



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.

Ordinary Council Meeting AGENDA

Tuesday, 16 August 2022

Notice is hereby given that an Ordinary Council Meeting of Parkes Shire Council will be held at the Parkes Shire Council Offices 2 Cecile Street Parkes, commencing at 2:00 PM for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: KENT BOYD PSM

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1. OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of Tuesday 16 August 2022 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

The Mayor advised attendees that the meeting was being recorded and a copy of the audio recording will be available on the Council website for a period of twelve months.

2. ACKNOWLEDGEMENT OF COUNTRY

I begin today by acknowledging the Wiradjuri people, Traditional Custodians of the land on which we meet today and pay my respects to their Elders past and present. I extend that respect to Aboriginal and Torres Strait Islander peoples here today.

Traditional Language Acknowledgement of Country

Guwambanha ngindhugir
Goo wam bunna Nin doo gir
Welcome everyone

Wiradjuri language
Phonetic pronunciation
English translation

Badhu yanagha yindyamarra gu Wiradjuri
Ngurambang
Baa doo yana Gaa. Yind ya Marra gu Wiradjuri noo rum
bung
I give respect to Wiradjuri Country

Wiradjuri language
Phonetic pronunciation
English translation

Gangula Marambang ngindhugir Nginha
Gan gula Maram bung Nindoo gir Nin naa
It's good you're all here

Wiradjuri language
Phonetic pronunciation
English translation

Mandaang guwu
Mun dung goo woo
Thank you

Wiradjuri language
Phonetic pronunciation
English translation

We also thank the Parkes Wiradjuri language group for their assistance in compiling this traditional language acknowledgment of country.

3. PRAYER

The General Manager commenced the meeting with a prayer.

4. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

Nil.

5. APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil.

- 6. CONFIRMATION OF MINUTES**
- 7. DECLARATIONS OF INTERESTS**
- 8. LATE BUSINESS**

9. MAYORAL MINUTE(S)

9.1. Mayoral Minute - Functions Attended by Mayor and Councillors

Executive Summary

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

Social distancing restrictions implemented due COVID-19, has resulted in meetings being held electronically.

Recommendation

1. That the Report on functions attended by the Mayor, Councillors or Senior Staff be received and noted.

Report

Date	Function
Wednesday 20 July 2022	Central West Lachlan Landcare Meeting Councillor ME Applebee
Wednesday 20 July 2022	Country Universities Centre Board Meeting Mayor KJ Keith, Deputy Mayor NC Westcott and Councillor JP Cass
Thursday 21 July 2022	Regional Stimulus Package Program Steering Group Recovery Programs Team Lunch Mayor KJ Keith, General Manager K Boyd and Director Infrastructure & Strategic Futures A Francis
Saturday 23 July 2022	2022 Central West AstroFest Mayor KJ Keith, Councillor ME Applebee and Councillor DR Weber
Monday 25 July 2022	Country Mayors Association Executive Meeting Mayor KJ Keith
Monday 25 July 2022	Peak Hill Community Consultative Committee Meeting Deputy Mayor NC Westcott and Councillor LA O'Leary
Tuesday 26 July 2022	Official opening of the Wiradjuri Ngurambang Exhibition Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor ME Applebee and Councillor JP Cass
Wednesday 27 July 2022	Extra-Ordinary Council Meeting Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor JP Cass, Councillor DR Weber, Councillor ME Applebee, Councillor WP Jayet, Councillor GS

Date	Function
Thursday 28 July 2022	Wilson, Councillor GW Pratt and Councillor KM McGrath Audit, Risk & Improvement Committee Meeting
	Councillor JP Cass, Councillor ME Applebee, General Manager K Boyd and Director Customer, Corporate Services & Economy C Middleton
Thursday 28 July 2022	CNSWJO Statement of Strategic Regional Priorities - Workshop Mayor KJ Keith and General Manager K Boyd
Thursday 28 July 2022	2022 Penrith Mayor's Cup Councillor ME Applebee
Thursday 28 July 2022	Trundle & District Progress Association Committee Meeting Councillor GS Wilson
Sunday 31 July 2022	National Tree Planting Day Mayor KJ Keith and Councillor ME Applebee
Monday 01 August 2022	Arts Advisory Council Meeting Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor WP Jayet and Councillor JP Cass
Tuesday 02 August 2022	Parkes Delivery Plus Workshop Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor JP Cass, Councillor DR Weber, Councillor ME Applebee, Councillor WP Jayet, Councillor GS Wilson and Councillor KM McGrath Meetings prior: Site visit to Parkes Special Activation Precinct, Parkes Bypass & Central West Family Daycare Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor JP Cass, Councillor DR Weber, Councillor WP Jayet, Councillor GS Wilson, General Manager K Boyd, Director Operations B Howard, Director Infrastructure & Strategic Futures A Francis and Director Planning & Community Services B Hayes
Wednesday 03 August 2022	Parkes Forbes Community Housing Meeting Councillor WP Jayet
Thursday 04 August 2022	Rural Skills Forum Mayor KJ Keith and Councillor JP Cass
Thursday 04 August 2022	LGNSW Awards 2022 Dinner Mayor KJ Keith
Friday 05 August 2022	Country Mayors Association Meeting Mayor KJ Keith

Date	Function
Friday 05 August 2022	Parkes East Public School Marimba performance Deputy Mayor NC Westcott
Saturday 06 August 2022	2022Trundle Show Dinner Mayor KJ Keith
Saturday 06 August 2022	Koori Dance Practice Mayor KJ Keith
Monday 08 August 2022	Bogan Gate Community Memorial Hall Inc. Committee Meeting Councillor GW Pratt
Tuesday 09 August 2022	Lachlan Health Council Meeting Mayor KJ Keith OAM and Councillor ME Applebee
Tuesday 09 August 2022	Parkes Sports Council Meeting Mayor KJ Keith, Councillor LA O'Leary and Councillor JP Cass
Wednesday 10 August 2022	Parkes Elvis Festival Committee Meeting Mayor KJ Keith, Councillor WP Jayet and Councillor ME Applebee
Wednesday 10 August 2022	Parkes Traffic Committee Meeting Councillor KM McGrath
Wednesday 10 August 2022	Inaugural Parkes Young Professionals Networking Session Councillor JP Cass
Wednesday 10 August 2022	Tullamore and District Consultative Committee meeting Councillor GS Wilson
Thursday 11 August 2022	Floodplain Management Committee meeting Councillor GW Pratt and Councillor ME Applebee
Saturday 13 August 2022	2022 Tullamore Show All Councillors invited
Tuesday 16 August 2022	Ordinary Council Meeting All Councillors and Senior Staff Meetings prior: Waste Facilities Committee Meeting Mayor KJ Keith, Councillor KM McGrath, Councillor GW Pratt, Councillor LA O'Leary, Councillor ME Applebee, Councillor GS Wilson and Director Planning & Community Services B Hayes Henry Parkes Centre Management Committee Meeting Mayor KJ Keith, Councillor ME Applebee and Director Customer, Corporate Services & Economy C Middleton Senior Staff Committee Meeting

Date

Function

**Mayor KJ Keith, Deputy Mayor NC
Westcott, Councillor LA O'Leary and
General Manager K Boyd**

Attachments

Nil

9.2. Mayoral Minute - Coming Known Events for Mayor and Councillors

Executive Summary

A report on upcoming functions requiring the attendance of the Mayor, Councillors or Senior Staff in relation to community events or civic matters.

Recommendation

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

Report

Date	Function
Wednesday 17 August 2022	Central West Lachlan Landcare Meeting Councillor ME Applebee and Councillor WP Jayet
Wednesday 17 August 2022	Northparkes Mines Community Consultative Committee Meeting Mayor KJ Keith, Councillor WP Jayet, Councillor JP Cass and Councillor GS Wilson
Wednesday 17 August 2022	2022 Trundle Show All Councillors invited
Wednesday 17 August 2022	Country Universities Centre Board Meeting Mayor KJ Keith, Deputy Mayor NC Westcott and Councillor JP Cass
Saturday 20 August 2022	Northparkes Mines Frontline Ball 2022 Mayor KJ Keith
Monday 22 August 2022	Peak Hill Community Consultative Committee Meeting Councillor LA O'Leary
Tuesday 23 August 2022	2022 Peak Hill Show All Councillors invited
Wednesday 24 August 2022	Regional Express 20th Birthday celebrations Mayor KJ Keith and Deputy Mayor NC Westcott
Thursday 25 August 2022	Central NSW Joint Organisation Conference Mayor KJ Keith OAM, Deputy Mayor NC Westcott, Councillor ME Applebee, Councillor JP Cass, Councillor LA O'Leary and General Manager K Boyd
Thursday 25 August 2022	Trundle & District Progress Association Committee Meeting Councillor GS Wilson
Friday 26 August 2022	Paint the Town REaD Councillor WP Jayet
Monday 29 August 2022	2022 Parkes Show All Councillors invited

Date	Function
Tuesday 30 August 2022	Newell Highway Taskforce Committee Meeting Mayor KJ Keith
Tuesday 06 September 2022	Parkes Delivery Plus Workshop All Councillors & Senior Staff Meetings prior: Economic Development Committee Meeting Mayor KJ Keith, Deputy Mayor Neil Westcott, Councillor WP Jayet, Councillor JP Cass, Councillor ME Applebee, Councillor GS Wilson, General Manager K Boyd and Director Customer, Corporate Services & Economy C Middleton Community Financial Assistance Program - Evaluation Panel Assessment meeting Deputy Mayor NC Westcott, Councillor WP Jayet and Councillor JP Cass
Monday 12 September 2022	Bogan Gate Community Memorial Hall Inc. Committee meeting Councillor GW Pratt
Tuesday 13 September 2022	Lachlan Health Council Meeting Mayor KJ Keith and Councillor ME Applebee Parkes Sports Council Meeting Mayor KJ Keith, Councillor LA O'Leary and Councillor JP Cass
Wednesday 14 September 2022	Elvis Festival Committee Meeting Mayor KJ Keith, Councillor WP Jayet and Councillor ME Applebee
Wednesday 14 September 2022	Tullamore and District Consultative Committee meeting Councillor GS Wilson
Friday 16 September 2022	Anglican Debutante Ball Mayor KJ Keith and Mrs Sue Keith
Friday 16 September 2022	Parkes Health Precinct Master Planning-First Kickoff Workshop Mayor KJ Keith, Deputy Mayor NC Westcott, Councillor JP Cass, Councillor ME Applebee and Councillor LA O'Leary
Tuesday 20 September 2022	Ordinary Council Meeting All Councillors & Senior Staff Meetings prior: Infrastructure Sustainability Council - Certification Event All Councillors & Senior Staff

Attachments

Nil

9.3. Mayoral Minute - Councillors Visit to sister city, Coventry City Council

Executive Summary

This is a report from Deputy Mayor Neil Westcott and Councillor Bill Jayet on their visit to Coventry City Council which is a sister city to Parkes Shire Council.

Recommendation

1. That this report be received and noted.
2. That Council writes to Lord Mayor Kevin Maton of Coventry City Council, his wife Angela and the leader of the Council George Duggins, thanking them for graciously hosting Deputy Mayor Neil Westcott and Councillor Bill Jayet and for their gifts to Parkes Shire Council.

Report

On Wednesday the 6th of July, Cr Jayet and I along with my friend of thirty seven years, Stuart Brian, travelled the eighty miles from Lincoln to Coventry through the beautiful midlands of the UK.

Our biggest challenge of the Day came early, as getting a park within walking distance of the town hall became a game of how many times we did the complete city circle road before finally being able to contact the Mayor's office where a boom gate we had previously driven past magically opened. Having finally gained entrance to Council house, the Mayor's chauffeur/bodyguard escorted us around to St Mary's Guild Hall (built in 1340) where lunch awaited us. We were honoured to meet with the Lord Mayor, Kevin Maton, his wife Angela and the leader of the council George Duggins and resident archaeologist (whose passion for the job was contagious).

From there to the courtyard and to the Great Hall where the oldest tapestry in England is held behind glass. It was specifically made for the halls with the tapestry columns lining up with the windows above. The Great Hall is certainly a masterpiece and has been beautifully restored.

From St Mary's Guild Hall it is just a few short steps to St Michael's cathedral, the old and the new. Although this was my ninth trip to the UK, I hadn't been to Coventry before but I always knew of the bombed-out cathedral, ruins left as a symbol to the horrors of war and this site had remained very high on my bucket list. Having said that, I could never have been ready for the glorious new cathedral built adjacent in 1962. The spire from the old cathedral survived the bombing and can still be climbed.

Linking the old and the new is the incredible west screen made of ninety glass panels and engraved by a New Zealand artist John Hutton. There are 66 larger than life figures that took ten years to make, in the end breathing all that glass dust was not conducive to a long life and Hutton's ashes were buried at the foot of the window. On the right as you enter, is the baptistry window – there is an empty void in the middle and the colours seem to battle for attention. Below it, a baptismal font made from a large rock from Bethlehem. As you move further up the cathedral, the stain glass becomes more surprising but for Bill and I, the tapestry at the front was the highlight. Made from Australian wool, it took ten women 3 years to complete, and it is huge.

A quick trip to the museum to meet Lady Godiva and onto the Coventry transport museum via a statue of Frank Whittle, the inventor of the jet engine and monument in memory of the achievement. The transport museum must be one of the finest in the world. From the penny farthing to the 3 fastest cars in the world. Each vehicle would be valued in the many millions and often they are the only ones that exist.

Returning to the Town Hall and Council Chamber, we finally ended up in the mayor's office for an exchange of gifts. Les Finn's wonderful photo is now hanging on these wonderful walls and in return a glass panel representing the baptistry window of the cathedral was given to us to bring back to the people of Parkes Shire.

Bill and I would like to thank the Mayor, Kent and Marie for helping us to continue the relationship with our sister city. We also present here today some other small gifts and mementos of our wonderful day in Coventry.

Attachments

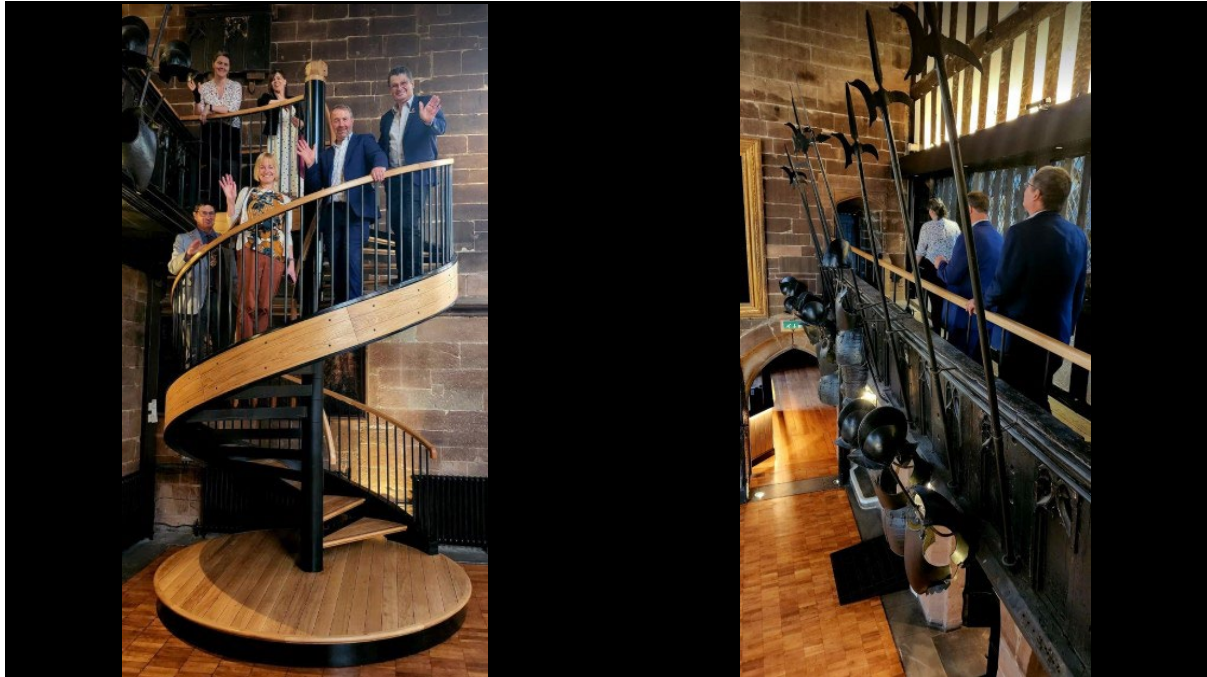
1. Photos of visit to sister city, Coventry City Council

Attachment 1 - Coventry City visit













9.4. Mayoral Minute - CWAS AstroFest 2022 Conference

Executive Summary

On Saturday 23 July 2022, Mayor of Parkes Shire Cr Ken Keith OAM, Cr Marg Applebee and Cr Daniel Weber attended the Presentation of the 2022 CWAS "David Malin Awards" at the 2022 CWAS Astrofest Conference.

Recommendation

1. That this report is received and noted.

Report

On Saturday 23 July 2022, Mayor of Parkes Shire Cr Ken Keith OAM, Cr Marg Applebee and Cr Daniel Webber attended 2022 CWAS Astrofest Conference.

The annual festival of astronomy endeavours to bring world renowned astronomers, both professional and amateur, to the people of the Central West so they may share their enthusiasm and love of the heavens.

Part of the festivities included the Presentation of the 2022 CWAS "David Malin Awards". These are Australia's most prestigious astrophotography award supported by the CSIRO, SUNSTUDIOS and Celestron Australia.

The afternoon's Civic Reception was hosted by the Mayor, who officially welcomed Dr John Reynolds, Dr David Malin, Tori Tasker, Garry Copper and Blake Estes. Cr Marg Applebee and Cr Daniel Webber were in attendance at the presentation of both the civic ceremony and the awards presentation. CWAS AstroFest Local Organiser, John Sarkissian OAM, said "this enhanced the event, greatly adding to the prestige of the awards and helping to cement it as the premier astrophotography competition in Australia."

Attachments

1. The awarded photographers with David Malin
2. Thank you letter to Parkes Shire Council

Attachment 1 - The awarded photographers with David Malin



L-R: Stefan Buda, Niall MacNeill, Kelvin Hennessy, Rohan Hinton, Jarrod Andrews, Ed Hurst, Shaun Robertson, Dr David Malin, Ian Inverarity, Joel Stafford, Lucy Yunxi Hu, Jong Lee, Lachlan Wilson.

Attachment 2 - CWAS AstroFest Thankyou - Parkes Councillors

CENTRAL WEST ASTRONOMICAL SOCIETY
INCORPORATED



**PO Box 819
Parkes NSW 2870
Australia**

4 August 2022

Parkes Shire Councillors
2 Cecile Street
Parkes NSW 2870.

