



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 16 APRIL 2019

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

GENERAL MANAGER: Kent Boyd

Ordinary Meeting

Minutes of the Ordinary Meeting held in the Council Chambers, 2 Cecile Street on Tuesday 16 April 2019 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 Works & Services - B Howard
Director Infrastructure - A Francis
Economic and Business Development Manager - A Wyllie
Minutes Secretary - S Henry

MEETING COMMENCEMENT

The Meeting commenced at 2.00pm.

1 PRAYER

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

2 APOLOGIES

19 - 95 Resolution

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

Councillor Louise O'Leary be granted leave of absence (REASON: Work Commitments).

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

19 - 96 Resolution

That the Minutes of the Ordinary Meeting of Parkes Shire Council held on Tuesday 19 March 2019 copies of which have been forwarded to Councillors, be confirmed.

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

4 DECLARATIONS OF INTEREST

Councillor KJ Keith declared an interest in Item 11.2 (REASON Executive member of organisation mentioned in report).

5 NOTICES OF MOTION/RESCISSION

6 LATE BUSINESS

Item 15.1 Q&M Re naming of The Square.

Moved Councillor Bill Jayet, seconded Councillor Ken McGrath.

CARRIED

7 MAYORAL MINUTES

7.1 Mayoral Minute - Functions Attended by 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.

19 - 97 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

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.

19 - 98 Resolution

That the information be received and noted.

Moved Councillor George Pratt, seconded Councillor Barbara Newton.

CARRIED

7.3 Mayoral Minute - Cities Power Partnership

Executive Summary

The Cities Power Partnership are harnessing the voices of their 100 member Councils to jointly call upon the Federal Government to make tackling climate change a top priority. A joint statement will be issued to national media in the lead up to or directly following the election.

Recommendation

1. Given Council's participation in the Cities Power Partnership that Council support this statement

19 - 99 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

7.4 Mayoral Minute - Pink Up Your Town - Breast Cancer Awareness Campaign

Executive Summary

The McGrath Foundation are seeking support for their Pink up your Town - Breast Cancer Awareness Campaign.

Recommendation

1. For the information of Council.

19 - 100 Resolution

That Council support the McGrath Foundation Pink Up Your Town - Breast Cancer Awareness Campaign.

Moved Councillor Pat Smith, seconded Councillor Barbara Newton.

CARRIED

With the leave of the Mayor Cr PJ Smith temporarily left the meeting at 2.25pm.

7.5 Mayoral Minute - Farmers Forum 10 April 2019

Executive Summary

Farmers and producers from across the Parkes Shire came together on 10 April 2019 to discuss a collaborative approach to tackling the ongoing drought at the Farmers Forum hosted by Parkes Shire Drought Response Officer, Roger Kitson.

Recommendation

1. That the information be noted.
2. That representation be made to Government to extend the tenure of the Drought Response Officer.

19 - 101 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

8 COUNCILLORS' REPORTS

9 INWARDS CORRESPONDENCE

9.1 (ICR) Letters of Appreciation

Executive Summary

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff.

The most recently received are from Quota International of Parkes.

Recommendation

1. That the information be received and noted.

19 - 102 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

10 GENERAL MANAGER'S REPORT

10.1 (GM) Draft Code of Meeting Practice

Executive Summary

Amendments made to the Local Government Act 1993 (LGA) in August 2016 by the Local Government Amendment (Governance and Planning) Act 2016 (the Phase 1 amendments) provide for a model code of meeting practice (Model Meeting Code) to be prescribed by the Regulation.

In December 2018, following an extensive consultation process, the Office of Local Government released a Model Meeting Code prescribed under the Local Government (General) Regulation 2005 (the Regulation) and the existing meetings provisions of the Regulation have been repealed.

The Model meeting Code must be implemented by June 2019 and contains mandatory and non mandatory elements including webcasting of meetings.

Recommendation

1. That the draft Parkes Shire Council Model Code of Meeting Practice be placed on public exhibition from 17 April 2019 for the required period, concluding 25 June 2019.
2. If no submissions or comments received, the draft Model Code of Meeting Practice be adopted by Council on 25 June 2019.

19 - 103 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor Bill Jayet.

CARRIED

10.2 (GM) Draft 2019-2020 Operational Plan

Executive Summary

The draft 2019-2020 Operational Plan is presented for consideration and adoption for the purposes of public exhibition.

Recommendation

1. That pursuant to Sections 405 and 406 of the Local Government Act 1993, the draft 2018-2019 Operational Plan be endorsed by Council and placed on the public exhibition for a period of 28 days.
2. That a further report be presented to Council following the exhibition period including a review of any submissions received.

19 - 104 Resolution

That the recommendation be adopted.

Moved Councillor Neil Westcott, seconded Councillor George Pratt.

