry out activities appropriate to the current and future needs of the local community and of the wider public,
- the responsibility for administering regulatory requirements under the LGA and
- a role in the management, improvement and development of the resources in the area.

A description of the nature of Council's operations and its principal activities are provided in Note 2(b).

(iii) All figures presented in these financial statements are presented in Australian currency.

(iv) These financial statements were authorised for issue by the Council on dd/mm/yy. Council has the power to amend and reissue these financial statements.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

General Purpose Financial Statements
for the year ended 30 June 2017

Understanding Council's financial statements

Introduction

Each year, individual local governments across New South Wales are required to present a set of audited financial statements to their council and community.

What you will find in the statements

The financial statements set out the financial performance, financial position and cash flows of Council for the financial year ended 30 June 2017.

The format of the financial statements is standard across all NSW Councils and complies with both the accounting and reporting requirements of Australian Accounting Standards and requirements as set down by the Office of Local Government.

About the Councillor/Management Statement

The financial statements must be certified by senior staff as 'presenting fairly' the Council's financial results for the year, and are required to be adopted by Council – ensuring both responsibility for and ownership of the financial statements.

About the primary financial statements

The financial statements incorporate five 'primary' financial statements:

1. The Income Statement

This statement summarises Council's financial performance for the year, listing all income and expenses.

This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

2. The Statement of Comprehensive Income

This statement primarily records changes in the fair values of Council's infrastructure, property, plant and equipment.

3. The Statement of Financial Position

An end of year snapshot of Council's financial position indicating its assets, liabilities and equity ('net wealth').

4. The Statement of Changes in Equity

The overall change for the year (in dollars) of Council's 'net wealth'.

5. The Statement of Cash Flows

This statement indicates where Council's cash came from and where it was spent. This statement also displays Council's original adopted budget to provide a comparison between what was projected and what actually occurred.

About the Notes to the Financial Statements

The Notes to the Financial Statements provide greater detail and additional information on the five primary financial statements.

About the Auditor's Reports

Council's financial statements are required to be audited by external accountants (that generally specialise in local government). In NSW, the auditor provides 2 audit reports:

1. An opinion on whether the financial statements present fairly the Council's financial performance and position, and
2. Their observations on the conduct of the audit, including commentary on the Council's financial performance and financial position.

Who uses the financial statements?

The financial statements are publicly available documents and must be presented at a Council meeting between seven days and five weeks after the date of the Audit Report.

The public can make submissions to Council up to seven days subsequent to the public presentation of the financial statements.

Council is required to forward an audited set of financial statements to the Office of Local Government.

More information

A review of Council's financial performance and position for the 16/17 financial year can be found at Note 28 of the financial statements.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

General Purpose Financial Statements
for the year ended 30 June 2017

Statement by Councillors and Management
made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and professional pronouncements, and
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

Cr Ken Keith
Mayor

Cr Barbara Newton
Councillor

Kent Boyd
General manager

Owen Jensen
Responsible accounting officer

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Income Statement
for the year ended 30 June 2017

Budget 2017 [1]	$ '000	Notes	Actual 2017	Actual 2016
	Income from continuing operations			
	Revenue:			
19,171	Rates and annual charges	3a	19,015	17,214
11,335	User charges and fees	3b	9,919	10,768
1,972	Interest and investment revenue	3c	1,953	2,136
1,235	Other revenues	3d	1,156	7,320
12,552	Grants and contributions provided for operating purposes	3e,f	13,941	13,577
29,292	Grants and contributions provided for capital purposes	3e,f	22,975	19,328
	Other income:			
–	Net share of interests in joint ventures and associates using the equity method	19	–	–
75,557	Total income from continuing operations		68,959	70,343
	Expenses from continuing operations			
14,902	Employee benefits and on-costs	4a	14,870	14,298
1,020	Borrowing costs	4b	1,303	556
10,656	Materials and contracts	4c	11,263	7,879
11,098	Depreciation and amortisation	4d	10,906	10,463
–	Impairment	4d	–	–
4,673	Other expenses	4e	3,905	3,550
–	Net losses from the disposal of assets	5	811	107
42,349	Total expenses from continuing operations		43,058	36,853
33,208	Operating result from continuing operations		**25,901**	**33,490**
	Discontinued operations			
–	Net profit/(loss) from discontinued operations	24	–	–
33,208	Net operating result for the year		25,901	33,490
33,208	**Net operating result attributable to Council**		25,901	33,490
–	**Net operating result attributable to non-controlling interests**		–	–
3,916	**Net operating result for the year before grants and contributions provided for capital purposes**		2,926	14,162

[1] Original budget as approved by Council – refer Note 16

This statement should be read in conjunction with the accompanying notes.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Comprehensive Income
for the year ended 30 June 2017

$ '000	Notes	Actual 2017	Actual 2016
Net operating result for the year (as per Income Statement)		**25,901**	**33,490**
Other comprehensive income:			
Amounts which will not be reclassified subsequently to the operating result			
Gain (loss) on revaluation of I,PP&E	20b (ii)	25,692	10,098
Impairment (loss) reversal relating to I,PP&E	20b (ii)	(3,920)	–
Total items which will not be reclassified subsequently to the operating result		*21,772*	*10,098*
Amounts which will be reclassified subsequently to the operating result when specific conditions are met			
Nil			
Total items which will be reclassified subsequently to the operating result when specific conditions are met		–	–
Total other comprehensive income for the year		**21,772**	**10,098**
Total comprehensive income for the year		47,673	43,588
Total comprehensive income attributable to Council		47,673	43,588
Total comprehensive income attributable to non-controlling interests		–	–

This statement should be read in conjunction with the accompanying notes.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Financial Position
as at 30 June 2017

$ '000	Notes	Actual 2017	Actual 2016
ASSETS			
Current assets			
Cash and cash equivalents	6a	1,939	15,453
Investments	6b	42,208	43,450
Receivables	7	6,750	10,910
Inventories	8	5,546	3,881
Other	8	141	33
Non-current assets classified as 'held for sale'	22	–	–
Total current assets		**56,584**	**73,727**
Non-current assets			
Investments	6b	7,449	7,900
Receivables	7	–	–
Inventories	8	–	–
Infrastructure, property, plant and equipment	9	655,032	584,811
Investments accounted for using the equity method	19	–	–
Investment property	14	–	–
Intangible assets	25	1,261	1,261
Total non-current assets		**663,742**	**593,972**
TOTAL ASSETS		720,326	667,699
LIABILITIES			
Current liabilities			
Payables	10	3,507	5,217
Income received in advance	10	554	502
Borrowings	10	814	496
Provisions	10	5,074	5,049
Total current liabilities		**9,949**	**11,264**
Non-current liabilities			
Payables	10	74	84
Income received in advance	10	–	–
Borrowings	10	18,902	12,704
Provisions	10	816	735
Total non-current liabilities		**19,792**	**13,523**
TOTAL LIABILITIES		29,741	24,787
Net assets		690,585	642,912
EQUITY			
Retained earnings	20	509,689	483,788
Revaluation reserves	20	180,896	159,124
Other reserves	20	–	–
Council equity interest		690,585	642,912
Total equity		690,585	642,912

This statement should be read in conjunction with the accompanying notes.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Changes in Equity
for the year ended 30 June 2017

2017								2016						
$ '000	Notes	Retained earnings	Asset revaluation reserve (Refer 20b)	Other reserves (Refer 20b)	Council controlling interest	Non-controlling interest	Total equity	Retained earnings	Asset revaluation reserve (Refer 20b)	Other reserves (Refer 20b)	Council controlling interest	Non-controlling interest	Total equity
Opening balance (as per last year's audited accounts)		483,788	159,124	–	**642,912**	–	**642,912**	450,298	149,026	–	**599,324**	–	**599,324**
a. Correction of prior period errors	20 (c)	–	–	–	–	–	–	–	–	–	–	–	–
b. Changes in accounting policies (prior year effects)	20 (d)	–	–	–	–	–	–	–	–	–	–	–	–
Revised opening balance		**483,788**	**159,124**	–	**642,912**	–	**642,912**	**450,298**	**149,026**	–	**599,324**	–	**599,324**
c. Net operating result for the year		**25,901**	–	–	**25,901**	–	**25,901**	33,490	–	–	**33,490**	–	**33,490**
d. Other comprehensive income													
– Revaluations: IPP&E asset revaluation rsve	20b (ii)	–	25,692	–	**25,692**	–	**25,692**	–	10,098	–	**10,098**	–	**10,098**
– Impairment (loss) reversal relating to I,PP&E	20b (ii)	–	(3,920)	–	**(3,920)**	–	**(3,920)**	–	–	–	–	–	–
Other comprehensive income		**–**	**21,772**	**–**	**21,772**	**–**	**21,772**	**–**	**10,098**	**–**	**10,098**	**–**	**10,098**
Total comprehensive income (c&d)		**25,901**	**21,772**	–	**47,673**	–	**47,673**	**33,490**	**10,098**	–	**43,588**	–	**43,588**
e. Distributions to/(contributions from) non-controlling interests		–	–	–	–	–	–	–	–	–	–	–	–
f. Transfers between equity		–	–	–	–	–	–	–	–	–	–	–	–
Equity – balance at end of the reporting period		**509,689**	**180,896**	–	**690,585**	–	**690,585**	**483,788**	**159,124**	–	**642,912**	–	**642,912**

This statement should be read in conjunction with the accompanying notes.

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Cash Flows
for the year ended 30 June 2017

Budget 2017	$ '000	Notes	Actual 2017	Actual 2016
	Cash flows from operating activities			
	Receipts:			
18,788	Rates and annual charges		18,773	17,074
11,108	User charges and fees		10,301	10,935
1,893	Investment and interest revenue received		1,750	2,196
40,171	Grants and contributions		37,228	29,804
–	Bonds, deposits and retention amounts received		821	–
1,173	Other		11,037	9,096
	Payments:			
(13,412)	Employee benefits and on-costs		(14,752)	(14,209)
(9,058)	Materials and contracts		(11,197)	(7,973)
(1,020)	Borrowing costs		(1,233)	(519)
–	Bonds, deposits and retention amounts refunded		–	(53)
(5,468)	Other		(12,140)	(7,560)
44,175	**Net cash provided (or used in) operating activities**	11b	40,588	38,791
	Cash flows from investing activities			
	Receipts:			
78,660	Sale of investment securities		89,073	65,664
125	Sale of real estate assets		59	–
–	Sale of infrastructure, property, plant and equipment		1,342	562
1,680	Deferred debtors receipts		–	132
	Payments:			
(72,710)	Purchase of investment securities		(87,331)	(60,309)
(77,853)	Purchase of infrastructure, property, plant and equipment		(61,751)	(37,129)
–	Purchase of real estate assets		(2,010)	(56)
(70,098)	**Net cash provided (or used in) investing activities**		(60,618)	(31,136)
	Cash flows from financing activities			
	Receipts:			
12,500	Proceeds from borrowings and advances		8,500	6,220
	Payments:			
(782)	Repayment of borrowings and advances		(1,984)	(465)
11,718	**Net cash flow provided (used in) financing activities**		6,516	5,755
(14,205)	**Net increase/(decrease) in cash and cash equivalents**		(13,514)	13,410
20,389	Plus: **cash and cash equivalents – beginning of year**	11a	15,453	2,043
6,184	**Cash and cash equivalents – end of the year**	11a	1,939	15,453
	Additional Information:			
	plus: **Investments on hand – end of year**	6b	49,657	51,350
	Total cash, cash equivalents and investments		51,596	66,803

Please refer to Note 11 for additional cash flow information

This statement should be read in conjunction with the accompanying notes.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Contents of the notes accompanying the financial statements

Note	Details		Page
1	Summary of significant accounting policies		10
2(a)	Council functions/activities – financial information		28
2(b)	Council functions/activities – component descriptions		29
3	Income from continuing operations		30
4	Expenses from continuing operations		36
5	Gains or losses from the disposal of assets		40
6(a)	Cash and cash equivalent assets		41
6(b)	Investments		41
6(c)	Restricted cash, cash equivalents and investments – details		42
7	Receivables		44
8	Inventories and other assets		45
9(a)	Infrastructure, property, plant and equipment		47
9(b)	Externally restricted infrastructure, property, plant and equipment		48
9(c)	Infrastructure, property, plant and equipment – current year impairments		48
10(a)	Payables, borrowings and provisions		49
10(b)	Description of (and movements in) provisions		50
11	Statement of cash flows – additional information		51
12	Commitments for expenditure		53
13	Statement of performance measures:		55
	13a (i) Local government industry indicators	(consolidated)	55
	13a (ii) Local government industry graphs	(consolidated)	56
	13b Local government industry indicators	(by fund)	58
14	Investment properties		60 n/a
15	Financial risk management		60
16	Material budget variations		64
17	Statement of developer contributions		66
18	Contingencies and other liabilities/assets not recognised		68
19	Interests in other entities		71
20	Retained earnings, revaluation reserves, changes in accounting policies, changes in accounting estimates and errors		73
21	Financial result and financial position by fund		75
22	'Held for sale' non-current assets and disposal groups		77 n/a
23	Events occurring after the reporting date		77
24	Discontinued operations		77 n/a
25	Intangible assets		78
26	Reinstatement, rehabilitation and restoration liabilities		79
27	Fair value measurement		80
28	Related party disclosures		95
	Additional council disclosures		
29	Financial review		98
30	Council information and contact details		106

n/a – not applicable

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies

The principal accounting policies adopted by Council in the preparation of these consolidated financial statements are set out below in order to assist in its general understanding.

Under Australian Accounting Standards (AASBs), accounting policies are defined as those specific principles, bases, conventions, rules and practices applied by a reporting entity (in this case Council) in preparing and presenting its financial statements.

(a) Basis of preparation

(i) Background

These financial statements are general purpose financial statements, which have been prepared in accordance with:

- Australian Accounting Standards and Australian Accounting Interpretations issued by the Australian Accounting Standards Board,
- the *Local Government Act (1993)* and Regulation, and
- the Local Government Code of Accounting Practice and Financial Reporting.

For the purpose of preparing these financial statements, Council has been deemed to be a not-for-profit entity.

(ii) Compliance with International Financial Reporting Standards (IFRSs)

Because AASBs are sector neutral, some standards either:

(a) have local Australian content and prescription that is specific to the not-for-profit sector (including local government) which are not in compliance with IFRSs, or

(b) specifically exclude application by not-for-profit entities.

Accordingly, in preparing these financial statements and accompanying notes, Council has been unable to comply fully with International Accounting Standards, but has complied fully with Australian Accounting Standards.

Under the *Local Government Act* (LGA), Regulation and Local Government Code of Accounting Practice and Financial Reporting, it should be noted that Councils in NSW only have a requirement to comply with AASBs.

(iii) New and amended standards adopted by Council

AASB2015-6 – Amendments to Australian Accounting Standards – Extending Related Party Disclosures to Not-for-Profit Public Sector Entities

AASB 124 Related Party Disclosures was adopted during the year, the impact of this standard had no impact on reporting financial position or performance, however note 28 has been added.

This means that Council will be required to disclose information about related parties and Council transactions with those related parties.

Related parties will more than likely include the Mayor, Councillors and certain Council staff. In addition, the close family members of those people and any organisations that they control or are associated with will be classified as related parties (and fall under the related party reporting requirements

AASB 2014-3 Amendments to Australian Accounting Standards – Accounting for Acquisition of Interests in Joint Operations [AASB1 and AASB 11] was adopted during the year. This has had no impact on Council.

(iv) Early adoption of accounting standards

Council has not elected to apply any pronouncements before their operative date in the annual reporting period beginning 1 July 2015, except for AASB2015-7 Amendments to Australian Accounting Standards – Fair Value Disclosures of Not-for-Profit Public Sector Entities, which has reduced the fair value disclosures for Level 3 assets.

For summary information relating to the effects of standards with future operative dates refer further to paragraph (ab).

(v) Basis of accounting

These financial statements have been prepared under the **historical cost convention** except for:

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

(i) certain financial assets and liabilities at fair value through profit or loss and available-for-sale financial assets, which are all valued at fair value,

(ii) the write down of any asset on the basis of impairment (if warranted), and

(iii) certain classes of non-current assets (e.g. infrastructure, property, plant and equipment and investment property) that are accounted for at fair valuation.

The accrual basis of accounting has also been applied in their preparation.

(vi) Changes in accounting policies

Council's accounting policies have been consistently applied to all the years presented, unless otherwise stated.
There have also been no changes in accounting policies when compared with previous financial statements unless otherwise stated [refer Note 20 (d)].

(vii) Critical accounting estimates

The preparation of financial statements requires the use of certain critical accounting estimates (in conformity with AASBs).

Accordingly this requires management to exercise its judgement in the process of applying the Council's accounting policies.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

Council makes estimates and assumptions concerning the future.

The resulting accounting estimates will, by definition, seldom equal the related actual results.

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are set out below:

(i) Estimated fair values of investment properties

(ii) Estimated fair values of infrastructure, property, plant and equipment,

(iii) Estimated remediation provisions.

Significant judgements in applying Council's accounting policies include the impairment of receivables

(i) Impairment of Receivables - Council has made significant judgements about the impairment of a number of its receivables in Note 7.

(ii) Projected Section 94A Commitments - Council has used significant judgement in determining future section 94A income and expenditure in Note 17.

(b) Revenue recognition

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to it, and specific criteria have been met for each of the Council's activities as described below.

Council bases any estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

Revenue is measured at the fair value of the consideration received or receivable.

Revenue is measured on major income categories as follows:

Rates, Annual Charges, Grants and Contributions

Rates, annual charges, grants and contributions (including developer contributions) are recognised as revenues when the Council obtains control over the assets comprising these receipts.

Control over assets acquired from rates and annual charges is obtained at the commencement of the rating year as it is an enforceable debt linked to the rateable property or, where earlier, upon receipt of the rates. Where payment is received prior to rates and annual charges being levied, these receipts are

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

treated as revenue received in advance and disclosed as current liabilities (refer to Note 10 for further information)

A provision for the impairment on rates receivables has not been established as unpaid rates represent a charge against the rateable property that will be recovered when the property is next sold.

Control over granted assets is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and is valued at their fair value at the date of transfer.

Revenue from contributions is recognised when the Council either obtains control of the contribution or the right to receive it, **(i)** it is probable that the economic benefits comprising the contribution will flow to the Council and **(ii)** the amount of the contribution can be measured reliably.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in Note 3 (g).

Note 3 (g) also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

The Council has obligations to provide facilities from contribution revenues levied on developers under the provisions of s94a of the *EPA Act 1979*.

Whilst Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon their physical receipt by Council, due to the possibility that individual development consents may not be acted upon by the applicant and accordingly would not be payable to Council.

Developer contributions may only be expended for the purposes for which the contributions were required but the Council may apply contributions according to the priorities established in work schedules.

A detailed note relating to developer contributions can be found at Note 17.

User charges, fees and other Income

User charges, fees and other income (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

Parking fines and other infringement notice proceeds are only recognised as revenue when the payment has been physically received by Council. As there are appeal procedures and mechanisms in place in relation to fines charged by Council, it is considered that revenue recognition at the point of the fine cannot provide a reliable measure of the revenue received. This is discussed further at Note 18 of the accounts.

A provision for the impairment of these receivables is recognised when collection in full is no longer probable.

A liability is recognised in respect of revenue that is reciprocal in nature to the extent that the requisite service has not been provided as at balance date.

Sale of infrastructure, property, plant and equipment

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Interest and rents

Rents are recognised as revenue on a proportional basis when the payment is due, the value of the payment is notified, or the payment is received whichever first occurs.

Rents received for periods beyond the balance date of 30 June, 2017 are disclosed as revenue received in advance.

Interest income from cash and investments is accounted for using the effective interest rate at the date that interest is earned.

Other Income

Other income is recorded when the payment is due, the value of the payment is notified or the payment is received, whichever occurs first.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

(c) Principles of consolidation

These financial statements incorporate (i) the assets and liabilities of Council and any entities (or operations) that it controls (as at 30 June 2017) and (ii) all the related operating results (for the financial year ended the 30th June 2017).

In the process of reporting on Council's activities as a single unit, all inter-entity year end balances and reporting period transactions have been eliminated in full between Council and its controlled entities.

(i) The Consolidated Fund

In accordance with the provisions of section 409(1) of the LGA 1993, all money and property received by Council is held in the Council's consolidated fund unless it is required to be held in the Council's trust fund.

The consolidated fund and other entities through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this report.

The following entities have been included as part of the consolidated fund:

- Parkes Shire Council General Fund
- Parkes Shire Council Water Supply Fund
- Parkes Shire Council Sewerage Service Fund

Due to the value and nature, the following Committee, Entities and Operations have been included within the consolidation.

- Parkes Elvis Festival Committee

The **(i)** total income and expenditure from continuing operations and **(ii)** net assets held by these excluded committees and operations is as follows:

Total income from continuing operations	$528,468
Total expenditure from continuing operations	$551,947
Total net assets held (i.e. equity)	$323,249

Note: These figures for the S355. Elvis Festival Committee are included in the Consolidated audited accounts of Parkes Shire Council.

Due to their immaterial value and nature, the following Committees, Entities and Operations have been excluded from consolidation:

- Parkes Sports Council

The **(i)** total income and expenditure from continuing operations and **(ii)** net assets held by these excluded committees and operations is as follows:

Total income from continuing operations	$111,733
Total expenditure from continuing operations	$104,361
Total net assets held (i.e. equity)	$178,618

Note: These figures for the S355 Parkes Sports Council Committee are based on unaudited Special Purpose Financial Reports prepared by the Parkes Sports Council as at 30 June, 2017.

(ii) The trust fund

In accordance with the provisions of section 411 of the *Local Government Act 1993* (as amended), a separate and distinct trust fund is maintained to account for all money and property received by the Council in trust that must be applied only for the purposes of or in accordance with the trusts relating to those monies.

Trust monies and property subject to Council's control have been included in these statements.

Trust monies and property held by Council but not subject to the control of Council have been excluded from these statements.

A separate statement of monies held in the trust fund is available for inspection at the Council office by any person free of charge.

(iii) Interests in other entities

Joint arrangements

AASB 11 Joint Arrangements defines a joint arrangement of which two or more parties have joint control and classifies these arrangements as either joint ventures or joint operations, Council has determined that it has neither joint ventures nor arrangements.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Associates

Council has no interest in any associates.

County councils

Council is not a member of any county councils.

Unconsolidated structured entities

Unconsolidated structured entities represent 'special vehicles' that Council has an interest in but which are not controlled by Council and therefore not consolidated as a subsidiary, joint arrangement or associate. Attributes of structured entities include restricted activities.
Detailed information relating to Council's interest in unconsolidated structured entities can be found at Note 19 (d).

(d) Leases

All leases entered into by Council are reviewed and classified on inception date as either a finance lease or an operating lease.

Finance leases

Council does not currently have any finance leases.

Operating Leases

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating lease.

Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

Lease income from operating leases is recognised in income on a straight-line basis over the lease term.

(e) Cash and Cash Equivalents

For Statement of Cash Flows (and Statement of Financial Position) presentation purposes, cash and cash equivalents includes;

- cash **on hand**,
- deposits held **at call** with financial institutions,
- other short-term, highly liquid investments **with original maturities of three months or less** that are readily convertible to known amounts of cash and that are subject to an insignificant risk of changes in value, and
- bank overdrafts.

Bank overdrafts are shown within borrowings in current liabilities on the balance sheet but are incorporated into cash and cash equivalents for presentation of the Cash Flow Statement.

(f) Investments and other financial assets

Council (in accordance with AASB 139) classifies each of its investments into one of the following categories for measurement purposes:

- **financial assets at fair value through profit or loss**,
- **loans and receivables**,
- **held-to-maturity investments**, and
- **available-for-sale financial assets**.

Each classification depends on the purpose or intention for which the investment was acquired and at the time it was acquired.

Management determines each investment classification at the time of initial recognition and re-evaluates this designation at each reporting date.

(i) Financial assets at fair value through profit or loss

Financial assets at fair value through profit or loss include financial assets that are 'held for trading'.

A financial asset is classified in the 'held for trading' category if it is acquired principally for the purpose of selling in the short term.

Derivatives are classified as held for trading unless they are designated as hedges.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Assets in this category are primarily classified as current assets as they are primarily held for trading and/or are expected to be realised within 12 months of the balance sheet date.

(ii) Loans and receivables

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market.

They arise when the Council provides money, goods or services directly to a debtor with no intention (or in some cases ability) of selling the resulting receivable.

They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date, which are classified as non-current assets.

(iii) Held-to-maturity investments

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity.

In contrast to the 'loans and receivables' classification, these investments are generally quoted in an active market.

Held-to-maturity financial assets are included in non-current assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets.

(iv) Available-for-sale financial assets

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories.

Investments must be designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium to long term.

Accordingly, this classification principally comprises marketable equity securities, but can include all types of financial assets that could otherwise be classified in one of the other investment categories.

They are generally included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date or the term to maturity from the reporting date is less than 12 months.

Financial assets – reclassification

Council may choose to reclassify a non-derivative trading financial asset out of the held-for-trading category if the financial asset is no longer held for the purpose of selling it in the near term.

Financial assets other than loans and receivables are permitted to be reclassified out of the held-for-trading category only in rare circumstances arising from a single event that is unusual and highly unlikely to recur in the near term.

Council may also choose to reclassify financial assets that would meet the definition of loans and receivables out of the held-for-trading or available-for-sale categories if it has the intention and ability to hold these financial assets for the foreseeable future or until maturity at the date of reclassification.

Reclassifications are made at fair value as of the reclassification date. Fair value becomes the new cost or amortised cost as applicable, and no reversals of fair value gains or losses recorded before reclassification date are subsequently made.

Effective interest rates for financial assets reclassified to loans and receivables and held-to-maturity categories are determined at the reclassification date. Further increases in estimates of cash flows adjust effective interest rates prospectively.

General accounting and measurement of financial instruments:

(i) Initial recognition

Investments are initially recognised (and measured) at fair value, plus in the case of investments not at 'fair value through profit or loss', directly attributable transactions costs.

Purchases and sales of investments are recognised on trade-date – the date on which the Council commits to purchase or sell the asset.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership.

(ii) Subsequent measurement

Available-for-sale financial assets and **financial assets at fair value through profit and loss** are subsequently carried at fair value.

Loans and receivables and **held-to-maturity** investments are carried at amortised cost using the effective interest method.

Realised and unrealised gains and losses arising from changes in the fair value of the financial assets classified as **'fair value through profit or loss'** category are included in the income statement in the period in which they arise.

Unrealised gains and losses arising from changes in the fair value of non-monetary securities classified as **'available-for-sale'** are recognised in equity in the available-for-sale investments revaluation reserve.

When securities classified as **'available-for-sale'** are sold or impaired, the accumulated fair value adjustments are included in the income statement as gains and losses from investment securities.

Impairment

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired.

A financial asset or a group of financial assets is impaired and impairment losses are incurred only if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a 'loss event') and that loss event (or events) has an impact on the estimated future cash flows of the financial asset or group of financial assets that can be reliably estimated.

If there is evidence of impairment for any of Council's financial assets carried at amortised cost (eg. loans and receivables), the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows (excluding future credit losses that have not been incurred) discounted at the financial asset's original effective interest rate.

The carrying amount of the asset is reduced and the amount of the loss is recognised in profit or loss. If a loan or held-to-maturity investment has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

As a practical expedient, the group may measure impairment on the basis of an instrument's fair value using an observable market price. Derivative investments held by Council are classified as fair value of these investments are shown in the profit and loss account.

(iii) Types of investments

Council has an approved Investment Policy in order to invest in accordance with (and to comply with) section 625 of the *Local Government Act* and s212 of the LG (General) Regulation 2005.

Investments are placed and managed in accordance with the policy and having particular regard to authorised investments prescribed under the Ministerial Local Government Investment Order.

Council maintains its Investment Policy in compliance with the Act and ensures that it or its representatives exercise care, diligence and skill that a prudent person would exercise in investing Council funds.

(g) Fair value estimation – financial instruments

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes.

The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques.

Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held.

If the market for a financial asset is not active (and for unlisted securities), the Council establishes fair value by using valuation techniques.

These include reference to the fair values of recent arm's length transactions, involving the same instruments or other instruments that are substantially the same, discounted cash flow analysis, and option pricing models refined to reflect the issuer's specific circumstances.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values.

The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

(h) Receivables

Receivables are initially recognised at fair value and subsequently measured at amortised cost, less any provision for impairment.

Receivables (excluding rates and annual charges) are generally due for settlement no more than 30 days from the date of recognition.

The collectibility of receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off in accordance with Council's policy.

A provision for impairment (i.e. an allowance account) relating to receivables is established when objective evidence shows that Council will not be able to collect all amounts due according to the original terms of each receivable.

The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate.

Impairment losses are recognised in the Income Statement within other expenses.

When a receivable for which an impairment allowance had been recognised becomes uncollectible in a subsequent period, it is written off against the allowance account.

Subsequent recoveries of amounts previously written off are credited against other expenses in the Income Statement.

(i) Inventories

(i) Raw materials and stores, work in progress and finished goods

Raw materials and stores, work in progress and finished goods in respect of business undertakings are all stated at the lower of cost and net realisable value.

Cost comprises direct materials, direct labour and an appropriate proportion of variable and fixed overhead expenditure, the latter being allocated on the basis of normal operating capacity.

Costs are assigned to individual items of inventory on the basis of weighted average costs.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held in respect of non-business undertakings have been valued at cost subject to adjustment for loss of service potential.

(ii) Land held for resale/capitalisation of borrowing costs

Land held for resale is stated at the lower of cost and net realisable value.

Rates and charges on land held for resale are expensed as incurred and are not capitalised.

Cost is assigned by specific identification and includes the cost of acquisition, and development and borrowing costs during development.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Council does not currently use borrowed funds for the purpose of land development.

Development costs are capitalised as part of land held for resale and expensed as cost of sale when the land is sold.

(j) Infrastructure, property, plant and equipment (I,PPandE)

Acquisition of assets

Council's non-current assets are continually revalued (over a 5-year period) in accordance with the fair valuation policy as mandated by the Office of Local Government.

At balance date, the following classes of I,PPandE were stated at their fair value:

- **Plant and equipment**
  (as approximated by depreciated historical cost)
- **Operational land** (External Valuation)
- **Community land** (External Valuation in 2015/16)
- **Land improvements**
  (as approximated by depreciated historical cost)
- **Buildings – Specialised/Non-Specialised**
  (External Valuation)
- **Other structures**
  (as approximated by depreciated historical cost)
- **Roads assets including roads, bridges and footpaths**
  (Internal Valuation in 2014/15)
- **Stormwater drainage** (Internal Valuation)
- **Water and Sewerage Networks**
  (Internal and External Valuation in 2016/17)
- **Swimming Pools**
  (External valuation in 2015/16)
- **Other Open Space/Recreational Assets**
  (External valuation in 2015/16)
- **Investment properties** – Not Applicable.

Initial recognition

On initial recognition, an asset's cost is measured at its fair value, plus all expenditure that is directly attributable to the acquisition.

Where settlement of any part of an asset's cash consideration is deferred, the amounts payable in the future are discounted to their present value as at the date of recognition (i.e. date of exchange) of the asset to arrive at fair value.

The discount rate used is the Council's incremental borrowing rate, being the rate at which a similar borrowing could be obtained from an independent financier under comparable terms and conditions.

Where infrastructure, property, plant and equipment assets are acquired for no cost or for an amount other than cost, the assets are recognised in the financial statements at their fair value at acquisition date – being the amount that the asset could have been exchanged between knowledgeable willing parties in an arm's length transaction.

Subsequent costs

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably.

All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

Asset revaluations (including indexation)

In accounting for asset revaluations relating to infrastructure, property, plant and equipment:

- increases in the combined carrying amounts of asset classes arising on revaluation are credited to the asset revaluation reserve,
- to the extent that a net asset class increase reverses a decrease previously recognised via the profit or loss, then increase is first recognised in profit or loss,
- net decreases that reverse previous increases of the same asset class are first charged against

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

revaluation reserves directly in equity to the extent of the remaining reserve attributable to the asset, with all other decreases charged to the Income Statement.

Water, sewerage and stormwater drainage network assets are indexed annually between full revaluations in accordance with the latest indices provided in the NSW Office of Water – Rates Reference Manual.

For all other assets, Council assesses at each reporting date whether there is any indication that a revalued asset's carrying amount may differ materially from that which would be determined if the asset were revalued at the reporting date.

If any such indication exists, Council determines the asset's fair value and revalues the asset to that amount.

Full revaluations are undertaken for all assets on a 5-year cycle.

Capitalisation thresholds

Items of infrastructure, property, plant and equipment are not capitalised unless their cost of acquisition exceeds the following;

Land	
- Council land	100% Capitalised
- Open space	100% Capitalised
- Land under roads (purchases after 30/6/08)	100% Capitalised
Plant and equipment	
Office furniture	> $1,000
Office equipment	> $1,000
Other plant and equipment	> $1,000
Buildings and land improvements	
Park furniture and equipment	> $2,000
Building	
- Construction/extensions	100% Capitalised
- Renovations	> $5,000
Other structures	> $2,000
Water and sewer assets	
Reticulation extensions	> $5,000
Other	> $5,000
Stormwater assets	
Drains and culverts	> $5,000
Other	> $5,000
Transport assets	
Road construction and reconstruction	> $10,000
Reseal/Re-sheet and major repairs:	> $10,000
Bridge construction and reconstruction	> $10,000
Other infrastructure assets	
Swimming pools	> $10,000
Other open space/recreational assets	> $10,000
Other infrastructure	> $10,000

Depreciation

Depreciation on Council's infrastructure, property, plant and equipment assets is calculated using the straight-line method in order to allocate an asset's cost (net of residual values) over its estimated useful life.

Land is not depreciated.

Estimated useful lives for Council's I,PPandE include:

Plant and equipment	
- Office equipment	5 to 15 years
- Office furniture	10 to 20 years
- Vehicles and road making equip.	5 to 15 years
- Other plant and equipment	6 to 50 years
Other equipment	
- General	5 to 10 years
Buildings	
- Buildings: masonry	40 to 60 years
- Buildings: other	5 to 40 years
Stormwater drainage	
- Drains	100 years
- Culverts	100 years

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Transportation assets	
- Sealed roads: surface	15 to 30 years
- Unsealed roads	10 to 30 years
- Bridge: concrete	100 years
- Bridge: other	60 to 80 years
- Road pavements	45 to 90 years
- Kerb, gutter and paths	50 to 100 years
- Other road assets	20 to 80 years
Water and sewer assets	
- Dams and reservoirs	80 to 100 years
- Bores	25 years
- Reticulation pipes: PVC	60 to 80 years
- Reticulation pipes: other	40 to 100 years
- Pumps and telemetry	25 to 75 years
Other infrastructure assets	
- Bulk earthworks	Infinite
Other assets	
- Recreational assets	20 to 50 years
- Swimming pools	20 to 50 years
- Other open space/ recreational assets	20 to 50 years
- Other infrastructure	20 to 50 years

All asset residual values and useful lives are reviewed and adjusted (if appropriate) at each reporting date.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount – refer Note 1 (s) on asset impairment.

Disposal and derecognition

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal.

Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in Council's Income Statement in the year the asset is derecognised. Where derecognition occurs and relates to prior period the difference between the carrying amount and disposal proceeds are included as an equity adjustment.

(k) Land

Land (other than land under roads) is in accordance with Part 2 of Chapter 6 of the *Local Government Act (1993)* classified as either operational or community.

This classification of land is disclosed in Note 9 (a).

(l) Land under roads

Land under roads is land under roadways and road reserves, including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with AASB 1051.

Land under roads acquired after 1 July 2008 is recognised in accordance with AASB 116 – Property, Plant and Equipment.

(m) Intangible assets

Council holds a number of water licenses that are used to allow it to undertake its responsibilities as the local water authority for Parkes Shire. These licenses have been granted in perpetuity and are not amortised. These licenses have been disclosed as intangibles. These licenses are reviewed annually for impairment. Council does not consider these licenses to be impaired in any way.

(n) Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council.

While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Council and revenues relating to the reserves are recognised within Council's Income Statement.

Representations are currently being sought across state and local government to develop a consistent accounting treatment for Crown Reserves across both tiers of government.

(o) Rural fire service assets

Under section 119 of the *Rural Fires Act 1997*, *'all fire fighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the council of the area for or on behalf of which the fire fighting equipment has been purchased or constructed'*.

At present, the accounting for such fire fighting equipment is not treated in a consistent manner across all Councils.

Until such time as discussions on this matter have concluded and the legislation changed, Council will continue to account for these assets as it has been doing in previous years, which is to incorporate the assets, their values and depreciation charges within these financial statements.

(p) Investment property

Council does not currently have any investment property.

(q) Provisions for close down, restoration and for environmental clean-up costs – including tips and quarries

Council has a number of landfill sites that will require some remediation costs at the end of their useful lives. Close down, Restoration and Remediation n costs include the dismantling and demolition of infrastructure, the removal of residual materials and the remediation of disturbed areas.

Council undertakes rehabilitation of these sites on an ongoing basis. These costs are expensed as incurred over the life of the landfill sites.

Council also operates a number of gravel pits that are located on private land. Council is obligated to undertake some remediation on these sites at the end of the gravel extraction period. Council has created a provision for the future costs of these works.

Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs.

Provisions for close down and restoration costs do not include any additional obligations that are expected to arise from future disturbance.

Costs are estimated on the basis of a closure plan.

The cost estimates are calculated annually during the life of the operation to reflect known developments, e.g. updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Close down, restoration and remediation costs are a normal consequence of tip and quarry operations, and the majority of close down and restoration expenditure is incurred at the end of the life of the operations.

Although the ultimate cost to be incurred is uncertain, Council estimates the respective costs based on feasibility and engineering studies using current restoration standards and techniques.

The amortisation or 'unwinding' of the discount applied in establishing the net present value of provisions is charged to the Income Statement in each accounting period.

This amortisation of the discount is disclosed as a borrowing cost in Note 4 (b).

Other movements in the provisions for close down, restoration and remediation costs including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations and revisions to discount rates are capitalised within property, plant and equipment.

These costs are then depreciated over the lives of the assets to which they relate.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each balance sheet date and the cost is charged to the Income Statement.

Provision is made for the estimated present value of the costs of environmental clean-up obligations outstanding at the balance sheet date.

These costs are charged to the Income Statement.

Movements in the environmental clean-up provisions are presented as an operating cost, except for the unwind of the discount, which is shown as a borrowing cost.

Remediation procedures generally commence soon after the time the damage, remediation process and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors, including changes to the relevant legal requirements, the emergence of new restoration techniques or experience at other locations.
The expected timing of expenditure can also change, for example, in response to changes in quarry reserves or production rates.

As a result there could be significant adjustments to the provision for close down and restoration and environmental clean-up, which would affect future financial results.

Specific information about Council's provisions relating to close down, restoration and remediation costs can be found at Note 26.

(r) Non-current assets (or disposal groups) 'held for sale' and discontinued operations

Non-current assets (or disposal groups) are classified as held for sale and stated at the lower of either **(i)** their carrying amount and **(ii)** fair value less costs to sell, if their carrying amount will be recovered principally through a sale transaction rather than through continuing use.

The exception to this is plant and motor vehicles, which are turned over on a regular basis. Plant and motor vehicles are retained in non-current assets under the classification of infrastructure, property, plant and equipment – unless the assets are to be traded in after 30 June and the replacement assets were already purchased and accounted for as at 30 June.

Council does not currently have any Property Plant & Equipment that is classified as Non-Current assets "held for sale".

A discontinued operation is a component of Council that has been disposed of or is classified as 'held for sale' and that represents a separate major line of business or geographical area of operations, is part of a single co-ordinated plan to dispose of such a line of business or area of operations, or is a subsidiary acquired exclusively with a view to resale.

Council does not have any activity that has been classified as a Discontinued Operation.

(s) Impairment of assets

All Council's I,PPandE is subject to an annual assessment of impairment.

Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount.

The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

Where an asset is not held principally for cash-generating purposes (for example infrastructure assets) and would be replaced if the Council was deprived of it, then depreciated replacement cost is used as value in use, otherwise value in use is estimated by using a discounted cash flow model.

Non-financial assets (other than goodwill) that suffered a prior period impairment are reviewed for

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

possible reversal of the impairment at each reporting date.

Goodwill and other intangible assets that have an indefinite useful life and are not subject to amortisation are tested annually for impairment.

(t) Payables

These amounts represent liabilities and include goods and services provided to the Council prior to the end of financial year that are unpaid.

The amounts for goods and services are unsecured and are usually paid within 30 days of recognition.

(u) Borrowings

Borrowings are initially recognised at fair value, net of transaction costs incurred.

Borrowings are subsequently measured at amortised cost.

Amortisation results in any difference between the proceeds (net of transaction costs) and the redemption amount being recognised in the Income Statement over the period of the borrowings using the effective interest method.

Borrowings are removed from the balance sheet when the obligation specified in the contract is discharged, cancelled or expired.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

(v) Borrowing costs

Borrowing costs are expensed / except to the extent that they are incurred during the construction of qualifying assets.

Council did not capitalise any borrowings during the year ended 30 June 2017.

(w) Provisions

Provisions for legal claims, service warranties and other like liabilities are recognised when:

- Council has a present legal or constructive obligation as a result of past events,
- it is more likely than not that an outflow of resources will be required to settle the obligation, and
- the amount has been reliably estimated.

Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole.

A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date.

The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability.

The increase in the provision due to the passage of time is recognised as interest expense.

(x) Employee benefits

(i) Short-term obligations

Short-term employee benefit obligations include liabilities for wages and salaries (including non-monetary benefits), annual leave and vesting sick leave expected to be wholly settled within the 12 months after the reporting period.

Leave liabilities are recognised in the provision for employee benefits in respect of employees' services up to the reporting date with other short term

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

employee benefit obligations disclosed under payables.

These provisions are measured at the amounts expected to be paid when the liabilities are settled.

All other short-term employee benefit obligations are presented as payables.

Liabilities for non-vesting sick leave are recognised at the time when the leave is taken and measured at the rates paid or payable, and accordingly no Liability has been recognised in these reports.

Wages and salaries, annual leave and vesting sick leave are all classified as current liabilities.

(ii) Other long-term obligations

The liability for all long service and annual leave in respect of services provided by employees up to the reporting date (which is not expected to be wholly settled within the 12 months after the reporting period) are recognised in the provision for employee benefits.

These liabilities are measured at the present value of the expected future payments to be made using the projected unit credit method.

Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service.

Expected future payments are then discounted using market yields at the reporting date based on national government bonds with terms to maturity and currency that match as closely as possible the estimated future cash outflows.

Due to the nature of when and how long service leave can be taken, all long service leave for employees with 4 or more years of service has been classified as current, as it has been deemed that Council does not have the unconditional right to defer settlement beyond 12 months – even though it is not anticipated that all employees with more than 4 years service (as at reporting date) will apply for and take their leave entitlements in the next 12 months.

(iii) Retirement benefit obligations

All employees of the Council are entitled to benefits on retirement, disability or death.

Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Defined benefit plans

A liability or asset in respect of defined benefit superannuation plans would ordinarily be recognised in the balance sheet, and measured as the present value of the defined benefit obligation at the reporting date plus unrecognised actuarial gains (less unrecognised actuarial losses) less the fair value of the superannuation fund's assets at that date and any unrecognised past service cost.

The present value of the defined benefit obligation is based on expected future payments which arise from membership of the fund to the reporting date, calculated annually by independent actuaries using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service.

However, when this information is not reliably available, Council can account for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans – i.e. as an expense when they become payable.

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named the 'Local Government Superannuation Scheme – Pool B'.

This scheme has been deemed to be a 'multi-employer fund' for the purposes of AASB 119.

Sufficient information is not available to account for the Scheme as a defined benefit plan (in accordance with AASB 119) because the assets to the scheme are pooled together for all Councils.

The last valuation of the scheme was performed by Mr Richard Boyfield, FIAA, Representative of Mercer Consulting (Australia) Pty Ltd, AFS License No 411770 on 2 December 2016 and covers the period ended 30 June, 2016.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

However the position is monitored annually and the actuary has estimated that as at 30 June 2016 the prior period deficit still exists. Council's estimated share of the deficit at 30 June, 2017 is $390,960.32.

Effective from 1 July 2009, employers are required to contribute additional contributions to assist in extinguishing this deficit. The additional annual contribution is estimated to remain in place until 30 June 2020 i.e. $546,000 additional contributions remaining. The Trustee will be reviewing the financial position of the fund on an annual basis.

The amount of employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense and disclosed as part of superannuation expenses at Note 4 (a) for the year ending 30 June 2017 was $395,698

The amount of additional contributions included in the total employer contribution advised above is $180,000.

The share of this deficit that can be broadly attributed to Council is estimated to be in the order of $397,698 as at 30 June 2017.

Council's share of that deficiency cannot be accurately calculated as the scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils.
For this reason, no liability for the deficiency has been recognised in these financial statements.

Council has, however, disclosed a contingent liability in Note 18 to reflect the possible obligation that may arise should the scheme require immediate payment to correct the deficiency.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

(iv) Employee benefit on-costs

Council has recognised at year end the aggregate on-cost liabilities arising from employee benefits, and in particular those on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation and workers compensation expenses which will be payable upon the future payment of certain leave liabilities accrued as at 30/06/17.

(y) Self-insurance

Council does not self-insure.

(z) Allocation between current and non-current assets and liabilities

In the determination of whether an asset or liability is classified as current or non-current, consideration is given to the time when each asset or liability is expected to be settled.

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle.

Exceptions

In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months (such as vested long service leave), the liability is classified as current even if it is not expected to be settled within the next 12 months.

In the case of inventories that are 'held for trading', these are also classified as current even if not expected to be realised in the next 12 months.

(aa) Taxes

The Council is exempt from both Commonwealth Income Tax and Capital Gains Tax.

Council does, however, have to comply with both Fringe Benefits Tax and Goods and Services Tax (GST).

Goods and Services Tax (GST)

Income, expenses and assets are all recognised net of the amount of GST, except where the amount of

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

GST incurred is not recoverable from the Australian Tax Office (ATO).

In these circumstances the GST is recognised as part of the cost of acquisition of the asset or as part of the revenue / expense.

Receivables and payables within the Balance Sheet are stated inclusive of any applicable GST, excepting where accruals have been raised for revenue being received or raised.