Dear Councillors,

On behalf of the CWAS AstroFest Organising Committee, I wish to thank you for the Parkes Shire Council's support of this year's AstroFest which was held on Saturday, 23 July 2022.

We thank Parkes Mayor, Cr Ken Keith, and Councillors Marg Applebee and Daniel Weber, for their attendance at the Civic Reception, which the Parkes Shire Council very kindly hosted in the Starlight Room of the Parkes Services Club, from 2:30 PM. Their welcome to Parkes of the invited guests of Dr John Reynolds, Dr David Malin, Tori Tasker, Garry Copper and Blake Estes, was greatly appreciated. In addition, their presence at the "David Malin Awards" presentation, enhanced the event, greatly adding to the prestige of the awards and helping to cement it as the premier astrophotography competition in Australia.

In addition, we would like to extend our thanks to the Parkes Visitor Information Centre staff for providing the tourism packages for the conference attendees, as well as the two AstroFest banners. A big thanks also to the Parkes Events Manager, Megan Morrison, for her assistance in promoting the event.

Following the two-year forced hiatus, the return of the 2022 CWAS AstroFest was a resounding success, and Parkes Shire Council's support was key to this.

The members of the Central West Astronomical Society thank you all for your continuing support.

Yours Sincerely,

John Sarkissian OAM
CWAS AstroFest Local Organising Committee.

Harmoniendum Musica Orbium – In Harmony with the Music of the Spheres

9.5. Mayoral Minute - Wiradjuri Ngurambang Exhibition Opening and Author Talk

Executive Summary

The Wiradjuri Ngurambang exhibition was officially opened by Mayor Ken Keith on Tuesday 26 July 2022 at 5pm in the foyer of the Parkes Library & Cultural Centre. The official opening was also attended by Deputy Mayor Neil Westcott and Councillors Marg Applebee and Jacob Cass, and the Wiradjuri Ngurambang Curatorium. Following the opening an author talk was held in the Parkes Library featuring Bruce Pascoe and Beau Williams from First Languages Australia.

Recommendation

1. That this report be received and noted.

Report

Parkes Shire Council has collaborated with representatives of our First Nations community to curate an exhibition of Wiradjuri artefacts to be housed in the Parkes Shire Library & Cultural Centre.

The exhibition was officially opened on Tuesday 26 July 2022 by Mayor of Parkes Shire Cr Ken Keith OAM, the exhibition Curatorium and fellow councillors, and attended by Council staff and community members.

The exhibition Curatorium members include Robert Clegg, Geoff Anderson, Ronda Sharpe and Irene Ridgeway along with guidance from Margot Jolly, Kerryn Jones, Ali Standen and the Elders Advisory Group and Parkes Aboriginal Community Working Party.

Geoff Anderson provided a Wiradjuri welcome to Country and students from Parkes High School provided a Wiradjuri Welcome Dance. Executive Director Brendan Hayes was the emcee for the event and the attendees heard from Mayor Ken Keith, Manager Culture Education & Library Services Kerryn Jones, and Curatorium member Robert Clegg.

Mayor Ken Keith acknowledged the efforts of the curatorium team, Henry Parkes Museum, Ub Ubbo, Sauce Towney, Jac Clarke, & Signs You See who worked hard to create the display. He also thanked the funding bodies - Australian Government's Local Roads & Community Infrastructure Program and is part of Museums & Galleries of NSW's Let's Get Digital initiative, proudly supported by the NSW Government through Create NSW as part of Arts Restart. Mayor Ken Keith spoke of Parkes Shire Council's commitment to the visibility and celebration of our First Nations people, and the preservation of their history, language and culture.

The official opening was followed by a light supper and a presentation by representatives of First Languages Australia (FLA) attended by 80 people. Beau Williams (CEO) discussed the current and future work being undertaken by FLA to maintain and promote First Nation languages across Australia. He commended the Wiradjuri Language Group in Parkes who have worked with local schools to implement a Wiradjuri language program in classrooms throughout Parkes. Author Bruce Pascoe spoke of the importance of cultural understanding, recognition of history, and the preservation of cultural artefacts for teaching and learning.

Attachments

1. The official opening of the Wiradjuri Ngurambang Exhibition.



9.6. Mayoral Minute - National Tree Day Event

Executive Summary

This year, Parkes Shire Council partnered with Central West Lachlan Landcare for National Tree Day, held Sunday 31 July 2022. This year's tree planting site was near the new Sewerage Treatment Plant (STP), attended by Cr Marg Applebee, Council staff and community volunteers.

Recommendation

1. That the Report be received and noted.

Report

This year, Parkes Shire Council partnered with Central West Lachlan Landcare for National Tree Day, held Sunday 31 July 2022. This year's tree planting site was near the new Sewerage Treatment Plant (STP), attended by Cr Marg Applebee, Council staff and community volunteers.

Despite experiencing inclement weather on the day, attendance was high. In total, 250 trees and shrubs were planted by volunteers. The following Tuesday, Parkes Shire Council teamed up with volunteers from Parkes High School's Environment Club. This event was also held in the block of land near the STP. Within two hours, sixteen students managed to plant 100 shrubs and trees.

This block, which has been the focus of revegetation efforts since September 2021, has now been filled with native tube stock.

Attachments

1. Photograph of National Tree Day event

Attachment 1 - Photograph of National Tree Day event



9.7. Mayoral Minute - Tree Planting Ceremony at Bangala-La Preschool

Executive Summary

On Tuesday 2 August 2022, Mayor Cr Ken Keith OAM, Parkes Shire Councillors and Council Directors attended a tree planting ceremony at Bangala-la Preschool in celebration of National Tree Day 2022.

Recommendation

1. That the Report be received and noted.

Report

On Tuesday 2 August 2022, Mayor Cr Ken Keith OAM, Parkes Shire Councillors and Council Directors attended a tree planting ceremony at Bangala-la Preschool in celebration of National Tree Day 2022.

Hosted by Centre Director Ann-Marie Winter, attendees included Mayor of Parkes Shire Cr Ken Keith OAM, Deputy Mayor Cr Neil Westcott, Cr Bill Jayet, Cr Daniel Weber, Cr Jacob Cass, Cr Glenn Wilson, General Manager Kent Boyd, Brendan Hayes, and Andrew Francis.

Attendees enjoyed a tour of the preschool facilities and grounds, a 'Welcome to Wiradjuri Land' ceremony performed by the children and an Indigenous storybook reading by Brendan Hayes. The event concluded with the group planting of Council-donated native mint tree saplings, by both the preschool children and their visitors.

Bangala-La Preschool later acknowledged the donation and event attendance via their Facebook page.

Attachments

1. Photograph of Tree planting ceremony at Bangala-la Preschool

Attachment 1 - Photograph of Tree planting ceremony at Bangala-la Preschool



L-R: Cr Daniel Weber, Mayor of Parkes Shire Council, Cr Ken Keith OAM, Deputy Mayor, Cr Neil Westcott, Cr Bill Jayet, Director Planning & Community Services and Brendan Hayes planting a tree with Bangala-La Preschool children.

10. REPORTS OF COMMITTEES

10.1. Committee Minutes - Extra Ordinary Local Traffic Committee Meeting - 15 July 2022

Prepared By:

Ben Howard

Executive Summary

The Parkes Local Traffic Extra Ordinary Committee Report was issued for Committee review and comments on 15 July 2022.

Background Information

The Parkes Local Traffic Committee meetings are held quarterly and membership consists of a Council Representative, Transport NSW Representative, NSW Police Representative and a Representative of the Local Member of State Parliament. The Committee is an advisory body only, having no decision making powers. It is, primarily, a technical review committee that is required to advise the Council on traffic related matters referred to it by Council.

Legislative Information

Under the Road Transport (Safety & Traffic Management) Act 1999, Transport NSW is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. In order to deal with the large number and range of traffic related matters effectively, Transport NSW has delegated certain aspects of the control of traffic on local roads to Councils. Transport NSW delegation imposes certain conditions on Councils. One of these conditions requires Councils to obtain the advice of Transport NSW and the Police prior to proceeding with any proposal. This is achieved by Councils establishing a Local Traffic Committee.

Project Delivery Program Implications

ECONOMY AND ENGAGEMENT - *Elvis Festival, Special Events and Event Support*
TRANSPORT AND DRAINAGE - *Road Safety*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Signage and road related expenditure

Recommendation

1. That the Resolution of the Parkes Local Traffic Extra Ordinary Committee Report from 15 July 2022 be received and any actions endorsed.

Attachments

1. Minutes of Parkes Local Traffic Committee Meeting 15 July 2022

Attachment 1 - ECM_1632189_v2_Extra Ordinary Traffic Committee Meeting - 15 July 2022



PARKES TRAFFIC COMMITTEE

MINUTES

FRIDAY 15 JULY 2022

Minutes of the Extra Ordinary Traffic Committee Meeting of Parkes Shire Council for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

Voting Members of the Committee are invited to attend, namely:

Cr Ken McGrath (Chairperson - Council Representative)
Ms Angie Drooger (Transport NSW Representative)
Sergeant Martin Ling - NSW Police - Central West Highway Patrol (Police Representative)
Chris McQuie - State Member Representative

And non-voting representatives

Cr George Pratt (substitute Council Representative)

Council staff:

Ben Howard, Director Operations
Melanie Sutor, Road Safety and Injury Prevention Officer
Ben Coultas, Design and Traffic Engineer
Sue McGrath, Business Support Coordinator

NOTE:

Each formal member has one vote, the quorum being one (1) Council representative, one (1) NSW Police Force representative and one (1) Transport NSW representative.

All enquiries relating to the items appearing on this Agenda are to be directed to Mr Ben Howard, Director Operations on 02 6861 2343.

Delegation to Councils - Regulation of Traffic

A Council can regulate traffic for the specific reasons set out in Division 1 of Part 8 of the *Roads Act 1993*, such as carrying out work on a road, etc, whereas the Roads and Maritime Services (RMS) can regulate traffic for any purpose.

If a Council wishes to regulate traffic for purposes other than those specified in Division 1 of Part 8 of the *Roads Act 1993*, it must seek the advice of its Local Traffic Committee and act in accordance with the RMS' "Delegation to Councils - Regulation of Traffic".

Section 50 of the *Transport Administration Act 1988* confers the power to the RMS to delegate the following Traffic Regulation responsibilities to Council:

- 1) **Section 50 to Section 55 (inclusive)** of the *Road Transport (Safety and Traffic Management) Act 1999*. Install, display and remove prescribed traffic control devices.
- 2) **Section 122** of the *Road Transport (Safety and Traffic Management) Regulation 1999*. Establish and operate a special event parking scheme for any road.
- 3) **Section 116 to 119 (inclusive)** of the *Roads Act 1993* Part 8 Division 2. The erection (or removal) of any notice or barrier, the carrying out of any work or the taking of any other action for the purpose of regulating traffic (restrict or prohibit the passage along a road of persons, vehicles or animals) on a public road for purposes other than those referred to in Division 1 (ie. Sections 114 and 115).
- 4) 115 Roads Authority may regulate traffic in connection with road work, etc.
- 5) A roads authority may regulate traffic on a public road by means of barriers or by means of notices conspicuously displayed on or adjacent to the public road.
- 6) The power conferred by this section may be exercised by the RMS for any purpose but may not be exercised by any other roads authority otherwise than:
 - a) For the purpose of enabling the roads authority to exercise its functions under this Act with respect to the carrying out of road work or other work on a public road, or
 - b) For the purpose of protecting a public road from serious damage by vehicles or animals as a result of wet weather, or
 - c) For the purpose of protecting earth roads from damage caused by heavy vehicles or by animals, or
 - d) For the purpose of protecting members of the public from any hazards on the public road, or
 - e) For the purpose of protecting vehicles and other property on the public road from damage, or
 - f) For the purpose of enabling a public road to be used for an activity in respect of which a permit is in force under Division 4 or Part 9, or
 - g) For a purpose for which the roads authority is authorised or required, by or under this or any other Act or law, to regulate traffic.

The Council may sub-delegate their powers to Councillors, the General Manager or an employee of the Council for Items 1 and 2 above.

Council may not sub-delegate Item 3.

For further information please refer to the following document:

"A Guide to Delegation to Councils for the Regulation of Traffic (Including the Operation of Traffic Committees)" RTA - Version 1.3 2009

<http://www.rms.nsw.gov.au/doingbusinesswithus/lgr/index.html>

AGENDA ITEM WAS EMAILED TO

Cr Ken McGrath (Chairperson - Council Representative)
Cr George Pratt (Council Representative)
Cr Ken Keith (Council Representative)
Angie Drooger (Transport for NSW Representative)
Richard Drooger (Transport for NSW Representative)
Kylie Buckenhofer (Transport for NSW Representative)
Chris McQuie - State Member Representative
Martin Ling - NSW Police - Central West Highway Patrol
David Harvey - NSW Police Force
Ben Howard, Director Operations
Ben Coultas - Design and Traffic Engineer
Melanie Sutor, Road Safety and Injury Prevention Officer
Sue McGrath, Business Support Coordinator (Minute Secretary)

1 DECLARATION OF PECUNIARY INTERESTS

Nil.

2 MEETING INSTRUCTIONS

Members are asked to read and consider each item in the agenda, emailed Friday 15 July 2022, then vote either for or against the recommendation by replying via email to Ben Coultas, Design and Traffic Engineer, by 5:00pm Tuesday 2 August 2022:

- Agenda item 3.1 | Temporary Outdoor Dining on Road Reserve

3 COMMITTEE BUSINESS

3.1 Outdoor Dining on Road Reserve

Two (2) temporary dining platform structures are proposed to be installed adjacent to the kerb, one in Clarinda Street, and the other in Welcome Street, Parkes. A review and approval of the proposed locations is sought from a traffic, parking and signage perspective.

Committee Recommendation

1. That the Committee support the installation of the dining platforms in both the Clarinda and Welcome Street locations, and that the subsequent parking changes take place to accommodate the structures for the duration of the trial period and subsequent lease period if the dining platforms are to remain in the proposed locations.

Support for Recommendation: Unanimous

10.2. Committee Minutes - Audit, Risk and Improvement Committee Meeting held 28 July 2022

Prepared By:

Executive Manager Corporate Services

Executive Summary

This report recommends that Council receive and note the Minutes of the Audit, Risk and Improvement Committee meeting held on 28 July 2022, appended at *Attachment 1*.

Background Information

At its Ordinary Meeting held 15 March 2022, Parkes Shire Council resolved to reconstitute its Audit, Risk and Improvement Committee.

The Committee's objective is to provide independent assurance to Council by monitoring, reviewing and providing advice about Council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.

The Committee comprises of an Independent Chair and two Independent Members appointed in accordance with the draft *Guidelines for Risk Management and Internal Audit for Local Councils in NSW*, as well as a Non-voting Councillor Delegate.

Cr Jacob Cass serves as the Non-voting Councillor Delegate, with Cr Marg Applebee serving as Alternate.

Legislative Information

[Local Government Act 1993, Section 428A - Audit, Risk and Improvement Committee](#)

Project Delivery Program Implications

COUNCIL AND CORPORATE - *Governance and Strategy*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

There are no financial implications for Council associated with this report.

Recommendation

That Council,

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee meeting held on 28 July 2022, appended at *Attachment 1*.

Attachments

1. Minutes of Audit Risk and Improvement Committee meeting held on 28 July 2022

**Attachment 1 - Minutes for Audit Risk and Improvement Committee Meeting
28.07.2022**



PARKES SHIRE COUNCIL

MINUTES
of the
**Audit, Risk and Improvement
Committee Meeting**

held at
9.00am
Thursday, 28 July 2022
in the
Committee Room
at the
Parkes Shire Council
Administration Building
2 Cecile Street Parkes NSW 2870

1. Attendance

Members

Stephen Horne (Independent Chair (Voting))
Meredith Caelli (Independent Member (Voting))
Tony Harb - Online (Independent Member (Voting))
Cr Jacob Cass (Councillor, Parkes Shire Council)
Cr Marg Applebee (Councillor, Parkes Shire Council) alternate

Together with

Mr Kent Boyd (General Manager)
Mr Brendan Hayes (Director Planning and Community Services)
Mr Cian Middleton (Director Customer, Corporate Services & Economy)
Mr Jaco Barnard (Chief Financial Officer)
Mr Luke Nash (Management Accountant)
Mr Anthony McGrath (Executive Manager Corporate Services)

Guests

Karen Taylor Director Financial Audits, NSW Audit Office
Leanne Smith Director, Intentus Chartered Accountants
Phil Swaffield Assurance and Advisory Manager, National Audits Group

Opening

Chair, Stephen Horne opened the meeting at 9am and welcomed those present to the first meeting of the new Committee.

2. Acknowledgement of Country

An acknowledgment of Country and indigenous heritage of the Parkes Shire, as well as the heritage of the areas of those attending on-line was given.

3. Apologies / Leave of Absence

There were no apologies or leave of absences received.

4. Declarations of Pecuniary and Non-Pecuniary Interests

None declared.

The Chair advised that Committee members are required to complete a declaration on joining the Committee and may have that declaration updated at each meeting as well as completing a new declaration annually.

Tony Harb advised that he is a director of Inconsult who provide risk-based services to Civic Risk Mutual who are Council's Insurance provider.

No action required.

5. Reports

5.1. Review of Audit, Risk and Improvement Committee Terms of Reference

Executive Summary

At its Ordinary Meeting held 15 March 2022, Parkes Shire Council ("Council") resolved to reconstitute its Audit, Risk and Improvement Committee ("the Committee") under revised Terms of Reference [res. 22-081]. This report recommended that the Committee formally review the Terms of Reference and recommend the Independent Prequalified Voting Chair to sign the Terms of Reference.

Recommendation

That the Audit, Risk and Improvement Committee

1. Receive and note the Terms of Reference for the Council's Audit, Risk and Improvement Committee, as adopted by Council at its Ordinary Meeting held 15 March 2022 and appended at *Attachment 1* to this report.
2. Recommend the Chair of the Audit, Risk and Improvement Committee sign the Terms of Reference.

Discussion

The Chair noted the following

- the Committee is essentially an advisory committee
- that the Terms of Reference were based on the current version of draft guidance.
- important to note that the workplan as the key section of the Terms of Reference.
- comfortable with the document but important to be flexible when issues arise.
- Comment on 'Assurance Reporting' and the requirement for the ARIC to provide its opinion on how Council is performing. He thought that this would be limited to the areas within the scope of the Committee.

Action

It was the consensus of the Committee that the Recommendation be accepted.

