PARKES SHIRE COUNCIL

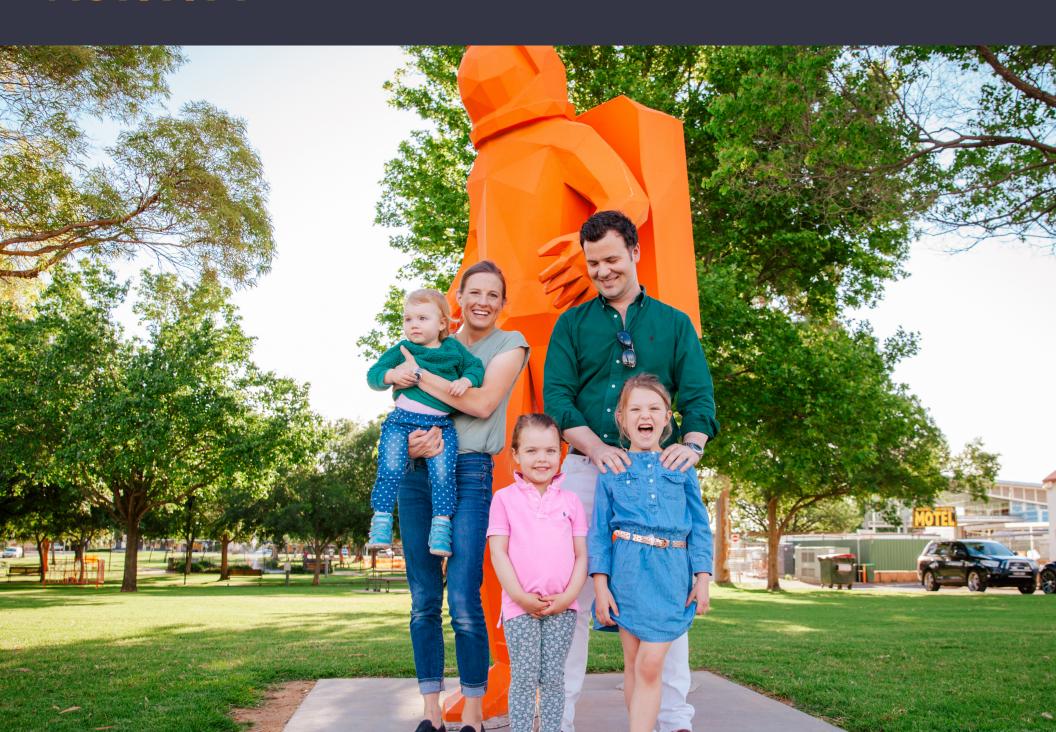# Operational Plan Progress Report
2021-2022 Q4

ACTIVITY: ACTIVE RECREATION

AR1: Sports Grounds Development

AR1.1: Develop sporting facilities to meet community needs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer
AR1.1.1	Sporting facilities meet the needs of the key users, community groups and in accordance with industry standards and guidelines	Develop sporting facilities to meet community needs	Parkes Shire Council's Presentation Team has ensured sporting facilities have been maintained and developed in alignment with the Australian Sporting codes. Upgrades and developments include new NRL standard 15m goal posts at pioneer oval, a toilet and change room upgrade at Pola Park in Tullamore, Lindner oval toilet block resurfacing of the Parkes and Peak Hill tennis courts, as well as the Peak Hill club house. Any matter concerning sporting fields is discussed at a monthly Sports Council meeting to provide feedback to the user groups and the council teams that prepare the facilities.	Success of grants submitted from external agencies. Facilities to meet minimum requirements of AS codes relevant with individual projects.		100%	Completed	Works Engineer

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer
AR1.1.2	Deliver the Rehabilitation of Cheney Park sub soil project to provide adequate surface for activities	Develop sporting facilities to meet community needs	Project completed and operating well			100%	Completed	Director Infrastructure and Strategic Futures

AR2: Sports Grounds Maintenance

AR2.1: Maintain sporting facilities to meet the communities needs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
AR2.1.1	Ongoing maintenance is carried out in a planned program to meet the needs of the key users and community groups	Maintain sporting facilities to meet the communities needs	Ongoing planned maintenance has been carried out by the Presentation team at all sporting fields across the Shire. The top dressing and fertilizing programs were successfully completed within this reporting period. The irrigation systems have been audited and repaired, when necessary. Preliminary work has commenced on the upgrading to a cloud-based irrigation system. All work is planned and scheduled during a daily prestart with the presentation team. These facilities are managed in consultation with the Parkes Sports Council which is represented by the Sports user groups.	Suitable facilities are available and fit for purpose for key users and events (Maintain or reduce stakeholder/ community complaints)		100%	Completed	Works Engineer

AR3: Playgrounds

AR3.1: Maintain the playgrounds to meet the communities needs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
AR3.1.1	Ongoing Maintenance is carried out in a planned program to ensure playgrounds are safe and adequate for key users and community groups	Maintain the playgrounds to meet the communities needs	Playgrounds have continued to be maintained and checked on a regular basis, with damaged equipment replaced to ensure community safety is maintained. Internal audits were carried out on an ad-hoc basis by the PSC presentation team. Council continued to utilise the external audit completed within the 2020/21 financial year to provide direction for playground maintenance requirements. Customer requests for play equipment increased during the reporting period, as the community emerged from COVID-19 restrictions and heightened levels of vandalism were experienced within the Shire.	Suitable facilities are available for key users and events (Maintain or reduce stakeholder/community complaints). Play equipment meets requirements of AS4685. Number of Playground Inspections carried out in accordance with standards and guidelines		100%	Completed	Works Engineer

AR4: Walk/Cycle

AR4.1: Implement Pedestrian and Cycling Strategy to meet the community needs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
AR4.1.1	Ongoing maintenance is carried out in a planned program to meet the needs of the key users and community groups	Implement Pedestrian and Cycling Strategy to meet the community needs	Maintenance has been carried out in accordance with Council's planned program including line marking renewal of the shared path along Brolgan Road.	Suitable facilities are available and fit for purpose for key users and events (Maintain or reduce stakeholder/ community complaints)		100%	Completed	Works Engineer
AR4.1.2	Identify projects for inclusion in the Pedestrian and Cycling Strategy	Implement Pedestrian and Cycling Strategy to meet the community needs	Due to the timing of State grant funding, no applications made during this reporting period. 3 projects have been identified for future applications which open in August 2022. These projects are in East Street and adjacent to Spicer Oval.	Number of Projects identified	3 Projects identified for future funding applications.	100%	Completed	Director Operations
AR4.1.3	Seek funding opportunities to enable the delivery of projects within the strategy	Implement Pedestrian and Cycling Strategy to meet the community needs	Due to the timing of State funding and grants, no submissions were made during this period. Projects have been identified for the next round which opens in August 2022.	Grant Submissions lodged	No grant applications made in this reporting period.	100%	Completed	Director Operations

ACTIVITY: PASSIVE RECREATION

PR1: Main Street Beautification

PR1.1: Main Street presentation program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR1.1.1	The community and visitors are satisfied with the presentation of the main street.	Main street presentation program	Ongoing maintenance programs were completed during this reporting period. Continuous positive feedback was received from visitors and community members on the presentation of the main street. Any issues raised in the main street are managed through the Customer Request Management System and are address in a timely manner. Preparations have been made to upgrade garden spaces in the main street as part of the paver repair process.	Customer requests are dealt with in a timely manner. Hours worked provide desired service standard		100%	Completed	Works Engineer

PR1.2: Develop and Implement Townships Presentation Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR1.2.1	Improved town beautification to meet the needs of the community and visitors	Develop and Implement Townships Presentation Strategy	During this reporting period, the operations team has ensured an effective the strategy is used to improve the towns appearance for community members and visitors. Daily and scheduled cleaning was carried out within the Main Streets, parks, gardens, and public toilets of the Shire. The Trundle Main Street revitalisation project has commenced this year as part of the Trundle Main Street Masterplan. Regular feedback is received from Community users and these needs are addressed.	% Projects developed and delivered		100%	Completed	Works Engineer

PR2: Maintenance and Improvement of Park Areas

PR2.1: Planned Maintenance for Parks

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR2.1.1	Parks are available for a variety of activities to meet the needs of key users and community	Planned maintenance for parks	Parks have been cleaned and maintained in a scheduled plan to be available for the community for a variety of activities. Parks across the Shire are available on a booking system, when bookings are made additional emphasis is placed on these parks to ensure they meet the user's needs. As the community re-emerged from COVID-19 restrictions and higher levels of vandalism were experienced within the Shire, an increase in customer requests were placed by the community.	Parks are available for a minimum of 90% of the time for community activities		100%	Completed	Works Engineer

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR2.1.2	Park maintenance meets community expectations	Planned maintenance for parks	The maintenance required to be carried out in our parks is a strategic part of the daily prestart meetings where work is planned and scheduled. During this period mowing, gardening, fertilising, tree maintenance and park furniture maintenance and repairs occurred and preparation for the Cooke Park fountain fence and pump began. Despite COVID-19 and staff shortages, scheduled inspections were carried out on the park areas, as a result, reported maintenance is resolved as required. Community feedback was primarily obtained the Customer Request Management portal.	Customer requests are dealt with in a timely manner.		100%	Completed	Works Engineer

PR3: Maintenance and Improvement of Reserve Areas

PR3.1: Planned Maintenance for Reserve Areas

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR3.1.1	Deliver priority projects to meet the needs of key users and community groups.	Planned maintenance for reserve areas	Ongoing and planned maintenance has been carried out on reserve areas to meet the requirements of the community. The maintenance consists of mowing/slashing, removing fallen timber and pruning trees. No customer requests were received during the reporting period, for the Operations team to respond to.	Reserves are available for community activities		100%	Completed	Works Engineer
PR3.1.2	Reserve maintenance meets community expectations	Planned maintenance for reserve areas	Reserve maintenance is carried out in line with community expectation. There were no excessive community complaints received that the reserves do not meet these standards or are not available for community use. Planned maintenance was carried out as required. A slashing programme is utilised to ensure all reserves are kept in a tidy state and fuel for bush fires is reduced.	Customer requests are dealt with in a timely manner.		100%	Completed	Works Engineer

PR4: Streetscape Amenity

PR4.1: Maintain Town Entries in-line with Presentation Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR4.1.1	Maintain town approaches to meet the needs of the community and visitors	Maintain Town Entries in line with Presentation Strategy	The Presentation Team's objective is to present the town entries in a manner that is acceptable to the community and visitors. A strategy is utilised to ensure activities such as mowing/slashing, rubbish removal is conducted in line with PSC requirement. During times of high community activity, such as the Elvis Festival, additional rubbish collection and clean-up activities are conducted to ensure the Shire is well presented.	Maintain work completed Customer feedback		100%	Completed	Works Engineer

PR4.2: Planned maintenance for gardens and verges

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR4.2.1	Gardens, verges, and medians are presented to community expectations	Planned maintenance for gardens and verges	Council has utilised operational funding to repair and maintain gardens and verges whilst securing grant funding, primarily through grants complete upgrades. These gardens are managed accordingly and are kept to a certain height, so they do not impede motorists view when driving. Gardens are maintained and replaced when and where required. During this reporting period, the garden and intersection upgrade was provided for the inner section of Court and Currajong Street and work began on the corners of Currajong and Bushman Street.	Customer requests are dealt with in a timely manner.		70%	Progressing	Works Engineer

PR4.3: Street Trees Management

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PR4.3.1	Street trees are managed to meet community expectations	Street trees management	A regular maintenance program is completed by the arborist team, where they ensure 2 days per quarter are spent at each village/small town within the Shire. During this period, a new qualified team leader was employed, who will manage the team to ensure works meet all required standards. The replacement of street trees is done within the street tree replacement strategy adopted by Council. The community has raised several matters concerning trees within the Shire through the CRM system which have been managed in a timely manner.	Customer requests are dealt with in a timely manner.		100%	Completed	Works Engineer
PR4.3.2	Develop and implement street tree replacement strategy	Street trees management	A street tree replacement strategy has been developed and is now being implemented. As trees are being replaced, we are now following the strategy to ensure	Street Tree Replacement Strategy developed.		80%	Progressing	Works Engineer

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			that trees are being replaced that suit the Parkes Shire Council surrounds and infrastructure and are not placed in locations that compromise sight distance or safety for the community. The current street tree policy requires an internal review to ensure consistency with current industry practice which is scheduled for the 22/23 financial year.	Reduction in costs caused by damage from trees to property and infrastructure				

ACTIVITY: POOLS

P1: Pool Operations and Maintenance

P1.1: Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle, and Tullamore

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P1.1.1	Meeting Royal Life Savings Society Guidelines for Safe Pool Operations	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle, and Tullamore	All Parkes Shire Pool operate within the Royal Life Saving Society Guidelines for Safe Pool Operations. No external audits have been undertaken during the reporting period.	Audit Reports from Royal Life Savings Society		100%	Completed	Manager Facilities
P1.1.2	Facilities maintained to a satisfactory standard	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle, and Tullamore	Regular maintenance inspections undertaken and reported to Council's Buildings Maintenance Officer for attention and rectification.	Regular reports from Pool Supervisors for maintenance requirements		100%	Completed	Manager Facilities
P1.1.3	Compliance with Department of Health Pool Operations Hygiene standards	Maintain and Operate Council owned pools at Parkes, Peak Hill, Trundle, and Tullamore	Water testing is undertaken to ensure compliance with hygiene standards. Dept of Health random inspections undertaken with no anomalies found.	Regular testing including Microbiological testing including results		100%	Completed	Manager Facilities
P1.1.4	Safely and efficiently manage the	Maintain and Operate Council owned pools at	All staff are appropriately trained by reputable training providers with rosters developed to achieve	Pool staffed to meet Australian guidelines		100%	Completed	Manager Facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
	operations of the Shire Swimming Pools	Parkes, Peak Hill, Trundle, and Tullamore	cost effective solutions whilst maintaining public safety.	Staff rosters managed to achieve most cost-effective solutions				

P1.2: Manage and operate the Poolside Cafe

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P1.2.1	Ensure the Poolside Cafe operates to an efficient business model and provides front of house service to the Aquatic Centre	Manage and operate the Poolside Cafe	Quality customer service was provided by Kiosk Staff. Unfortunately, the Public School Carnivals did not utilise the kiosk facilities as they restricted the number of participants to competitive swimmers only and advised Pool Staff that the children would not be ordering food. This did impact on revenue.	Customer Feedback % profit/loss Maintain or improve sales		100%	Completed	Manager Facilities

P2: Maximise Pool Patronage opportunities

P2.1: Encourage additional patronage at Council Pools

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P2.1.1	Ensure facilities are welcoming to patrons	Encourage additional patronage at Council Pools	Positive feedback has been received from multiple sources for the presentation and cleanliness of the Pool facilities.	Customer Feedback		100%	Completed	Manager Facilities
P2.1.2	Encourage activities to be hosted at Pools (such as Elvis, Birthday Parties)	Encourage additional patronage at Council Pools	COVID has made public activities difficult to host.	Number of Activities		100%	Completed	Manager Facilities

P3: Implementation of Learn to Swim Program at Parkes Pool

P3.1: Provision of Learn to Swim Tuition at Parkes Pool

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P3.1.1	Increased LTS patronage	Provision of Learn to Swim Tuition at Parkes Pool	The Intensive Lessons in January 2022 and Session 2 of the Learn to Swim Program had 368 students enrolled with a utilisaton rate of 87.56%. Attendance figures are down for February/March 2022 as we could not offer Pre-School lessons due to availability of Learn to Swim Instructors.	Numbers of students participating in lessons each term		100%	Completed	Manager Facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P3.1.2	Tuition provided that encourages progression	Provision of Learn to Swim Tuition at Parkes Pool	Competency based tuition is provided to ensure individual attention is provided to each student to cater for their needs and abilities.	Progression of students during the program		100%	Completed	Manager Facilities
P3.1.3	Tuition based on AUSTSWIM Guidelines	Provision of Learn to Swim Tuition at Parkes Pool	All staff are AUSTSWIM or Royal Life Savings accredited instructors.	AUSTSWIM accreditation of all instructors. Customer Feedback		100%	Completed	Manager Facilities

P4: Indoor Heated Pool Strategy

P4.1: Facilitate the Indoor Heated Pool Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
P4.1.1	Applications are prepared and submitted for funding under Government programs as they arise	Facilitate the Indoor Heated Pool Strategy	No suitable funding sources have been identified for this project.	Applications submitted on time.		100%	Completed	Manager Facilities

COMMUNITY: CULTURE

C1: Support existing, and plan for future, cultural activities, and facilities

C1.1: Maintain relationship with Arts OutWest

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.1.1	Regional access to arts and cultural development, promotion, education, and advocacy.	Maintain relationship with Arts OutWest	Parkes Shire Council has maintained its relationship with Arts OutWest with Roxanne Gallacher, Council's Creative Learning Programs Coordinator, representing PSC on the Arts OutWest Advisory Council (following Warwick Tom's retirement from the role).	Annual contribution.	Annual contribution	100%	Completed	Manager Cultural, Education and Library Services

C1.2: Support of the Parkes Shire Cultural, Education & Library Service Committee

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.2.1	Cultural, education and library programs meet the identified needs of the community	Support of the Parkes Shire Cultural, Education & Library Service Committee	During the reporting period the CEL committee met twice on 10 February and 16 June 2022. Minutes and all recommendations adopted by Council.	Committee recommendations adopted by Council.		100%	Completed	Manager Cultural, Education and Library Services