CARRIED

10.3 (GM) Draft (2019/20 Operational Budget

Executive Summary

The draft operational budget for 2019/20 incorporating the operational expenses, capital works Program, fees, and charges for 2019/20 is presented for consideration and adoption for the purposes of public exhibition

Recommendation

That pursuant to Sections 405 and 406 of the Local Government Act, 1993, the draft Operational Budget 2019/20, incorporating the Operational Budget, Capital Works Program, and Fees and Charges for 2019/20 be endorsed and placed on public exhibition for a period of 28 days.

That a further report be presented to Council following the exhibition period including a review of any submissions received.

19 - 105 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Bill Jayet.

CARRIED

10.4 (GM) Snowy Hydro Legacy Fund - International Air Freight Study

Executive Summary

Council has recently been advised that the NSW Government has commissioned KPMG to complete a pre-feasibility study investigating options for improved international air freight connectivity in regional NSW.

This study will assess if a regional air freight supply chain is feasible and sustainable to become the fastest and most reliable way of getting fresh produce to international markets. It will prioritise potential locations in regional NSW, which could be new or existing airports.

Recommendation

1. That council lodge a submission to Snowy Hydro Legacy Fund - International air freight study, promoting the benefits of Parkes as an International Airport location capable of being a sustainable, fast and reliable way of getting fresh regional produce from central NSW to international markets.

19 - 106 Resolution

That the recommendation be adopted.

Moved Councillor Alan Ward, seconded Councillor Neil Westcott.

CARRIED

11 DIRECTOR TECHNOLOGY AND CORPORATE SERVICES REPORT

11.1 (DTCS) Investment report as at 31 March 2019

Executive Summary

The carrying value of Council's investments at 31 March 2019 was \$28,781,699.

Recommendation

1. That the information in relation to investments held at 31 March 2019 be received and noted.

19 - 107 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

Mayor Ken Keith temporarily left meeting 2.58pm

Councillor BF Newton took the Chair

11.2 (DTCS) 2019 Parkes Picnic Races

Executive Summary

Parkes Coradgery and Diggers Amateur Race Club Inc and Parkes Jockey Club have requested assistance by way of resources for the upcoming annual Parkes Picnic Races, to be held on Saturday 8 June, 2019. It is anticipated that the Parkes Picnic Races will attract 3,000 visitors and residents.

Recommendation

1. That Council mow the roadside parking area adjacent to the racecourse and remove any hazardous objects and debris (eg tree limbs) prior to event;
2. That the Council owned stage is loaned to the Committee at no cost and set up for the Races prior to and dismantled following the event;
3. That Council waive the tip fees for a skip bin to be used for the Parkes Picnic Races by the Parkes Jockey Club;
4. That Council supply 30 event wheelie bins for use during the event, coordinate JR Richards to arrange waste collection post-event and collect bins;
5. That the road closure recommendations made by the Traffic Committee Meeting held in November 2018 be adhered to;
6. That Council provide further assistance or provision of equipment including signs, bunting, star pickets and VMS for Work Control to setup as required for the road closure estimated to cost \$3,300;
7. That Council's Destination team continue to work with the event organisers to promote the event, provide community engagement support and leverage the event for the Shire;
8. That the Mayor and/or Councillors accept the invitation to attend the Luncheon with the Committee on Saturday 8 June, if calendar permits;
9. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

19 - 108 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

At 3.00pm Mayor Ken Keith returned to the meeting and resumed the Chair.

Councillor PJ Smith re-joined the meeting.

11.3 (DTCS) Back to Bulgandramine Cultural Gathering

Executive Summary

The Peak Hill Aboriginal Community Working Party in partnership with Central West Lachlan Landcare is hosting a Reconciliation Week event at the Bulgandramine Mission, approximately 21 kilometres from Peak Hill on the banks of the Bogan River on Saturday 1 and Sunday 2 June 2019.

Recommendation

1. That Council mow/slash the Bulgandramine Mission prior to event, at an estimated cost of \$660;
2. That the Council owned stage is loaned to the Committee at no cost and set up for the event prior to and dismantled following the event;
3. That Council provide the requested number of portable toilets for the Cultural Gathering, including delivery to Bulgandramine, pump out and collection;
4. That Council provide the requested number of event wheelie bins (12) for use during the event, and coordinate removal of event wheelie bins at end of event;
5. That Council coordinate a skip bin for use during the event, including delivery, collection and waste removal;
6. That Council investigate Bulgandramine access road, determine level of maintenance required and carry out maintenance agreed upon;
7. That Council's Destination team continue to work with the event organisers to promote the event, provide community engagement support and leverage the event for the Shire;
8. That the Mayor and/or Councillors accept the invitation to attend the Cultural Gathering Welcome Ceremony at 10am on Saturday 1 June, if calendar permits;
9. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

19 - 109 Resolution

That the recommendation be adopted.

Moved Councillor Barbara Newton, seconded Councillor George Pratt.