5.2. Review of Audit, Risk and Improvement Committee Meeting Plan

Executive Summary

A Strategic Meeting/Work Plan has been developed to ensure that all matters as required under Section 428A of the Local Government Act 1993 are reviewed by the Committee and internal audit function over each Council term.

Recommendation

That the Audit Risk and Improvement committee

1. Endorse the Audit, Risk and Improvement Committee Meeting Plan 2022-2024, appended at *Attachment 1*.

Discussion

Introduction of the plan noting that it was a work in progress and that items (e.g. Fraud and Corruption) would be scheduled and the plan updated in due course.

Action:

That the Audit, Risk and Improvement Committee

1. Endorse the Committee Meeting/Work Plan 2022-2024 noting that this is a living document with items to be scheduled and updated regularly.

At this time being 9.15am and with the External Auditors and the NSW Audit Office scheduled to dial in at 9.30am to speak on the next item on the Agenda, the Chair asked the General Manager to provide a brief outline of the current key impacts on the Shire.

The General Manager advised of the Parkes Special Activation Precinct (SAP) and the pressure it could place on the Council and service delivery.

The Chair asked if there were outstanding actions from the previous Committee. The Executive Manager Corporate Services advised there were a few as and that there will be a standing item on the agenda for all future meetings to review those actions and the outstanding audit actions.

The Chair asked who conducted Council's External Audit. Management Accountant advised that the NSW Audits Office contracts the work to Intentus Chartered Accountants who are based at Orange.

At this stage being 9.30am Karen Taylor NSW Audits Office and Leanne Smith Intentus Chartered Accountants joined the meeting remotely.

5.3 Review of 2021/22 External Audit Interim Management Letter

Executive Summary

The NSW Audit Office has now finalised the interim phase of its audit for the year ended on 30 June 2022. The Management Letter (Interim), enclosed at *Attachment 1*, was provided to Council's General Manager on 22 June 2022.

Recommendation

That the Audit, Risk and Improvement Committee:

1. Receive and note the Management Letter on the Interim Phase of the Audit for the Year Ended on 30 June 2022, appended at *Attachment 1*.

Discussion

Karen Taylor NSW Audit Office advised that no major issues included in the Management letter. Only issue was around balance sheet reconciliations which can be easily addressed. Also noted that all the outstanding matters from previous audits had also been addressed, which is not often the case when auditing other Councils.

Chair commented that it was good to see that there were no repeat findings, which were not a good indicator but understands that some things are not easy to fix. Clearing them are important and if they will take some time then he would like to see a plan from Council on how to address them.

Leanne Smith Intentus commented on the Annual Engagement Plan.

- Water and Sewer revaluations are due this year.
- Noted that valuations were delayed, which was not the fault of Council.
- Timetable and reporting similar to last year.
- Moved annual audit forward at the request of Council.
- Confirmed that Parkes was one of the first to complete the Water and Sewer valuations. CFO working through a checklist prior to year-end audit.

Chair asked Karen Taylor to provide an update on the final report to Parliament

Advised

- Cyber Security is a big focus across State and Local government. Currently auditing the head State body on cyber security to understand how they are engaging with all departments and local government.
- Balancing the timing for the report to government. Note some key points from the annual report, including qualifying statements.
- Valuations were delayed and asset valuations remain a problem for some councils.
- Noted issues with tracking actions from audits.
- NSW Planning Portal was audited on its implementation and engagement.

Parkes Shire Council

Audit, Risk and Improvement Committee Meeting 28.07.2022

Minutes

- Summary report of key findings and recommendations from the past four years with themes coming through and outlined in the report.
- Council can review the performance reports by the Audits Office and look to see if it is affected by the findings and whether it can implement some of the findings. Suggested that Council could do a desktop review of the audit and include on the Workplan.

Questions from Committee and Response from Audit Office

Q: Council's internal controls, financial reports and indicators. Does the Audit Office put data into a database for analysis?

R: Advised a tool was developed and has now evolved into the Your Council portal, which is managed by Office of Local Government (OLG). KPIs are audited and set by OLG. It is recognised that they needed an overhaul, but this had not yet been completed.

Q: It takes some time for data to appear and therefore no opportunity to see an early warning.

R: Advised that cashflow is a key focus of their audits. Our audits do examine the external restricted cash and procedures/controls to prevent inappropriate use.

Q: Should this be part of an internal management KPI?

R: Agreed but had not seen any issues with Parkes.

Q: Performance audit on the Planning Portal and if there was positive feedback from Councils as portal had directly impacted Council as an additional resource had to be employed.

R: Confirmed that there was and would send through a copy of the report

Action

That the Audit, Risk and Improvement Committee

1. Receive and note the Management Letter on the Interim Phase of the Audit for the Year Ended on 30 June 2022.
2. Include a desktop review of the performance reports in the Committee's work plan as a risk review item.

At this stage the Chair thanked Karen Taylor and Leanne Smith for their attendance and participation at the meeting.

Karen and Leanne left the meeting.

5.4. Introduction from Chief Financial Officer

Executive Summary

The Chief Financial Officer tabled what will be a standing report to all Audit Risk and Improvement Committee meetings.

Recommendation

That the Audit, Risk and Improvement Committee

1. Note the Report from the Chief Financial Officer

Discussion

Chief Finance Officer commented on the following:

- the item mentioned in the financial management letter was essential the lack of a date on a report and commended Executive Manager Corporate Services on cleaning up many of the other outstanding items that were IT related.
- mentioned that Leave Liabilities were high and that reducing it was a priority.
- that last year's unrestricted cash was low but will be better this year around.
- revaluation on water and sewer assets submitted two weeks ago and commended Council staff on their work to complete it.
- KPIs, currently discussing with senior management and will be included in future Committee meetings.
- current state of internal reporting and greater interaction with the grants team to improve reporting.
- Management Accountant is working through plan to complete the end of year statements. (Copy of plan distributed at meeting).
- end of year position - currently looking at a strong balance sheet. Key impacts include additional private works, reduction in water due to wet season and increase in assets from sewer.

Action

That the Audit, Risk and Improvement Committee:

1. Note the report from the Chief Financial Officer and that this will be a standing report to all future ARIC meeting.
2. That the General Manager also provide a standing report on key matters affecting Parkes Shire Council to each ARIC meeting.

5.5. Review of draft Internal Audit Charter

Executive Summary

Parke Shire Council ("Council") has reviewed its Internal Audit Charter using the model Internal Audit Charter template from the *Draft Guidelines for Risk Management and Internal Audit Framework for Local Councils in NSW* ("the draft Guidelines") as distributed by the NSW Office of Local Government. The draft Internal Audit Charter was provided for the review and endorsement of the Parke Shire Council Audit, Risk and Improvement Committee ("the Committee").

Recommendation

That the Audit, Risk and Improvement Committee:

1. Review and endorse the Internal Audit Charter.

Discussion

Chair commented that 'head of internal audit' function is handled by the Executive team but recommended that Executive Manager Corporate Services work with the Committee and the internal auditor, who is currently contracted by Council to conduct the internal audits.

Action

That the Audit, Risk and Improvement Committee endorse the internal audit charter

5.6. Review of Strategic Internal Audit Program

Executive Summary

Schedule 1 of the Audit, Risk and Improvement Committee's ("the Committee") Terms of Reference provides that the Committee shall provide strategic oversight of Council's internal audit activities and coordinate the internal audit works program. This report recommends that the Committee receive and note Council's Strategic Internal Audit Plan 2020-2024 and Internal Audit Universe and endorse the delivery of the internal audit program.

Recommendation

That the Audit, Risk and Improvement Committee

1. Receive and note the Strategic Internal Audit Plan, Audit Universe and Audit Risk Assessment Matrix appended as *Attachments 1, 2 and 3*, respectively.
2. Endorse the Strategic Internal Audit Plan.
3. Endorse the Review of Council's Budgeting Process as the next audit to be scheduled.

Discussion

The Chair invited Phil Swaffield National Audits Group to comment on the strategic audit plan and how it was developed. The process included a two-day workshop with key managers to discuss the risks under their control. The result was a matrix which was used to prioritise the audit program.

A comment was raised on the risk rating used and whether there were comments on why they were high or very high, which could be used when the audit is conducted – advised these were additional details, however not included on the final report. Would review the workshop notes.

Action

The Audit Risk & Improvement Committee recommend that:

1. Include the Auditable Areas in the Risk Register and reassess the risk ratings on the audit universe.
2. Management to choose the next audit and begin the process.
3. Consider reviewing the budget allocated for delivering the audits included on the internal audit plan

5.7. Briefing on Service Review Program

Executive Summary

Section 428A(2)(g) of the *Local Government Act 1993* ("the Act") provides that the role of the Audit, Risk and Improvement Committee ("the Committee") includes providing independent review and oversight of service reviews undertaken by Parkes Shire Council ("Council"). The revised *Integrated Planning and Reporting Guidelines* ("the IP&R Guidelines") issued by the Office of Local Government in September 2021 require Council to identify in its Delivery Program the service reviews to be undertaken over the life of the Delivery Program. This report briefed the Committee on the Service Review Program proposed to be undertaken over the three-year period from 2022/23 to 2024/25.

Recommendation

That the Audit, Risk and Improvement Committee:

1. Receive and note the briefing on Council's proposed Service Review Program.

Discussion

Director Customer, Corporate Services & Economy outlined the Service Review Program and advised the RFQ for Customer Service, Service Review is currently out for response.

Chair commented that there was no clear definition of a service review. Service reviews can produce a lot of work to implement the recommendations. Suggested that these would be tracked internally, and progress reported back to ARIC and Council.

Asked whether Council has a framework on how it will select its service review areas, and how they will be conducted. General Manager advised the ISO55000 management framework and reviewing the business activity areas in regard to the IP&R framework would inform the areas for service review.

Action

That the Audit Risk and Improvement Committee:

1. Receive and note the proposed Service Review program.
2. Note the RFQ for Customer Service is currently out for response.

5.8. Proposed Tour of Parkes Infrastructure and Major Project Sites

Executive Summary

It is proposed to conduct a brief tour of various Parkes major project or infrastructure sites for the information of the Committee

Recommendation

That the Audit, Risk and Improvement Committee

1. Note the proposed tour.

Action:

That the Audit Risk and Improvement Committee accept the recommendation.

6. General Business

General Manager asked about how the Committee would report back to the Council.

Chair advised that the Minutes are to be presented by the Councillor/s present at the meeting, however the Chair of the ARIC would also provide an annual report to Council or the General Manager.

Member Meredith Caelli requested a copy of the Council's risk appetite.

Member Tony Harb commented that risk ratings were included in the IP&R program in the past which he recommended as a good work practice and one Council should endeavour to continue.

Action

That a copy of the Council's Risk Appetite Statement be distributed to the Committee for information.

10.3. Committee Minutes - Parkes Sports Council - 09 August 2022

Prepared By:

Secretary of the Parkes Sports Council Anthony McGrath

Executive Summary

This report recommends that Council receive and note the Minutes of the Parkes Sports Council Committee Meeting held on 9 August 2022, receive and note the Annual Report, and endorse the Committee's recommendations.

Background Information

The Parkes Sports Council engages with the sporting groups in the Shire on the booking, use and development of sports fields and facilities. Council's usage fees raised from member groups 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 Cass. The group also facilitates the Ron Harrison Bursary, Shire Sports Awards, the Life Members board, the Sporting Legends gallery and the Northparkes / Parkes Shire Council Sports Grants scheme. As a Section 355 committee, the minutes of its meetings must be presented to Council.

Legislative Information

The Parkes Sports Council operates under [Section 355 of the Local Government Act](#).

Project Delivery Program Implications

OPEN SPACE AND RECREATION - *Sports Fields*

OPEN SPACE AND RECREATION - *Open Space Facilities, Amenities and Public Toilets*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Nil.

Recommendation

That Council:

1. Receive and note the minutes of the Parkes Sports Council Meeting held on 9 August 2022 appended as "Attachment 1".
2. Receive and note the minutes of the Parkes Masters Games Sub-Committee Meeting held on 9 August 2022 appended as "Attachment 2".
3. Receive and note the Annual Report of the Parkes Sports Council for the 2021-22 fiscal year, distributed under separate cover.
4. Review the original plans for Cheney Park drainage works, seek updated quotes and apply for grants to complete the drainage at the Southern end of the field as a matter of urgency.

Attachments

1. Minutes of the Parkes Sports Council held on 9 August 2022
2. Minutes of the Masters Games Sub-Committee meeting held on 9 August 2022
3. Annual Report of the Parkes Sports Council for the 2021-22 fiscal year - Distributed separately

Attachment 1 - Committee Minutes - Parkes Sports Council Annual and General Meeting 9-8-2022

Annual and General Meeting 9/8/2022

Tuesday, 9 August 2022 7:30 PM



The Annual General Meeting of the Parkes Sports Council was held at the Parkes Shire Council Chambers and Committee Room on Tuesday 9 August 2022 commencing from 7:35PM.

Welcome

The Chair opened the meeting and welcomed all those in attendance and also those online. He congratulated everyone on their efforts throughout the year.

Attendance

Al Gersbach (President, Chairman), Luke Nash (Financial Adviser), Anthony McGrath (Secretary), Mayor Ken Keith, Greg Morrissey (Junior Cricket), Gail Richardson-Bartley (Grants Committee), Geoff Rice (Swimming), Michael Greenwood (Senior Rugby League, Grants Committee), Andy Thomas (Junior League), Cr Louise O'Leary, Wayne Osbourne (Soccer), Rachael Rice (Touch)

Guests

Geoff Finn (Open Spaces Supervisor)

Online

Jim Daley (Hockey) & Peter Bristol (Golf)

Apologies

Alan Ryan (Rugby), Leanne Arndell (Tennis), Bill and Beth Thomas (Croquet & Dragon Boating), Jay Kross (Squash)

Confirmation of Previous AGM Minutes

The previous minutes were distributed and moved by Anthony that they be accepted as true and correct. Seconded by Gail. Carried.

President's Annual Report of Activities Including Financial Report

The Annual report of the sports related activities was tabled and presented by the Al.

Al read out highlights from the report and thanked council staff and Councillors for their support.

Moved by Alan Gersbach that the report be received, seconded by Andrew Thomas. Carried

Michael Greenwood commended the report and recommended that it be distributed to the State and Federal members, as well as Schools and put online.

Luke Nash presented the final report of the activities for the year as outlined in the annual report.

He moved that they be accepted. Seconded by Gail. Carried.

Appointment of Patrons

Current patrons are Noel Johnstone, Gordon Pritchard, Ken Keith OAM, Bob Aitken, Michael Greenwood OAM, Greg Duffy OAM, Richard Hamilton and Greg Morrissey.

Moved by Al Gersbach that the existing patrons be kept. Seconded by Andrew Thomas. Carried.

Appointment of Life Members

No new nominations were received.

Election of Office Bearers

The Mayor chaired the meeting from this point to conduct the selection of office bearers. He congratulated Al on his leadership over the past 13 years as well as all the sporting groups on some of the outstanding achievements, particularly the development of the facilities. He thanked Cr O'Leary for her advocating on behalf of sport and also her efforts in establishing the Master plans. He also singled out staff who provide support on a volunteer basis.

He declared all positions vacant and called for nominations.

Election of Office Bearers

The positions on the executive were elected as follows.

- **Chairperson – Al Gersbach.** Nominated by Jim Daly. Seconded by Geoff Rice. Carried.
- **Vice Chairperson - Jim Daley.** Nominated by Andy Thomas, Seconded by Al Gersbach. Carried.
- **Secretary - Anthony McGrath.** Nominated by Al Gersbach. Seconded by Geoff Rice. Carried.
- **Financial Advisor - Luke Nash.** Nominated by Gail Bartley, Seconded by Geoff Rice. Carried.
- **Plant Advisor - Michael O'Shannessy**
- **Grounds Committee**
 - **Wayne Osbourne**
 - **Greg Morrissey**
 - **Gail Richardson-Bartley**
 - **Jim Daley.**
 - Nominated By Al Gersbach. Seconded by Cr Louise O'Leary. Carried
- **Grants Selection Committee**
 - **Michael Greenwood,**
 - **Gail Richardson-Bartley**
 - Nominated by Al Gersbach. Seconded by Andrew Thomas. Carried.

Notices of Motion

Nil received.

At this point, the Mayor handed the meeting back to the continuing chairman Al Gersbach

General Meeting

Notable Sporting Achievements

- Rugby 2022 Country U14's Girls Rep Team - Joselyne Folau
- Rugby 2022 Country U14's Boys Rep Team, Sonny MacGregor & Ewan Moody
- Rugby 2022 Country U16's Boys Rep Team, Geordie Duncan
- Rugby 2022 NSW Country Dan Ryan & Joe Nash
- Tennis Parkes Public played in NSW PSSA quarter final v Quaker Hill Public. They won and are now in the quarterfinals, which will be played at Sydney Olympic Park on 22 August.
- Squash - Henry Kross U13 No 1 in Australia
- Hockey
 - Logan Dolbel, Taylor Dolbel and Will Searl were selected in NSW Country side which is currently competing in Albany WA.
 - Chloe Brown, Lily Collins, and Juliett Mills were selected in the U15 Girls NSW squad.
 - U15 Parkes boys won Silver medal at state championships in Grafton in the June holidays.
 - Archie Daley, Jett Johnstone, Sam Quince, Henry Rice and Thomas Scally were all named

in the U15 Boys NSW squad.