The net amount of GST recoverable from or payable to the ATO is included as a current asset or current liability in the Balance Sheet.

Operating cash flows within the Cash Flow Statement are on a gross basis, i.e. they are inclusive of GST where applicable.

Investing and financing cash flows are treated on a net basis (where recoverable from the ATO), i.e. they are exclusive of GST. Instead, the GST component of investing and financing activity cash flows that are recoverable from or payable to the ATO are classified as operating cash flows.

Commitments and contingencies are disclosed net of the amount of GST recoverable from (or payable to) the ATO.

(ab) New accounting standards and Interpretations issued (not yet effective)

Certain new (or amended) accounting standards and interpretations have been published that are not mandatory for reporting periods ending 30 June 2017.

Council has not adopted any of these standards early.

Apart from the AASB disclosures below, there are no other standards that are 'not yet effective' that are expected to have a material impact on Council in the current or future reporting periods and on foreseeable future transactions.

Council's assessment of the impact of upcoming new standards and interpretations that are likely to have an effect are set out below.

AASB 9 – Financial Instruments

AASB 9 replaces AASB 139 Financial Instruments: Recognition and Measurement and has an effective date for reporting periods beginning on or after 1 January 2018 (and must be applied retrospectively).

The overriding impact of AASB 9 is to change the requirements for the classification, measurement and disclosures associated with financial assets and financial liabilities.

These requirements are designed to improve and simplify the approach for classification and measurement of financial assets compared with the requirements of AASB 139.

Under the new requirements the four current categories of financial assets stipulated in AASB 139 will be replaced with two measurement categories:

- fair value, and
- amortised cost (where financial assets will only be able to be measured at amortised cost when very specific conditions are met).

Council is yet to undertake a detailed assessment of the impact of AASB 9.

AASB 15 – Revenue from Contracts with Customers and associated amending standards

AASB 15 will replace AASB 118 which covers contracts for goods and services and AASB 111 which covers construction contracts.

AASB 15 will introduce a 5-step process for revenue recognition with the core principle of the new standard being that entities recognise revenue so as to depict the transfer of goods or services to customers in amounts that reflect the consideration (that is, payment) to which the entity expects to be entitled in exchange for those goods or services.

The changes in revenue recognition requirements in AASB 15 may cause changes to accounting policies relating to the timing and amount of revenue recorded in the financial statements, as well as additional disclosures.

The effective date of this standard is for annual reporting periods beginning on or after 1 January 2018.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Financial Statements
for the year ended 30 June 2017

Note 1. Summary of significant accounting policies (continued)

Council is yet to undertake a detailed assessment of the impact of AASB 15.

AASB ED 260 Income of Not-for-Profit Entities

The AASB previously issued exposure draft AASB ED 260 on Income of Not-for-Profit Entities in April 2015.
The exposure draft proposed specific not-for-profit entity requirements and guidance when applying the principles of AASB 15 to income from certain transactions.

Much of the material in AASB 1004 is expected to be replaced by material included in AASB ED 260.

Specific revenue items that may considerably change are Grants and Contributions.

The most likely financial statement impact is the deferred recognition of Grants and Contributions (i.e. recognition as unearned revenue [liability]) until Council has met the associated performance obligation/s relating to the Grants or Contribution.

At this stage there is no specific date of release for a standard nor a date of applicability.

AASB16 – Leases

AASB 116 Leases replaces AASB 117 Leases and some associated lease-related Interpretations.

AASB 16 introduces a single lease accounting model (for lessees) that will require all leases to be accounted for on the balance sheet (i.e. recognition of both a right-of-use asset and a corresponding lease) for all leases with a term of more than 12 months unless the underlying assets are determined to be of 'low value'. There will also be detailed disclosure requirements for all lessees.

The effective date of this standard is for annual reporting periods beginning on or after 1 January 2019.

Council is yet to undertake a detailed assessment of the accounting impacts from AASB 16. However, based on preliminary assessments, impacts from the first time adoption of the standard are likely to include:

- a significant increase in lease assets and financial liabilities recognised on the balance sheet,
- a reduction in reported equity as the carrying amount of lease assets will reduce more quickly than the carrying amount of lease liabilities,
- lower operating cash outflows and higher financing cash flows in the statement of cash flows as principal repayments on all lease liabilities will now be included in financing activities rather than operating activities.

(ac) Rounding of amounts

Unless otherwise indicated, amounts in the financial statements have been rounded off to the nearest thousand dollars.

(ad) Comparative figures

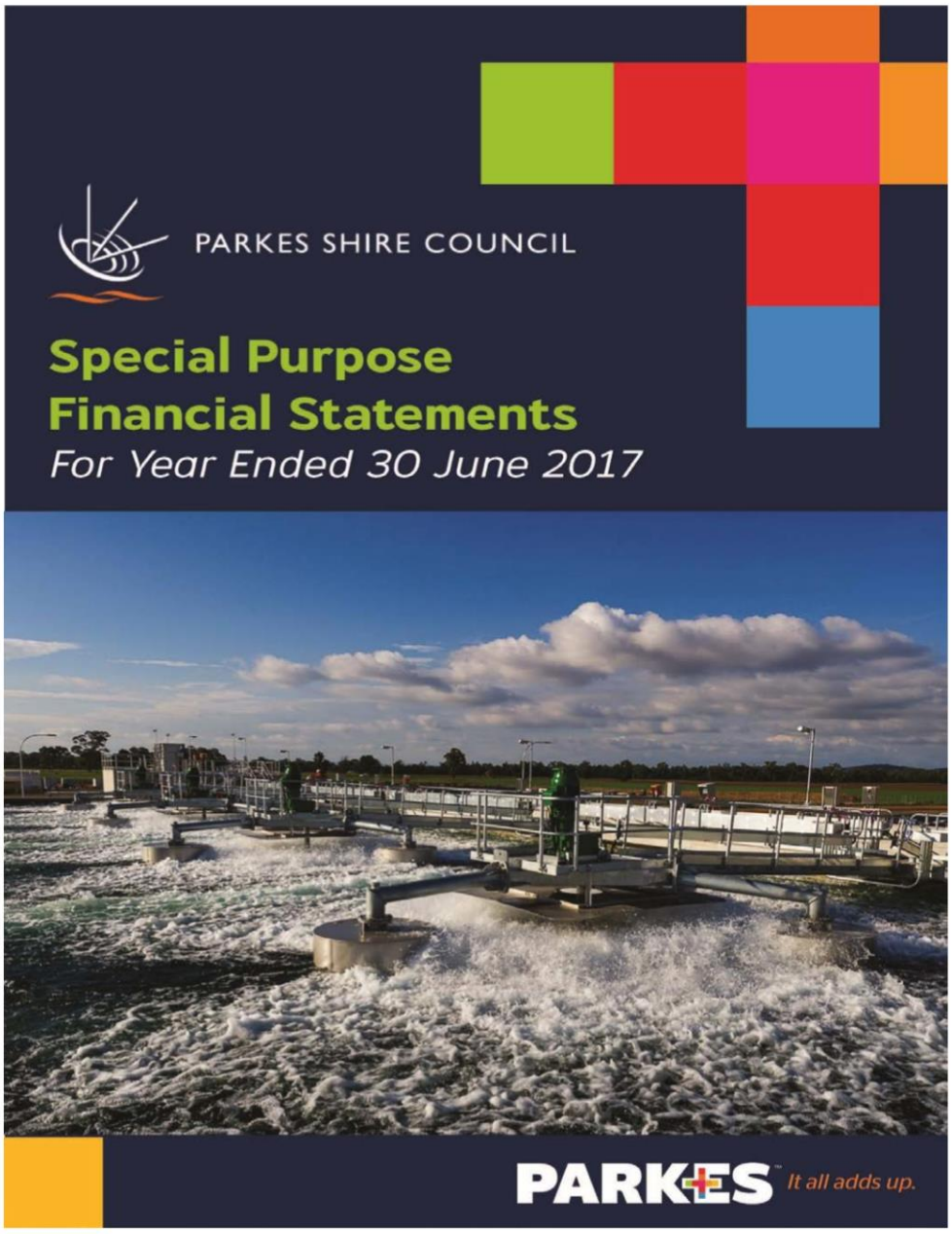
To ensure comparability with the current reporting period's figures, some comparative period line items and amounts may have been reclassified or individually reported for the first time within these financial statements and/or the notes.

(ae) Disclaimer

Nothing contained within these statements may be taken to be an admission of any liability to any person under any circumstance.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Parkes Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2017

Contents

	Page
1. Statement by Councillors and Management	2
2. Special Purpose Financial Statements:	
Income Statement – Water Supply Business Activity	3
Income Statement – Sewerage Business Activity	4
Income Statement – Other Business Activities	n/a
Statement of Financial Position – Water Supply Business Activity	5
Statement of Financial Position – Sewerage Business Activity	6
Statement of Financial Position – Other Business Activities	n/a
3. Notes to the Special Purpose Financial Statements	7
4. Auditor's Report	16

Background

(i) These Special Purpose Financial Statements have been prepared for the use by both Council and the Office of Local Government in fulfilling their requirements under National Competition Policy.

(ii) The principle of competitive neutrality is based on the concept of a 'level playing field' between persons/entities competing in a market place, particularly between private and public sector competitors.

Essentially, the principle is that government businesses, whether Commonwealth, state or local, should operate without net competitive advantages over other businesses as a result of their public ownership.

(iii) For Council, the principle of competitive neutrality and public reporting applies only to declared business activities.

These include **(a)** those activities classified by the Australian Bureau of Statistics as business activities being water supply, sewerage services, abattoirs, gas production and reticulation, and **(b)** those activities with a turnover of more than $2 million that Council has formally declared as a business activity (defined as Category 1 activities).

(iv) In preparing these financial statements for Council's self-classified Category 1 businesses and ABS-defined activities, councils must **(a)** adopt a corporatisation model and **(b)** apply full cost attribution including tax-equivalent regime payments and debt guarantee fees (where the business benefits from Council's borrowing position by comparison with commercial rates).

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2017

Statement by Councillors and Management
made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

Cr Ken Keith
Mayor

Cr Barbara Newton
Councillor

Kent Boyd
General manager

Owen Jensen
Responsible accounting officer

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Income Statement of Council's Water Supply Business Activity
for the year ended 30 June 2017

$ '000	Actual 2017	Actual 2016
Income from continuing operations		
Access charges	1,274	1,263
User charges	4,928	5,495
Fees	–	–
Interest	755	1,093
Grants and contributions provided for non-capital purposes	56	58
Profit from the sale of assets	–	–
Other income	86	1,383
Total income from continuing operations	**7,099**	**9,292**
Expenses from continuing operations		
Employee benefits and on-costs	876	900
Borrowing costs	–	–
Materials and contracts	2,452	1,797
Depreciation, amortisation and impairment	2,117	2,146
Water purchase charges	269	262
Loss on sale of assets	1	116
Calculated taxation equivalents	–	–
Debt guarantee fee (if applicable)	–	–
Other expenses	750	984
Total expenses from continuing operations	**6,465**	**6,205**
Surplus (deficit) from continuing operations before capital amounts	**634**	**3,087**
Grants and contributions provided for capital purposes	12,794	7,997
Surplus (deficit) from continuing operations after capital amounts	**13,428**	**11,084**
Surplus (deficit) from discontinued operations	–	–
Surplus (deficit) from all operations before tax	**13,428**	**11,084**
Less: corporate taxation equivalent (30%) [based on result before capital]	(190)	(926)
SURPLUS (DEFICIT) AFTER TAX	**13,238**	**10,158**
Plus opening retained profits	89,941	79,545
Plus/less: prior period adjustments	–	(1)
Plus/less: other adjustments	–	(687)
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	–	–
– Debt guarantee fees	–	–
– Corporate taxation equivalent	190	926
Less:		
– Tax equivalent dividend paid	–	–
– Surplus dividend paid	–	–
Closing retained profits	**103,369**	**89,941**
Return on capital %	**0.5%**	**3.6%**
Subsidy from Council	**2,504**	**–**
Calculation of dividend payable:		
Surplus (deficit) after tax	13,238	10,158
Less: capital grants and contributions (excluding developer contributions)	(12,632)	(7,752)
Surplus for dividend calculation purposes	**606**	**2,406**
Potential dividend calculated from surplus	**303**	**1,203**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Income Statement of Council's Sewerage Business Activity
for the year ended 30 June 2017

$ '000	Actual 2017	Actual 2016
Income from continuing operations		
Access charges	2,457	2,398
User charges	332	322
Liquid trade waste charges	102	104
Fees	14	19
Interest	121	416
Grants and contributions provided for non-capital purposes	48	50
Profit from the sale of assets	–	2
Other income	22	455
Total income from continuing operations	**3,096**	**3,766**
Expenses from continuing operations		
Employee benefits and on-costs	760	552
Borrowing costs	607	118
Materials and contracts	946	1,061
Depreciation, amortisation and impairment	509	568
Loss on sale of assets	–	–
Calculated taxation equivalents	–	–
Debt guarantee fee (if applicable)	–	–
Other expenses	10	27
Total expenses from continuing operations	**2,832**	**2,326**
Surplus (deficit) from continuing operations before capital amounts	**264**	**1,440**
Grants and contributions provided for capital purposes	3,794	5,251
Surplus (deficit) from continuing operations after capital amounts	**4,058**	**6,691**
Surplus (deficit) from discontinued operations	–	–
Surplus (deficit) from all operations before tax	**4,058**	**6,691**
Less: corporate taxation equivalent (30%) [based on result before capital]	(79)	(432)
SURPLUS (DEFICIT) AFTER TAX	**3,979**	**6,259**
Plus opening retained profits	33,500	26,809
Plus/less: prior period adjustments	–	–
Plus adjustments for amounts unpaid:		
– Taxation equivalent payments	–	–
– Debt guarantee fees	–	–
– Corporate taxation equivalent	79	432
Less:		
– Tax equivalent dividend paid	–	–
– Surplus dividend paid	–	–
Closing retained profits	**37,558**	**33,500**
Return on capital %	**1.5%**	**3.9%**
Subsidy from Council	**531**	**–**
Calculation of dividend payable:		
Surplus (deficit) after tax	3,979	6,259
Less: capital grants and contributions (excluding developer contributions)	(3,759)	(5,179)
Surplus for dividend calculation purposes	**220**	**1,080**
Potential dividend calculated from surplus	**110**	**540**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Financial Position – Council's Water Supply Business Activity
as at 30 June 2017

$ '000	Actual 2017	Actual 2016
ASSETS		
Current assets		
Cash and cash equivalents	582	8,190
Investments	31,759	22,753
Receivables	1,845	2,279
Inventories	50	53
Other	–	–
Non-current assets classified as held for sale	–	–
Total current assets	**34,236**	**33,275**
Non-current assets		
Investments	2,235	4,682
Receivables	–	–
Inventories	–	–
Infrastructure, property, plant and equipment	131,830	85,282
Investments accounted for using equity method	–	–
Investment property	–	–
Intangible assets	1,261	1,261
Other	–	–
Total non-current assets	**135,326**	**91,225**
TOTAL ASSETS	**169,562**	**124,500**
LIABILITIES		
Current liabilities		
Bank overdraft	–	–
Payables	936	381
Income received in advance	121	–
Borrowings	319	–
Provisions	276	252
Total current liabilities	**1,652**	**633**
Non-current liabilities		
Payables	–	–
Income received in advance	–	–
Borrowings	8,025	–
Provisions	–	–
Total non-current liabilities	**8,025**	**–**
TOTAL LIABILITIES	**9,677**	**633**
NET ASSETS	159,885	123,867
EQUITY		
Retained earnings	103,369	90,628
Revaluation reserves	56,516	33,239
Other reserves	–	–
TOTAL EQUITY	159,885	123,867

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Statement of Financial Position – Council's Sewerage Business Activity
as at 30 June 2017

$ '000	Actual 2017	Actual 2016
ASSETS		
Current assets		
Cash and cash equivalents	194	3,322
Investments	3,815	10,990
Receivables	383	1,543
Inventories	16	20
Other	–	–
Non-current assets classified as held for sale	–	–
Total current Assets	**4,408**	**15,875**
Non-current assets		
Investments	745	1,899
Receivables	–	–
Inventories	–	–
Infrastructure, property, plant and equipment	58,923	40,453
Investments accounted for using equity method	–	–
Investment property	–	–
Intangible assets	–	–
Other	–	–
Total non-current assets	**59,668**	**42,352**
TOTAL ASSETS	**64,076**	**58,227**
LIABILITIES		
Current liabilities		
Bank overdraft	–	–
Payables	384	47
Income received in advance	–	–
Borrowings	–	31
Provisions	127	141
Total current liabilities	**511**	**219**
Non-current liabilities		
Payables	–	–
Income received in advance	–	–
Borrowings	4,000	5,328
Provisions	–	–
Total non-current liabilities	**4,000**	**5,328**
TOTAL LIABILITIES	**4,511**	**5,547**
NET ASSETS	59,565	52,680
EQUITY		
Retained earnings	37,558	33,500
Revaluation reserves	22,007	19,180
Other reserves	–	–
TOTAL EQUITY	59,565	52,680

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2017

Contents of the notes accompanying the financial statements

Note	Details	Page
1	Summary of significant accounting policies	8
2	Water Supply Business Best-Practice Management disclosure requirements	11
3	Sewerage Business Best-Practice Management disclosure requirements	13

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 1. Significant accounting policies

These financial statements are a Special Purpose Financial Statements (SPFS) prepared for use by Council and the Office of Local Government.

For the purposes of these statements, the Council is not a reporting not-for-profit entity.

The figures presented in the SPFS, unless otherwise stated, have been prepared in accordance with:

- the recognition and measurement criteria of relevant Australian Accounting Standards,
- other authoritative pronouncements of the Australian Accounting Standards Board (AASB), and
- Australian Accounting Interpretations.

The disclosures in the SPFS have been prepared in accordance with:

- the *Local Government Act (1993) NSW*,
- the Local Government (General) Regulation, and
- the Local Government Code of Accounting Practice and Financial Reporting.

The statements are also prepared on an accruals basis, based on historic costs and do not take into account changing money values nor current values of non-current assets (except where specifically stated).

Certain taxes and other costs (appropriately described) have been imputed for the purposes of the National Competition Policy.

National Competition Policy

Council has adopted the principle of 'competitive neutrality' to its business activities as part of the national competition policy which is being applied throughout Australia at all levels of government.

The framework for its application is set out in the June 1996 government policy statement, *Application of National Competition Policy to Local Government.*

The *Pricing and Costing for Council Businesses, A Guide to Competitive Neutrality,* issued by the Office of Local Government in July 1997, has also been adopted.

The pricing and costing guidelines outline the process for identifying and allocating costs to activities and provide standards for disclosure. These disclosures are reflected in Council's pricing and/or financial reporting systems and include taxation equivalents, Council subsidies, return on investments (rate of return), and dividends paid.

Declared business activities

In accordance with *Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality,* Council has declared that the following are to be considered as business activities:

Category 1

(where gross operating turnover is over $2 million)

a. Parkes Shire Combined Water Supplies

Comprising the whole of the Water Supply System operations and net assets servicing the towns of Parkes, Peak Hill, Trundle, Tullamore, Alectown & Bogan Gate.

b. Parkes Shire Sewerage Service

Comprising the whole of the Sewerage Reticulation & Treatment operations and net assets servicing the towns of Parkes, Peak Hill & the village of Tullamore

Category 2

(where gross operating turnover is less than $2 million)

Council has no Category 2 business activities

Monetary amounts

Amounts shown in the financial statements are in Australian currency and rounded to the nearest thousand dollars, with the exception of some figures disclosed in Note 2 (Water Supply Best-Practice Management Disclosures) and Note 3 (Sewerage Best-Practice Management Disclosures).

As required by the NSW Office of Water (Department of Primary Industries) the amounts shown in Note 2 and Note 3 are disclosed in whole dollars.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 1. Significant accounting policies (continued)

(i) Taxation-equivalent charges

Council is liable to pay various taxes and financial duties in undertaking its business activities. Where this is the case, they are disclosed in these statements as a cost of operations just like all other costs.

However, where Council is exempt from paying taxes which are generally paid by private sector businesses (such as income tax), equivalent tax payments have been applied to all Council-nominated business activities and are reflected in these financial statements.

For the purposes of disclosing comparative information relevant to the private sector equivalent, the following taxation equivalents have been applied to all Council-nominated business activities (this does not include Council's non-business activities):

Notional rate applied (%)

Corporate income tax rate – **30%**

Land tax – the first **$482,000** of combined land values attracts **0%**. For that valued from $482,001 to $2,947,000 the rate is **1.6% + $100.** For the remaining combined land value that exceeds $2,947,000, a premium marginal rate of **2.0%** applies.

Payroll tax – **5.45%** on the value of taxable salaries and wages in excess of $750,000.

In accordance with the Best-Practice Management of Water Supply and Sewerage Guidelines, a payment for the amount calculated as the annual tax equivalent charges (excluding income tax) must be paid from water supply and sewerage business activities.

The payment of taxation equivalent charges, referred in the Best-Practice Management of Water Supply and Sewerage Guidelines to as a 'dividend for taxation equivalent', may be applied for any purpose allowed under the *Local Government Act, 1993.*

Achievement of substantial compliance against the Best-Practice Management of Water Supply and Sewerage Guidelines is not a prerequisite for the payment of the tax equivalent charges, however the payment must not exceed $3 per assessment.

Income tax

An income tax equivalent has been applied on the profits of each reported business activity.

While income tax is not a specific cost for the purpose of pricing a good or service, it needs to be taken into account in terms of assessing the rate of return required on capital invested.

Accordingly, the return on capital invested is set at a pre-tax level (gain or loss from ordinary activities before capital amounts) as would be applied by a private sector competitor – that is, it should include a provision equivalent to the corporate income tax rate, currently 30%.

Income tax is only applied where a positive gain/ (loss) from ordinary activities before capital amounts has been achieved.

Since this taxation equivalent is notional – that is, it is payable to Council as the 'owner' of business operations, it represents an internal payment and has no effect on the operations of the Council. Accordingly, there is no need for disclosure of internal charges in Council's General Purpose Financial Statements.

The 30% rate applied is the equivalent company tax rate prevalent as at balance date. No adjustments have been made for variations that have occurred during the year.

Local government rates and charges

A calculation of the equivalent rates and charges payable on all category 1 businesses has been applied to all land assets owned or exclusively used by the business activity.

Loan and debt guarantee fees

The debt guarantee fee is designed to ensure that council business activities face 'true' commercial borrowing costs in line with private sector competitors.

In order to calculate a debt guarantee fee, Council has determined what the differential borrowing rate would have been between the commercial rate and Council's borrowing rate for its business activities.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 1. Significant accounting policies (continued)

(ii) Subsidies

Government policy requires that subsidies provided to customers, and the funding of those subsidies, must be explicitly disclosed.

Subsidies occur when Council provides services on a less-than-cost-recovery basis. This option is exercised on a range of services in order for Council to meet its community service obligations.

Accordingly, 'subsidies disclosed' (in relation to National Competition Policy) represents the difference between revenue generated from 'rate of return' pricing and revenue generated from prices set by Council in any given financial year.

The overall effect of subsidies is contained within the Income Statement of each reported business activity.

(iii) Return on investments (rate of return)

The policy statement requires that councils with category 1 businesses 'would be expected to generate a return on capital funds employed that is comparable to rates of return for private businesses operating in a similar field'.

Such funds are subsequently available for meeting commitments or financing future investment strategies.

The rate of return on capital is calculated as follows:

$$\frac{\text{Operating result before capital income + interest expense}}{\text{Written down value of I,PP\&E as at 30 June}}$$

As a minimum, business activities should generate a return equal to the Commonwealth 10 year bond rate which is 2.603% at 30/6/17.

The actual rate of return achieved by each business activity is disclosed at the foot of each respective Income Statement.

(iv) Dividends

Council is not required to pay dividends to either itself (as owner of a range of businesses) or to any external entities.

Local government water supply and sewerage businesses are permitted to pay an annual dividend from its water supply or sewerage business surplus.

The dividend, calculated and approved in accordance with the Best-Practice Management of Water Supply and Sewerage Guidelines, must not exceed either:

(i) 50% of this surplus in any one year, or

(ii) the number of water supply or sewerage assessments at 30 June 2017 multiplied by $30 (less the payment for tax equivalent charges, not exceeding $3 per assessment).

In accordance with the Best-Practice Management of Water Supply and Sewerage Guidelines, a Dividend Payment Form, Statement of Compliance, Unqualified Independent Financial Audit Report and Compliance Audit Report are required to be submitted to the NSW Office of Water prior to making the dividend and only after it has approved the payment.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 2. Water supply business best-practice management disclosure requirements

Dollars amounts shown below are in whole dollars (unless otherwise indicated)		2017
1. Calculation and payment of tax-equivalents [all local government local water utilities must pay this dividend for tax equivalents]		
(i)	Calculated tax equivalents	–
(ii)	Number of assessments multiplied by $3/assessment	18,945
(iii)	Amounts payable for tax equivalents [lesser of (i) and (ii)]	–
(iv)	Amounts actually paid for tax equivalents	–
2. Dividend from surplus		
(i)	50% of surplus before dividends [calculated in accordance with Best-Practice Management for Water Supply and Sewerage Guidelines]	302,900
(ii)	Number of assessments multiplied by $30/assessment, less tax equivalent charges/assessment	189,450
(iii)	Cumulative surplus before dividends for the 3 years to 30 June 2017, less the cumulative dividends paid for the 2 years to 30 June 2016 and 30 June 2015	4,664,600
	2017 Surplus 605,800 / 2016 Surplus 2,405,900 / 2016 Dividend – / 2015 Surplus 1,652,900 / 2015 Dividend –	
(iv)	Maximum dividend from surplus [least of (i), (ii) and (iii) above]	189,450
(v)	Dividend actually paid from surplus [refer below for required pre-dividend payment criteria]	–
(vi)	Are the overhead reallocation charges to the water business fair and reasonable? [a]	YES
3. Required outcomes for 6 criteria [to be eligible for the payment of a 'dividend from surplus', all the criteria below need a 'YES']		
(i)	Completion of strategic business plan (including financial plan)	YES
(ii)	Full cost recovery, without significant cross subsidies [refer item 2 (a) in table 1 on page 22 of the Best-Practice Guidelines]	YES
	– Complying charges [item 2 (b) in table 1]	YES
	– DSP with commercial developer charges [item 2 (e) in table 1]	YES
	– If dual water supplies, complying charges [item 2 (g) in table 1]	YES
(iii)	Sound water conservation and demand management implemented	YES
(iv)	Sound drought management implemented	YES
(v)	Complete performance reporting form (by 15 September each year)	YES
(vi)	a. Integrated water cycle management evaluation	YES
	b. Complete and implement integrated water cycle management strategy	YES

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 2. Water supply business best-practice management disclosure requirements (continued)

Dollars amounts shown below are in whole dollars (unless otherwise indicated)			2017
National Water Initiative (NWI) financial performance indicators			
NWI F1	Total revenue (water) **Total income (w13) – grants for the acquisition of assets (w11a) – interest income (w9) – Aboriginal Communities W&S Program income (w10a)**	$'000	6,897
NWI F4	Revenue from residential usage charges (water) **Income from residential usage charges (w6b) x 100 divided by the sum of [income from residential usage charges (w6a) + income from residential access charges (w6b)]**	%	79.71%
NWI F9	Written down replacement cost of fixed assets (water) **Written down current cost of system assets (w47)**	$'000	131,385
NWI F11	Operating cost (OMA) (water) **Management expenses (w1) + operational and maintenance expenses (w2)**	$'000	4,022
NWI F14	Capital expenditure (water) **Acquisition of fixed assets (w16)**	$'000	4,674
NWI F17	Economic real rate of return (water) **[total income (w13) – interest income (w9) – grants for acquisition of assets (w11a) – operating costs (NWI F11) – current cost depreciation (w3)] x 100 divided by [written down current cost of system assets (w47) + plant and equipment (w33b)]**	%	0.57%
NWI F26	Capital works grants (water) **Grants for the acquisition of assets (w11a)**	$'000	12,633

Notes:
1. References to w (e.g. w12) refer to item numbers within Special Schedules 3 and 4 of Council's Annual Financial Statements.
2. The NWI performance indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators and Definitions.

a refer to 3.2 (2) on page 15 of the Best-Practice Management of Water Supply and Sewerage Guidelines, 2007

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 3. Sewerage business best-practice management disclosure requirements

Dollars amounts shown below are in whole dollars (unless otherwise indicated)		2017
1. Calculation and payment of tax-equivalents [all local government local water utilities must pay this dividend for tax equivalents]		
(i)	Calculated tax equivalents	–
(ii)	Number of assessments multiplied by $3/assessment	16,131
(iii)	Amounts payable for tax equivalents [lesser of (i) and (ii)]	–
(iv)	Amounts actually paid for tax equivalents	–
2. Dividend from surplus		
(i)	50% of surplus before dividends [calculated in accordance with Best-Practice Management for Water Supply and Sewerage Guidelines]	109,900
(ii)	Number of assessments x ($30 less tax equivalent charges per assessment)	161,310
(iii)	Cumulative surplus before dividends for the 3 years to 30 June 2017, less the cumulative dividends paid for the 2 years to 30 June 2016 and 30 June 2015	2,177,400
	2017 Surplus 219,800 — 2016 Surplus 1,080,000 — 2016 Dividend – — 2015 Surplus 877,600 — 2015 Dividend –	
(iv)	Maximum dividend from surplus [least of (i), (ii) and (iii) above]	109,900
(v)	Dividend actually paid from surplus [refer below for required pre-dividend payment criteria]	–
(vi)	Are the overhead reallocation charges to the sewer business fair and reasonable? [a]	YES
3. Required outcomes for 4 criteria [to be eligible for the payment of a 'dividend from surplus', all the criteria below need a 'YES']		
(i)	Completion of strategic business plan (including financial plan)	YES
(ii)	Pricing with full cost-recovery, without significant cross subsidies [refer item 2 (a) in table 1 on page 22 of the Best-Practice Guidelines]	YES
	Complying charges (a) Residential [item 2 (c) in table 1]	YES
	(b) Non-residential [item 2 (c) in table 1]	YES
	(c) Trade waste [item 2 (d) in table 1]	YES
	DSP with commercial developer charges [item 2 (e) in table 1]	YES
	Liquid trade waste approvals and policy [item 2 (f) in table 1]	YES
(iii)	Complete performance reporting form (by 15 September each year)	YES
(iv)	a. Integrated water cycle management evaluation	YES
	b. Complete and implement integrated water cycle management strategy	YES

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 3. Sewerage business best-practice management disclosure requirements (continued)

Dollars amounts shown below are in whole dollars (unless otherwise indicated)			2017
National Water Initiative (NWI) financial performance indicators			
NWI F2	Total revenue (sewerage) Total income (s14) – grants for acquisition of assets (s12a) – interest income (s10) – Aboriginal Communities W&S Program income (w10a)	$'000	3,152
NWI F10	Written down replacement cost of fixed assets (sewerage) Written down current cost of system assets (s48)	$'000	58,621
NWI F12	Operating cost (sewerage) Management expenses (s1) + operational and maintenance expenses (s2)	$'000	1,735
NWI F15	Capital expenditure (sewerage) Acquisition of fixed assets (s17)	$'000	16,153
NWI F18	Economic real rate of return (sewerage) [total income (s14) – interest income (s10) – grants for acquisition of assets (s12a) – operating cost (NWI F12) – current cost depreciation (s3)] x 100 divided by [written down current cost (i.e. WDCC) of system assets (s48) + plant and equipment (s34b)]	%	1.54%
NWI F27	Capital works grants (sewerage) Grants for the acquisition of assets (12a)	$'000	3,759
National Water Initiative (NWI) financial performance indicators Water and sewer (combined)			
NWI F3	Total income (water and sewerage) Total income (w13 + s14) + gain/loss on disposal of assets (w14 + s15) minus grants for acquisition of assets (w11a + s12a) – interest income (w9 + s10)	$'000	10,050
NWI F8	Revenue from community service obligations (water and sewerage) Community service obligations (NWI F25) x 100 divided by total income (NWI F3)	%	1.03%
NWI F16	Capital expenditure (water and sewerage) Acquisition of fixed assets (w16 + s17)	$'000	20,827
NWI F19	Economic real rate of return (water and sewerage) [total income (w13 + s14) – interest income (w9 + s10) – grants for acquisition of assets (w11a + s12a) – operating cost (NWI F11 + NWI F12) – current cost depreciation (w3 + s3)] x 100 divided by [written down replacement cost of fixed assets (NWI F9 + NWI F10) + plant and equipment (w33b + s34b)]	%	0.87%
NWI F20	Dividend (water and sewerage) Dividend paid from surplus (2 (v) of Note 2 + 2 (v) of Note 3)	$'000	–
NWI F21	Dividend payout ratio (water and sewerage) Dividend (NWI F20) x 100 divided by net profit after tax (NWI F24)	%	0.00%

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to the Special Purpose Financial Statements
for the year ended 30 June 2017

Note 3. Sewerage business best-practice management disclosure requirements (continued)

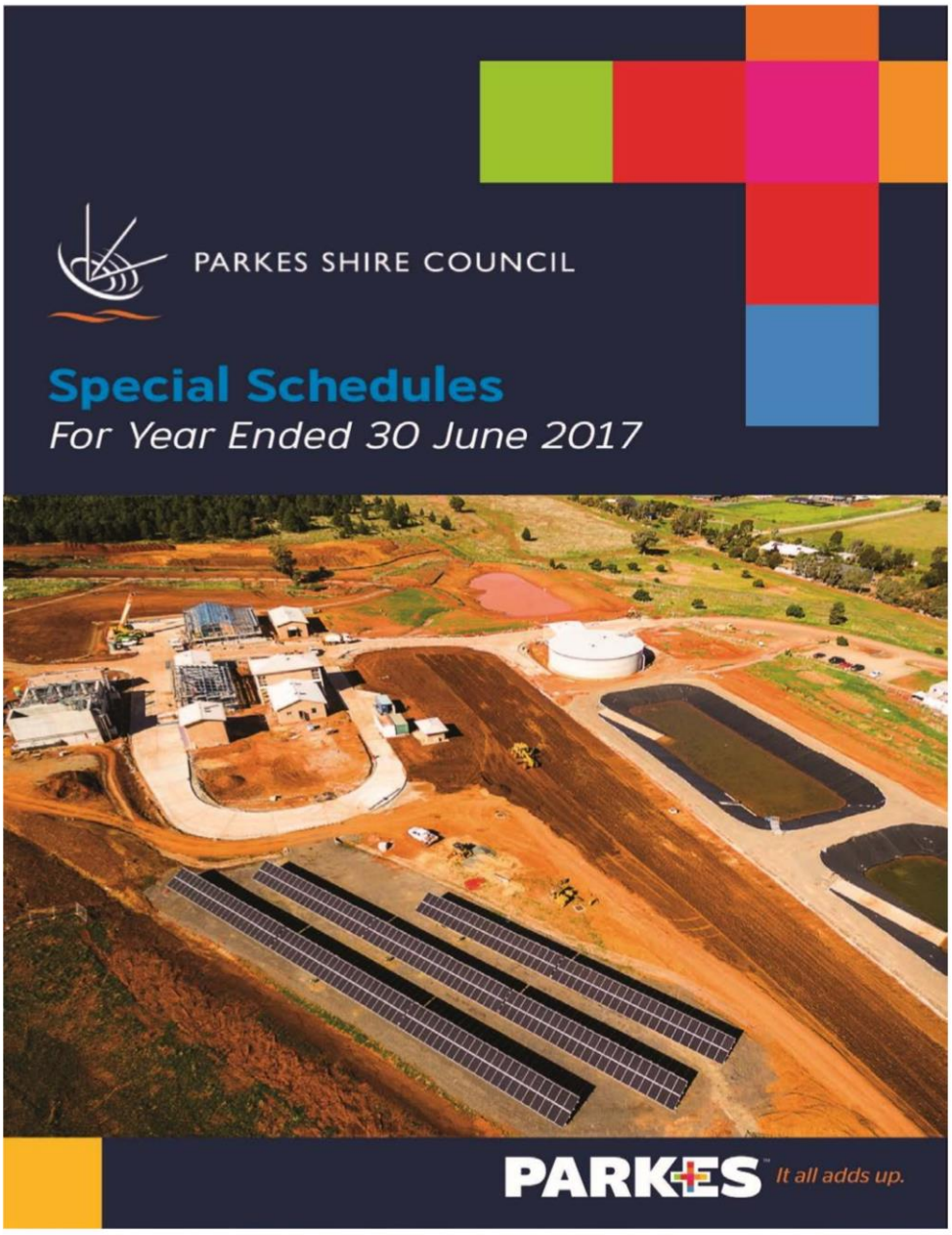
Dollars amounts shown below are in whole dollars (unless otherwise indicated)			2017
National Water Initiative (NWI) financial performance indicators			
Water and sewer (combined)			
NWI F22	Net debt to equity (water and sewerage) Overdraft (w36 + s37) + borrowings (w38 + s39) – cash and investments (w30 + s31) x 100 divided by [total assets (w35 + s36) – total liabilities (w40 + s41)]	%	-12.30%
NWI F23	Interest cover (water and sewerage) Earnings before interest and tax (EBIT) divided by net interest		-
	Earnings before interest and tax (EBIT): 1,666 Operating result (w15a + s16a) + interest expense (w4a + s4a) – interest income (w9 + s10) – gain/loss on disposal of assets (w14 + s15) + miscellaneous expenses (w4b + w4c + s4b + s4c)		
	Net interest: 10 Interest expense (w4a + s4a) – interest income (w9 + s10)		
NWI F24	Net profit after tax (water and sewerage) Surplus before dividends (w15a + s16a) – tax equivalents paid (Note 2-1 (iv) + Note 3-1 (iv))	$'000	1,094
NWI F25	Community service obligations (water and sewerage) Grants for pensioner rebates (w11b + s12b)	$'000	104

Notes:
1. References to w (eg. s12) refer to item numbers within Special Schedules 5 and 6 of Council's Annual Financial Statements.
2. The NWI performance indicators are based upon the National Performance Framework Handbook for Urban Performance Reporting Indicators and Definitions.

a refer to 3.2 (2) on page 15 of the Best-Practice Management of Water Supply and Sewerage Guidelines, 2007

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

Parkes Shire Council

Special Schedules
for the year ended 30 June 2017

Contents

		Page
Special Schedules[1]		
Special Schedule 1	Net Cost of Services	2
Special Schedule 2(a)	Statement of Long Term Debt (all purposes)	4
Special Schedule 2(b)	Statement of Internal Loans (Sect. 410(3) LGA 1993)	n/a
Special Schedule 3	Water Supply Operations – incl. Income Statement	5
Special Schedule 4	Water Supply – Statement of Financial Position	8
Special Schedule 5	Sewerage Service Operations – incl. Income Statement	9
Special Schedule 6	Sewerage Service – Statement of Financial Position	12
Notes to Special Schedules 3 and 5		13
Special Schedule 7	Report on Infrastructure Assets	14
Special Schedule 8	Permissible Income Calculation	25

[1] Special Schedules are not audited (with the exception of Special Schedule 8).

Background

(i) These Special Schedules have been designed to meet the requirements of special purpose users such as;

- the NSW Grants Commission
- the Australian Bureau of Statistics (ABS),
- the NSW Office of Water (NOW), and
- the Office of Local Government (OLG).

(ii) The financial data is collected for various uses including;

- the allocation of Financial Assistance Grants,
- the incorporation of Local Government financial figures in national statistics,
- the monitoring of loan approvals,
- the allocation of borrowing rights, and
- the monitoring of the financial activities of specific services.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 1 – Net Cost of Services
for the year ended 30 June 2017

$'000

Function or activity	Expenses from continuing operations	Income from continuing operations		Net cost of services
		Non-capital	Capital	
Governance	1,474	–	–	(1,474)
Administration	4,714	577	–	(4,137)
Public order and safety				
Fire service levy, fire protection, emergency services	913	90	677	(146)
Beach control	–	–	–	–
Enforcement of local government regulations	24	7	–	(17)
Animal control	283	11	–	(272)
Other	241	128	–	(113)
Total public order and safety	1,461	236	677	(548)
Health	508	36	–	(472)
Environment				
Noxious plants and insect/vermin control	163	55	–	(108)
Other environmental protection	53	11	1	(41)
Solid waste management	2,339	2,750	5	416
Street cleaning	212	–	–	(212)
Drainage	530	219	–	(311)
Stormwater management	–	–	–	–
Total environment	3,297	3,035	6	(256)
Community services and education				
Administration and education	180	32	–	(148)
Social protection (welfare)	89	40	–	(49)
Aged persons and disabled	58	42	–	(16)
Children's services	1,107	1,091	–	(16)
Total community services and education	1,434	1,205	–	(229)
Housing and community amenities				
Public cemeteries	128	140	1	13
Public conveniences	271	–	–	(271)
Street lighting	316	57	–	(259)
Town planning	354	120	9	(225)
Other community amenities	–	–	–	–
Total housing and community amenities	1,069	317	10	(742)
Water supplies	6,466	7,534	12,358	13,426
Sewerage services	2,832	3,097	3,794	4,059

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 1 – Net Cost of Services (continued)
for the year ended 30 June 2017

$'000

Function or activity	Expenses from continuing operations	Income from continuing operations		Net cost of services
		Non-capital	Capital	
Recreation and culture				
Public libraries	874	67	–	(807)
Museums	352	47	–	(305)
Art galleries	–	–	–	–
Community centres and halls	133	15	8	(110)
Performing arts venues	–	–	–	–
Other performing arts	–	–	–	–
Other cultural services	493	7	6	(480)
Sporting grounds and venues	531	3	184	(344)
Swimming pools	1,359	342	–	(1,017)
Parks and gardens (lakes)	1,778	11	111	(1,656)
Other sport and recreation	68	–	5	(63)
Total recreation and culture	5,588	492	314	(4,782)
Fuel and energy	–	–	–	–
Agriculture	–	–	–	–
Mining, manufacturing and construction				
Building control	242	221	–	(21)
Other mining, manufacturing and construction	(37)	–	–	37
Total mining, manufacturing and const.	205	221	–	16
Transport and communication				
Urban roads (UR) – local	(3,946)	–	3,685	7,631
Urban roads – regional	–	–	–	–
Sealed rural roads (SRR) – local	4,637	1,794	–	(2,843)
Sealed rural roads (SRR) – regional	4,004	3,196	772	(36)
Unsealed rural roads (URR) – local	3,154	–	–	(3,154)
Unsealed rural roads (URR) – regional	–	–	–	–
Bridges on UR – local	–	–	–	–
Bridges on SRR – local	–	–	–	–
Bridges on URR – local	–	–	–	–
Bridges on regional roads	–	–	–	–
Parking areas	104	10	–	(94)
Footpaths	206	–	407	201
Aerodromes	965	335	–	(630)
Other transport and communication	398	176	–	(222)
Total transport and communication	9,522	5,511	4,864	853
Economic affairs				
Camping areas and caravan parks	321	349	–	28
Other economic affairs	4,167	806	952	(2,409)
Total economic affairs	4,488	1,155	952	(2,381)
Totals – functions	43,058	23,416	22,975	3,333
General purpose revenues (1)		22,568		22,568
Share of interests – joint ventures and associates using the equity method	–	–		–
NET OPERATING RESULT (2)	43,058	45,984	22,975	25,901

(1) Includes: rates and annual charges (including ex gratia, excluding water and sewer), non-capital general purpose grants, interest on investments (excluding externally restricted assets) and interest on overdue rates and annual charges

(2) As reported in the Income Statement

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 2(a) – Statement of Long Term Debt (all purpose)

for the year ended 30 June 2017

$'000

Classification of debt	Principal outstanding at beginning of the year			New loans raised during the year	Debt redemption during the year		Transfers to sinking funds	Interest applicable for year	Principal outstanding at the end of the year		
	Current	Non-current	Total		From revenue	Sinking funds			Current	Non-current	Total
Loans (by source)											
Commonwealth Government	–	–	–	–	–	–	–	–	–	–	–
NSW Treasury Corporation	–	6,220	**6,220**	8,500	156	–	–	414	319	14,245	**14,564**
Other State Government	–	–	–	–	–	–	–	–	–	–	–
Public subscription	–	–	–	–	–	–	–	–	–	–	–
Financial institutions	496	6,484	**6,980**	–	1,828	–	–	861	495	4,657	**5,152**
Other	–	–	–	–	–	–	–	–	–	–	–
Total loans	**496**	**12,704**	**13,200**	**8,500**	**1,984**	**–**	**–**	**1,275**	**814**	**18,902**	**19,716**
Other long term debt											
Ratepayers advances	–	–	–	–	–	–	–	–	–	–	–
Government advances	–	–	–	–	–	–	–	–	–	–	–
Finance leases	–	–	–	–	–	–	–	–	–	–	–
Deferred payments	–	–	–	–	–	–	–	–	–	–	–
Total long term debt	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**	**–**
Total debt	**496**	**12,704**	**13,200**	**8,500**	**1,984**	**–**	**–**	**1,275**	**814**	**18,902**	**19,716**

Notes: excludes (i) internal loans and (ii) principal inflows/outflows relating to loan re-financing.
This schedule is prepared using the **face value** of debt obligations, rather than **fair value** (which are reported in the GPFS).