CARRIED

11.4 (DTCS) 2019 50th Anniversary of Apollo 11 Moon Landing

Executive Summary

The world will celebrate the 50th anniversary of man landing on the moon, with the first steps being taken at 12.56pm AEST on Monday 21 July 1969. To commemorate this historic event, CSIRO will honour the occasion and the Parkes Radio Telescope's major involvement in the giant step for mankind, with open days to be held at the Dish on Saturday 20 and Sunday 21 July 2019.

Recommendation

1. That the Council owned stage is loaned to the Committee at no cost and set up for the event prior to and dismantled following the event;
2. That the road closure recommendations made by the Traffic Committee Meeting to be held in May 2019 be adhered to;
3. That Council's Engineering team work with event organisers to develop a temporary carpark design and Traffic Control Plan (TCP) for the event;
4. That Council provide further assistance or provision of equipment including signs, bunting, star pickets, event bins, and VMS for contractor to setup as required for the road closure estimated to cost \$2,000;
5. That Council's Destination team provide a Pop-Up Visitor Information Stand at the Open Days between 8.30am and 5pm on Saturday 20 and Sunday 21 July;
6. That Council's Destination team continue to work with the event organisers to promote the event, provide community engagement support and leverage the event for the Shire;
7. That Council's Destination team work with Next Level Digital to create a promotional video promoting the event and Parkes as a destination;
8. That the Mayor and/or Councillors accept the invitation to attend the Open Days and events on Friday 19 (David Malin Astrophotography Awards Dinner), Saturday 20 and Sunday 21 July 2019, if calendar permits;
9. That in exchange for the provision of this support, Council seeks appropriate sponsorship recognition and acknowledgement from Organisers of the event.

19 - 110 Resolution

1. That the recommendation be adopted.
2. That Council extend an invitation to the new US Ambassador and the US Consul General to this historic event.

Moved Councillor Bill Jayet, seconded Councillor Neil Westcott.

CARRIED

11.5 (DTCS) Community Infrastructure Projects Policy - Parkes Tennis Club

Executive Summary

The Parkes Tennis Club has applied to Council to assist them with the supply and installation of the equipment required to facilitate the access control and court lighting automation features of the online booking system under the Community Infrastructure Projects Policy.

Recommendation

1. That Council agree to proceed with works and sign the relevant documentation proposed by the Parkes Tennis Club - through grants allocated by Tennis Australia pursuant to the Community Infrastructure Projects Policy.
2. That the Parkes Tennis Club be commended on their commitment to improving the facilities at the Club.

19 - 111 Resolution

That the recommendation be adopted.

Moved Councillor George Pratt, seconded Councillor Barbara Newton.

CARRIED

12 DIRECTOR PLANNING AND ENVIRONMENT'S REPORT

12.1 (DPE) March 2019 Building Statistics

Executive Summary

During the month of March 2019 there were thirteen (13) Development Applications received totalling \$880,000.00 and eleven (11) consents were issued. Three (3) Complying Development Certificates were received totalling \$19,750.00 and one (1) consent was issued.

Recommendation

1. That the information be received and noted.

19 - 112 Resolution

That the information be received and noted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

12.2 (DPE) DA2018/0131 Agricultural Produce Industry (Animal Food Manufacturing Plan at Lot 97 DP655704 Brogan Road Parkes

Development Application Information

Application No: DA2018/0131

Applicant: Total Group Constructions Pty Ltd

Property: Lot 97 DP 655704, Brogan Road, Parkes

Proposal: Agricultural Produce Industry

Executive Summary

DA2018/0131 proposes the construction of an Agricultural Produce Industry (animal food manufacturing plant) on Lot 97 DP 655704, Brogan Road, Parkes. The animal food manufacturing plant will comprise a factory building of approximately 11,230m², associated car parking and manoeuvring areas, landscaping and on-site provision of a stormwater detention pond and on-site waste water management system. The remainder of the site will remain vacant of buildings and used for agricultural purposes and possibly factory expansion in the future, which would require separate consent of Council.

The application is reported to Council due to the size and complexity of the proposal in relation to other large developments proceeding in and around the Parkes National Logistics Hub.

Development Consent No. DA2018/0132 has already been granted by Council for earthworks (see Attachment 5) on the subject land.

The assessment of the development proposal (see Attachment 3) concludes the proposed development fits in the locality and there are no constraints on the site or posed by adjacent developments. As per the Statement of Environment Effects and supporting documentation the proposed development will not generate any significant impacts upon the environment, public infrastructure, neighbouring land-uses and will lead to positive economic and social outcomes. The development is consistent with the Parkes Local Environmental Plan 2012, Parkes Shire Development Control Plan 2013 and all relevant State Environmental Planning Policies. No objections or submissions were received during the public exhibition of the proposal, other than comments received from RMS and ARTC dealing with traffic and rail infrastructure matters.