C1.3: Implement priorities from the Parkes Cultural Spaces Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.3.1	Ongoing development of cultural facilities	Implement priorities from the Parkes Cultural Spaces Plan	The Coventry Room upgrade was completed in June 2022.	Planning for an art gallery progresses	Art gallery provision in Coventry Room	100%	Completed	Manager Cultural, Education and Library Services

C1.4: Provision of accommodation support for key cultural groups

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.4.1	Cultural endeavors are supported and made possible	Provision of accommodation support for key cultural groups	Accommodation support for key cultural groups has continued.	Prevailing accommodation arrangements are continued.	Accommodation arrangements continuing	100%	Completed	Manager Cultural, Education and Library Services

C1.5: Cultural Grants awarded

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.5.1	Reinvesting in, and developing, community cultural skills.	Cultural Grants awarded	4 applications for the Cultural Grants were received with 3 grants awarded to: Parkes East Public School PCA - $2550 for the purchase of percussion instruments to grow musical talent and engagement Rotary Club of Parkes - $5450 to record cultural histories of the Parkes Shire Parkes Painting Group - $2000 to deliver a 2023 Elvis festival exhibition.	More than 5 applications are received.	4 applications received	100%	Completed	Manager Cultural, Education and Library Services

C2: Provide opportunities for all to experience and participate in cultural activities

C2.1: Local exhibitions hosted and supported by Parkes Shire Library

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.1.1	Local artists do not have to leave the Shire to access exhibition opportunities.	Local exhibitions hosted and supported by Parkes Shire Library	During the reporting period 4 exhibitions were hosted: Parkes Potters Exhibition, Wiradjuri Ngurambang Showcase, Elvis Photography Exhibition, and Waste to Art Exhibition.	At least two local exhibitions managed and hosted annually. Support provided to groups exhibiting as requested.	5 exhibitions managed and hosted and support to Parkes Potters and local Wiradjuri artists.	100%	Completed	Manager Cultural, Education and Library Services

C2.2: Travelling and non-local exhibitions hosted by Parkes Shire Library

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.2.1	The community does not have to leave the Shire to access lifelong learning inspiring opportunities.	Travelling and non-local exhibitions hosted by Parkes Shire Library	Travelling exhibitions were not possible during this period due to COVID restrictions and lockdown, however 5 exhibitions were held in the Coventry Room: Postcards From Parkes Art Exhibition (December 2021) Parkes Potters belated 50th Anniversary Exhibition (March 2022) Wiradjuri Ngurambang Behind the Scenes exhibit (April 2022) Elvis Festival Photography Competition & Exhibition (April 2022) Waste to Art (May/June 2022) Additionally we facilitated non-local performances and opportunities including: BlueScope Youth Orchestra provided two performances (one for early childhood, and one for general public) Workshops in the Makerspace with providers from outside the Parkes Shire (including succulent wreath making and Christmas trees) Totem Skate Event as part of Youth Week activities	At least two non-local exhibitions held.	0 non-local exhibitions	100%	Completed	Manager Cultural, Education and Library Services

C2.3: Continued development of the public art program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.3.1	Creation of a visible and vibrant art presence	Continued development of the public art program	Parkes Public Art Trail maintained and extensively promoted. New public art piece installed behind Cooke Park Pavilion.	At least one new public art feature installed annually.	Completed	100%	Completed	Elvis Festival Director

COMMUNITY: EDUCATION

E1: Provision of early childhood education support

E1.1: Activities supporting early literacy delivered by Parkes Shire Library

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
E1.1.1	Families are supported in preparing their children for school	Activities supporting early literacy delivered by Parkes Shire Library	During this reporting period on average, we had 16 participants attending our Storytime and Rhyme time activities.	Storytime and Rhyme Time held. On average greater than 15 participants per activity	16 participants per activity	100%	Completed	Manager Cultural, Education and Library Services

E2: Approved Provider of Central West Family Day Care

E2.1: Compliance with Education and Care Services National Regulation and Act 2001

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
E2.1.1	Families are supported in preparing their children for school	Compliance with Education and Care Services National Regulation and Act 2001	Second half of 2022 Preschool individual summative assessment will be made to determine each child's "school readiness"	Federal Government National Quality Frameworks compliance met.	Frameworks met by FDC- Meeting the standards. Bangala-la Preschool to be assessed in the first year of operation	0%	Progressing	Central West Family Day Care Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
				Accreditation standards assessment met.	Compliance of service met by Dept of Ed and Early Childhood Directorate.			

E3: Provided and support educational opportunities

E3.1: Jack Scoble Scholarship Awarded

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
E3.1.1	Students entering their first year of university are supported to succeed	Jack Scoble Scholarship Awarded	Parkes Shire Council continued to support higher education through the provision of the Jack Scoble Scholarship. This year, 12 applicants applied for the scholarship, with three scholarships being awarded. During the 16-year history of the Education Scholarship, $120,000 of financial assistance has been provided through the program.	10 applications or more received.	12 applications received	100%	Completed	Manager Cultural, Education and Library Services

E3.2: Discussions held with music development key stakeholders

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
E3.2.1	The delivery of music lifelong learning opportunities is supported	Discussions held with music development key stakeholders	The Culture Education & Library Services Committee recommended (and endorsed by Council) that an annual payment for Music Development will be made to the Parkes Shire Concert Band in recognition of the important role they play in the community conducting a significant number of performances.	Annual meeting held.	Annual meeting held	100%	Completed	Manager Cultural, Education and Library Services

COMMUNITY: PUBLIC LIBRARIES

PL1: Inspire and nurture the joy of reading, writing and research

PL1.1: Facilitate author visits to the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL1.1.1	Access to professional skills and thinking that are not regularly available are brought to the community	Facilitate author visits to the Shire	During this period Meredith Jaffe provided an Author Talk at Parkes Library 10 June 2022 and Peak Hill on 11 June 2022.	At least two per year	3 Author talks	100%	Completed	Manager Cultural, Education and Library Services

PL1.2: Facilitate and support writing and reading activities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL1.2.1	Opportunities are provided for likeminded people to discuss and share their interests	Facilitate and support writing and reading activities	Opportunities to facilitate and support writing and reading activities have included: Author-Rised Writers Group (5 sessions), Book Clubs in Parkes (10 sessions), Trundle (3 sessions) and Peak Hill (5 sessions), weekly Home Library Service (provided in conjunction with Neighborhood Central), Creative workshops, and Author Talks (2 talks).	At least 2 activities per month.	4 activities per month on average	100%	Completed	Manager Cultural, Education and Library Services

PL1.3: Improvement of library collections (physical and online)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL1.3.1	Library collections meet the needs of the community	Improvement of library collections (physical and online)	The provision of a purchase request service has continued during this reporting period. Collection Development policy will be reviewed in the next reporting period.	Provision of a purchase request service.	Purchase request service provided	100%	Completed	Manager Cultural, Education and Library Services
				Collection Development Policy is reviewed every 2 years (2017)	Collection Development Policy for review in next reporting period			

PL2: Library Service Review

PL2.1: Annual mini-service review

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL2.1.1	Library programs and activities are kept vibrant and relevant	Annual mini-service review	The mini- service review has included: - a State Library Collections Health Check (where the collection is checked against State Library list of important publications that all libraries should hold (this has resulted in ensuring that these items cannot be deleted and the purchase of items to ensure the Parkes Library has a healthy collection) - a review of staffing at the library (this has resulted in a restructure of staffing including a second Library Technician replacing the Librarian role) - review of fees and charges - review of desk roster - adult programs and services (resulted in the redesign of a Library Officer position) - safety review of the Library and Cultural Centre (with WHS team) - Chemical audit of the Makerspace (with WHS team) - review of opening hours in the Makerspace - review of scope of the Creative Learning Programs Coordinator role and relationships with events team - review of social media content creation and staff training.	Library usage increases 1% each year.	2% increase	100%	Completed	Manager Cultural, Education and Library Services

PL2.2: Industry standard review prepared in 2019

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL2.2.1	Library services meet industry standards and guidelines	Industry standard review prepared in 2019	The final recommendation from the industry standard review undertaken in 2018 is now in motion with the renovation of Peak Hill Library to enable disability access in the planning stage.	Review adopted by Council & actions implemented.	Industry Standard Review actions in final stage of completion	100%	Completed	Manager Cultural, Education and Library Services

PL3: Provide lifelong learning activities

PL3.1: Activities targeting adults delivered by Parkes Shire Library

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL3.1.1	The community does not have to leave the Shire to access lifelong learning inspiring opportunities	Activities targeting adults delivered by Parkes Shire Library	During the 2021 - 2022 period 97 activities were delivered specifically targeting adults with 928 participants which averages 9.5 participants per activity. It is worth noting that an additional all ages 55 events were provided with 576 people attending. COVID lockdown and restrictions impacted upon attendance at events and the need for a number of events to be cancelled or postponed.	On average greater than 10 participants per activity	9.5 participants per activity	100%	Completed	Manager Cultural, Education and Library Services

PL3.2: Activities targeting primary, and youth delivered by Parkes Shire Library

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL3.2.1	Families do not have to leave the Shire to access lifelong learning inspiring opportunities	Activities targeting primary and youth delivered by Parkes Shire Library	During this period activities for primary and youth included School holiday activities and movies, school visits to the library & Makerspace, library lock-ins, Library Ambassadors program, LEGO Club, art workshops, Youth Week activities (including Totem skate event and movies) and the establishment of the Parkes Youth Voices.	On average greater than 15 participants per activity	Average of 11.3 participants per activity	100%	Completed	Manager Cultural, Education and Library Services

PL3.3: Annual monthly long reading, writing, science celebration held

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
PL3.3.1	Experiences, skills, and opportunities that are not regularly available are brought to the community	Annual monthly long reading, writing, science celebration held	As reported previously this annual month-long celebration has not been held since 2018. Other life-long learning activities have been supported by the opening of the Marramarra Makerspace Studio which supports STEAM learning throughout the year. The Makerspace is open to community members free of charge on Monday and Wednesday afternoons providing access to 3D printers, 3D scanner, laser cutter, badge making machine, sewing & over-locker machines, art & craft materials, and board games with 411 visits to the open-maker days. Creative workshops have been provided on a regular basis for adults and children with 240 attendees, and LEGO Club. Other lifelong learning activities supporting reading, writing and science included Author-Rised writers' group, Book Clubs in Parkes, Peak Hill, and Trundle, & weekly Computer Classes.	Participation in events 90% booked.	90.1% participation of target attendance	100%	Completed	Manager Cultural, Education and Library Services

COMMUNITY: WELLBEING

WB1: Safety

WB1.1: Attract and retain health professionals to maintain adequate medical services for the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.1.1	Process all incentive applications	Attract and retain health professionals to maintain adequate medical services for the Shire	GP support for relocation and reuse of Existing Council facility Dalton Street	Percentage processed	100	100%	Completed	Director Planning and Environment
WB1.1.2	Participate in regular meetings	Attract and retain health professionals to maintain adequate medical services for the Shire	Meetings attended with GP relocation and WAHS	Number of meetings attended	2	100%	Completed	Director Planning and Environment
WB1.1.3	Reduce health professionals' vacancies impacting on the community	Attract and retain health professionals to maintain adequate medical services for the Shire	Ongoing Discussions with GPs	Number of key health professionals' vacancies	Undetermined	100%	Completed	Director Planning and Environment

WB1.2: Provide Food Safety and Public Health monitoring to the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.2.1	Council monitors all high and medium risk premises including temporary outlets and intervenes to ensure compliance with Food Safety Standards	Provide Food Safety and Public Health monitoring to the Shire	Annual inspections completed	Number of high and medium risk premises inspected	35	100%	Completed	Director Planning and Environment
WB1.2.2	Supports parents with childhood immunisation needs	Provide Food Safety and Public Health monitoring to the Shire	Food safety inspections and reported	Funding provided to immunisation programs	nil	100%	Completed	Director Planning and Environment
WB1.2.3	Council responds to water quality issues reported in relation to public swimming pools	Provide Food Safety and Public Health monitoring to the Shire	Satisfactory	Respond to complaints regarding public pool water quality.	nil	100%	Completed	Director Planning and Environment
				Number of notices issued.	0			

WB1.3: Road Safety

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.3.1	Road Safety Initiatives and Programs	Road Safety	Parkes Shire Council's Road Safety & Injury Prevention Officer, undertook Road Safety initiatives and programs throughout the reporting period. These initiatives were: 1. Free Cuppa for the Driver Scheme, which had increased participation and community engagement in comparison to pre-covid rates. 2. I'm Counting on You; the annual child restraint checking day was held in Parkes in June. 3. The Load Restraint Education Project was the winner of the IPWEA (NSW + ACT) Local Government Road Safety Excellence Award. 4. Heavy Vehicle Safety: 60 locals attended the annual Central West NSW Heavy Vehicle Breakfast Forum was held at the Forbes Inn in June. 5. Observation Surveys: bi-annual observation surveys that measure illegal mobile phone usage whilst driving and seatbelt wearing rates were held in May. 6. Plan B Win a Swag: promotion ran until the end of January. All local pubs, clubs and bottle shops in Parkes participated. 7. NOT A STATISTIC! Youth Driver Education Program: A training package is being developed for the 2022 education program. 8. Helping Learner Drivers Become Safe Drivers Workshops: two online region-wide workshops were held in May. 9. National Road Safety Week: Parkes Council celebrated National Road Safety Week in May with a number of activities.	Number of initiatives undertaken	7	100%	Completed	Road Safety & Injury Prevention Officer

WB1.4: CCTV/Security

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.4.1	Liaise with key stakeholders to maximise public safety throughout the Shire	CCTV/Security	Council staff are working on a project to upgrade a number of CCTV links and have also added another precinct around the Cooke Park Pavilion. Council is also working with Parkes police on adding another precinct around the Skate Park in Parkes. Council staff are also working with the Tullamore CCC on cameras for Tullamore main street.	Maintain/review roll out of CCTV in Parkes CBD and Parkes Shire		90%	Progressing	Executive Manager Corporate Services

WB1.5: Emergency Management

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.5.1	Provide executive support to the Local Emergency Operations Controller and the Local Emergency Management Committee	Emergency Management	4 LEMC meeting held for the year as well as numerous ad hoc meetings as required to manage the evolving COVID-19 response from July 2021 through to Feb 2022, including the coordination of rapid vaccination clinics and the ongoing support of PCR testing	Number of Local Emergency Management Committee meetings attended.	4	100%	Completed	Director Infrastructure and Strategic Futures
				LEOC maintained in a state of readiness.	Yes			
				DISPLAN reviewed	Yes			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.5.2	Support the operations of the State Emergency Service (SES)	Emergency Management	Council continues to support the operations of the SES with the provision of property facilities for units. Council's property team has been working with the SES for the opportunities for relocation due to ongoing flooding sustained at current facility. Council has approached its Local Member for funding support to no avail. Council has offered the provision of a developed block of land to support this relocation.	Plant and equipment funded.	No plant and equipment funded as not responsibility of Council.	100%	Completed	Director Operations
				Provide accommodation and support for SES units	Facilities provided for units as required.			