- Will Rix, James Robertson and Flynn Thompsons were also selected in the U18 Boys NSW AAP squads from this carnival.
 - U13 Parkes Boys went through undefeated at the state championships only to be beaten in the semifinal.
 - Benji Redfern, Finlay Quince, Tom Rix and Sam Westcott were all named in the U13 Boys NSW squad which trialed last weekend at Port Macquarie. Out of this trial Sam Westcott and Tom Rix were named in the U13 Boys NSW sides.
 - Tom Rix, Finlay Quince and Sam Westcott were also named in the U15 Boys NSW squad.
 - Toby Collins was selected in the U16 NSW All Schools side which competed at Hobart last week which won Gold medal beating QLD 2-1 in the final. Toby was then selected in the Australian All Schools side to tour Europe in the Easter school holidays next year.
 - Koby Johnstone competed in the U21 Nationals in Perth two weeks ago and he came away with a Bronze medal.
 - Koby Johnstone and Jack Westcott were selected in the U21 Boys NSW squad for 2023.
 - Megan Searl and Abigail Simpson were selected in the U21 Girls NSW squad for 2023.
 - Mariah Williams has had a terribly busy schedule the last month. She won a Bronze medal at the World Cup in Spain, also she celebrated 100 caps for Australia at these championships. Then she has just finished at the Commonwealth Games winning a Silver medal going down to the host England in the final 2-1.
 - Women's Masters Hockey Over 40's division one - won half state championships. Parkes is hosting masters event next year.
- U14 Junior Boys Rugby premiers and have made it through to the semi finals
 - Soccer Meghan Kempson is part of the Matildas coaching team in Mexico
 - League
 - U14s LDJRL development team Lachie Thomas, Bill Mahon, Sonny MacGregor, Tristan Ross, Ryan Cox, Oakley Fliedner, Tomas Scally, Slade Moore, Taj Lovett, Rhys Thompson, Cody Newman
 - U15s development team Jack Milne Joel MacGregor
 - New South Wales team in the U12s age group also finished carnival championship winners Khan Jackson
 - Under 14 Western rams league tag Grace Macgregor Grace Milne
 - Under 16s Western rams possible probable Elizabeth McGregor
 - Cricket Maddie Spence selected U16 NSW Country
 - Touch David Porter, Sue McGrath played at NTL for Hornets. Chris Reynolds as a referee. Oakley Fliedner played for Southern Sons at the Junior Regional Championships

Geoff Finn - Sports Projects Update

A current known sports projects update was given by Geoff Finn. Key items discussed included

- Plumbing at Lindner Oval canteen - fixed downpipes and gutters.
- Berryman oval - installation of exercise equipment and planning drainage works around the carpark
- Harrison park fence around Parker-Stone field to prevent cars driving through on to the field
- New goal posts purchased for installation at Spicer Oval
- Tennis Courts 1-4 completed, as well as grooming on courts 5-6, which are playing better. Remaining courts to be addressed later when the contractor will return
- Cheney park drainage will impact touch and possibly masters games.
- Geoff to arrange site meeting with Touch to discuss options for next season.
- Bin holders installed at Harrison

Discussion around the drainage issues and lack of progress on resolving the issues. Requests for reports from Council on how the issue can be resolved have not yet been delivered.

Moved by Al Gersbach that the Sports Council recommend that council review the original plans for Cheney Park drainage works, seek updated quotes and apply for grants to complete the drainage at the Southern end of the field as a matter of urgency. Seconded by Geoff Rice. Carried.

Around the Grounds

Tennis (Leanne Arndell)

- Regional training camp this Saturday and tournament on Sunday.
- Volunteers are still renovating clubhouse.
- Green energy program - we received a bar fridge and cake/sandwich fridge (thanks to Luke Nash)

Swimming

- Indigo president
- Wish to change club night back to Friday night.

Cricket (Greg Morrissey)

- Nina and Maddie representing Parkes High trying out for Western Girls Cricket
- Lachlan and Western have held AGM
- Western Zone competition will be 4 teams including Dubbo, Orange, Bathurst and Parkes

Peak Hill (Cr Louise O'Leary)

- Roosters are running 5th in the combined Woodbridge cup competition and hoping to host a semi final

Senior League (Michael Greenwood)

- Three sides into semi finals

Junior League (Andy Thomas)

- U17 League Tag undefeated, conceding only 2 try's
- Semis start soon, Parkes hosting
- 5 teams will participate in finals

Golf (Peter Bristol)

- Parkes Open 17-18 September

Hockey (Jim Daley)

- Power box in Station Street, external power point trips out. Geoff to arrange inspections
- U15 State championships with 40 teams. Good turnover in canteen. Thanked Council for their assistance in putting on the carnival
- Purchased a new turf cleaner for \$55k - looking too wet hire it at other venues. Concerned that there is no suitable storage at Cheney Park. May be able to be stored at Woodward Oval
- Women's Masters half state to be held at Cheney & McGlynn in 2023. May need additional grass fields at other venues.
- HockeyOne match is on 12 November 2022. Some players participating will have played at the Commonwealth Games.

Rugby (Al Ryan)

- Parkes U14's minor premiers, Parkes Boars 1st Grade finished 3rd and play in the Minor Elim final next week
- Spicer Clubhouse only weeks away from completion.

Touch (Rachael Rice)

- Waiting on meeting with Geoff regarding use of fields for Touch

Soccer (Wayne Osbourne)

- Four rounds to go
- Great to see the result of the work done along Nash St. Visitors commented on the improvements done at Harrison

- Pedestrian crossing points not yet marked out - Luke advised that line marking to come.
- Discussions held with Geoff on the provision of bins and pick up of full bins
- Damage to concrete near amenities. Wayne to send in photo with details
- Carpark behind canteen is rutted out and filling with water from plant parking. Request that it be filled with road base with a roll. Wayne to send in photo and details
- Cobras were moved to Harrison due Woodward Oval being closed

General Business

Pioneer Oval Grandstand

Anthony tabled the new Concept design for the Pioneer Oval Grandstand and discussed the features. Andrew Thomas, in praising the designs

Northparkes / Parkes Shire Grants

Are opening in September. Groups are encouraged to apply. Anthony will send out links

Masters Games Update

Louise provided the following update for the Masters games. Looking for sponsorship and grand funding. 24-26 March 2023.

Request System

Louise advised of the new Council CRM system and recommended that sporting groups use that or Snap Send Solve to report issues.

Cash for Cans

Louise advised that Wagga City Council have a community trailer that can be used to collect cans and bottles

Risk Assessment

Al asked if sporting groups carry out a risk assessments at their fields to ensure the safety of players and visitors. Line-marking helps with vehicle movements.

Event Bins

The price for these unique coloured bins (Purple) is \$56 per bin ex GST and is being covered by PSC. It is anticipated that they will be first used at the Trundle Abba Festival

Development of Juniors

Andrew Thomas advised that Parkes Junior League had set up a development fund to help junior players. Andrew Daley advised that Parkes Hockey also subsidises their junior players.

Next Meeting

13 September 2022

Close

Declared the meeting closed at 9:15PM

Meeting Actions

Previous Meeting Actions

11/09/2018	1	That a draft version of the new constitution be put to a meeting of the Executive and Patrons before it is tabled at a future Sports Council meeting.	Anthony McGrath
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be relocated prior to their renovations in November	
14/10/2020	3	Dedication ceremony for the Cheney family trophy to be	Luke Nash

		conducted before the first Grinsted Cup match this season	
8/12/2021	4	Sports Council recommends that council publish a media release to advise local residents of what is permitted and not permitted on local sporting grounds. Sporting groups can then share the media release on their social media pages.	Anthony McGrath
8/12/2021	5	Information to be circulated for the PSC after hours contact number so sporting groups can report information when residents are not adhering to ground rules. Suggest that a sticker be placed on the existing signage.	Anthony McGrath
8/02/2022	6	That the possibility of a new social channel for Sporting groups to use to publicize their events and matches be discussed with Councils Comms team. The channel would allow contributions from sporting groups and be administered by a group of sports council members.	Anthony McGrath
8/3/2022	7	Parker-Stone light out on North West end. Geoff to investigate next week. Works to be scheduled when fields become accessible for contractor.	Geoff
8/3/2022	8	Request that Council staff provide a report back to the Sports Council on the condition of Cheney Park and the proposed remedy	Anthony
8/3/2022	9	Shade structure at front of the canteen at Lindner Oval is filling up with water and dirt. Geoff to investigate. Works to be undertaken by Geoff and team to divert water.	Geoff
14/06/2022	1	Anthony to distribute the set number of bins for each ground and usual pickup date	Anthony
14/06/2022	2	Sports Council write to Paul Faulkner to congratulate him on his organisation of the U11s PSSA state carnival	Anthony
14/06/2022	3	Sports Council make a submission to Council's Delivery Plan and Operational Plan to support the inclusion of a sports co-ordinator position in Council's future workforce plan.	Anthony
14/06/2022	4	The event signage and hats set up at Spicer oval by Junior League are missing. Geoff to see if he can find them	Geoff
14/06/2022	5	Lock in the 'away' dressing shed at Pioneer Oval has a problem with the barrel.	Anthony
14/6/20222	6	Tennis requests that Council review the repairs needed at the Tennis Clubhouse	Anthony

Attachment 2 - Committee Minutes - Parkes Sports Council Masters Games Sub-Committee Meeting 9-8-2022

9 August 2022 Masters Games Sub-Committee Minutes

Tuesday, 14 June 2022 6:30 PM

The Masters Games Sub-Committee meeting held online and in person at the Parkes Shire Council Committee Room on 9 August 2022 commenced at 6:35pm

Present

Cr Louise O'Leary, Anthony McGrath (Sports Council), Al Gersbach (Sports Council), Bill & Beth Thomas (Dragon Boating & Croquet), Anita Beddowes (Croquet), Rachael Rice (Touch), Geoff Rice (Swimming),

Online

Peter Bristol (Golf), Andrew Daly (Hockey)

Apologies

Jay Kross (Squash), Paul Lewin (Bowls)

Background and Decisions to Date

Information on the Barellan and Lismore masters games (links below).

- [Barellan Welcomes You... It's Never Too Late to Participate! Always Last Weekend in February - Home \(barellanmastersgames.com.au\)](#)
- [Lismore - MASTERS GAMES - Lismore & Nimbin Tourism LISMORE MASTERS GAMES](#)

Sports committed

The following sports have committed to be a part of 2023 Masters

Tennis, golf, touch, squash, croquet, hockey, dragon boating, swimming and bowls

Events

The program of sports events is as follows

Sport	Contact	Events	Teams	Players	Friday	Saturday	Sunday	Sport Fee
Squash	Jay Kross	Hopman Cup Style	25	75		X		
Tennis	Leanne Arndell							
Golf	Jacob O'Brien Peter Bristol	Stableford		144	X			
Bowls	Paul Lewis	4s	56	224		X	X	
Hockey	Jim Daley	Masters	24	360		X		
Croquet	Beth Thomas	O35s Mixed	10	80	9am-5pm			\$10
Dragon Boating	Bill Thomas	2km Turn 200m Sprints	12	300			8am-5pm	\$25
Touch	Rachael Rice	O35's Mixed O45's Mixed	10 10	280		9am-4pm	9:30am - 12:30pm	TBA

Swimming	Geoff Rice	Races + Relay		75		4pm - 7pm		
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Schedule of social events and functions

Suggested social events discussed and updated were as follows

- Welcome event at the Golf Club on Friday
 - Ambassadors for the event are used at other games and sports are asked approach their own ambassadors
 - Michael Greenwood or Bob Aitken as MC for the event
 - Involve 'local legends' e.g. John Van der Ryden, Noel Johnstone
- ~~Saturday night sit down event with dinner and entertainment~~
 - ~~Suggest Services club (260)~~
 - ~~Suggest guest speaker~~
 - ~~Consider multiple venues (sport based) over the Sat night.~~
- Closing ceremony on Sunday
 - Last event finish by 3pm?
 - Suggest medal presentation
 - Suggest at Cook Park Pavilion
 - Suggest breakfast on Sunday morning

Date

The date will be 24 - 26 March 2023.

Fees and Fundraising

\$25 per person plus sport fee. Merchandising to be discussed at a later meeting.

Name of the Event

Parkes Masters Games

Meeting Notes 9 August 2022

Updates (Newsletters) 1 & 2

Louise outlined the contents of the updates sent (yesterday) for June and July.

- Event grant funding application was not successful
- Meeting with grants and events team will be held soon
- Contacted Barellan games organiser. Small event mainly for locals with profits put back into community. Local committee runs it.
- Barellan offered to share their documents and would promote our event at their event.
- Barellan takes out public liability insurance for the event.

Andrew from Hockey said that their event may be affected by construction of SDF. 24 teams with 360 players

Facebook Page has been created by Rachael. She also contacted a student about a logo, which was estimated to cost \$250. Beth will also approach local graphic artists.

Sponsorship

Louise tabled an example form for seeking sponsorship. Has three levels and matches the sponsorship format that Barellan uses. Also tabled an example budget used at the Local Government Touch carnival.

Northparkes sports grants are available and can be used for participation events. Rachael also suggested that the groups apply for the Inland Rail grant.

Trophies

Bill discussed supply of trophies with Nangar Gems and indicated that they would consider sponsorship.

Social Events

Discussed and agreed that the welcome event could be held at the Parkes Golf club. Peter to confirm.

Discussed and agreed that there would be no Saturday dinner

Final event at Cooke Park would be a breakfast - Louise will approach Lions club for catering.

Presentation of awards would take place at each venue after each event is concluded.

Event Title

Those present agreed to include the line "Never too old to win gold" at the Parkes Master's Games, which was suggested by Rachael.

Actions

Louise and Anthony to mee with Council

Louise to approach Lions club for catering of the Sunday breakfast

Rachael to begin Logo design

Anthony to upgrade forms for sponsors

Committee to finalise Budget

Meeting closed at 7:21pm.

10.4. Committee Minutes - Parkes Local Traffic Committee Meeting - 10 August 2022

Prepared By:

Ben Howard

Executive Summary

The Parkes Local Traffic Committee Report was issued for Committee review and comments on 10 August 2022.

Background Information

The Parkes Local Traffic Committee meetings are held quarterly and membership consists of a Council Representative, Transport NSW Representative, NSW Police Representative and a Representative of the Local Member of State Parliament. The Committee is an advisory body only, having no decision making powers. It is, primarily, a technical review committee that is required to advise the Council on traffic related matters referred to it by Council.

Legislative Information

Under the Road Transport (Safety & Traffic Management) Act 1999, Transport NSW is legislated as the organisation responsible for the control of traffic on all roads in New South Wales. In order to deal with the large number and range of traffic related matters effectively, Transport NSW has delegated certain aspects of the control of traffic on local roads to Councils. Transport NSW delegation imposes certain conditions on Councils. One of these conditions requires Councils to obtain the advice of Transport NSW and the Police prior to proceeding with any proposal. This is achieved by Councils establishing a Local Traffic Committee.

Project Delivery Program Implications

ECONOMY AND ENGAGEMENT - *Elvis Festival, Special Events and Event Support*
TRANSPORT AND DRAINAGE - *Road Safety*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Signage and road related expenditure.

Recommendation

1. That the Minutes of the Parkes Local Traffic Committee Meeting held on 10 August 2022 be received and any actions endorsed.

Attachments

1. Committee Minutes - Local Traffic Committee Meeting - 10 August 2022

**Attachment 1 - ECM_1635261_v3_MINUTES Parkes Local Traffic Committee Meeting
10 August 2022**



**PARKES LOCAL TRAFFIC
COMMITTEE**

MINUTES

WEDNESDAY 10 AUGUST 2022

Minutes of the Traffic Committee of Parkes Shire Council held at the Council Administration Centre, 2 Cecile Street, Parkes commencing at 9.00am for the purpose of considering the items included on the Agenda.

GENERAL MANAGER: Kent Boyd

Voting Members of the Committee are invited to attend, namely:

Cr Ken McGrath (Chairperson - Council Representative)
Ms Angie Drooger (Transport for NSW Representative)
Kylie Buckenhofer (Transport for NSW Representative)
Sergeant Martin Ling - NSW Police - Central West Highway Patrol (Police Representative)
Chris McQuie - State Member Representative

And non-voting representatives

Cr George Pratt (substitute Council Representative)

Council staff:

Ben Howard, Director Operations
Melanie Sutor, Road Safety and Injury Prevention Officer
Ben Coultas, Design & Traffic Engineer
Sue McGrath, Business Support Coordinator

NOTE:

Each formal member has one vote, the quorum being one (1) Council representative, one (1) NSW Police Force representative and one (1) Transport for NSW representative.

All enquiries relating to the items appearing on this Agenda are to be directed to Mr Ben Howard, Director Operations on 02 6861 2343.

Delegation to Councils - Regulation of Traffic

A Council can regulate traffic for the specific reasons set out in Division 1 of Part 8 of the *Roads Act 1993*, such as carrying out work on a road, etc, whereas the Roads and Maritime Services (RMS) can regulate traffic for any purpose.

If a Council wishes to regulate traffic for purposes other than those specified in Division 1 of Part 8 of the *Roads Act 1993*, it must seek the advice of its Local Traffic Committee and act in accordance with the RMS' "Delegation to Councils - Regulation of Traffic".

Section 50 of the *Transport Administration Act 1988* confers the power to the RMS to delegate the following Traffic Regulation responsibilities to Council:

- 1) **Section 50 to Section 55 (inclusive)** of the *Road Transport (Safety and Traffic Management) Act 1999*. Install, display and remove prescribed traffic control devices.
- 2) **Section 122** of the *Road Transport (Safety and Traffic Management) Regulation 1999*. Establish and operate a special event parking scheme for any road.
- 3) **Section 116 to 119 (inclusive)** of the *Roads Act 1993* Part 8 Division 2. The erection (or removal) of any notice or barrier, the carrying out of any work or the taking of any other action for the purpose of regulating traffic (restrict or prohibit the passage along a road of persons, vehicles or animals) on a public road for purposes other than those referred to in Division 1 (ie. Sections 114 and 115).
- 4) 115 Roads Authority may regulate traffic in connection with road work, etc.
- 5) A roads authority may regulate traffic on a public road by means of barriers or by means of notices conspicuously displayed on or adjacent to the public road.
- 6) The power conferred by this section may be exercised by the RMS for any purpose but may not be exercised by any other roads authority otherwise than:
 - a) For the purpose of enabling the roads authority to exercise its functions under this Act with respect to the carrying out of road work or other work on a public road, or
 - b) For the purpose of protecting a public road from serious damage by vehicles or animals as a result of wet weather, or
 - c) For the purpose of protecting earth roads from damage caused by heavy vehicles or by animals, or
 - d) For the purpose of protecting members of the public from any hazards on the public road, or
 - e) For the purpose of protecting vehicles and other property on the public road from damage, or
 - f) For the purpose of enabling a public road to be used for an activity in respect of which a permit is in force under Division 4 or Part 9, or
 - g) For a purpose for which the roads authority is authorised or required, by or under this or any other Act or law, to regulate traffic.

The Council may sub-delegate their powers to Councillors, the General Manager or an employee of the Council for Items 1 and 2 above.

Council may not sub-delegate Item 3.

For further information please refer to the following document:

"A Guide to Delegation to Councils for the Regulation of Traffic (Including the Operation of Traffic Committees)" RTA - Version 1.3 2009

<http://www.rms.nsw.gov.au/doingbusinesswithus/lgr/index.html>

PRESENT

Cr Ken McGrath (Chairperson - Council Representative)
 Kylie Buckenhofer (Transport for NSW Representative)
 David Harvey NSW Police - Chief Inspector
 Melanie Maguire NSW Police - Central West Highway Patrol (Police Representative)

Together with Council staff:

Melanie Suitor, Road Safety and Injury Prevention Officer
 Ben Coultas, Design and Traffic Engineer
 Sue McGrath, Business Support Coordinator (Minute Secretary)

MEETING COMMENCEMENT

The meeting commenced 09.10am.