The Plans of the development proposal are included in Attachment 1. The Statement of Environmental Effects in support of the development proposal is included in Attachment 2. A Development Assessment Report, dealing with all aspects of the proposal is included in Attachment 3.

Recommendation

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

Conditions

Approved Plans and Documentation

1. The development shall be carried out in accordance with:
 - (a) The approved stamped Statement of Environmental Effects, prepared by Michael Brown Planning Strategies, dated March 2019.
 - (b) The stamped approved plan(s), prepared by akv building designers, Job No. 0123-18 (sheets 01001, 02001 - 02005), dated 12 February 2019.
 - (c) The stamped approved plan(s), prepared by akv building designers, Job No. 0123-18 (sheets CC3001 - CC3003), dated 15 March 2019.
 - (d) The approved stamped Acoustic Assessment prepared by Acoustik, dated 29 November 2019, Revision 1.
 - (e) The approved stamped Stormwater Management Plan prepared by Lucas Consulting Engineers Pty Ltd, dated 4 December 2018, Revision A.
 - (f) The approved stamped Biodiversity Assessment Report, prepared by the environmental factor, dated 21 December 2018.
 - (g) The stamped approved Air Quality Assessment, prepared by Todorski Air Sciences, Job No. 18070854, dated 18 December 2018.
 - (h) The stamped approved Traffic Impact Assessment, prepared by Traffic Solutions Pty Ltd, Reference No. 18.19.022, dated 14 December 2018.
 - (i) The stamped approved Aboriginal and Historic Due Diligence Archaeological Assessment, prepared by APEX Archaeology, dated December 2018.
 - (j) The stamped approved Soil and Water Management Report, prepared by Lucas Consulting Engineers Pty Ltd, Project No. 4696, dated November 2018, Revision 1.
 - (k) The stamped approved Waste Water Management Report, prepared by Lucas Consulting Engineers Pty Ltd, dated 4 April 2019 (Revision 2).

except where varied by the following conditions. A current and approved copy of the approved stamped plans by Parkes Shire Council is to be maintained on site for constructional and reference purposes.

Prior to Commencement of Works

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

Note: No work on buildings is to be carried out in relation to this development until the necessary construction certificates have been obtained.

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

3. Prior to the commencement of any building or subdivision works, the Applicant is to submit to Parkes Shire Council, a 'Notice of Commencement of Building or Subdivision Works' and 'Appointment of Principal Certifying Authority'.
4. Prior to any works on a public road, a Road Opening Permit shall be obtained from Parkes Shire Council in accordance with Section 138 of the Roads Act 1993. The application for the Road Opening Permit shall be accompanied by all necessary road layout design plans, cross sections, long sections and traffic control plans to complete the works in compliance with the following:
 - (a) The approved stamped site plan, prepared by akv building designers, Job No. 0123-18 (sheet 02002 dated 12 February 2019).
 - (b) Drawing No. F13324_DA (Sheets 1 - 9) dated 29/11/2018.
 - (c) Parkes Shire Council Engineering Specifications 2017.
 - (c) AUSTROADS Guide to Road Design Part 4A - including RMS Supplement to AGRD4A.
 - (d) Auxiliary left turn treatment (AUL) - Figure 8.4 AGRD4A.
 - (e) Basic Right Turn (BAR).

The road design must demonstrate suitable storage capacity for vehicles accessing the site. Any gate, grid or similar structure installed in the access is to be setback a minimum of forty (40) metres from the edge of Brolgan Road.

Note: Condition 4 applies to the proposed access to the Brolgan Road.
Continued use of the temporary access to the Brolgan Road, authorised under Development Consent No. DA2018/0132 is permitted until receipt of any Occupation Certificate.

5. Prior to the issue of a Construction Certificate, all relevant applications to carry out stormwater drainage work or water supply work under Section 68 of the Local Government Act 1993 shall be lodged with Parkes Shire Council, including full details of the on-site waste water management system (e.g. location, size, processing capacity and output requirements). No plumbing and drainage work is permitted until the necessary approvals are granted by Council. All work shall be carried out by a licensed plumber and drainer in accordance with Australian Standard AS/NZS 3500:2003, the Plumbing Code of Australia.
6. Prior to the issue of a Construction Certificate, the monetary contribution set out in the following table is to be paid to Parkes Shire Council pursuant to Section 94A of the Environmental Planning and Assessment Act 1979. The contribution is current as at the date of this consent and is levied in accordance with the Parkes Shire Section 94A Contributions Plan 2016, in force from 5 August 2016, which may be viewed during office hours at Council's Customer Service Centre, 2 Cecile Street, Parkes, or on Council's website www.parkes.nsw.gov.au. The contribution payable will be calculated in accordance with the contributions plan current at the time of payment, and will be adjusted at the time of payment in accordance with the Consumer Price Index (CPI) (All Groups Index for Sydney) published by the Australian Bureau of Statistic (ABS). Contribution amounts will be adjusted by Council each quarter.