Parkes Shire Council
Ordinary Council Meeting - 15 August 2017
Minute Book 3543

Mayor

General Manager

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 3 – Water Supply Income Statement

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
A	**Expenses and income**		
	Expenses		
1.	**Management expenses**		
	a. Administration	1,046	1,224
	b. Engineering and supervision	342	185
2.	**Operation and maintenance expenses**		
	– dams and weirs		
	a. Operation expenses	25	17
	b. Maintenance expenses	106	76
	– Mains		
	c. Operation expenses	–	–
	d. Maintenance expenses	370	217
	– Reservoirs		
	e. Operation expenses	–	–
	f. Maintenance expenses	53	65
	– Pumping stations		
	g. Operation expenses (excluding energy costs)	143	90
	h. Energy costs	629	790
	i. Maintenance expenses	–	–
	– Treatment		
	j. Operation expenses (excluding chemical costs)	262	215
	k. Chemical costs	168	203
	l. Maintenance expenses	–	27
	– Other		
	m. Operation expenses	314	293
	n. Maintenance expenses	198	200
	o. Purchase of water	366	426
3.	**Depreciation expenses**		
	a. System assets	2,036	2,044
	b. Plant and equipment	81	101
4.	**Miscellaneous expenses**		
	a. Interest expenses	221	–
	b. Revaluation decrements	–	–
	c. Other expenses	458	132
	d. Impairment – system assets	–	–
	e. Impairment – plant and equipment	–	–
	f. Aboriginal Communities Water and Sewerage Program	–	–
	g. Tax equivalents dividends (actually paid)	–	–
5.	**Total expenses**	**6,818**	**6,305**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 3 – Water Supply Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
	Income		
6.	**Residential charges**		
	a. Access (including rates)	980	974
	b. Usage charges	3,850	4,203
7.	**Non-residential charges**		
	a. Access (including rates)	293	289
	b. Usage charges	1,065	1,277
8.	**Extra charges**	40	37
9.	**Interest income**	715	1,056
10.	**Other income**	451	1,614
10a.	**Aboriginal Communities Water and Sewerage Program**	–	–
11.	**Grants**		
	a. Grants for acquisition of assets	12,633	7,752
	b. Grants for pensioner rebates	56	58
	c. Other grants	–	–
12.	**Contributions**		
	a. Developer charges	162	245
	b. Developer provided assets	–	–
	c. Other contributions	–	–
13.	**Total income**	**20,245**	**17,505**
14.	**Gain (or loss) on disposal of assets**	1	(116)
15.	**Operating result**	**13,428**	**11,084**
15a.	**Operating result (less grants for acquisition of assets)**	795	3,332

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 3 – Water Supply Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
B	**Capital transactions**		
	Non-operating expenditures		
16.	**Acquisition of fixed assets**		
	a. New assets for improved standards	–	115
	b. New assets for growth	3,877	4,074
	c. Renewals	727	6,575
	d. Plant and equipment	70	57
17.	**Repayment of debt**	156	–
18.	**Totals**	**4,830**	**10,821**
	Non-operating funds employed		
19.	**Proceeds from disposal of assets**	18	11
20.	**Borrowing utilised**	8,500	–
21.	**Totals**	**8,518**	**11**
C	**Rates and charges**		
22.	**Number of assessments**		
	a. Residential (occupied)	5,108	5,081
	b. Residential (unoccupied, ie. vacant lot)	316	331
	c. Non-residential (occupied)	798	804
	d. Non-residential (unoccupied, ie. vacant lot)	93	92
23.	**Number of ETs for which developer charges were received**	14 ET	21 ET
24.	**Total amount of pensioner rebates (actual dollars)**	$ 101,703	$ 104,781

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 4 – Water Supply Statement of Financial Position

Includes internal transactions, i.e. prepared on a gross basis
as at 30 June 2017

$'000		Actuals Current	Actuals Non-current	Actuals Total
	ASSETS			
25.	**Cash and investments**			
	a. Developer charges	3,774	–	3,774
	b. Special purpose grants	–	–	–
	c. Accrued leave	–	–	–
	d. Unexpended loans	–	–	–
	e. Sinking fund	–	–	–
	f. Other	30,801	–	30,801
26.	**Receivables**			
	a. Specific purpose grants	–	–	–
	b. Rates and availability charges	1,470	–	1,470
	c. User charges	376	–	376
	d. Other	–	–	–
27.	**Inventories**	50	–	50
28.	**Property, plant and equipment**			
	a. System assets	–	131,385	131,385
	b. Plant and equipment	–	445	445
29.	**Other assets**	–	1,261	1,261
30.	**Total assets**	36,471	133,091	169,562
	LIABILITIES			
31.	**Bank overdraft**	–	–	–
32.	**Creditors**	1,057	–	1,057
33.	**Borrowings**	319	8,025	8,344
34.	**Provisions**			
	a. Tax equivalents	–	–	–
	b. Dividend	–	–	–
	c. Other	276	–	276
35.	**Total liabilities**	1,652	8,025	9,677
36.	**NET ASSETS COMMITTED**	34,819	125,066	159,885
	EQUITY			
37.	Accumulated surplus			103,369
38.	Asset revaluation reserve			56,516
39.	Other reserves			–
40.	**TOTAL EQUITY**			159,885
	Note to system assets:			
41.	**Current replacement cost** of system assets			207,222
42.	Accumulated **current cost** depreciation of system assets			(75,837)
43.	Written down **current cost** of system assets			131,385

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 5 – Sewerage Service Income Statement

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
A	**Expenses and income**		
	Expenses		
1.	**Management expenses**		
	a. Administration	549	663
	b. Engineering and supervision	216	118
2.	**Operation and maintenance expenses**		
	– mains		
	a. Operation expenses	–	–
	b. Maintenance expenses	471	362
	– Pumping stations		
	c. Operation expenses (excluding energy costs)	–	–
	d. Energy costs	–	–
	e. Maintenance expenses	–	–
	– Treatment		
	f. Operation expenses (excl. chemical, energy, effluent and biosolids management costs)	89	182
	g. Chemical costs	–	–
	h. Energy costs	25	22
	i. Effluent management	14	11
	j. Biosolids management	–	–
	k. Maintenance expenses	371	277
	– Other		
	l. Operation expenses	–	–
	m. Maintenance expenses	–	–
3.	**Depreciation expenses**		
	a. System assets	462	506
	b. Plant and equipment	47	62
4.	**Miscellaneous expenses**		
	a. Interest expenses	607	118
	b. Revaluation decrements	–	–
	c. Other expenses	105	92
	d. Impairment – system assets	–	–
	e. Impairment – plant and equipment	–	–
	f. Aboriginal Communities Water and Sewerage Program	–	–
	g. Tax equivalents dividends (actually paid)	–	–
5.	**Total expenses**	**2,956**	**2,413**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 5 – Sewerage Service Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
	Income		
6.	**Residential charges** (including rates)	1,958	1,919
7.	**Non-residential charges**		
	a. Access (including rates)	328	309
	b. Usage charges	169	170
8.	**Trade waste charges**		
	a. Annual fees	30	30
	b. Usage charges	407	397
	c. Excess mass charges	–	–
	d. Re-inspection fees	14	19
9.	**Extra charges**	18	16
10.	**Interest income**	103	400
11.	**Other income**	10	439
11a.	**Aboriginal Communities Water and Sewerage Program**	–	–
12.	**Grants**		
	a. Grants for acquisition of assets	3,759	5,180
	b. Grants for pensioner rebates	48	50
	c. Other grants	–	–
13.	**Contributions**		
	a. Developer charges	35	72
	b. Developer provided assets	–	–
	c. Other contributions	135	101
14.	**Total income**	7,014	9,102
15.	**Gain (or loss) on disposal of assets**	–	2
16.	**Operating result**	4,058	6,691
16a.	**Operating result (less grants for acquisition of assets)**	299	1,511

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 5 – Sewerage Service Income Statement (continued)

Includes all internal transactions, i.e. prepared on a gross basis
for the year ended 30 June 2017

$'000		Actuals 2017	Actuals 2016
B	**Capital transactions**		
	Non-operating expenditures		
17.	**Acquisition of fixed assets**		
	a. New assets for improved standards	–	–
	b. New assets for growth	8,340	3
	c. Renewals	7,813	7,357
	d. Plant and equipment	–	118
18.	**Repayment of debt**	1,359	29
19.	**Totals**	**17,512**	**7,507**
	Non-operating funds employed		
20.	**Proceeds from disposal of assets**	–	10
21.	**Borrowing utilised**	–	4,000
22.	**Totals**	**–**	**4,010**
C	**Rates and charges**		
23.	**Number of assessments**		
	a. Residential (occupied)	4,362	4,342
	b. Residential (unoccupied, ie. vacant lot)	350	366
	c. Non-residential (occupied)	569	565
	d. Non-residential (unoccupied, ie. vacant lot)	96	95
24.	**Number of ETs for which developer charges were received**	10 ET	21 ET
25.	**Total amount of pensioner rebates (actual dollars)**	$ 87,229	$ 90,546

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 6 – Sewerage Service Statement of Financial Position

Includes internal transactions, i.e. prepared on a gross basis
as at 30 June 2017

$'000		Actuals Current	Actuals Non-current	Actuals Total
	ASSETS			
26.	**Cash and investments**			
	a. Developer charges	1,756	–	**1,756**
	b. Special purpose grants	–	–	**–**
	c. Accrued leave	–	–	**–**
	d. Unexpended loans	–	–	**–**
	e. Sinking fund	–	–	**–**
	f. Other	2,998	–	**2,998**
27.	**Receivables**			
	a. Specific purpose grants	–	–	**–**
	b. Rates and availability charges	397	–	**397**
	c. User charges	(14)	–	**(14)**
	d. Other	–	–	**–**
28.	**Inventories**	16	–	**16**
29.	**Property, plant and equipment**			
	a. System assets	–	58,621	**58,621**
	b. Plant and equipment	–	302	**302**
30.	**Other assets**	–	–	**–**
31.	**Total assets**	**5,153**	**58,923**	**64,076**
	LIABILITIES			
32.	**Bank overdraft**	–	–	**–**
33.	**Creditors**	383	1	**384**
34.	**Borrowings**	–	4,000	**4,000**
35.	**Provisions**			
	a. Tax equivalents	–	–	**–**
	b. Dividend	–	–	**–**
	c. Other	127	–	**127**
36.	**Total liabilities**	**510**	**4,001**	**4,511**
37.	**NET ASSETS COMMITTED**	**4,643**	**54,922**	**59,565**
	EQUITY			
38.	Accumulated surplus			37,559
39.	Asset revaluation reserve			22,006
40.	Other reserves			–
41.	**TOTAL EQUITY**			**59,565**
	Note to system assets:			
42.	**Current replacement cost** of system assets			79,333
43.	Accumulated **current cost** depreciation of system assets			(20,712)
44.	Written down **current cost** of system assets			**58,621**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Notes to Special Schedules 3 and 5
for the year ended 30 June 2017

Administration (1)
(item 1a of Special Schedules 3 and 5) comprises the following:

- Administration staff:
  - Salaries and allowance
  - Travelling expenses
  - Accrual of leave entitlements
  - Employment overheads.
- Meter reading
- Bad and doubtful debts
- Other administrative/corporate support services

Engineering and supervision (1)
(item 1b of Special Schedules 3 and 5) comprises the following:

- Engineering staff:
  - Salaries and allowance
  - Travelling expenses
  - Accrual of leave entitlements
  - Employment overheads.
- Other technical and supervision staff:
  - Salaries and allowance
  - Travelling expenses
  - Accrual of leave entitlements
  - Employment overheads.

Operational expenses (item 2 of Special Schedules 3 and 5) comprise the day to day operational expenses excluding maintenance expenses.

Maintenance expenses (item 2 of Special Schedules 3 and 5) comprise the day to day repair and maintenance expenses. (Refer to Section 5 of the Local Government Asset Accounting Manual regarding capitalisation principles and the distinction between capital and maintenance expenditure).

Other expenses (item 4c of Special Schedules 3 and 5) includes all expenses not recorded elsewhere.

Revaluation decrements (item 4b of Special Schedules 3 and 5) is to be used when I,PP&E decreases in FV.

Impairment losses (item 4d and 4e of Special Schedules 3 and 5) are to be used when the carrying amount of an asset exceeds its recoverable amount (refer to page D-31).

Aboriginal Communities Water and Sewerage Program (item 4f of Special Schedules 3 and 5) is to be used when operation and maintenance work has been undertaken on behalf of the Aboriginal Communities Water and Sewerage Program. Similarly, income for item 11a of Special Schedule 3 and item 12a of Special Schedule 5 are for services provided to the Aboriginal Communities Water and Sewerage Program and is not part of Council's water supply and sewerage revenue.

Residential charges (2) (items 6a, 6b and item 6 of Special Schedules 3 and 5 respectively) include all income from residential charges. Item 6 of Schedule 3 should be separated into 6a access charges (including rates if applicable) and 6b usage charges.

Non-residential charges (2) (items 7a, 7b of Special Schedules 3 and 5) include all income from non-residential charges separated into 7a access charges (including rates if applicable) and 7b usage charges.

Trade waste charges (item 8 of Special Schedule 5) include all income from trade waste charges separated into 8a annual fees, 8b usage charges and 8c excess mass charges and 8d re-inspection fees.

Other income (items 10 and 11 of Special Schedules 3 and 5 respectively) include all income not recorded elsewhere.

Other contributions (items 12c and 13c of Special Schedules 3 and 5 respectively) including capital contributions for water supply or sewerage services received by Council under Section 565 of the *Local Government Act*.

Notes:

(1) Administration and engineering costs for the development of capital works projects should be reported as part of the capital cost of the project and not as part of the recurrent expenditure (ie. in item 16 for water supply and item 17 for sewerage, and **not** in items 1a and 1b).

(2) To enable accurate reporting of **residential revenue from usage charges**, it is essential for councils to accurately separate their residential (item 6) charges and non-residential (item 7) charges.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Buildings	***Buildings – Specialised***	2,062	598	255	229	13,241	27,453	1%	27%	20%	22%	30%
	Buildings – Non-Specialised	860	50	176	141	14,324	27,407	2%	13%	31%	46%	8%
	Sub-total	**2,922**	**648**	**431**	**370**	**27,565**	**54,860**	**1.5%**	**20.0%**	**25.5%**	**34.0%**	**19.0%**
Roads	Sealed Roads Surface	209	209	1,000	1,446	16,146	24,372	48%	31%	17%	3%	1%
	Sealed Roads Structure	1,134	1,134	–	–	234,026	285,366	83%	11%	5%	1%	0%
	Unsealed roads	1,110	1,110	1,085	1,027	55,717	73,641	63%	16%	13%	6%	2%
	Bridges	–	–	12	–	9,761	13,457	33%	42%	19%	6%	0%
	Footpaths	129	129	82	84	7,812	9,938	19%	18%	58%	5%	0%
	Bus Stops	–	–	3	–	110	147	6%	94%	0%	0%	0%
	Kerb and Gutter	313	313	–	–	13,417	17,461	8%	46%	39%	7%	0%
	Car Parking	67	67	–	–	1,809	2,288	62%	18%	13%	4%	3%
	Sub-total	**2,962**	**2,962**	**2,182**	**2,557**	**338,798**	**426,670**	**71.3%**	**15.6%**	**10.2%**	**2.5%**	**0.4%**

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Water supply network	Water supply network											
Water supply network	Bores	–	–	142	65	3,276	5,708	17%	10%	37%	28%	8%
	Dams (Surface Storage)	–	–	30	106	13,068	19,423	37%	0%	16%	47%	0%
	Reservoirs & Strorage	249	249	25	53	12,338	17,647	39%	23%	32%	6%	0%
	Main & Water Services	–	–	300	370	60,794	110,080	5%	12%	80%	3%	0%
	Treatment Plants	–	–	200	265	2,119	8,652	0%	0%	0%	0%	100%
	Pump Stations	732	732	159	198	4,659	10,316	1%	20%	17%	62%	0%
	Sub-total	**981**	**981**	**856**	**1,057**	**96,254**	**171,826**	**12.0%**	**11.6%**	**58.6%**	**12.5%**	**5.3%**
Sewerage network	Sewerage Treatment Plant	–	–	200	371	3,597	13,419	0%	7%	5%	31%	57%
	Sewer Mains	–	–	400	471	26,346	34,274	20%	25%	43%	11%	1%
	Sewer Nodes	213	213	–	–	2,931	5,045	12%	33%	39%	14%	2%
	Sewer Pump Stations	84	84	26	–	1,623	2,393	0%	41%	45%	14%	0%
	Sub-total	**297**	**297**	**626**	**842**	**34,497**	**55,131**	**13.5%**	**22.0%**	**33.5%**	**16.3%**	**14.7%**

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
Stormwater drainage	Retarding Basins	–	–	5	–	696	728	100%	0%	0%	0%	0%
	Open Drains	–	–	–	–	792	828	100%	0%	0%	0%	0%
	Pits- Inlet and Outlet Structures	279	–	–	–	2,086	2,744	26%	63%	11%	0%	0%
	Pipes	–	–	200	332	18,270	22,465	37%	63%	0%	0%	0%
	Sub-total	**279**	–	**205**	**332**	**21,844**	**26,765**	**39.5%**	**59.3%**	**1.1%**	**0.0%**	**0.0%**
Open space/ recreational assets	Other Open Space / Recreational Assets	129	129	900	938	22,149	30,918	49%	31%	19%	1%	0%
	Parkes Airport Infrastructure	52	52	250	263	9,258	12,258	36%	63%	0%	1%	0%
	Public Cemeteries	–	–	140	48	476	574	53%	43%	4%	0%	0%
	Swimming Pools	–	–	200	234	4,964	7,464	22%	47%	19%	11%	1%
	Sub-total	**181**	**181**	**1,490**	**1,483**	**36,847**	**51,214**	**42.1%**	**41.1%**	**14.3%**	**2.4%**	**0.1%**
Other	Tip Assets	–	–	230	282	2,632	2,910	37%	63%	0%	0%	0%
	Sub-total	–	–	**230**	**282**	**2,632**	**2,910**	**37.0%**	**63.0%**	**0.0%**	**0.0%**	**0.0%**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
								1	2	3	4	5
	TOTAL – ALL ASSETS	7,622	5,069	6,020	6,923	558,437	789,376	46.4%	18.8%	23.3%	7.7%	3.7%

Notes:

a Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1	**Excellent**	No work required (normal maintenance)
2	**Good**	Only minor maintenance work required
3	**Average**	Maintenance work required
4	**Poor**	Renewal required
5	**Very poor**	Urgent renewal/upgrading required

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Enter type of asset valuation (WDV)	Assets in condition as a percentage of xxx				
								1	2	3	4	5
Buildings	***Buildings – Specialised***	2,062	598	255	229	13,241	13,241	2%	48%	26%	17%	7%
	Buildings – Non-Specialised	860	50	176	141	14,324	14,324	4%	23%	37%	34%	2%
	Sub-total	**2,922**	**648**	**431**	**370**	**27,565**	**27,565**	**3.0%**	**35.0%**	**31.7%**	**25.8%**	**4.4%**
Roads	Sealed Roads Surface	209	209	1,000	1,446	16,146	16,146	63%	27%	10%	0%	0%
	Sealed Roads Structure	1,134	1,134	–	–	234,026	234,026	89%	8%	3%	0%	0%
	Unsealed roads	1,110	1,110	1,085	1,027	55,717	55,717	77%	13%	7%	2%	1%
	Bridges	–	–	12	–	9,761	9,761	42%	43%	13%	2%	0%
	Footpaths	129	129	82	84	7,812	7,812	24%	19%	54%	3%	0%
	Bus Stops	–	–	–	–	110	110	8%	92%	0%	0%	0%
	Kerb and Gutter	313	313	3	–	13,417	13,417	10%	49%	36%	4%	1%
	Car Parking	67	67	–	–	1,809	1,809	75%	17%	8%	0%	0%
	Sub-total	**2,962**	**2,962**	**2,182**	**2,557**	**338,798**	**338,798**	**79.7%**	**12.7%**	**6.8%**	**0.6%**	**0.2%**

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Enter type of asset valuation (WDV)	Assets in condition as a percentage of xxx				
								1	2	3	4	5
Water supply network	Bores	–	–	142	65	3,276	3,276	29%	13%	36%	19%	3%
	Dams (Surface Storage)	–	–	30	106	13,068	13,068	60%	0%	14%	25%	1%
	Reservoirs & Strorage	249	249	25	53	12,338	12,338	50%	24%	23%	3%	0%
	Main & Water Services	–	–	300	370	60,794	60,794	8%	15%	75%	2%	0%
	Treatment Plants	–	–	200	265	2,119	2,119	0%	0%	0%	0%	100%
	Pump Stations	732	732	159	198	4,659	4,659	2%	33%	22%	43%	0%
	Sub-total	**981**	**981**	**856**	**1,057**	**96,254**	**96,254**	**20.7%**	**14.6%**	**54.5%**	**7.8%**	**2.4%**
Sewerage network	Sewerage Treatment Plant	–	–	200	371	3,597	3,597	0%	19%	10%	42%	29%
	Sewer Mains	–	–	400	471	26,346	26,346	25%	27%	39%	9%	0%
	Sewer Nodes	213	213	–	–	2,931	2,931	19%	40%	34%	7%	0%
	Sewer Pump Stations	84	84	26	–	1,623	1,623	0%	46%	39%	15%	0%
	Sub-total	**297**	**297**	**626**	**842**	**34,497**	**34,497**	**20.7%**	**28.2%**	**35.6%**	**12.6%**	**3.0%**

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Enter type of asset valuation (WDV)	Assets in condition as a percentage of xxx				
								1	2	3	4	5
Stormwater drainage	Retarding Basins	–	–	5	–	696	696	100%	0%	0%	0%	0%
	Open Drains	–	–	–	–	792	792	100%	0%	0%	0%	0%
	Pits- Inlet and Outlet Structures	279	–	–	–	2,086	2,086	32%	61%	7%	0%	0%
	Pipes	–	–	200	332	18,270	18,270	43%	57%	0%	0%	0%
	Sub-total	**279**	**–**	**205**	**332**	**21,844**	**21,844**	**45.8%**	**53.5%**	**0.7%**	**0.0%**	**0.0%**
Open space/ recreational assets	Other Open Space / Recreational Assets	129	129	900	938	22,149	22,149	63%	31%	6%	0%	0%
	Parkes Airport Infrastructure	52	52	250	263	9,258	9,258	43%	56%	0%	0%	0%
	Public Cemeteries	–	–	140	48	476	476	60%	38%	2%	0%	0%
	Swimming Pools	–	–	200	234	4,964	4,964	30%	52%	14%	4%	0%
	Sub-total	**181**	**181**	**1,490**	**1,483**	**36,847**	**36,847**	**53.6%**	**40.3%**	**5.5%**	**0.6%**	**0.0%**
Other	Tip Assets	–	–	230	282	2,632	2,632	42%	58%	0%	0%	0%
	Sub-total	**–**	**–**	**230**	**282**	**2,632**	**2,632**	**42.0%**	**58.0%**	**0.0%**	**0.0%**	**0.0%**

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets as at 30 June 2017 (continued)

$'000

Asset class	Asset category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2016/17 Required maintenance[a]	2016/17 Actual maintenance	Net carrying amount	Enter type of asset valuation (WDV)	Assets in condition as a percentage of xxx				
								1	2	3	4	5
	TOTAL – ALL ASSETS	7,622	5,069	6,020	6,923	558,437	558,437	58.9%	18.7%	17.7%	3.8%	0.9%

Notes:

a Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

1	**Excellent**	No work required (normal maintenance)
2	**Good**	Only minor maintenance work required
3	**Average**	Maintenance work required
4	**Poor**	Renewal required
5	**Very poor**	Urgent renewal/upgrading required

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets (continued)
for the year ended 30 June 2017

$ '000	Amounts 2017	Indicator 2017	Prior periods 2016	2015
Infrastructure asset performance indicators * consolidated				
1. Infrastructure renewals ratio				
Asset renewals [1]	34,058	272.59%	206.23%	207.12%
Depreciation, amortisation and impairment	12,494			
2. Infrastructure backlog ratio				
Estimated cost to bring assets to a satisfactory standard	7,622	1.39%	1.24%	2.05%
Net carrying amount of infrastructure assets	546,547			
3. Asset maintenance ratio				
Actual asset maintenance	6,923	1.15	1.06	1.08
Required asset maintenance	6,020			
4. Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed service level set by Council	5,069	0.64%	0.43%	0.00%
Gross replacement cost	789,376			

Notes

* All asset performance indicators are calculated using the asset classes identified in the previous table.

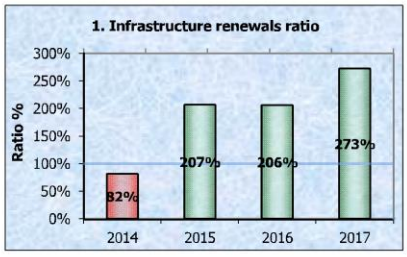
(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

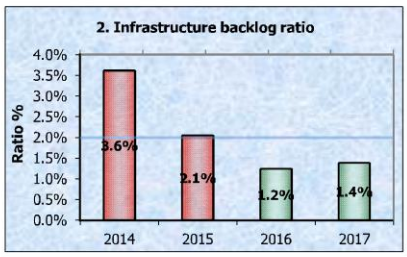
Special Schedule 7 – Report on Infrastructure Assets (continued)
for the year ended 30 June 2017



Purpose of asset renewals ratio	Commentary on 2016/17 result
To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.	**2016/17 Ratio 272.59%** The Building & Infrastructure Renewal Ratio for 2016/17 was 272.59%. As outlined in Council's Fit for Future Submission, Council's strategy has been to concentrate on the renewal of its assets bringing them up to satisfactory standard and thereby reduce the required maintenance, and Infrastructure Backlog.

Benchmark: ——— Minimum >=100.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark



Purpose of infrastructure backlog ratio	Commentary on 2016/17 result
This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.	**2016/17 Ratio 1.39%** The benchmark for the proportion of the infrastructure backlog is less than 0.02x. Council in the progressive Delivery Program has worked through a works program to reduce the backlog and improve the condition of Council's assets. Council is maintaining this ratio at close to the required benchmark.

Benchmark: ——— Maximum <2.00%
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

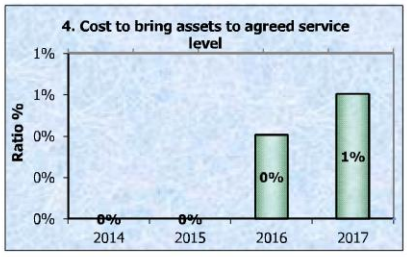
Ratio achieves benchmark
Ratio is outside benchmark



Purpose of asset maintenance ratio	Commentary on 2016/17 result
Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.	**2016/17 Ratio 1.15 x** In 2016/17, Council is maintaining the amount of maintenance spent on Council's infrastructure. This will assist with preventing the Infrastructure backlog from increasing. The Infrastructure backlog currently is at $7.622m in 2016/17.

Benchmark: ——— Minimum >1.00
Source for benchmark: Code of Accounting Practice and Financial Reporting #25

Ratio achieves benchmark
Ratio is outside benchmark



Purpose of agreed service level ratio	Commentary on 2016/17 result
This ratio provides a snapshot of the proportion of outstanding renewal works compared to the total value of assets under Council's care and stewardship.	**2016/17 Ratio 0.64%** This is the second year of measuring this service level ratio. Council undertakes considerable community consultation in the preparation of its Operational Budget, and Delivery Program outlining the level of service which is anticipated from the funds available.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 7 – Report on Infrastructure Assets (continued)
for the year ended 30 June 2017

$ '000		Water 2017	Sewer 2017	General [1] 2017
Infrastructure asset performance indicators by fund				
1. Infrastructure renewals ratio				
Asset renewals [2] / Depreciation, amortisation and impairment		**513.83%**	**1759.46%**	**158.30%**
	prior period:	321.67%	1453.95%	57.75%
2. Infrastructure backlog ratio				
Estimated cost to bring assets to a satisfactory standard / Net carrying amount of infrastructure assets		**1.02%**	**0.86%**	**1.53%**
	prior period:	1.03%	0.49%	1.33%
3. Asset maintenance ratio				
Actual asset maintenance / Required asset maintenance		**1.23**	**1.35**	**1.11**
	prior period:	0.81	1.13	1.09
4. Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed service level set by Council / Gross replacement cost		**0.57%**	**0.54%**	**0.67%**
	prior period:	0.42%	0.25%	0.46%

Notes

(1) General fund refers to all of Council's activities except for its water and sewer activities which are listed separately.

(2) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 8 – Permissible Income Calculation
for the year ended 30 June 2018

$'000		Calculation 2016/17	Calculation 2017/18
Notional general income calculation [1]			
Last year notional general income yield	a	11,604	13,160
Plus or minus adjustments [2]	b	43	29
Notional general income	c = (a + b)	**11,647**	**13,189**
Permissible income calculation			
Special variation percentage [3]	d	13.00%	0.00%
Or rate peg percentage	e	1.80%	1.50%
Or crown land adjustment (incl. rate peg percentage)	f	0.00%	0.00%
Less expiring special variation amount	g	–	–
Plus special variation amount	h = d x (c – g)	1,514	–
Or plus rate peg amount	i = c x e	–	198
Or plus Crown land adjustment and rate peg amount	j = c x f	–	–
Sub-total	k = (c + g + h + i + j)	**13,161**	**13,387**
Plus (or minus) last year's carry forward total	l	0	1
Less valuation objections claimed in the previous year	m	–	–
Sub-total	n = (l + m)	**0**	**1**
Total permissible income	o = k + n	**13,161**	**13,388**
Less notional general income yield	p	13,160	13,387
Catch-up or (excess) result	q = o – p	**1**	**1**
Plus income lost due to valuation objections claimed [4]	r	–	–
Less unused catch-up [5]	s	–	–
Carry forward to next year	t = q + r – s	**1**	**1**

Notes

(1) The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.

(2) Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called 'supplementary valuations' as defined in the *Valuation of Land Act 1916*.

(3) The 'special variation percentage' is inclusive of the rate peg percentage and where applicable Crown land adjustment.

(4) Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.

(5) Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.

(6) Carry forward amounts which are in excess (an amount that exceeds the permissible income) require ministerial approval by order published in the *NSW Government Gazette* in accordance with section 512 of the *Local Government Act 1993*. The OLG will extract these amounts from Council's Special Schedule 8 in the financial data return (FDR) to administer this process.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Schedule 8 – Independent Auditors Report
for the year ended 30 June 2018

Report on Special Schedule 8

We have audited the accompanying special purpose financial statement comprising the reconciliation of total permissible general income (Special Schedule 8) of Parkes Shire Council for the year ending 30 June 2018.

Responsibility of Council for Special Schedule 8

The Council is responsible for the preparation and fair presentation of Special Schedule 8 in accordance with the Local Government Code of Accounting Practice and Financial Reporting (Guidelines) Update No. 23. This responsibility includes the maintenance of adequate accounting records and internal controls designed to prevent and detect fraud and error; designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of Special Schedule 8 that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditors' responsibility

Our responsibility is to express an opinion on Special Schedule 8 based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether Special Schedule 8 is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in Special Schedule 8. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of Special Schedule 8, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of Special Schedule 8.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, there is an unavoidable risk that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with Australian Auditing Standards.

In making our risk assessments, we consider internal controls relevant to the entity's preparation of Special Schedule 8 in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independence

In conducting our audit, we followed applicable independence requirements of Australian professional ethical pronouncements.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Audit opinion

In our opinion, Special Schedule 8 of Parkes Shire Council for 2017/18 is properly drawn up in accordance with the requirements of the Office of Local Government and in accordance with the books and records of the Council.

Basis of accounting

Without modifying our opinion, we advise that this schedule has been prepared for distribution to the Office of Local Government for the purposes of confirming that Council's reconciliation of Council's total permissible general income is presented fairly. As a result, the schedule may not be suitable for another purpose.

FIRM NAME

Partner Name here…
Partner

Dated at Sydney this XXth day of Xxxxxxxxx, 2017

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

General Purpose Financial Statements
for the year ended 30 June 2017

Statement by Councillors and Management
made pursuant to Section 413(2)(c) of the *Local Government Act 1993 (NSW)* (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* (as amended) and the regulations made thereunder,
- the Australian Accounting Standards and professional pronouncements, and
- the Local Government Code of Accounting Practice and Financial Reporting.

To the best of our knowledge and belief, these financial statements:

- present fairly the Council's operating result and financial position for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

Cr Ken Keith
Mayor

Cr Barbara Newton
Councillor

Kent Boyd
General manager

Owen Jensen
Responsible accounting officer

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Parkes Shire Council

Special Purpose Financial Statements
for the year ended 30 June 2017

Statement by Councillors and Management
made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- the NSW Government Policy Statement 'Application of National Competition Policy to Local Government',
- the Division of Local Government Guidelines 'Pricing and Costing for Council Businesses – A Guide to Competitive Neutrality',
- the Local Government Code of Accounting Practice and Financial Reporting,
- the NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

To the best of our knowledge and belief, these financial statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year, and
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on dd/mm/yy.

Cr Ken Keith
Mayor

Cr Barbara Newton
Councillor

Kent Boyd
General manager

Owen Jensen
Responsible accounting officer

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

11.5 (DTCS) Currajong Disability Services Inc - 2017/18 Rates Rebate Request

Executive Summary

A request has been received from Currajong Disability Services Inc. for a contribution towards the rates and charges for 2017/18 on three of their properties located at 59 High Street, 100 Currajong Street & 8 Russell Street, Parkes.

Background Information

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

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

Legislative or Policy Implications

Section 356, of the Local Government Act 1993.

Project Delivery Program Implications

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

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

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

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

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

General Manager Mayor

Budget & Financial Aspects

Council has provided contributions in the past equivalent to a full pension rebate of $425.00 on each property. The rates and charges levied on the three properties for 2017/18 are as follows:-

- Property ID 147800, being 100 Currajong Street $1,607.95
- Property ID 221500, being 59 High Street $1,819.46
- Property ID 364000, being 8 Russell Street$1,359.13

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

Recommendation

1. That Council make a contribution towards the rates levied on Property 147800 being 100 Currajong Street, Parkes, Property 221500 being 59 High Street, Parkes & Property 364000 being 8 Russell Street, Parkes owned by Currajong Disability Services Inc for the combined total of $1,275.00, being $425.00 for each property, under Section 356 of the Local Government Act 1993.

Attachments

Nil

General Manager Mayor

11.6 (DTCS) Donation of Shire Pool Family Season Ticket

Executive Summary

Parkes Swimming Club has requested the donation of a Family Season Ticket to be used for fundraising purposes.

Background Information

In previous years Council has donated a Family Season Ticket to the Swimming Clubs at each of the Shire pools. A request has been received from the Parkes Swimming Club for the continuation of the practice for their fundraising activities. It is anticipated that the other clubs will also request the ticket.

It should be noted that the ticket will be non-redeemable and is for the current season only.

It is considered that the donation of the tickets provides the clubs with a much needed avenue to raise additional funds at minimal cost to Council.

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: *Very Low*

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

The cost of 4 Family Season tickets for the 2017/2018 season is $1,050.00. The funds would be allocated from the Sec.356 Donations Fund

General Manager Mayor

Recommendation

1. That a non redeemable Family Season Ticket for the 2017/18 season be provided to the swimming clubs at each pool for their fundraising activities.

Attachments

Nil

General Manager Mayor

11.7 (DTCS) RH Dougherty Award- Excellence in Communication

Executive Summary

Council received the prestigious RH Dougherty Award for Excellence in Communication (Division A: Population less than 30,000) at the 2017 Local Government Awards on Thursday 3 August 2017, for the development to its corporate website and social media channels.

The Mayor Ken Keith OAM and Council's Communications & Marketing Officer Emily Brotherton were present to receive the award.

Background Information

Council made a commitment to our community and stakeholders to be a responsive, engaging and informative organisation. In order to improve the consistency and effectiveness of our communications, Council developed a new corporate website, a new e-newsletter and launched dedicated social media channels in December 2017.

The RH Dougherty awards are held annually during Local Government Week, and are judged by leading experts in the communications field.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

Quadruple Bottom Line

Economic	★★★★★	*Environmental*	★★★☆☆
Social	★★★★★	*Civic Leadership*	★★★★★

Budget & Financial Aspects

Nil

Recommendation

That the report be received and noted.

General Manager Mayor

Report

Parkes Shire Council has been recognised for its commitment to becoming a more responsive, engaging and informative organization awarded the RH Dougherty Award for Excellence in Communication (Division A) at the 2017 Local Government Awards held in Sydney on Thursday 3 August 2017.

Council received the prestigious award for the development of its corporate website and social media channels. The award acknowledged Council's commitment to the community and stakeholders to improve the consistency and effectiveness of its communications.

The successful submission compiled by the Brand & Marketing Team who also led the project, outlined how Council completely transformed our communications methods and platforms, including rebuilding its corporate website and social media channels.

In 2016, Council surveyed the community to ascertain the level of satisfaction with Council's communications, which found that Council's corporate website and social media presence were in need of significant improvement. The project was a whole community effort, with feedback from residents and stakeholders forming the foundations of the design and function of the new website to make it more accessible, engaging and easily understandable.

Since the launch of the new website and social media platforms in December 2016, Council has recorded a significant increase in community engagement with communications regarding Council works, services, initiatives and events. Most notably, earlier this year Council's Facebook received 186 new followers in 24 hours and reach over 15,000 with one post regarding the flash flooding event in March. This shows that our residents are moving online to receive road closure updates and emergency information.

The RH Dougherty awards are held annually during Local Government Week, and are judged by leading experts in the communications field.

Judges' comments: Excellent achievement for a superior entry. All their material reflected a well thought out and detailed approach and result. The use of colour and icons, segmenting the website was not only innovative but engaging.

Attachments

1. Media release - Council recognised for excellence in communication.

General Manager Mayor

MEDIA RELEASE

COUNCIL RECOGNISED FOR EXCELLENCE IN COMMUNICATIONS

Parkes Shire Council has been recognised for its commitment to becoming a more responsive, engaging and informative organisation, awarded the RH Dougherty Award for Excellence in Communication (Division A) at the 2017 Local Government Awards held in Sydney last Thursday evening.

Council received the prestigious award for the development of its corporate website and social media channels.

Parkes Shire Mayor, Cr Ken Keith OAM said "we are delighted to have received this award, having made a commitment to our community and stakeholders to improve the consistency and effectiveness of our communications."

"In response to this commitment, we completely transformed our communications methods and platforms, including rebuilding our corporate website and social media channels. "

In 2016, Council surveyed the community to ascertain the level of satisfaction with Council's communications, which found that Council's corporate website and social media presence were in need of significant improvement.

Parkes Shire Council's Brand and Marketing Manager, Katrina Dwyer thanked the community "for its contribution in transforming our online presence to reflect the Parkes Shire's positive personality".

"This project was a whole community effort, with feedback from residents and stakeholders forming the foundations of the design and function of the new website to make it more accessible, engaging and easily understandable."

"Since we launched the new website and social media platforms in December 2016, we have recorded a significant increase in community engagement with communications regarding Council works, services, initiatives and events."

"Most notably, earlier this year Council's Facebook received 186 new followers in 24 hours and reached over 15,000 with one post regarding the flash flooding event in March. This shows that our residents are moving online to receive road closure updates and emergency information."

Parkes Shire Council 2 Cecile Street, PO Box 337 Parkes NSW 2870
P 02 6861 2373 F 02 6862 3946 E council@parkes.nsw.gov.au
www.parkes.nsw.gov.au
PARKES It all adds up.

General Manager Mayor

MEDIA RELEASE

The RH Dougherty awards are held annually during Local Government Week, and are judged by leading experts in the communications field.

IMAGES AVAILABLE ON REQUEST

END OF RELEASE

Precis or Summary:	Parkes Shire Council was awarded the RH Dougherty Award for Excellence in Communication (Division A) at the 2017 Local Government Award.				
Authorised By:	**Kent Boyd** **General Manager**	Contact:	Emily Brotherton Communications Officer 0434 581 876 Emily.brotherton@parkes.nsw.gov.au	Embargoed Until:	7 August 2017 Immediate Release
Distribution:	Local and Regional Media				

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

11.8 (DTCS) Regional Final of the Australian National Busking Championships

Executive Summary

The Peak Hill Business and Tourism Association (BATA) Inc. has successfully applied to partner with the Australian National Busking Championships™ (ANBC) to host one of five regional busking finals on Saturday 23 September 2017. Approximately 30 buskers will busk on the Saturday along Caswell Street. It is hoped that the Regional Final of the Australian Busking Championships will stimulate the Peak Hill visitor economy, and as such is anticipated to become an annual event.

Background Information

The Australian National Busking Championships™ (ANBC) is now in its sixth year. For the first four years the ANBC was held exclusively in Cooma NSW. In 2017, the National Championships are becoming truly National, by holding ANBC Regional Busking Competitions in various regional towns around Australia. The Regional Finals will be held in Stanthorpe QLD, Ballarat VIC, Narooma NSW, Noosa Heads QLD and Peak Hill NSW. The winners from these regional events will be then invited to compete in the National Grand Final in Cooma in November of each year.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★★	*Environmental*	★★★☆☆
Social	★★★★★	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

Nil

General Manager Mayor

Recommendation

1. In consultation with the Roads and Maritime Services, it is recommended that the event organiser implement pedestrian marshals along the footpath and at the existing pedestrian crossing to ensure that Newell Highway traffic does not get blocked too frequently due to increased pedestrian movements;

2. That the Mayor or a Councillor accepts the invitation to attend the Evening Presentation and Concert at the Peak Hill Ex-Services & Citizens Club on 23 September at 5pm-6pm, if calendar permits;

3. That the Parkes Visitor Information Centre prepares three Parkes Region Gift Packs for the event Judges;

4. That in exchange for the provision of this support, Council seek appropriate sponsorship recognition and acknowledgement from Organisers of the event.

In addition to the above request, Council's Economic Development and Destination Marketing team has been working to support the event by assisting with event approvals and in event promotion, design and marketing.

Report

The Peak Hill Business and Tourism Association (BATA) Inc. has successfully applied to partner with the Australian National Busking Championships™ (ANBC) to host one of five regional busking finals on Saturday 23 September 2017. Approximately 30 buskers will busk on the Saturday along Caswell Street. It is hoped that the Regional Final of the Australian Busking Championships will stimulate the Peak Hill visitor economy, and as such is anticipated to become an annual event.

The Australian National Busking Championships™ (ANBC) is now in its sixth year. For the first four years the ANBC was held exclusively in Cooma NSW. The next phase of the event is to make it a truly National Championship by holding ANBC Regional Busking Competitions in various regional towns around Australia. The Regional Finals will be held in Stanthorpe QLD, Ballarat VIC, Narooma NSW, Noosa Heads QLD and Peak Hill NSW. The winners from these regional events will be then invited to compete in the National Grand Final in Cooma in November of each year.

General Manager Mayor

In order to facilitate the running of the Regional Final of the Australian National Busking Championships, the organiser has requested that Council provide assistance with the following:

1. In consultation with the Roads and Maritime Services, it is recommended that the event organiser implement pedestrian marshals along the footpath and at the existing pedestrian crossing to ensure that Newell Highway traffic does not get blocked too frequently due to increased pedestrian movements;

2. That the Mayor or a Councillor accepts the invitation to attend the Evening Presentation and Concert at the Peak Hill Ex-Services & Citizens Club on 23 September at 5pm-6pm, if calendar permits;

3. That the Parkes Visitor Information Centre prepares three Parkes Region Gift Packs for the Judges;

4. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

In addition to the above request, Council's Economic Development and Destination Marketing team has been working to support the event by assisting with event approvals and in event promotion, design and marketing.

Attachments

Nil

General Manager Mayor

11.9 (DTCS) Request for Assistance - 2PK Country Music Awards 2017

Executive Summary

The 2PK Country Music Awards are being conducted from Friday 29 September through to Sunday 1 October 2017 and are set to attract 250 guests and participants. The weekend will include Busking along Clarinda Street, Central West Country Music Awards, 50th Anniversary Country Concert, Talent Quest, Gala Presentation of Awards and Concert and 50th Anniversary Reunion.

Having reached 50 consecutive annual Country Music events held in Parkes, seeing many evolutions in the event, the Committee has decided that the 2017 2PK Country Music Awards will be the last presented by the current Committee with some members having been involved for over 30 years.

Background Information

In the Country Music Festival October 2016 Mayoral Minute, it was recommended that Council meet with the Executive Committee to discuss plans for this year's event and explore how Council could provide support. To assist in making the 50th anniversary memorable the Committee has requested Council sponsor Country Music entertainment on Clarinda Street for the Saturday morning.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★☆☆☆
Social	★★★★★	*Civic Leadership*	★★★☆☆

General Manager Mayor

Budget & Financial Aspects

The cost of the support and resources requested is estimated to be approximately $1,000 which would need to be allocated from the Festivals and Functions budget.

Recommendation

1. That Council coordinate and sponsor country music entertainment on the Main Street from approximately 9.30am to 12.30pm on Saturday 30 September 2017, at an appropriate location and in accordance with Section 68 Part E;

2. That the Mayor and/or Councillor accept the invitation to attend the 50th Anniversary Reunion on Sunday 1 October, if calendar permits;

3. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

Report

The 2PK Country Music Awards event is being held from Friday 29 September through to Sunday 1 October 2017 and is set to attract 250 guests and participants. The weekend will include Busking along Clarinda Street, Central West Country Music Awards, 50th Anniversary Country Concert, Talent Quest, Gala Presentation of Awards and Concert and 50th Anniversary Reunion. Having reached 50 consecutive annual Country Music events held in Parkes, seeing many evolutions in the event, the Committee has decided that the 2017 2PK Country Music Awards will be the last presented by the current Committee with some members having been involved for 28-30 years.

In the Country Music Festival October 2016 Mayoral Minute, it was recommended that Council meet with the Executive Committee to discuss plans for this year's event and explore how Council could provide support. To assist in making the 50th anniversary memorable the Committee has requested Council sponsor Country Music entertainment on Clarinda Street for the Saturday morning.

General Manager Mayor

In order to facilitate the successful staging of the 50th Anniversary Country Music event, the organising committee has requested that Council provide assistance with the following:

1. That Council coordinate and sponsor country music entertainment on Clarinda Street from approximately 9.30am to 12.30pm on Saturday 30 September 2017, at an appropriate location and in accordance with Section 68 Part E;

2. That the Mayor and/or Councillor accept the invitation to attend the 50th Anniversary Reunion on Sunday 1 October, if calendar permits;

3. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

In addition to the above request, Council's Economic Development and Destination Marketing team have been working to support the event by assisting with event approvals and in event promotion and marketing.

Attachments

Nil

General Manager Mayor

11.10 (DTCS) Request for Assistance -Trundle Bush Tucker Day 2017

Executive Summary

The Trundle Bush Tucker Day returns to Trundle Showground on Saturday 2 September. This year's feature artist is country music sweetheart Beccy Cole, along with camp oven cooking demonstrations with Ranger Nick. The event is anticipated to attract 1,500 participants. The traditional family friendly and bush events complete the day with Bush Tucker Cooking Competition and taste testing, live entertainment, relays, dog jumping, whip cracking, kids corner and billy boiling.