1 APOLOGIES

Sergeant Martin Ling - NSW Police - Central West Highway Patrol (Police Representative)
 Chris McQuie - State Member Representative (no apology was received)

Committee Recommendation

That the apologies for non-attendance be accepted and that be granted leave of absence from the meeting.

Support for Recommendation: Unanimous

2 DECLARATION OF PECUNIARY INTERESTS

Nil.

Support for Recommendation: Unanimous

3 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Committee Recommendation:

That the Minutes of the Parkes Local Traffic Committee Meeting held and copies of which have been forwarded to Committee Members, be confirmed.

Meetings Held	Minutes Forwarded
11 May 2022	4 August 2022

Support for Recommendation: Unanimous

4 OUTSTANDING BUSINESS

Meeting Date	Item No.	Description	Comment	Last updated
9 August 2017	5.4	Parking at St Georges Anglican Church	To go to Council's Access Committee to discuss. Gradient of ramp doesn't meet standards. Ben Howard will contact relevant Council staff to determine when the next Access Committee meeting will be. INPROGRESS	13/07/2021
9 August 2017	8.4	Safety of pedestrians on refuge in Short Street (near FACS)	PSC to consult Transport NSW. Preliminary design created. To be forwarded and reviewed with Transport NSW. Ben Howard to forward to Transport NSW. INPROGRESS	13/07/2021
15 August 2018	5.9	McGee's Lane One way - North Bound	Plans updated and 21 day consultation period to commence. Checking previous resolution/recommendation and previous community consultation. Sarah Coles has forwarded initial 21 day consultation letters to Ben Howard for review. Council to reinvigorate consultation with business/residents INPROGRESS	13/07/2021
8 May 2019	5.4	Baker Street Closure - permanently	Suggested to wait until the bypass is completed. INPROGRESS	13/07/2021
27 October 2021	6.2	HPAA Zone in Peak Hill on the Newell Highway.	The most recent advice from TfNSW was that this would be completed this 2021/2022 financial year	27.10.2021

Staff Recommendation

That the information be received and noted.

Committee's Recommendation

That the information be received and noted.

5 COMMITTEE BUSINESS

5.1 2022 Trundle ABBA Festival

Executive Summary

Trundle ABBA Festival Management (Parkes Shire Council) would like to request the closure of the western side of Forbes Street (one way access route to parking area) from Parkes Street to Hutton Street, as well as the parking area on the Eastern side of Forbes Street from Trundle Services Club to Cantrill Street from 7:00am Friday 14 October 2022 to 12:00pm Monday

17 October 2022. The closure of the parking area from the fuel station to Walkers Ag N Vet on the eastern side for a potential Car Show from Saturday 15 October 2022 7:00am - 2:00pm and Sunday 16 October 2022 7:00am - 2:00pm is also requested. The traffic flow on Forbes Street would not be impacted by either of these closures.

In addition, the closure of Gobondery Street is requested from 7:00am - 11:00pm Saturday 15 October 2022, due to the main festival entry being off this street and accessible access.

The remaining closure requested for the ABBA Festival is Cantrill Street, for the period of the train arrival (estimated approximately 11.30am Saturday), to ensure the safety of the passengers when they disembark and the crowd viewing the arrival. This will be a temporary closure only, managed by trained traffic controllers.

Committee Recommendation

Trundle ABBA Festival Management (Parkes Shire Council) would like to request the closure of the western side of Forbes Street (one way access route to parking area) from Parkes Street to Hutton Street, as well as the parking area on the Eastern side of Forbes Street from Trundle Services Club to Cantrill Street from 7:00am Friday 14 October 2022 to 12:00pm Monday 17 October 2022. The closure of the parking area from the Fuel Station to Walkers Ag N Vet on the Eastern Side for a potential Car Show from Saturday 15 October 7:00am - 2:00pm and Sunday 16 October 2022 7:00am - 2:00pm is also requested. The traffic flow on Forbes Street would not be impacted by either of these closures.

In addition, the closure of Gobondery Street is requested from 7:00am - 11:00pm Saturday 15 October, due to the main festival entry being off this street and accessible access.

The remaining closure requested for the Festival is Cantrill Street, for the period of the train arrival (estimated approximately 11.30am Saturday), to ensure the safety of the passengers when they disembark and the crowd viewing the arrival. This will be a temporary closure only, managed by trained traffic controllers

Approval is subject to the compliance of the following conditions:

1. Notify Emergency services of the proposed road closure.
2. Allow for emergency vehicle access.
3. Notify all local residents/businesses in the affected area of proposed traffic restrictions
4. Council reserves the right to cancel the approval at any time.
5. Consent for use of Forbes Street be obtained from Transport for NSW as this is a regional road.
6. This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

7. Provide Council with evidence of Current Public Liability Insurance for \$20 million and Parkes Shire Council, Transport for NSW & NSW Police Force, to be noted as an interested parties.
8. Submit to Council duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
9. Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2008.
10. The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
11. Comply with Council Officer's reasonable directives.
12. The organiser is to maintain the area in a clean and tidy condition.
13. That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly".
14. Risk assessment is provided for the event.

Support for Recommendation: Unanimous

5.2 2023 Parkes Elvis Festival

Executive Summary

Correspondence has been received from the Parkes Elvis Festival organising committee requesting road closures to conduct the annual Elvis Festival and Street Parade.

On Wednesday 4 January 2023 Short Street will be closed from 6:00am and a detour implemented via May Street, Parkes. The Festival Boulevard will be established closing Clarinda Street from 6:00am Friday 6 January until 7:00am Sunday 8 January 2023, from south of the Bushman Street roundabout to Short Street, and include Court Street, from Jansen Lane to McGees Lane, and Browne Street, to Jansen Lane for disabled parking.

With the construction of the Multipurpose Centre (MPC), the layout of Cooke Park will be altered from previous years. Parking on the eastern side of welcome was originally reserved for stage crew and VIP's, this will not be required this year. The proposal is to temporary change the parking in this area to disabled parking and parking for St Johns Ambulance.

The Street Parade on Saturday 7 January 2023 will be marshalled in Clarinda Street, between Bushman and Mitchell Streets, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark, involving a full road closure of the route. The Street Parade closure will involve an extension of the pre-existing closed road for the Festival Boulevard, and erection of parade barrier.

The below closures will be in place for the following times:

Short Street: 6:00am Wednesday 4 January to 8:00pm Sunday 8 January 2023

Festival Boulevard: 6:00am Friday 6 January to 7:00am Sunday 7 January 2023

Parade Route: 6:00am to 12:00pm Saturday 7 January 2023

Committee Recommendation

The Committee recommend that approval be given to conduct the annual Parkes Elvis Festival, Boulevard and Street Parade from **Wednesday 4 January 2023 to Sunday 8 January 2023**.

Proposed road closures:

Short Street

6:00am Wednesday 4 January through to 8:00pm Sunday 8 January 2023.

From east of Clarinda Street to Welcome Street.

Festival Boulevard:

6:00am Friday 6 January through to 7:00am Sunday 8 January 2023.

Clarinda Street from south of Short Street to south of the Bushman Street roundabout, Court Street from Jansen Lane to McGees Lane, and Brown Street from Clarinda Street to Jansen Lane.

Parade Closure:

6:00am through to 12:00pm Saturday 7 January 2023.

Clarinda Street from Mitchell Street to Short Street, Victoria Street from Jansen Lane to McGees Lane, Bushman Street from Jansen Lane to McGees Lane, and Caledonia Street from Short Street to May Street. It is proposed that marshalling will be conducted in Bushman Street, between Jansen Lane and McGees Lane, with the parade travelling down Clarinda Street from Bushman Street, turning right at the intersection of Short Street, and left into Caledonia Street to disembark.

The request is subject to the applicant complying with the following conditions:

- (1) Provide Council with evidence of Current Public Liability Insurance. (Minimum \$20Mil to be provided prior to the event taking place)
- (2) That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly" and submit to Council a duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- (3) That the organisers seek approval from the Roads and Maritime Services for the closing of Short Street, Parkes.
- (4) Traffic Management Plan detours be confined to B-Double routes.
- (5) Notify Emergency services of the proposed road closure.
- (6) Allow for emergency vehicle access.
- (7) Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- (8) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2017.
- (9) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc. of the street if required.
- (10) Comply with Council Officer's reasonable directives.
- (11) The organiser is to maintain the area in a clean and tidy condition.
- (12) Council reserves the right to cancel the approval at any time.
- (13) Obtain approval for the use of Cooke Park from Council.
- (14) No confectionary or promotional items to be handed out by parade participants.
- (15) Clear zone maintained between parade participants and pedestrians.
- (16) Details of marshalling be given to Council, including consideration of:
 - (a) Pre-registration of all parade participants
 - (b) No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
 - (c) Maximum length for any vehicle (in combination or not) is 12.5 m
 - (d) Street closure to be implemented at least 2 hours prior to commencement of the parade to allow all vehicles to exit the street parking.
 - (e) No participants are to be under the influence of alcohol or drugs.
 - (f) Maximum speed of participants is not to exceed 10 km/h.
- (17) Once approved, no changes will be considered unless submitted to Council no later than six (6) weeks prior to the event taking place.

Further, that Council approves containment barriers be installed prior to the parade commencement in Clarinda Street, from Bushman Street to Short Street.

This event is deemed a Class 2 Event. This recommendation does not commit Council to providing further assistance or provision of equipment for the event.

Existing parking signage to be covered up once the temporary signage is installed.

Support for Recommendation: Unanimous

5.3 2022 Parkes Christmas Parade

Executive Summary

The Parkes Action Club are proposing to hold a Christmas Street Parade on Friday 2 December 2022. The Parkes Up Markets will also hold their Christmas market and Movie night in Cooke Park. It is requested that the road closures be Clarinda Street from Victoria Street to Short Street, Short Street from Welcome Street to Clarinda Street and Caledonia Street from Short Street to May Street from 5:00pm to 7.30pm for the purpose of the Christmas Street Parade.

Committee Recommendation

That the Committee recommend:

- 1) Police escort to be provided to warn pedestrians of moving vehicles (floats)
- 2) All vehicles are to be at the back of the parade with any pedestrians marching at the front
- 3) Vehicle convoy shall have event staff walking either side of the proceedings as to stop vehicle/spectator conflict
- 4) Provide Council with evidence of Current Public Liability Insurance.
- 5) Submit to Council duly completed form A1 "Special Event Transport Management Plan" and associated Traffic Management Plan for approval.
- 6) Notify Emergency services of the proposed road closure.
- 7) Allow for emergency vehicle access.
- 8) Notify all local residents/businesses in the affected area of proposed traffic restrictions.
- 9) Control noise as required under the Protection of the Environment Operations (Noise Control) Regulation 2017.
- 10) The organiser of the event to be responsible for and reimburse Council for cost of damage repairs, cleaning etc of the street if required.
- 11) Comply with Council Officer's reasonable directives.
- 12) The organiser is to maintain the area in a clean and tidy condition.
- 13) Council reserves the right to cancel the approval at any time.
- 14) In the event of bad weather conditions, the event organisers must let Council know if proceeding at least 12 hours prior.
- 15) That the organisers lodge with Council at least six (6) weeks prior to the event, a Schedule 1 form "Notice of Intention to Hold a Public Assembly".
- 16) That the organisers seek concurrence from the Roads and Maritime Services for the closing of Short Street, Parkes.
- 17) The Traffic Management Plan detours be confined to B-Double routes.
- 18) Obtain approval for the use of Cooke Park from Council.
- 19) No confectionary or promotional items to be handed out by parade participants.
- 20) Clear zone maintained between parade participants and pedestrians.

- 21) Street parade application subject to consideration by the NSW Police Representative.
 - 22) Details of marshalling be given to Council, including consideration of:
 - a) Pre-registration of all parade participants
 - b) No articulated vehicles to be in the parade (including semi-trailers, loaders, tractors)
 - c) Maximum length for any vehicle (in combination or not) is 12.5m
- Street closure to be implemented at least 2-3 hours prior to commencement of the parade to allow all vehicles to exit the street parking.

Support for Recommendation: Unanimous

5.4 Neighbourhood Centre Disabled Parking

Executive Summary

Parke Shire Council have received a request to consider the relocation of on-street disabled parking at the Neighbourhood Centre. The disabled parking is currently located along the frontage of the Neighbourhood Centre in Currajong Street, with the proposed new location in Bushman Street.

Committee Recommendation

Remove existing two parallel disabled car parks on Currajong Street and install two 45 degree reverse angle car parks on Bushman Street to AS2890.5.

Support for Recommendation: Unanimous

6 GENERAL BUSINESS

6.1 Paint the town REaD

To stage a community Reading Day on Friday 26 August 2022 between 9.30am to 12pm. Students from K-2 will walk along the footpath in Clarinda Street stopping to participate in reading activities ending up in Cooke Park.

Neighbourhood Central have requested that witch's hats be placed along the Star Hotel to allow for safe drop off and pickup of school students. The schedule and required information in regards to the Paint the Town REaD buses.

Friday 26 August 2022

Group one - Parkes East Public School

Numbers: Approximately 120 passengers

Times: Depart Parkes East 9:15am, arrive at the drop off zone shortly after.

Star to Parkes East 11:00am

Vehicles: Western Road Liners would provide 2x large buses

Group two- Parkes Christian School

Numbers: Approximately 65 passengers

Times: Depart Parkes Christian School at 9:15am, arrive at the drop off zone shortly after.

Star to the Parkes East 11:00am

Vehicles: Western Road Liners will provide 1x large bus

Group three- Middleton Public School

Numbers: Approximately 80 passengers

Times: Depart Middle Public School at 11:30am arrive at the drop off zone shortly after

Star to Middleton: 11:30am

Vehicles: Western Road Liners will provide 2x large buses

Support for Recommendation: Unanimous

6.2 Disable Parking at Parkes High School - Albert Street

Parkes High School have requested that Council consider an on street disabled parking space located at the front gates of the school. The Principal of Parkes High School is seeking modification to current signage to improve accessibility of disabled parking for current disabled students.

Council has plans to realign kerb & gutter along Albert Street along the main entrance of the High School, part of these works will include the construction of a new pram ramp and disable zone. These works are due to commence in the September 2022 school holidays weather permitting and contractor availability.

A proposal to extend the existing no parking zone along Albert Street had been approved by the August 2018 Local Traffic Committee and Parkes Shire Council. Further to the approved plan an improvement to have disabled parking placed at the ramp in front of the main office was proposed. This will be temporary fix until the kerb & gutters works are completed.

Committee Recommendation

Council to liaise with the family/school on providing a 2 x short term time parking spaces at the front of the school. The duration of timed parking will be determined of the discussion with the family and school the length of time to drop off.

Trial period to be implementation in August until the end of September 2022.

Council to work with the school on a communication strategy to promote the difference parking signs and what they mean.

Support for Recommendation: Unanimous

6.3 Request to close unnamed lane between Grenfell and Welcome

Cr McGrath advised that Whites Electrical have requested the closure of the unnamed lane between Grenfell and Welcome, Parkes.

The committee recommend that Whites Electrical make a submission to Council outlining the reasons for the closure, which Council will investigate.

7 ROAD SAFETY INJURY PREVENTION OFFICER - UPDATE

- Be Road Ready for Harvest Field Day is tomorrow. It's a hybrid event - face to face at the Forbes Central West Livestock Exchange as well as online via Zoom. It will provide participants with the current rules and regulations for safely and legally moving agricultural machinery, combinations and trucks on the road. There will also be other relevant safety information from SafeWork NSW, Essential Energy, Transport for NSW, NSW Rural Fire Service and Rural Adversity Mental Health Program. There are approx. 40 registrations as at this morning for the face to face event and 20 registrations for the livestream. This year we will be holding satellite events in a village in each of the council areas. These villages are either a long distance from Forbes or have patchy reception. The satellite events will be held at Lake Cargelligo, Wirrinya and Peak Hill.
- The Central West NSW Heavy Vehicle Breakfast Forum returned at the end of June after a two year hiatus due to COVID restrictions. Around 60 people attended the forum, which discussed effluent load restraint, access and PBS vehicles. Participants gave the event an almost five star rating. The forum was recorded. Videos will be released next week.
- A child restraint checking day was held at Lions Park in June. Nine child restraints were checked and there was one full installation. All of the restraints needed minor adjustments to ensure the safety of the child.
- Plans are well underway for this year's NOT A STATISTIC! Youth Driver Education Program. Auditions have been held, actors cast and the establishing scenes filmed. This year we are recording the crash scenario. This will provide us with a back-up resource for future years in case the live demonstration can't occur, but it will also provide a resource for other areas that have previously encouraged about the program. Filming is scheduled for September. There will be an official screening in October before the program rolls out across the local high schools.

8 NEXT MEETING

Will be held Wednesday 9 November 2022.

All meetings to commence at 9:00am and held at the offices of Parkes Shire Council, 2 Cecile Street Parkes.

9 CLOSE OF MEETING

There being no further Traffic Committee business, the meeting closed at 9:50am

11. REPORTS OF THE GENERAL MANAGER

11.1. (GM) Investments & Borrowings as at 31 July 2022

Prepared By:

Chief Financial Officer

Executive Summary

The carrying value of Council's cash & investments at 31 July 2022 was \$36,901,405 and the principal outstanding on Council's borrowings was \$18,096,109.

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

Project Delivery Implications

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

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Implications

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 and borrowings at 31 July 2022 be received and noted.

Report

Below is the Summary of Cash & Investments, Investment Register Portfolio Report and Summary of Borrowings for Parkes Shire Council as at 31 July 2022.

The movement in Cash & Investments for the month ending 31 July 2022 were as follows:

Opening Balance as <u>at</u> 1 July 2022	\$ 36,747,839
Net - Cash, Grants Received & Investments Redeemed	\$ 153,566
Closing Balance as <u>at</u> 31 July 2022	\$ 36,901,405

Currently, pre-paid grants total \$10.73 m. Therefore, it remains paramount that council continues to place a strong emphasis on financial sustainability objectives to enable the organisation to work towards increasing unrestricted cash reserves.

The movement in Borrowings for the month ending 31 July 2022 were as follows:

Opening Balance as <u>at</u> 1 July 2022	\$ 18,164,037
<u>Plus</u> , New Borrowings Drawn down - July 2022	\$
<u>Less</u> , Borrowing Repayments - July 2022	(\$ 67,928)
Closing Balance as <u>at</u> 31 July 2022	\$ 18,096,109

Council currently has a total of 8 loans across various lenders. These loans were drawn to assist with funding significant capital expenditure projects across the shire, including the Parkes Regional Airport, Parkes Water & Sewer Treatment Plants.