Contribution Type	Proposed Cost of Development ¹	Levy %	Total Contribution	Contribution Rate remains current until
Section 94A Contribution	\$23,187,600.00	1% above \$200,000.00	\$229,876.00	Next CPI Quarterly Adjustment

7. Prior to the issue of a Construction Certificate, a detailed Waste Management Plan (WMP Construction Phase) shall be prepared for the construction phase of the development. The WMP Construction Stage shall include all measures to reasonably and practically minimise construction waste. All construction, operational and decommissioning waste shall be disposed of at the Parkes Waste Landfill Depot.
8. Prior to the commencement of work, a rural address marker must be clearly displayed at the entrance to the property in accordance with Council's Engineering Specifications. It will be necessary for a rural address application to be submitted to and approved by Council to determine the correct rural address and location.
9. Prior to the commencement of any works, erosion and sedimentation controls must be in place and maintained throughout construction activities until the site is landscaped and / or suitably revegetated.
10. Prior to the issue of a Construction Certificate, a detailed Stormwater Management Plan (SWMP) shall be prepared by a suitably qualified person for the development site, generally in accordance with the Parkes Shire Council Drainage Design Guidelines and the NSW Managing Stormwater Guidelines – Soils & Construction Vol 1 (Blue Book). The SWMP must include full details of the methods for managing stormwater from the development site and downslope to / through nearby roads and rail corridors. Stormwater from the site onto road and railway infrastructure must not be increased by the development and the design of culverts and drainage systems supporting road and railway infrastructure shall be to 1-in-100 year ARI level.
11. Prior to the commencement of any works, an induction process shall be developed for all on-site personnel and contractors. The induction process shall make personnel and contractors aware of the requirements of this approval in relation to:
 - (a) Aboriginal and historic site protection as outlined in the APEX Archaeology Historic Due Diligence Archaeological Assessment, December 2018.
 - (b) Construction noise and vibration mitigation requirements, as outlined in the Noise and Vibration Impact Assessment prepared Acoustik, November 2018.
 - (c) Access and construction haulage routes, as outlined in the Statement of Environmental Effects, March 2019.
 - (d) Other key management documents (e.g. Statement of Environmental Effects, Soil and Water Management Plan, Air Quality Assessment).

During Works

12. In the event that an Aboriginal relic is uncovered, work must cease immediately and the NSW Office of Environment and Heritage must be contacted.

13. Within 12 weeks of commencing construction work, the applicant is to provide Parkes Shire Council with written evidence that it has liaised with Roads and Maritime Services (RMS) on the final design of the site access road and Brolgan Road intersection, including RMS design requirements for lighting in accordance with AS/NZS 1158.1.2:2010, Lighting for roads and public spaces - Vehicular traffic (Category V) lighting - Guide to design, installation, operation and maintenance (if any).
14. Within the first four weeks of commencing construction work, a temporary on-site car parking area with a minimum of 20 car parking spaces and at least 1 disabled car parking space shall be provided. Car parking facilities, including all parking and manoeuvring areas are to be designed in accordance with Australian Standard 2890.1 Off-Street Car Parking and constructed to an all-weather standard. Trafficable areas shall be maintained in good order and kept clear and available at all times for such purposes.
15. Within the first 12 weeks of commencing construction work, a detailed Landscape Plan shall be prepared by a suitably qualified person for the development site for approval by Council's Director Planning and Environment. The Landscape Plan shall show landscaping in order to achieve 50% screening of the agricultural produce industry within 5 years of planting, as viewed from Brolgan Road and Coopers Road (south of Brolgan Road). In addition, suitable shade tree species shall be planted within car parking areas in accordance with the Parkes Shire Council Development Control Plan 2013. The Landscaping Plan shall provide details of the plant species, locations and mature heights of plants for those areas shown on the approved stamped plan by akv building designers, Job No. 0123-18 (sheet 02001), dated 12 February 2019 and any additional landscaping areas required to meet this condition.

Note. Appendix 1 - Plant Species for Landscaping of the Parkes Shire Council Development Control Plan 2013 provides details of trees, shrubs and groundcover that are suitable in the Parkes Shire.
16. During construction, demolition works, building activities and excavation work involving the use of machinery, electric or pneumatic tools or other noisy operations shall be carried out only between 7.00 am and 7.00 pm on Weekdays and Saturdays. No work on Sundays or Public Holidays is permitted.
17. During construction, no nuisance or interference with the amenity of the area is to be created by reason of any process or operation on the premises causing the emission of noise, dust, smoke or any polluted discharge whatsoever.
18. During construction, all loading, unloading and storage of goods, equipment, tools and building materials, or the carrying out of building operations related to the development proposal shall be carried out within the confines of the property. No operations related to the development proposal shall be carried out on the nature strip, footpath or public roadway system.
19. All building rubbish and debris, including that which can be wind-blown, shall be contained on site in a suitable container for disposal at an approved Parkes Shire Council Waste Landfill Depot. The container shall be erected on the building site prior to work commencing and shall be maintained for the term of the construction to the completion of the project.