Background Information

The Trundle Bush Tucker Day celebrated 30 years in 2016, and although headline artist Troy Cassar-Daley drew a crowd, the impact of the floods and road closure was felt.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★★	*Environmental*	★★★☆☆
Social	★★★★★	*Civic Leadership*	★★☆☆☆

Budget & Financial Aspects

The cost of the support and resources requested is estimated to be approximately $2,500 and would be allocated from the Festivals and Functions budget.

General Manager Mayor

Recommendation

1. That Council provide x12 individual portable toilets including delivery and dismantle, pick up and pump out (if required) estimated to be $1,800;

2. That Council arrange additional event bins and collection;

3. That in exchange for the provision of this support, Council seek appropriate sponsorship recognition and acknowledgement from Organisers of the event.

Report

The Trundle Bush Tucker Day returns to Trundle Showground on Saturday 2 September. This year's feature artist is country music sweetheart Beccy Cole along with camp oven cooking demonstrations with Ranger Nick. The event is anticipated to attract 1,500 participants. The traditional family friendly and bush events complete the day with Bush Tucker Cooking Competition and taste testing, live entertainment, relays, dog jumping, whip cracking, kids corner, billy boiling.

The Trundle Bush Tucker Day celebrated 30 years in 2016, and although headline artist Troy Cassar-Daley drew a crowd, the impact of the floods and road closure was felt.

In order to facilitate the successful staging of the Trundle Bush Tucker Day, the organising committee has requested that Council provide assistance with the following:

1. That Council provide x12 individual portable toilets including delivery and dismantle, pick up and pump out (if required) estimated to be $1,800;

2. That Council arrange additional event bins and collection;

3. That in exchange for the provision of this support, Council seek appropriate sponsorship recognition and acknowledgement from Organisers of the event.

In addition to the above request, Council's Economic Development and Destination Marketing team have been working to support the event by assisting with event approvals and in event promotion and marketing.

General Manager Mayor

11.11 (DTCS) Trundle SES Shed Town Improvement

Executive Summary

The Trundle and District Progress Association Inc. has requested $5,000 to be allocated from the Trundle Town Improvement Fund (TI) towards a new SES Shed for Trundle branch.

Background Information

See Report.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

The resolution in this report will primarily affect 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: *Negligible*

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★☆☆
Social	★★★☆☆	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

$5,000 for this request is to be funded from the Trundle and Districts Progress Associations TI allocation. This contribution would leave a balance of $78,565 within the Trundle Town Improvement Vote.

Recommendation

1. That Council approve the request for $5,000 to be allocated from the Trundle Town Improvement Fund to support the grant submission as outlined in the attached written request.

General Manager Mayor

Report

The existing SES facility based at Trundle is currently unable to house all of the associated plant and equipment required to carry out daily activities due to the size of the facility.

Approval has been given by Trundle and District Progress Association Inc. for the allocation of $5000 towards a new SES Shed for Trundle branch. A grant submission is being prepared to extend the existing facility.

If the grant is successful, it will allow a facility to be constructed for the new rescue vehicle that has been allocated to the Trundle branch.

Attachments

1. Letter of approval from Trundle and District Progress Association for the allocation of $5,000 towards a new SES shed for the Trundle Branch.

General Manager Mayor

TRUNDLE & DISTRICT PROGRESS ASSOCIATION INC

PO BOX 31

TRUNDLE NSW 2875

8th August 2017

Mr Kent Boyd
The General Manager
Parkes Shire Council
PO BOX 337
PARKES NSW 2870

Dear Kent

ALLOCATION OF TRUNDLE TOWN IMPROVEMENT FUNDS

Following discussion at the monthly Trundle & District Progress Association meeting held 27th July 2017 those attending agreed to support the allocation of Town Improvement Funds towards the following:

- New SES Shed $5000.00

This will be included as community contribution for a current grant application seeking construction of a new shed for the SES – Trundle Branch, to house their new Emergency Rescue truck (which will not fit in the current SES shed) and also allow for a training and volunteer area.

The committee appreciates the continued communication and support of the Trundle Strategic Plan and our future community projects.

Yours sincerely

Peter Kelly
Chairman
Trundle & District Progress Association Inc.

General Manager Mayor

11.12 (DTCS) Marketing and Destination Development Update July 2017

Executive Summary

Destination development and marketing of the Parkes Shire as an attractive tourism, business and investment destination and desirable place to live is one of the main objectives of the Parkes Shire Council Community Strategic Plan and Economic Development Plan.

Promoting the region by highlighting the strengths, assets and potential opportunities for growth can create interest from potential visitors and investors stimulating economic return for the Shire.

Background Information

Nil

Legislative or Policy Implications

Nil

Progressive Delivery Program Implications

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

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

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

Quadruple Bottom Line

Economic	★★★★★	*Environmental*	★★★☆☆
Social	★★★★★	*Civic Leadership*	★★★★★

Budget & Financial Aspects

Council's Operation budget allocates significant money to the development and promotion of the Parkes Shire as a destination to live, work, visit and invest.

Recommendation

1. That the Marketing and Destination Development update be received and noted.

General Manager Mayor

Report

Love our Locals Campaign Launched

Cr Ken Keith officially launched a social media campaign called 'Love Our Locals' on Thursday 27 July in the company of 30 of the participating businesses at the Hart Bar. The campaign developed by the Communications and Marketing team features the success stories of local business operators and why it all adds up in Parkes for business. The aim of the campaign is to raise the profile of the Parkes region with diverse business opportunities and showcasing the range of innovative and progressive businesses operating across the Parkes Shire, their respective owners and what they each bring to the community.

Supported by the Parkes Chamber of Commerce, the campaign has proved timely with recent major infrastructure announcements such as Inland Rail further highlighting the strengths of the region as place live work and invest in.

The campaign is centred around online and social platforms and will profile over 80 local businesses who are either Chamber members or Destination Marketing Partners of Council. Seven of those businesses are further showcased through video content highlighting their innovations and success in their field and why they choose Parkes as place to operate.

Throughout August and September, each of these business success stories will be published on the Visit Parkes Region social media pages, including Facebook, Twitter, Instagram and on the Visit Parkes website. There has already been a significant reaction on Facebook with over 20,000 views of the promotional video and over 50,000 engagements with the first released business profiles in July.





General Manager Mayor

Visitor Economy Forum

Council's Economic & Business Development Unit coordinated a successful Visitor Economy Forum on 7 August which was also attended by the Mayor.

The workshop was aimed at tourism operators and other related businesses to discuss the projects, campaigns and initiatives that Council is undertaking to grow the visitor economy of the Parkes Shire. Staff also provided an update on the current state of the tourism industry and opportunities for local business; destination management planning; major festival and event opportunities; visitor information services and support; upcoming marketing campaigns and the 2018 Parkes Elvis Festival.

The team also launched the V3 booking platform which will now allow visitors to book product online via the www.vistparkes.com.au website, ensuring conversion from enquiries to sales and enabling trackability of marketing campaigns. Any commissions generated via the booking platform will be channelled back in to product development and marketing.

The workshop also provided a great opportunity for tourism operators to network with each other while also learning how to leverage the programs and initiatives that Council will deliver to drive the visitor economy.

Parkes Shire is well positioned as an accessible tourist destination on the Newell Highway with iconic attractions and events that inject over $58M in visitor expenditure to the Parkes Shire economy each year. We need to continue to harness the benefits of the visitor economy and deliver improved product and experiences and implement marketing activities that encourage increased length of stay and spend for local businesses.



General Manager Mayor

July Events

NAIDOC Week Film

1 July

The Lachlan Reconciliation Group presented a short film as part of NAIDOC Week. The short film was titled "Yindyamarra Yambuwan" (to go slow/respect everything) and a book signed coincided with film, held in the Coventry Room.





Arts Out West - Skywriters Project

8-9 July

Around 40 Skywriters and astronomers from throughout Inland NSW met in Parkes for the First Big Gig to share ideas, experiences and their latest skystories. The panel discussions covered astro-tourism, social media, local newspapers, and Inland writers' groups. Participants learnt more about the secrets of editing and publishing from Skywriter Nicole Matthews. Wiradjuri astronomy was featured as part of Scott Towney's constellation artworks, and Euahlayi and Gomeroi (Kamilaroi) astronomy in Ellie Gilbert's documentary *Star Stories of The Dreaming*. Guest astronomers showcased distant star systems and the rings and moons of Saturn.

General Manager Mayor

100% hOPE Children's Choir 2017

14 July

The Parkes Christian School contacted Council to advise they were welcoming the Ugandan 100% hOPE Children's Choir. Guests were entertained by a mix of traditional and contemporary acapella singing, dancing and African rhythm drumming.



General Manager

Mayor

AstroFest & Conference

15-16 July

All things astronomical were featured at AstroFest on Saturday 15 and Sunday 16 July, 2016. AstroFest included a series of lectures on modern astronomy by prominent guest speakers, with the key note lecture 'The John Bolton Lecture' being presented by Peter Robertson of the University of Melbourne. A highlight of the weekend of events was the exhibition and announcement of the winner of the 'David Malin' astrophotography awards. The Sunday featured for the first time two workshops on astrophotography conducted by Christopher Go and Dr Yuri Beletsky.

The Central West Astronomical Society (CWAS) announced the winners of the CWAS Astrophotography Awards during the AstroFest Dinner. Congratulations to overall winner Phil Hart of Victoria, for his beautiful image titled, “Witch’s Head Nebula”.

The exhibition is currently on display at the Parkes CSIRO Parkes Observatory Visitors Centre (The Dish).







General Manager Mayor

Southern State Women's Masters Championships

28-30 July

Parkes Hockey Incorporated with Hockey NSW hosted the Women's Southern State Masters Championship tournament from 28 to 30 July 2017 for the third time. The Masters tournament attracted 61 teams, 800 players, plus hundreds of coaching staff, crew and spectators. The economic value of the Masters has been estimated at $1.5million. The objective of the Championship was to provide inter-state, and where possible national representative competition for those hockey players over the age of 35 years. The Championships also promoted the enjoyment and participation in Masters Hockey increasing the profile of the sport at all levels - locally, nationally and on the international scene.

The state finals took place on Sunday at 2pm and saw two of Parkes' five teams – Parkes 1 and Parkes 3 shine, now being called state champions. Parkes 1, the over 35s Division 1 side, has been named state champions for a third consecutive year.





General Manager Mayor

National Tree Day

30 July

Organised by Council's Environmental and Sustainability Coordinator, the National Tree Day saw 40 participants plant trees at the Northern end of Danilenko Street.

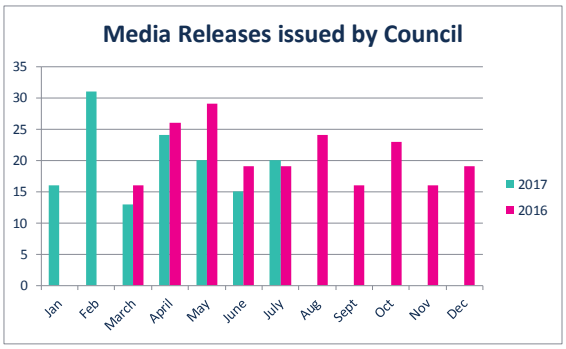


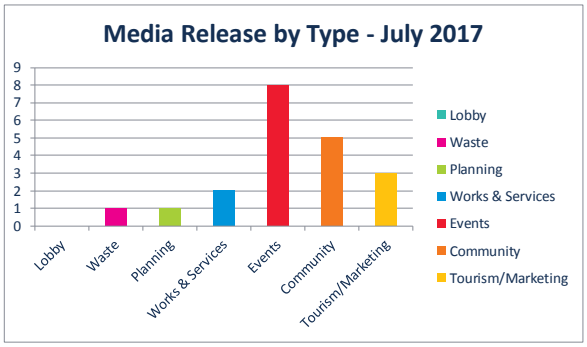


Statistics for July 2017

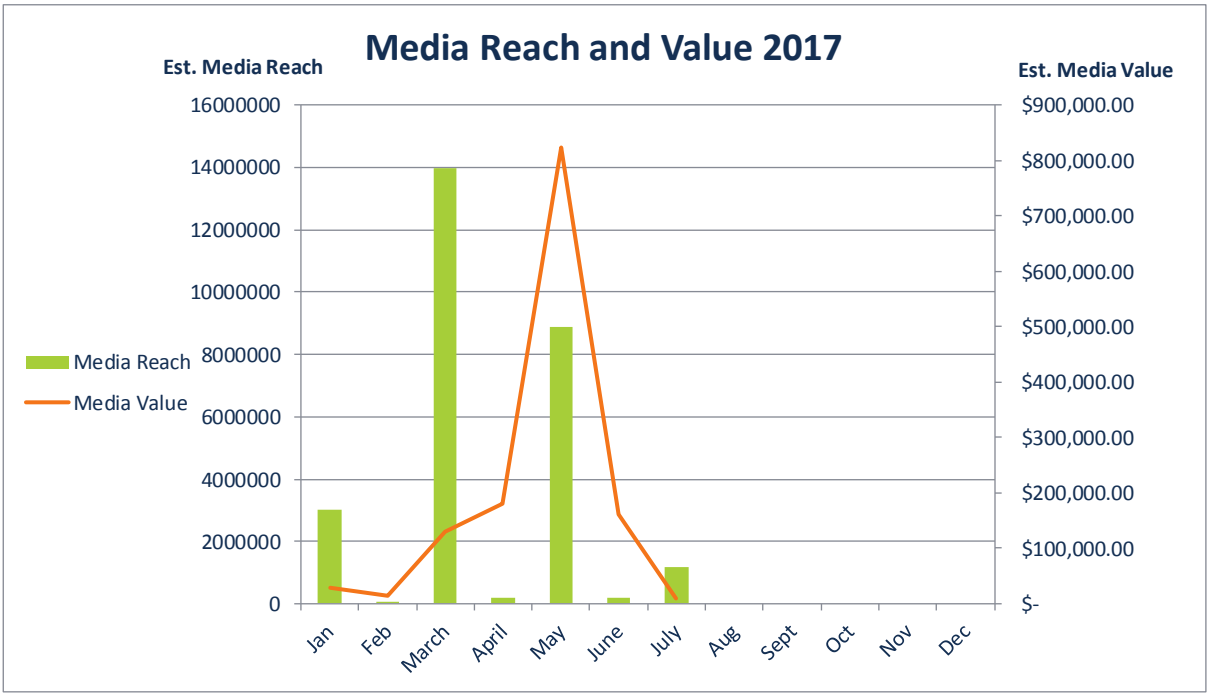
Parkes Shire Council - Media Release Distribution

Council's Communications & Marketing team has made a concerted effort to increase the volume of communication and information distributed to the media and the community through Council media releases. Below graphs highlight the increase and maintained volume of media release distribution.





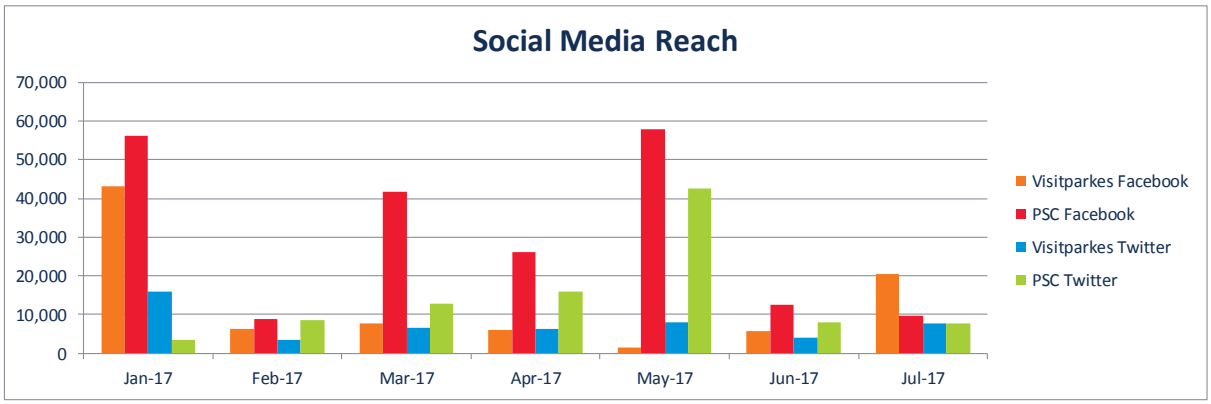
General Manager Mayor



Digital Statistics

Council's Communications & Marketing team reports regularly on online and social platforms utilised by Parkes Shire Council including Council's website, visitparkes website and social media streams. Monthly results are displayed in the graphs below.

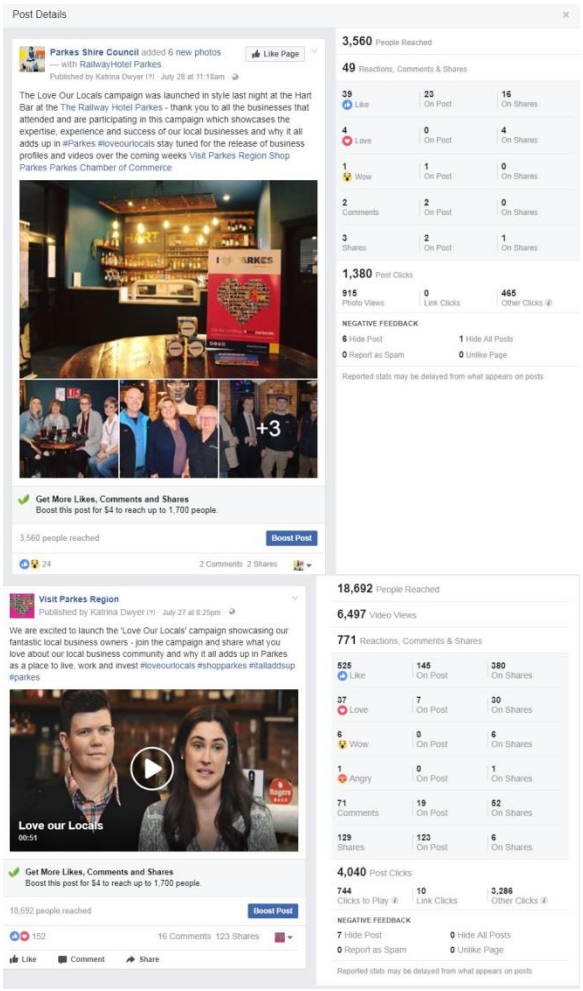
☐ **SOCIAL MEDIA RESULTS**



General Manager Mayor

SOCIAL MEDIA HIGHLIGHTS FOR JULY 2017

- Council Facebook reached over 9,600 people during the month of July.
- Visit Parkes Region Facebook reached 20,000 people during July with the launch of the 'Love our Locals' campaign driving engagement towards the end of the month on this channel. This result shows a 262% increase based on the previous month.



TOP POSTS

- Council Facebook top post was a wrap of the 'Love our Locals' launch reaching 3,560 people and 1,380 post clicks.
- Visit Parkes Region top post was the promotional video for the 'Love our Locals' campaign with 6,497 video views and over 18,000 people reached, 771 reactions, comments and shares.

- Both Council and Visit Parkes Region Twitter accounts reached over 7,700 people. The result for Visit Parkes Region is a marked increase based on the previous month showing a 96% increase.



TOP TWEETS

- Council's top tweet was about the new PV systems at the STP
- Visit Parkes Region top tweet was National Tree day with a top mention from Blayney Shire Council about the Central NSW Tourism Managers Meeting held that month.

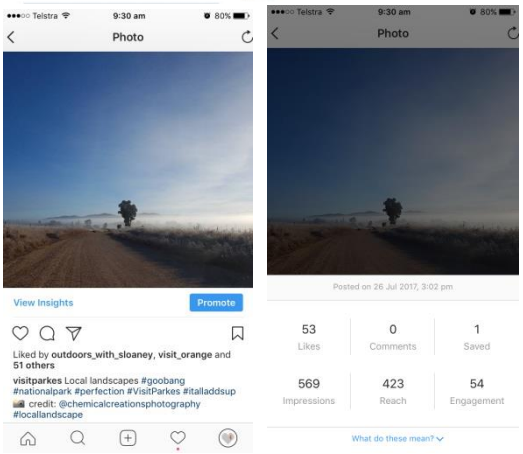
General Manager Mayor



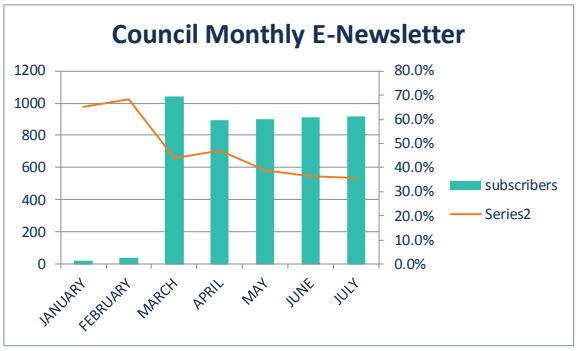
Visit Parkes Region Instagram now records 836 followers representing a 3% increase in followers based on the previous month.

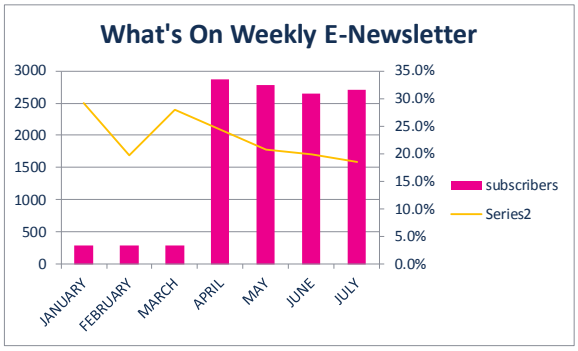
TOP POST

- The top post for July 2017 was a re-gram landscape image of Goobang National Park with 569 impressions recorded.



E-NEWS RESULTS





WEBSITE RESULTS

July 2017

- Council's website - 7,076 website views, 16,181 page views which represents a 20% decrease on the same period in 2016.

- Visitparkes website - 5,153 website views representing a 15% increase based on the same period in 2016

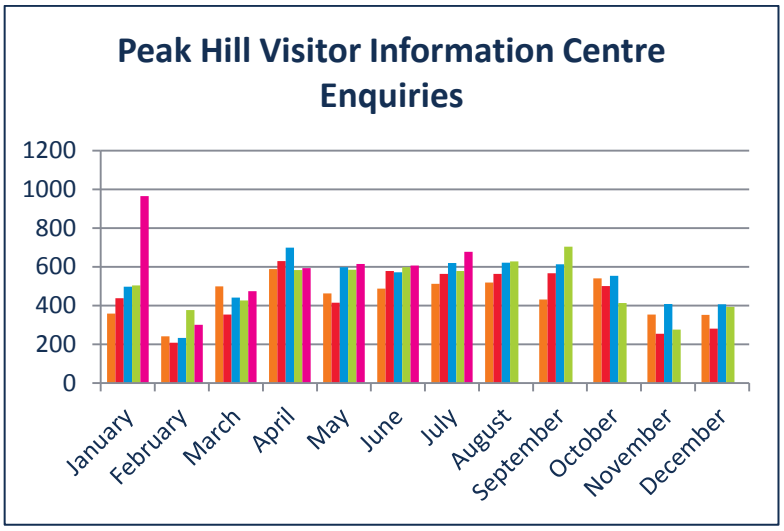
General Manager Mayor

Visitor Numbers - Parkes, Peak Hill and Henry Parkes Centre

During the month of July the Visitor Centre tracked 3142 visitors to the centre. For the third month in a row, this is the highest number of visitors for the same month since 2003. School holidays were very with the Vic hosting Kids Day Out which proved to be hugely successful.

Peak Hill

Peak Hill Visitor Information Centre is volunteer managed and provides visitor statistics from 2012 to 2017 for the information of Council. 677 visitors were recorded during the month of July 2017, again, setting a record of highest visitors for the month since 2009 and representing a 16 percent increase on the same period in 2016 and an increase of 19 per cent on the average.



General Manager Mayor

Parkes Visitor Information Centre

Parkes Visitor Information Centre also saw an increase in visitors for the month of July based on previous months figures. Total visitors totalled 3142 which represents a 30 per cent increase on the same period in 2016 and a 38 per cent increase on the July average. The kids day out contributed 652 of these visitors.

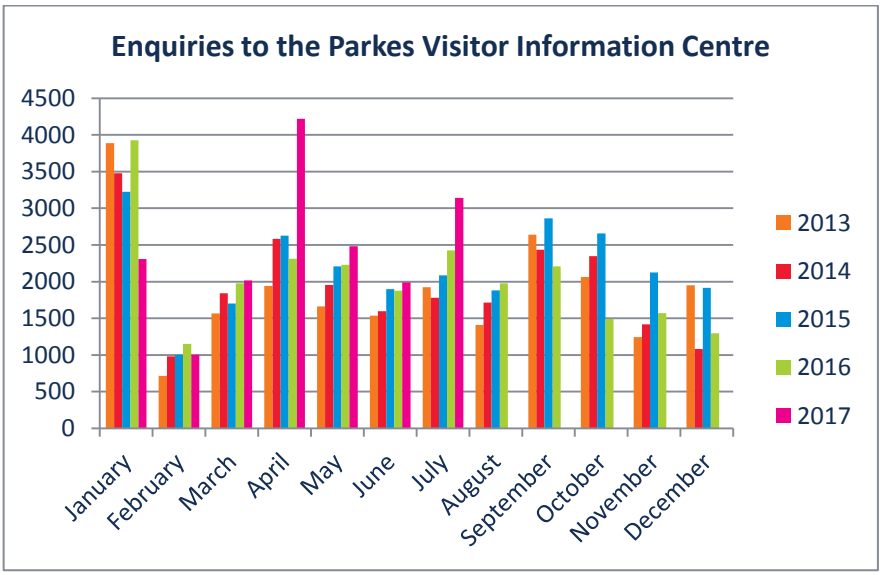
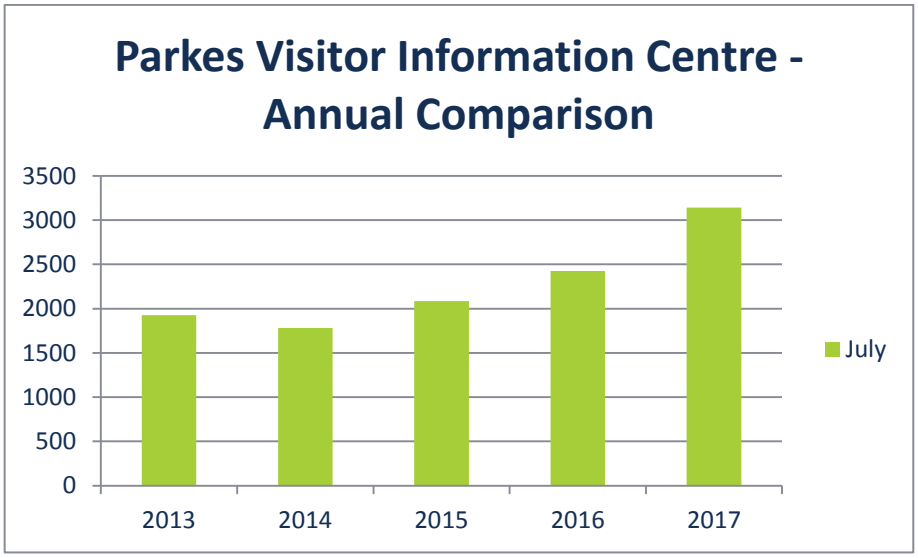


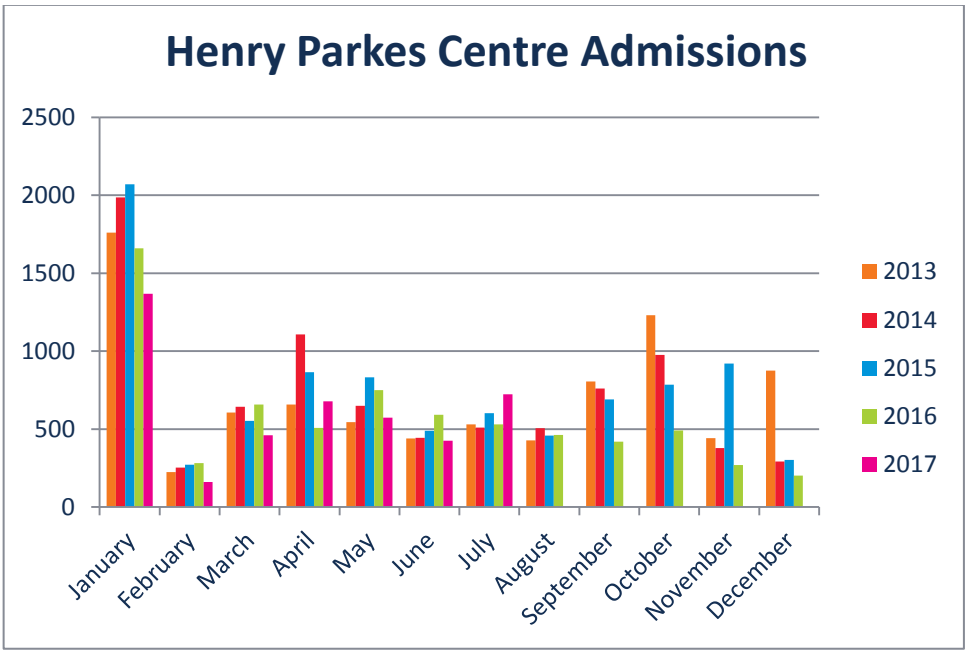
Table below indicates the June annual comparison for the past five years.



General Manager Mayor

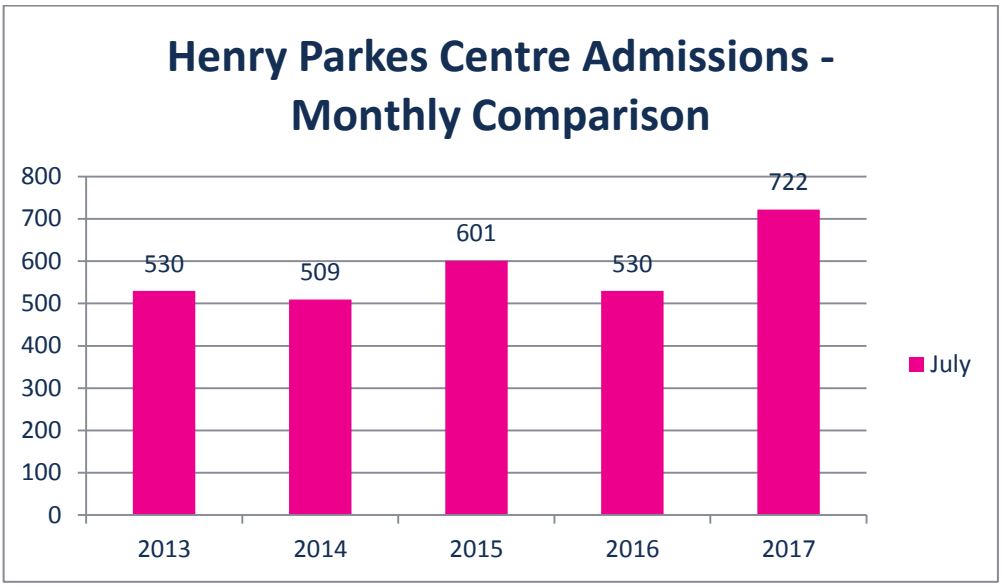
Henry Parkes Centre

Results from admissions to the Council managed Henry Parkes Centre for 2012 to 2017 are provided for the information of Council. Ticketed admissions for the month of July 2017 totalled 722 people. Of this 231 were free entry's from the Kids Day Out held on Friday 14th July where museum entry was free from 11am-3pm. Total admissions represents a 25 percent increase on the July average and a 36 percent increase on the same period in 2017. Taking away the free admissions the paid admissions represents a 8 per cent decrease on the July average and a 7 per cent decrease on the same period in 2016.



General Manager Mayor

July year by year comparison is shown below:



Attachments

Nil

General Manager

Mayor

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) July 2017 Building Statistics

Executive Summary

During the month of July 2017 there were five (5) Development Applications received totalling $622,220.00 and eight (8) consents were issued. One (1) Complying Development Certificate was received totalling $527,000.00 and two (2) consents were issued.

Background Information

The report is furnished to Council on a monthly basis and provides a snapshot of development activity in the Shire during that period.

Legislative or Policy Implications

Nil

Budget & Financial Aspects

Nil

Recommendation

1. That the information be received and noted.

General Manager Mayor

Report

The figures shown in the table below are for Development Applications received during July 2017 with respect to the specified building types and a comparison to the July 2016 figures.

	July 2017		July 2016	
Development Category	**No.**	**Estimated Value**	**No.**	**Estimated Value**
Commercial	1	10,000.00		
Community Facilities				
Industrial			1	60,719.00
Tourist Development				
Single Dwelling-house	2	452,345.00	3	943,242.00
Residential Alterations and Additions inc ancillary / outbuildings	1	9,875.00	5	76,350.00
Residential Other				
Multi-Residential				
Seniors Living				
Subdivision only				
Secondary Dwelling	1	150,000.00		
Other inc demolition, earthworks, advertising structure				
Mixed Development				
Totals	**5**	**$622,220.00**	**8**	**$1,070,592.00**
FYTD Total 01/07/17 - 31/7/17	**5**	**$622,220.00**	**8**	**$1,070,592.00**

General Manager Mayor

The following list of Development Consents were issued in the month of July 2017.

Application No.	Address	Description
DA17047	5-7 Boazman Street, Parkes	Shed
DA17049	52 Brookview Street, Trundle	Multi-Dwelling Housing (2x Duplexes)
DA17056	4 Victoria Street, Parkes	Secondary Dwelling & Alterations & Additions to Existing Dwelling
DA17057	117-119 Clarinda Street, Parkes	Alterations & additions to pub, increasing area of take away liquor sales
DA17059	55 Medlyn Street, Parkes	Shed & Retaining Walls
DA17070	3 Marie Rose Close, Parkes	Dwelling-house
DA17072	26-28 Vaucluse Place, Parkes	Dwelling-house, shed & retaining walls
DA2017/0007	144 Maguire Road, Parkes	Secondary Dwelling & Additions to Existing Dwelling-house

The figures shown in the table below are for Complying Development Certificates received during July 2017 with respect to the specified building types and a comparison to the July 2016 figures.

	July 2017		July 2016	
Development Category	**No.**	**Estimated Value**	**No.**	**Estimated Value**
Commercial			1	10,000.00
Community Facilities				
Industrial				
Infrastructure				
Tourist Development				
Single Dwelling-house	1	527,000.00	2	662,843.00
Residential Alterations and Additions inc ancillary / outbuildings			2	33,900.00
Residential Other				
Multi-Residential				
Seniors Living				
Subdivision				
Secondary Dwelling				
Other inc demolition, earthworks, advertising structures				
Totals	**1**	**$527,000.00**	**5**	$706,743.00
FYTD Total 01/07/17 - 31/07/17	**1**	**$527,000.00**	**5**	$706,743.00

General Manager Mayor

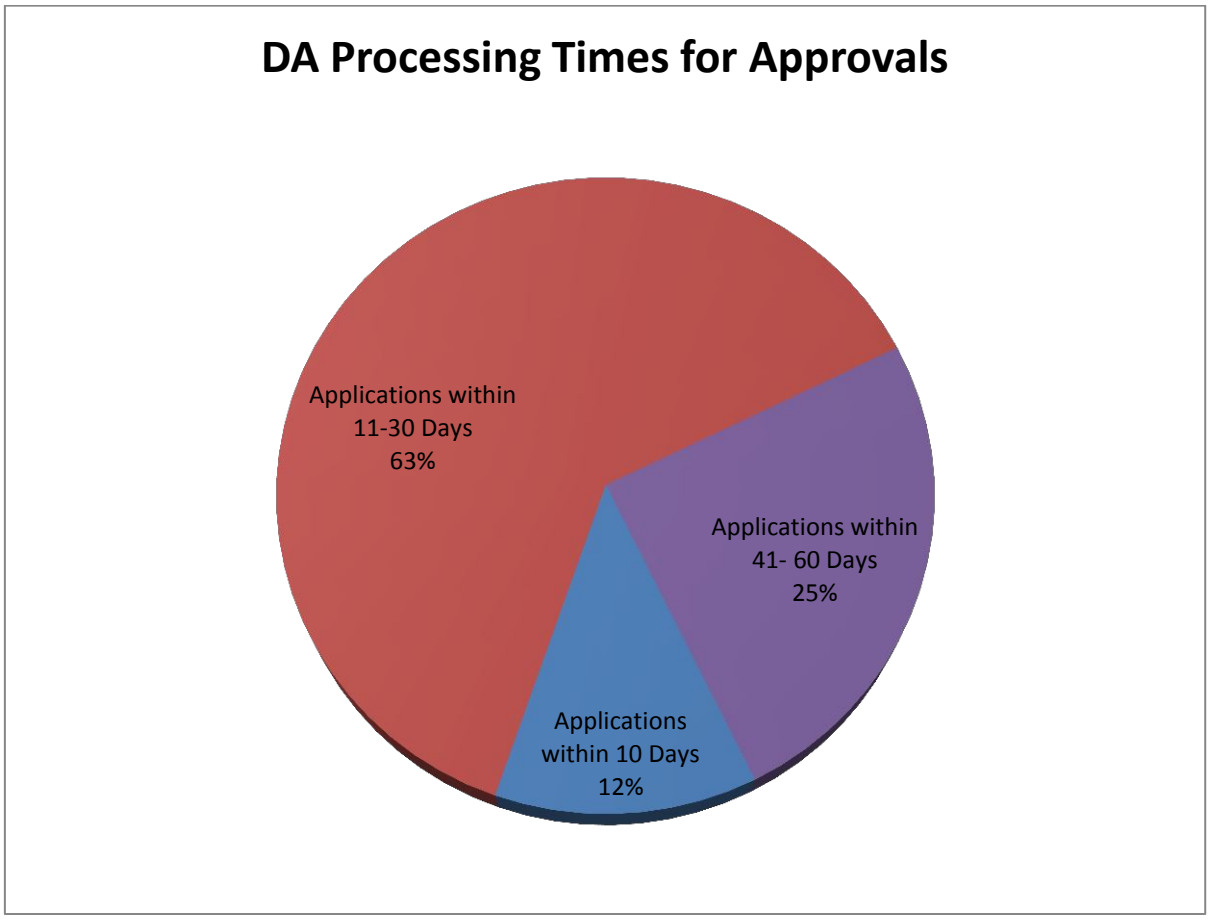
The following is a list of Complying Development Certificates which were issued in the month of July 2017.

Application No.	Address	Description	Certifying Authority
CDC17021	21B Corcoran Road, Parkes	Dwelling-house & shed	Council
CDC2017/0024	78 Corcoran Road, Parkes	Dwelling-house	Council

DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 July 2017 to 31 July 2017.

It should be noted that a total of 5 Development Applications have been approved with an average of 26.58 days.



Attachments

Nil

General Manager Mayor

12.2 (DPE) Rangers Quarterly Report May, June, July 2017

Executive Summary

A summary of Ranger activities for the quarter ending June 2017 is provided for Council's information.

Background Information

Nil

Legislative or Policy Implications

Activities are carried out within legislative and Council policy.

Project Delivery Program Implications

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

2 - Improve Health and Well Being

7 - Care for the Environment in a Changing Climate

Function 4 - Governance

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

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

Quadruple Bottom Line

Economic	★★☆☆☆	*Environmental*	★★★★☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

Activities are carried out within annual operation budget.

Recommendation

1. That the information be noted.

General Manager Mayor

Report

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

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

Companion Animals Act

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

Dogs								
	Parkes	**Peak Hill**	**Tullamore**	**Trundle**	**Bogan Gate**	**Alectown**	**Cooka midgera**	**Total**
Seized	50	9		1	2		2	64
Dumped at pound	16							16
Surrendered by owners	9							9
Released to owners	23	2		1				26
Euthanized	42	7			2		2	53
Sold								
Released for rehoming	9							9
Died at council facility								
Stolen or escaped								
Holding pending court matters								
Still remaining in pound	1							1

General Manager Mayor

Cats								
	Parkes	**Peak Hill**	**Tullamore**	**Trundle**	**Bogan Gate**	**Alectown**	**Cooka midgera**	**Total**
Seized	23	1						24
Dumped at pound	33							33
Surrendered by owners	9			2				11
Released to owners	2							2
Euthanized	54	1		2				57
Sold								
Released for rehoming	9							9
Died at council facility								
Stolen or escaped								
Holding pending court matters								

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

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

Impounding Act

Area Impounded	Cattle	Sheep	Horses	Outcome
Parkes				
Peak Hill				
Tullamore				
Trundle				
Bogan Gate				
Alectown				
Cookamidgera				

Shire Patrols Program

Small towns are regularly patrolled including both scheduled patrols and response to complaint actions.

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

Small Towns Patrolled	Number of Patrols	Approximate Km travelled
Peak Hill	9	1000
Tullamore	4	840
Trundle	6	780
Bogan Gate	7	630
Alectown	13	780
Cookamidgera	4	200
Gunningbland	6	330

Parking

Parking patrols focussing on safety issue such as no stopping and school zones have been conducted during the period.

General Manager Mayor

Overgrown Untidy Block Program

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

Number of Complaints Received during quarter	Number of Patrols and Monitoring of Blocks (including previous complaints)	Number of Blocks Mown During quarter
Parkes	40	15
Peak Hill	40	4
Tullamore	8	2
Trundle	24	4
Bogan Gate	14	
Alectown	13	1
Cookamidgera		
Gunningbland	12	

Council response to overgrown and untidy blocks has continued during the quarter.

Attachments

Nil

General Manager Mayor

13 DIRECTOR WORKS & SERVICES REPORT

13.1 (DWS) Community Infrastructure Project - Berryman Oval Upgrades, Trundle

Executive Summary

The Trundle and Districts Progress Association has written to Council requesting assistance in upgrading infrastructure at Berryman Oval, Trundle. The Association has associated funds to contribute toward the cost of the works.

They have requested that Council manage the infrastructure upgrade under Council's Community Infrastructure Projects Policy (CIPP).

Background Information

The Community Infrastructure Projects Policy allows community and sporting groups to have Council manage and administer the Goods and Services Tax (GST) in relation to the cost of projects and improvements subject to certain conditions being met.

This Policy is administered by Council's Finance Department.

Legislative or Policy Implications

Community Infrastructure Projects Policy

Project Delivery Program Implications

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

2. Improve Health & Well Being

6. Enhance Recreation & Culture

8. Maintain & improve the Shire's Assets and Infrastructure

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

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

Quadruple Bottom Line

Economic	★★★★★	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

This work presents an opportunity to improve the recreational assets of the shire, provide an enhanced sporting facility while promoting improved health and well being to the users of the facility.

Budget & Financial Aspects

The successful grant that was received is to the value of $500,000 (Exc. GST).

The Trundle and Districts Progress Association have approved that an allocation of $21,000 be funded through the Town Improvement fund.

Recommendation

1. That Council agree to proceed with the infrastructure improvements proposed by the Trundle and Districts Progress Association, utilising the Community Infrastructure Projects Policy.

Report

The Berryman Oval precinct is the primary sporting and community recreational open space area in trundle. The sporting precinct currently comprises of the Berryman Oval playing field, synthetic cricket wicket, athletics field event facilities, marked athletics track, cricket nets, tennis courts, amenities buildings, and car park and as a result it is very well utilised and popular sporting destination.

In 2014, a master plan was adopted with the aim of establishing clear directions for the future use and development of Berryman Oval, with a key focus being to access the adequacy and capacity of the existing sporting facility to continue to meet the needs of user groups and the community now and into the future. This proposed project will significantly enhance the current facility and respond to a number of recommendations indicated in the adopted master plan whilst enabling improved and safer playing conditions for participants.

Trundle and Districts Progress Association has successfully applied for grant funding and have sourced $500,000 to improve a number of infrastructure upgrades within the precinct.

General Manager Mayor

This project will see the following improvements:

- New lighting infrastructure for the playing field
- Refurbishments and extension of existing public toilet facility
- New perimeter fencing around the playing surface
- Several new metal grandstands with concrete slab bases
- Extension of existing concrete path networks within the precinct

The proposal from the Trundle and Districts Progress Association has been evaluated in accordance with Council's policy and found to comply in all aspects. The association has nominated a Project Manager, and indicated that it has the financial capacity to undertake the works. Council has worked with the Trundle and Districts Progress Association in planning for this project.

This is the first occasion that the association has used this policy for project.

Attachments

1. Correspondence from Trundle and Districts Progress Association dated 29th July 2017.

TRUNDLE & DISTRICT PROGRESS ASSOCIATION INC

PO BOX 31

TRUNDLE NSW 2875

29th July 2017

Mr Kent Boyd
The General Manager
Parkes Shire Council
PO BOX 337
PARKES NSW 2870

Dear Kent

BERRYMAN PARK – CLUBS GRANTS CATEGORY 3 SPORTS INFRASTRUCTURE

At our monthly meeting held 27th July 2017, it was unanimously agreed that following the successful application for funding to upgrade Berryman Park facilities, Trundle & District Progress Association request that Council undertake the proposed project under the Community Infrastructure Policy March 2012.

This project is a joint effort between the Trundle & District Progress Association, Parkes Shire Council and the Trundle Rugby League Club. Funding for the project will be sourced from the successful Recreation Infrastructure Grant ($500,000.00) and the Trundle Town Improvement Fund ($21,000.00).

The nominated Project Manager will be Andrew Rawsthorne and he is authorised to act on behalf of the Trundle & District Progress Association with regard to this project.

Attached is a copy of the application including budget and timeline for project completion.

This injection of funds will benefit the town and district for a long time to come and we appreciate Parkes Shire Council's continued communication and support of the Trundle Strategic Plan and our future community projects.

Yours sincerely

Peter Kelly
Chairman
Trundle & District Progress Association Inc.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

13.2 (DWS) Participation in CENTROC Contracts for Bitumen Emulsion and Cold Mix

Executive Summary

Council has been invited to participate in two (2) regional procurement contracts for the purchase of bitumen emulsion and cold mix through Central NSW Councils (CENTROC) Compliance and Cost Savings program and Supply Management Team.

Background Information

Parkes Council has participated previously in the Bitumen Emulsion Contract with success. The supply of cold mix contract is new for the CENTROC Supply Management Team.