WB1.6: Provide Ranger Services to the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.6.1	Council has measure in place to reduce risks of nuisance and safety from companion animals	Provide Ranger Services to the Shire	Companion animal services carried out appropriately and at a satisfactory level.	Number of dogs Impounded	25	100%	Completed	Director Planning and Environment
				Number of Dog and cat complaints responded to	32			
				Number of dog attacks responded to.	6			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
				Number of km patrolled. Number of inspections conducted	6750			
WB1.6.2	Council respond and investigate complaints to address untidy blocks	Provide Ranger Services to the Shire	Inspections and actions carried out satisfactorily	Number of complaints responded to	23	100%	Completed	Director Planning and Environment
WB1.6.3	Council has measures in place to reduce risks of nuisance and safety relating to livestock and abandoned articles	Provide Ranger Services to the Shire	Service carried out as required	Number of livestock complaints responded to.	8	100%	Completed	Director Planning and Environment
				Number of abandoned article complaints responded to.	5			
WB1.6.4	Council increases public safety and equitable access to available public parking spaces through a Parking Patrol program	Provide Ranger Services to the Shire	Patrols carried out regularly and on request	Number of parking patrols conducted	22	100%	Completed	Director Planning and Environment

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB1.6.5	To respond to incidents of littering and waste dumping	Provide Ranger Services to the Shire	All reports acted upon	Number of complaints responded to	25	100%	Completed	Director Planning and Environment

WB2: Village Strategic Plans

WB2.1: Bogan Gate Village Strategic Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB2.1.1	Priority projects outlined in the Strategic Pan are implemented and delivered in a timely manner	Bogan Gate Village Strategic Plan	Council's Economic Development team is working on a new Community Information board. Also, more work was done on the overnight parking area next to the Hall. An RV dump point has now been installed.	Number of projects delivered	2	60%	Progressing	Executive Manager Corporate Services

WB2.2: Peak Hill Village Strategic Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB2.2.1	Priority projects outlined in the Strategic Plan are implemented and delivered in a timely manner	Peak Hill Village Strategic Plan	Stage 3 of the Carrington development was completed, and major refurbishment works were completed at the tennis courts and clubhouse. The Community Garden was also completed.	Number of projects delivered	3	70%	Progressing	Executive Manager Corporate Services

WB2.3: Trundle Village Strategic Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB2.3.1	Priority projects outlined in the Strategic Plan are implemented and delivered in a timely manner	Trundle Village Strategic Plan	The cricket nets at Berryman Oval were completed during this reporting period. The Trundle Main Street project has now commenced.	Number of projects delivered	2	90%	Progressing	Executive Manager Corporate Services

WB2.4: Tullamore Village Strategic Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB2.4.1	Priority projects outlined in the Strategic Plan are implemented and delivered in a timely manner	Tullamore Village Strategic Plan	Drainage, kerb and gutter, and drainage works are being planned.	Number of projects delivered	1	30%	Progressing	Executive Manager Corporate Services

WB3: Disability Action Plan

WB3.1: People with disability experience positive attitudes and respectful behaviour from Council staff

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.1.1	Staff are confident and skilled in communicating with people who have a disability	People with disability experience positive attitudes and respectful behaviour from Council staff	Training programs to be developed to give all staff an awareness and confidence in communicating with people who have a disability.	Induction training course materials incorporate the topic of disability inclusion. Customer service training incorporates the topic of disability awareness and person-centered communication. Number and type of training programs relating to inclusion or disability confidence / awareness delivered or attended.		75%	Progressing	Human Resources Manager

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.1.2	People with disability are consulted/ aware about the priorities for enhancement of disabled facilities	People with disability experience positive attitudes and respectful behaviour from Council staff	No consultation has occurred during this period in relation to the enhancement of disabled facilities.	Number of Access Committee Meetings.	0	100%	Completed	Manager Planning Services
				Number of media releases relating to Disability Inclusion Action Plan	0			

WB3.2: People with disability and their families and supporters have greater access to community places, buildings, and events

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.2.1	People with disability have greater access to events hosted in the Shire	People with disability and their families and supporters have greater access to community places, buildings, and events	An estimated 92% of events in Parkes have suitable accessibility options. The new Cooke Park Pavilion is fully accessible and major events, such as Overture and Parkes Elvis Festival, constructed specialised accessible viewing areas.	% of Council run events with access and inclusion plan as part of event implementation.	92%	80%	Progressing	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.2.2	Council Chambers and public meeting spaces and public libraries provide disabled access	People with disability and their families and supporters have greater access to community places, buildings, and events	New public facilities are constructed in accordance with most recent building codes and standards to provide appropriate disabled access.	% of buildings specified that have access features completed.		100%	Completed	Manager Planning Services
WB3.2.3	Families, tourists, and visitors have greater access to information on accessible features of the Shire, including attractions, events, playgrounds, accommodation, and activities of interest in the Shire	People with disability and their families and supporters have greater access to community places, buildings, and events	Visit Parkes and Parkes Elvis Festival websites contain sections on accessible features of the Shire. Website designed to meet Web Content Accessibility Guidelines 2.0A. Amenities improved at the Visitor Information Centre, including accessible picnic shelters.	Council Libraries and Tourist Information Centre have information on accessible features of the Shire. Tourism website has a section on accessible accommodation, events, and activities, updated annually	Achieved	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.2.4	Wayfinding in and around Council Civic Buildings is inclusive of people with a walking impediment, vision and/ or hearing impairment, blindness and/ or deafness	People with disability and their families and supporters have greater access to community places, buildings, and events	Council continues to upgrade its facilities and ensures new works are compliant with accessibility standards.	% of way-finding plans (suitable for guests who may be vision or hearing impaired; blind and/or deaf) implemented for the Council Administration Building, Civic (Entertainment) Centre and Visitors Information Centre		90%	Progressing	Manager Planning Services
WB3.2.5	Local businesses and tourism in the Shire are encouraged to have greater awareness of the economic benefits of developing accessible and aging friendly	People with disability and their families and supporters have greater access to community places, buildings, and events	Funding programs to assist in developing more accessible tourism products promoted via Council communication channels. Council assisted with successful funding application to improve accessibility at the CSIRO Parkes Radio Telescope. New accessible picnic shelters constructed at Parkes Visitor Information Centre.	Number of information sessions provided on the economic benefits of accessible and ageing friendly businesses and activities.	Via digital methods	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
	places and activities		Specialised accessible viewing platforms constructed for two major events at Cooke Park: Overture and Parkes Elvis Festival. Council promotion of 2022 Seniors Week.	Number of media articles distributed.	Not monitored.			

WB3.3: People with disability can more easily and efficiently access Council services and are engaged in the decision-making processes of Council

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.3.1	Written information produced by Council is easier to read both in form and content	People with disability can more easily and efficiently access Council services and are engaged in the decision-making processes of Council	Providing an array of options for people to have their say.	% of public documents (e.g. Guidelines, FACT Sheets) that provide alternative 'easy read' format		50%	Progressing	

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.3.2	People with disability have greater access to information via Council web pages	People with disability can more easily and efficiently access Council services and are engaged in the decision-making processes of Council	Maintained WCAG.20 A compliance on both Visit Parkes and PSC websites	% of 'easy read' formatting. Visitors' Information and Council's websites have up to date sections on accessibility features for getting around the Shire.		50%	Progressing	
WB3.3.3	People with disabilities increasingly give feedback to Council and can give formal and informal input on the development and progress of Council plans	People with disability can more easily and efficiently access Council services and are engaged in the decision-making processes of Council	Attended all Interagency Meeting held.	Number of Interagency Committee Meetings	2	50%	Progressing	

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.3.4	A member of the Access Committee is represented on reference groups/advisory bodies relating to access issues	People with disability can more easily and efficiently access Council services and are engaged in the decision-making processes of Council	Whilst there hasn't been any representation of Access Committee Members on reference groups/advisory bodies, Council is proactive in ensuring accessibility is provided to civic buildings and public areas.	Terms of Reference of relevant committees/groups/plans have requirements for Access Committee representation.		50%	Progressing	Manager Planning Services

WB3.4: People with disability have greater access to employment opportunities in the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB3.4.1	Council has recruitment and employment policies that reflect best practice with	People with disability have greater access to employment opportunities in the Shire	Council has a merit based equal opportunity recruitment & selection policy and people with a disability are encouraged to apply for vacant positions within the workforce.	Membership of the Australian Network on Disability, renewed annually.	0	100%	Completed	Human Resources Manager

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
	regards to encouraging and supporting the employment of people with disability			Percentage and list of recruitment and employment related policies / procedures amended in line with Australian Network on Disability guidelines and samples	3			

WB4: Social Justice Principles

WB4.1: Support and facilitate equity for Women

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.1.1	Support International Women's Day	Support and facilitate equity for Women	Held event in Cooke Park	Number of events supported	1	50%	Completed	
WB4.1.2	Support Women in Industry initiatives	Support and facilitate equity for Women	Held International Women's Day event	Number of events supported	1	50%	Completed	

WB4.2: Support and facilitate equity for Youth

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.2.1	Support Youth Week	Support and facilitate equity for Youth	Held a number of activities during Youth Week	Number of Youth Week events supported	1	50%	Completed	
WB4.2.2	Develop youth programs in conjunction with the Parkes Shire Libraries	Support and facilitate equity for Youth	Supported Youth Week 2022	Number of programs developed and delivered		50%	Completed	

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.2.3	Support Rotary Youth Leadership Award (RYLA) initiatives	Support and facilitate equity for Youth		RYLA events supported		0%	Not Due to Start	
WB4.2.4	Support youth initiatives	Support and facilitate equity for Youth	Held Youth Week 2022 events	Number of initiatives supported	1	50%	Completed	

WB4.3: Support and facilitate equity for Aboriginal

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.3.1	Continue to fund and support the Aboriginal Liaison Officer	Support and facilitate equity for Aboriginal	Three-year agreement resigned in February.	Joint funding between Northparkes Mines and Council continues		50%	Progressing	
WB4.3.2	Attend Interagency meetings	Support and facilitate equity for Aboriginal	Attended all Interagency Meetings set in the nominated period.	Number of Interagency meetings attended	2	50%	Completed	

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.3.3	Support Indigenous events such as NAIDOC Week	Support and facilitate equity for Aboriginal	NAIDOC Week has been postponed to November.	Number of events supported		50%	Progressing	
WB4.3.4	Support Elders Advisory Committee	Support and facilitate equity for Aboriginal	Continued to attend meetings.	Number of committee meetings attended	1	50%	Progressing	

WB4.4: Support and facilitate equity for Seniors

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WB4.4.1	Support Seniors Week	Support and facilitate equity for Seniors	Promoted on social media.	Seniors Week events supported	1	0%	Completed	

Council

C1: Human Resources

C1.1: Organisational Culture & Leadership

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.1.1	Staff develop leadership skill sets	Organisational Culture & Leadership	Ongoing leadership program to be rolled out to assist new and upcoming leaders New and upcoming leaders have been supported through the Local Government Aspiring Leaders Course, with three staff undertaking the course during the reporting period.	Leadership program rolled out	3 staff have attended leadership training	60%	Progressing	Human Resources Manager
C1.1.2	Mentoring and Coaching Culture	Organisational Culture & Leadership	Best practice programs are being assessed	TWI Programs implemented.		60%	Progressing	Human Resources Manager
				Frontline Leadership training provided.				
C1.1.3	Diversity in the workforce	Organisational Culture & Leadership	Based off staff member disclosure, Parkes Shire Council's workforce is composed of 5.4% Aboriginal and Torres Strait Islander and 37.9% women.	Evidence of roll out of diversity initiatives	1	100%	Completed	Human Resources Manager

C1.2: Developing Talent & Performance Management

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.2.1	Ongoing education of the workforce	Developing Talent & Performance Management	During this reporting period, Position Descriptions continue to be reviewed and updates to training requirements have been made. The Human Resource department have revised the Training and Education Support Policy.	Professional Development Plans Implemented. Education assistance provided.		100%	Completed	Human Resources Manager
C1.2.2	Performance is adequately managed	Developing Talent & Performance Management	SMART goal setting and a Positive Behaviours process continues to be rolled out	% of Appraisals satisfactorily conducted. Evidence of roll out of Positive Behaviours framework. Number of Staff trained in Coaching Methods.		100%	Completed	Human Resources Manager

C1.3: Adaptation to change

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.3.1	Staff with capability and commitment to continuous improvement	Adaptation to change	LEAN and Business Improvement (BI) programs to be refreshed across the organisation	LEAN and Business Improvement (BI) training & development provided		60%	Progressing	Human Resources Manager
C1.3.2	Meeting ongoing legislative and compliance requirements	Adaptation to change	Parkes Shire Council has continued to participate in internal and external auditing to ensure legislative and compliance requirements continue to be met.	WHSMS Mandatory training targets met	100% competed	100%	Completed	Human Resources Manager
C1.3.3	Ongoing consultative processes maintained	Adaptation to change	4 new Consultative Committee members have been trained this quarter. ACE meeting, during COVID, are being recorded giving staff the opportunity to view the meetings electronically and at any time providing a valuable communication tool across the organisation.	Regular Consultative Committee Meetings and ACE Meetings held		85%	Progressing	Human Resources Manager

C1.4: Building Workplace Capability

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C1.4.1	Talent is attracted and retained	Building Workplace Capability	Action from the Staff Engagement Survey continue to be rolled out.	Evidence of Recruitment and Onboarding roll out.		80%	Progressing	Human Resources Manager
				Professional Development Plan targets being met.				
C1.4.2	A satisfied workforce	Building Workplace Capability	Steps are being taken to address the issues raised in the staff engagement priority action plan	Six monthly Gallup survey of staff satisfaction		85%	Progressing	Human Resources Manager
				Employee Survey	91.4% participation			
				Recover at Work				
C1.4.3	Ensuring knowledge continuity in the workplace	Building Workplace Capability	Position profiles are regularly reviewed ensuring training requirements are relevant	Critical skills identified and appropriate succession plans in place for each Department.		100%	Completed	Human Resources Manager

C2: Information Technology

C2.1: Implement and optimise CIS workflows and processes

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.1.1	Productivity improvements across Council's operations	Implement and optimise CIS workflows and processes	A number of business processes and forms were introduced this year, including major reviews of the customer request workflows.	Evidence of Lean practices applied to identified processes and implemented using CIS features and functions.		50%	Progressing	ICT Network & Systems Engineer
C2.1.2	The number of systems is reduced and integrated to simplify end user experiences	Implement and optimise CIS workflows and processes	Continued to work with other teams to optimise use of current cloud programs to reduce the number applications are required and advising staff to use integrated apps instead of another third party	Applications moved towards integrated browsers base user interface and platform independent.		50%	Progressing	ICT Network & Systems Engineer
C2.1.3	Maintain currency of IT platform and systems	Implement and optimise CIS workflows and processes	Ongoing rollout of laptops to replace aged hardware has been progressing on an as needed basis.	All Devices upgraded to Windows 10 and Office 2016		80%	Progressing	ICT Network & Systems Engineer

C2.2: Maximise mobility of access to corporate systems

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.2.1	Efficiency brought about by in field use of technology	Maximise mobility of access to corporate systems	Staff continue to use mobile devices to deliver operational requirements around safety and asset management.	Field Staff are using tablets to record Works and mapping Information in real time.		65%	Progressing	ICT Network & Systems Engineer

C2.3: Support Smart City initiatives

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.3.1	Support and advice on innovation and technology in all aspects of Smart City Plan and project delivery	Support Smart City initiatives	Support of the Smart City Plan continues as the project progresses.	Input provided into the development of a smart city strategy.	4	40%	Progressing	ICT Network & Systems Engineer
				Identified projects from the strategy budgeted and implemented.	0			

C2.4: Investigate Cloud options

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C2.4.1	Council is fully aware of the upside and downside risks to Cloud solutions	Investigate Cloud options	Email filter and archiving through the Mimecast product was implemented. Mimecast will reduce the risk of malicious email content and protect the information captured in email messages.	Assessment and total cost of ownership models provided as part of strategic IT direction.		30%	Progressing	ICT Network & Systems Engineer

C3: Governance and Assurance

C3.1: Continually Develop and Implement Council's Governance Framework

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.1.1	Effectively functioning Risk Review Committee (RRC)	Continually Develop and Implement Council's Governance Framework	A new ARIC was being established in line with the NSW Government draft guidelines. The first meeting is scheduled for 28 July 2022.	Number of meetings held.	2	80%	Progressing	Executive Manager Corporate Services
				Positive or Adverse feedback from RRC Members or Councillors				
C3.1.2	Council has an effective Internal Audit program providing assurance to key stakeholders	Continually Develop and Implement Council's Governance Framework	A new ARIC was in the process of being established at the end of last fiscal year. In addition, the Contracts audit was almost complete in line with Council's audit program.	Internal Audits conducted in line with the Internal Audit Program.	1	70%	Progressing	Executive Manager Corporate Services
				Number of Actions outstanding from Internal Audit Action Plans.				
C3.1.3	Council has an effective Enterprise Risk Management (ERM) Framework to	Continually Develop and Implement Council's Governance Framework	A major review of the safety risks was undertaken during the period in line with our Work Health Safety management system. In addition, the ERM Policy and Framework was reviewed and updated.	Risks identified in Council's Risk Register.		100%	Completed	Executive Manager Corporate Services

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
	mitigate negative impacts and maximise opportunities			Evidence that ISO3100 and Due Diligence approach to risk being applied across Council.				
				Independent review conducted of Council ERM Framework.				
C3.1.4	Council's Civic Leadership meets community and regulatory standards	Continually Develop and Implement Council's Governance Framework	Council is complying with its regulatory obligations.	Number of substantiated code of conduct complaints.	0	100%	Completed	Executive Manager Corporate Services
				Governance policies reviewed and up to date. Required regulatory reporting conducted.				

C3.2: Implement and manage Council's Business Improvement Program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.2.1	Council is actively pursuing improvement objectives to achieve value	Implement and manage Council's Business Improvement Program	The upgrade of the Customer Request System was completed	Appropriate goals in place in Council's performance appraisal system.		90%	Completed	Executive Manager Corporate Services
C3.2.2	Staff capability in improvement is supported and maintained	Implement and manage Council's Business Improvement Program	A new team was put together to deliver improvements across the organisation. A training program delivering Project Management to a number of staff was delivered.	LEAN Basics, Learner and Practitioner programs implemented.	0	50%	Progressing	Executive Manager Corporate Services
				TWI programs and methodologies implemented.	0			
				Relevant staff receive ongoing professional development in relevant Business Improvement fields	2			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.2.3	Systems and processes in Council actively being reviewed to ensure value	Implement and manage Council's Business Improvement Program	The business improvement program delivered an upgrade to Council's Customer Request Management system.	Number of processes and systems under review.	2	50%	Progressing	Executive Manager Corporate Services
				Reported productivity gains across Council.				

C3.3: Coordinate the implementation of Council's Work Health and Safety Management System

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.3.1	Council's WHS Management system sustains its Australian New Zealand Standard 4801 Accreditation	Coordinate the implementation of Council's Work Health and Safety Management System	Council was reviewed and has maintained its ISO45001 accreditation for its Safety Management System.	Internal Audits conducted on the WHS Management System.		100%	Completed	Executive Manager Corporate Services
				Accreditation reviews conducted by appropriate industry specialists.				