Note: No building rubbish or debris shall be placed or permitted to be placed on any adjoining public reserve, footway or road.

Note: The waste container shall be regularly cleaned to ensure proper containment of the building wastes generated on the construction site.

20. During construction, any activities carried out on or near electricity infrastructure must be undertaken in accordance with ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure, September 2012. Approval may be required from Essential Energy should activities within the property encroach on the electricity infrastructure.
21. During construction, toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out. Toilet facilities are to be provided at a rate of one toilet for every 20 persons or part of 20 persons employed at the site.
22. During construction, any damage caused to footpaths, roadways, utility installations and the like by reason of construction operations shall be made good and repaired to a standard equivalent to that existing prior to commencement of construction. The full cost of restoration / repairs of property or services damaged during the works shall be met by the Applicant.
23. During construction, the agricultural produce industry shall be connected to the Parkes Shire Council reticulated water supply system by lodging a 'Water Connection Application Form' with Council and making arrangements for connection of the water meter. The water service is to be of adequate size and of a design adequate to serve the development in accordance with the requirement of the *Building Code of Australia* and *Australian Standard AS2419.1:2005 Fire hydrant installations - System design, installation and commissioning*. Any necessary upgrading of the existing service is to be at no cost to Council.
24. During construction, the Applicant shall submit details of all design measures to Council's Director Planning and Environment demonstrating how the proposed new building will facilitate the efficient use of energy and water at the site, and where possible provide on-site water storage tanks, solar power and / or other renewable energy sources.
25. During construction, all accesses, internal driveways, hardstand areas and parking areas shall be bitumen sealed or constructed of concrete pavement in accordance with the following:
 - (a) The approved stamped site plan, prepared by akv building designers, Job No. 0123-18 (sheet 02002 dated 12 February 2019).
 - (b) Drawing No. F13324_DA (Engineering Site Plan) dated 29/11/2018
 - (c) Parkes Shire Council Engineering Specifications 2017.
 - (d) AS 2890.1-2004 Off-Street Car Parking.
 - (e) AS 2890.2-2004 Parking Facilities Off-street Commercial Vehicle Facilities.
 - (f) AUSTROADS Guide to Traffic Management.

The work must be completed prior to the issue of a Final Occupation Certificate.

26. During construction of the Brolgan Road access and throughout subsequent operation of the access, Safe Intersection Sight Distance (SISD) requirements outlined in the AUSTROADS Guide to Road Design Part 4A and relevant Roads and Maritime supplements are to be provided in both directions at the vehicular access point servicing the site from Brolgan Road.
27. During construction of the Brolgan Road access and throughout subsequent operation of the access, a basic left (BAL) turn treatment as shown in Figure 8.2 of the AUSTROADS Guide to Road Design: Part 4A (copy enclosed) is to be provided in Brolgan Road at the vehicular access to the subject land. The BAL facility will also need to be sealed and built for a 100km/h speed environment.
28. During construction, of the Brolgan Road access and throughout subsequent operation of the access, a basic right (BAR) turn treatment as shown in Figure A 28 of the AUSTROADS Guide to Road Design: Part 4 (copy enclosed) is to be provided in Brolgan Road at the vehicular access to the subject land. The widened shoulder is to be sealed and built for a 100km/h speed environment to provide a reasonable level of safety for the largest class of traffic turning right into the site and to allow following traffic on Brolgan Road an area to pass the right turning vehicle on the left hand side.

Prior to Occupation

29. Prior to the occupation or use of the premises, an Interim or Final Occupation Certificate must be obtained from the Principal Certifying Authority for the development.
30. Prior to the issue of an Occupation Certificate, a Fire Safety Certificate shall be furnished to the Principal Certifying Authority for all the Essential Fire or Other Safety Measures. A copy of the Fire Safety Certificate must be submitted to Parkes Shire Council by the PCA with the Occupation Certificate. An electronic copy of the Final Fire Safety Certificate (together with a copy of the current Fire Safety Schedule) shall also be forwarded to the Fire Commissioner via the following dedicated email address: afss@fire.nsw.gov.
31. Prior to the issue of an Occupation Certificate, a detailed Waste Management Plan (WMP Operational Phase) shall be prepared for the operational phase of the development. The WMP Operational Phase must identify the types of waste that will be generated from the development and outline the final management methods, strategies and commitments in relation to the re-use, recycling and disposal of waste.