Legislative or Policy Implications

Tendering requirements are prescribed in the Local Government Act 1993 and Local Government (General) Regulation 2005.

Project Delivery Program Implications

The resolution in this report will primarily affect the Delivery Program Future Direction relating to: *Function 7: Procurement*

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

Participation in the CENTROC Contracts will facilitate compliance with the Local Government (General) Regulation 2005.

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

Using the CENTROC Contract will incur a fee to CENTROC of 10% of the total savings.

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★★☆
Social	★★★★★	*Civic Leadership*	★★★★★

Utilisation of the contracts has positive implications for Council and Council's support of CENTROC.

General Manager Mayor

Budget & Financial Aspects

CENTROC manages the process, including all costs of advertising and tender assessment, and takes a management fee from the supplier to cover these costs. Using the CENTROC Contract may incur a fee to CENTROC of 10% of the total savings.

Recommendation

1. That Parkes Shire Council agree to participate in the next CENTROC regional contracts for bitumen emulsion and cold mix and that Council provide the necessary support and advice to CENTROC

Report

This report seeks Council's resolve to participate in a regional purchase of bitumen emulsion, cold mix and line marking through Central NSW Councils (CENTROC) Compliance and Cost Savings program and Supply Management Team.

The following report provides more background advice regarding both CENTROC's Compliance and Cost Savings Program and the regional purchase of road signs.

Background on the CENTROC Compliance and Cost Saving's Program

Central NSW Councils (CENTROC) represents over 236,000 people covering an area of more than 70,000sq kms comprising Bathurst Regional, Blayney, Boorowa, Cabonne, Cowra, Forbes, Lachlan, Lithgow City, Oberon, Orange City, Parkes, Upper Lachlan, Weddin and Young Councils and Central Tablelands County Council.

CENTROC exists to do two things – advocate on behalf of the region and support member operations through regional co-operation and resource sharing. More advice on CENTROC activities can be found at the website www.centroc.com.au.

To support member operations, a Compliance and Cost Savings Program has been created to add better value to members and generate more cost savings to individual Councils. The program is being funded in part from the CENTROC surplus and comes at no extra cost to members.

The objective is to drive initiatives across the region to reduce Council costs through:

- Providing a regional approach to compliance with State and Federal legislation thereby reducing costs to member Councils;
- Trialling with the intent to implement products and services to reduce costs; and
- Implementing regional contracts to reduce costs through group purchasing.

The program has been in operation since 14 December 2009 and over $2,000,000 of savings to the region have been realised through a variety of programs including desktop telephony audit, on site telephony audit at some Councils, diesel tax rebate audit and a desktop electricity review.

Background on the CENTROC Supply Management Team

The Supply Management Team was established in June 2003. Objectives of this team are:

- Networking of professional purchasing staff
- Achieve savings through joint procurement of goods and services
- Generate income through rebates to Central NSW Councils
- Facilitate professional development and training of Council purchasing staff
- Encourage use of the latest technology for communication and purchasing functions.

The Supply Management Team has been successful in all of these areas over the past eleven years and continues to provide ways for Councils to save money and time through working together regionally.

In addition to road signs, the team currently has regional contracts in bitumen emulsion and fuel, and are continuously looking at ways that purchasing regionally can assist members.

Background on developing a bitumen emulsion contract

The Supply Management Team first decided to do a regional contract for Bitumen Emulsion in 2004 culminating in a three year regional contract in 2005 with the process repeated at the completion of that contract in 2008, in 2011 and again in 2014. The latest contract has also been extended for 12 months. As we near the completion of the current contract, CENTROC seeks to repeat the process.

CENTROC members currently procuring under this arrangement are as follows:

Council	Participating in Current Regional Contract
Bathurst	Yes
Blayney	Yes
Boorowa	Yes
Cabonne	Yes
Cowra	Yes
Forbes	Yes
Lachlan	Yes
Lithgow	Yes
Oberon	Yes
Orange	Yes
Parkes	Yes
Upper Lachlan	No
Weddin	Yes
Wellington	Yes
Young	No

Background on Developing a Cold Mix Asphalt Contract

Should Council agree to participate in a regional contract, CENTROC will put out an RFT (Request For Tender) and proceed to a contract.

General Manager Mayor

Benefits of Participation

Should Council agree to participate in a regional contract, CENTROC will put out an RFT (Request For Tender) and proceed to a contract. Advice regarding service and pricing under a regional contract will be provided to members.

Benefits of a regional approach include:

- Cost savings to members through bulk procurement;
- Time saved by Supply team staff though centralised coordination and
- Income stream to CENTROC from the Contractor with a view to reducing fees.

Council Contribution

CENTROC manages the process including all costs of advertising and tender assessment and takes a management fee from the supplier to cover the costs which Council is not responsible for. Council should also give consideration to future compliance with the contract.

Options

If Council was to participate in CENTROC'S regional contracts, benefits of the larger buying power of multiple councils will be seen in the purchase price of the signs as well as time saving for council staff in not having to retrieve quotes each time a purchase of signs is required.

As Council purchases less than $150,000 worth of bitumen emulsion and coldmix each year, it is not bound to purchase off of a contract. Staff can seek quotes each time they look to purchase signs but have no guarantee of what the quotes can come in at. This requires more staff time regarding each purchase.

Attachments

Nil

General Manager Mayor

13.3 (DWS) Parkes Shire Pedestrian and Cycling Strategy Active Movement Project at Lions Park

Executive Summary

A comprehensive program of infrastructure improvements throughout the Parkes Shire has been developed Based on the Pedestrian & Cycling Strategy. The local community and relevant funding partners are supportive of the Strategy being adopted by Council and implemented over the next 4 to 10 years. The Active Movement Project was identified as part of the program after extensive community consultation. Given the success of the project installed at Kelly Reserve a second facility is to be provided at Lions Park in line with the feedback when consulting user groups on the strategy.

Background Information

The Parkes Shire Pedestrian and Cycling Strategy has been developed throughout the 2015/16 Financial Year with extensive community engagement, with the plan being adopted by Council on the 7th of July 1016. In October 2016 Council installed its first outdoor fitness facility in Parkes at Kelly Reserve as well as assisting the Tullamore community installing a smaller facility in Memorial Park Tullamore. These facilities were extremely well received by the community and have been utilised well. During the process the user groups consulted also indicated strong support for a second facility if possible at Lions Park ensuring availability to a wider number of residents.

Legislative or Policy Implications

The draft Parkes Shire Pedestrian and Cycling Strategy is intended to replace the Parkes Pedestrian and Access Mobility Plan and Bike Plan, prepared in 2008. The focus of the new Strategy has been to make pedestrian and cycling activities a safe, healthy and attractive travel option throughout the Parkes Shire as well as to encourage fitness and improved the wellbeing to residents.

Parkes Plus Delivery Program Implications

Continuing support of pedestrian, cycling and road safety initiatives meets the Delivery Program's objectives in relation to improving the health and wellbeing of the community as well as enhancing recreation and culture.

The resolution in this report will primarily affect the Parkes Delivery Program Activity Plus also relating to The following Objectives of the Community Strategic Plan being Future Direction *2. Improve Health and Well Being and*

Future Direction 5. Enhance Recreation and Culture

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

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

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★★☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

Supporting pedestrian, cycling and road safety initiatives has positive impacts in all areas of the Quadruple Bottom Line, as follows:

- Creating a more comprehensive movement network.
- Maximising health and lifestyle benefits.
- Achieving safer conditions.
- Social benefits.
- Improving land-use planning.

Budget & Financial Aspects

The Active Movement Project is funded by the Parks Wellness Plan. The equipment, site preparation and soft fall will cost $67,000. The Cycling/Exercise/Wellness Program has $200,000 in allocated funding including a projected $100,000 in grants. Council is also currently seeking a $50,000 grant for a similar project in Peak Hill.

Recommendation

1. That Council endorses the proposed Active Movement Outdoor Fitness project for installation at Lions Park for the purposes of additional public exhibition.

Report

The Parkes Shire Pedestrian and Cycling Strategy process demonstrated Council's desire to support healthy living and sustainable active transport for all members of the community. The planning focus is to make pedestrian and cycling activities a safe, healthy and attractive travel option throughout the Parkes Shire.

General Manager Mayor

Substantial stakeholder engagement has been ongoing over the 2015/16 Financial Year, as follows:

- **Surveys** - over 140 completed surveys were received from a wide cross section of the community. Survey information was used to understand community interest, attitudes, views and aspirations for pedestrian and cycling activities and facilities in the Parkes Shire.
- **Community Workshops** - a number of workshops were held in late September and early October 2015 in Parkes, Peak Hill, Trundle and Tullamore. The findings of community workshops are shown in Map Sheets 2 - 5 in the Strategy.
- **Parkes Fitness Group Workshops** - a number of workshops were held at Fitness Centres and where groups were exercising (e.g. Northparkes Oval and Woodward Oval) to explore outdoor fitness equipment opportunities in Parkes. Stakeholder meetings were held in April 2016.
- **Meetings** - a number of meetings were held with agencies, interest groups and residents.
- **Public Exhibition** - the draft Parkes Shire Pedestrian and Cycling Strategy was publicly exhibited from 11 April 2016 until 13 May 2016. Exhibition venues were established at Parkes Administration Centre and all public libraries.
- **Public Exhibition Workshop** - a workshop was held in Parkes on 5 May 2016 to allow for stakeholders to raise any final issues.

Lions Park Project

The findings of community engagement more specifically around the Active Movement Network in Parkes identified a number of preferred locations or precincts for shared path and fitness equipment locations. Kelly Reserve was strongly supported by participants as was Lions Park given the facilities available as well as the pleasant aesthetics this area has been identified as the first location to provide this facility.

It is foreseen that this will be an ideal location as it will see a facility that wills service residents in the eastern area of Parkes as well as the many users of the Lions Park facilities. The facility will also be in a prime location for those users of the shared bike path now established on the Wellington Road.

Whilst the finalised Parkes Shire Pedestrian and Cycling Strategy has already been adopted by Council following a public submission period, it is now proposed to seek submissions on this specific project in the strategy. It will be advertised at the Lions Park site as well as through the media and usual processes to ensure sufficient opportunity for further community comment prior to commencing works.

General Manager Mayor

Attachments

1. Summary of proposal by a-space for outdoor fitness equipment
2. Diagram depicting proposed approximate site of exercise stations in Lions Park.

General Manager Mayor

a_space

Parkes Shire Council
Phase 2 Fitness Park Project



Specification
Standard

Colour scheme
Equipment: Silver Pearl and Aztec Silver

a_space range / s
Fit for Parks and Fitness Extra

Drawing ref
FM-0083S-0

Date
18/05/2017

This drawing is subject to copyright and is confidential

General Manager

Mayor



General Manager

Mayor



General Manager Mayor



General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

13.4 (DWS) Parkes Shire Pool Season Length

Executive Summary

To assist with the programming of events at all Shire Pools, it is proposed to allocate the Pool Season opening dates for all sites.

Parkes Pool Season is generally open for the duration of 26 weeks, commencing Saturday, 30 September 2017 and ceasing Sunday, 1 April 2018.

Village Pool Season is usually from the first week in November until the last week in March, commencing Saturday 4 November 2017 and ceasing Sunday, 1 April 2018.

Background Information

See Report.

Legislative or Policy Implications

Nil

Project Delivery Program Implications

The resolution in this report will primarily affect 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 setting of the pool season prior to commencement will enable the user groups to be assured of their programmes.

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

Unseasonably hot weather may have community and user groups requesting an extension of the season.

Quadruple Bottom Line

Economic	★★☆☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

General Manager Mayor

Budget & Financial Aspects

The costs associated with the operating and maintenance of all pools is funded from Councils Operational Budget. The allocation for the 16/17 season was $689,220.

Recommendation

1. That the Parkes Pool Season commences Saturday, 30 September 2017 and concludes Sunday, 1 April 2018.

2. That the Village Pool Season commences 4 November 2017 and concludes Sunday, 1 April 2018.

Report

Historically, Parkes Pool has opened the middle weekend of the September school holidays (usually the first Saturday in October) and the Village Pools have opened the closest Saturday to the beginning of November.

The village pools have opened later due to the inability to have the pool water heated to an enjoyable level. Usually in October the pool water in the Village Pools is below 20 degrees.

It is intended to have the Parkes Pool Season commencing 30 September 2017 and concludes Sunday, 1 April 2018 and the Village Pool Season commencing Saturday, 4 November 2017 and concludes Sunday, 1 April 2018.

Attachments

Nil

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

13.5 (DWS) Request for Assistance - Peak Hill Rugby League Football Club

Executive Summary

Peak Hill Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Finals. Dates requested to host include, 19-20 August, 26 - 27 August and 3rd September. Peak Hill has advised that at time of seeking Council support, a confirmed date had not been received. The hosting of this Final predicts that attendance of up to approximately 1000 visitors to Peak Hill.

Background Information

See Report.

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: *6. Enhance Recreation and Culture*

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

The cost of the resources requested is quoted to be $3500 and will be provided from the Functions and Festivals budget.

General Manager Mayor

Recommendation

That Council support the request from the Peak Hill Rugby League Football Club as follows:

Erection and Dismantling of temporary fence around the perimeter of Lindner Oval including hessian coverings if available

Report

Peak Hill Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Finals. Dates requested to host include, 19-20 August, 26 - 27 August and 3rd September. Peak Hill has advised that at time of seeking Council support, a confirmed date had not been received. The hosting of this Final predicts that attendance of up to approximately 1000 visitors to Peak Hill.

The Woodbridge Cup Competition currently fields sides in the Under 19's Youth League, Ladies League Tag and Men's 1st Grade.

In order to facilitate the successful running of the Final, the club has requested that Council provide assistance with the following:

1. Erection and Dismantling of temporary fence around the perimeter of Lindner Oval including hessian coverings

Attachments

1. Letter received from the Peak Hill Rugby League Football Club.

General Manager Mayor

8th August 2017

Peak Hill Rugby League Football Club

Mark Gallagher – President

Peak Hill NSW 2869

Dear Parkes Council,

I am writing to you on behalf of the Peak Hill Rugby League Football Committee seeking sort for our club. We have applied for a semi final to be held at the Lindner Oval however, we are yet to receive a reply confirming our success. The dates on offer are 19-20th August, 26-27th August and 3rd September 2017. If we are successful we would need support to fence the front section of 130m with fencing and hessian so people can not view the game. Also, two sections of plastic (ring lock style) mesh fence will be required for the sides being of 328m and 238m.

A short time ago the 2017 committee stepped down and left only the secretary. An emergency committee is working hard to keep the future of football and league tag alive in Peak Hill. We are asking for the Parkes Council to donate their fencing services so we can put this semi final on. This will allow us to make a further $1000-2000 on our canteen to pay outstanding bills.

Thank you for you time and we look forward to your reply.

Yours Sincerely

Michelle Ross

Treasurer

13.6 (DWS) Request for Assistance - Trundle Rugby League Football Club

Executive Summary

Trundle Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Major Semi Final, to be held on 27th August 2017. The hosting of this Major Semi Final follows on from Trundle successfully hosting last year's Woodbridge Cup Major Semi Final in along with smaller finals previously and predicts that attendance of up to approximately 1000 visitors to Trundle.

Background Information

Trundle has been competing back in the Woodbridge Cup since 2013 after a hiatus from the competition due to dwindling player numbers. Since reforming in 2013, Trundle has progressed through the competition over the previous seasons to continue to be a formidable side currently leading this year's competition table.

A similar request was received during 2016 when Trundle was granted the Major Semi Final in September 2016.

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: *6. Enhance Recreation and Culture*

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*	★★★☆☆

General Manager Mayor

Budget & Financial Aspects

The cost of the resources requested is quoted to be $4000 and will be provided from the Functions and Festivals budget.

Recommendation

That Council support the request from the Trundle Rugby League Football Club as follows:

1. Erection and Dismantling of temporary fence around the perimeter of Berryman Oval, Trundle (excluding the children's playground and public toilets
2. Provide ten port-a-loos with delivery to site
3. Ten (10) wheelie bins for Berryman Oval including the emptying at the conclusion of the event
4. Mow grassed area behind change rooms to allow additional area for teams to warm up
5. Allow access to Trundle Pool grassed area for additional area for teams to warm up

Report

Trundle Rugby League Football Club has written to Council to request assistance by way of resources for their upcoming Woodbridge Cup Major Semi Final, to be held on 27th August 2017. The hosting of this Major Semi Final follows on from Trundle successfully hosting last year's Woodbridge Cup Major Semi Final in along with smaller finals previously and predicts that attendance of up to approximately 1000 visitors to Trundle.

Trundle has been competing back in the Woodbridge Cup since 2013 after a hiatus from the competition due to dwindling player numbers. Since reforming in 2013, Trundle has progressed through the competition over the previous seasons to continue to be a formidable side currently leading this year's competition table. Trundle currently fields a side in all three grades of the Woodbridge Cup Competition with 82 registered players this year. These players are all from areas within Parkes Shire including Trundle, Tullamore, Parkes and Peak Hill.

The Woodbridge Cup Competition currently fields sides in the Under 19's Youth League, Ladies League Tag and Men's 1st Grade. The Men's First grade and Youth League teams are both minor premiers and will be playing at Berryman Oval on the 27 August bringing players, officials and visitors from across the Woodbridge Cup region.

General Manager Mayor

In order to facilitate the successful running of the Major Semi Final, the club has requested that Council provide assistance with the following:

1. Erection and Dismantling of temporary fence around the perimeter of Berryman Oval, Trundle (excluding the children's playground and public toilets)
2. Provide ten port-a-loos with delivery to site
3. Ten (10) wheelie bins for Berryman Oval including the emptying at the conclusion of the event
4. Mow grassed area behind change rooms to allow additional area for teams to warm up
5. Allow access to Trundle Pool grassed area for additional area for teams to warm up

Attachments

1. Letter received from the Trundle Rugby League Football Club

General Manager Mayor

TRUNDLE RUGBY LEAGUE FOOTBALL CLUB

Po Box 13 Trundle NSW 2875

trundlesenior.league@yahoo.com.au

15th August 2017

Dear Parkes Shire Council,

The Trundle Rugby League Football Club requests the assistance of Parkes Shire Council to host the Woodbridge Cup Major Semi Final on 27th August 2017.

We are asking assistance in the following areas:

- Erect and dismantle a temporary fence around the entire perimeter of Berryman Oval (excluding the children's playground & public toilets)
- Ten x Porterloo toilets (four on the Gobondery street side of the oval and six on the basketball court – the public toilets will not be in use due to fence)
- Mow the grass area behind the dressing sheds to allow teams to have a warm up area.
- Allow us to use the Trundle Pool grass area for other teams to warm up

The Trundle Rugby League Football Club will contribute to the day by:

- Covering the temporary fencing with hessian material in main viewing areas (Gobondery Street & Parkes Street) – we have the hessian from last years event
- Supplying gate keepers to take entry money & hand out programs from 9am at only entrance (Hutton Street)
- Borrowing the grandstands from Bush Tucker Day and moving them into place
- Cleaning the toilets behind the dressing shed and the porterloos that will be supplied several times throughout the day
- Supplying a ground manager that will ensure that the day is ran smoothly
- Running a canteen from 9am until the completion of the men's first grade game
- Running a BBQ from 9am until the completion of the men's first grade game
- Running a Bar 12noon until the completion of the men's first grade game
- Cleaning up Berryman Oval after the event.

The Woodbridge Cup committee are demanding a temporary fence be erected around Berryman Oval for Trundle to be permitted to host the Major Semi Final. This is due to the fact that people sit outside the grounds to watch the games during the year. It hinders gate takings at each home game and has a negative effect on the Woodbridge Cup.

This season, the Trundle Rugby League Football Club has entered all three grades into the Woodbridge Cup competition; Men's 1st Grade, Ladies League Tag and U19's Youth League. We have 82 players registered from the area which include Trundle, Tullamore, Parkes and Peak Hill.

General Manager Mayor

We have a dedicated committee who are confident they can host the event, especially after the success of last year. This day will be hosted with the help of locals, registered players and our supporter base volunteering their time on the day.

Both the Trundle Men's 1st Grade and Youth League team are Minor Premiers for 2017 entitling Trundle to host the Major Semi.

With the help of Parkes Shire Council we will host a successful event. This will give the club an opportunity to apply for a grand final in the coming years.

Please do not hesitate to contact me with any questions about this letter or the event,

Kind regards

Leisa Rowlands

General Manager Mayor

14 DIRECTOR INFRASTRUCTURE REPORT

Nil

15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Parkes Sports Council AGM 8 August 2017

Executive Summary

The minutes of the Parkes Sports Council Annual General Meeting held on 8 August are presented for the information of Council. At the meeting, which was attended by Mayor Ken Keith, the current executive of Alan Gersbach (Chairperson), Anthony McGrath (Secretary) and Luke Nash (Financial Reporting) was returned for another term. The Annual Report was also tabled, which highlights the sporting activities within Parkes Shire for the past financial year.

Background Information

The Parkes Sports Council (a Section 355 Committee of Council) engages with the sporting groups in the Shire on the use and development of sports fields and facilities. Fees are raised from member groups, which are used to subsidise the cost of maintenance of grounds and plant replacement. Council has two nominated representatives on the Sports Council including Councillors O'Leary and Biles. The group also facilitates the Ron Harrison Bursary, Shire Sports Awards and the Northparkes Sports Grants scheme.

Legislative or Policy Implications

The Sports Council operates as a Section 365 committee of Council.

Project Delivery Program Implications

The resolution in this report will primarily affect 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: *Low*

Quadruple Bottom Line

Economic	★★☆☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

General Manager Mayor

The provision of quality sporting fields and facilities enhances Council's community reputation and can result in an injection of funds through sport events and tourism.

Budget & Financial Aspects

Parkes Shire Council manages the financial operations of the Sports Council

Recommendation

1. That the minutes of the Parkes Sports Council Meeting held on 8 August are received and noted.

Attachments

1. Minutes of the Parkes Sports Council AGM meeting held on 8 August 2017
2. Parkes Sports Council 2016-17 Annual Report & Financial Statements.

General Manager Mayor

ANNUAL GENERAL MEETING MINUTES

The annual General Meeting of the Parkes Sports Council was held at the Parkes Leagues Club on Tuesday 8 August 2017 commencing from 7:30PM.

1. WELCOME

Chairman Al Gersbach extended a welcome to all present.

2. ATTENDANCE

Al Gersbach (President, Chairman), Anthony McGrath (Secretary), Luke Nash (Treasurer), Michael Greenwood (Senior Rugby League, Council Representative), Gail Richardson-Bartley (Grants Committee), Cr Louise O'Leary (Peak Hill Sports Council, Council Representative), Jake Elliot (Parkes Boars) Greg Duffy (Community Representative), Greg Morrissey (Parkes Cricket), Dan Gordon (Parkes Senior Cricket), Kiran Deland & Jim Daley (Parkes Hockey), Robert Norman (Netball), Angella Bottaro-Porter (Parkes Soccer), Noel Huggett (Parkes Touch)

Guests: Cathy Treasure (Elvis Festival Director), Mayor Ken Keith.

APOLOGIES

Nil Received

3. CONFIRMATION OF PREVIOUS AGM MINUTES

Moved by Anthony McGrath that the minutes of the previous AGM be accepted as a true and accurate record of the decisions of the meeting. Seconded by Robert Norman. Carried.

4. ANNUAL REPORT OF ACTIVITIES

Al Gersbach tabled the Annual Report and briefly outlined the activities reported. He thanked the executive Luke Nash & Anthony McGrath and staff for their efforts throughout the year; he also acknowledged the support of Parkes Shire Council in assisting the Sports Council with activities throughout the year. Praise was also extended to the Sports Field staff and Sporting Groups themselves for their co-operation throughout the year.

Moved by Michael Greenwood that the report be accepted distributed to state and federal members as well as the NSW Dept of Sport and Recreation officers. Seconded by Anthony McGrath. Carried.

Acting under authority granted by the Parkes Shire Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

5. FINANCIAL REPORT

Luke Nash outlined the various highlights in the report as listed in Appendix A. The statements indicate to the sporting groups where their fees and levies are spent. There was a small surplus of $7,372 recorded for the year. Major costs continue to be electricity, fuel, turf maintenance and repairs.

Cr O'Leary commented that electricity costs although up slightly, were down on what they could have been. She felt that this could be attributed to the lower energy requirements of the upgraded lights and the SMS control system that allows the lights to be turned off as soon as they are no longer needed.

Moved by Luke that the financial report be accepted and that they be forwarded to the Auditor for review. Seconded by Gail Richardson-Bartley. Carried.

6. APPOINTMENT OF PATRONS

- **Current Patrons are:** Messrs Noel Johnstone, Gordon Pritchard, Ken Keith, Bob Aitken, Michael Greenwood, Greg Duffy, Richard Hamilton, and Greg Morrissey.

Moved by Al Gersbach that the existing patrons be kept. Seconded by Jim Daley. Carried

Alan Gersbach suggested that letters be written congratulating them on their appointment.

7. ELECTION OF OFFICE BEARERS

The Chairman vacated the chair and invited Cr Ken Keith to conduct the elections for the office bearers. Cr Keith commented on the importance of the Sports Council and the continued investment in sports facilities and their flow on effects into the economy through regional and state sporting events.

He mentioned the increasing investment of the Shire into sports facilities, highlighting the grant recently received for Berryman oval. There are significant grants becoming available and together with additional funding from Parkes Shire Council, we will see a significant improvement in our sporting facilities.

He thanked Sports Council Executive - Al Gerbach, Luke and Anthony for their efforts throughout the year and praised the condition and quality of the sporting facilities and surfaces. He thanked the groups for their contribution towards the sporting facilities and for the volunteers for their efforts. In particular, Cr Keith thanked Cr O'Leary for her major contribution to the Sports Council.

All positions were declared vacant and nominations called as follows:

- President – Al Gersbach was nominated by Gail Richardson-Bartley
- Vice President – Robert Norman – nominated by Anthony McGrath
- Secretary - Anthony McGrath – nominated Gail Richardson-Bartley
- Treasurer - Role to undertaken by Luke Nash. Nominated by Robert Norman
- Plant Supervisor - Russell Tanswell
- Grounds Committee
    - Gail Richardson-Bartley – nominated by Al Gersbach

Acting under authority granted by the Parkes Shire Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

  - Jim Daley – nominated by Al Gersbach
  - Greg Morrissey – nominated by Luke Nash
- Grants Committee
  - Michael Greenwood (Community Representative)
  - Gail Richardson-Bartley (Sporting Groups Representative)

As there was only one nomination for each position, all were declared elected.

8. APPOINTMENT OF AUDITOR

Intentus of Orange has previously been appointed as Auditor under a 3 year contract.

9. NOTICES OF MOTION

- Nil Received

10. GENERAL BUSINESS

CATHY TREASURE ELVIS FESTIVAL

Cathie gave a short presentation on the upcoming Elvis Festival, mentioning that Glamping, Retro caravan parking and additional RV Spaces would be needed this year due to the shortage of available accommodation. Sporting precincts such as Cheney Park, McGlynn Park, Woodward Oval and Keast Park were among those that would see additional camping and parking around the grounds but not on the fields. Sporting groups are invited to manage the bookings at the grounds, as Parkes Rugby League does at Pioneer Oval. Groups are encourages to contact Cathie if they wish to participate.

Cathie moved that a letter be sent to the Elvis Committee support the use of the grounds for camping and parking. Seconded by Anthony McGrath. Carried.

Cathie requested that sporting groups avoid competition and training over the festival period from 10-14 January.

Additional volunteers over 16 years of age are needed. Cathie will distribute forms to groups.

DAVID RAMSAY SPORTS PROJECTS UPDATE

- Northparkes Oval entry gates complete with a personal access entry point to be added. Al Gersbach asked about an entry shelter. The option for using the shelter at the hospital is not available. David stated that additional funding would need to be sourced.
- Pioneer Oval storage shed is under construction
- Northparkes storage shed to start soon
- Awning at Northparkes now complete

Acting under authority granted by the Parkes Shire Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

- Hockey, Touch and Cricket are all concerned about the Cheney Park salinity and drainage issue. Michael Chambers has advised that another Consultant is to be appointed with a brief to come up with a plan to fix the problem. Work is planned for Station Street.
- Spicer oval grandstand is scheduled for demolition and lights are not usable.

DEFIBRILLATOR GRANTS

- Grants are becoming available groups
- An audit is currently being undertaken
- Northparkes have staff and training materials available - Noel Huggett offered to follow up with Northparkes
- Louise said that signage is also important.
- Anthony to send out reminder to groups regarding the grants.
- Greg Morrissey said that an obvious location is Northparkes Oval

MASTER PLAN UPDATE

- Advised groups that the Northparkes Pioneer and Spicer ovals plan will be updated soon with a meeting to be held with stakeholders at the end of the month.

BAKER STREET CLOSURE

- Louise O'Leary stated that Hockey has a temporary closure in place for the season. The risk of injury due to traffic flowing along Baker Street is seen as high with the state sporting bodies including NSW Hockey.
- A permanent closure would be better long term solution

AROUND THE GROUNDS

RUGBY (JAKE ELLIOT)

- Junior Rugby sevens carnival, including women's teams, is being planned for 23-24 September at Pioneer and Spicer ovals, nominations received through Jason Burrell. Anticipating around 60 teams
- Spicer oval lights are in desperate need of an upgrade

HOCKEY (JIM DALEY)

- Numerous state representatives - many masters divisions
- Masters was an outstanding success. Can't thank Council enough for their help. Survey was positive from groups who attended
- Opening and naming of Turf 2 on 26 August
- Hockey running very well with reduction of debt

Acting under authority granted by the Parkes Shire Council

General Manager Mayor

Michael Greenwood ask about the possibility of future events

- Men's Masters 50's confirmed for May 2018
- More carnivals in the pipeline, including full state titles. However these will require 2 additional grass fields so it's important to ensure the salinity and drainage issues are address as soon as possible.

CRICKET (DAN GORDEN GREG MORRISSEY)

- AGM held - Scott Knights new president
- Keen to use Cheney Park for the up coming season

GRANTS (GAIL RICHARDSON-BARTLEY)

- Keep on submitting, don't be disheartened.
- Use Grants officer for assistance
- Great resource for Sporting groups to utilise

SOCCER (ANGELA BOTTARO-PORTER)

- Looking to meet with Steve Campbell or Ben Howard regarding amenities upgrades.

BASKETBALL (ROBERT NORMAN)

- Concern over the vandalism occurring at Armstrong park in the area of the Basketball courts.

11. NEXT MEETING

The next Ordinary Monthly Meeting will be held at the Parkes Leagues Club on 12 September commencing at 7:30pm.

12. MEETING CLOSE

Meeting closed at 8:45pm

Acting under authority granted by the Parkes Shire Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PARKES sports COUNCIL

ANNUAL REPORT & FINANCIAL STATEMENTS

2016 - 2017



PARKES SHIRE COUNCIL

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

FURTHER INFORMATION

The Secretary
Parkes Sports Council
PO Box 370
PARKES NSW 2870
e: sport@parkes.nsw.gov.au
m: 0418 477 823

FRONT COVER

Turf 2, Parkes' $1.55m hockey facility, is now complete with lighting installed in July 2016. In very positive news, both of the artificial surfaces have been classified Global Elite by the FIH (Federation International Hockey). Currently there are four FIH certification levels for hockey pitches with Parkes' two falling into the top category. The pitches will be put through to the test in July when the NSW Hockey Southern Women's Masters Tournament is held.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

CONTENTS

Introduction **5**
Parkes Shire Council Support **5**
Finances **5**
Duncan MacDonald Foundation 5
Ron Harrison BUrsary 6
Northparkes Mines Sports Grants **6**
Selection Panel 6
Northparkes Grants Provided 7
Plant & Equipment **7**
Projects & Activities **8**
Cheney and McGlynn Parks 9
Cheney Park 9
Stephen Davies Field 9
McGlynn Park 10
McGlynn Park – Turf 2 Project 11
McGlynn Park Netball Courts 12
NorthParkes, Pioneer and Spicer Ovals 12
Northparkes Oval 12
Pioneer Oval 14
Spicer Oval 14
Woodward Park Precinct 15
Woodward Oval 15
Duncan Macdonald Nets 16
Wes Cheney Pavilion 16
Tennis Club 16
Harrison Park 16
Armstrong Park 17
Small Town Facilities 17
Lindner Oval Peak Hill 17
Berryman Oval Trundle 17
Major Events **17**
Sport Life Members Honour Roll **18**
Sports Awards **18**
Nominations 18
Award Winners 19
Affiliated sporting Groups **20**
Sporting Bodies 20
Schools 20
Other Groups 20
Associated Sports Councils 20
Parkes Shire Sports Field Staff **21**

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Sporting Fields **21**
Management **22**
Executive Committee 22
Patrons 22
Auditor 22
Life members 22
Conclusion **23**
Appendix A: Financial Statements for Year Ending 30 June 2016 ..... **24**

LIST OF FIGURES

Figure 1: Matt Gillogly puts the new Mentay Turf Wicket Roller through its paces at Spicer Oval. 8
Figure 2: Matt Gillogly erects a new 'Ground Closed' sign at McGlynn Park. 8
Figure 3: Left: Newly laid turf at Cheney Park. Top: Salinity and water monitoring piezo at Cheney Park 9
Figure 4: Stephen Davies Field Lights Upgrade. 10
Figure 5: Parkes Shire Parks, Gardens and Sports Field staff install new irrigation on McGlynn Park. 10
Figure 6: Newly renovated McGlynn Park storage shed ready for use by Parkes Hockey Inc and Parkes Netball. 11
Figure 7: Contractors prepare a new light pole ready for erection on Turf 2. 11
Figure 8: New 12m/9m AFL posts installed at Northparkes Oval. 12
Figure 9: Works at Northparkes Oval including (clockwise from the top): entry gate and signage, field topdressing, field entry path extension, field entry path railing and turf wicket irrigation. 13
Figure 10: Jock Colley Field Lights switched on during the official opening 14
Figure 11: The current dilapidated state of the Spicer Oval grandstand. 15
Figure 12: Sports Field staff installs the new training AFL posts at Spicer Oval. 15
Figure 13: Woodward Oval's new storage shed. 16
Figure 14: Parkes Tennis Club added a large outdoor BBQ area to the Western side of the club house. 16
Figure 15: New canteen facilities at Lindner Oval, Peak Hill. 17
Figure 16: The Western team prior to the NSW PSSA AFL Carnival, which was held at Northparkes and Spicer Ovals during May this year. Photo: Parkes Champion Post 18
Figure 17: Mariah Williams, Parkes Shire's Sports Person of the Year, played in Rio with the Hockey Roos. Photo: Parkes Champion Post 19

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

INTRODUCTION

This report places on record the achievements and activities of the Parkes Sports Council during the 12 months ended 30 June 2017. The Parkes Sports Council continues to be the conduit through which the Sporting fraternity can have a say on how the sporting fields and facilities are maintained and developed.

As a Committee of Parkes Shire Council, the Parkes Sports Council takes great pride in its responsibility for the care, control and maintenance of facilities for the sporting public of Parkes Shire. These facilities are used by over 7,000 sporting group members and school children.[1] These groups also contributed their own funds into the upgrading of the sporting facilities in Parkes during the past 12 months. The amount of voluntary work performed by so many people and the development of the facilities by individual sporting groups will ensure that the future of Parkes Shires sports facilities is in good hands.

Parkes Shire Council's Community Infrastructure Projects Policy has provided some assistance in terms of GST savings on several projects throughout the year.

PARKES SHIRE COUNCIL SUPPORT

The executive has again been mindful of the financial, moral and physical support provided by the Parkes Shire Council. Members appreciated the interest and contribution provided by the Mayor and life member of the Sports Council Cr Ken Keith, Cr Louise O'Leary and the General Manager Mr Kent Boyd.

The Sporting Facilities Development Committee, which included Crs Keith, Biles & O'Leary has helped to raise the profile of sporting facility needs within the Council.

FINANCES

Thanks are extended to Treasurer Luke Nash who demonstrated pride in his work and an acute appreciation of the Council's financial needs and resources. The Executive and Members of the Sports Council sincerely thank Luke for his tireless efforts.

The Financial Statements of Parkes Sports Council have been prepared and are presented to the committee for consideration (Appendix A). The statements indicate to the sporting groups where their fees and levies are spent. There was a small surplus of $7,372 recorded for the year. Major costs continue to be electricity, fuel, turf maintenance and repairs.

DUNCAN MACDONALD FOUNDATION

Parkes Shire Council performed a custodial role for the monies held on behalf of the Duncan McDonald Foundation. Parkes Sports Council is honoured in supporting this foundation as it continues its good works in supporting and developing Cricket in Parkes.

The Foundation Committee, in their fiduciary roll did not allocate any funds this financial year.

[1] Parkes Sports Council Survey of Affiliated Groups, July 2016. Note that members participating in more than one sport will have been counted multiple times.

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

The current balance of the Duncan McDonald Trust is $14,830.80.

RON HARRISON BURSARY

The Parkes Shire Council received funding of $10,000 from Parkes Rotary to underwrite the Ron Harrison Memorial Sports Bursaries into the future.

The purpose of the bursary is to:

- Perpetuate the memory of the late Ron Harrison OAM who passed away in 1985 for his contribution to the community of Parkes and district particularly in the development of sport.
- Provide financial assistance to sportspersons of the Parkes Shire, particularly those at junior level, who demonstrate the need for such assistance to develop their career.

Recipients for this year were:

Recipient	Sport
Harrison Bayliss	Cricket
Jake Magill	Tennis

The balance of the fund at the end of the financial year was $9,111.09.

NORTHPARKES MINES SPORTS GRANTS

CMOC Northparkes Mine and the Parkes Sports Council have developed a program to provide donations to sporting bodies under a jointly developed policy. This Sports Grant program aims to increase regular and on-going participation opportunities in sport, and to improve the sporting infrastructure within the Parkes Shire. The grants are funded by Northparkes Mine and administered by the Parkes Sports Council.

There are two distinct project types within the Program, these being:

- Participation projects – that deliver a sport or physical activity participation experience to an identified group of people, and;
- Facility development projects – building new or upgrading sport and recreation facilities to support increased participation.

Northparkes Mines provided $150,000 ex over the five (5) year term. The current program expires in July 2017 and a new program is currently under negotiation.

SELECTION PANEL

The committee that oversees the allocation of the grants includes:

- The Chairperson of the Parkes Sports Council or their delegate (Al Gersbach)
- One (1) Parkes Sports Council member, appointed by the Sports Council (Gail Richardson-Bartley)
- Two (2) Council representatives from the Sporting Facilities Development Committee (Cr Wally Biles and Cr Louise O'Leary)
- One (1) community representative (Michael Greenwood)

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

NORTHPARKES GRANTS PROVIDED

During the past financial year, the following groups were successful in receiving grants from the Northparkes Mine Sports Grants Program:

Organisation	Project	Amount
Trundle Central School	The construction of new netball/tennis court	**6,500**
Parkes Pony Club	A guest instructor	**770**
Parkes Hockey - Masters Women	Representative uniforms	**1,257**
Parkes Little Athletics	The purchase of scissor jump mats	**1,574**
Parkes Railway Bowling Club	The purchase of new scoreboards	**1,050**
Parkes PCYC	The purchase of matting and airfloor for Gymnastics	**1,400**
Parkes PCYC	Purchase of Airfloor and 3 Flexi-roll mats for Gymnastics	**3,169**
Peak Hill Bowling Club	Purchase petrol bowling green mower	**2,000**
Peak Hill Golf Club	Purchase 150m of existing poly water pipe and replace using volunteer labour	**2,331**
Parkes College for Seniors	Purchase of headset microphone to be used with the existing PA system at the pool for Aqua-aerobics	**527**
Parkes & District Amateur Soccer Assoc.	Purchase and install goal nets for juniors	**1,500**
Parkes Kennel Club	Purchase dog agility training jumps	**1,500**
Parkes Spacemen Rugby League	Purchase 120 sublimated player training shirts	**1,500**
Parkes Tennis Club	Purchase 28 polo shirts, jackets and caps for representative and development players	**1,500**
Parkes Golf Club	Purchase 40 uniforms for Pennants team.	**973**
	Total Grants Distributed:	**27,551**

PLANT & EQUIPMENT

Parkes Shire Council's plant supervisor, Russell Tanswell, played a custodian role with the Sports Council's plant and equipment during the year. His skills and knowledge are invaluable and he was instrumental in the selection and acquisition of a new turf wicket roller from Mentay. A second roller is planned for the coming financial year.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Figure 1: Matt Gillogly puts the new Mentay Turf Wicket Roller through its paces at Spicer Oval.

PROJECTS & ACTIVITIES

Facilities continued to be upgraded during the year, through the provision of Government and Council funding and the willingness of sporting bodies to improve local venues. During this year 'Ground Closed/Open' signage was added to each of the fields to indicate to users whether the fields had been closed by Parkes Shire Council.



Figure 2: Matt Gillogly erects a new 'Ground Closed' sign at McGlynn Park.

Projects during the period under review are listed on the following pages.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

CHENEY AND MCGLYNN PARKS

CHENEY PARK

The rising water table and dryland salinity continues to be a problem on Cheney Park and along Station Street. The salinity issues have become chronic with larger areas of the playing surface dying off. Parkes Shire Council installed water table monitoring piezo and replaced a large section of grass again this year. This is the third time grass has been replaced, with each replacement being larger than the last. These temporary measures are costly and urgent action is needed to be undertaken to avoid a large section of the sports field becoming permanently unusable.





Figure 3: Left: Newly laid turf at Cheney Park. Top: Salinity and water monitoring piezo at Cheney Park

Parkes Shire Council together with funding from Parkes Touch Association replaced many lights on Cheney Park.

STEPHEN DAVIES FIELD

Parkes Shire Council replaced the Western facing lights to dispel the concerns of nearby residents regarding light spillage. This lighting upgrade was conducted together with the Cheney Park upgrade.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Figure 4: Stephen Davies Field Lights Upgrade.

MCGLYNN PARK

During the year new irrigation was installed on the Southern and Western side of Turf 2. These areas were not previously irrigated because works were delayed until hockey Turf 2 was built.



Figure 5: Parkes Shire Parks, Gardens and Sports Field staff install new irrigation on McGlynn Park.

The old amenities block on McGlynn Park, which was previously used by Baseball in Parkes, was converted into a two bay Storage shed, complete with new roller doors. The storage shed is to be used by Parkes Netball and Parkes Hockey.

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Figure 6: Newly renovated McGlynn Park storage shed ready for use by Parkes Hockey Inc and Parkes Netball.

In addition, natural gas was installed into the Canteen.

MCGLYNN PARK – TURF 2 PROJECT

The Turf 2 project was largely completed last financial year. Lighting works were completed during this financial year. The report cover shows the newly completed field. A naming and opening ceremony is being planned soon.



Figure 7: Contractors prepare a new light pole ready for erection on Turf 2.

Parkes Hockey Inc. also performed some significant works including the erection of a control shed and player shelter on the western side of the ground. In addition, concrete slabs were laid in preparation for grandstands.

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

MCGLYNN PARK NETBALL COURTS

Parkes Shire Council has committed funds towards the resurfacing of McGlynn Park netball courts. These funds will be combined with Parkes Netball's contribution to deliver the $100k project in October 2017.

NORTHPARKES, PIONEER AND SPICER OVALS

NORTHPARKES OVAL

Parkes' most used facility saw the Parkes Panthers AFL women's side compete for the first-time this year and it witnessed many major sporting events during this past year, most notable the Primary School Sports Association (PSSA) AFL carnival in May 2017. A new set of goal posts was installed for this event using grant money and a contribution from Parkes Shire Council.



Figure 8: New 12m/9m AFL posts installed at Northparkes Oval.

Northparkes Oval was the scene of many works projects during the period including stage 1 of the turf resurfacing, irrigation on the turf pitch, a new railing down to the ground, and extension to the concrete path onto the ground, new entrance and signage and finally, the awning over the canteen area was about to start. Unfortunately, a grant for a grandstand was unsuccessful.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017





Figure 9: Works at Northparkes Oval including (clockwise from the top): entry gate and signage, field topdressing, field entry path extension, field entry path railing and turf wicket irrigation.







© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PIONEER OVAL

The major projects completed at Pioneer Oval included a second ambulant toilet on the Eastern side of the ground, a new Eastern fence and an upgrade of the Jock Colley Field lights.

Figure 10: Jock Colley Field Lights switched on during the official opening



The new lighting replaced second hand lights from Parramatta Stadium that were installed over ten years ago. The Department of Industry contributed $29,000 towards the $70,000 project under the Public Reserves Management Fund Program. The remaining funds were contributed by the people of Parkes Shire. In addition to better lighting coverage of the fields, the new lights are also energy saving with a reduction of approximately 12KW per hour at match standard - a saving of 1536KW per year.

SPICER OVAL

The Grandstand at Spicer oval continued to be closed during the period as the Northern and Southern walls had become unstable. Two community meetings were held last year to discuss the future of the grandstand with the consensus being that it be demolished and a new facility be built. Parkes Shire Council recently resolved to demolish the grandstand following an historical report being prepared on the building. Further Master Plan adjustments are to be considered in the coming few months.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Figure 11: The current dilapidated state of the Spicer Oval grandstand.

A lack of change rooms and poor lighting continue to be detrimental to the further use of Parkes' first sporting precinct, as identified during the Master Planning process. A major upgrade for the ground is planned in Parkes Shire Council current 4-year delivery program, which includes new lighting and amenities.

A new set of AFL posts were installed on the ground for training and use at the PSSA AFL carnival, which was held in May this year.



Figure 12: Sports Field staff installs the new training AFL posts at Spicer Oval.

WOODWARD PARK PRECINCT

WOODWARD OVAL

A lighting upgrade for Woodward Oval is included in Parkes Shire Council's 4-year delivery program. A new storage shed for use by Parkes Cricket, Junior Rugby League and Tennis was complete this financial year. Parkes Tennis Club have already moved into the facility and removed their old container storage.

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Figure 13: Woodward Oval's new storage shed.

DUNCAN MACDONALD NETS

The new nets continue to be a real boon for local cricketers who are enjoying the use of this excellent facility. Parkes Shire Council removed the old nets from Woodward Park during the year.

WES CHENEY PAVILION

Parkes Sports Council staff continued to enjoy the use of the new staff and office amenities.

TENNIS CLUB

Parkes Tennis Club continued their excellent work in maintaining the courts. A major addition to the Club House building this year was the outdoor BBQ area.