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.3.2	Council staff are proactive in working to prevent workplace injuries	Coordinate the implementation of Council's Work Health and Safety Management System	Near miss incidents are being reported and summarised for senior staff review.	Number of incentive activities to minimise workplace injuries		100%	Completed	Executive Manager Corporate Services

C3.4: Coordinate and manage Council's Integrated Planning and Reporting Framework

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C3.4.1	Community Strategy provides timely consultation with Shire community	Coordinate and manage Council's Integrated Planning and Reporting Framework	The Community Strategic Plan was adopted by Council on 28 June 2022 after an engagement program and 28-day exhibition period. The CSP is now available on Council's web site.	Number of community consultations		100%	Completed	Executive Manager Corporate Services
C3.4.2	Operational Plan reported on within required timeframes	Coordinate and manage Council's Integrated Planning and Reporting Framework	The 2022-2025 plans and reports were completed and delivered on time. The 2021-22 Annual Report is currently being completed	Number of reports	9	90%	Progressing	Executive Manager Corporate Services

C4: Asset Management

C5.1: Strategic Planning

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C5.1.1	Council has a Strategic Longer-Term Plan for Asset Management	Strategic Planning	Longer term strategic modelling and planning has been completed with the support of Council's external Consultant Ben Lawson from Common Thread Consulting to ensure that the modelling is in line with the long-term improvement program of Council. The long-term plan has now been established with greater focus on rehabilitations, reseals and re-sheets to ensure asset protection is maintained as priority before new works are established. This strategic plan has been presented to Council for endorsement.	Asset Management Plans in line with ISO55000 and industry standards.	Asset plans reviewed and are in line with industry standards and benchmarks.	100%	Completed	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C5.1.2	Asset renewal funding requirements and funding gaps are determined to guide forward budgets	Strategic Planning	Longer term financial modelling tool which was being developed during the last reporting period has now been adopted by Council. This financial modeling was developed in consultation with Council's external Consultant Ben Lawson from Common Thread Consulting to ensure that the modelling is in line with the long-term improvement program of Council	Funding needs scenarios produced for Council's decision making.	Longer term financial modelling adopted by Council.	100%	Completed	Director Operations
C5.1.3	Capital asset needs forecast	Strategic Planning	Longer term financial modelling tool which was being developed during the last reporting period has now been adopted by Council. Priority areas include focus areas in rehabilitation, reseals and re-sheets. This financial modeling was developed in consultation with Council's external Consultant Ben Lawson from Common Thread Consulting to ensure that the modelling is in line with the long-term improvement program of Council.	Capital Projects are planned & managed through Council's project management system.	Council currently reviewing project management software and use through various platforms.	100%	Completed	Director Operations
				Infrastructure plans developed in response to asset data and needs of changing environment.	Transport 22/23 Roads Program ratified by Council and being scoped.			

C5.2: Asset Management Systems

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C5.2.1	Council's Asset Management System is implemented within TechOne software	Asset Management Systems	Council's asset management classes continue to be updated in accordance with the Asset Management System within TechOne. Staff transitions internally along with numerous vacancies within the directorate have impacted the completion times however all updates completed prior to end of financial year.	Annual forward works programs produced for all asset classes.	Programs developed for Operations classes such as roads and drainage. Further refinement on drainage and kerb assets required	100%	Completed	Director Operations
				Capitalisation against assets completed each month.	Capitalisation of all assets and capital projects completed in line with financial requirements.			
				Condition of assets from inspection or works, updated to end of the month.	Regular asset inspections carried out on frequency as identified in AMP's. Staff shortages have hindered some inspections.			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
C5.2.2	Data is available and accessible to enable performance measurement	Asset Management Systems	All asset data has been collected at completion of major capital projects to meet financial requirements. All data captured provides direction moving forward to establish base unit rates for future works and also compare productivity and efficiency.	Scheduled inspection and defect collection carried out in accordance with AM Plans.	Asset inspection completed per asset classes and frequency as determined by AMP's. Greater detail this year to align long term plan	100%	Completed	Director Operations
				Council's Asset database is updated following completed inspections or works.	Assets updated into system at completion of project.			
C5.2.3	Geographical information services are utilised as part of an integrated Asset Management System	Asset Management Systems	All data has been captured during and post construction of projects with Council's software and data capture equipment. Due to staff vacancies, not all data has been uploaded into GIS system however has been stored for future upload to complete the process.	Geo-spatial data available for use across all asset classes.	Not all data uploaded during this period due to vacancy within GIS role within Council. Data captured to be completed in future.	50%	Progressing	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
				Data from all sources is kept up to date in Council's system.	Asset data is captured and updated into system at completion of projects. GIS data requiring additional focus			

ECONOMY: BUSINESS

B1: Support the Parkes Business Chamber

B1.1: Engage and support the Parkes Business Chamber/Industry groups

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B1.1.1	Attend Parkes Business Chamber meetings	Engage and support the Parkes Business Chamber/Industry groups	The EBDM has attended Chamber meetings and well as liaised regularly with the Chamber Executive.	Number of meetings attended	2	100%	Completed	Elvis Festival Director
B1.1.2	Support Business Awards	Engage and support the Parkes Business Chamber/Industry groups	Not held due to COVID.	Financial sponsorship Support from Events Officer	Not held due to COVID	100%	Completed	Elvis Festival Director
B1.1.3	Develop and implement joint marketing programs	Engage and support the Parkes Business Chamber/Industry groups	Shop Parkes Campaign delivered.	Number of marketing joint marketing programs	1	50%	Completed	

| B1.1.4 | Promote industry events | Engage and support the Parkes Business Chamber/Industry groups | Parkes Shire Council Events Team promoted business industry events via Visit Parkes & Parkes Shire Council digital platforms including Visit Parkes & Parkes Shire Council website, weekly What's On to over 2,400 members, social media posts on Facebook, Instagram and/or Twitter. Event information and communication was distributed to Chamber of Commerce and via media releases where appropriate. As a result of COVID-19, industry events were still in the recovery phase with minimal face-to-face events held.
Some industry events promoted included:
- Regional Growth NSW Development Corporation SAP Information Session
- Free RSA training via TAFE NSW
- Arts Out West Regional Gathering & AGM
- DCNO Destination Management Plan Workshop
- Trundle ABBA Festival Community Meeting
- Regional Events Training Program
- Murray Darling Basin Association Community Meeting | Number of events promoted | 10 | 70% | Progressing | Elvis Festival Director |

B2: Support Local Business Growth

B2.1: Support and promote growth opportunities for business

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B2.1.1	Host yearly business networking events	Support and promote growth opportunities for business	New monthly accommodation providers networking events created. Chamber networking event attended. Major networking events delayed due to COVID-19.	Number of events hosted	5	50%	Progressing	Elvis Festival Director
B2.1.2	Develop and deliver yearly Building Business Capacity workshops	Support and promote growth opportunities for business	Due to COVID-19 and staff turnover, workshops have not been delivered this quarter. Council has continued to liaise closely with the Parkes Chamber of Commerce throughout this period.	Number of workshops delivered		100%	Completed	Elvis Festival Director
B2.1.3	Promote opportunities/grants for business	Support and promote growth opportunities for business	The grants team distribute information to the Chamber of Commerce and to businesses via a range of Council communications channels regarding any upcoming grant opportunities. Examples of opportunities distributed include Small Business Month grants, the Al Fresco Restart Rebate, Streets as Shared Spaces funding and the Safe Work Small Business rebate.	Number of grant applications submitted.	1	90%	Progressing	Elvis Festival Director
				Number of grant applications approved	1			

| B2.1.4 | Develop and manage partnership programs that support and promote local businesses | Support and promote growth opportunities for business | Parkes Shire Council Events Team promoted business industry events and programs via Visit Parkes and Parkes Shire Council digital platforms including Visit Parkes & Parkes Shire Council website, weekly What's On to over 2,400 members, social media posts on Facebook, Instagram and/or Twitter. Event information and communication was distributed to Chamber of Commerce & via media releases where appropriate.

As a result of the COVID-19 pandemic most industry events were cancelled due to NSW Health restrictions and guidelines. Several industry events and training opportunities were able to go ahead and with limited guests and COVID restrictions enforced.

Programs and events promoted included:
- Regional Growth NSW Development Corporation SAP Information Session
- Free RSA training via TAFE NSW
- Arts Out West Regional Gathering & AGM
- DCNO Destination Management Plan Workshop | Number of programs developed | 8 | 55% | Completed | Elvis Festival Director |

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			- Trundle ABBA Festival Community Meeting - Regional Events Training Program - Murray Darling Basin Association Community Meeting - Moree Plains Shire Council Delegation Meeting					

B3: Promote Local Businesses

B3.1: Develop and deliver marketing campaigns to promote business

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B3.1.1	Marketing campaigns delivered to promote local business	Develop and deliver marketing campaigns to promote business	Promotion through print and digital	Number of campaigns developed	2	50%	Progressing	
B3.1.2	Increased activity for business	Develop and deliver marketing campaigns to promote business	Promotion through digital platforms.	Evidence of increased activity (as per KPI's per campaign)		50%	Progressing	

B4: CBD Vibrancy

B4.1: Develop and implement the Main Street Vibrancy Program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B4.1.1	Engage suitably qualified contractors to undertake construction activities in line with Lower Clarinda Street detailed plans	Develop and implement the Main Street Vibrancy Program	Lower Clarinda Street was officially opened in September 2020.	Plans developed	Completed	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B4.1.2	Engage suitably qualified contractors to undertake construction activities in line with Cooke Park Multipurpose Centre detailed plans	Develop and implement the Main Street Vibrancy Program	The Cooke Park Pavilion was officially opened in November 2021.	Plans developed		100%	Completed	Elvis Festival Director
B4.1.3	Review Master Plan for Cooke Park	Develop and implement the Main Street Vibrancy Program	Project to be re-visited now Cooke Park Pavilion is completed.	Master Plan reviewed	On hold.	0%	Not Progressing	Elvis Festival Director
B4.1.5	Build Multipurpose Centre (grant dependent)	Develop and implement the Main Street Vibrancy Program	The Cooke Park Pavilion was officially opened by The Hon Michael McCormack MP on the 8 November 2021. A number of community events have been held at the facility, as well as two major events; Overture and Parkes Elvis Festival.	Plan developed, construction phase commenced and Multipurpose Centre complete	Project complete.	100%	Completed	Elvis Festival Director
B4.1.7	Redevelop lower Clarinda Street	Develop and implement the Main Street Vibrancy Program	Completed and officially opened.	Construction phase commenced and redevelopment complete.	Completed.	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
B4.1.8	Roll out smart technology within Clarinda Street	Develop and implement the Main Street Vibrancy Program	Projectors and new speakers installed on Smart Poles in lower Clarinda Street.	Smart technology plan developed and implemented	Lower Clarinda Street	90%	Progressing	Elvis Festival Director
B4.1.9	Develop and implement an incentive program	Develop and implement the Main Street Vibrancy Program	No major progression during this period due to staff vacancies.	Incentive program developed and implemented		0%	Not Progressing	Elvis Festival Director

ECONOMY: INVESTMENT ATTRACTION

IA1: Industrial Estate

IA1.1: Develop and maintain a supply of suitably zoned Industrial Land

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA1.1.1	Suitable land subdivided and developed	Develop and maintain a supply of suitably zoned Industrial Land	Industrial land has been identified and developed within funding constraints.	Suitable land identified & developed		100%	Completed	Manager Facilities
IA1.1.2	Services connected to acquired Industrial Land	Develop and maintain a supply of suitably zoned Industrial Land	Services are connected when the land is developed. There have been no issues identified within this project.	Number of services connected & issues identified		100%	Completed	Manager Facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA1.1.3	Promotional material developed	Develop and maintain a supply of suitably zoned Industrial Land	To be developed once subdivisions completed.	Number of promotional materials developed & distributed	0	40%	Not Progressing	Elvis Festival Director
IA1.1.4	Industrial blocks sold	Develop and maintain a supply of suitably zoned Industrial Land	2 blocks of industrial land were sold under the EOI process in February 2022, ensuring that industrial land is developed and sold to meet demand.	Number of blocks sold	2	30%	Progressing	Manager Facilities

IA2: Parkes Regional Airport

IA2.1: Develop and promote Parkes Regional Airport Business Park

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA2.1.1	Suitable land subdivided and developed	Develop and promote Parkes Regional Airport Business Park		Suitable land identified & developed		100%	Completed	Director Operations
IA2.1.2	Services connected to acquired land	Develop and promote Parkes Regional Airport Business Park		Number of services connected & issues identified		100%	Completed	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA2.1.3	Promotional material developed	Develop and promote Parkes Regional Airport Business Park	Online promotional material on Parkes Shire Council Website, with Lot brochures produced.	Number of promotional materials developed & distributed	1	60%	Progressing	Elvis Festival Director
IA2.1.4	Lease agreements developed and executed	Develop and promote Parkes Regional Airport Business Park	One lease in total developed and executed for Parkes Regional Airport Business Park.	Number of lease agreement developed & executed		100%	Completed	Manager Facilities
IA2.1.5	Blocks leased	Develop and promote Parkes Regional Airport Business Park	Aero Refuellers site under construction. Nearing finalisation.	Number of blocks leased	1	100%	Completed	Manager Facilities

IA3: Business Growth

IA3.1: Develop the Parkes Business Growth Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA3.1.1	Subscription to industry publications for key industries	Develop the Parkes Business Growth Strategy	Subscriptions to Business Australia, Australasian Railway Association, Australian Logistics Council and Economic Development Australia.	Number of publications reviewed and subscribed to	4	60%	Progressing	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA3.1.2	Industry market research undertaken, and prospective investors identified	Develop the Parkes Business Growth Strategy	Staff shortages have impacted this project.	Industry market research undertaken, and prospective investors identified		50%	Not Progressing	Elvis Festival Director
IA3.1.3	Parkes Growth Strategy objectives implemented and monitored	Develop the Parkes Business Growth Strategy	Council is working with the State Government - Regional Growth Development Corporation (RGDC) on the delivery Plan for the SAP.	Number of tasks monitored and implemented		65%	Progressing	Elvis Festival Director

IA4: Newell Highway Bypass Opportunities

IA4.1: Develop a Bypass Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA4.1.1	Industrial land identified	Develop a Bypass Strategy		Number of Industrial Land blocks identified		50%	Progressing	Manager Facilities
IA4.1.2	Industrial land development facilitated	Develop a Bypass Strategy		Number of meetings with stakeholders and industrial land blocks developed		50%	Progressing	Manager Facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA4.1.3	Entry statements developed	Develop a Bypass Strategy	Entry Statements have been developed in conjunction with Transport and are still to be reviewed. A contractor has been engaged to prepare a DMP and Bypass Business Strategy.	Number of entry statements developed	In review	80%	Progressing	Elvis Festival Director
IA4.1.4	Strong destination marketing plans delivered	Develop a Bypass Strategy	In the process of being developed	Number of destination marketing plans developed & executed		50%	Progressing	

IA5: Residential Amenity

IA5.1: Develop the Old Hospital Site as a residential subdivision

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA5.1.1	Subdivision plans developed and approved for residential land around the Old Hospital site.	Develop the Old Hospital Site as a residential subdivision		Number of plans developed & approved		55%	Progressing	Manager Facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
IA5.1.2	Business case developed to develop the land	Develop the Old Hospital Site as a residential subdivision	The development of the Old Hospital Site as a residential subdivision remains in the design stage of the project.	Business case developed & distributed		30%	Progressing	Manager Facilities
IA5.1.3	Sales options established	Develop the Old Hospital Site as a residential subdivision		Number of sales established		0%	Not Progressing	Manager Facilities

ECONOMY: LOBBY

L1: Transport & Logistics Infrastructure

L1.1: Advocate for the Transport and Logistics Industry including transport infrastructure

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L1.1.1	Maintain memberships of industry associations and peak bodies	Advocate for the Transport and Logistics Industry including transport infrastructure	Council has maintained their memberships with Economic Development Australia, the Australian Rail Association, Australian Logistics Council and Central NSW Joint Organisation.	Number of memberships maintained	4	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L1.1.2	Lobby for connects to ports and capital cities via air, road, and rail	Advocate for the Transport and Logistics Industry including transport infrastructure	Council continues to lobby for access into the major ports by road, rail, and air. Council deals regularly with REX, is a member of the Newell Highway Committee and the Australian Logistics Council and lobbies via the Central NSW Joint Organisation.	Number of submissions to the State and Federal Government Ministers		70%	Progressing	Elvis Festival Director
L1.1.3	Continue to lobby for the Melbourne to Brisbane Inland Rail Corridor	Advocate for the Transport and Logistics Industry including transport infrastructure	No major progression during this period due to staff vacancies.	Number of submissions & meeting attended		50%	Progressing	Elvis Festival Director
L1.1.4	Meet regularly to discuss with State and Federal Members and Ministers	Advocate for the Transport and Logistics Industry including transport infrastructure	Over the last 12 months we have met regularly with State and Federal Ministers regarding a variety of issues including but not limited to health, maternity services, mental health, the Special Activation Precinct, Newell Highway, and Inland Rail.	Number of meetings attended	Not tracked	80%	Progressing	Elvis Festival Director

L2: Telecommunications Infrastructure

L2.1: Advocate for telecommunication infrastructure

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L2.1.1	Ongoing maintenance is carried out in a planned program to meet the needs of the key users and community groups	Advocate for telecommunication infrastructure	Meetings held with NBN representatives to connect them with the Parkes Business community.	Number of meetings attended		50%	Progressing	ICT Network & Systems Engineer
L2.1.2	Submissions submitted to the State and Federal Government	Advocate for telecommunication infrastructure	Working with RGDC on the SAP development.	Number of submissions	0	55%	Progressing	Elvis Festival Director
L2.1.3	Technology connection levels within the Shire	Advocate for telecommunication infrastructure	This project will fall part of the Smart City Strategy.	Level of connection within the Shire	Progressing	55%	Progressing	Elvis Festival Director

L3: Smart City Development

L3.1: Develop a Smart Cities Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L3.1.1	Development and implement a Smart City Plan	Develop a Smart Cities Strategy	A Smart Places Strategy and Roadmap has been developed. No further action has progressed this period due to staff vacancies.	Plan developed & implemented		50%	Progressing	Elvis Festival Director
L3.1.2	Develop and implement a Digital Strategy	Develop a Smart Cities Strategy	Strategy currently being developed by Brand and Corporate Communications Specialist.	Strategy developed & implemented	In progress	50%	Progressing	Elvis Festival Director
L3.1.3	Embrace innovation and technology in all aspects of project delivery	Develop a Smart Cities Strategy	Council is always looking for ways to embrace technology through projects and project management processes.	Commencement of new ideas, processes, procedures, and improvements		70%	Progressing	Elvis Festival Director

L4: Grants & Funding

L4.1: Continue to Support the application of grants

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L4.1.1	Grants Officers continued to be employed.	Continue to Support the application of grants	One Grants Officer is currently employed by Council, working in conjunction with a contracted Grants Specialist.	Number of Grants Officers employed	1	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
L4.1.2	Submission of grant applications program to meet the needs of the key users and community groups	Continue to Support the application of grants	24 grants applied for across a 6-month period to the value of $29,596,608.03 19 Council grant applications - $29,533,109.03 5 Community groups supported- $63,499.00	Number of applications submitted	24	80%	Progressing	Elvis Festival Director

| L4.1.3 | Grant application success | Continue to Support the application of grants | 26 grants applied for across a 6-month period.