Parkes Shire Council Investment Register as at 31 July 2022					
ADI	Investment Type	Face Value (Including FV Adj)	Settlement Date	Maturity Date	Interest Rate
Westpac - Maxi	At Call Cash	5,415,000	At Call	At Call	0.01%
AMP Bank	Term Deposit	500,000	18/08/2021	18/08/2022	0.75%
NAB	Term Deposit	3,000,000	18/08/2021	18/08/2022	0.34%
NAB	Term Deposit	1,000,000	6/01/2022	16/10/2022	0.62%
NAB	Term Deposit	1,000,000	14/07/2022	14/11/2022	2.81%
AMP Bank	Term Deposit	3,500,000	20/01/2022	16/12/2022	1.10%
National Australia Bank	Term Deposit	2,000,000	30/06/2022	30/12/2022	3.00%
BOQ	Term Deposit	500,000	2/01/2018	3/01/2023	3.45%
National Australia Bank	Term Deposit	1,000,000	6/01/2022	6/01/2023	0.70%
National Australia Bank	Term Deposit	1,000,000	6/01/2022	6/01/2023	0.70%
Suncorp	Term Deposit	3,000,000	30/06/2022	30/01/2023	3.42%
BOQ	Term Deposit	4,000,000	29/04/2022	30/01/2023	2.36%
Bendigo & Adelaide Bank	Term Deposit	1,500,000	29/06/2022	29/03/2023	3.50%
Suncorp	Term Deposit	2,500,000	14/07/2022	14/07/2023	4.08%
AMP	Term Deposit	1,000,000	5/08/2021	8/08/2023	0.75%
Rabobank Australia	Term Deposit	500,000	23/11/2018	22/11/2023	3.43%
BOQ	Term Deposit	1,000,000	30/07/2021	30/07/2024	0.79%
Suncorp	Floating Rate Note	501,445	16/08/2017	16/08/2022	1.97%
CBA	Floating Rate Note	503,140	16/08/2018	16/08/2023	1.93%
BOQ	Floating Rate Note	1,996,880	21/04/2022	29/10/2025	1.81%
CBA	Floating Rate Note	1,484,940	11/01/2022	14/01/2027	1.03%
Investments - Term Deposits		27,000,000			
Investments - Floating Rate Notes		4,486,405			
Investments - Cash At Call		5,415,000			
Total Investments & Floating Rate Notes		36,901,405			

Loan Movements 2022-23								
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Repaid as at 31 July 2022	Principal Outstanding as at 31 July 2022
General Fund								
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	\$ 54,342	1,132,557.52
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	\$ 13,586	283,139.38
Henry Parkes Centre	NAB	4	20	2030	8.01%	\$ 950,000	\$ -	559,595.13
Parkes Swimming Pool Upgrade	ANZ	5	10	2022	5.60%	\$ 2,000,000	\$ -	-
Renewable Energy	NAB	6	10	2022	3.922%	\$ 700,000	\$ -	-
Parkes Regional Airport Redevelopment	CBA	8	10	2024	5.91%	\$ 1,000,000	\$ -	252,248.25
Community Infrastructure, Drainage	TCorp	10	10	2026	3.485%	\$ 2,220,000	\$ -	2,220,000.00
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	\$ -	3,000,000.00
Total General Fund						\$ 12,370,000	\$ 67,928	7,447,540.28
Sewer Fund								
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	\$ -	4,000,000.00
Total Sewer Fund						\$ 4,000,000	\$ -	4,000,000.00
Water Fund								
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	\$ -	6,648,569.19
Total Water Fund						\$ 8,500,000	\$ -	6,648,569.19
Total All Funds						\$ 24,870,000	\$ 67,928	18,096,109.47

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

Nil

11.2. (GM) Draft Annual Financial Reports 2021/2022

Prepared By:

Chief Financial Officer

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.

Background Information

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.

Legislative or Policy Implications

As required under the Act, Council's annual financial statements must be prepared and audited within the time specified

Project Delivery Implications

The resolution in this report will primarily affect the Delivery Program Future Direction relating to : Financial Sustainability

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Moderate

Budget and Financial Implications

The draft financials (income statement) indicate an actual operating profit of \$5,073,000 as compared to original budgeted loss of (\$2,143,000). Total income from continuing operations (excluding capital grants) was \$58,779,000 as compared to original budget of \$49,484,000. Total expenses from continuing operations were \$53,706,000 as compared to original budget of \$51,627,000.

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 refer the accounts for audit.

Report

Council has recorded a financial result in 2022 of \$5,073,000 for the year as compared to \$3,692,000 for 2021. Council has improved its net operating result for the year before grants & contributions for capital purposes by \$1,381,000. A number of contributors have enabled council to achieve a positive operating result including increased user fees and charges income. This increased income was achieved through council undertaking significant private works and delivery of works from Transport for NSW under the RMCC program. Furthermore, the additional advance pre-payment of Financial Assistance Grants also provided increased operational income.

Changes to the seasonal weather patterns adversely impacted water consumption levels for both residential and commercial customers. User charges from water supply services decreased by (\$1.700,000) in comparison to the previous financial year.

Increased staff vacancies resulted in a significant reduction in expenses associated with employee benefits and on-costs. Accordingly, capitalised employee costs were lower in comparison to the previous year with staff vacancies and a reduced spend on capital expenditure attributing factors. Materials and services increased in comparison to the previous year and against original budget estimates. The increased expenditure has occurred following council undertaking significant private works combined with additional works across council's unsealed roads network.

Overall, the operating result indicates continued improvement in council's financial sustainability outlook and has enabled the organisation to strengthened cash reserve levels.

Parkes Shire Council

Income Statement

for the year ended 30 June 2022

Original unaudited budget 2022	\$ '000	Notes	Actual 2022	Actual 2021
Income from continuing operations				
22,363		B2-1	22,386	21,422
14,092		B2-2	18,531	15,606
919		B2-3	1,409	902
12,007		B2-4	15,656	15,221
11,188		B2-4	10,367	9,584
103		B2-5	290	100
-		B2-6	227	235
-		B4-1	280	264
<u>60,672</u>			<u>69,146</u>	<u>63,334</u>
Expenses from continuing operations				
16,929		B3-1	15,797	15,637
19,041		B3-2	21,993	19,433
723		B3-3	820	805
14,335		B3-4	14,348	13,291
599		B3-5	748	892
<u>51,627</u>			<u>53,706</u>	<u>50,058</u>
<u>9,045</u>			<u>15,440</u>	<u>13,276</u>
<u>9,045</u>			<u>15,440</u>	<u>13,276</u>
<u>(2,143)</u>			<u>5,073</u>	<u>3,692</u>

The above Income Statement should be read in conjunction with the accompanying notes.

Council's Auditors will be working onsite from the 12 September to 16 September 2022 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.

Attachments

1. Parkes Shire Council - Draft Annual Financial Statements for the year ended 30 June 2022 - Distributed separately

11.3. (GM) Rural Fire Service Agreement

Prepared By:

General Manager

Executive Summary

The following report is provided to action Councils resolution of 19 July 2022 in relation to the Accounting Treatment of Rural Fire Service (Red Fleet) Assets. As council would recall the resolution in part provides that "Council no longer carry out RFS assets stocktakes on behalf of the NSW Government and will no longer record the Red Fleet assets in Council's financial statements".

The implications of the Red Fleet residing on Council financial statements is that the people of Parkes Shire unfairly carry the cost of depreciation.

For absolute clarity, it is recommended that Council initially seek to terminate the current "Rural Fire District Service Agreement" between Council and the Commissioner of the NSW Rural Fire Service and renegotiate a new agreement with clear provisions excluding any obligation for Council to record the Red Fleet assets in Council's financial statements. This will remove any obligation of Council under the existing agreement.

Background Information

See Report

Legislative or Policy Implications

Nil

Project Delivery Implications

COUNCIL AND CORPORATE - *Fleet*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Moderate

Budget and Financial Implications

Nil

Recommendation

1. That Council provides six (6) months' notice to the Commissioner of the NSW Rural Fire Service, that pursuant to Clause 14 (d), that the "Rural Fire District Service Agreement" will be terminated.
2. That Council immediately seeks to renegotiate a new "Rural Fire District Service Agreement", which excludes any obligation for Council to record the Red Fleet assets in Council's financial statements.

Report

We have examined the most appropriate procedural method to action Council's resolution of 19 July 2022 in relation to the Accounting Treatment of the Rural Fire Service (Red Fleet) Assets.

As council would recall the resolution in part provides that "Council will no longer carry out RFS assets stocktakes on behalf of the NSW Government and will no longer record RFS assets in Council's financial statements".

On examination, in 2010 and amended in 2011 Council entered the "Rural Fire District Service Agreement" (The Agreement) with the Commissioner of the NSW Rural Fire Service, (The Commissioner). Amongst other things, the agreement requires Council to provide for certain administrative and accounting services to the Commissioner.

For absolute clarity, it is recommended that Council seek to terminate the current "Rural Fire District Service Agreement" between Council and the Commissioner and renegotiate a new agreement with clear provisions excluding any obligation for Council to record the Red Fleet assets in Council's financial statements.

The Agreement provides for termination with six (6) months' notice at Clause 14 (d). To ensure other provisions in the agreement are not affected, termination and renewal of a new agreement will be aligned if possible.

Attachments

Nil

12. REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY

12.1. (DCCSE) Delivery Program Progress Report - 01 January to 30 June 2022

Prepared By:

Director Customer, Corporate Services and Economy

Executive Summary

Under the Integrated Planning and Reporting ("IP&R") framework, Parkes Shire Council ("Council") must produce a progress report on the implementation of its Delivery Program, at least every six months. This report recommends that the Delivery Program Progress Report for the six-month period from 01 July to 31 December 2022 be received and noted.

Background Information

The IP&R provisions of the *Local Government Act 1993* ("the Act") require Council to develop and adopt an inter-related suite of strategic documents, including a 10-year Community Strategic Plan, four-year Delivery Program and annual Operational Plan. Under the *Integrated Planning and Reporting Guidelines* issued by the Office of Local Government and prescribed under section 23A of the Act; Council's General Manager must ensure that progress reports are provided to the Council's governing body, with respect to the principal activities detailed in the Delivery Program, at least every six months.

Legislative or Policy Implications

[Local Government Act 1993, Section 404 - Delivery Program Integrated Planning and Reporting Guidelines \(Office of Local Government, September 2021\)](#)

Project Delivery Implications

This report is applicable to all Delivery Program themes in the 2016/17 - 2020/21 Delivery Program.

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low.

Budget and Financial Implications

The financial consequences of the tasks performed or planned within the scope of this review form part of the Quarterly Budget Review.

Recommendation

That Council:

1. Receive and note the Delivery Program Progress Report for the six-month period from 01 January to 30 June 2022, as appended at *Attachment 1*.

Report

A progress report detailing Council's progress in implementing its Delivery Program is appended at *Attachment 1*.

Attachments

1. Executive Summary - Delivery Program Progress Report as at 30 June 2022 - Distributed separately
2. Delivery Program Progress Report as at 30 June 2022 - Distributed separately

12.2. (DCCSE) Request for Financial Assistance - 2022 NAIDOC Week Celebrations

Prepared By:

Director Customer, Corporate Services and Economy

Executive Summary

Neighbourhood Central has advised Parkes Shire Council ("Council") of its intention to host a belated NAIDOC Week event at Bushman's Hill Indigenous Precinct on Saturday, 24 September 2022, which is expected to attract more than 100 attendees and aims to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. This report recommends that Council resolve to provide the request financial assistance, estimated to total \$1,400.00, subject to the provisions of section 356 of the *Local Government Act 1993* ("the Act").

Background Information

Council can only approve community financial assistance (cash or in-kind) in accordance with section 356 of the Act. Where the financial assistance has not be included in Council's adopted Operational Plan for the year, the proposed financial assistance must be publicly exhibited prior to being approved. Council must consider any public submissions received, prior to providing the assistance requested.

Legislative or Policy Implications

[Local Government Act 1993, Section 356 - Can a Council Financially Assist Others?](#)

Budget and Financial Aspects

The cost of the financial assistance requested, comprising Council resources and staff wages, is estimated to total \$1,100.00. This sum has not been budgeted for and if approved, would need to be allocated from the Social Justice budget.

Recommendation

That Council:

1. Provide public notice of its intention to provide \$1100 in financial assistance by way of in-kind support, as detailed in this report, to support the delivery of the upcoming 2022 NAIDOC celebration.
2. Subject to no formal submissions being received, approve the provision of \$1100 in financial assistance, by way of in-kind support, to support the delivery of the upcoming 2022 NAIDOC celebration.

Report

NAIDOC Week celebrations are held annually across Australia in the first week of July. On 15 June 2022, however, the Parkes NAIDOC Committee determined to postpone the planned event due to weather concerns.

Neighbourhood Central has advised Council of its intention to hold a belated event to celebrate NAIDOC Week at Bushman's Hill Indigenous Precinct on Saturday, 24 September 2022 from 10:30am to 2:30pm (refer *Attachment 1*). This event will aim to celebrate the history, culture and achievements of Aboriginal and Torres Strait Islander peoples. The NAIDOC Week theme for 2022 is '*Get Up! Stand Up! Show Up!*'.

The event is expected to attract more than 100 community members.

In order to facilitate the successful staging of this event, the organising committee has requested that Council provide:

- Permission for the use of Bushman's Hill Indigenous Precinct to host the event;
- Parks and Gardens services to provide a high-level presentation of Bushman's Hill Indigenous Precinct;
- Two (2) portable toilets including delivery, pump out (if required) and collection, estimated to be \$450;
- Loan of Council-owned stage and one (1) marquee to the Committee, free of charge, including set-up prior to the event and dismantling following the event;
- Provide access to power; and
- Assistance in event promotion.

In exchange for the provision of this support, Council will require appropriate sponsorship recognition and acknowledgement from the event organiser via social media platforms, logo inclusion on marketing collateral and website and the use of the Council and Destination tear drop banners at the event.

The Committee has invited the Mayor to welcome community members and assist a local elder to present the NAIDOC awards. The Committee also extends their invitation to the Councillors to attend the NAIDOC celebration on Saturday, 24 September 2022, if calendars permit.

Attachments

1. Correspondence from Neighbourhood Central (27 July 2022)

Attachment 1 - Correspondence from Neighbourhood Central (27 July 2022)

27 July 2022

The General Manager
Kent Boyd
Parkes Shire Council
Cecile Street
PARKES NSW 2870

Dear Kent,

Neighbourhood Central was successful in receiving a small NAIDOC grant and would like to deliver a NAIDOC event at the Bushman Hill Indigenous Precinct on Saturday 24th September 2022 from 10.30am until 2.30pm.

NAIDOC is usually held between 3 - 10 July 2022, but due to the weather it was decided that September would be warmer to encourage our Elders and the community to participate.

This year's NAIDOC theme is Get Up! Stand Up! Show Up! where our event will celebrate and recognise the history, culture and achievements of Aboriginal and Torres Strait Islander peoples through a family fun day.

We are seeking permission to use the location and also request some support from Parkes Shire Council which would ensure the success of our community event.

The support requested from Council is:

- Permission to use Bushman's Hill Indigenous Precinct to hold event
- Attendance of Mayor Ken Keith to welcome community members and assist a local elder in the NAIDOC Awards Ceremony
- Use and set up of stage including canopy/gazebo for shelter
- Access to power
- Additional bins
- 2x portable toilets

We also invite Parkes Shire Council to hold an information stand/stall on the day.

Thank you for your consideration. We look forward to your response.

Kind regards,

A handwritten signature in black ink that reads 'Dianne Scott'.

Dianne Scott
Executive Officer

Neighbourhood Central Limited
ABN 31 813 464 950 ACN 640 326 745
80-82 Currajong Street, PARKES NSW 2870
T 02 6862 3757 | 1300 810 771 E admin@ncentral.org.au W www.ncentral.org.au

Attachment 2 - Change of Date Letter

Attention: APO
Parkes NAIDOC Committee
C/O Neighborhood Central
80-82 Currajong Street
Parkes, NSW, 2870

To the General Manager Mr Kent Boyd

On the 15th of June 2022 Parkes Aboriginal Community members attended a NAIDOC meeting where a NAIDOC committee was formed.

Neighbourhood Central was successful in receiving a small NAIDOC Grant and would like to deliver a NAIDOC event at the Bushman Hill Indigenous Precinct on Saturday 22nd of October 2022 from 11.00 am until 2.00pm.

The NAIDOC Committee is seeking permission to use the location and some support from Parkes Shire council which would ensure the success of our community event.

The committee would need support in the way of

- Attendance of our local Mayor or a council representative to welcome community members and assist a local elder in the NAIDOC Award Ceremony
- A Stage for the Amphitheatre
- Parkes Shire Council information stand/stall
- Access to power
- Bins
- Toilets

This year's NAIDOC theme is Get Up! Stand Up! Show Up! NAIDOC is usually held between 3-10 July 2022, but due to the weather it was decided that October would be warmer and to encourage our elders to attend or participate.

We look forward to your reply and your support.

Sincerely,

Parkes NAIDOC Committee

Chairperson

Everlien Gardner

apo@ncentral.org.au

12.3. (DCCSE) Request to use Peak Hill Town Improvement Funds to install BBQ Bench at the Peak Hill Pool

Prepared By:

Executive Manager Corporate Services

Executive Summary

This report recommends that Parkes Shire Council ("Council") approve a request from the Peak Hill Community Consultative Committee to use funds from the Peak Hill Town Improvement Fund to purchase and install a BBQ bench at the Peak Hill Pool.

Background Information

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Allocations however, the final decision concerning the expenditure of the funds remains with Council.

The Trundle Pool previously had a concrete pad and bench area; however it was removed by Council because it had deteriorated to the point where it was a safety risk for patrons.

Legislative or Policy Implications

Nil.

Project Delivery Implications

OPEN SPACE AND RECREATION - *Swimming Pools*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low.

Budget and Financial Implications

Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their CCC. There is a current uncommitted balance of \$404,036 in the Peak Hill Town Improvement Fund. The Peak Hill CCC is requesting that \$5,188.70 be allocated to allow for the supply and installation of a BBQ and cement slab at the Peak Hill Pool.

Recommendation

That Council:

1. Receive and note the correspondence from the Peak Hill Community Consultative Committee, appended at *Attachment 1*.
2. Approve the allocation of \$5,188 from the Peak Hill Town Improvement Fund to meet the cost of supply and installation of a BBQ Bench at the Peak Hill Pool

Report

Parkes Council's Presentation Co-ordinator, Mr Tim Gillogly, has been liaising with the Peak Hill CCC on various options to supply a BBQ bench to complement the existing BBQ area within the grounds of the Peak Hill Pool. The item chosen is stainless steel and will be mounted on a new concrete slab.