Figure 14: Parkes Tennis Club added a large outdoor BBQ area to the Western side of the club house.

HARRISON PARK

Minor maintenance works were carried out to the amenities at Harrison Park this year.

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

ARMSTRONG PARK

Parkes Shire Council added a bubbler and covered seating to the area around the renovated basketball court.

SMALL TOWN FACILITIES

Parkes Sports Council provided assistance and advice in the provision of playing fields at smaller centres within the Shire. Football and athletics markings were provided in Trundle, Tullamore and Peak Hill and increased attention was provided to requirements of the smaller centres within the Shire.

LINDNER OVAL PEAK HILL

Lindner Oval was the scene of some upgrade works on the amenities building and canteen facilities.



Figure 15: New canteen facilities at Lindner Oval, Peak Hill.

BERRYMAN OVAL TRUNDLE

A major grant of $500k was recently announced for upgrades at Berryman Oval. This work will be carried out by Parkes Shire Council over the coming financial year.

MAJOR EVENTS

Parkes continued to stage major sporting events of very real value and benefit to the Parkes economy. Notable instances in the past twelve months were the following:

- Primary Schools Sports Association NSW AFL carnival at Northparkes and Spicer Ovals
- Junior Rugby Gala Day
- Junior regional Hockey at Stephen Davies, Cheney and McGlynn Park
- T20 Blast School Cricket Gala Day at Northparkes Oval
- Central West Car Club Show and Shine at Pioneer Oval
- Local Government Touch Carnival
- Lachlan Cricket Finals
- Little Athletics Gala Day
- 2-day Schools Netball Gala day at McGlynn Park

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

- Rotary Fun Run from Harrison Park
- Country Cup League and League Tag Finals Jock Colley Field
- A plethora of harness racing meetings at the showground paceway, many of TAB status.
- Highly successful Jockey Club meetings including the time honoured Coradgery picnics.
- A variety of representative school sports events.
- An array of Diocesan and Department of Education events at regional levels



Figure 16: The Western team prior to the NSW PSSA AFL Carnival, which was held at Northparkes and Spicer Ovals during May this year. Photo: Parkes Champion Post

SPORT LIFE MEMBERS HONOUR ROLL

The life member's honour roll is maintained by the Sports Council and is on display upstairs at the Parkes Services Club, who has generously provided a significant amount of wall space for it. The Life Members Honour Roll continues to effectively reflect the extent of voluntary support provided by hundreds of people to sport in Parkes over the years.

SPORTS AWARDS

NOMINATIONS

Parkes gained tremendous exposure during the year from the quality exploits of a range of sports people. Nominations for this year's award included:

Sportsperson of the Year: Anthony Heraghty (Cricket), Kurt Lovett (Hockey), Mariah Williams (Hockey), Jack Elliot (Hockey), Scott Westcott (Marathon), Jacob Harvey (Cricket), Sam Dwyer (Rugby League), Claire Barber (League Tag), Ella-J Harris (League Tag)

Junior Sportsperson of the Year: Victoria Simpson (Athletics), Billy Burns (Rugby League), Jake Magill (Tennis), Koby Johnstone (Hockey), Harrison Bayliss (Cricket), Nicholas Job (Hockey), Kane Nutley (Water Skiing), Kasey Faye-Rice (Golf)

 © Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Team of the Year: Parkes 1st XI (Cricket), Parkes Public School Boys (Hockey), Parkes Public School Boys (Cricket), Parkes Spacecats (League Tag), Parkes Over 35s Women's Masters (Hockey), Parkes 45 Mens Masters (Hockey), Railway Bowling Club - Blue Club Challenge team (Bowls)

Senior Sportsperson or Team: Denise Gersbach (Hockey), Matt Searl (Hockey), Maureen Massey (Hockey), Troy Dickson (Water Skiing)

Referee, Umpire or Official of the Year: Chris Reynolds (Touch Football), Amanda Draper (Touch Football), Taylor Draper (Touch Football), Trevor Chatman (Cricket), Stuart Peden (Soccer)

Coach, Trainer or Manager of the Year: Sharon Dixon (Physiotherapy), Helen Magill (Tennis), Michael Dumesny (League Tag), Aaron Huppatz (Hockey)

Administrator of the Year: Laurie Wakefield (Hockey), Peter Yelland (Cricket), Al Gersbach (Parkes Rugby); Sam Cox (Little Athletics), Graham Thomson (Railway Bowling Club)

Long Service and Dedication: Paul Dunford (Cricket), Parkes Tennis Canteen Ladies (Pat Drabsch, Pauline Nicholson, Val Glasheen and Lyn Pengilly), Kevin Medlyn (Soccer), Craig Dumesny (Harness Racing)

AWARD WINNERS

At the January Australia Day Awards, the following awards were presented as part of the annual Parkes Sports Awards ceremony, which is administered by the Sports Council and sponsored by the Parkes Champion Post.

Award	Awarded To	Sport
Team of the Year	Womens' 035 Masters	Hockey
Long Service & Dedication	Kevin Medlyn	Soccer
Administration	Laurie Wakefield	Hockey
Coach, Manager or Trainer	Helen Magill	Tennis
Referee/Umpire	Amanda Draper	Touch Football
Junior Sportsperson of Year	Kane Nutley Victoria Simpson (Special Commendation)	Water Skiing Athletics
Senior Sports Person or Team	Denise Gersbach	Hockey
Sportsperson of Year	Mariah Williams	Hockey



Figure 17: Mariah Williams, Parkes Shire's Sports Person of the Year, played in Rio with the Hockey Roos. Photo: Parkes Champion Post

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

AFFILIATED SPORTING GROUPS

There are over 7,000 sporting group members and school children participating in all sports in Parkes. These sporting groups contributed to the sporting facilities of Parkes, boosted by the significant contribution of Parkes Hockey Inc. These affiliated groups include:

SPORTING BODIES

- Parkes AFL Club
- Parkes Netball Association Inc
- Parkes Hockey Inc
- Parkes and District Cricket Association
- Parkes and District Junior Cricket Association Inc
- Parkes Rugby League Football Club
- Parkes Marist Junior Rugby League Club
- Parkes Rugby Union Club (seniors and juniors)
- Parkes Soccer Football Association
- Parkes Touch Association
- Parkes Little Athletics
- Parkes Tennis Club
- Parkes Harness Racing Club
- Parkes PA & H Association
- Parkes Pony Club
- Parkes Golf Club
- Parkes Bowling & Sports Club

SCHOOLS

- Parkes High School
- Parkes Primary School
- East Parkes Primary School
- Middleton Primary School
- Holy Family Primary School
- Parkes Christian School
- Peak Hill Central School

OTHER GROUPS

Liaison continued with sports organisations and schools in Peak Hill, Trundle and Tullamore and increased oval marking was carried out in all three centres, primarily for school sporting activities, athletics and football. That extra activity was reflected in increased funding provided by Parkes Shire Council.

ASSOCIATED SPORTS COUNCILS

The associated sports councils at Peak Hill Trundle and Tullamore are currently in recess. The Parkes team are now spending more time in the small towns line marking and preparing fields, with the assistance of the local maintenance crews and the Parks and Gardens crews.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PARKES SHIRE SPORTS FIELD STAFF

Sports Field Staff are now part of Parkes Shire Council's Parks, Gardens and Sports Field staff, reporting to the Shire Presentation Manager.

Staff levels were maintained during the year. Greg Townsend is the Supervisor, with fellow long serving staff member Matt Gillogly as Plant Foreman/Groundsman. Plant Operator Justin Terrill continues to develop under the guidance of Matt and Greg. Members of staff are to be complemented for their continued commitment to the Sports Council's charter. The high standard of grounds was the subject of regular comment during the year, particularly by visiting groups.

SPORTING FIELDS

The following sporting fields were either monitored, maintained and/or marked by the Sports Fields team during the year:

- Armstrong Park
- Armstrong Park Basketball Court
- Berryman Oval, Trundle
- Cheney Park
- Cheney Park Stephen Davies Hockey Field
- Christian School
- East Parkes School
- Parkes High School Geddes Reserve
- Harrison Park
- Holy Family School
- Joe Judd Pony Club Grounds
- Keast Park
- Linder Oval, Peak Hill
- McGlynn Park
- McGlynn Park Greg Morrissey Field
- McGlynn Park Netball Courts
- McGlynn Park Turf 2 Hockey Field
- Middleton School
- North Parkes Oval
- Pola Park, Tullamore
- Show Ground
- Spicer Oval
- Stephen Davies Field
- Woodward Oval
- Woodward Park Tennis Courts^
- Woodward Park Macdonald Cricket Nets

^ The Tennis facilities are maintained by Parkes Tennis Club

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

MANAGEMENT

EXECUTIVE COMMITTEE

Chairman	Al Gersbach	(2nd term, 7th year)
Vice Chairman	Robert Norman	(1st term)
Hon Secretary	Anthony McGrath	(6th term)
Hon Treasurer	Luke Nash	(2nd term)
Grounds Committee	Gail Richardson-Bartley, Greg Morrissey & Al Gersbach	

PATRONS

Noel Johnstone, Gordon Pritchard, Cr Ken Keith, Bob Aitken, Cr Michael Greenwood, Greg Duffy, Richard Hamilton and Greg Morrissey.

AUDITOR

Intentus, 237 Lords Place, Orange NSW 2870.

LIFE MEMBERS

Elected August 2001 - Greg Duffy, Michael Greenwood, Ken Keith and Noel Johnstone

Elected August 2004 - Richard Hamilton.

Deceased life members - Ron Harrison OAM, Eric Nash and Wes Cheney.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

CONCLUSION

The Sports Council enjoyed another active year coping with local sporting demands and endeavours. The continued upgrading of facilities, the regular conduct of major events and the degree of assistance and co-operation provided by the affiliated sporting groups ensured another productive sporting year. The community of Parkes continues to experience growth which is creating a diversity of sporting interest and the need for additional sporting facilities in Parkes.

Major facilities such as the Northparkes complex and the McGlynn/Cheney Park complex have effectively positioned Parkes sport for many years to come, with the Northparkes, Pioneer and Spicer Ovals precinct attracting many significant regional sporting events, which contribute significantly to the local economy.

Progress on major projects such as those identified during the master planning process and included in Parkes Shire Council's 4-year delivery program include the Berryman Oval Upgrade, Spicer Oval Redevelopment, Sports Amenity upgrades and Field Light upgrades. Other projects, such as the proposed Pioneer Oval Grandstands, McGlynn Park Indoor Netball stadium and grandstand at Northparkes, will ensure Parkes continues to provide facilities required of a recognised sports and recreation centre.

The reason for the continued acceptance and success of the Sports Council lies essentially in the self-help attitude of all sports in Parkes and the no-fuss can-do attitude to staging major sporting events. The executive would like to place on record its appreciation of the contribution made during the year by the Shire Council, sporting organisations and individuals. Parkes Shire continues to be the envy of NSW through the excellent playing surfaces and unique way the entire sporting community is integrally involved.

Al Gersbach	Robert Norman	Luke Nash	Anthony McGrath
CHAIRMAN	VICE-CHAIRMAN	TREASURER	SECRETARY

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

APPENDIX A: FINANCIAL STATEMENTS FOR YEAR ENDING 30 JUNE 2017

Following are the Draft and Un-audited Financial Statements for the year, which were tabled at the Annual General Meeting.

PARKES SPORTS COUNCIL INCORPORATED
Income and Expenditure Statement
For the Year Ended 30 June 2017

	Note	2017 Actual $	2016 Actual $	2015 Actual $	2014 Actual $	2013 Actual $
Income						
Donations		1,000	500	1,700	1,700	2,469
Interest Received		1,250	1,051	5,621	6,673	6,555
Other Income		1,085	2,429	6,125	7,513	2,500
Subsidies		16,398	14,511	12,842	186,061	179,943
Levies (Including SMS Electricity Charges)		54,170	42,554	47,241	44,400	41,270
Affiliation Fees		7,830	5,600	7,290	5,980	5,750
Capital Contributions		-	-	-	-	11,800
Grants Received		30,000	30,000	30,000	60,000	-
Profit on Sale on the Disposal of Non-Current Assets	4	-	-	1,998	5,565	29,046
Total Income		**111,733**	**96,645**	**112,817**	**317,892**	**279,333**
Expenses						
Accountancy		2,500	2,455	3,000	1,987	1,961
Advertising		-	-	-	-	114
Bank Fees and Charges		38	21	17	47	47
Bursaries Paid		2,000	2,500	1,000	2,500	2,500
Depreciation	3	10,709	10,697	17,113	19,352	22,590
Donations		-	-	-	-	116
Electricity		17,803	16,486	16,513	17,342	17,857
Events		-	-	4,123	5,287	-
Fuel and Oil		6,514	7,858	8,818	9,636	10,229
Gas		2,459	1,500	9,515	-	-
Grants Paid		27,551	33,066	29,664	44,722	-
Hire of Plant & Equipment		106	-	-	88	115
Interest Paid		-	-	-	-	-
Motor Vehicle Expenses		746	415	1,255	1,707	2,485
Printing, Stationery & Software		885	1,664	197	212	806
Repairs & Maintenance		6,275	2,002	4,417	4,051	9,382
Seed, fertilizer, & Top Dressing		18,148	10,702	13,761	14,333	12,542
Supplies		8,627	4,806	4,232	4,743	11,284
Wages	2	-	-	1,544	186,498	168,905
Total Expenses		**104,361**	**94,172**	**115,169**	**312,504**	**260,932**
Profit (Loss) from ordinary activities before income tax		**7,372**	**2,474**	**(2,352)**	**5,388**	**18,401**
Income tax revenue relating to ordinary activites		-	-	-	-	-
Net Profit (loss) attributable to the association		**7,372**	**2,474**	**(2,352)**	**5,388**	**18,401**
Opening Retained profits		112,889	110,416	112,768	107,380	88,979
Net Profit (loss) attributable to the association		7,372	2,474	(2,352)	5,388	18,401
Closing Retained profits		**120,262**	**112,889**	**110,416**	**112,768**	**107,380**
Net Profit (loss) attributable to the association before Grants and Contributions provided for Capital Purposes		**4,923**	**5,540**	**(2,688)**	**(9,890)**	**6,601**

The above statement should be read in conjunction with the accompanying notes and Summary of Significant Policies.

© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Financial Snapshot 2016/17

Financial Year Ending 30/06/2017

Sports Council (Sporting Grounds) Financial Overview - Annual General Meeting

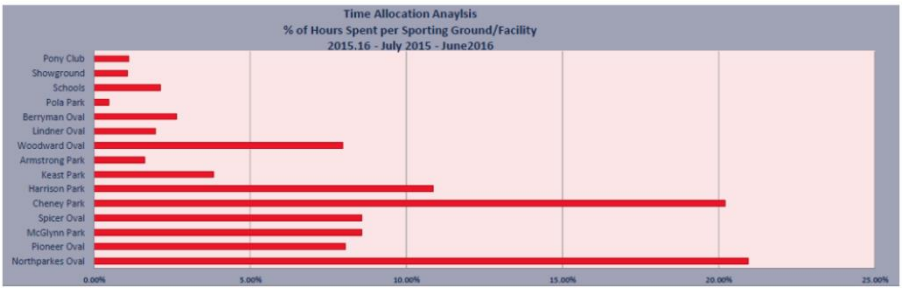
Sporting Grounds - Operational Revenue

Fees & Charges	Budget	Actual	% Budget Received
Sports Council - Affiliation Fees	$8,700	$7,830	90%
Sports Council - Levies	$42,915	$42,915	100%
Sports Council - Gas Levy	$920	$920	100%
Sports Council - SMS Lighting Charges	$9,270	$9,485	102%
Sports Council - Electricity	$850	$850	100%

Sporting Grounds - Operational Expenditure

	GL/IC Number	Budget	Actual	Committed	A + C	% Spent	Budget Remaining
Buildings (Other than toilets)	0870-2058-0000	$20,710	$14,555	$1,182	$15,737	76%	$4,973
Sporting Grounds Operating	0870-2741-0000	$260,781	$260,812	$0	$260,812	100%	-$31

Capital Expenditure Projects	GL/IC Number	Budget	Actual	Committed	A + C	% Spent	Budget Remaining	Project Status	Estimated Completion Date
Northparkes Oval -Seating Structure	0870-9560-0000	$95,000	$27,577	$18,322	$45,899	48%	$49,101	In-Progress	30/06/2017
Northparkes Oval - Shelter	0870-9569-0000	$30,000	$1,976	$35,990	$37,966	127%	-$7,966	In-Progress	30/06/2017
Spicer Park Grandstand Restoration	0870-9562-0000	$229,240	$0	$0	$0	0%	$229,240	Not Commenced	On-Going
Lindner Oval - Improvements	0870-9564-0000	$100,000	$84,423	$0	$84,423	84%	$15,577	Completed	30/06/2017
McGlynn Park - Lighting - Turf 2	0870-9572-0000	$209,776	$209,776	$0	$209,776	100%	$0	Completed	30/06/2017
McGlynn Park - Irrigation Improvements	0870-9574-0000	$46,000	$27,974	$0	$27,974	61%	$18,026	Completed	30/11/2016
Northparkes Oval - Cricket Pitch	0870-9575-0000	$3,000	$2,871	$0	$2,871	96%	$129	Completed	27/01/2017
Northparkes Oval - Top Dressing	0870-9576-0000	$19,000	$18,033	$0	$18,033	95%	$967	Completed	27/01/2017
Northparkes Oval - Storage Shed	0870-9577-0000	$20,000	$15,774	$0	$15,774	79%	$4,226	In-Progress	30/06/2017
Northparkes Oval - Entry Improvement & Signage	0870-9578-0000	$15,000	$14,191	$0	$14,191	95%	$809	Completed	30/06/2017
Pioneer Oval - Lighting Improvements	0870-9580-0000	$75,000	$65,971	$9,029	$75,000	100%	$0	Completed	30/09/2016
Pioneer Oval - Storage Shed	0870-9581-0000	$20,000	$11,599	$8,401	$20,000	100%	$0	In-Progress	30/06/2017
Pioneer Oval - Fencing Stage II	0870-9582-0000	$5,000	$8,097	$0	$8,097	162%	-$3,097	Completed	28/10/2016
Croaker Oval - Lighting /Irrigation Plan	0870-9583-0000	$5,000	$0	$0	$0	0%	$5,000	In-Progress	On-Going
Portable Grandstands	0870-9584-0000	$11,540	$12,367	$0	$12,367	107%	-$827	Completed	8/11/2016
Woodward Oval Storage Sheds	0870-9585-0000	$17,960	$21,601	$0	$21,601	120%	-$3,641	Completed	31/10/2016
McGlynn Park - Toilet Block	0870-9590-0000	$22,000	$23,198	$0	$23,198	105%	-$1,198	Completed	28/02/2017
Portable Amenities Blocks	0870-9591-0000	$23,500	$23,562	$0	$23,562	100%	-$62	Completed	31/12/2016
Salinity Study - Cheney Park	0870-9598-0000	$30,000	$14,654	$0	$14,654	49%	$15,346	In-Progress	On-Going



© Parkes Sports Council

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

15.2 Committee Minutes - Road Naming Committee meeting 6 June 2017

Executive Summary

A Parkes Shire Council Road Naming Committee meeting was held on Tuesday 6 June 2017.

Background Information

The Parkes Shire Council Road Naming Committee was formed in 1998 to work through the process of naming the Shire's rural roads that had previously only been identified by numbers. The Committee considers all road naming requests and makes recommendations to Council.

Legislative or Policy Implications

Road naming is carried out in accordance with the requirements of the Roads Act 1993 and Roads Regulation 2008 and the NSW Address Policy 2015 and NSW Retrospective Address Policy 2015.

Progressive Delivery Program Implications

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

2. Improve Health and Well Being

2.5. Maximise Public Safety

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

The naming of the Shire's road system has improved the safety of the rural residents by making it easier to provide directions to properties.

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

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

The positive outcomes resulting from the implementation of road naming indicate Council's strong Civic Leadership in its commitment to the Social needs of the community.

General Manager Mayor

Budget & Financial Aspects

Cost of advertising and erection and ongoing maintenance of signage. Developers of subdivisions pay a fee to cover these costs.

Recommendation

1. That the recommendations contained in the Minutes of the Parkes Shire Council Road Naming Committee held 6 June 2017 be endorsed and adopted.

Attachments

1. Minutes of the Parkes Shire Council Road Naming Committee held 6 June 2017.

General Manager Mayor

Minutes of Parkes Shire Council Road Naming Committee
Meeting Held 6 June 2017

Meeting opened: 5:00pm

PRESENT: Cr Kenneth Keith
Cr Kenneth McGrath
Cr William Jayet
Cr Patricia Smith
Cr Barbara Newton
Mr Neil Westcott
Mr Kent Boyd
Mr Ben Howard
Mr Brad Byrnes

APOLOGIES: Cr Louise O'Leary

1. **Consideration of previous minutes**
Consideration of the minutes of the previous meeting was held over for the next meeting.

2. **Consideration of suggested name for un-named road, Peak Hill area (SR92A)**
Peak Hill CCC was asked to suggest a name for SR92A, an un-named road, off Hervey Park Road, heading north between Lot 22 DP113691 and Lot 23 DP755111. The name 'Glenafton Lane' has been suggested.

Committee Recommendation:

That the proposed name 'Glenafton Lane' be submitted for public consultation.

(Cr Jayet/Cr Smith)

3. **Consideration of suggested name for un-named roads in Cookamidgera (SR12A)**
Cookamidgera Community Landcare was consulted regarding the suggested name of 'McLennan Lane' for the section of SR12A that runs adjacent to the railway line. A formal response has yet to be received. East Parkes Bush Fire Brigade has since suggested 'Sunnybrae Road' for the section of SR12A that runs south off Cooka Hills Road.

Committee Recommendation:

That the proposed name 'Sunnybrae Lane' be submitted to Cookamidgera Community Landcare Inc for comment.

(Cr Smith/Cr Jayet)

4. **Consideration of suggested name for un-named road parallel to Molong Road**
The name Tomkins Road was advertised for public comment. Four written submissions were received, two did not favour the name change, one submitted the alternative name of 'Presley Parade' and one was a thank you from a family member.

General Manager Mayor

The committee was advised that the Geographical Names Board of NSW September 2016 version of the *'NSW Addressing User Manual'* includes in the consultation phase notification to various prescribed authorities, such as Australia Post and emergency services organisations.

Committee Recommendations:

1. That the proposed name 'Tomkins Road' be submitted to prescribed authorities for comment.
2. That prescribed authorities are consulted concurrently with the community for future instances of road naming.

(Cr Smith/Cr Jayet)

5. **Consideration of naming proposals and consultation timeframes**
NSW Addressing User Manual, September 2016, lays out timeframes within which addressing issues should be resolved.

Committee Recommendation:

That the Committee note the timeframes associated with naming proposals and consultations required by the Geographical Names Board of NSW and the potential impacts these timeframes may have on the frequency of Committee meetings.

(Cr Jayet/Cr Keith)

6. **General Business**
On completion of the Trewilga Realignment of the Newell Highway, a redundant section passing through Trewilga will require renaming.

(Cr Smith/Cr Jayet)

Meeting closed: 6:00pm

General Manager Mayor

16 QUESTIONS AND MATTERS OF URGENCY

16.1 Q&M from Cr WP Jayet - Abandoned shopping trolleys

I wish to bring to Council's attention the ongoing and increasing issue of discarded shopping trolleys in and around Parkes.

Personally I believe the problem has never been worse than it's been during the past couple of months.

They appear to be everywhere and recently during a drive from my home to the Parkes Early Childhood Centre counted 9 scattered along the route.

It doesn't matter where you drive - you always come across a discarded trolley.

People have told me they have called the supermarkets to report trolleys in their streets and two weeks later they are still there.

Not only are they an eyesore but dangerous to motorists as often they are left on the street.

Sadly, supermarket customers are flaunting the service provided to them - maybe it's time for them to introduce the same $2 coin system in place at Aldi's where the money is refunded on its return. I am yet to see a discarded Aldi trolley!

Or do we as a Council impound discarded trolleys and charge a fee for their return to the respective supermarkets?

Response from Steve Campbell, Director Planning & Environment:

Council Rangers and Parks and Gardens Staff collect abandoned Supermarket Trolleys as they become aware of them. They are recovered from various public places including drains and dams. The trolleys from some 6 stores are held at either the Works Depot, Cooke Park or the Council Pound. The store proprietor/trolley collectors are reminded from time to time that Council is holding their trolleys. Some respond and collect but others ignore the advice. Council is presently holding some 57 trolleys of which 17 were collected in the last two weeks and 25 of which are damaged/rusted and are no longer useable.

Council does set an impounding release fee for shopping trolleys which is currently $64.00. This fee is not a deterrent and has never been charged as a way of controlling the problem.

Recommendation:

That Council write to the 6 premises involved ask them to more actively recover their trolleys and give them 2 weeks to recover the abandoned trolleys. Any trolleys not collected should be taken to the Parkes Waste Facility for disposal.

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

16.2 Q&M from Cr AJ Ward - Status of restoration works on the Cooka Hills Road

I would like to inquire about the status of restoration works on the Cooka Hills Road, and the other programed works in the Cookamidgera vicinity.

Response from Ben Howard, Director Works & Services:

The below outlines work planned or scheduled for Cooka Hills Road:

- 3 x Causeways - Council had these allocated in 16/17 year budget however following a community meeting held with residents, part of the funds were deferred to complete the Cookamidgera Bend works which totalled $150,000.

  This left a budget of $50,000. Council called for expressions of interest due to being unable to deliver with current commitments towards end of 16/17 financial year and quotes received were in excess of $50,000 per causeway. These projects have now been re scoped and prioritised accordingly into Councils works program. Council has allocated 2 teams to carry out these works and the commencement date is late November, early December.

- Cookamidgera Road upgrades - these works have now been completed and we have received positive feedback in relation to the works.

- Flood damage - there still remains flood damage funding for Cooka Hills road.

In regards to the community letter and proposed program, the projects have been assessed against already committed and prioritised projects for 17/18. For any of these projects to be considered in the 18/19 program these would need to be considered by the Rural Roads Advisory Group (RRAG).

The RRAG has previously approved a long term roads improvement program (10 years). If Council proposes any changes to the program, it is suggested they be referred to the RRAG meeting for their comment.

Recommendation:

For Councils Information

General Manager Mayor

16.3 Q&M from Cr PJ Smith - Removal of roadside fallen trees

I am asking for an armistice for one month on the removal of roadside fallen trees due to storm and wind damage on selected roads eg. Renshaw McGirr Way. With such a dry winter and expected dry summer these trees just adds fuel for any fire threat and would help with the expected roadside revegetation.

Response from Ben Howard, Director Works & Services:

Council made a resolution in April 1998 that the collection of roadside fallen timber was prohibited based on a recommendation in PSC's Roadside Vegetation Management Plan. Current state and national best practice management guidelines recommend leaving fallen timber in roadside reserves to enhance biodiversity and habitat on site.

Council understands that this season is predicted to be very hot and dry, but it must be noted that large fallen trees are not always regarded as ready fuel for bushfires: smaller branches, leaf litter and dead native and exotic grasses/shrubs cause bushfires to travel throughout the landscape faster and more efficiently than fallen trees.

A NSW Rural Fire Service Officer from the Mid Lachlan Valley Team (Forbes) has confirmed this, stating that smaller fuel sources pose a greater bushfire risk than fallen trees as they ignite quicker and easier, and carry the main fire front.

Furthermore, Council currently works with Central West LLS (Forbes) to manage TSR's, such as Renshaw McGirr Way and other key road reserves within the Parkes Shire, so tha t they are grazed effectively and sustainably prior to the bushfire season each year. This reduces the amount of fuel on these reserves.

Council can advise that there has been no scheduled program defined for the removal of such fallen trees that were a result of last year's storm.

In saying this, Council recently removed several fallen trees from the intersection of Maguire Road and Wellington Road to allow for drainage enhancement works to be carried out at the causeway of Maguire's Road.

Recommendation:

For Councils consideration

17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

17.1 (DTCS) Sale of Council Owned Industrial Land - Lot 56 DP 1001012

Prepared By: Director Technology and Corporate Service

Reason for Confidentiality

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

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business

Executive Summary

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

Background Information

Refer to Report

Legislative or Policy Implications

Sale to be in accordance with Council's Disposal policies and the Local Government Act 1993.

Progressive Delivery Program Implications

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

Function 1: Financial Sustainability

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

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

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★☆☆
Social	★★★☆☆	*Civic Leadership*	★★★☆☆

General Manager Mayor

Budget & Financial Aspects

Sale proceeds will be used to increase established reserves set aside for the further development of the Southern Industrial Estate and holdings.

Recommendation

1. That Council accept the offer for the purchase of Lot 56 DP 1001012 being (vacant freehold land situated 4.5km west of Parkes off Brolgan rd) and that Council authorise the affixing of the council seal to relevant documents required to give effect to this resolution.

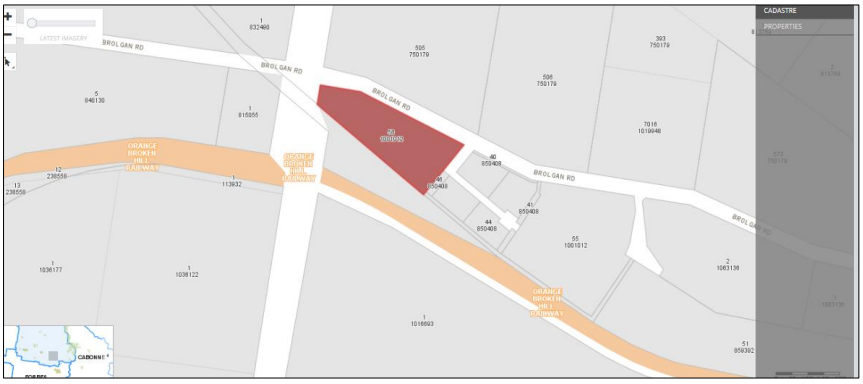
Report

Council has received a request from JR McDonald Transport Pty Ltd to purchase Lot 56 DP 1001012. JR McDonald Transport Pty Ltd is a local transport company employing 14 people and are looking to expand their business.

Lot 56 DP 1001012 is located within the Parkes National Logistics Hub and is zoned SP1.

JR McDonald Transport Pty Ltd has offered $4m2 plus GST.

The block is 45,562m2 this would equate to a sale price of $182,248 exc GST or $200,472.80.



JR McDonald Transport Pty Ltd offer is in line with recent sales in the area notably Council's purchase of Powter land (being lot Lots 382 and 554 in DP 750179, ~ 38ha) whereupon the purchase price was $1 million which equates to $2.63m2

In August 2013 Council commissioned a valuation for Lot 56 DP1001012 which was completed by G Hunter & Co Pty Limited (attached), the report valued the land at $4m2.

General Manager Mayor

Attachments

1. Valuation report for Lot 56 DP1001012
2. Letter of Offer from JR McDonald Transport Pty Ltd

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

G Hunter & Co Pty Limited
"real estate - the key to your future"

20th August 2013

Attention: Mrs A Wyllie
Economic & Business Development Manager
Parkes Shire Council
2 Cecile Street
PARKES NSW 2870

ATTENTION: ***Anna WYLLIE***

Dear Anna

RE: VALUATION – LOT 56 DP1001012, PARKES NSW 2870

Please find enclosed Valuation for the above property. Also enclosed is an account for $500.00.

Please do not hesitate to contact myself or our office if you require any further assistance in this matter.

Yours faithfully
G HUNTER & CO PTY LTD

Per .....
JIM HUNTER

jh.smt
enc

DATE: 23-8-13
DOC # 886114
DAY BOX: Anna.
INDEX: customer
P: 666654
ACTION: Anna.

real estate agents-property management-auctioneers-stock & station agents-business agents-registered valuer (J Hunter)
Established since 1932 PO Box 8 Parkes NSW 2870 201 Clarinda Street Parkes NSW 2870 DX 20251 PARKES ABN 53 001 939 564
T (02) 6862 5832 F (02) 6862 4895 E mail@hunterandco.com.au I www.hunterandco.com.au

General Manager Mayor

Valuation Report
of
Vacant Freehold Land
situated off
Brolgan Road
PARKES NSW 2870

Requested by
PARKES SHIRE COUNCIL
(Anna Wyllie)

J K Hunter
Registered Valuer Reg. No. 577
201 Clarinda Street
PARKES NSW 2870
Ph (02) 6862 5832
Fax (02) 6862 4895

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PREFACE

This valuation has been prepared on specific instructions from ***Parkes Shire Council*** for the purposes of ***property valuation***. This report is not to be relied upon by any other person or for any other purpose. We accept no liability to third parties nor do we contemplate that this report will be relied upon by third parties. We invite other parties who may come into possession of this report to seek our written consent to them relying on this report. We reserve the right to withhold our consent or to review the contents of this report in the event that our consent is sought.

This valuation is current as at the date of valuation only. The value assessed herein may change significantly unexpectedly over a relatively short period (including as a result of general market movements or factors specific to the particular property). We do not accept liability for losses arising from such subsequent changes in value. Without limiting the generality of the above comment, we do not assume any responsibility or accept any liability where this valuation is relied upon after the expiration of 3 months from the date of the valuation, or such earlier date if you become aware of any factors that have any effect on the valuation.

We have carried out an inspection of exposed and readily accessible areas of this improvement. However, the valuer is not a building construction or structural expert and is therefore unable to certify the structural soundness of the improvements. Readers of this report should make their own enquiries.

I, **James Kenneth Hunter**, Registered Valuer 201 Clarinda Street, Parkes, certify that I have inspected the following property and value the same, based on the sale market as at today's date, as outlined in the following report.

J K Hunter
20th August 2013

F.R.E.A.V.
Reg. No. 557

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

G Hunter & Co Pty Limited
"real estate - the key to your future"

Valuation of Vacant Freehold Land situated 4.5klm west of PARKES NSW 2870 off Brolgan Road, for Market Value.

LAND LEGAL TITLE:	Lot 59 in Deposited Plan 1001012 in Parish Currajong, County Ashburnham, Parkes Shire Council
ZONING:	SP/1 - Freight & Heavy Industrial
AREA:	45562m^2
SERVICES:	Water connected, electricity at a cost.
	The property has a frontage to the main railway line to Western Australia. The property fronts to an unknown lane, not a formed road.

I, **James Kenneth Hunter**, Registered Valuer of 201 Clarinda Street, Parkes, certify that I have inspected the above vacant land and value same on today's sales market at One Hundred & Eighty Two Thousand Two Hundred & Forty Eight Dollars ($182,248.00 = $4 per m^2)

R.E.I.A. VALUATION OF REAL ESTATE

This valuation is given pursuant to the request by **PARKES SHIRE COUNCIL – ANNA WYLLIE**
dated the **20th** ..... day of **August** **2013**

This is made upon the conditions contained in the Request for Valuation of Real Estate.
The property has been valued at **$182,248.00** .....

The valuation is for the use only of the party to whom it is addressed and for no other purpose. No responsibility is accepted to any third party who may use or rely on the whole or any part of the content of this valuation.

real estate agents-property management-auctioneers-stock & station agents-business agents-registered valuer (J Hunter)
Established since 1932 PO Box 8 Parkes NSW 2870 201 Clarinda Street Parkes NSW 2870 DX 20251 PARKES ABN 53 001 939 564
T (02) 6862 5832 F (02) 6862 4895 E mail@hunterandco.com.au I www.hunterandco.com.au

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

G Hunter & Co Pty Limited
"real estate - the key to your future"

RECENT SALES

Brolgan Road, Parkes

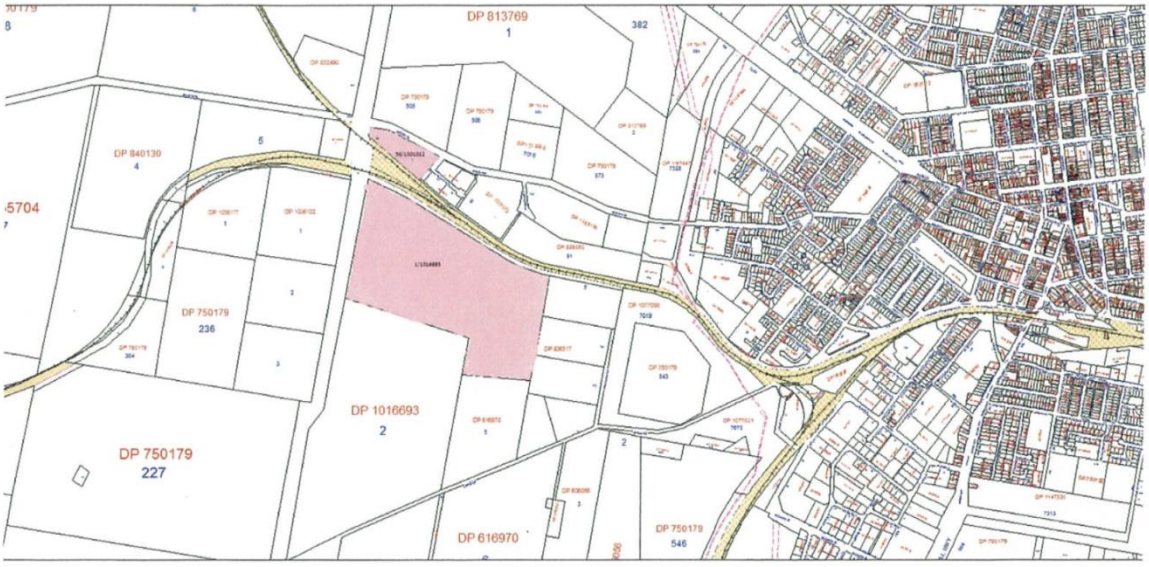
Lot 45 in DP850408
Area: 7,764m^2
Vacant Block - with town water, sewerage,
Electricity & phone connected

***Sold**: At Auction March 2013 - $65,000*

real estate agents-property management-auctioneers-stock & station agents-business agents-registered valuer (J Hunter)
Established since 1932 PO Box 8 Parkes NSW 2870 201 Clarinda Street Parkes NSW 2870 DX 20251 PARKES ABN 53 001 939 564
T (02) 6862 5832 F (02) 6862 4895 E mail@hunterandco.com.au I www.hunterandco.com.au

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



General Manager

Mayor

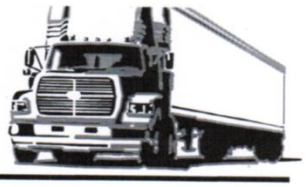
Valuation Copies

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

JR McDonald Transport Pty Ltd
ABN: 37 100 870 899



PO Box 62
PARKES NSW 2870
Mobile: 0429 634445
Phone: 02 6863 4445
Fax: 02 6863 5777
Email: jason@jrmcdonald.com.au

9/08/2017

Dear Anna Wyllie

Thank you for your time this morning.

As per conversation this morning I would like to make an offer on Lot 56 DP1001012 on Brogan Rd Parkes NSW 2870.

We are a local transport company employing 14 local people.

We are needing some area to expand our operations in Parkes.

This will also add employees to our operations.

This block of land would suit for this expansion for now and into the future.

I would like to make an offer of $4 plus GST per square meter.

45562 m2 @ $4 $182,248.00 Plus GST

$200,472.80 INC GST

Again, thanks for your time and look forward to working down the track with this purchase.

Yours sincerely

Jason McDonald

General Manager Mayor

17.2 (DTCS) RPT Landing charges - Parkes Regional Airport

Prepared By: Director Technology & Corporate Services

Reason for Confidentiality

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

(d) commercial information of a confidential nature that would if disclosed:

(i) prejudice the commercial position of the person who supplied it

Executive Summary

Council and Regional Express Airlines (REX) have operated under a partnership agreement from at least 2007. Each Agreement has been of a five year duration with the current Agreement expiring on 30 June 2017.

This report details the proposal for the next five years.

Background Information

The previous five year arrangement expired on 30 June 2017. Discussions have been held since March 2017 in relation to the proposed landing charges for REX at Parkes Regional Airport. An in principle position has been negotiated.

Legislative or Policy Implications

The RPT service is viewed as very important to the prosperity of Parkes and the wider region. A mutually beneficial long term agreement is prudent. Council has the power to set fees and charges for the use of its facilities.

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: *Excellent*

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

General Manager Mayor

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★★★	*Civic Leadership*	★★★★★

Budget & Financial Aspects

The in principle agreement would generate first year income similar to that of achieved in 2016/2017, then indexed by the CPI.

Recommendation

1. That Council endorse the proposed partnership arrangements detailed in this report.
2. That the arrangement be formalised by exchange of letters with Regional Express Airlines.

Report

The Parkes REX RPT Route currently conveys approximately 28,500 passengers per year (based on 2016/2017 figure). For REX, this route is deemed viable but not "bountiful" to use their measure description. Taking into account the reduction in service over the summer months, REX currently has approximately 60,000 seats available for sale on the Parkes route annually. When compared with the 2016/2017 passenger numbers, this gives an approximate utilisation rate of 47% for the past 12 months. REX believes that the Parkes Route is trending upwards and the recent announcement of major projects such as the inland rail roll out and Syerston Mine may further increase the utilisation rate.

In past arrangements, the charges were achieved by setting a baseline minimum passenger number. In 2012, this was set at 33,600 passengers in the first year with a 2% increase for the five years of the agreement. REX landing charges were set at $7 per passenger.

This resulted in a minimum payment of $259,679 for 2016/2017 given that the baseline had reached 37,097 passengers by year five of the agreement.

REX has advised that many of the operational circumstances that had them favour a baseline method in the previous system have been resolved. The network has also significantly increased with new routes in Queensland and Western Australia and operationally they are looking to review and streamline their processing and administration.

To this end, REX has proposed a simple annual payment from 1 July 2017 with the previous baseline system being removed. It is to be noted the annual payment would equal the 2016/2017 amount increased by the CPI for the five years. The headline head tax would be approximately $9 at the start of this agreement

General Manager Mayor

REX acknowledges that this system of payment would see Council's revenue somewhat capped should there be an upward swing in passenger numbers. However they have asked Council to be aware that under the previous arrangement, REX did in fact pay more than the advertised head tax charge (i.e. headline rate was $7 but the actuals equated closer to $9).

The starting point for revenue charges for 17/18 is based on a passenger throughput of 37,097 at the previous $7 per head.

The 16/17 total figure of $259,679 indexed by the anticipated CPI results in the following approximate payment table for five years:

Base 16/17	Year 17/18	18/19	19/20	20/21	21/22
$259,679	$264,613	$269,641	$274,764	$279,984	$285,304

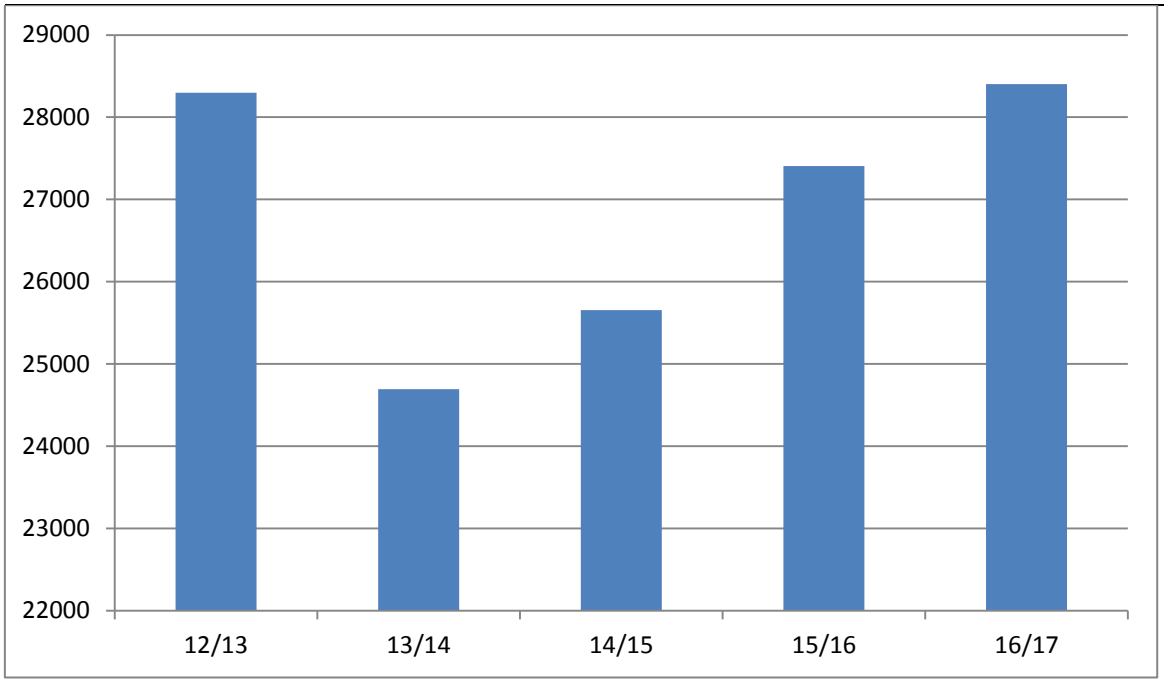
The reported head tax charge for 17/18 would be approximately $9 per passenger movement but is not used to calculate the charges to be received.

The preservation of the regional passenger service to Sydney is critical to the prosperity of the Parkes Shire. A reduction in the number of flights would not be well received by Council or the public. It is therefore important that a partnership approach is continued with REX for the next five years.

Council's endorsement of a CPI adjusted payment (excluding GST) for five years commencing 1 July 2017 is sought.

REX passenger numbers 2012/2013 to 2016/2017

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017



Attachments

Nil

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

17.3 (DWS) Field Naming Proposal - Turf 2

Prepared By: Director Works and Services

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(a) 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: -

(a) personnel matters concerning particular individuals (other than councillors)

Executive Summary

Council previously considered a request to formally name and rename the synthetic hockey fields, the Hockey Centre, Turf2 Control Dugout and the new Grandstand within Cheney and McGlynn Park from Parkes Hockey Incorporated (PHI).

The completion of the construction for the second synthetic turf, affectionately known as Turf2, now completes the significant capital upgrades to the existing facilities to ensure that the town of Parkes and Parkes Hockey have arguably one of the best facilities within Country NSW.

At its Ordinary Council meeting held 27 June 2017 Council resolved to continue the consultation process of the field naming.

Background Information

See Report.