Of these 20 were successful to the value of $7,437,446.28 and 6 were unsuccessful to a value of $1,328,472.

8 grant applications lodged pending announcement to the value of $644,683.00.

Council was successful with 17 grants worth $7,416,676.28 and Community Groups assisted by council were successful with 3 grants worth $28,770.00.

Successful and pending grant breakdown:
* Parkes - $7,256,076.28; Pending applications to value of $619,683.00.
* Peak Hill - Successful $75,000; Pending applications to value of $7,000.
* Trundle - Successful $90,000; Pending to the value of $0; Unsuccessful $135,350.00
* Tullamore - Successful $0; Pending $0; Unsuccessful $30,000.
* Bogan Gate - Pending $18,000.
* Cookamidgera - Successful | Number of applications approved in Parkes and townships | 20 | 100% | Completed | Elvis Festival Director |

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			$16,370.00 * Adavale - Successful $8,000					

ECONOMY: MARKETING & DESTINATION DEVELOPMENT

MD1: Market and promote Council and Parkes Shire

MD1.1: Manage and grow Council's online presence to ensure effective communication and dissemination of information

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD1.1.1	Increased hits to Council's corporate website and e-newsletter sign ups	Manage and grow Council's online presence to ensure effective communication and dissemination of information	Progressing.	Increase in statistics		50%	Progressing	
MD1.1.2	Strong social media community with positive response and engagement rates	Manage and grow Council's online presence to ensure effective communication and dissemination of information	15871 followers across 8 channels 1,248,493 reach, Average 5% engagement	Improved engagement measured through social media insights		50%	Progressing	

MD1.2: Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD1.2.1	Marketing campaigns developed	Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest	Progressing.	Number of marketing campaigns developed	1	50%	Progressing	
MD1.2.2	Develop promotional signage	Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest	Signage strategy being developed.	Number of signs developed		50%	Progressing	
MD1.2.3	Develop promotional print media	Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest	Media releases distributed to promote Parkes.	Number of print media distributed	5	50%	Progressing	
MD1.2.4	Attend trade shows and exhibitions	Deliver strategic marketing plans to promote Parkes as a place to visit, live, work and invest	No trade shows or exhibitions were attended due to resourcing.	Number of trade shows & exhibitions attended	0	0%	Not Progressing	

MD1.3: Increase the profile of Parkes Shire through effective brand management and public relations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD1.3.1	Media coverage and editorial generated	Increase the profile of Parkes Shire through effective brand management and public relations	Increase in media value during the period.	Increasing media value measured		50%	Progressing	
MD1.3.2	Publications produced and distributed to increase the profile of Parkes Shire	Increase the profile of Parkes Shire through effective brand management and public relations	Collateral designed and produced and distributed by Council include Parkes Shire Visitor Guide, things to do and see flyer, plus various event promotions. Council also advertises and provides editorial content for publications including Parkes Champion Post, Parkes Phoenix, Peak Hill Times, and Discover Magazine.	Number of publications distributed		50%	Progressing	
MD1.3.3	Media releases distributed and monitored	Increase the profile of Parkes Shire through effective brand management and public relations	26 media releases were distributed.	Number of media releases distributed	26	50%	Progressing	

MD2: Grow the Visitor Economy

MD2.1: Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.1.1	Parkes Elvis Festival delivered annually	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	After a devastating 18 months due to the global Covid-19 pandemic which resulted in the cancellation of the 2021 Festival and postponement of the 2022 Festival from January to April, fans were keen to return to Parkes. The Festival was very successful with an estimated 24,000 people attending the 2022 Parkes Elvis Festival from the 20-24 April. It is estimated that the Festival has injected at least $13M into the regional Central West economy, with visitors booking out accommodation in Parkes. 89% of available tickets to the seventeen Festival produced shows were sold which was slightly higher than 2020 (85%). The official survey evaluating the Festival received very positive results, with 88% of visitors very likely or likely to attend the Parkes Elvis Festival in the future. The highest ever net promotor score of 82.5 (81.4 in 2020) was received.	Festival delivered annually, management of stakeholder relationships and partnerships, delivery of effective marketing and sponsorship strategies	Festival held 20-24 April 2022.	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.1.2	Existing events are supported and developed	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	Parkes Shire Council supported a number of existing events for both the community and visitors to the town. Supported existing events included: - Australia Day - International Women's Day - Trundle Vintage Rally - Parkes Elvis Festival - ANZAC Day - Parkes Picnic Races - Hockey NSW - U15 State Hockey - Parkes Sheep Dog Yard Trials	Number of existing events supported	29	100%	Completed	Elvis Festival Director
MD2.1.3	New events attracted to Parkes Shire	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	The events team supported a number of great, new events in 2022 including the inaugural fenced event at Cooke Park, Overture, attracting 882 people. Other new events in the Shire included: • Saturday Sounds @Cooke Park Pavilion • International Women's Day Markets @ Cooke Park Pavilion • Fanny Lumsden in Trundle • Parkview on the Lawn • Inkredible Experience Tattoo Gallery Birthday Flash Bash • Parkes Yard Dog Trial • Mental Health Expo by Catholic Care • Combined Regional Bands Concert	Number of new events supported	9	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.1.4	Tourist assets, experiences and infrastructure within the Shire are maintained and improved	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	Parkes Shire Council continues to maintain important tourism assets, experiences and infrastructure within the Parkes Shire, including: - Driver reviver facilities added to the Henry Parkes Centre - Ongoing of development of the Bushman's Hill precinct with the addition of two Scar trees - Scope of new signage for Peak Hill Gold Mine Experience - Improvements to Henry Parkes Centre & Visitor Information Centre, with new art installations and repainting of visitor spaces - Resealing of entry to car exhibit at the Parkes Motor Museum - Creation of walking trail maps for Visitors - Additional installation to the Public Art Trail at Cooke Park - Improvements to Spicer Caravan Park - Major events held at Cooke Park Pavilion - Activation of Kelly Reserve Cafe - Successful grant funding received for replica Gates of Gracelands	Number of assets & experiences developed and improved	11	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.1.5	Effective visitor information services are delivered across the Shire	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	Parkes Shire Council operates the Parkes Visitor Information Centre which is open 7 days per week to provide information to visitors. From January to June 2022, the Henry Parkes Centre recorded 14,911 visitors from all states in Australia. Tour group bookings have more than doubled on previous years. Parkes Shire Council also supports the operation of the Peak Hill Visitor Information Outlet. Parkes Shire Council also maintains a number of maps and static visitor info boards throughout the Shire. The Destination team use events to effectively provide visitor information and leverage visitors experiences and strengthen their knowledge of the area. Parkes Shire Council distributes destination guides at various visitor gateways including the VIC, transport hubs, selected businesses and accommodation providers to reach visitors. Parkes Shire Council maintains www.visitparkes.com.au website and social media channels to promote visitor information.	Increased visitation and satisfaction at VIC's	Increased visitor numbers	100%	Completed	Elvis Festival Director

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.1.6	Participation in collaborative regional projects and partnerships that meet peak industry body objectives	Support and grow the visitor economy through the objectives set in the Parkes Shire Destination Management Plan	Parkes Shire Council's visitor economy team are active members of the following networks: • LGNSW Tourism & Events networks; • Central NSW Joint Organisation Tourism network • Destination Country & Outback • AVIC Accredited Visitor Information Centres • Newell Highway Promotions Committee (Chair & Treasurer) • Central West RDA Economic Development network The events team has worked collaboratively with tourism organisations in Forbes, Cowra, Orange and Dubbo.	Number of projects participated in, and partnerships maintained/ created	6	80%	Progressing	Elvis Festival Director

MD2.2: Provide Caravan Park Facilities to enhance the local Visitor Economy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
MD2.2.1	Effectively manage the Spicer Caravan Park Contract	Provide Caravan Park Facilities to enhance the local Visitor Economy	Belgravia Leisure has been engaged as Managers. Facilities maintained to a high standard. The Caravan Park has been operating effectively, with grassed sites used in lieu of uneven gravel sites to accommodate larger vans, to accommodate demand. Reduced numbers during Covid restrictions.	Evidence of Contract Conditions being met	100%	100%	Completed	Manager Building Certification

ENVIRONMENT: BUILT

BE1: Manage the built environment in line with the Local Environment Plan (LEP) and relevant legislation

BE1.1: Provide timely, accurate and professional development services to the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE1.1.1	Local Development Applications (DA's) are determined within 40 processing days	Provide timely, accurate and professional development services to the Shire	Across the Q4 reporting period DA's have been determined at an average of 37.46 Days. During this period planning has experienced staff shortages with the resignation of the Cadet Town Planner and vacancy of the Development Planner position.	Percentage complete in time frame	68	100%	Completed	Manager Planning Services
BE1.1.2	DA's conform with the Environmental Protection Authority (EPA) Act & associated environmental planning instruments	Provide timely, accurate and professional development services to the Shire	All development applications have been determined in line with the EP&A Act and Council's procedures.	Percentage involving court action		100%	Completed	Manager Planning Services
BE1.1.3	Appropriate delegation is exercise to determine DA's	Provide timely, accurate and professional development services to the Shire	32 of 35 (91.4%) applications were approved under staff delegation during the reporting period.	Percentage approved under delegated authority		100%	Completed	Manager Planning Services

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE1.1.4	All Local Government Approvals are determined in line with legislation in a timely manner	Provide timely, accurate and professional development services to the Shire	All applications submitted under the Local Government Act 1993 have been determined in accordance with legislative requirements.	Percentage of pre-lodgement applications received		100%	Completed	Manager Planning Services
BE1.1.5	Complying Development Certificates (CDCs) are determined within the 10 day and 20-day processing times specified in the State Environmental Planning Policy (SEPP)	Provide timely, accurate and professional development services to the Shire	Some CDC's were not issued within 10 days where insufficient information was submitted.	Percentage complete in time frame	25%	100%	Completed	Manager Building Certification
BE1.1.6	Construction Certificates (CC's) are processed within 20 processing days	Provide timely, accurate and professional development services to the Shire	55% Construction Certificates were processed within 40 days, 45% were processed in excess of 40 days. Processing days affected by awaiting compliance with DA conditions, Additional information requests for compliance with Building Code requirements.	Percentage complete in time frame	44	100%	Completed	Manager Building Certification

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE1.1.7	Local Government Approvals are processed within 20 processing days and in line with legislation	Provide timely, accurate and professional development services to the Shire	Legislated Time Frame for a fully documented Section 68 Approval is 40 days. 71% of applications were processed within 40 days. 28% were processed in excess of 28 days waiting additional information or withdrawal of application.	Percentage complete in time frame	52%	100%	Completed	Manager Building Certification

BE2: Heritage

BE2.1: Promote and support the conservation of heritage items and places in the Parkes Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE2.1.1	Undertake a heritage study to identify significant heritage buildings and places in the Parkes Shire	Promote and support the conservation of heritage items and places in the Parkes Shire	A Heritage Study has been completed and items identified for heritage listing. An opt in program for listing was undertaken with letters sent to owners of identified properties. Out of 96 properties Council received 3 positive responses for listing, which is disappointing.	Number of heritage buildings and places identified		95%	Progressing	Manager Planning Services

BE2.2: Support the Heritage Committee

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE2.2.1	Heritage is promoted through events such as Heritage Week, Heritage Trails & significant building identification plaques	Support the Heritage Committee	The Planning and Community Services Department has continued to provide heritage advice to the community. Two projects identified for Peak Hill regarding awning supports through Local heritage funding. To be completed by 2022	Number of events supported	nil	100%	Completed	Manager Planning Services

BE2.3: Provide expert heritage advice to assist with the conservation of heritage places

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE2.3.1	Continue to support the NSW Heritage Office Local Heritage Advisor and Local Heritage Assistance Fund Programs	Provide expert heritage advice to assist with the conservation of heritage places	"Parkes Shire did not run a heritage grants program in 21/22 with the election of the new Council and resignation of Council's Heritage Advisor. A target campaign was prepared for 2022/23 for restoration works to dilapidated awnings at Peak Hill. Staff have sought to roll over funding from OEH from 21/22 to 22/23. Staff have continued to provide heritage advice to the community. Large projects are to be referred to a heritage consultant during the reporting period, of which there were none. "	Number of programs supported	2	100%	Completed	Manager Planning Services

BE4: Cemeteries

BE4.1: Provide cemetery management to Shire operated public cemeteries

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE4.1.1	Council delivers Right of Burials issued within 72 hours of full payment	Provide cemetery management to Shire operated public cemeteries	satisfactory	Percentage issued within timeframe	100	100%	Completed	Director Planning and Environment
BE4.1.2	Council delivers Burial Permit issued in accordance with Public Health Act and agreed time frames	Provide cemetery management to Shire operated public cemeteries	satisfactory	Percentage issued within timeframe and legislation	100	100%	Completed	Director Planning and Environment
BE4.1.3	Plan for future development of the council owned cemeteries	Provide cemetery management to Shire operated public cemeteries	Capital works for Next lawn cemetery Plots commenced	Cemetery Management Plan completed and Parkes lawn cemetery next completed	In progress	100%	Completed	Director Planning and Environment

BE5: Private Swimming Pools

BE5.1: Provide regulation of private swimming pools in accordance with the Swimming Pools Act, 1992

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
BE5.1.1	Council responds to complaints and enforcement of Swimming Pools Act, 1992	Provide regulation of private swimming pools in accordance with the Swimming Pools Act, 1992	Council is receiving fewer Unfenced Pool barrier complaints	Number of swimming pool fence complaints responded to	5	100%	Completed	Manager Building Certification
BE5.1.2	Application for swimming pool barrier inspection carried out within agreed time frames	Provide regulation of private swimming pools in accordance with the Swimming Pools Act, 1992	All requested swimming pool barrier inspections undertaken within 10 days as required by the Swimming pool Regulation. Certificate of compliance or non-compliance issued from NSW Swimming Pool register thereafter based on inspection result.	% of certificates issued within 10 working days.	100%	100%	Completed	Manager Building Certification

ENVIRONMENT: NATURAL

NE1: Develop, facilitate, and deliver environmental, sustainability and energy efficiency initiatives

NE1.1: Engage with local schools and community groups to deliver environmental education programs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE1.1.1	Support and partner with Central West Lachlan Landcare (CWLL) to deliver environmental initiatives within the Parkes Shire	Engage with local schools and community groups to deliver environmental education programs	PSC representative continued to attend monthly CWLL Committee meetings throughout the year. Parkes National Tree Day (jointly coordinated by CWLL and PSC) event held in July 2021, with over 50 volunteers planting over 300 trees and shrubs on Council land near the STP	At least 3 activities undertaken supporting or in partnership with CWLL		100%	Completed	Environmental and Sustainability Coordinator
NE1.1.2	Work with local schools to undertake environmental excursions and other environmental education	Engage with local schools and community groups to deliver environmental education programs	Opportunity for school engagement greatly impacted in 2021/22 by COVID. Little opportunities for excursions or engagement within the reporting period due to public health orders and NSW DET restrictions. All schools within the Parkes Shire were invited to participate in Schools Tree Day 2021 - six schools took PSC up on our offer to donate trees/shrubs and stakes/guards.	At least 3 activities undertaken supporting local school groups		60%	Progressing	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE1.1.3	Engage with other local community groups on environmental projects	Engage with local schools and community groups to deliver environmental education programs	PSC's Environmental and Sustainability Coordinator presented to Parkes Rotary Club in September 2021 about Council's upcoming Akuna Road wetlands project - this was a great opportunity to engage with Rotary about this exciting project. No additional opportunities for collaboration during reporting period (mainly due to COVID public health orders).	At least 1 other local community group engaged annually		100%	Completed	Environmental and Sustainability Coordinator

NE1.2: Collaborate with local and regional agencies to build capacity in the area of energy efficiency and environmental sustainability

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE1.2.1	Collaborate with Central West Council's Environment and Waterways Alliance and Local Land Services (CWCEWA)	Collaborate with local and regional agencies to build capacity in the area of energy efficiency and environmental sustainability	Three CWCEWA meetings attended within period (two via Zoom, one in person in Parkes); liaised with Project Support Officer on a number of occasions for support, most notably for support on the upcoming Akuna Wetlands Project and a hollow augmentation project undertaken in July 2020. Grant funding secured through Alliance - PSC received $5k for Akuna wetlands enhancement works - to be completed in 2022/23 FY	Attend quarterly CWCEWA meetings		100%	Completed	Environmental and Sustainability Coordinator
NE1.2.2	Engage with CENTROC to identify potential energy efficiency initiatives for PSC	Collaborate with local and regional agencies to build capacity in the area of energy efficiency and environmental sustainability	PSC have worked with CNSWJO on a region-wide joint procurement of VSD's and power factor correction devices	Attend CENTROC meetings		100%	Completed	Environmental and Sustainability Coordinator