Operational Conditions

32. The agricultural produce industry is not to crush, juice, grind, mill, gin, mix or separate more than 30,000 tonne of agricultural producer per year. Accurate processing records are to be maintained and provided to Parkes Shire Council annually from the date of operation.
33. An Annual Fire Safety Statement shall be furnished to the Principal Certifying Authority for all the Essential Fire or Other Safety Measures forming part of this approval within 12 months after the Fire Safety Certificate was issued. A copy of the Annual Fire Safety Statement must be submitted to Council. An electronic copy of the Annual Fire Safety Statement shall also be forwarded to the Fire Commissioner via the following dedicated email address: afss@fire.nsw.gov.

34. Storage areas for fuels, oils and chemicals used during operations will be contained within an impervious bund with a volume of at least 110% of the volume of the largest container in the bunded area, to retain any spills. Any spillage must be immediately contained and absorbed with a suitable absorbent material. Spill kits will be provided at areas of the worksite where handling and use of fuels, oils and chemicals occurs. Waste oil and chemicals shall be stored and managed in accordance with the WorkSafe Code of Practice Storage and Handling of Dangerous Goods 2005 and the Work Health and Safety Regulation 2011.
35. Any external lights shall be operated / maintained generally in accordance with the Australian Standard AS4282 - Control of the Obtrusive Effects of Outdoor Lighting so as not to cause a nuisance or adverse impact on the surrounding private land or to motorists on nearby roads.
36. There must be no interference with the amenity of the area by reason of the emission of any offensive noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash or dust, or otherwise as a result of the development as defined in the Protection of the Environment Operations Act 1997.
37. All traffic movements in and out of the development site are to be in a forward direction.

Prescribed conditions

38. The work must be carried out in accordance with the requirements of the Building Code of Australia.
39. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out:
 - (a) showing the name, address and telephone number of the principal certifying authority for the work, and
 - (b) showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - (c) stating that unauthorised entry to the site is prohibited.Any such sign is to be maintained while the building work, subdivision work or demolition work is being carried out, but must be removed when the work has been completed.
40. Where development involves an excavation that extends below the level of the base of the footings of a building on adjoining land, the person having the benefit of the certificate must at the person's own expense:
 - (a) protect and support the adjoining premises from possible damage from the excavation, and
 - (b) where necessary, underpin the adjoining premises to prevent any such damage.

19 - 113 Resolution

That the recommendation be adopted.

Moved Councillor Neil Westcott, seconded Councillor George Pratt.

CARRIED

In Favour: Cr Keith, Cr Newton, Cr WP Jayet, Cr KM McGrath, Cr GW Pratt, Cr AJ Ward, Cr NC Westcott

Against: Nil

Did Not Vote - Absent from meeting Cr WJ Biles, Cr LA O'Leary, Cr PJ Smith

13 DIRECTOR WORKS AND SERVICES REPORT

13.1 (DWS) Sale of Unidentified Land - Henry Parkes Way

Executive Summary

Council has received a request from a landowner for the correction of an anomaly within their land parcel on Henry Parkes Way, Parkes.

There is an unidentified land parcel between Lot 561 and Lot 555 DP 750179. The land in question has no western boundary fence at Lot 555, the landowner considered the parcel as part of their holding.

Recommendation

1. That the General Manager and/or the Director Works & Services be delegated authority to establish a purchase price.
2. That the General Manager be delegated authority for conveyancing purposes under the Common Seal of Council and/ or Power of Attorney, as applicable.
3. Upon formal transfer of the land to Council, it be classified as Operational.

19 - 114 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor George Pratt.

CARRIED

13.2 (DWS) Australian Airports Association NSW Division Meeting

Executive Summary

The NSW Division meeting of the Australian Airports Association (AAA) was held in Tamworth on 13 and 14 March 2019. Agenda items included AAA NSW Chair report, AAA Policy Update, Stakeholder Engagement, Airport and Master Planning presentations. The Director Works & Services and Manager Facilities attended. The next meeting is to be held on 13 August 2019 in Sydney.

Recommendation

1. That the information on the NSW Division meeting of the Australian Airports Association held at Tamworth on 13 and 14 March 2019 be noted.

19 - 115 Resolution

That the information be received and noted.

Moved Councillor Alan Ward, seconded Councillor Neil Westcott.

CARRIED

13.3 (DWS) Roads Program 2019/2020

Executive Summary

Submissions have been lodged for inclusion in the 2019/2020 Roads Program. The Draft Roads Program was reviewed and adopted by the Rural Road Advisory Group Meeting held 7 February 2019.

Included in the 2019/2020 report is the Long Term Roads Improvement Program which outlines the priority program for the next 10 years. This will see this program delivered from 2016-2026. The devised program is in line with Councils Asset Management strategy and long term vision of Councils road network to ensure an improved freight and transport network is provided to meet the increased needs of users and industries.