Legislative or Policy Implications

Council is required to comply with the Geographical Names Board of NSW guidelines fo the naming of fixtures within an existing locality already containing names.

Progressive Delivery Program Implications

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

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

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

General Manager Mayor

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

Nil

Recommendation

1. That Council formally name the recently constructed Turf2 synthetic hockey surface, Mariah Williams Field.

Report

Council previously considered a request to formally name and rename the synthetic hockey fields, the Hockey Centre, Turf2 Control Dugout and the new Grandstand within Cheney and McGlynn Park from Parkes Hockey Incorporated (PHI).

The completion of the construction for the second synthetic turf, affectionately known as Turf2, now completes the significant capital upgrades to the existing facilities to ensure that the town of Parkes and Parkes Hockey have arguably one of the best facilities within Country NSW.

At its Ordinary Council meeting held 27 June 2017 Council resolved to continue the consultation process of the field naming. The Council resolved to:

1. That Council commence the naming process of the recently constructed T2 hockey field with the Geographical Names Board (GNB) in accordance with the recommendation within this report.

2. That Council continue to consult with Parkes Hockey regarding the naming proposal

3. That upon final endorsement the proposed name is advertised for public comment for a period of 28 days.

Consultation continued with the newly formed Parkes Hockey Committee who have supported Councils recommendation for the proposed field name.

The suggestion of setting a precedent for the field names to be at an Olympian status as suggested by Parkes Shire Council supports the request received to name the new T2 field, Mariah Williams Field.

The proposed name was published for public comment in the Champion Post on 14, 18 and 21 July 2017.

General Manager Mayor

At the closing of the submission period, Council received only 1 submission, which was of support for the naming process.

Attachments

1. Email received 7 July 2017 of support from Mariah Williams acknowledging acceptance of field name proposal

2. Email received 17 July of support for naming process as received at conclusion of public exhibition period

From: Mariah Williams <mariah13williams@gmail.com>
Date: 7 July 2017 at 6:07:51 pm AEST
To: lkwestcott@yahoo.com.au
Subject: Acceptance letter

To Parkes Hockey Incorporated,

Attention The Executive I, Mariah Williams write this email to you today on Friday the 7th of July 2017 to express that I am very excited and proud to have been asked to have Parkes second synthetic field named after myself. I am truly honoured and give my full support on this proposal.

Kind Regards,
Mariah Williams

Mr Kent Boyd
General Manager
Parkes Shire Council
Parkes 2870

Dear Kent
Proposed naming Mariah Williams Field

I write to commend Council on the proposal to formally recognise the achievement of Parkes product Mariah Williams in being selected for the 2016 Olympics and for her performances at the Games,for the Hockeyroos.

Given the circumstances relating to the naming of Stephen Davies Field in 1992, this latest proposal reflects a consistent and sensitive attitude by Council in this area, and appeals as a highly appropriate and warranted recognition of such an accomplishment.

With the two hockey surfaces set to be named after Olympians, I believe now is the ideal time for Council to consider naming the recently upgraded Aquatic Centre in honour of the great Rex Aubrey, our inaugural Olympian from the 1952 Games in Helsinki. While Council has named a street in west Parkes in his honour, I think the opportunity to attach his deeds to a top class sporting precinct , in much the same manner as the two hockey surfaces, , would generate widespread public support and endorsement. And with Rex now in his advanced years and domiciled in the United States, the time is opportune to trigger the naming process.

I would welcome due consideration by Council of this proposal.

Sincerely

Michael,Greenwood
18 Carrington Street
Parkes 2870
July 17, 2017

Sent from my iPad

General Manager Mayor

17.4 (DWS) Contract Supply & Delivery of Ready Mixed Concrete - Request for Extension 2016017

Prepared By: Director Works and Services

Reason for Confidentiality

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

(d) commercial information of a confidential nature that would if disclosed:

(i) prejudice the commercial position of the person who supplied it

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

Executive Summary

Council at its meeting on 2 August 2016 awarded the Supply & Delivery of Ready Mixed Concrete Contract to Parkes Ready Mix Pty Ltd for a 1 year period with an option to extend for one (1) period of twelve (12) months. Parkes Ready Mix Pty Ltd has requested that Council approve the extension under the existing contract agreement.

Background Information

Parkes Ready Mix PTY LTD have held the contract with Parkes Shire Council for seven years and have successfully delivered the required service to Council staff satisfaction.

Legislative or Policy Implications

Local Government (General) Regulation - 2005

Progressive Delivery Program Implications

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

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

General Manager Mayor

Savings through competitive processes in Procurement support the delivery plan objectives under the functional areas for Maintain and Improve the Shires Assets and Infrastructure.

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

There are no negative implications resulting from the tender extension.

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

The provision of adequate road services through competitive tendering processes provides positive Economic, Civic Leadership and Social outcomes for the Quadruple Bottom Line whilst having neutral outcomes for Environmental.

Budget & Financial Aspects

Council's Concrete works are primarily carried out using both Grant and Council funds.

Recommendation

1. That the contract for Council's Supply & Delivery of Ready Mixed Concrete Contract 2016017 be extended for a 12 month period from 21 August 2017 to 31 August 2018.

Report

Council at its meeting on 2 August 2016 awarded the Supply & Delivery of Ready Mixed Concrete Contract to Parkes Ready Mix Pty Ltd for a 1 year period with an option to extend for one (1) period of twelve (12) months. Parkes Ready Mix Pty Ltd has requested that Council approve the extension under the existing contract agreement.

During the past year of the current contact, Parkes Ready Mix Pty Ltd has met all the requirements of the contact and has delivered a product that meets the quality requirements as specified. Parkes Ready Mix has now been Councils supplier since first adopting their tender in 2010.

General Manager Mayor

Areas of focus where Council have reviewed the current tender include:

- Safety - there has been nil safety incidents or issues during this current contract period
- Quality - Overall this has been very good.
- Communication - Good communication between contractor and Council.
- Availability - Generally this has been good. Parkes Ready Mix has carried out work on other large Council and private projects during the last 12 months which has restricted availability at times, however when given notice as per contract the supply request has generally been met.

Attachments

Nil

General Manager Mayor

17.5 (DWS) Sprayed Bituminous Surfacing Contract 2015109 - Request for Extension

Prepared By: Director Works and Services

Reason for Confidentiality

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

(d) commercial information of a confidential nature that would if disclosed:

(i) prejudice the commercial position of the person who supplied it

Tender details, should they be revealed, may result in commercial disadvantage to parties involved in the tender process. Tenderers have provided sensitive information about their operations in the confidence that their details will not be made public by council. The practice of publication of sensitive information provided by tenderers could result in the withholding of such information by tenderers and reduction in the provision of information relevant to council's decision.

Executive Summary

Council at its meeting on 22 September 2015 awarded the Sprayed Bituminous Surfacing Contract to SRS Roads Pty Ltd for a 2 year period with an option to extend for two (2) periods of twelve (12) months each. SRS Roads Pty Ltd have written to Council requesting that Council approve the extension under the existing contract agreement.

Background Information

SRS Roads Pty Ltd have held the contract with Parkes Shire Council for three years and have successfully delivered the required service to Council staff satisfaction.

Legislative or Policy Implications

Local Government (General) Regulation - 2005

Progressive Delivery Program Implications

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

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

Savings through competitive processes in Procurement support the delivery plan objectives under the functional areas for Maintain and Improve the Shires Assets and Infrastructure.

General Manager Mayor

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

There are no negative implications resulting from the tender extension.

Quadruple Bottom Line

Economic	★★★★☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

The provision of adequate road services through competitive tendering processes provides positive Economic, Civic Leadership and Social outcomes for the Quadruple Bottom Line whilst having neutral outcomes for Environmental.

Budget & Financial Aspects

Council's Bituminous Surfacing works are primarily carried out using Grant and Council funds.

Recommendation

1. That the contract for Council's Sprayed Bituminous Surfacing 2015109 be extended for a 12 month period from 21 August 2017 to 31 August 2018.

Report

Council at its meeting on 22 September 2015 awarded the Sprayed Bituminous Surfacing Contract to SRS Roads Pty Ltd for a 2 year period with an option to extend for two (2) periods of twelve (12) months each. SRS Roads Pty Ltd have written to Council requesting that Council approve the extension under the existing contract agreement.

SRS Roads Pty Ltd have again written to Council requesting that Council extend the contract as requested in the proposal contained in the alternative tender under clause 53 - Period of Contract.

During the first two (2) years of the current contact, SRS Roads Pty Ltd have met all the requirements of the contact and have delivered a product that meets the quality requirements as specified. SRS have now been Councils spray sealing supplier since first adopting their tender in 2011.

General Manager Mayor

Areas of focus where Council have reviewed the current tender include:

- Safety - there has been nil safety incidents or issues with SRS during this current contract period
- Quality - Overall this has been very good. There have been some minor issues with stripping however this is not uncommon with the amount of material being placed and supplied. Follow up, technical support and expertise of staff offered during these times
- Communication - excellent communication between contractor and Council. Very approachable with amendments and modifications to designs, open to alternative approaches and always available when required to discuss matters or works
- Availability - SRS continue to make themselves available at short notice. This is even more during times of end of financial year when closing out of projects was being delivered

Attachments

1. Written request from SRS Roads Pty Ltd seeking extension of contract 2015109

Subject: Contract Extension

Hi Wayne,

I trust that all is well and you had an enjoyable weekend.

As the formal contract period is fast approaching 30 June 2017, Colas NSW (Formerly SRS Roads) wish to express interest in applying for a one (1) year extension as per ***Clause 53. Period of Contract*** within ***Contract No. 2015109***.

If yourself and the team are available next Monday/Tuesday, it would be great if myself and Gerard were able to catch up discuss & review the sealing season just passed as well as the potential for an extension to the current contract.

Please let me know if next Monday/Tuesday suits.

Regards,

Jarryd King
NSW State Manager

COLAS
WE OPEN THE WAY

Ph: **+61 2 9898 2830** | Fx:
Mb: **+61 429 095 968** | Email: JKing@colas.com.au
12 Grand Avenue, Camellia | P.O. Box , Camellia, NSW 2142

COLAS New South Wales Pty Ltd - ABN 16 064 662 148 - www.colas.com.au
The information contained in this email and any attachment is confidential, to be read, reproduced and used only by the intended recipient/s. If you are not an intended recipient, please immediately notify the sender by replying to this email and promptly destroy this email and any copies. The information may only be otherwise disclosed with the permission of the sender or with the proper authority of Colas Australia Group Pty Ltd. The sender and Colas Australia Group Pty Ltd do not warrant that the integrity of this email has been maintained or that the communication is free of errors, viruses or interference.

General Manager Mayor

17.6 (DI) New Sewer Treatment Plant (STP), the NSW EPA Notice to Provide Information

Prepared By: Director of Infrastructure

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(g) 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: -

(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege

Executive Summary

The NSW EPA (the **EPA**) has issued a Notice to Provide Information and Records (Notice No: 1553203) (**Notice**) under section 193 of the *Protection of the Environment Operations Act 1997* (Act) to Parkes Shire Council (**Council**). The Notice relates to two (2) discharge incidents to Goobang Creek at the Sewage Treatment Plant in June 2017.

Background Information

See Report.

Legislative or Policy Implications

Nil

Progressive Delivery Program Implications

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

8.1 Ensure tat Shire Water Management is in line with Best Practice

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

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

There will be no foreseeable negative impacts.

General Manager Mayor

Quadruple Bottom Line

Economic	★★☆☆☆	*Environmental*	★★★☆☆
Social	★★★★☆	*Civic Leadership*	★★★★☆

Budget & Financial Aspects

Nil

Recommendation

1. That Council note the information in this report.

Report

Council and JHG have received notices from the NSW EPA to provide information / records in relation to the STP outfall sediment incident that occurred in June. A response comprehensively addressing all items raised in the notice is currently under development. Council has implemented a strong environmental inspection and auditing framework for the major water projects, and has consistently endeavoured to work collaboratively with John Holland to ensure positive environmental outcomes.

The incident occurred over the Queen's birthday long weekend and was attended by the Infrastructure Technical Manager, Dr Julian Fyfe. Once Council become aware of the incident they arranged for the John Holland to initiate actions to contain the sediment emanating from the channel, reported the incident to the EPA and notified other agencies. Council subsequently worked with John Holland to undertake site rectification works and implemented measures to prevent a recurrence.

Council is currently working to respond to the EPA notification in a comprehensive, transparent and full disclosure fashion. The EPA are looking at a number of potential breaches under the POEO Act (1997), including non-compliance with the applicable Environmental Protection License (EPL 5655).

It is unclear at this stage, how Council's oversight of the works and response to the incident will be viewed by the EPA.

General Manager Mayor

Attachments

1. Parkes Council Issued s193 Notice from the NSW EPA
2. John Holland Issued s193 Notice from the NSW EPA
3. Email letter to Parkes Shire Council providing advice for Councillors from Maddocks Lawyers

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Maddocks

Lawyers
Angel Place
Level 27, 123 Pitt Street
Sydney NSW 2000
Australia

GPO Box 1692
Sydney New South Wales 2001

Telephone 61 2 9291 6100
Facsimile 61 2 9221 0872

info@maddocks.com.au
www.maddocks.com.au

DX 10284 Sydney Stock Exchange

Email Letter

From	Date
Patrick Ibbotson	3 August 2017
Direct 02 9291 6169	**Email** patrick.ibbotson@maddocks.com.au

To	Organisation	Email
Andrew Francis Jason Myers	Parkes Shire Council	Andrew.Francis@parkes.nsw.gov.au

Our Ref PNI:6369740

Dear Andrew

Corporate liability for pollution incidents

1. The NSW EPA (the **EPA**) has issued a Notice to Provide Information and Records (Notice No. 1553203) (**Notice**) under section 193 of the *Protection of the Environment Operations Act 1997* (**Act**) to Parkes Shire Council (**Council**). The Notice relates to two discharge incidents to Goobang Creek at the Parkes Sewage Treatment Plant in June 2017.

2. We have been asked to provide a letter that briefs Council on the relevant offence provisions.

3. The relevant offence in provisions in the Act are:

	Section of the Act	Maximum penalty - corporation
1	s 120 – pollution of waters	$1,000,000
2	s 148 – failure to notify	$2,000,000
3	s 64(1) – breach of conditions of EPL	$1,000,000
4	s 115 – unlawful disposal of waste	$5,000,000 for an offence that is committed wilfully $2,000,000 for an offence that is committed negligently
5	s 116 – leak, spill or escape of material	$5,000,000 for an offence that is committed wilfully $2,000,000 for an offence that is committed negligently
6	s 211 – failure to comply with the notice	$1,000,000

4. Table 1 provides a summary of the relevant offence provisions in the Act and the implications of the two discharge incidents for Council.

Interstate offices
Canberra Melbourne

Affiliated offices around the world through the Advoc network - www.advoc.com

General Manager Mayor

Table 1 – Summary of relevant offence provisions and implications

	Section	Description	Likelihood of offence having been committed based on known facts	Can Council employees and councillors be prosecuted	Other comments	Is Council responsible for JH's acts and omissions
1	s 120 – pollution of waters	Strict liability offence if water pollution occurs	Likely	Yes	Typical range of penalties for corporations have been less than $150K	Yes as the pollution came from the premises
2	s 148 – failure to notify	Failure to notify the relevant authorities of pollution incidents causing or threatening material harm	Possible – but too soon to say	Yes	Typical range of penalties for corporations have been less than $50K	Yes
3	s 64(1) – breach of conditions of EPL	Failure to comply with any condition of a licence	Possible to likely	Yes	Typical range of penalties for corporations have been less than $100K	Yes as the holder of the licence
4	s 115 – unlawful disposal of waste	Wilfully or negligently disposing of waste in a manner that harms the environment	Possible	Yes	Tier 1 offence – currently EPA is not referring to this so unlikely to prosecute for this offence	Yes as owner of the waste
5	s 116 – leak, spill or escape of material	Wilfully or negligently causing a substance to leak or spill in a manner that harms the environment	Possible	Yes	Tier 1 offence – currently EPA is not referring to this so unlikely to prosecute for this offence	Yes as owner of the substance
6	s 211 – failure to comply with the notice	Without lawful excuse, neglects or fails to comply with a requirement made of the person	See comments	Yes	Council needs to be able to demonstrate a diligent and rigorous process to ensure all relevant material has been identified and provided	No

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

The Notice

5. The Notice is enclosed at Annexure A. The Notice states that the EPA is investigating whether Council or any other employee has contravened the Act, including:

- Section 120 of the Act in relation to the prohibition of pollution of waters;
- Section 148 of the Act in relation to the duty of person carrying on activity to notify the EPA of a pollution incident; or
- Section 64(1) of the Act in relation to failure to comply with Condition O1.1 of the Licence, being:

  – a failure to carry out the licensed activity of sewage treatment in a competent manner between 9 to 11 June 2017 and/or 24 to 25 June 2017;

  – a failure to comply with Condition O2.1 (a) of the Licence, being a failure to maintain all plant and equipment at the Premises in a proper and efficient condition between 9 to 11 June 2017 and/or 24 to 25 June 2017; and

  – a failure to comply with Condition O2.1 (b), being a failure to operate all plant and equipment at the Premises in a proper and efficient manner between 9 to 11 June 2017 and/or 24 to 25 June 2017.

6. Council's environment protection licence (**Licence**) (No. 5655) for the Premises is enclosed at Annexure B.

Section 120 of the Act

7. Section 120 of the Act provides:

> **120 Prohibition of pollution of waters**
>
> (1) A person who pollutes any waters is guilty of an offence.
>
> **Note.** An offence against subsection (1) committed by a corporation is an offence attracting special executive liability for a director or other person involved in the management of the corporation—see section 169.
>
> (2) In this section:
>
> *pollute* waters includes cause or permit any waters to be polluted.

8. All water pollution is prohibited unless it is authorised in some way. Sections 121 and 122 of the Act set out the defences to the pollution of waters. A person will not be found guilty of polluting waters if:

- that type of water pollution is exempt under a regulation (s 121 of the Act). Section 121 does not apply in this circumstance;[1] or
- the pollution was authorised by an environment protection licence, and the conditions of the licence were not breached (s 122 of the Act).

[1] The *Protection of the Environment Operations (General) Regulation 2009* (NSW) exemptions are under cl 55 (discharges of water from Victorian premises into River Murray), cl 56 (discharges into sewer), cl 57 (certified on-board sewage treatment systems), cl 58 (boat engines), and cl 59 (cold water releases).

Maddocks

9. In relation to section 122 of the Act Council's Licence provides:

> **L1 Pollution of waters**
>
> L1.1 Except as may be expressly provided in any other condition of this licence, the licensee must comply with section 120 of the Protection of the Environment Operations Act 1997.
>
> L1.2 The licensee may only discharge untreated or partially treated sewage from the sewage treatment plant and/or the reticulation system subject to the conditions of this licence, including O1 and O2.

10. The two discharge incidents do not comply with the conditions of the Licence, therefore Council has polluted the waters of Goobang Creek.

11. Section 123 of the Act specifies the penalties for the offence of polluting waters:

> **123 Maximum penalty for water pollution offences**
>
> A person who is guilty of an offence under this Part is liable, on conviction:
>
> (a) in the case of a corporation—to a penalty not exceeding $1,000,000 and, in the case of a continuing offence, to a further penalty not exceeding $120,000 for each day the offence continues, or
>
> (b) in the case of an individual—to a penalty not exceeding $250,000 and, in the case of a continuing offence, to a further penalty not exceeding $60,000 for each day the offence continues.

12. The pollution of waters is a Tier 2 offence under the Act. Tier 2 offences are serious offences which are not Tier 1 offences (s 114(2) of the Act).[2] Tier 2 offences are generally considered to be strict liability offences. Although not expressly stated in the Act, courts have regularly interpreted pollution offences, which are similar to Tier 2 offences, as strict liability offences. This means that the prosecutor does not need to prove that the defendant intended to commit the act or that the defendant was negligent. They only need to prove that the defendant's actions caused the pollution. The defence of honest and reasonable mistake is available.

13. The Act imposes liability on both corporations and individuals causing an offence. The EPA Prosecution Guidelines state:

> Where an offence is committed by employees, agents or officers of a corporation in the course of their employment, proceedings will usually be commenced against the corporation. Where, however, the offence has occurred because the employee, agent or officer has embarked on a venture of their own making and volition, outside the scope of their employment, proceedings may be instituted against the employee, agent or officer and not against the corporation. Another factor which will be considered is the existence and effective implementation of any compliance programs of the corporation…
>
> The POEO Act requires that the Court, in imposing a penalty, will take into account whether an employee was acting under orders from a supervisor in committing the offence (section 241(1)(e) of the POEO Act). However, the section does not absolve the employee from all responsibility. Parliament has imposed on all employees an obligation to protect the environment irrespective of their employers' attitudes. Further, the POEO Act requires an employee to notify his/her employer of certain pollution incidents (section 148(3) of the POEO Act).

[2] The pollution of waters can also be a Tier 3 offence. Tier 3 offences are Tier 2 offences for which a penalty notice can be issued (ss.114, 222 of the Act). A penalty notice is more likely to be issued if the breach is minor, or a 'once-off' situation that can be remedied easily, and the severity of the breach is not serious enough to warrant Court proceedings (see: EPA Prosecution Guidelines, http://www.epa.nsw.gov.au/resources/legislation/20130141EPAProsGuide.pdf.)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

14. Section 169 of the Act provides:

> **169 Liability of directors etc for offences by corporation—offences attracting special executive liability**
>
> (1) If a corporation contravenes, whether by act or omission, a provision of this Act attracting special executive liability, each person who is a director of the corporation or who is concerned in the management of the corporation is taken to have contravened the same provision, unless the person satisfies the court that:
>
> > (b) the person was not in a position to influence the conduct of the corporation in relation to its contravention of the provision, or
> > (c) the person, if in such a position, used all due diligence to prevent the contravention by the corporation.
>
> ...
>
> (2) A person may be proceeded against and convicted under a provision pursuant to this section whether or not the corporation has been proceeded against or been convicted under that provision.
>
> (3) Nothing in this section affects any liability imposed on a corporation for an offence committed by the corporation against this Act or the regulations.

15. Section 169 extends the liability for offences by a corporation to directors and managers of a corporation. The EPA Prosecution Guidelines state in relation to section 169:

> Section 169 recognises that while corporations are legal entities, nevertheless, it is the directors and managers who represent the directing mind and will of the corporation and control its activities...The legislation clearly indicates that those who direct a corporation's illegal activities will not be shielded from responsibility by the corporate legal structure. The basic test as to whether proceedings will be brought is again one of culpability...
>
> In any decision to prosecute under section 169 of the POEO Act the crucial issue is the person's actual control or ability to influence the conduct of the corporation in relation to its criminal conduct. It will be a question of fact in each case as to who is concerned in the management of that corporation and the prosecution will be required to prove that fact beyond reasonable doubt. What is important is not the scope of a management role per se, nor the capacity to influence the corporation's operations in a broad sense. As a general policy, the EPA will institute proceedings under section 169 only where there is evidence linking a director or manager with the corporation's illegal activity. That link need not necessarily be of a positive (intentional) character but could be of a negligent nature.

16. Therefore Council's Councillors and executive management could be liable for the pollution of waters under this provision if there is evidence linking a director or manager with the breach.

Section 148 of the Act

17. Section 148 of the Act provides for notification of pollution incidents:

> **148 Pollution incidents causing or threatening material harm to be notified**
>
> (1) **Kinds of incidents to be notified**
> This Part applies where a pollution incident occurs in the course of an activity so that material harm to the environment is caused or threatened.
>
> (2) **Duty of person carrying on activity to notify**
> A person carrying on the activity must, immediately after the person becomes aware of the incident, notify each relevant authority of the incident and all relevant information about it.
>
> (3) **Duty of employee engaged in carrying on activity to notify**

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

- the Ministry of Health via the local Public Health Unit;
- SafeWork NSW;
- the local authority if this is not the ARA; and
- Fire and Rescue NSW.

20. Notification must be given 'immediately after the person becomes aware of the incident'. The EPA's webpage 'Duty to notify pollution incidents' states that immediately means notifying promptly and without delay after the person becomes aware of the incident.[4]

21. 'Material harm to the environment' is defined in section 147 of the Act as:

> **147 Meaning of material harm to the environment**
>
> (1) For the purposes of this Part:
>
> (a) harm to the environment is material if:
>
> (i) it involves actual or potential harm to the health or safety of human beings or to ecosystems that is not trivial, or
>
> (ii) it results in actual or potential loss or property damage of an amount, or amounts in aggregate, exceeding $10,000 (or such other amount as is prescribed by the regulations), and
>
> (b) loss includes the reasonable costs and expenses that would be incurred in taking all reasonable and practicable measures to prevent, mitigate or make good harm to the environment.
>
> (2) For the purposes of this Part, it does not matter that harm to the environment is caused only in the premises where the pollution incident occurs.

Section 64 of the Act

22. Section 64 of the Act provides:

> **64 Failure to comply with condition**
>
> (1) **Offence**
>
> If any condition of a licence is contravened by any person, each holder of the licence is guilty of an offence.
>
> Maximum penalty:
>
> (a) in the case of a corporation—$1,000,000 and, in the case of a continuing offence, a further penalty of $120,000 for each day the offence continues, or
>
> (b) in the case of an individual—$250,000 and, in the case of a continuing offence, a further penalty of $60,000 for each day the offence continues.
>
> Note. An offence against subsection (1) committed by a corporation is an offence attracting special executive liability for a director or other person involved in the management of the corporation—see section 169.
>
> (2) **Defence**

[4] http://www.epa.nsw.gov.au/licensing/Dutytonotify.htm

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Maddocks

The holder of a licence is not guilty of an offence against this section if the holder establishes that:

(a) the contravention of the condition was caused by another person, and

(b) that other person was not associated with the holder at the time the condition was contravened, and

(c) the holder took all reasonable steps to prevent the contravention of the condition.

A person is associated with the holder for the purposes of paragraph (b) (but without limiting any other circumstances of association) if the person is an employee, agent, licensee, contractor or sub-contractor of the holder.

23. The Notice states that Council has failed to comply with Conditions O1.1, O2.1(a) and O2.1(b) of the Licence:

4 Operating Conditions

O1 Activities must be carried out in a competent manner

O1.1 Licensed activities must be carried out in a competent manner.
This includes:
a) the processing, handling, movement and storage of materials and substances used to carry out the activity; and
b) the treatment, storage, processing, reprocessing, transport and disposal of waste generated by the activity.

Note: The requirements of O1.1 apply to the whole of the premises, including the reticulation system.

O2 Maintenance of plant and equipment

O2.1 All plant and equipment installed at the premises or used in connection with the licensed activity:
a) must be maintained in a proper and efficient condition; and
b) must be operated in a proper and efficient manner.

Note: The requirements of O2.1 apply to the whole of the premises, including the reticulation system.

24. Generally the case law establishes that where there has been a pollution incident because of a failure of equipment to operate properly there will be a high onus on the defendant to prove that they had been operating and maintaining it to the necessary standard. On one view the fact that the incident occurred demonstrates that the plant and equipment has not been carried out competently.

Other potentially relevant provisions of the Act

25. Other potentially relevant offence provisions in the Act that could apply to the incidents include disposal of waste—harm to environment and leaks, spillages and other escapes.

26. Section 115 of the Act provides:

115 Disposal of waste—harm to environment

(1) **Offence**

If a person wilfully or negligently disposes of waste in a manner that harms or is likely to harm the environment:

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

(a) the person, and

(b) if the person is not the owner of the waste, the owner,

are each guilty of an offence.

Note. An offence against subsection (1) committed by a corporation is an offence attracting special executive liability for a director or other person involved in the management of the corporation—see section 169.

(2) **Defence**—lawful authority It is a defence in any proceedings against a person for an offence under this section if the person establishes that the waste was disposed of with lawful authority.

(3) **Definitions** In this section:

dispose of waste includes to dump, abandon, deposit, discard, reject, discharge or emit anything that constitutes waste, and also includes to cause or permit the disposal of waste.

owner of waste includes, in relation to waste that has been disposed of, the person who was the owner of the waste immediately before it was disposed of.

27. Section 116 of the Act provides:

116 Leaks, spillages and other escapes

(1) If a person wilfully or negligently causes any substance to leak, spill or otherwise escape (whether or not from a container) in a manner that harms or is likely to harm the environment:

(a) the person, and

(b) if the person is not the owner of the substance, the owner,

are each guilty of an offence.

(2) If:

(a) the person in possession of the substance at the time of the leak, spill or other escape, or

(b) the owner of any container from which the substance leaked, spilled or escaped, or

(c) the owner of the land on which the substance or any such container was located at the time of the leak, spill or other escape, or

(d) the occupier of the land on which the substance or any such container was located at the time of the leak, spill or other escape,

wilfully or negligently, in a material respect, caused or contributed to the conditions that gave rise to the commission of the offence under subsection (1), that person, owner or occupier is guilty of an offence.

(3) A person may be proceeded against and convicted of an offence under subsection (2) whether or not a person has been proceeded against or convicted of an offence under subsection (1) in respect of the leak, spill or other escape.

(4) It is a defence in any proceedings against a person for an offence under this section if the person establishes that the leak, spill or other escape was caused with lawful authority.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

(5) In this section:

container includes anything used for the purpose of storing, transporting or handling the substance concerned.

owner of a substance includes, in relation to a substance that has leaked, spilled or otherwise escaped, the person who was the owner of the substance immediately before it leaked, spilled or otherwise escaped.

Note. An offence against subsection (1) or (2) committed by a corporation is an offence attracting special executive liability for a director or other person involved in the management of the corporation—see section 169.

28. Sections 115 and 116 of the Act are Tier 1 offences. Tier 1 offences are pollution incidents that involve wilful or negligent acts which cause or have the potential to cause serious harm to the environment, such that the EPA would be seeking a substantial penalty. In deciding whether Tier 1 charges are appropriate the EPA will consider amongst other factors, the harm or potential harm caused to the environment; whether the offence was committed wilfully or instead negligently; whether the offence was a one-off offence or a continuing or repeat offence; and the culpability and antecedents of the alleged offender. In regard to minor incidents, while elements of wilfulness or negligence may be evident, the EPA is more likely to deal with these incidents under Tier 2 or Tier 3.

29. Chapter 7 of the Act relates to the investigative powers of the EPA. Section 211 in Chapter 7 of the Act provides, relevantly:

211 Offences

(1) A person who, without lawful excuse, neglects or fails to comply with a requirement made of the person under this Chapter is guilty of an offence.

(2) A person who furnishes any information or does any other thing in purported compliance with a requirement made under this Chapter, knowing that it is false or misleading in a material respect is guilty of an offence.

(3) A person who wilfully delays or obstructs an authorised officer in the exercise of the authorised officer's powers under this Chapter is guilty of an offence.

...

Maximum penalty (subject to sections 204 and 208):

(a) in the case of a corporation—$1,000,000 and, in the case of a continuing offence, a further penalty of $120,000 for each day the offence continues, or

(b) in the case of an individual—$250,000 and, in the case of a continuing offence, a further penalty of $60,000 for each day the offence continues.

30. Council needs to be able to demonstrate a diligent and rigorous process to ensure all relevant information, documents and records have been identified and provided to the EPA in relation to the two discharge incidents.

Recent EPA compliance actions

31. It should be noted that the EPA has taken a public stance on pollution incidents from sewage treatment plants. In April 2016 the EPA issued a media release on the EPA fining Wingecarribee Council $15,000 for a sewage treatment plant incident. The incident occurred on 27 January 2016 at the Robertson Sewage Treatment Plant where approximately 3,700 litres of 30% caustic soda (sodium hydroxide) solution was released from a storage tank at the site, escaping a bunded area, and draining into a stormwater channel adjacent to the STP. The incident occurred over a 24 hour period before Council became aware of the

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Maddocks

incident. Once becoming aware of the incident Council initiated actions to contain the pollution, reported the incident to the EPA, and notified other agencies and adjacent landowners. Council subsequently undertook site remediation and implemented measures to prevent a recurrence. Following investigation of the incident the EPA determined that the storage of caustic solution was not undertaken in a competent manner, as required by the facility's environment protection licence. The EPA determined that while the incident had not caused harm to the surrounding environment, it had potential to cause significant off-site impact. An EPA representative stated that "the EPA views all non-compliances seriously. Council must ensure that it maintains a high level of environmental performance and statutory compliance at all times".[5]

Yours sincerely

Patrick Ibbotson
Partner

[5] http://www.epa.nsw.gov.au/epamedia/EPAMedia16042801.htm

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

JOHN HOLLAND PTY LTD
ABN 11 004 282 268 ACN 004 282 268
87 Akuna Road
PARKES NSW 2870

Attention: Mr Peter Stark

Notice Number	1553298
File Number	SF17/26846
Date	18-Jul-2017

NOTICE TO PROVIDE INFORMATION AND/OR RECORDS

BACKGROUND

A. The Environment Protection Authority ("the EPA") is responsible for the administration and enforcement of the *Protection of the Environment Operations Act 1997* ("the Act").

B. JOHN HOLLAND PTY LTD ("the Contractors") are contractors engaged by Parkes Shire Council ("Council") to construct a new Sewage Treatment Plant in Parkes.

C. Council engaged John Holland Pty Ltd to construct a new Sewage Treatment Plant in Parkes. Construction works included the construction of a new effluent discharge channel which discharges treated effluent to Goobang Creek. As part of construction works associated with the new Sewage Treatment Plant, Parkes Shire Council commissioned John Holland Pty Ltd to construct a temporary effluent diversion pipeline to temporarily divert treated effluent away from the new discharge channel being constructed to allow the new channel to be constructed. Council ("the licensee") is the holder of Environment Protection Licence No. 5655 ("the licence") issued under the Act. The licence authorises the carrying out of activities at NASH STREET, PARKES, NSW, 2870. ("the premises").

D. The Licensee operates the Parkes Sewage Treatment Plant and carries out operations involving the treatment of sewage generated in Parkes. Following treatment of effluent at the Sewage Treatment Plant, Parkes Shire Council discharges treated effluent to Goobang Creek and intermittently pumps treated effluent to the Parkes Golf Course for reuse. The pump that allows effluent to be sent to the Parkes Golf Club is housed in a small shed, referred to hereafter as the Golf Club Pump Shed.

E. On the 11 June 2017, Council notified the EPA's Environment Line of work being carried out to upgrade the effluent discharge channel ("the channel") to Goobang Creek, which resulted in scouring of the channel and a substantial volume of sediment being deposited in Goobang Creek ("the initial incident").

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

F. On the 13 June 2017, EPA Officers Daniel Stokes and Helen Smith conducted an inspection of the discharge channel, and observed erosion and sediment along the newly constructed discharge channel, and sediment within Goobang Creek.

G. On the 15 June 2017, EPA Unit Head Brad Tanswell and EPA Officer Daniel Stokes attended a meeting and inspection at the location of the discharge incident at the Parkes Sewage Treatment Plant with the licensee and the licensee's contractors (representatives of John Holland Pty Ltd) to discuss the incident, proposed outfall emergency works, and remedial works involving the removal of sediment from Goobang Creek.

H. On 26 June 2017, the licensee advised the EPA of another incident that occurred on or around 24 June 2017 involving the scouring of the newly constructed effluent discharge channel, which reportedly resulting in increased turbidity levels within Goobang Creek ("the second incident").

I. The EPA is investigating whether the incidents that occurred between 9 to 11 June 2017 and 24 to 25 June 2017 constituted a breach of the Act and/or licence 5655.

J. The EPA has reason to believe that John Holland Pty Ltd may have information and/or records that are relevant to this investigation.

Matters to which this notice relates

K. The EPA has responsibility for the investigation of alleged non-compliance with environment protection legislation, including the *Protection of the Environment Operations Act 1997* ("the Act").

L. The EPA is investigating whether Parkes Shire Council or any other employee has contravened the provisions of environment protection legislation, including the following:

i Section 120 of the Act in relation to the prohibition of pollution of waters; or

ii Section 148 of the Act in relation to the duty of person carrying on activity to notify the EPA of a pollution incident; or

iii Section 64(1) of the Act in relation to:

a a failure to comply with Condition O1.1 of the Licence, being a failure to carry out the licensed activity of sewage treatment in a competent manner between 9 to 11 June 2017 and/or 24 to 25 June 2017;

b a failure to comply with Condition O2.1(a) of the Licence, being a failure to maintain all plant and equipment at the Premises in a proper and efficient condition between 9 to 11 June 2017 and/or 24 to 25 June 2017;

c a failure to comply with Condition O2.1(b) of the Licence, being a failure to operate all plant and equipment at the Premises in a proper and efficient manner between 9 to 11 June 2017 and/or 24 to 25 June 2017.

Purpose for which this notice is issued

M. In accordance with section 184 of the Act, this notice is being issued for the following purposes:

i. Determining whether there has been compliance with or a contravention of environmental protection legislation, namely sections 64, 120 or 148 of the Act.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

ii. Obtaining information and/or records for purposes connected with the administration of environmental protection legislation.

iii. Generally for administrating environmental protection legislation and protecting the environment.

DEFINITIONS

In this Notice **"Employee or Employees"** includes:

(a) The General Manager, Directors and Officers of Parkes Shire Council;

(b) Any person or persons employed or otherwise retained by Parkes Shire Council;

(b) Contractors and sub-contractors engaged by the Parkes Shire Council;

(c) Any other person or persons who otherwise perform work in connection with Parkes Shire Council.

In this Notice **"Contractor"** includes:

(a) Any person or persons employed or otherwise retained by John Holland;

(b) Sub-contractors engaged by John Holland;

(c) Any other person or persons who otherwise perform work in connection with John Holland.

In this Notice the term **"the Initial Incident"** refers to the period from 9 June to 11 June 2017 as described in paragraph E of this notice.

In this Notice the term **"the second Incident"** refers to the period from 24 June to 25 June 2017 as described in paragraph H of this notice.

REQUIREMENT TO PROVIDE INFORMATION AND/OR RECORDS

1. I, Bradley Tanswell, an authorised officer of the Environment Protection Authority ("EPA") requires that JOHN HOLLAND PTY LTD provide the following information and/or records:

INFORMATION

a. An explanation of how the initial incident that occurred on or around the 9 June 2017 occurred, including but not limited to, details of the main causes of the incident, and what actions that were undertaken by any employee once discovered.

b. Did the initial Incident cause harm to the environment? If YES, provide details of the Incident causing harm.

c. Were there any measures that were taken to prevent, control, abate or mitigate the harm, if any, caused by the initial Incident?

d. If the answer to question (c) is YES provide details of those measures undertaken.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

e. If the answer to question (c) is NO provide details of why no measures were taken.

f. Provide details of all steps the Contractor took to respond to and investigate the initial incident on or around 9 June 2017, such details to include internal reports and investigations, samples taken, photos captured, inspection reports drafted, maps of sampling points and similar.

g. Details of any employees and contractors that attended at the initial incident site between 0800 hours on 9 June to 1700 hours on 11 June 2017 and how the incident was reported within John Holland Pty Ltd and to Parkes Shire Council. These details must include, but not limited to, name, position and contact details for each person relevant to this response.

h. Details of all inspections undertaken by any employee or contractor prior to, during and following the initial incident on or around 9 June 2017 including the purpose of the inspection, what was observed and what actions were taken in response to any observation made and why these actions were taken.

i. Provide an estimate (in cubic metres) of how much sediment was eroded from the effluent channel banks, how much entered the effluent discharge channel, and how much entered into Goobang Creek during the initial incident that occurred on or around 9 June 2017 and during the second incident that occurred on or around 24 June 2017. Include an explanation as to how the estimate was reached in each case.

j. Details of the planned power outage that occurred at the incident site on or around 9 June 2017, including but not limited to, details of notification of outage, length of power interruption, who was notified, and any contingency measures were put in place to account for the outage.

k. A list of systems/management plans that were in place to prevent the initial incident from occurring on or around 9 June 2017. This list must include, but not limited to, the details of who put these systems/management plans in place, description of systems/management plans, who monitors these systems and the name, position and contact details for each person relevant to this response.

l. Details of the decision to disconnect the effluent diversion pipeline from the effluent Golf Club Pump prior to the initial incident from occurring on or around 9 June 2017. Details must include, but not necessarily be limited to: name, position and contact details of who made the decision; reason the pipeline was removed; name, position and contact details of employees who removed the pipeline; and any contingency/management measures put in place; what checks were in place to ensure the pump had been turned off.

m. An explanation of the failure to isolate the effluent Golf Club Pump prior to the initial incident from occurring on or around 9 June 2017. Details should include, but not be limited to: name, position and contact details of employees who were responsible to isolate the pump; management plans or systems that were in place to isolate the pump; and any contingency measures put in place.

n. Analysis records of any water sampling undertaken of effluent or within Goobang Creek, for the period three (3) months prior to the initial incident that occurred on or around 9 June 2017 and up to the date of issue of this notice. This information should include, but not limited to, any analysis as required by the licence.

o. A description of how the Contractor investigated the initial incident that occurred on or around 9 June 2017. For example, map of water sampling locations, photos captured or inspection reports. This response must include, but not limited to, any documentation or records in relation to actions or monitoring performed by John Holland or any other the Contractor. This response should include the name, position, and contact details of who investigated the incident.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

p. Details of when the initial incident that occurred on or around 9 June 2017 was discovered and how and when it was reported to the EPA. Details must incluce, but not be limited: to date and time of discovery; who discovered the incident; and who reported the incident to the EPA; and at what time it was reported to the EPA. If there was a delay in reporting the incident to the EPA, provide an explanation for the delay.

q. Details of when the second incident that occurred on or around 24 June 2017 was discovered and how and when it was reported to the EPA. Details must include, but not be limited: to date and time of discovery; who discovered the incident; and who reported the incident to the EPA; and at what time it was reported to the EPA. If there was a delay in reporting the incident to the EPA, provide an explanation for the delay.

RECORDS

r. All records relating to the effluent diversion pipeline ("the pipeline"). These records must include, but not be limited to:

i. Correspondence relating to the: planning, decision to install the pipeline; and planning, decision to remove the pipeline;

ii. Correspondence with any Government Agencies, including Parkes Shire Council regarding the diversion pipeline;

iii. Correspondence with any consultant, contractor, or any other party in relation to the pipeline.

s. All records relating to the maintenance and inspections of the pipeline or effluent channel. These records must include, but not be limited to:

iv. Any inspection reports relating to the pipeline and/or effluent channel;

v. Correspondence relating to the inspection or maintenance of the pipeline and/or effluent channel.

t. In relation to question (f), all records in relation to the Contractor response to, and investigation of the Incident, including:

vi. emails;

vii. inspection reports;

viii. photographs/video imagery;

ix. file notes;

x. maps;

xi. diary notes;

xii. records of conversation.

u. Provide copies of all internal and external reports or records relating to the initial and second incidents between 1 May 2017 and the date of issue of this notice. Such records include but are not limited to all onsite notes, inspection checklists, site logs and records, environmental reports, water sampling results, diary notes, file notes, memos, facsimiles, photographs, email communications, meeting minutes, and reports.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Sect on 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

2. You do not have to furnish any record specified above unless that record is in your possession or it is in your power to obtain it lawfully.

3. The information and/or records must be provided in writing and in English where relevant, unless otherwise stated.

4. The information and/or records must be provided to

Mr Bradley Tanswell

Environment Protection Authority

Unit Head Far West Operations

PO Box 2111

DUBBO NSW 2830

and received no later than **5pm on 8 August 2017.**

WARNING AND INFORMATION ABOUT THIS NOTICE

- It is an offence against section 211 of the *Protection of the Environment Operations Act 1997* ("the Act") to neglect or fail to comply with this notice without lawful excuse. It is also an offence under section 211 to furnish information under this notice knowing that the information is false or misleading in a material respect.
- The maximum penalty that a court may impose for each of these offences is, for a corporation, $1,000,000 and a further $120,000 for each day the offence continues, and, for an individual, $250,000 and a further $60,000 for each day the offence continues.
- Under section 319A of the Act, your obligation to provide the information and/or records specified in this notice continues until the notice is complied with in full, even if the due date has passed.
- The requirements of this notice may only be varied or revoked by written notice issued by the EPA authorised officer.
- The fact that **information and/or records** required by this notice might incriminate you or make you liable to a penalty does not excuse you from having to comply with the notice.
- The fact that a **record** provided by you in compliance with this notice might incriminate you does not make that record inadmissible in evidence against you in criminal proceedings.
- However if you are a natural person (that is, an individual rather than, for example, a company or other incorporated body) you may object to providing **information** which is required by this notice, on the ground that the information might incriminate you. You must still provide the information but it is not admissible in evidence against you in criminal proceedings if you make this objection, except for an offence under section 211 of the Act, including the offence of knowingly answering a question falsely or in a way that is misleading in a material respect.
- This warning is given for the purposes of section 212 of the Act.
- The Act defines "records" as including plans, specifications, maps, reports, books, and other documents (whether in writing, electronic form or otherwise).

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

- This notice is issued under section 193 of the Act.

Bradley Tanswell
Unit Head
Central West
(by Authorisation)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

General Manager

Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

PARKES SHIRE COUNCIL
ABN 96 299 629 630
PO BOX 337
PARKES NSW 2870

Attention: Mr Julian Fyfe

Notice Number	1553203
File Number	EF13/3427
Date	18-Jul-2017

NOTICE TO PROVIDE INFORMATION AND/OR RECORDS

BACKGROUND

A. The Environment Protection Authority ("the EPA") is responsible for the administration and enforcement of the *Protection of the Environment Operations Act 1997* ("the Act").

B. PARKES SHIRE COUNCIL ("the licensee") is the holder of Environment Protection Licence No. 5655 ("the licence") issued under the Act. The licence authorises the carrying out of activities at NASH STREET, PARKES, NSW, 2870. ("the premises").

C. The Licensee operates the Parkes Sewage Treatment Plant and carries out operations involving the treatment of sewage generated in Parkes. Following treatment of effluent at the Sewage Treatment Plant, Parkes Shire Council discharges treated effluent to Goobang Creek and intermittently pumps treated effluent to the Parkes Golf Course for reuse. The pump that allows effluent to be sent to the Parkes Golf Club is housed in a small shed, referred to hereafter as the Golf Club Pump Shed.

D. The Licensee recently engaged John Holland Pty Ltd to construct a new Sewage Treatment Plant in Parkes. Construction works included, amongst other things, the construction of a new effluent discharge channel which discharges treated effluent to Goobang Creek.