NE1.3: Raise awareness of environmental, sustainability and energy efficiency initiatives within the community

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE1.3.1	Monitor Parkes Shire Council energy usage and solar energy production	Raise awareness of environmental, sustainability and energy efficiency initiatives within the community	Monitoring of energy usage and solar production continued during reporting period via online service providers. Researching opportunities to consolidate all online solar production data into one central portal for ease of use.	All solar installations monitored monthly, and anomalies identified and addressed as required High energy sites identified and monitored monthly		100%	Completed	Environmental and Sustainability Coordinator
NE1.3.2	Investigate high energy consumption sites for energy efficiency opportunities	Raise awareness of environmental, sustainability and energy efficiency initiatives within the community	Continuing to work with CNSWJO to determine opportunities for additional solar, offsetting and battery storage at additional PSC sites. PSC are in the planning stages of determining solar requirements for two new pump stations as part of our major water security projects.	Sites identified and funding options considered Installations in planning and design phase Installations complete		85%	Progressing	Environmental and Sustainability Coordinator
NE1.3.3	Advocate sustainable energy choices and deliver community	Raise awareness of environmental, sustainability and energy efficiency initiatives within the community	Social media posts and media releases created highlighting PSC's solar installations and the power and savings generated therefrom. Additional work regarding	Evidence of initiatives developed and delivered Evidence of community engagement/awareness		50%	Progressing	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
	awareness strategies		community awareness strategies to be undertaken.	Measurable reduction in energy consumption				
NE1.3.4	Engage and educate the community regarding carbon emission reductions and climate change adaptations	Raise awareness of environmental, sustainability and energy efficiency initiatives within the community	Council held an online 'Low Carbon Economy Forum' in September 2021 with over 150 attendees joining online. This was an effective way to engage our local and regional communities regarding carbon emission reductions and climate change adaptations. Beyond the forum, Council plans to develop a white paper to guide future projects and opportunities and embrace new industries and create local employment in the Parkes Special Activation Precinct and accelerate our transition to a prosperous low carbon future.	Evidence of engagement		100%	Completed	Environmental and Sustainability Coordinator

NE2: Sustainably manage Council owned and managed natural areas

NE2.1: Manage all Council roadsides as per Council's Roadside Vegetation Management Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE2.1.1	Council's Roadside Vegetation Management Plan is consulted for all Council roadwork activities	Manage all Council roadsides as per Council's Roadside Vegetation Management Plan	Roadside Vegetation Management Plan (RVMP) available for all PSC employees to refer to (incl. mapping avail. through IntraMaps); key stakeholders informed and supported in referencing RVMP for all roadworks. RVMP available to the general public via PSC website	Council's Roadside Vegetation Management Plan is current Evidence of consultation		100%	Completed	Environmental and Sustainability Coordinator
NE2.1.2	Document current High, Medium and Low Conservation Areas for significant changes	Manage all Council roadsides as per Council's Roadside Vegetation Management Plan	Council's Roadside Vegetation Management Plan was updated in 2019 and reflects the most recent significant changes in conservation status of all Shire roadsides. Any significant changes identified during routine works/inspections are recorded on an internal register for use when the RVMP is next updated.	Evidence of documentation		100%	Completed	Environmental and Sustainability Coordinator

NE2.2: Manage all Council owned and managed (i.e., Crown Land) assets for their environmental value

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE2.2.1	Consult Council's Crown Land Environmental Masterplan to ensure best practice management of reserves is achieved	Manage all Council owned and managed (i.e., Crown Land) assets for their environmental value	Continue to work with Council's Crown Land's management team to ensure all reserves under PSC management are managed with biodiversity and conservation principles in mind.	Council's Crown Land Environmental Masterplan is current. Evidence of consultation		100%	Completed	Environmental and Sustainability Coordinator
NE2.2.2	Collaborate with Central West Local Land Services on Travelling Stock Route (TSR) management within the Parkes Shire	Manage all Council owned and managed (i.e., Crown Land) assets for their environmental value	Continual engagement with TSR Rangers (Forbes and Dubbo) re. grazing permit requirements, biosecurity risks and biodiversity on TSR's within the Parkes Shire. No significant increase in applications to graze within the reporting period.	Evidence of collaboration		100%	Completed	Environmental and Sustainability Coordinator
NE2.2.3	Seek additional funding for works on PSC managed Crown Land	Manage all Council owned and managed (i.e., Crown Land) assets for their environmental value	Application for grant funding for stormwater improvement works at PAC Park submitted via the Crown Reserves Improvement Fund	Evidence of funding sought Success of funding applications		100%	Completed	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE2.2.4	Collaborate and consult with state agencies as necessary (i.e., DPI Fisheries, OEH)	Manage all Council owned and managed (i.e., Crown Land) assets for their environmental value	Continued consultation with DPI (for Biosecurity Team); continued consultation with DPI (Fisheries) for permit applications (four applications lodged within reporting period) - also consultation with DPI Fisheries re. fish stocking at Lake Endeavour; LLS consulted/engaged re changes to biodiversity legislation and offsetting requirements; continual training opportunities (through the Environment and Waterways Alliance) provided.	Evidence of collaboration or consultation		100%	Completed	Environmental and Sustainability Coordinator

NE3: Conduct Priority Weed control within the Parkes Shire in accordance with regulatory obligations

NE3.1: Conduct Council's annual weed control program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE3.1.1	Conduct private property inspections in accordance with legislation	Conduct Council's annual weed control program	Due to COVID and social distancing recommendations, and a need to focus on on-ground control works (with the wet season that we had), less focus was placed on rural property inspections, and more on urban property inspections and targeted priority weed control. 110 private property inspections were undertaken during 2021/22.	Target of 13 private property inspections carried out per month		100%	Completed	Environmental and Sustainability Coordinator
NE3.1.2	Monitor and inspect Council owned and managed public land including roadsides	Conduct Council's annual weed control program	PSC owned & managed land inspected and treated as necessary, especially the industrial area, WTP, STP and various Infrastructure bores and pumps. Inspections recorded on internal register. Biosecurity Team works with other departments to ensure majority of relevant PSC assets are inspected/treated routinely or as necessary (on demand). All roadsides inspected multiple times annually, especially high-risk	Target of 30 inspections of PSC owned & managed land undertaken annually. 100% of Council roadsides inspected annually.		100%	Completed	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			biosecurity pathways (targeted and informally when travelling from site to site).	Number of new infestations mapped.				
NE3.1.3	Monitor known existing infestations and control as necessary	Conduct Council's annual weed control program	All known existing infestations (of target/Priority weeds during the reporting period as dictated by our Annual Control Schedule and WAP) inspected and controlled as necessary and mapped/recorded with PSC software to ensure effective inspections/control. Additional infestations of Parthenium Weed initially identified in 2020 continued to be reported/monitored/controlled as necessary	100% of known existing infestations inspected and controlled as necessary		100%	Completed	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE3.1.4	Engage and educate private landholders on their responsibilities	Conduct Council's annual weed control program	All private property inspections within this reporting period have included elements of education and engagement through the inspection process, with biosecurity information fliers given to landholders during property inspections and any specific issues discussed. Social media posts throughout the year also engage the wider community on biosecurity issues and their responsibilities. Interpretive signage installed at strategic locations to also engage the community	All private property inspections to include an element of education and engagement		100%	Completed	Environmental and Sustainability Coordinator
NE3.1.5	Engage and educate the community on environmental and Priority Weeds issues	Conduct Council's annual weed control program	Advertisements in the Champion Post and the Phoenix advertising the Biosecurity Team and the free services they provide. Social media posts on targeted weeds to engage with the community, with numerous residents responding with locations of particular weeds for our Officers to target. Letterbox drops effective in targeting particular weeds in particular areas/residences.	At least 5 print media releases developed and distributed throughout the year. Evidence of social media used to engage the community.		100%	Completed	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			Signage installed targeting specific weeds, creating additional engagement.	Represent and promote PSC Noxious Weeds Team at each Shire show and any relevant local/regional Field Days				

NE3.2: Seek additional funding through available programs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE3.2.1	Grant funding sought to facilitate additional weed control projects	Seek additional funding through available programs	Additional funding secured in late 2021 through DPI to assist PSC with a Parthenium Weed incursion identified in 2020.	Evidence of funding sought Success of funding applications		70%	Progressing	Environmental and Sustainability Coordinator

NE3.3: Collaborate with regional partners to build capacity to enhance weed management

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE3.3.1	Attend quarterly Central West Lachlan Land Service (LLS) Regional Weed Committee meetings	Collaborate with regional partners to build capacity to enhance weed management	Four meetings attended within the reporting period	At least 3 meetings attended annually		100%	Completed	Environmental and Sustainability Coordinator
NE3.3.2	Share resources and infrastructure amongst regional partners	Collaborate with regional partners to build capacity to enhance weed management	Due to cancellation of Shire Shows in 2021, there were less opportunities for resource sharing within the reporting period. Meetings and training opportunities attended throughout the period allowed for networking and capacity building.	Evidence of resource and infrastructure sharing		70%	Progressing	Environmental and Sustainability Coordinator
NE3.3.3	Work with regional partners for joint advocacy and funding opportunities	Collaborate with regional partners to build capacity to enhance weed management	Continued to work with Environment and Waterways Alliance, Central West LLS, DPI, and numerous regional weed advisory groups for joint advocacy for biosecurity and biodiversity outcomes for our region. All relevant meetings attended, with PSC staff taking these opportunities to network and stay involved in relevant discussions	Evidence of collaboration		100%	Completed	Environmental and Sustainability Coordinator

NE4: Improve the environmental outcomes of Council's operations

NE4.1: Undertake works to limit the impact of erosion, sediment, and gross pollutants

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE4.1.1	Develop standard erosion and sediment control plans and systems	Undertake works to limit the impact of erosion, sediment, and gross pollutants	Individual ERSED plans developed for Ops projects as required, with input from all relevant staff. Template for erosion and sediment control plans and systems in development. Industry best-practice standard designs from the 'Blue Book' are used for Council works, helping PSC achieve good water quality management outcomes on PSC work sites. Engagement with PSC works crews has ensured mitigation measures are more greatly understood, in place, and maintained as necessary	Standards developed, adopted, and communicated.		50%	Progressing	Environmental and Sustainability Coordinator
NE4.1.2	Develop standard water quality management systems for Council works	Undertake works to limit the impact of erosion, sediment, and gross pollutants	Industry best-practice standard designs from the 'Blue Book' are used for Council works, helping PSC achieve good water quality management outcomes on PSC work sites. Engagement with PSC works crews has ensured mitigation measures are more greatly understood, in place, and maintained as necessary	Principals of site water management are incorporated into works including RMS & OEH requirements met.		50%	Progressing	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE4.1.3	Develop a planned approach to areas of high soil degradation and pollutant loads	Undertake works to limit the impact of erosion, sediment, and gross pollutants	No specific sites identified during reporting period	Priorities identified and works planned.		10%	Progressing	Environmental and Sustainability Coordinator
NE4.1.4	Engage and educate private landholders on their responsibilities	Undertake works to limit the impact of erosion, sediment, and gross pollutants	No targeted initiatives or programs carried out during reporting period	Education initiatives and programs carried out.		10%	Progressing	Environmental and Sustainability Coordinator

NE4.2: Develop a planned approach to reduce Council's operational environmental impact

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE4.2.1	Implement environmental management plan for Council works	Develop a planned approach to reduce Council's operational environmental impact	Specific high-risk Council projects develop individual Construction Environmental Management Plans specific to the project, and key high-risk operational sites have Operational Environmental Management Plans. Consultants engaged when necessary to produce CEMPs and OEMPs to ensure best practice management. CEMP template to be developed for PSC use/works.	Evidence of plan being rolled out.		50%	Progressing	Environmental and Sustainability Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE4.2.2	Promote environmentally sustainable development practices internally and externally	Develop a planned approach to reduce Council's operational environmental impact	Infrastructure and Works and Services teams continue to work closely to ensure best outcomes for the environment, and to make their practices more environmentally sensitive and sustainable. Engaging contractors where needed to ensure compliance with legislation and regulations. Need to work on external, and further internal engagement and education needed	Promotional activities and initiatives carried out.		50%	Progressing	Environmental and Sustainability Coordinator

NE4.3: Seek grant opportunities for environmental initiatives

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
NE4.3.1	Leverage existing budgets to allow for further environmental projects	Seek grant opportunities for environmental initiatives	Application for on-ground enviro works associated with the future Akuna Wetlands submitted and successful (through Environment and Waterways Alliance); to be completed in late 2022. Native Fish restocking application submitted May 2022 for early 2023 release. Additional projects discussed with Grants Team, and ready for submission when relevant funding becomes available	Grants sought and awarded.		100%	Completed	Environmental and Sustainability Coordinator

ENVIRONMENT: WASTE

W1: Implement Parkes Shire Waste Strategy

W1.1: Provide 3 bin collection service to the Shire

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W1.1.1	Divert/recycle waste from landfill	Provide 3 bin collection service to the Shire	Continued service provided at approx. 65%	Tonnes diverted	4500	100%	Completed	Director Planning and Environment

W1.2: Upgrade waste facilities

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W1.2.1	Rationalise unsustainable landfills	Upgrade waste facilities	Partial Closure Gunningbland. Cell work on Alectown, Trundle, and Tullamore	Number of closures/transfer stations implemented/ planned	1	100%	Completed	Director Planning and Environment

W1.3: Increase awareness of environmental waste management goals

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W1.3.1	Widespread understanding of waste management goals in the Parkes Shire community	Increase awareness of environmental waste management goals	Funding achieved for education to increase use of and reduce contamination in FOGO Bins	Number of initiatives undertaken	1	100%	Completed	Director Planning and Environment

W2: Operate and maintain facilities

W2.1: All waste facilities operated in accordance with landfill guidelines

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W2.1.1	Landfills operated to environmental requirements	All waste facilities operated in accordance with landfill guidelines	Satisfactory	Number of pollution incidents	nil	100%	Completed	Director Planning and Environment

W2.2: Transfer stations operated in accordance with community expectations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W2.2.1	Diversion maximised and remaining waste transferred to central facility	Transfer stations operated in accordance with community expectations	Process of Diversion and transfer carried out in a satisfactory manner	Tonnes transferred	79	100%	Completed	Director Planning and Environment

W3: Supervise waste management contracts

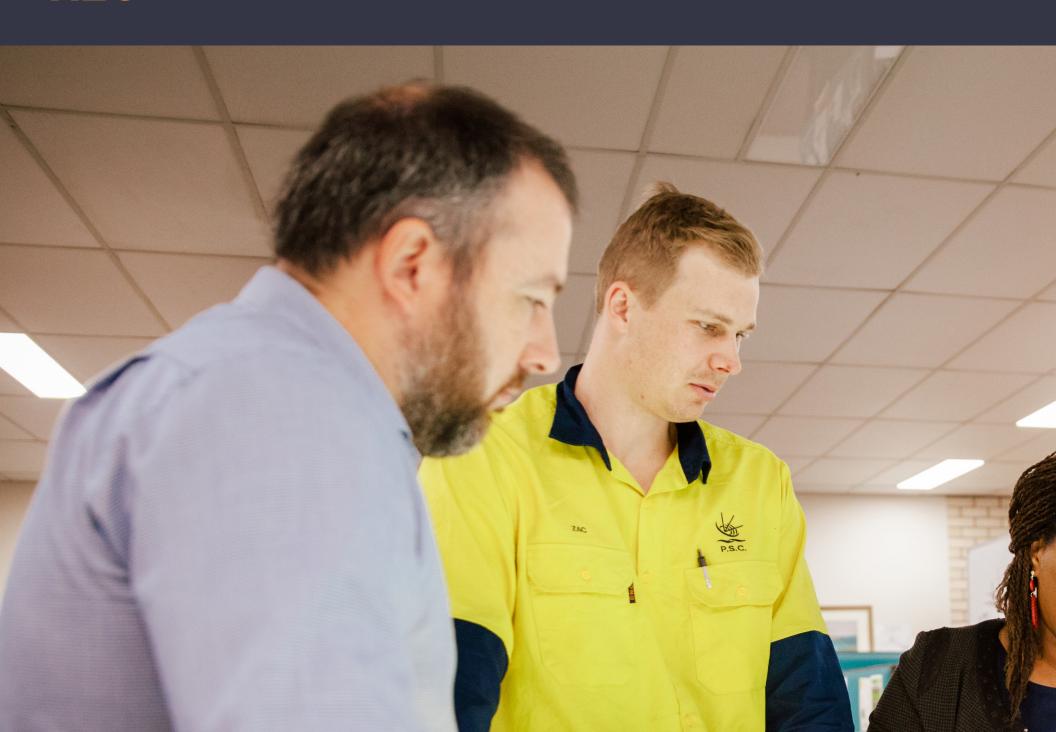*W3.1: Waste facility contractor to carry out operations in line with contract specifications*

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W.3.1.1	All waste and recyclables collected in a timely manner	Waste facility contractor to carry out operations in line with contract specifications	SATISFACTORY ANNUAL COLLECTION RATES	Number of missed services	48	100%	Completed	Director Planning and Environment
				Number of complaints lodged	52			
W3.1.1	Waste facility operations are managed in accordance with contract	Waste facility contractor to carry out operations in line with contract specifications	satisfactory	Number of breaches of contract	nil	100%	Completed	Director Planning and Environment
				Number of complaints	0			
				Number of pollution incidents	0			