Recommendation

1. That the 2019/2020 Roads Program be adopted.

19 - 116 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

At this time being 3.30pm the Mayor temporality adjourned the meeting and welcomed Can-Assist volunteers to the meeting where presentation of certificates of appreciation were presented for their service to the Parkes Shire community

The Mayor then invited everyone present to join the Councillors for afternoon tea.

The Meeting resumed at 4.20pm

14 DIRECTOR INFRASTRUCTURE REPORT

Nil.

15 CONSIDERATION OF COMMITTEE MINUTES

15.1 Committee Minutes - Community Financial Assistance Committee Meeting held 16 April 2019

Executive Summary

The inaugural meeting of the Community Financial Assistance Committee will be held prior to the Council meeting of Tuesday 16 April 2019. The purpose of the meeting was to review the applications received in Round 1 of the 2019 Community Financial Assistance program and recommend to Council the funding allocation for 2018/19.

Recommendation

1. That the Minutes of Community Financial Assistance Committee held on 16 April 2019 be received and noted and the recommendations be endorsed by Council.

19 - 117 Resolution

That a detailed matrix be developed to assist and guide Councillors in making decisions in regards to requests with a report to be presented at the next meeting of Council.

Moved Councillor Alan Ward, seconded Councillor George Pratt.

CARRIED

15.2 Committee Minutes - Elders Advisory Committee Meeting held 19 February 2019

Executive Summary

A meeting of the Elders Advisory Committee was held at the Parkes Shire Council on 19 February 2019. Minutes of this meeting are attached for Council's information and endorsement.

Recommendation

1. That the Minutes of the Elders Advisory Committee Meeting held on 19 February 2019 be received and the recommendations of the Committee be endorsed by Council.

19 - 118 Resolution

That the recommendation be adopted.

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

16 QUESTIONS AND MATTERS OF URGENCY

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

16.1 (Q & M) Re-Naming "The Square" also known as Chamberlain Square.

Councillor Ken McGrath would like to raise again the issue of the possible renaming of The Square at the intersection of Clarinda, Dalton and Welcome Streets, Parkes.

The Director Works and Services advised that the renaming of the Square has been raised numerous times at Council.

The most recent request was received early this year from Mr Ian Chambers who is suggesting "The Square" be renamed Coventry Square to reflect Council's association with Sir Henry Parkes and Coventry.

Prior to that requests were received in 2012 and 2008.

In 2012 a request was received to rename "The Square" to recognize the late Robert Wilson OAM former Mayor of Parkes. Council at that time considered the request along with a number of other prominent monuments and locations in the Shire and resolved to name the Parkes Regional Airport in recognition of Mr Wilson. The official name "The Square" remained.

In 2008 a request was received to rename "The Square" to change of name to one that is more suitable and relevant to the local community.

Council at that time advised that *"the Parkes Municipal Council assigned the Name of Chamberlain Square to the landmark in the 1930's. However, a check of the Geographic Names Board database reveals that the name "Chamberlain Square" is an alternative, not the proper name. The Geographic Names Board advises that the proper name as contained in their database is "The Square".*

It is open to Council to propose another alternative name but this action would not alter the proper name. The process to alter the proper name ("The Square") requires following the Geographic Names Board's guidelines for determination of place names and the procedure contained within the relevant legislation.

Whilst Council acknowledged the request the consensus was that the location be recognised by its proper name "The Square".

Recommendation

1. For the information of Council.

Councillor McGrath moved a motion to change the name of the location known as "The Square" to Coventry Square.

The Motion lapsed.

19 - 119 Resolution

Council resolved the name remain "The Square"

Moved Councillor Ken McGrath, seconded Councillor Bill Jayet.

CARRIED

17 CONSIDERATION OF CONFIDENTIAL BUSINESS ITEMS

The meeting of the Ordinary Council meeting was closed to the public at 4.45pm.

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

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

19 - 120 Resolution

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

Moved Councillor Ken McGrath, seconded Councillor Pat Smith.

CARRIED

17.1 Committee Minutes - Audit, Risk and Improvement Committee Meeting held 18 March 2019

Prepared By: Chief Operating Officer

Reason for Confidentiality

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

(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Executive Summary

A meeting of the Parkes Shire Council Audit, Risk and Improvement Committee was held on 18 December 2018. The Minutes have been distributed to the Committee members and will be confirmed at the next scheduled meeting of the Committee. The Minutes are attached for Councillors information.

19 - 121 Resolution

That the Minutes of the Audit, Risk and Improvement Committee meeting held 18 March 2019 be received and noted.

Moved Councillor Barbara Newton, seconded Councillor Neil Westcott.

CARRIED

At this stage being 5.00pm the Closed meeting concluded and the Mayor re-opened the Meeting to the public. The Mayor read aloud the resolutions of the Confidential Business items tabled in the Closed Meeting for the benefit of the public gallery.

There being no further business the Mayor declared the meeting closed at 5.00pm