E. As part of construction works associated with the new Sewage Treatment Plant, Parkes Shire Council also commissioned John Holland Pty Ltd to construct a temporary effluent diversion pipeline to temporarily divert treated effluent away from the new discharge channel being constructed to allow the new channel to be constructed.

F. On the 11 June 2017, the licensee notified the Environment Protection Authority's ("EPA") Environment Line of work being carried out to upgrade the effluent discharge channel ("the channel") to Goobang Creek, which resulted in scouring of the channel and a substantial volume of sediment being deposited in Goobang Creek ("the initial incident").

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

G. On the 13 June 2017, EPA Officers Daniel Stokes and Helen Smith conducted an inspection of the channel, and observed erosion and sediment along the newly constructed discharge channel, and sediment within Goobang Creek.

H. On the 15 June 2017, EPA Unit Head Brad Tanswell and EPA Officer Daniel Stokes attended a meeting and inspection at the location of the initial discharge incident at the Parkes Sewage Treatment Plant with the licensee and the licensee's contractors to discuss the incident, proposed outfall emergency works, and remedial works involving the removal of sediment from Goobang Creek.

I. On 26 June 2017, the Licensee advised the EPA of another incident that occurred on or around 24 June 2017 involving the scouring of the newly constructed effluent discharge channel, which reportedly resulted in increased turbidity levels within Goobang Creek ("the second incident").

J. The EPA is investigating whether the incidents that occurred between 9 to 11 June 2017 and 24 to 25 June 2017 constituted a breach of the Act and/or licence 5655.

K. The EPA has reason to believe that the licensee may have information and/or records that are relevant to this investigation.

Matters to which this notice relates

L. The EPA has responsibility for the investigation of alleged non-compliance with environment protection legislation, including the *Protection of the Environment Operations Act 1997* ("the Act").

M. The EPA is investigating whether Parkes Shire Council or any other employee has contravened the provisions of environment protection legislation, including the following:

i Section 120 of the Act in relation to the prohibition of pollution of waters; or

ii Section 148 of the Act in relation to the duty of person carrying on activity to notify the EPA of a pollution incident; or

iii Section 64(1) of the Act in relation to:

a. a failure to comply with Condition O1.1 of the Licence, being a failure to carry out the licensed activity of sewage treatment in a competent manner between 9 to 11 June 2017 and/or 24 to 25 June 2017;

b. a failure to comply with Condition O2.1(a) of the Licence, being a failure to maintain all plant and equipment at the Premises in a proper and efficient condition between 9 to 11 June 2017 and/or 24 to 25 June 2017;

c. a failure to comply with Condition O2.1(b) of the Licence, being a failure to operate all plant and equipment at the Premises in a proper and efficient manner between 9 to 11 June 2017 and/or 24 to 25 June 2017.

Purpose for which this notice is issued

N. In accordance with section 184 of the Act, this notice is being issued for the following purposes:

i. Determining whether there has been compliance with or a contravention of environmental protection legislation, namely sections 64, 120 or 148 of the Act.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

ii. Obtaining information and/or records for purposes connected with the administration of environmental protection legislation.

iii. Generally for administrating environmental protection legislation and protecting the environment.

DEFINITIONS

In this Notice **"Employee or Employees"** includes:

(a) The General Manager, Directors and Officers of Parkes Shire Council

(b) Any person or persons employed or otherwise retained by Parkes Shire Council;

(b) Contractors and sub-contractors engaged by the Parkes Shire Council;

(c) Any other person or persons who otherwise perform work in connection with Parkes Shire Council.

In this Notice the term **"the initial Incident"** refers to the period from 9 June to 11 June 2017 as described in paragraph F of this notice.

In this Notice the term **"the second Incident"** refers to the period from 24 June to 25 June 2017 as described in paragraph I of this notice.

REQUIREMENT TO PROVIDE INFORMATION AND/OR RECORDS

1. I, Brad Tanswell, an authorised officer of the Environment Protection Authority ("EPA") requires that Parkes Shire Council provide the following information and/or records:

INFORMATION

a. An explanation of how the initial incident that occurred on or around the 9 June 2017 occurred, including but not limited to, details of the main causes of the incident, and what actions were undertaken by any employee once discovered.

b. Did the initial Incident cause harm to the environment? If YES, provide details of the Incident causing harm.

c. Were there any measures that were taken to prevent, control, abate or mitigate the harm, if any, caused by the initial Incident?

d. If the answer to question (c) is YES provide details of those measures undertaken.

e. If the answer to question (c) is NO provide details of why no measures were taken.

f. Provide details of all steps the Licensee took to respond to and investigate the initial Incident on or around 9 June 2017, such details to include internal reports and investigations, samples taken, photos captured, inspection reports drafted, maps of sampling points and similar.

g. Details of any employees that attended at the initial incident site between 0800 hours on 9 June to 1700 hours on 11 June 2017 and how the Incident was reported within the licensee's organisation. These details

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

must include, but do not need to be limited to, name, position and contact details for each person relevant to this response.

h. Details of all inspections undertaken by any employee prior to, during and following the initial incident on or around 9 June 2017 including the purpose of the inspection, what was observed and what actions were taken in response to any observation made and why these actions were taken.

i. Provide an estimate (in cubic metres) of how much sediment was eroded from the effluent channel banks, how much entered the discharge channel, and how much entered into Goobang Creek during the initial incident that occurred on or around 9 June 2017 and during the second incident that occurred on or around 24 June 2017. Include an explanation as to how the estimate was reached in each case.

j. Details of the planned power outage that occurred at the incident site on or around 9 June 2017, including but not limited to, details of notification of outage, length of power interruption, who was notified, and any contingency measures that were put in place to account for the outage.

k. A list of systems/management plans that were in place to prevent the initial incident from occurring on or around 9 June 2017. This list must include, but not be limited to, the details of who put these systems/management plans in place, description of systems/management plans, who monitors these systems and the name, position and contact details for each person relevant to this response.

l. Details of the decision to disconnect the effluent diversion pipeline from the effluent Golf Club Pump prior to the initial incident occurring on or around 9 June 2017. Details must include, but not necessarily be limited to: name, position and contact details of who made the decision; reason the pipeline was removed; name, position and contact details of employees who removed the pipeline; and any contingency/management measures put in place; what checks were in place to ensure the pump had been turned off.

m. An explanation of the failure to isolate the effluent Golf Club Pump prior to the initial incident occurring on or around 9 June 2017. Details should include, but not be limited to: name, position and contact details of employees who were responsible to isolate the pump; management plans or systems that were in place to isolate the pump; and any contingency measures put in place.

n. Provide an explanation as to why the decision was made to decommission the SCADA system and implications of this decision in relation to the initial incident.

o. Analysis records of any water sampling undertaken of effluent or within Goobang Creek, for the period three (3) months prior to the initial incident that occurred on or around 9 June 2017 and up to the date of issue of this notice. This information should include, but not limited to, any analysis as required by the licence.

p. A description of how the licensee investigated the initial incident that occurred on or around 9 June 2017. For example, map of water sampling locations, photos or videos captured or inspection reports. This response must include the name, position, and contact details of who investigated the incident. This response must include, but not limited to, any documentation or records in relation to actions or monitoring performed by the licensee.

q. Details of when the initial incident that occurred on or around 9 June 2017 was discovered and how and when this was reported to the EPA. Details must include, but not be limited: to date and time of discovery; who discovered the incident; and who reported the incident to the EPA; and at what time it was reported to the EPA. If there was a delay in reporting the incident to the EPA, provide an explanation for the delay.

r. Details of when the second incident that occurred on or around 24 June 2017 was discovered and how and when this was reported to the EPA. Details must include, but not be limited: to date and time of

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

discovery; who discovered the incident; and who reported the incident to the EPA; and at what time it was reported to the EPA. If there was a delay in reporting the incident to the EPA, provide an explanation for the delay.

s. Provide an explanation as to why the licensee did not notify the EPA immediately of the initial incident that occurred on or around 9 June 2017 as required by Part 5.7 of the *Protection of the Environment Operations Act 1997*.

t. Provide an explaination as to why the licensee did not notify the EPA immediately of the second incident that occurred on or around 24 June 2017 as required by Part 5.7 of the *Protection of the Environment Operations Act 1997*.

RECORDS

u. All records relating to the temporary effluent diversion pipeline ("the pipeline"). These records must include, but not be limited to:

i. Correspondence relating to the: planning, decision to install the pipeline; and planning, decision to remove the pipeline;

ii. Correspondence with any Government Agencies regarding the diversion pipeline;

iii. Correspondence with any consultant, contractor, or any other party in relation to the pipeline.

v. All records relating to the maintenance and inspections of the pipeline or effluent channel. These records must include, but not be limited to:

i Any inspection reports relating to the pipeline and/or effluent channel;

ii Correspondence relating to the inspection or maintenance of the pipeline and/or effluent channel.

w. Any records relating to the maintenance and inspection of the Golf Club Pump Shed ("the pump shed"). This information must include, but not be limited to:

i. Correspondence regarding the installation and maintenance of the SCADA system at the pump shed;

ii. Correspondence regarding the decision to de-commission the SCADA system at the pump shed.

x. In relation to question (f), all records in relation to the Parkes Shire Council response to, and investigation of the initial Incident, including:

i. emails;

ii. inspection reports;

iii. photographs/video imagery;

iv. file notes;

v. maps;

vi. diary notes; and

vii. records of conversation.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

Licence - 5655

NSW EPA

y. Provide copies of all internal and external reports or records relating to both the initial and second incidents between 1 May 2017 and the date of issue of this notice. Such records include but are not limited to all onsite notes, inspection checklists, site logs and records, environmental reports, water sampling results, diary notes, file notes, memos, facsimiles, photographs, email communications, meeting minutes, and reports.

2. You do not have to furnish any record specified above unless that record is in your possession or it is in your power to obtain it lawfully.
3. The information and/or records must be provided in writing and in English where relevant, unless otherwise stated.
4. The information and/or records must be provided to

Mr Bradley Tanswell
Environment Protection Authority
Unit Head Far West Operations
PO Box 2111
DUBBO NSW 2830

and received no later than **5pm on 8 August 2017**.

WARNING AND INFORMATION ABOUT THIS NOTICE

- It is an offence against section 211 of the *Protection of the Environment Operations Act 1997* ("the Act") to neglect or fail to comply with this notice without lawful excuse. It is also an offence under section 211 to furnish information under this notice knowing that the information is false or misleading in a material respect.
- The maximum penalty that a court may impose for each of these offences is, for a corporation, $1,000,000 and a further $120,000 for each day the offence continues, and, for an individual, $250,000 and a further $60,000 for each day the offence continues.
- Under section 319A of the Act, your obligation to provide the information and/or records specified in this notice continues until the notice is complied with in full, even if the due date has passed.
- The requirements of this notice may only be varied or revoked by written notice issued by the EPA authorised officer.
- The fact that **information and/or records** required by this notice might incriminate you or make you liable to a penalty does not excuse you from having to comply with the notice.
- The fact that a **record** provided by you in compliance with this notice might incriminate you does not make that record inadmissible in evidence against you in criminal proceedings.
- However if you are a natural person (that is, an individual rather than, for example, a company or other incorporated body) you may object to providing **information** which is required by this notice, on the ground that the information might incriminate you. You must still provide the information but it is not admissible in evidence against you in criminal proceedings if you make this objection, except for an offence under section 211 of the Act, including the offence of knowingly answering a question falsely or in a way that is misleading in a material respect.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Section 193 Protection of the Environment Operations Act 1997

Notice to Provide Information and/or Records

NSW EPA

Licence - 5655

- This warning is given for the purposes of section 212 of the Act.
- The Act defines "records" as including plans, specifications, maps, reports, books, and other documents (whether in writing, electronic form or otherwise).
- This notice is issued under section 193 of the Act.

Bradley Tanswell
Unit Head
Central West
(by Authorisation)

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

17.7 (DI) Water Treatment Plant Stormwater Infrastructure Tender 2017 - Tender Evaluation

Prepared By: Director of 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

Executive Summary

A Request for Tenders for the Design and Construction of External Stormwater Infrastructure in relation to the new Water Treatment Plant, was relased on the 24 May 2017 and closed 23 June 2017. Two (2) tenders were received and evaluated in accordance with the tender evaluation plan.

Background Information

The New Parkes Water Treatment Plant is nearing completion. As structures and hardstand areas are completed, the stormwater management plan external to the plan requires progression to alleviate any additional stormwater impacts generated by the new plant.

Legislative or Policy Implications

Nil

Progressive Delivery Program Implications

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

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*	★★★★☆

General Manager Mayor

Budget & Financial Aspects

Nil

Recommendation

1. That the recommendation within the report be adopted.

Report

Council recently released to the market seeking Tenders from appropriately qualified and experienced Contractors for the development of the preliminary design to construction design, supply of materials and equipment, and construction of the Webb Street stormwater infrastructure works associated with (but external to) the new Parkes Shire Council's Water Treatment Plant (WTP).

The tender was released on 24 May 2017 via tenderlink and closed on 23 June 2017 with a two-tier envelope submission. At the close of Tender, PSC received submissions from both Central West Civil Pty Ltd (Bathurst) and Steve Magill Earthmoving (Parkes)

A mandatory tender briefing / site inspection was also held on the 7th June 2017. The meeting was attended by both Central West Civil Pty Ltd (Bathurst) and Steve Magill Earthmoving (Parkes)

Tender Evaluation Summary: Tenders were evaluated on Skill and Technical Capability then Price.

Central West Civil

Central West Civil did not to include various aspects that were required for the works to be completed, including excavation of the main basin or any environmental controls. The submission referred to a previous tender in which was not relevant The Commercial price received (lump sum) exceeded the cost estimate calculated. Additionally the asbestos handling rates were dubiously high.

Magill Earthmoving

After reviewing Magill Earthmoving submission Magill Earthmoving failed to meet one of the Mandatory Participation Criteria one of the mandatory tender requirements "Accredited WHS System Certified AS/NZS-4801). This means that the Magill Earthmoving submission was non-conforming. Magill Earthmoving does have an extensive WHS system which forms part of the accreditation, however is not certified.

General Manager Mayor

As the Magill Earthmoving submission was non-confirming further consideration of the submission was terminated. This also means that no clarifications were sought with Magill Earthmoving. It is gauged that clarifications about the scope of their submission will increase their quotation amount.

Clarifications, Interview, Reference Checks

Central West Civil referees were contacted by PSC previously following award for the recent Septage Receival Access Road tender.

Magill Earthmoving is well known to PSC and has completed recent works for PSC. As mentioned previously, no clarifications were sought with Magill Earthmoving.

Post Tender Clarifications were completed with CWC. The following describes the material impacts of the clarification process with CWC.

Clarification 1 - Asbestos

Due to the dubiously high asbestos handling rates in the CWC submission PSC clarified with CWC that PSC would manage tipping fees.

This reduced the lump sum price by $27,000+GST.

Clarification 2 - Additional queries

Further interrogation of the CWC submission found that additional details were not addressed. These included:

- Allowance for geotechnical requirements this includes soil; test and verifying soil mixes outlined in tender documents
- The intent to reorientate the western basin to align with contours, increase size of basin and install low level outlet pipe
- Factoring the potential for importing material as indicated in the extract from the DGP Stormwater Assessment & Western Basin Design Report

This increased the lump sum price by $75,000+GST.

General Manager Mayor

Commercial Evaluation

Company	Offered Amount (Excl. GST)	Authority to Procure Budget	Delta
Central West Civil	$396,192*	$300K	+$96,192

* Amount includes post tender clarifications

Based on the above the following evaluation has been completed.

Tenders Closed 23 JUNE 2017 @ 2.00pm AEST

Tender Title: Parkes Shire Council Major Projects WTP Stormwater Infrastructure Works 2017

Parkes Shire Council (the Principal) is seeking Tenders from qualified and accredited service providers relevant to the scope of works described with the Tender Documentation. The tenderer will be required to provide WTP Stormwater Infrastructure Works 2017; as specified within the tender documents.

	MANDATORY									
Company	Compliance with Insurance Requirements (Y/N)	Confirmation of CENTROC Inductions and obey Golden Rules (Y/N)	Accredited QMS (Y/N)	Accredited WHS (Y/N)	Non-Disclosure and Confidentiality Deed Poll (Y/N)	Compliance with WTP / STP / SPS Principal Contractors Induction and obey site rules (Y/N)	Attendance at IWG meetings (Y/N)	Provision of Evidence of Sufficient Financial Capability to Complete Project (Y/N)	History of completed similar projects (Y/N)	Attendance at Mandatory Site Briefing (Y/N)
Central West Civil	TBC	Y	Y	Y	Y	Y	Y	Y	Y	Y
Magill Earthmoving	TBC	Y	N	N	TBC	Y	Y	Y	Y	Y

	TECHNICAL (minimum requirment is 70%)							COMMERCIAL					
Company	Demonstrated Capability and Capacity (20)	Demonstrated Experience and Past Performance (10)	Understanding of Requirements (20)	Key Personnel (15)	Product / Service Offering (10)	Proposed Methodology / Program (25)	Ave. Total	Lump Sum Price / Total Price / Total Cost of Ownership (40)	Unit Rates / SOR (40)	Local Content (10)	Acceptance of T&Cs (10)	Ave. Total	Total sum score
Central West Civil	18	8	15	12	8	18	79.0	28	23	7	6	64.0	71.5
Magill Earthmoving							0.0					0.0	0.0
							0.0					0.0	0.0
							0.0					0.0	0.0
							0.0					0.0	0.0

Recommendation

That Council:

1. Note the report from the Tender Evaluation Panel (provide as Confidential) in relation to the Tenders submitted in response to Parkes Shire Council Major Projects New Water Treatment Plant (WTP), Stormwater Infrastructure 2017 Tender Number:

   Webb Street Storm water Infrastructure Works - 100147-9000239 (formerly 2014009-34)

2. Following successful post tender discussions then in accordance with 178(3)(e) of the LG Regulation, authorise the General Manager to:

   (a) value engineer the scope and negotiate with CWC to reduce the Contract Sum, following which, enter into a Contract with CWC for the works.

3. Advise any unsuccessful Tenderer(s) in writing.

General Manager Mayor

Attachments

1. WTP Stormwater Infrastructure Works 2017 TEP 20170725

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Tenders Closed 23 JUNE 2017 @ 2.00pm AEST

Tender Title: Parkes Shire Council Major Projects WTP Stormwater Infrastructure Works 2017

Parkes Shire Council (the Principal) is seeking Tenders from qualified and accredited service providers relevant to the scope of works described with the Tender Documentation. The tenderer will be required to provide WTP Stormwater Infrastructure Works 2017; as specified within the tender documents.

	MANDATORY															TECHNICAL (minimum requirment is 70%)							COMMERCIAL				Total sum score
Company	Compliance with Insurance Requirements (Y/N)	Confirmation of CENTROC Inductions and obey Golden Rules (Y/N)	Accredited QMS (Y/N)	Accredited WHS (Y/N)	Non-Disclosure and Confidentiality Deed Poll (Y/N)	Compliance with WTP / STP / SPS Principal Contractors Induction and obey site rules (Y/N)	Attendance at IWG meetings (Y/N)	Provision of Evidence of Sufficient Financial Capability to Complete Project (Y/N)	History of completed similar projects (Y/N)	Attendance at Mandatory Site Briefing (Y/N)	Company	Demonstrated Capability and Capacity (20)	Demonstrated Experience and Past Performance (10)	Understanding of Requirements (20)	Key Personnel (15)	Product / Service Offering (10)	Proposed Methodology / Program (25)	Ave. Total	Lump Sum Price / Total Price / Total Cost of Ownership (40)	Unit Rates / SOR (40)	Local Content (10)	Acceptance of T&Cs (10)	Ave. Total	
Central West Civil	TBC	Y	Y	Y	Y	Y	Y	Y	Y	Y	Central West Civil	18	8	15	12	8	18	79.0	28	23	7	6	64.0	71.5
Magill Earthmoving	TBC	Y	N	N	TBC	Y	Y	Y	Y	Y	Magill Earthmoving							0.0					0.0	0.0
																		0.0					0.0	0.0
																		0.0					0.0	0.0
																		0.0					0.0	0.0

General Manager

Mayor

17.8 Senior Staff Committee - General Manager's Performance Assessment 2016-2017

Prepared By: Senior Staff Committee

Reason for Confidentiality

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(a) 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: -

(a) personnel matters concerning particular individuals (other than councillors)

Executive Summary

On 18 July 2017 the Senior Staff Committee met with the General Manager to undertake the 2016-2017 annual performance appraisal, against the agreed performance plan, which is attached.

Background Information

The Senior Staff Committee meet annually to conduct a formal Performance Assessment with the General Manager. The Mayor monitors and discusses performance regularly throughout the rest of the year.

Legislative or Policy Implications

The General Manager is employed under the provisions of a model contract and oversighted in accordance with the "Guidelines for the Appointment and Oversight of General Managers".

Progressive Delivery Program Implications

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

Quadruple Bottom Line

Economic	★★★☆☆	*Environmental*	★★★☆☆
Social	★★★☆☆	*Civic Leadership*	★★★☆☆

Budget & Financial Aspects

Financial aspects are included in the current budget.

General Manager Mayor

Recommendation

1. That the information be received and noted and that the General Manager be commended on his performance.

Report

Under the appraisal framework members of the Senior Staff Committee individually complete a performance appraisal of the General Manager and the General Manager completes a self-assessment. Key issues are then discussed.

The combined Senior Staff Committee's assessment of the General Manager's performance was 4.3 out of 5. The General Manager's self-assessment was 3.9 out of 5. The combined average of all scores was 4.2 out of 5 which is considered a "creditable" performance on the rating scale associated with the General Manager's contract.

RATING

5. OUTSTANDING Performance has substantially exceeded Council's expectations. The performance is recognised within the Council as a model of excellence in this particular area.

4. CREDITABLE Performance has exceeded the agreed standards.

3. COMPETENT Performance has fully met the standards set in the Performance Plan.

2. MARGINAL Although the fundamental job requirements or objectives have been met, results have not been in keeping with that normally expected of a Director.

1. UNACCEPTABLE Performance has been below expectations and objectives have not been met. Performance needs to be enhanced substantially over the next performance review cycle.

A 5 rating shall attract a 2% payment on the package, a 4 = 1%, 3 = Nil, 2 = - 1% of package, 1 = - 2% of package.

Attachments

1. Performance Appraisal Template

General Manager Mayor



PERFORMANCE EVALUATION
KENT ROBERT BOYD

Position	***General Manager***
Department	***Executive***
Salary System Grading	***Performance based 5 year contract***
Reporting Structure:	***Mayor***
Last review date of PD	***1 July 2017***

Our Staff Values

*** Be **Community** Focused*
Show **Integrity*
Encourage **Innovation*
***Be **Respectful** & Caring*
Have a high commitment to **Safety*
Value **Teamwork*

Our Organisational Mission

**To deliver Progress and Value to our Community*

Position Summary

The General Manager is Council's principal staff officer, exercising overall management responsibility for Council's operations.

Key Responsibilities

1. Acts as the primary link between Councillors and the organization and is responsible for assisting Councillors in developing policy
2. Provides leadership to staff in achieving Council objectives
3. Oversees the financial management of the Council
4. Communicates and promotes Council's policies to the community it serves
5. Manages Council's Statutory Obligations

List of Duties and Functions

- The efficient and effective operation of Council's organisation.
- Implementing, without undue delay, the decisions of Council.
- Exercising such functions of Council as are delegated by Council to the employee.
- Appointing staff in accordance with the organisational structure and resources approved by the Council.
- Directing and dismissing staff.
- Implementing Council's equal employment opportunity management plan.
- Consulting with Council prior to appointment or dismissal of senior staff.
- Reporting to Council, at least once annually, on the contractual conditions of senior staff.
- Giving immediate notice to Council on becoming bankrupt or making a composition, arrangement or assignment for the benefit of the employee's creditors and providing Council, within the time specified by Council with any further

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

information concerning the cause of the bankruptcy or of the making of the composition, arrangement or assignment.

- Provide advice and recommendation to Council or the mayor if directed to do so.
- Not engaging for private remuneration, in private employment, or contract work outside the service of Council without the approval of Council.
- Not approving, where appropriate, any member of Council staff from engaging, for remuneration, in private employment or contract work outside the service of Council that relates to the business of Council or that might conflict with the staff member's Council duties.
- Acting honestly and exercising a reasonable degree of care and diligence in carrying out duties and functions.
- Complying with the provisions of the Code of Conduct,
- Preparing and submitting written returns of interest and disclosing pecuniary interests in accordance with the Act and the Regulations.
- Responsible to assist the Council in connection with the development and implementation of the community strategic plan and the council's resourcing strategy, delivery program and operation plan and the preparation of the annual report and state of the environment report.
- Other duties and functions outlined in the Contract of Employment and its attachments including Council delegations.
- Facilitate Council staff awareness of the procedures for making protected disclosures and of the protection provided by the Protected Disclosures Act 1994.
- Take all reasonable steps to ensure that actions and policies of Council accord with the strategic intent of Council.
- Take all reasonable steps to maximise compliance with relevant legislative requirements.
- Maintain effective corporate and human resource planning.
- Maintain the Council staff performance management system.
- Maintain satisfactory operation of Council's internal controls, reporting systems (including protected disclosures), grievance procedures, the documentation of decision making and sound financial management.
- Develop procedures to ensure the code of conduct is periodically reviewed so that it is in accordance with the Act and Regulation and adequately reflects specific organisational values and requirements.
- Promote and facilitate compliance with the code of conduct ensuring that each Councillor and Council staff member is familiar with its provisions.
- Report to Council on any overseas travel taken by the employee or any Council staff member where that travel is funded in whole or in part by Council.

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PERFORMANCE OBJECTIVES

Position Title:	**General Manager**
Department:	**Executive**
Integrated Planning & Reporting Activities	**Oversee principal activities 1 to 8 in Operational Plan**

Evaluation Scale

5	Excellent	Performance substantially exceeded Council's expectations. The performance is recognized within Council as a model of excellence in this particular area
4	Creditable	Performance has exceeded Council's expectations
3	Competent	Performance meets Council's expectations
2	Marginal	Although the fundamental job requirements or objectives have been met, results have not been in keeping with that expected of the General Manager.
1	Unacceptable	Performance has been below expectations and objectives have not been met. Performance needs to be enhanced substantially over the next performance review cycle.

A 5 rating shall attract a 2% increase in the nominated contract plus the AWOTE increase for the 12 months preceding the review, a 4.= 1% plus AWOTE, 3 = AWOTE, 2 = AWOTE minus 1% of package, 1 = AWOTE minus 2% of package.

Responsibility	Performance Measures	Self Evaluation	Council Evaluation
Position Description Objectives			
Work with Council	• Review, update and recommend policy	•	•
	• Monitor reports and other information provided by staff to Council	•	•
	• Provide oral and written advice to Council and Councillors	•	•
	• Provide all necessary support to the Mayor in carrying out his or her duties	•	•
Manages the Organisation's Resources, and People	• Ensure the organisational structure is appropriate to achieving the Community, Delivery and Operation Plan	•	•
	• Ensure proper care of Council's assets	•	•

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Responsibility	Performance Measures	Self Evaluation	Council Evaluation
	• Ensure decision making processes are appropriate	•	•
	• Ensure all necessary administrative practices and systems are in place	•	•
	• Maintain a safe public environment	•	•
	• Oversee and support ongoing job and work design programs to ensure a motivated workplace	•	•
	• Develop and implement improved performance management systems	•	•
	• Provide development opportunities for staff	•	•
	• Promote equitable work practices	•	•
	• Promote a safe and healthy workplace	•	•
	• Provide and internal procedure for managing disputes and grievances	•	•
Provide Financial Management	• Ensure preparation of Council's Annual Budget	•	•
	• Manage the non-budgetary requirements of Council (urgent needs)	•	•
	• Ensure the organisation operates within budget	•	•
	• Keep Council informed of its financial position	•	•
	• Identify and acquire opportunities for grants and other funding sources (including commercial opportunities)	•	•
Develops and maintains Council's contacts with Community, Government and Business bodies	• Be a member of external committees as approved by Council (Centroc)	•	•
	• Actively seek out the stakeholders in Council affairs and ensure that Council policy is made known to them	•	•
	• Disseminate information to the media in accordance with Council's policy	•	•
Manage Council's Statutory Obligations	• Assist in the administrative management of council meetings	•	•

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Responsibility	Performance Measures	Self Evaluation	Council Evaluation
	• Ensure preparation of the annual rolling Operational Plan as part of Council's Integrated Reporting obligations	•	•
	• Ensure preparation of the State of Environment report	•	•
	• Ensure appropriate formal delegations are in place	•	•
	• Keep Council informed on progress of Operational and Delivery Plans	•	•

Comments*(Position Holder)*

Comments*(Reviewer)*

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

NOTE THAT SIGNING THE PERFORMANCE EVALUATION INDICATES AN AGREEMENT AND ACCEPTANCE OF THE CONTENT AND CONDITIONS

POSITION **GENERAL MANAGER** _____

POSITION INCUMBENTS NAME _____ **SIGNATURE** _____

DATE _____

MAYOR'S NAME _____ **SIGNATURE** _____

DATE _____

==========

This position description presents the major responsibilities required for this job title. Individual positions may require the performance of additional duties as assigned that are within the limits of the employee's skill, competence and training.

Document Set ID: 966978
Version: 1, Version Date: 19/07/2017

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

17.9. (GM) Burial Plot at Parkes Cemetery

Prepared By: General Manager

Executive Summary

Two (2) deputations have been received regarding a burial plot in the Parkes Cemetery.

Background Information

Attached is a letter from Mrs Sharon Phipps (daughter of Mrs Heather Sherriff), which together with other attachments outlines the history of this event and actions to date.

Mrs Phipps and Councillor Jayet have separately requested that the matter be presented to closed council for consideration.

Legislative or Policy Implications

A review of all cemetery procedure will be required as a consequence of this event.

Project Delivery Program Implications

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

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

There is little likelihood of a positive outcome.

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

There is little likelihood of a positive outcome.

Quadruple Bottom Line

Economic	★☆☆☆☆	*Environmental*	★★★☆☆
Social	★★☆☆☆	*Civic Leadership*	★★★☆☆

Empathy and leadership will be required to address this issue.

Budget & Financial Aspects

To be determined.

General Manager Mayor

Recommendation

1. For Councils information.

Report

In brief, Mr Sharon Phipps, daughter of Mrs Heather Sherriff, attended the Council office on Friday 29 July 2017 to advise that Mrs Dawn Sladek had been buried in her mother's plot, (see figure 1).

Mr Phipps was able to produce a Right of Burial (attached) issued by the Parkes Municipal Council in 1971. While there appears to be errors in the grave identity on the Right of Burial, there is no disputing the intended location.

Unfortunately, Council had no record either in our corporate system or any record on the New Anglican map. As a consequence Mr Sladek was granted a burial permit on 17.7.2017. A check of the corporate system and the New Anglican map and a physical check of the site were carried out, with the erroneous result being there was no-one either reserved or interred at this site.

General Manager Mayor

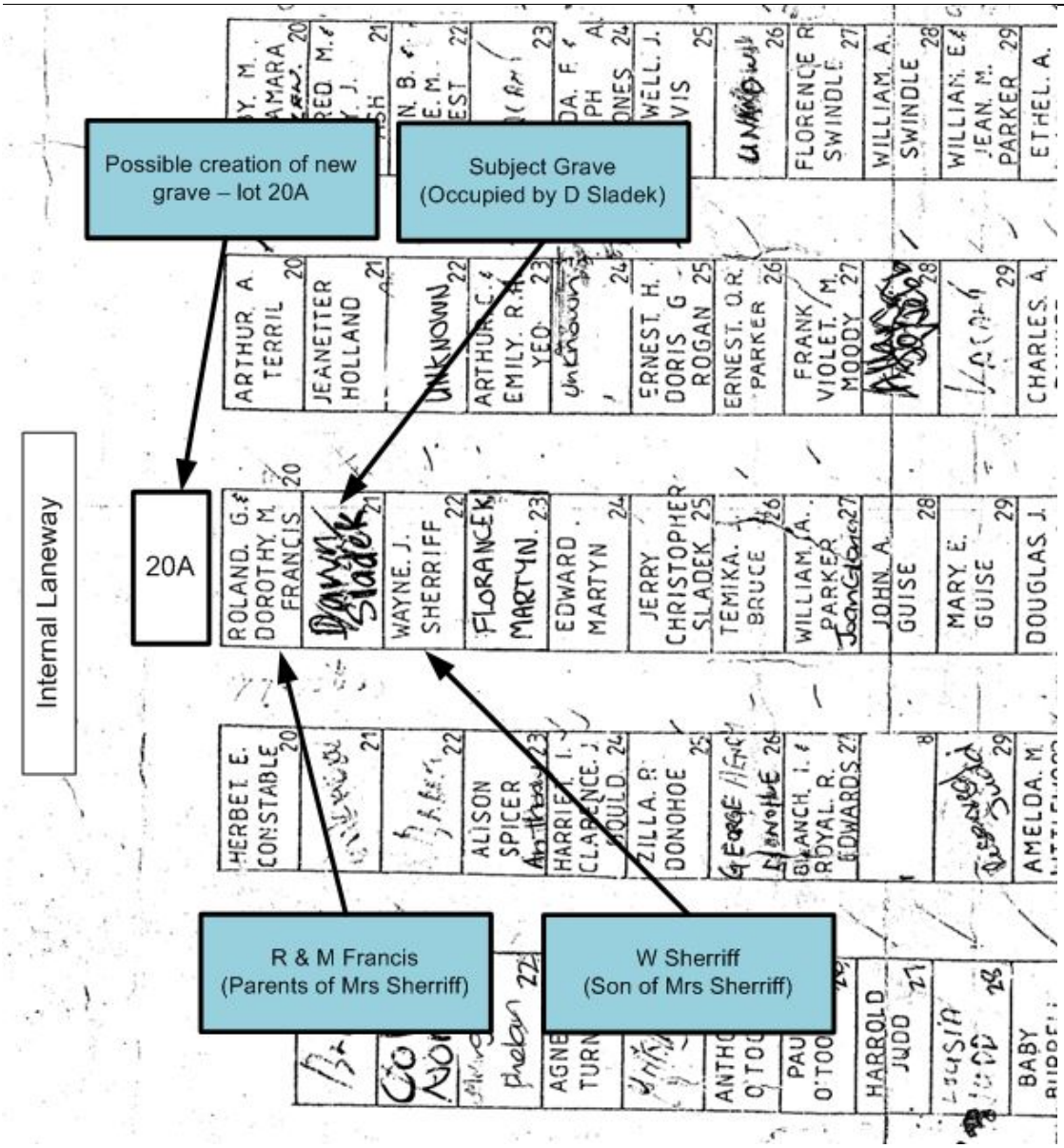


Figure 1: Plan of New Anglican Section, of Old Parkes Cemetery, including subject grave.

General Manager Mayor

Mrs Phipps advises in here Email of 14 August 2017;

"Tomorrow (15th August) is the anniversary of my brother's death so it is very untimely that mum should be dealing with this matter at this time and at her age.

Steven has always been very courteous and obliging but I am compelled to inform everyone connected with council as it has been over two weeks that we have been waiting for resolution of this matter.

As I have stated in my letter, we are not blaming anyone, wanting compensation or bare any anger. We are just overwhelmingly sad that mum has to deal with this, particularly at this time.

We definitely do not want any publicity about this matter and would appreciate council respecting mum's wishes. We would like this matter to be discussed in a closed council meeting. If this is not possible could you please contact me."

We understand Mrs Sherriff has tendered the subject grave, and her accidentally killed sons grave (Wayne Sherriff) with great compassion for 45 years.

The Director of Planning and Environment has met with the Sherriff family and the following options for resolution discussed;

1. Relocating the body currently in allotment 21 (the subject grave now occupied by Mrs Sladek) was discussed. We understand this would require the consent of the Sladek family and the Minister for Health.

2. Double burial with Wayne Sherriff

3. Another allotment in cemetery (lawn section for example)

4. Creation of allotment 20A row P

It would appear that option one (1) above is the only option in the contemplation of the Sherriff family at this point.

Legal advice has been sought to assist Council in resolving this very unfortunate incident, however a formal response has not yet been received. A verbal outline of the advice can be provided at the meeting.

As an aside, but importantly, burials in the old part of the Parkes Cemetery have now been suspended to prevent a reoccurrence of this event. A full review of the procedures and governance surrounding the cemetery and burial rights will be instigated in response to this event and reported to a future council meeting.

General Manager Mayor

Attachments

1. Letter from Mrs Sharon Phipps (2 August 2017)
2. Letter from Parkes Council in response to above letter (4 August 2017)
3. Email from Mrs Sharon Phipps to General Manager asking for the matter to be presented to Closed Council. (14 August 2017)
4. Email from General Manager to Mrs Sharon Phipps in response to above Email.
5. Right of Burial, dated 6 April (1971), issued by Parkes Municipal Council.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Wednesday 2nd August 2017

Steven Campbell
Director Planning and Environment
Parkes Shire Council
2 Cecile St
Parkes NSW 2870

Dear Steven
I am writing to confirm with you details of our meetings re the burial of another body in Allotment 21 Section P of the New Anglican Section of Parkes Cemetery which my mother, Heather Sherriff, paid for on April 6th 1972.
For 45 years Heather has tended to that plot between her son, who was tragically killed at 14 years of age, and her mother.
Heather was at a funeral on Friday 28th July when she noticed that someone else had been recently buried in her plot. Needless to say, my 90 year- old mother was very distressed.
The following includes details since that date.
Friday 28th July: I confirmed with council that someone else was buried in mum's plot and produced the original receipt signed by the then town clerk. A copy was taken by council. It was confirmed that council had no record of Heather Sherriff ever purchasing a burial plot.

Monday 31st July: Heather, Bill and Sharon met with Steven and discussed 4 options.
*Relocating the body currently in allotment 21
*Double burial with Wayne Sherriff
*Another allotment in cemetery
*Creation of allotment 20A row P

Sharon confirmed with Daniel at J.T. Cock and Sons that the body could be exhumed at any time.

Sharon revisited Steven to confirm that Heather really wants to be buried in allotment 21 between her son and her mother. Steven said that he would have to seek advice from Health and Legal Departments and also check the feasibility of creating allotment 20A.

Tuesday 1st August: Sharon re- confirmed with Daniel re exhumation being able to occur at any time. Sharon talked to the Mayor by phone. Ken suggested a meeting with him, Heather, Bill and Sharon to discuss options. Sharon replied that options had been discussed with Steven and he had been informed that mum's option was to be buried in the allotment she had purchased.
Ken thought the other family might need time before their loved one's body was exhumed as it would be a traumatic occurrence so soon after the burial. This incident is also very traumatising for Heather and Bill.

Wayne was killed in a shooting accident when he was 14. Mum and dad's lives have been changed forever. Mum visited Wayne's grave every day for many, many years, comforted by the thought that she would rest beside him one day. She doesn't want to buried with him as she doesn't want to disturb him. She doesn't want to be in the lawn cemetery as she wants to be near her son. She

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

doesn't want to be in allotment 20A (should it be created) as she has done nothing wrong in this whole scenario and has carefully tended the plot between her son and mother for an incredible 45 years.

We blame no-one for this incident and bear no anger. Mum only wants to be buried where she has thought she would be buried for the past 45 years. I have an overwhelming sadness that my 90 year-old mother has to deal with this distressing incident at her age. Should she have to buried in an another location she will die with a broken heart.

We would appreciate council's prompt response on this matter.

Kind regards

Sharon Phipps

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

PARKES SHIRE COUNCIL
Delivering progress and value to our community

SC:SW

Contact Person: Steven Campbell

4 August, 2017

Mrs Sharon Phipps
126 Victoria Street
PARKES NSW 2870

Dear Sharon

CEMETERY PLOT - JBM SECTION - C21

I write to advise that Council regrets the distress caused to your mother, Heather Sherriff, in its recent permission to allow a burial in an allotment reserved by her. On Mrs Sherriff's Right of Burial issued on 6 April, 1972, the plot is referred to as P2.

It would be very upsetting to her for this to happen, especially after tending her son Wayne's grave over many years. Council appreciates that it is your mother's wish to be buried next to her son.

I confirm that legal advice was requested following your meeting with the writer earlier in the week, and that Council's offers of compensation towards a double burial with her son on C22, an allotment in the same row next to her parents on C19, or in the lawn cemetery stand until the matter is determined.

Whilst it will be of little comfort to your mother, Council has decided not to issue any further burial permits in this section of the cemetery unless a Right of Burial can be provided.

Council hopes to receive formal advice next week, and will be in communication with you then. We are also open to and exploring other options.

If you wish to discuss this further in the interim, please do not hesitate to contact me.

Yours faithfully

S. J. Campbell

Kent Boyd
GENERAL MANAGER

per:
Steven Campbell
DIRECTOR PLANNING & ENVIRONMENT

2 Cecile Street, PO Box 337 Parkes NSW 2870
P 02 6861 2333 F 02 6862 3946 E council@parkes.nsw.gov.au
www.parkes.nsw.gov.au

PARKES
It all adds up.

General Manager

Mayor

Kent Boyd

From: Sharon Phipps <sharon.phipps@wf.catholic.edu.au>
Sent: Monday, 14 August 2017 7:24 PM
To: Kent Boyd
Subject: Heather Sherriff's Burial Plot
Attachments: Letter to council.docx; img-804133831-0001 (2).pdf

Good evening Kent

I am attaching correspondence that has occurred between myself and Steven Campbell re the burial of another body in allotment 21 of the Anglican portion of the Parkes cemetery.
This allotment was purchased by my mother Heather Sherriff 45 years ago and she has the original receipt of that purchase.

Tomorrow (15th August) is the anniversary of my brother's death so it is very untimely that mum should be dealing with this matter at this time and at her age.

Steven has always been very courteous and obliging but I am compelled to inform everyone connected with council as it has been over two weeks that we have been waiting for resolution of this matter.

As I have stated in my letter, we are not blaming anyone, wanting compensation or bare any anger. We are just overwhelmingly sad that mum has to deal with this, particularly at this time.

We definitely do not want any publicity about this matter and would appreciate council respecting mum's wishes. We would like this matter to be discussed in a closed council meeting. If this is not possible could you please contact me.

Kind Regards

Sharon Phipps

Faith, Learning and Transformation in Jesus Christ.
I respect and acknowledge the Past, Present and Future Aboriginal people on whose traditional land I work, live and learn.
Important Disclaimers and Warning:
The contents of this email and its attachments are confidential and intended solely for the original recipients to whom they are addressed and express the views of the authors and not necessarily the Diocese of Wilcannia-Forbes. If you are not the intended recipient please delete without copying or forwarding and inform the sender that you received it in error.

General Manager Mayor

Document Set ID: 978957
Version: 1, Version Date: 28/08/2017

Kent Boyd

From: Kent Boyd
Sent: Tuesday, 15 August 2017 8:22 AM
To: 'Sharon Phipps'
Subject: Heather Sherriff's Burial Plot

Dear Sharon,

I will certainly have this matter raised in Closed council today.

I had a lengthy discussion with Councillor Jayet last night and am now fully cognisant of the situation and the deep sadness that surrounds this very unfortunate situation.

We certainly acknowledge the mistake and will take responsibility to resolve it as best we possibly can.

As per Steven's letter we are currently getting expert legal advice, and apologise for the consequential delay. The reason for this is to understand what options are open to all parties in response to any action we may take (ie not for protectionism on our part). If we take inappropriate action now it may stymie future actions, ie in my view we need to avoid getting into court unprepared and getting a binding decision that is unsatisfactory. Hopefully we can resolve this as soon as we can by agreement between the parties, as unfortunately our powers legally are limited, for example the power to resume does not reside with council.

I will provide options to Council today and seek Councillors direction as to our next steps.

Please rest assured that we are highly empathetic, and also sincerely saddened, by this very unfortunate event and will endeavour to expedite a resolution accordingly.

Sharon, I am more than happy to meet at any time to discuss this more fully. You are also welcome to telephone me anytime to discuss 0427 415049.

Kindest regards

Kent

Kent Boyd
General Manager | Parkes Shire Council

P 02 6861 2303 M 0427 415 049 F 02 6862 3946

1

General Manager Mayor

ORIGINAL

No. 39

RIGHT OF BURIAL

Schedule A Ordinance 68 L.G. Act

THE COUNCIL OF THE MUNICIPALITY OF PARKES NEW SOUTH WALES

CEMETERY AT PARKES

THIS IS TO CERTIFY THAT MRS. W. SHERRIFF

of VICTORIA STREET, PARKES

has paid to the Council of the Municipality/~~Shire~~ of PARKES

the sum of $30-00 and in consideration of such payment the said Council does hereby grant to the said MRS. W. SHERRIFF

the exclusive right of burial in Allotment No. 21 (J.B.M) C-E

Section No. P measuring 8 feet by 4 feet in the said Cemetery, subject to the conditions prescribed by the ordinances for the time being in force relating to the said cemetery.

Dated this 6TH day of APRIL 19..

Manager
~~Town/Shire Clerk~~

TRANSFER OF RIGHT OF BURIAL

I, ... hereby transfer

to .....

of .....

all my right title and interest in and under the within right of burial.

COPY In D/W Printed Sheets

Dated this ..... day of ..... 19.....

Witness

Signature of holder of Burial Right

ENDORSEMENT BY CEMETERY AUTHORITY

The transfer of the above Right of Burial has been recorded.

Date ..... 19.....

Manager

Clause 19 (Ordinance 68 L.G. Act)

(1) The Council or the Manager may, upon payment of the appropriate charge fixed by the Council, issue Rights of Burial which shall be in or to the effect of the form prescribed in Schedule A hereto, giving the exclusive right of burial in one or more specified allotments of the cemetery; but the Council may refuse, or may authorise the Manager to refuse to issue Rights of Burial for more than one allotment to any one person if it is satisfied that an attempt is being made to create a monopoly or to deal in such Rights in the way of business.

(2) Such Rights may be transferred or transmitted, and the Council or the Manager shall record any transfer or transmission upon satisfactory proof of the right of the claimant to be regarded as the transferee or successor thereto.

(3) Burials shall not be allowed in any allotment in respect of which a Right of Burial has been issued, unless the consent in writing of the then holder of the Right and the Right itself are produced (on request) to the Council or the Manager.

General Manager Mayor