W4: Rethinking Waste Strategy

W4.1: Implement Rethinking Waste Strategy

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
W4.1.1	Community has a good understanding of waste and recycling issues	Implement Rethinking Waste Strategy	promotion of Tip vouchers and success in grant funding for FOGO education	Number of initiatives	2	100%	Completed	Director Planning and Environment

H20: DRINKING WATER

DW1: Secure raw water sources

DW1.1: Ensure there is sufficient raw water to meet demand

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.1.1	Sustainable extraction across all raw water supplies	Ensure there is sufficient raw water to meet demand	The continued wet weather in the first six months of 2022 saw a continued use of dam water as a source of raw water. Of the 1,579kL of raw water drawn this year, 4kL came from the Lachlan River, 1,118kL was from the bore field and 490 kL from Lake Endeavour.	Breakdown of annual extraction from sources.	1.118kL Bore, 4kL River, 490kL Dam.	100%	Completed	Manager Infrastructure Operations
				Number of days water restrictions apply above Level 1	0			

DW1.2: Manage the quality of raw water

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.2.1	Minimise treatment intervention required	Manage the quality of raw water	Manage of river water, ground water and surface water (Lake Endeavour) continues to be a challenge with poor quality water from the Lachlan River due to prologued rainfall period. Source selection remains the main method to manage the high impacting events.	Number of days outside of normal raw water quality envelope.	100	100%	Completed	Director Infrastructure and Strategic Futures

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.2.2	Water catchments are secure	Manage the quality of raw water	6 dam inspections were carried out in the last 6 months on Lake Metcalfe and Lake Endeavour. The access track to the dam wall at Lake Metcalfe requires rehabilitation. No major issues were identified at Lake Endeavour.	Number of catchment inspections and issues unresolved.	0	100%	Completed	Manager Infrastructure Operations
				Number of audits of critical infrastructure	6 dam inspections in last six months			

DW1.3: Minimise water wastage

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.3.1	Reduced water network losses	Minimise water wastage	University of Sydney student thesis project for 2022 focused on water loss through the Parkes and Peak Hill networks with significant improvements identified to continue to manage and reduce network losses, particularly with pressure management. PSC has received grant funding from DPE to undertake this work in 22/23 FY.	Reduction in non-revenue water	%1	100%	Completed	Director Infrastructure and Strategic Futures

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.3.2	Increased awareness and application of water saving measures	Minimise water wastage	The Smart Approved WaterMark program, undertaken jointly by all Central West Council's, provides resources for Council's to encourage residents to be more water efficient. PSC website includes a section to water efficiency. Rainfall received during the reporting period meant less focus needed to be given to awareness and application of water saving measures within the community.	Number of campaigns. Reduction in per capita water consumption		100%	Completed	Environmental and Sustainability Coordinator

DW1.4: Maintain adequate linkages for raw water supplies

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW1.4.1	Efficient access to water sources	Maintain adequate linkages for raw water supplies	The crews repaired 12 breaks on the supply mains in the 12-month period. Over $26,000 was spent maintaining the supply mains in this period. The cost to pump water to Parkes has reduced over the three years from $881,547 in 19/20 to $514,608 last financial year	Number of supply interruptions.	12	100%	Completed	Manager Infrastructure Operations
				Annual maintenance spends on supply lines.	$26,334			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
				Reduction in kilowatts per kilolitre pumped.				

DW2: Sustainably treat water supply

DW2.1: Treated water quality meets ADWG

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW2.1.1	Water is safe to consume	Treated water quality meets ADWG	No critical control points were breached at the WTP last financial year. There were 20 samples taken that did not comply with DWMS guidelines. Of these, 12 were a result of low fluoride due to issues with the dosing system. The cause of the high pH readings being experienced in the reticulated network are being investigated.	Number of CCP exceedances.	0	50%	Progressing	Manager Infrastructure Operations
				Number of samples not complying with DWMS.	20			

DW2.2: Optimised resource use during treatment

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW2.2.1	Inputs to treatment are minimised	Optimised resource use during treatment		Cost of production per kL.		50%	Progressing	Manager Infrastructure Operations

DW2.3: New plant is operated and maintained to high performance standard

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW2.3.1	Best long term value of plant achieved	New plant is operated and maintained to high performance standard	There were no major breakdowns at the WTP again for this reporting period. $93282 was spent maintaining the WTP including $8,300 spent maintaining the chemical dosing systems	Planned maintenance exceeds breakdown maintenance.	$93,282	100%	Completed	Manager Infrastructure Operations
				Number of plant operational complaints.	0			

DW3: Safely distribute drinking water to the community

DW3.1: Water quality at tap meets community expectations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW3.1.1	Water is acceptable to consumers	Water quality at tap meets community expectations	There were 7 complaints in the last 6 months relating to water quality which were all related to water main breaks.	Number of water quality complaints	7	100%	Completed	Manager Infrastructure Operations

DW3.2: Pressure and flow rates don't impact users

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW3.2.1	Minimum service available to all consumers	Pressure and flow rates don't impact users	In the 12 months to June 22, Council's water crews responded to 287 customer requests for water related issues. 81 were recorded as leaks, 125-meter related issues, 35 pressure requests and 7 water quality inquiries.	Number of service-related complaints	35 Pressure related inquiries	100%	Completed	Manager Infrastructure Operations
DW3.2.2	Service available for firefighting needs in all areas	Pressure and flow rates don't impact users	Council's MIPPS student program this year saw the Parkes water network modeled for pressure and flow with work planned to upgrade pipes in areas identified	Number of service-related complaints	35 pressure complaints	100%	Completed	Manager Infrastructure Operations

DW3.3: Minimise frequency and duration of supply interruptions

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW3.3.1	Continuous supply to all consumers	Minimise frequency and duration of supply interruptions	Council water crews attended to 287 customer requests last financial year, of which 57 were water main breaks. This figure of 10 breaks per 100km of water mains places Parkes under the national average of 11.6.	Number of unplanned service interruptions per 100km of main	10	100%	Completed	Manager Infrastructure Operations

DW3.4: Improve the customer interaction and experience

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
DW3.4.1	Quality and impact of communication with the customer is improved	Improve the customer interaction and experience	Council's monthly newsletter provides customers with information on a wide range of topics as well as frequent posts on the social media pages	Percentage of bills paid on time		100%	Completed	Manager Infrastructure Operations
DW3.4.2	Customer's knowledge of water system increases	Improve the customer interaction and experience	no surveys were conducted in this reporting period. Surveys to be undertaken during town shows.	Regular survey data feedback	0	100%	Completed	Manager Infrastructure Operations

H20: STORM WATER DRAINAGE

SW1: Collect and discharge urban storm water

SW1.1: Update existing Storm Water Management Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW1.1.1	Developed Storm Water Management Plan	Update existing Storm Water Management Plan	Ongoing updates to the urban stormwater model for Parkes with risk management strategies developed. Continued focus on the floodplain modelling for Cookamidgera, Bogan Gate and Trundle.	Degree of completion	Complete	100%	Completed	Director Infrastructure and Strategic Futures

SW1.2: Implement Storm Water Management Plan

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW1.2.1	Storm water Management Plan implemented	Implement Storm Water Management Plan	$169,605 was spent in the last financial year on maintaining the Shires drainage network. Designs for the Croker and Flinders retention basins is due to be completed in the coming months.	Degree of implementation		50%	Completed	Manager Infrastructure Operations
SW1.2.2	Investigate further storm water mitigation measures	Implement Storm Water Management Plan	The infrastructure department answered 77 drainage related calls from customers in the 12-month reporting period with 41 coming from the storms in November which saw 185mm fall for the month, 3 times the average.	Storm water model used to identify solutions.		100%	Completed	Manager Infrastructure Operations
				Response to customer complaints	77 customer requests			

SW1.3: Investigate options for storm water harvesting

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW1.3.1	Harvesting options identified and projects designed, and budgets set	Investigate options for storm water harvesting	No progress on this item	Projects designed and budgeted	0	100%	Progressing	Manager Infrastructure Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW1.3.2	Additional funding for identified projects	Investigate options for storm water harvesting	An additional $745,000 has been set aside for road rehabilitation and drainage works in round 3 of the LRCI funding.	Grant submissions lodged.		80%	Progressing	Manager Infrastructure Operations
				Funding received	$745,226			

SW2: Investigate improvements to storm water quality

SW2.1: Develop a WSUD policy for use by Council

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW2.1.1	WSUD policy in place for development and Council works	Develop a WSUD policy for use by Council	Policy yet to be developed; additional research into WSUD best practices and how they could best be applied to PSC projects undertaken	Policy developed in line with industry best practice		15%	Progressing	Environmental and Sustainability Coordinator

SW2.2: Develop Storm water Quality monitoring program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
SW2.2.1	Options for improvement of storm water quality identified	Develop Storm water Quality monitoring program	Budget restraints, along with significant rainfall events, have meant that focus has needed to be given to managing stormwater quantity rather than quality.	Projects designed and budgeted.		40%	Progressing	Environmental and Sustainability Coordinator
				Projects implemented				

H20: WASTE WATER

WW1: Safely collect waste water from the community

WW1.1: Ensure customer-side protections are in place

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW1.1.1	No high impact waste water enters system	Ensure customer-side protections are in place	Trade waste operations continued based on applications received. Next reporting period will focus on upgrading/implementing trade waste management system with existing trade waste discharges to be reviewed and assessed.	Trade waste agreement coverage (%).		100%	Completed	Environmental and Sustainability Coordinator
				Number of trade waste inspections undertaken.				
WW1.1.2	Reduced storm water from customers enters the system	Ensure customer-side protections are in place	There a still a large number of smoke testing defects that remain uncompleted by customers, however, there are mostly low risk items, all of the higher risk, direct connections and large catchment potential inflows have been completed and certified by Council staff.	Number of smoke testing defects completed	15	100%	Completed	Director Infrastructure and Strategic Futures

WW1.2: Minimise frequency and duration of discharges from sewerage network

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW1.2.1	Reduced stormwater ingress to sewerage network	Minimise frequency and duration of discharges from sewerage network	Council received 26 sewer related customer requests in 5 days of heavy rain events towards the end of November. 33 were received in the first six months this year. Council is developing a program to record inflow received at the STP following rain events	Peak Wet Weather Flows to STP. Number of overflows due to wet weather		100%	Completed	Manager Infrastructure Operations
WW1.2.2	Reduced sewer blockages	Minimise frequency and duration of discharges from sewerage network	Council's maintenance team continue to provide a high level of reactive support to businesses and residences that have on-property sewer related maintenance issues as well as to maintain Council's sewer network effectively.	Number of sewer chokes per 100km	33	100%	Completed	Director Infrastructure and Strategic Futures

WW1.3: Improve the customer interaction and experience

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW1.3.1	Quality and impact of communication with the customer is improved	Improve the customer interaction and experience	Council staff responded to 196 customer complaint for the 12 months to June. 71 of these complaints were in the Council's sewers. Over $100,000 was spent on 21 repairs to the sewer network.	Percentage of customer complaints responded to in accordance with level of service agreement	100%	100%	Completed	Manager Infrastructure Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW1.3.2	Customer's knowledge of wastewater system increases	Improve the customer interaction and experience	No specific engagement regarding the wastewater network in the reporting period, with COVID impacting engagement opportunities. This will be a focus in the future when engagement activities can be more routine	Regular survey data feedback		25%	Progressing	Environmental and Sustainability Coordinator

WW2: Sustainably treat wastewater

WW2.1: Treated effluent quality meets the required standard

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW2.1.1	Treated effluent meets EPL requirements	Treated effluent quality meets the required standard	Sampling undertaken as required by EPL, with results published on PSC's website and reported in PSC's Annual Return to the EPL. One non-compliance recorded for the reporting period relating to a missed sample (due to a freighting error).	EPA License breaches		100%	Completed	Environmental and Sustainability Coordinator

WW2.2: Optimised resource use during treatment

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW2.2.1	Inputs to treatment are minimised	Optimised resource use during treatment		Cost of treatment per kL inflow		50%	Progressing	Manager Infrastructure Operations

WW2.3: New plant is operated and maintained to high performance standard

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW2.3.1	Best long-term value of new plant achieved	New plant is operated and maintained to high performance standard	Plant operating efficiently and treating influent to required EPL and AWRF standards	Planned preventative maintenance exceeds breakdown maintenance.	Achieved	100%	Completed	Director Infrastructure and Strategic Futures
				Number of plant operational complaints	NIL			

WW3: Responsibly manage waste by-products of treatment

WW3.1: Maximise effluent re-use

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW3.1.1	All effluent has a beneficial reuse	Maximise effluent re-use	All effluent produced at the STP is reused beneficially either through additional treatment at the Advanced Water Recycling Facility for use in PSC's Recycled Water Ring Main (to irrigate town greenspaces), through pumping into Goobang Creek (environmental flows to help maintain integrity of the creek system), or through directing treated effluent into PSC's old effluent ponds to provide habitat to local native flora and fauna (site of future wetlands which, when completed, will receive a greater volume of treated effluent).	Percentage breakdown of effluent reuse by destination		100%	Completed	Environmental and Sustainability Coordinator

WW3.2: Maximise bio-solid re-use

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW3.2.1	All bio-solids have a beneficial reuse	Maximise bio-solid re-use	Due to the extended rain periods the bio solids will be sent to the recycling site once dry enough for transporting	Percentage of bio-solids diverted from landfill.	100%	100%	Completed	Manager Infrastructure Operations

WW3.3: Residual treatment by-products disposed of ethically

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW3.3.1	All residual treatment by-products disposed of to regulated waste disposal facility	Residual treatment by-products disposed of ethically	All waste from the inlet works is disposed to a registered landfill site through Council's contractor	Percentage of compliant waste disposal dockets	100%	100%	Completed	Manager Infrastructure Operations

WW4: Safely and sustainably treat and distribute recycled water

WW4.1: Recycled water quality meets AGWR

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW4.1.1	Recycled water is safe for municipal irrigation	Recycled water quality meets AGWR	All recycled water distributed to end users conformed to water quality specifications for safe municipal irrigation (as set out in PSC RWMS Plan). Sampling undertaken weekly throughout reporting period to ensure compliance.	Number of samples not complying with RWMS.		50%	Progressing	Environmental and Sustainability Coordinator
				Number of CCP exceedances				

WW4.2: Recycling plant is operated and maintained to high performance standard

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW4.2.1	Plant is always continuously available to satisfy demand for recycled water. Best long-term value of new plant achieved	Recycling plant is operated and maintained to high performance standard	The above average rainfall experienced led to a decrease in the demand for recycled water. No major breakdowns were experienced in the reporting period	Recycled water supplied as a percentage of total demand	100%	100%	Completed	Manager Infrastructure Operations

WW4.3: Maintain pressure and flow rates at sustainable levels

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW.4.3.1	Minimum service available to all end users	Maintain pressure and flow rates at sustainable levels	There was a decrease in the demand for recycled water this financial due to the higher-than-average rainfall experienced in November, January, and April. Once again, no water quality incidents were recorded over this reporting period.	Planned preventative maintenance exceeds breakdown maintenance	$10,000 spent on reactive maintenance services	100%	Completed	Manager Infrastructure Operations

WW4.4: Minimise frequency and duration of supply interruptions

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW4.4.1	All stakeholders are informed of scheme management and performance	Minimise frequency and duration of supply interruptions	Stakeholders regularly informed of the status of the scheme to ensure that levels of service are met. Use of the custom Smart Control system to apportion and monitor water use and water quality continued throughout the reporting period and has been well received by stakeholders.	Number of service-related complaints		100%	Completed	Environmental and Sustainability Coordinator

WW4.5: Actively engage stakeholders

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
WW4.5.1	All stakeholders are informed of scheme management and performance. All end users are active participants within the scheme.	Actively engage stakeholders	Stakeholder engagement has continued at a regular pace to ensure that recycled water is used effectively and efficiency and in line with approved controls. Performance reviews of the system undertaken with Presentation Team and other end users to ensure scheme is operating effectively. End user audits postponed to spring 2022.	Stakeholder reporting up to date. / Number of end user complaints		100%	Completed	Environmental and Sustainability Coordinator

TRANSPORT: AERODROMES

A1: Providing a safe Aviation Facility

A1.1: Legislative Compliance to ensure safe Aviation Facility

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
A1.1.1	Compliance with Civil Aviation Safety Authority Regulations	Legislative Compliance to ensure safe Aviation Facility	All legislated compliances undertaken. Compliance monitoring is ongoing.	CASA Audit Reports, Technical inspections, Obstacle Limitation Surface Surveys, Annual Lighting Inspections, Aerodrome Manual		100%	Completed	Manager Facilities
A1.1.2	Compliance with Office of Transport Security legislation	Legislative Compliance to ensure safe Aviation Facility	The Policies and Procedures of the Aerodrome Manual and Transport Security Plan are implemented.	Transport Security Plan, Audit Reports		100%	Completed	Manager Facilities

A2: Maintaining and Operating Parkes Regional Airport

A2.1: Ensure effective maintenance and operation of the Parkes Regional Airport

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
A2.1.1	Grounds well-presented and maintained that welcomes visitors	Ensure effective maintenance and operation of the Parkes Regional Airport	Parkes Regional Airport is always well presented and highly regarded as a welcoming gateway to Regional NSW.	Customer Feedback		100%	Completed	Manager Facilities
A2.1.2	Terminal building is presented to a standard befitting a gateway to the region.	Ensure effective maintenance and operation of the Parkes Regional Airport	The terminal building is always well presented as a positive first impression of Parkes and the greater region.	Customer and Airline Feedback		100%	Completed	Manager Facilities