Attachments

1. Email from the Peak Hill CCC requesting that funds be allocated from the Peak Hill Town Improvement fund for the purchase of a BBQ bench appended as *Attachment 1*.

Attachment 1 - Email from Peak Hill CCC requesting T! funds for BBQ Bench at Peak Hill Pool

On 4 Jul 2022, at 11:53 am, PeakHillCCC <PeakHillCCC@parkes.nsw.gov.au> wrote:

Hi all

Sorry I did not accept this quote earlier. At our May meeting we moved to accept the quote for the bench for \$5188.70 for the stainless steel bench at the pool, could the funds please come from TI funds. Could we go ahead and order this please, I will raise the amount of slab and installation at the next meeting.

Thank you.

Margaret Edwards
Secretary
Peak Hill CCC

12.4. (DCCSE) Request by Trundle CCC to use Town Improvement Funds for Bird Management

Prepared By:

Executive Manager Corporate Services

Executive Summary

This report recommends that Parkes Shire Council ("Council") approve a request from the Trundle and District Progress Association Inc. (Community Consultative Committee) to use funds from the Trundle Town Improvement Fund to undertake a five-year maintenance program to manage pigeons around the Trundle town centre.

Background Information

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Allocations however, the final decision concerning the expenditure of the funds remains with Council.

Council has previously provided funds to manage birds in both Parkes and Peak Hill under a program of work, which was provided by the same contractor.

Legislative or Policy Implications

Nil.

Project Delivery Implications

COUNCIL AND CORPORATE - *Council Environmental Management*
PLANNING, CERTIFICATION AND COMPLIANCE - *Environmental Health and Ranger Services*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Implications

Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their Community Consultative Committee. There is a current uncommitted balance of \$34,167 in the Trundle Town Improvement Fund. The Trundle CCC is requesting that \$4,200 be allocated per year from the Trundle Town Improvement Fund to pay for a five year program for a total cost of \$21,000. It should be noted that the first quarterly payment of \$1,050 has already been paid with the consent of Council's Facilities Manager and the Trundle Progress association.

Recommendation

That Council:

1. Receive and note the correspondence from the Trundle and District Progress Association Inc. (Community Consultative Committee), appended at *Attachment 1*.
2. Approve the allocation of \$4,200 per year from the Trundle Town Improvement Fund to meet the cost of a five-year program to manage pigeons in Trundle.

Report

Council's Building Maintenance Officer, Mr Bart Ingram, met with Mr Andrew Rawsthorne of the Trundle Progress Association to discuss the management of birds in Trundle. Quotes were then sought from Australian Pest Bird Management Pty Ltd to undertake a program of work to reduce the numbers of pigeons in the CBD area. The company has previously been engaged by Council to manage birds in both Parkes and Peak Hill. The original request from the Trundle Progress Association was for a five year program, however the company advised that it only engages with customers for a maximum of three years, however the program can be extended as required.

Attachments

1. Letter from Trundle Progress Association requesting that Trundle Town Improvement funds be allocated for bird management.

Attachment 1 - Letter from Trundle Progress Assoc. Requesting TI funds for Bird Management

TRUNDLE & DISTRICT PROGRESS ASSOCIATION INC

TRUNDLE NSW 2875

24th June 2022

The General Manager
PARKES SHIRE COUNCIL
PO BOX 233
PARKES NSW 2870

cc Bart Ingram
PARKES SHIRE COUNCIL
PO BOX 233
PARKES NSW 2870

Dear Sir

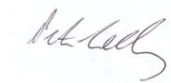
RE: Australian Pest Bird Management Pty Ltd quote 2071 – as per Bart Ingram (PSC)

At our monthly meeting held 23rd June 2022, it was resolved to write to Council with regard to the quote 2071 received from Australian Pest Bird Management Pty Ltd via your officer Bart Ingram.

Following an onsite meeting between Andrew Rawsthorne (Trundle & District Progress Association) and consultants from Australian Pest Bird Management Pty Ltd, and the consequent discussions at our monthly meeting it was resolved to accept the 5 year maintenance plan of \$1050 + GST – quarterly in advance for 5 years (20 quarters) with a total cost of \$21,000.00. The meeting requested this maintenance plan be paid fully from the TIF, with it becoming a standing item each quarter.

Thank you for your consideration of this request.

Yours sincerely



Peter Kelly
Chairman
Trundle & District Progress Association Inc.

13. REPORTS OF THE DIRECTOR INFRASTRUCTURE AND STRATEGIC FUTURES

13.1. (DISF) Major Projects & Current Works Progress Report as at 16 August 2022

Prepared By:

Director Infrastructure & Strategic Futures

Executive Summary

This report presents an update on the current major projects within the Shire being managed or undertaken by Council's Infrastructure & Strategic Futures Department.

The report outlines work that has been carried out over the past month and is provided for the information of Councillors.

Background Information

Monthly status report to keep Councillor's abreast of projects being undertaken within the Shire

Project Delivery Program Implications

COUNCIL AND CORPORATE - *Council*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Projects have been allocated funding either from grants or Council funds as provided in the Operational Budget.

Recommendation

1. That the information be received and noted.

Report

See Attachment

Attachments

1. (DISF) Major Projects & Current Works - Progress Report

MAJOR PROJECTS UPDATE - August 2022

Project Description	Due Date	Budget	Forecast	Actuals	Status
Water Supply Drought Relief Program Parkes - Peak Hill	30/06/2022	\$4,070,000	\$4,270,00	\$1,177,380	In Progress
Comments	Bore refurbishment works continuing, completed upgrade of Bores 1, 3, 4, 5. Working on upgrade options for Bore 2. Alternate route for connecting pipeline awaiting further negotiations with landholders. A variation has been processed for an additional \$200,000 from Council's water fund to undertake the upgrades of electrical switchboards at each site due to non-compliance with current standards.				
Town Water Security Program Parkes - Peak Hill	28/02/2021	\$2,032,075	\$2,032,075	\$1,901,938	Closing grant
Comments	Funding has been approved for projects to commence, update next month will include the next phase of project				

13.2. (DISF) Environment & Waterways Alliance

Prepared By:

Director Infrastructure & Strategic Futures

Executive Summary

The Central West Councils Environment and Waterways Alliance (Alliance) is a partnership of 18 councils across Central West NSW which exists to improve environmental outcomes across the region. Parkes Shire Council benefits from this membership through collaboration, capacity building, grant funding for on-ground works, and advocacy.

Background Information

Parkes Shire Council is a foundation member of the Alliance. All member councils have a history of collaboration dating back to 2000, when they initially came together as the Central West Salinity and Water Quality Alliance. Today, the Alliance exists to improve environmental outcomes across the region, with Parkes Shire Council staff and the community benefiting from this membership through collaboration, capacity building, grant funding for on-ground works, and advocacy.

Legislative or Policy Implications

Nil

Project Delivery Implications

ENVIRONMENT+ *Natural*
ENVIRONMENT+ *Waste*
H2O+ *Stormwater*

Risk Assessment

Insignificant

Budget and Financial Implications

Council's annual Alliance membership fee is \$3,300.

Recommendation

1. That this report be noted, and that Council continue to support this important partnership.

Report

The Central West Councils Environment and Waterways Alliance (the Alliance) has a current membership base of 18 councils across the Central West of NSW. The Alliance exists to improve environmental outcomes across the region. Parkes Shire Council is a foundation member of the Alliance.

One major benefit of Alliance membership is the opportunity for PSC staff to attend capacity building events held throughout the year. Most recently, PSC staff attended the Alliance's flagship event: the Conservation in Action conference, held in Orange. Over 3 days, delegates heard from industry leaders, leading academics, policy makers, program managers and conservation specialists. Topics included the ongoing impacts of the 2019-20 bushfires, impacts of fire regime change, flora and fauna recovery projects, overcoming conservation complacency, ecological landscape architecture, the impacts of mining on hydrology, sustainable agriculture and pest management. Training and capacity building events such as these are held by the Alliance to invest in positive, long-term environmental outcomes for the region.

Another benefit of Alliance membership is access to grant funding for environmental projects, such as habitat restoration, river restoration works, community engagement and events, and litter capture. Grant funding for Alliance member councils is awarded on a competitive basis. In 2021, Parkes Shire Council successfully received a \$5000 Alliance grant for the installation of waterbird habitat at Akuna Wetlands. Since 2016, PSC has received over \$20,000 in grant funding from the Alliance.

Funding to cover the operational costs of the Alliance is provided through financial contributions paid by each member Council. A significant portion of the budget goes toward engaging a consultant as the *Project Support Officer*. This contractor is not an employee of the Alliance or any of the member Councils, but an independent consultant engaged by Gilgandra Shire Council, who manage the Alliance finances. The key responsibilities of the Project Support Officer include assisting councils with on-ground works, grant funding opportunities, project development and management, and organising Alliance meetings and capacity building events. The Project Support Officer is a critical asset, increasing the Alliance's effectiveness and likelihood of realising its aims and objectives. The consultant arrangements are reviewed at the conclusion of each financial year.

In 2021, the Alliance developed new strategic and operational plans to guide future aims and objectives. These plans were developed in consultation with member councils and considered the priorities and objectives of member council's Community Strategic Plans and Delivery and Operational Plans. The result was a range of actionable strategies designed to deliver on 7 Alliance priority areas:

- Land
- Biodiversity
- Water and Waterways
- People and Communities
- Towards Sustainability
- Council Capacity
- Respecting Country and First Nations Knowledge

The first six strategies align with existing Regional State of the Environment Reporting. The seventh Priority was included in 2021 to acknowledge and pay respects to the traditional custodians of the lands on which we live, work and play, and recognise the extraordinary knowledge and history of land management dating back tens of thousands of years.

Through collaboration with state government bodies and not-for-profit organisations, the Alliance seeks to have a positive effect on the environment and the local communities they work with. In 2021, the Alliance received a \$100,000 grant from the NSW Environmental Trust to deliver the Creating Homes for Threatened Species project. This ongoing project involves creating chainsaw- carved hollows in each member council LGA. Since 2020, more than 350 hollows have been created in trees across the Parkes Shire. The Alliance also provided each council, including Parkes Shire Council, with camera traps, allowing the augmented tree hollows to be monitored over several months.

Communication within the Alliance and with external parties is facilitated by the Alliance website, Facebook page and Instagram and Twitter accounts. The website is an important resource for Council staff as it supplies helpful documents such as case studies, news and grant funding and award information. The website and social media pages can be utilised by Councils to promote local environmental events and/or achievements, share news and advertise employment opportunities. The website can be viewed at: www.cwcewa.com.au.

Attachments

Nil

14. REPORTS OF THE DIRECTOR OPERATIONS**14.1. (DO) Major Project & Current Works - Progress as at 16 August 2022**

Prepared By:

Director Operations

Executive Summary

This report presents an update on the current major projects within the Shire being managed or undertaken by Council's Operations Department. The report outlines work that has been carried out over the past month and is provided for the information of Councillors.

Background Information

Monthly status report to keep Councillor's abreast of projects being undertaken within the Shire

Project Delivery Program Implications

TRANSPORT AND DRAINAGE - *Sealed Roads*

TRANSPORT AND DRAINAGE - *Unsealed Roads*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Projects have been allocated funding either from grants or Council funds as provided in the Operational Budget.

Recommendation

1. That the information be received and noted.

Report

Nil

Attachments

1. (DO) Major Projects & Current Works - Progress Report

Attachment 1 - Operations `Major Projects - August 2022

Project Description	Due Date	Budget	Forecast	Actuals	Status
Parkes - Spicer Oval Amenities	20/10/22	\$2,615,000	\$2,615,000	\$2,436,561.44	In Progress
Comments	<ul style="list-style-type: none"> • External ramp and stairs 100% complete • Installation of cladding - 95% complete • Install of steel handrails and balustrade - is 100% complete • Trade waste tank and sewer main - 100% complete • Windows and glazing - 95% complete • Floor and wall tiling - 100% complete • Lining of internal walls and suspended ceilings 95% <p>Next Steps:</p> <ul style="list-style-type: none"> • Internal kitchen and bar fit out and finishes • Connection of gas main to within caravan park system • Council will commence carpark resurfacing works to complete the project with the required timeframes 				
The Bogan Way Upgrades - MR350	31/03/23	\$15,000,000	\$15,000,000	\$129,655	In Progress
Comments	<ul style="list-style-type: none"> • 14.1km section from Kundungle to Tullamore survey finalised and design sitting at 90% complete. Draft REF received and being reviewed for impacts upon design parameters. • Drainage Culverts ordered and drainage works commenced • Further investigation into REF to support detailed design • MR57 & MR354 intersection construction works scheduled for mid August 2022, pushed back due to recent damage from inclement weather. • BG&E designer engaged for the 4km section of MR350S. With design delivery scheduled for late August 2022. • Geotechnical information investigated and report pending. 				
Parkes - Currajong Street Rehabilitation – Church to Mitchell Street	9/12/22	\$3,693,000	\$3,693,000	\$43,135	In Progress
Comments	<ul style="list-style-type: none"> • Kerb and guttering complete on the eastern side of Currajong Street between Mitchell and Victoria. • Drainage pit installations occurred at Victoria and Currajong Intersection. • Working through construction of footpath along eastern side of Currajong. • IFC plans have now been issued for Stages 1 & 2 (from Bushman to Mitchell Street). <p>Next Steps:</p> <ul style="list-style-type: none"> • Reviewing replacement of street trees within the area as some are at end of life and should be renewed with more resilient infrastructure friendly alternatives. • Currajong Street – Bushman to Victoria (eastern side) Scheduled for September school holidays. 				
Trundle - Main Street	20/12/22	\$1,000,050	\$1,000,050	\$260,551	In Progress
Comments	<ul style="list-style-type: none"> • Trenching of irrigation and power, services connections • Excavating for Tree vaults and garden bed along Forbes Street 				

Project Description	Due Date	Budget	Forecast	Actuals	Status
	<p>Next Steps:</p> <ul style="list-style-type: none"> • Installation of sewer pod for future amenities block in the main street • Concrete edging of Garden beds to start • Community centre and pedestrian facilities to commence after the garden beds are finished 				

14.2. (DO) Leasing of Unused/Unformed Council Roads

Prepared By:

Director Operations

Executive Summary

Under the provisions of the Roads Act 1993, Council may lease land comprising a Public Road, to the owner of adjoining land, if, in its opinion, the road is not being used by the public. The Act stipulates that the term of the lease, together with any option to renew must not exceed five years.

Council has recently received a request for the potential leasing of Skinners Lane, Gunningbland between Lot 1 DP 591143 and Lot 139 DP 750177 and part of Kadina Street, Alectown between Lot 145 DP 753996 and Lot 146 DP 753996. The consideration to lease the unused/unformed roads has been advertised in the local paper and adjacent property owners informed of the potential lease and no comments have been received.

Background Information

It has been noted that the leasing of these unused roads allows the lessee added grazing space and in turn keeps down any infestation of weeds which is beneficial to Council.

Council has previously leased unused public roads to adjoining land owners and these lease agreements come under the provisions of the Roads Act, meaning Council must give notice of the proposed lease in the local newspaper and to the owners of adjoining land. Interested persons are entitled to make submissions in respect to the proposed lease. Council must consider any submissions prior to deciding to renew the lease agreements.

Leases are to be offered for a five year period. The current approved rental figure is \$10.00 per hectare with a minimum annual rental of \$50.00 to cover administration costs.

Legislative or Policy Implications

Roads Act 1993, Leasing & Licencing Policy

Budget and Financial Aspects

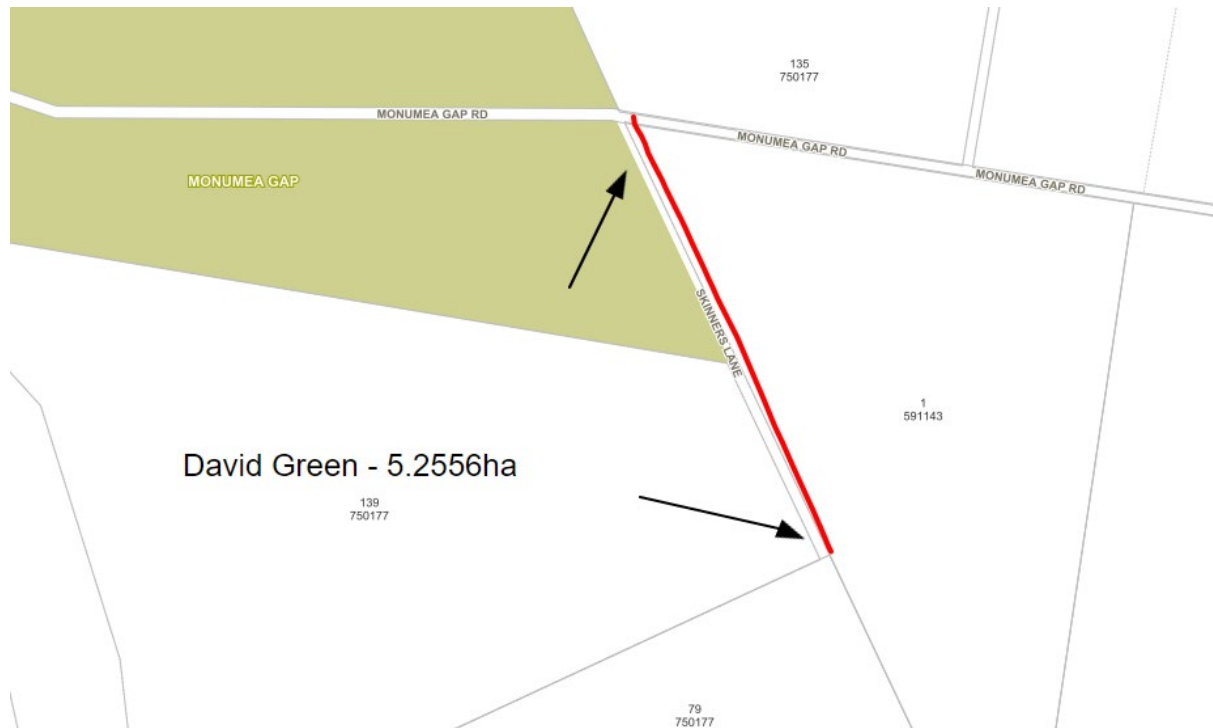
Nil

Recommendation

1. That the unused/unformed Skinners Lane, Gunningbland be leased for grazing and weed control purposes to the applicant for \$52.55/annum
2. That the unused/unformed part of Kadina Road, Alectown be leased for grazing and weed control purposes to the applicant for \$50.00/annum

Attachments

1. Skinners Lane, Gunningbland between Lot 1 DP 591143 and Lot 139 DP 750177 and part of Kadina Street, Alectown between Lot 145 DP 753996 and Lot 146 DP 753996





14.3. (DO) Request for Skydiving during Elvis Festival 2023

Prepared By:

Director Operations

Executive Summary

Council has received a request from Sydney Skydivers seeking permission to operate tandem skydiving activities at Parkes Regional Airport during the 2023 Parkes Elvis Festival.

Background Information

This is the first request from Sydney Skydivers, however Skydive Oz have previously conducted skydiving activities at Parkes Regional Airport which have proven to be popular.

Approval for the use of the airport requires the provision of evidence of adequate insurance cover, arrangements being made with the RPT Operator to avoid conflict with their services, and compliance with Council's access requirements for Parkes Regional Airport.

Legislative or Policy Implications

Nil

Project Delivery Implications

ECONOMY AND ENGAGEMENT - *Elvis Festival, Special Events and Event Support*
TRANSPORT AND DRAINAGE - *Regional Airport*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Implications

Nil

Recommendation

1. That Sydney Skydivers be granted approval for the use of Parkes Regional Airport for tandem skydiving activities during the 2023 Elvis Festival subject to:
 - Provision of evidence of not less than \$20 Million Public Liability Insurance;
 - Arrangements being made with RPT Services to avoid conflict; and
 - Compliance with Council's access requirements for Parkes Regional Airport

Attachments

1. Request from Sydney Skydivers to use Parkes Regional Airport during 2023 Elvis Festival

Attachment 1 - Request from Sydney Skydivers to use Parkes Regional Airport during 2023 Elvis Festival

From: [REDACTED]
To: [REDACTED]
Subject: para ops at aerodrome
Date: Tuesday, 26 July 2022 3:23:08 PM

HI.

We have been asked to do a Tandem Jump during the Elvis festival where the couple will get married by an Elvis Celebrant .

We also plan to offer tandem jumps for participants at the festival over the 5 days. The aircraft would take off and land at the Aerodrome and tandem pairs would also land there.

I understand Skydive Oz used to do tandem jumps there from time to time though have stopped due COVID.

Just checking the council would be ok with this?

--

Regards,

Phil Onis
Director
Sydney Skydivers | Tandem Cairns
Sunshine Coast Skydivers | Airlie Beach Skydivers

Mobile: [REDACTED]
Main Switch: [REDACTED]

677 Tower Road Bankstown Airport NSW 2200 Australia
Postal Address: P.O.Box 226, Milperra LPO, NSW, 2214



<https://protect-au.mimecast.com/s/By0FCIx3QMf226VCGdozq?domain=sydneyskydivers.com.au>

15. REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

15.1. (DPCS) Major Projects & Current Works - Progress Report as of 16 August 2022

Prepared By:

Brendan Hayes, Director, Planning & Community Services

Executive Summary

This report presents an update on the current major projects within the Shire being managed or undertaken by Council's Planning & Community Services Department. The report outlines work that has been carried out over the past month and is provided for the information of Councillors.

Background Information

Monthly status report to keep Councillor's abreast of projects being undertaken within the Shire

Project Delivery Program Implications

WASTE MANAGEMENT - *Waste Education and Sustainability*

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Budget and Financial Aspects

Projects have been allocated funding either from grants or Council funds as provided in the Operational Budget.

Recommendation

1. That the information be received and noted.

Report

Current major projects within the Shire being managed or undertaken by Planning and Community Services as of 16 August 2022.

Location	Project Description	Due Date	Budget	Forecast	Status
Parkes	Community Recycling Centre	30/4/21	150,000	150,000	In progress
	Comments	Operational funding deed signed, Storage containers to be delivered 12/8/22 and staff training 15/8/22. Public and official openings TBA			

Attachments

Nil

15.2. (DPCS) July 2022 Building Statistics

Executive Summary

During the month of July 2022 there were fifteen (15) Development Applications received totalling \$2,403,151.82 and seventeen (17) consents were issued. One (1) Complying Development Certificate was received totalling \$439,575.00 and six (6) consents were issued.

Recommendation

1. For the information of Council.

Report

The figures shown in the below table are for Development Applications received during July 2022 with respect to the specified building types and comparison to the July 2021 figures.

Development Category	July 2022		July 2021	
	No.	Estimated Value	No.	Estimated Value
Commercial	-	-	1	\$10,000.00
Community Facilities	-	-	-	-
Industrial	2	\$140,000.00	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	5	\$1,647,085.00	-	-
Residential Alterations and Additions inc ancillary / outbuildings	6	\$125,266.82	6	\$206,935.50
Residential Other	-	-	-	-
Multi-Residential	-	-	-	-
Seniors Living	-	-	-	-
Subdivision only	-	-	-	-
Secondary Dwelling	1	\$470,800.00	-	-
Other inc demolition, earthworks, advertising structure	1	\$20,000.00	-	-
Mixed Development	-	-	-	-
Totals	15	\$2,403,151.82	7	\$216,935.50
FYTD Totals	15	\$2,403,151.82	7	\$216,935.50

The following list of Development Consents were issued in the month of July 2022.

Application No.	Address	Description
DA2021/0175	399A Back Yamma Road, Parkes	Additions to Rural Industry (Grain Storage Bunkers) & Subdivision
DA2022/0040	542 Whitton Park Road, Parkes	Subdivision (1 Existing Lot into 9 Lots)
DA2022/0043	Park, Bogan Street, Bogan Gate	Proposed Amenities Buildings
DA2022/0050	'Willow Vale' 8598 Henry Parkes Way, Parkes	Subdivision (7 Lots into 19 Lots)
DA2022/0053	14 Gold Lead Place, Parkes	Dwelling - House and Shed
DA2022/0054	19 Narra Street, Parkes	Transportable Dwelling & Verandah
DA2022/0059	8 Mimosa Avenue, Parkes	Swimming Pool & Child Resistant Barrier
DA2022/0060	66 Orange Street, Parkes	Alterations & Additions to Dwelling
DA2022/0064	'Krankys Korner' 101 Heraghty Road, Parkes	Outbuilding Shed & Home Business
DA2022/0065	7 Pine Road, Parkes	Alterations & Additions to Dwelling - Proposed Flat & Pitched Patio Cover
DA2022/0067	28 Warragrah Place, Parkes	Outbuilding - Shed
DA2022/0069	53 High Street, Parkes	Dwelling - House and retaining walls
DA2022/0070	'Windy Hill' 153 Cons Lane, Parkes	Outbuilding (Pavilion)
DA2022/0071	'Fedora' 1081 Robertson Road, Peak Hill	Dwelling - House (Manufactured Home)
DA2022/0072	67 Page Street, Parkes	Dwelling - House & Outbuilding - Shed
DA2022/0073	47 Dalton Street, Parkes	Alterations & Additions to Dwelling - Removal of Internal Walls
DA2022/0076	10 Talbot Street, Parkes	Demolition of Existing Dwelling

The figures shown in the table below are for Complying Development Certificates received during July 2022 with respect to the specified building types and a comparison to the July 2021 figures.

Development Category	July 2022		July 2021	
	No.	Estimated Value	No.	Estimated Value
Commercial	-	-	-	-
Community Facilities	-	-	-	-
Industrial	-	-	-	-
Infrastructure	-	-	-	-
Tourist Development	-	-	-	-
Single Dwelling-house	1	\$439,575.00	1	\$250,000.00
Residential Alterations and Additions inc ancillary/outbuildings	-	-	-	-
Residential Other	-	-	-	-
-	-	-	-	-
Seniors Living	-	-	-	-
Subdivision	-	-	-	-
Secondary Dwelling	-	-	-	-
Other inc demolition, earthworks, advertising structures	-	-	-	-
Totals	1	\$439,575.00	1	\$250,000.00
FYTD Totals	1	\$439,575.00	1	\$250,000.00

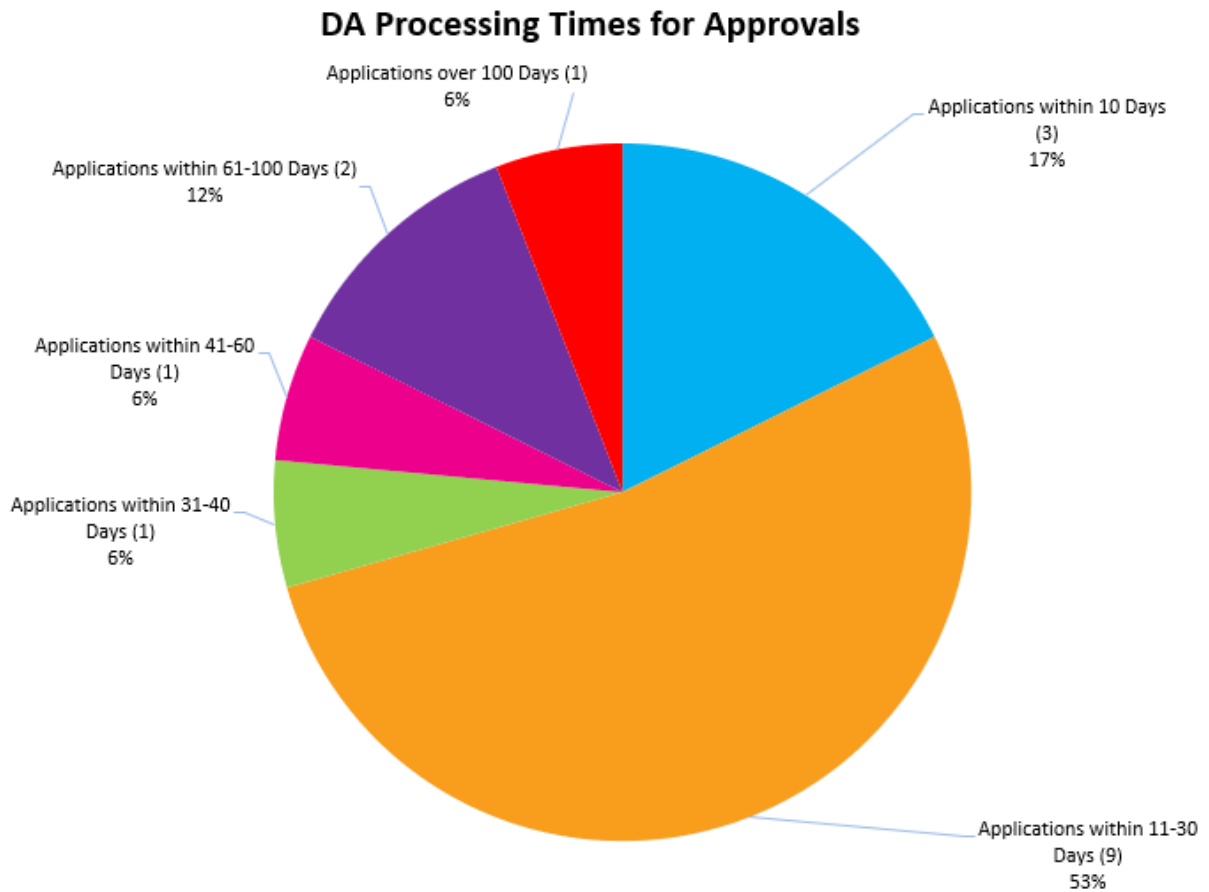
The following is a list of Complying Development Certificates which were issued in the month of July 2022.

Application No.	Address	Description	Certifying Authority
CDC2022/0020	19 Field Road, Parkes	Outbuilding - Shed	Parkes Shire Council
CDC2022/0024	11 Yuwambi Close, Parkes	Single story dwelling house with attached garage	Private Certifier
CDC2022/0025	17 Rosewood Avenue, Parkes	Single storey Dwelling with attached Garage	Private Certifier
CDC2022/0026	28 Boyd Circuit, Parkes	Tenancy Fitout of Gym (Anytime Fitness) & Change of Classification of Gym (Anytime Fitness)	Private Certifier
CDC2022/0027	12 Yuwambi Close, Parkes	Single story Dwelling with attached Garage	Private Certifier
CDC2022/0028	12 Cedar Crescent, Parkes	Single Storey Dwelling with Attached Double Garage, Alfresco & Porch	Private Certifier

DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 1 July 2022 to 31 July 2022.

It should be noted that a total of seventeen (17) Applications have been approved with an average of 33.85 days.




Attachments

- 1. Development Activity Report - July 2022

DEVELOPMENT ACTIVITY REPORT – JULY 2022

Development Applications and Complying Development
Certificates lodged and approved in the Parkes Shire



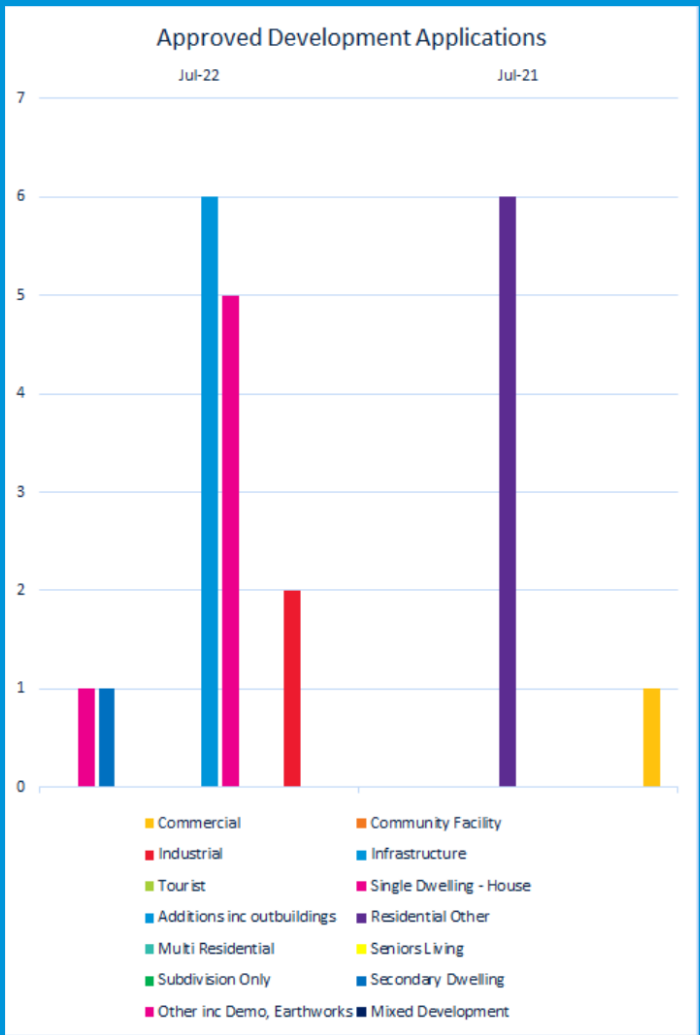
LODGED

15 Development Applications


1 Complying Development Certificates

Approved Development Applications

Jul-22
Jul-21



Category	Jul-22	Jul-21
Commercial	0	1
Industrial	2	0
Tourist	0	0
Additions inc outbuildings	6	0
Multi Residential	0	0
Subdivision Only	0	0
Other inc Demo, Earthworks	5	0
Community Facility	0	0
Infrastructure	0	0
Residential Other	0	6
Seniors Living	0	1
Secondary Dwelling	0	1
Mixed Development	0	0



DETERMINED


17 Development Applications

1 Complying Development Certificates

5 Private Certifier Complying Development Certificates


VALUE OF APPLICATIONS RECEIVED

\$2,842,726.82



AVERAGE DEVELOPMENT APPLICATION PROCESSING TIME THIS MONTH
33.85 DAYS

It all adds up. **PARKES**



PARKES SHIRE COUNCIL

15.3. (DPCS) Public Exhibition of draft Middleton Masterplan

Prepared By:

Director Planning and Community Services

Executive Summary

The Middleton area of Parkes was identified in the Parkes Housing Strategy 2021 as a priority area for urban development.

At the July 2021 Council endorsed the progression of a Masterplan for Middleton.

The Masterplan has been developed in consultation with the residents of Middleton and the wider community and achieves the following objectives:

- Open space network (passive and active),
- Sewer, water and stormwater infrastructure,
- Roads and footpaths,
- Riparian areas and remnant vegetation,
- Hazards/ Site constraints,
- Suitably located public facilities,
- Appropriate neighbourhood commercial uses.

It also addresses many of the issues raised during the initial community consultation period. The Draft Middleton Masterplan has been completed and presented to Council to seek their endorsement to proceed with public exhibition and community consultation.

Background Information

The Draft Middleton Masterplan has been developed based on the findings of the initial community consultation undertaken in August 2021 in which a letter box drops, Your Say page and survey was undertaken which asked:

1. What do you like about living in Middleton?
2. What do you think could be improved about Middleton?
3. What are your ideas?

Legislative or Policy Implications

Nil

Risk Assessment

An assessment of the challenge posed to Council implementing the action/s contained in this report, in the current environment with available resources: Low

Quadruple Bottom Line

The strategic objectives of the Community Strategic Plan have been broadly grouped into a Quadruple Bottom Line Framework of Economic, Social, Environmental and Civic Leadership categories.

An assessment of the action/s contained in this report align with the following grouping.

 <i>Economic</i> ★★★★★	 <i>Environmental</i> ★★★★★
 <i>Social</i> ★★★★★	 <i>Civic Leadership</i> ★★★★★

Budget and Financial Implications

Funding for the draft Middleton Masterplan is provided in the Operational Budget.

Recommendation

1. That Council endorses the draft Middleton Masterplan for public exhibition for at least 28 days.

Report

The Draft Middleton Masterplan has been prepared based on the preliminary community consultation.

The Draft Middleton Masterplan provides a detailed site analysis of the area, constraints and opportunities and a masterplan overview which provides:

- Lot size mix and location
- Transport plan
- Open space plan
- Stormwater management plan
- Environmental management plan
- Servicing plan
- Property boundary alignment

During the community consultation and public exhibition period feedback will be sought and any necessary amendments will be made prior to being presented to Council for final endorsement.

Attachments

1. Draft Middleton Masterplan - Distributed separately
2. Middleton Masterplan Community Consultation Findings Report - Distributed separately

16. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**17. CONFIDENTIAL MATTERS****17.1. (DISF) Parkes Water Security Program Essential Energy Level 3 ASP Designs & Approvals**

Prepared By:

Director Infrastructure & Strategic Futures

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: -

- (d) commercial information of a confidential nature that would, if disclosed
- (ii) confer a commercial advantage on a competitor of Council

17.2. (DO) Operations Department Budget and Financial Implications

Prepared By:

Director Operations

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,

18. REPORT OF CONFIDENTIAL RESOLUTIONS

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

19. CONCLUSION OF MEETING