A3: Development of Industrial Precinct

A3.1: Industrial Precinct developed to expand opportunities for growth

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
A3.1.1	Development in line with Master Plan	Industrial Precinct developed to expand opportunities for growth	The Industrial Park - Stage One is fully developed and released, ready for occupancy.	Layout of the Industrial Precinct		100%	Completed	Manager Facilities
A3.1.2	Developer attraction to the site	Industrial Precinct developed to expand opportunities for growth	Developer enquiries are pursued.	Land enquiries and leases		100%	Completed	Manager Facilities

TRANSPORT: FOOTPATHS

F1: Manage Council's Footpath Network

F1.1: Develop footpaths

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F1.1.1	Develop Footpath Network to meet the needs of key users and community in accordance with industry standards and guidelines	Develop footpaths	Council has delivered a number of projects in this area including construction of the Middleton Street Shared Path from Brolgan to Condobolin Road and extension of the Brolgan Road shared path from Coronation Avenue to Mimosa Avenue ($200k). Construction of the Clarinda Street footpath from Thornburry Street to East Street ($225k), extension of the East Street footpath from Gap Street to Bushman and along Bushman to the Arboretum Toilets. Disabled access installed at McGlynn oval, Nash Street carpark footpath installations, Webb Street and Newell Highway footpath project ($25k), Thornburry Street footpath from Want Street to Clarinda Street ($120k), Footpath upgrades along Currajong Street in conjunction with Court & Church Street upgrades.	Success of Grants submitted for various programs		100%	Completed	Works Engineer

F1.2: Upgrade Footpaths

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F1.2.1	Implement footpath projects projects identified in the Pedestrian and Cycling Plan	Upgrade Footpaths	Delivered 5 strategic links within the Pedestrian and Cycling Plan - Brolgan Road extension from Coronation Ave to Mimosa Ave, Middleton Street from Brolgan to Condobolin Road, East Street extension from Gap Street to Bushman and along Bushman to Arboretum public toilets, Clarinda Street footpath from Thornburry Street to East Street. Pedestrian and Cycling Plan requires a review to ensure it is consistent with community objectives, as the last one was completed in 2016 and a number of links have been completed and/or will be completed with construction of the Parkes Bypass.	% projects identified and delivered		80%	Progressing	Works Engineer

F1.3: Maintain footpaths to meet community needs

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F1.3.1	Ongoing footpath maintenance is carried out in a planned program to meet the needs of key users and community	Maintain footpaths to meet community needs	During this reporting period footpath maintenance was carried out across the shire where required, to make safe of any trip hazards and continue to deliver the level of service required. Involved in the footpath maintenance were several small projects to rectify pavers in key pedestrian areas. PSC has been preparing to engage a contractor to complete paver maintenance works along Clarinda Street.	% projects identified and delivered		100%	Completed	Works Engineer

F2: Pedestrian Access and Mobility Plan (PAMP)

F2.1: Develop Pedestrian Access and Mobility Plan (PAMP)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F2.1.1	Develop footpath network and pedestrian facilities to meet the needs of key users and community in accordance with industry standards and guidelines	Develop Pedestrian Access and Mobility Plan (PAMP)	No submissions made during this reporting period. Next round of funding opens in August 2022. Council will review pedestrian and cycling strategy for priority projects for inclusion in the next round of applications.	Success of Grants submitted for various programs	No submissions made in this reporting period.	100%	Completed	Director Operations

F2.2: Scope, design & investigate projects identified in the PSC Pedestrian Access and Mobility Plan (PAMP)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F2.1.2	Prepare footpath projects from the (PAMP) in line with relevant specifications and guidelines	Scope, design & investigate projects identified in the PSC Pedestrian Access and Mobility Plan (PAMP)	3 main projects that were detailed designed and provided for construction during this reporting period include: Clarinda Street shared path, East Street shared path and Middleton Street shared path.	% of designs delivered	100% - 3 projects detailed designed and provided for construction.	100%	Completed	Director Operations

F2.3: Implement projects identified in the PSC Pedestrian Access and Mobility Plan (PAMP)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
F2.3.1	Implement footpath and pedestrian facilities to meet the needs of key users and community in accordance with industry standards and guidelines	Implement projects identified in the PSC Pedestrian Access and Mobility Plan (PAMP)	Delivered 5 strategic links within the PAMP - Brolgan Road extension from Coronation Ave to Mimosa Ave, Middleton Street from Brolgan to Condobolin Road, East Street extension from Gap Street to Bushman and along Bushman to Arboretum public toilets, Clarinda Street footpath from Thornburry Street to East Street. PAMP requires a review to ensure it is consistent with community objectives, as the last one was completed in 2016 and a number of links have been completed and/or will be completed with construction of the Parkes Bypass.	% projects identified and delivered % projects identified and delivered		70%	Progressing	Works Engineer

TRANSPORT: ROADS

R1: Develop Council's Local Road Network

R1.1: Develop Council's Road Network

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R1.1.1	Develop Urban Road Network to meet the needs of road users	Develop Council's Road Network	Due to timing of State and Federal grants, no applications made in this reporting period. East Street project continues to be progressed to meet funding milestones.	Success of Grants submitted for various programs such as Fixing Local Roads (FLR), Blackspot, NSW SaferRoads	No submissions made in this reporting period.	100%	Completed	Director Operations
R1.1.2	Develop Rural Road Network to meet the needs of road users	Develop Council's Road Network	Capital projects identified for delivery that were completed include SR76 - Bogan Road upgrades, SR10 - Cookamidgera Road upgrades and SR83 - Middle Trundle Road safety improvements. 75% projects were delivered with Bogan Road, and Middle trundle Road completed. Cookamidgera Road has been stalled due to delays in Council receiving detailed survey and design from external consultants.	% projects identified and delivered	75% projects identified delivered. Cookamidgera Road delayed due to final design not received in time.	75%	Progressing	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R1.1.3	Develop Regional Road Network to meet the needs of road users	Develop Council's Road Network	Due to the timings and release of State and Federal grants, no submissions were made during this last reporting period. Council has developed a long-term road improvement program which has identified key freight routes for future applications to enable clear and streamlined project selections.	Success of Grants submitted for various programs such as Fixing Country Roads (FCR), Heavy Vehicle Safety Productivity Program (HVSPP), Blackspot, Resources for Regions (R4R)	No grant applications made in this reporting period.	100%	Completed	Director Operations
				REPAIR Grants submitted	No REPAIR Grant submitted this period.			
R1.1.4	Source road making materials in an environmentally responsible manner	Develop Council's Road Network	Council continues to manage the extraction of road making materials in an environmentally and safe way. Reporting currently underway to meet the regulators requirements due end August 2022. No breaches recorded during this period. Council continues to update its	Ensure compliance with relevant legislation pertaining to operations of gravel and pits with no breaches recorded.	Compliance with regulatory requirements and completion of pit management plans to meet industry standards underway	75%	Progressing	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
			mine safety management plans whilst also working closely with the regulator to ensure that staff are appropriately trained and qualified to meet recent changes to skilled staff. Unfortunately, due to contractor availability, there have been significant delays in the crushing of material with only 60% of the crushing program completed.	Manage contractors to ensure legislative compliance to ensure no breaches are recorded.	Contractors managed in accordance with relevant legislation with nil breaches reported.			
				% of crushing program delivered to provide adequate stocks enabling timely supply for works.	60% crushing program completed in this period due to contractor availability			
				Customer requests are dealt with in a timely manner.	Customer requests handled with only 2 recorded and currently being managed and negotiated.			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R1.1.5	Forecast yearly projects for inclusion in future works program in line with Council's LTRIP	Develop Council's Road Network	Longer term strategic modelling and planning has been completed with the support of Council's external Consultant Ben Lawson from Common Thread Consulting to ensure that the modelling is in line with the long-term improvement program of Council. The long-term plan has now been established with greater focus on rehabilitations, reseals for urban roads to ensure asset protection is maintained as priority before new works are established. This strategic plan has been presented to Council for endorsement. Council's Asset Engineers are now working on this program and specific projects to align with the financial modelling for each of these categories.			100%	Completed	Director Operations

R1.2: Scope, design & investigate projects identified in the PSC Long Term Road Improvement Plan (LTRIP)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R1.2.1	Prepare Urban Road projects from the LTRIP in line with relevant specifications and guidelines	Scope, design & investigate projects identified in the PSC Long Term Road Improvement Plan (LTRIP)	2 main projects identified for delivery include Currajong Street and East Street Road projects. Unfortunately, both projects have been delayed by sub consultants of Council with detailed design delayed for Currajong Street and flood modelling delayed for East Street. These projects have progressed to 50% detailed design for both projects.	% of designs delivered	50% designs delivered. Currajong Street 50% and Cookamidgera Road 50%	50%	Progressing	Director Operations
R1.2.2	Prepare Rural Road projects from the LTRIP in line with relevant specifications and guidelines	Scope, design & investigate projects identified in the PSC Long Term Road Improvement Plan (LTRIP)	Detailed designs and concepts completed for construction for Bogan Road and Middle Trundle Road. Only Cookamidgera Road project has been stalled due to contractor delays deferring this project. Council's Design team are progressing with new projects identified for future works to enable shovel ready projects.	% of designs delivered	75% projects identified delivered. Cookamidgera Road delayed due to final design not received in time.	75%	Progressing	Director Operations

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R1.2.3	Prepare Regional Road projects from the LTRIP in line with relevant specifications and guidelines	Scope, design & investigate projects identified in the PSC Long Term Road Improvement Plan (LTRIP)	MR350 North and South project continues to be delivered in stages in accordance with the funding deeds and milestones.	% of designs delivered	70% projects delivered for construction.	70%	Progressing	Director Operations

R2: Upgrade Council's Road Network

R2.1: Upgrade Urban Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R2.1.1	Implement urban road projects identified in the PSC LTRIP	Upgrade Urban Roads	Projects identified and completed during this financial year include Woodward Street ($180k), Dalton Street ($117k), Best Street ($37k), Victoria Street ($120k), Jones Street ($120k), Christina Close ($37k), Tulara Place ($80k), Parkes Urban Heavy patches ($260k), McGee's Lane ($80k), Jansen Lane behind Cambridge hotel ($100k), Tyrepower carpark ($22k)	% of projects delivered % of Urban Lanes Program delivered		100%	Completed	Works Engineer

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R2.1.2	Implement Kerb & Gutter Program as per the PSC LTRIP	Upgrade Urban Roads	Kerb and gutter works were completed in conjunction with Council's Road and Rehabilitation program such as Matthews Street between Federal St and Renshaw Road. Metcalfe Street near the tennis courts, Currajong & Court Street replacement and Currajong and Church Street replacement, East and Gap Street intersection.	% of projects delivered		100%	Completed	Works Engineer

R2.2: Upgrade Rural Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R2.2.1	Implement rural road projects identified in the PSC LTRIP	Upgrade Rural Roads	Projects identified and completed this financial year (FY) include SR1162 Bulgandramine Road ($290k), SR128 Alagalah Road ($160k), Back Yamma & Nash Street intersection ($80k), SR83 Middle Trundle Road upgrades ($660k)	% of projects delivered		100%	Completed	Works Engineer
R2.2.2	Implement rural road projects identified in the Gravel Resheet Program-PSC LTRIP	Upgrade Rural Roads	The gravel re-sheet program was developed and delivered during this FY. Sections of the following roads and budgets were completed within this program. SR1249 Five Chain Lane ($20k), SR15 Bindogundra Road ($50k), SR16 Lake Endeavour Road ($38k), SR142 Curra Lane ($80k), SR125 Numulla Road ($115k), SR77 Nardoo Road Resheet ($72k), SR2 Back Yamma Road ($44k).	% of projects delivered		100%	Completed	Works Engineer

R2.3: Upgrade Regional Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R2.3.1	Implement regional road projects identified in the PSC LTRIP	Upgrade Regional Roads	A number of Regional Road projects were completed this year with construction of approximately 1.4km of the Peak Hill - Tullamore Road from Minerong intersection West ($350k), deep-lift asphalting the intersection of Eugowra Road and Henry Parkes Way ($100k) to facilitate harvest truck movements and causeway upgrades and stabilising along the McGrane Way ($380k).	% of projects delivered		100%	Completed	Works Engineer
R2.3.2	Implement regional road projects identified in the Gravel Resheet Program- PSC LTRIP	Upgrade Regional Roads	Parkes Shire Council undertook approximately 3.0km of re-sheeting along the Peak Hill - Tullamore Road (MR348) to address key areas of unsealed road failure.	% of designs delivered		100%	Completed	Works Engineer

R3: Maintain Council's Road Network

R3.1: Maintain Urban Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R3.1.1	Urban Road Network is maintained to meet the needs of road users	Maintain Urban Roads	The urban roads construction program was developed and delivered during the FY. Included in these areas were Jansen Lane, Mc Gees Lane, Victoria Street, Best Street, Dalton Street, Woodward Street, Rose Street.	% Resealing Projects identified and delivered.		100%	Completed	Works Engineer
				Number of Asset Inspections Carried out in accordance with Asset Management Plans.				
				Works Orders issued and completed.				
				Customer requests are dealt with in a timely manner.				

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R3.1.2	Maintain kerb and gutter to meet the needs of key users and community	Maintain Urban Roads	Where required and budget was available kerb and gutter maintenance was carried out. These small projects are usually highlighted by the community where we have had slips, trips or falls. Further resource allocation in this area is required as Council only managed to exhaust 65% of this year's allocations.	% projects identified and delivered		60%	Progressing	Works Engineer

R3.2: Maintain Rural Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R3.1.1	Rural Road Network is maintained to meet the needs of road users	Maintain Rural Roads	The unsealed network is continually maintained as a result of the budget that it is allocated to this area. Asset inspections are carried out by our assets team and our Works Supervisors as part of their daily activities. We also receive feedback from the general public. All of these areas provide us information that allows us to focus our maintenance on key areas for repair and improvement. A budget of $730k was allocated but actual expenses were $1692K.	Customer requests are dealt with in a timely manner.		100%	Completed	Works Engineer
				% Resheeting Projects identified and delivered				
				Number of Asset Inspections Carried out in accordance with Asset Management Plans.				
				Works Orders issued and completed				

R3.3: Maintain Regional Roads

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R3.3.1	Regional Road Network is maintained to meet the needs of road users	Maintain Regional Roads	The sealed regional road network is maintained by ensuring inspections are carried out by the Assets team and the Works Supervisors who report any damage or issues with this section of the network. A budget of $240K was spent in this area to maintain these sections of roads. .	% Reseal Program delivered	100	100%	Completed	Works Engineer
				Success of Grants submitted for various programs such as Fixing Country Roads (FCR), Heavy Vehicle Safety Productivity Program (HVSPP), Blackspot, Resources for Regions (R4R).	1			
				Number of Asset Inspections Carried out in accordance with Asset Management Plans.	In accordance with AMP			
				Works Orders issued and completed.	yes			

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
				Customer requests are dealt with in a timely manner	12 days			

R3.4: Maintain State Roads (MR61)

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R3.4.1	State Road Network is maintained to meet the needs of road users in accordance with the Roads Maintenance Council Contract (RMCC)	Maintain State Roads (MR61)	As a part of the RMCC contract between Parkes Shire Council and TfNSW we continue to manage, maintain, and upgrade these sections of road throughout the year. Where grants are received projects are carried out as required. During this period, we carried out heavy patch work on MR 61 east and West. We have carried out shoulder grading on MR 61EW. A significant amount of safety widening upgrades have occurred on MR61E (Orange Road).	% Reseal Program delivered		100%	Completed	Works Engineer
				% Heavy Patch Program delivered				
				All customer requests are dealt with in a timely manner				
				Number of Asset Inspections Carried				
				Works Orders issued and completed				

R4: Fleet Procurement

R4.1: Effectively Manage Council's Fleet Procurement

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R4.1.1	Plant Replacement Program in line with Industry standards	Effectively Manage Council's Fleet Procurement	we procure using approved contracts such as Centroc, buy.nsw and local government procurement, as well as the new Parkes Shire Council lease car panel voted on by senior staff, we have a IPWEA 10-year plan and reporting as such on the entire council fleet, we also use vendor panel for the non- contract purchases	Methods In line with IPWEA recommended principles		100%	Completed	Fleet and Depot Coordinator

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R4.1.2	Technological advancements	Effectively Manage Council's Fleet Procurement	Council's Fleet and Depot Coordinator continues to attend events, industry briefings and opportunities to enhance the fleet management and equipment within Council's control. Industry events for EV vehicles proving valuable. Many enhancements included during period which include: 1. Investigation into replacement GPS units for safer and efficient work activities 2. Fleet improvements in purchases such as integrated technology, braking systems, and driver notifications 3. Small plant improvements such as hour meters, utilisation reports 4. increased visualisation of fleet management software	Networking activities and research	Numerous face to face and online events attended.	50%	Progressing	Director Operations

R4.2: Implement Council's Fleet Management and Maintenance Program

Action Code	Action Name	Deliverable	Comments	Performance Measure	Actual	Progress	Status	Responsible Officer Position
R4.2.1	Plant availability for operational needs within budgetary constraints	Implement Council's Fleet Management and Maintenance Program	It has been difficult to procure supplies at times, however Council was able to procure most supplies as needed.	Plant uptime 95% across the fleet	94 %	100%	Completed	Fleet and Depot Coordinator

**For further infrmation please contact:
Parkes Shire Council Executive Manager
Corporate Services**

P: 02 6861 2322 | **E**: council@parkes.nsw.gov.au

PARKES SHIRE COUNCIL