

# Ordinary Council Meeting

## Business Paper

Pursuant to section 9 of the *Local Government Act 1993*, notice is hereby given that an Ordinary Council Meeting of Parkes Shire Council will be held in the Parkes Council Chamber, 2 Cecile Street, Parkes, on Tuesday 20 December 2022 at 2:00pm.



Kent Boyd PSM  
**GENERAL MANAGER**





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## Governing Body

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<b>Composition:</b>	Ten (10) Councillors
<b>Membership:</b>	Councillor W Jayet, Councillor M Applebee, Councillor J Cass, Councillor K McGrath, Councillor L O'Leary, Councillor G Pratt, Councillor D Weber, Councillor G Wilson
<b>Quorum:</b>	6 Councillors
<b>Chairperson:</b>	Chairperson, Councillor K Keith OAM
<b>Deputy Chairperson:</b>	Deputy Chairperson, Councillor N Westcott

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Pursuant to section 223 of the *Local Government Act 1993*, the role of Parkes Shire Council's governing body is:

- To direct and control the affairs of Parkes Shire Council in accordance with the *Local Government Act 1993*, in consultation with the General Manager.
- To provide effective civic leadership to the local community.
- To ensure as far as practicable the financial sustainability of the Council.
- To ensure as far as practicable that the Council acts in accordance with the principles set out in Chapter 3 of the *Local Government Act 1993* and other strategic plans, programs, strategies and policies of the Council.
- To determine and adopt a rating and revenue policy and Operational Plans that support the optimal allocation of the Council's resources to implement the strategic plans (including the Community Strategic Plan) of the Council and for the benefit of the local area.
- To keep under review the performance of the Council, including service delivery.
- To make decisions necessary for the proper exercise of the Council's regulatory functions.
- To determine the process for appointment of the General Manager by the Council and to monitor the General Manager's performance.
- To determine the senior staff positions within the organisation structure of the Council, following consultation with the General Manager.
- To consult regularly with community organisations and other key stakeholders and keep them informed of the Council's decisions and activities.
- To be responsible for ensuring that the Council acts honestly, efficiently and appropriately.

Matters determined by meetings of Parkes Shire Council's governing body will include all those non-delegable functions identified in section 377 of the *Local Government Act 1993*.

# Council Chambers

## Seating Plan



PUBLIC GALLERY

## Guiding Principles

In accordance with section 8A of the *Local Government Act 1993*, Councillors are reminded of the guiding principles applicable to decision-making by local councils:

- Councils should recognise diverse local community needs and interests.
- Councils should consider social justice principles.
- Councils should consider the long-term and cumulative effects of actions on future generations.
- Councils should consider the principles of ecologically sustainable development.
- Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.

## Statement of Ethical Obligations

In accordance with clause 3.22 of Council's Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under section 233A of the Act and their obligations under Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

### Oath or Affirmation of Office

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The Oath or Affirmation is taken by each Councillor whereby they swear or declare to undertake the duties of the office of Councillor in the best interests of the people of the Parkes Shire and Parkes Shire Council and that they will faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act to the best of their ability and judgment.

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### Conflicts of Interest

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All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with the Council's Code of Conduct. All declarations of conflicts of interest and how the conflict of interest was managed will be recorded in the minutes of the meeting at which the declaration was made.

Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with Council's Code of Conduct. Where a Councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the Councillor's audio-visual link to the meeting will be suspended or terminated for the time during which the matter is being considered or discussed by Council, or at any time during which Council is voting on the matter.

Councillors should ensure that they are familiar with Parts 4 and 5 of Council's Code of Conduct in relation to their obligations to declare and manage conflicts of interests.

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## **1 OPENING OF MEETING**

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In the spirit of open, accessible and transparent government, meetings of Parkes Shire Council are video recorded and webcast, consistent with Council's Code of Meeting Practice and the *Local Government Act 1993*.

Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures made during the course of meetings. Opinions expressed or statements made by individual participants are the opinions or statements of those individuals, and do not imply any form of endorsement by Council.

Closed sessions of Council meetings are not video recorded or webcast.

Recordings and webcasts are protected by copyright and owned by Council, and published to Council's website. No part may be copied, recorded, reproduced or transmitted without the prior written consent of the General Manager. Any recording or webcast is not, and shall not, be taken to be an official record of Council or discussion depicted therein. Only the official minutes may be relied upon as an official record of the meeting.

Authorised media representatives are permitted to record meetings provided written notice has been lodged. A person may be expelled from a meeting for recording without notice. Recordings may only be used for the purpose of accuracy of reporting and are not for broadcast, or to be shared publicly. No recordings of any private third-party conversations or comments of anyone within the Chamber are permitted.

Please ensure that mobile phones and other electronic devices are turned off or are in silent mode for the duration of the meeting.

Under Council's Code of Meeting Practice, individuals acting in a disorderly manner can be asked by the Chairperson to leave the meeting.

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## **2 ACKNOWLEDGEMENT OF COUNTRY**

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Parkes Shire Council acknowledges the Wiradjuri People who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present.

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**3 PRAYER**

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#### **4 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE**

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In accordance with clauses 5.3, 5.4 and 5.5 of Council's Code of Meeting Practice, apologies must be received and accepted from absent Councillors and a leave of absence from the Council Meeting may be granted.

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#### **5 APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK**

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In accordance with clauses 5.18 and 5.19 of Council's Code of Meeting Practice, Councillors may attend and participate in meetings by audio-visual link with the approval of the Council.

Requests by Councillors for approval to attend a meeting by audio-visual link must be made in writing to the General Manager prior to the meeting in question and provide reasons why the Councillor will be presented from attending the meeting in person.

Councillors attending a meeting by audio-visual link are reminded that they must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the *Local Government Act 1993*.

**Note:** Consistent with clause 5.43 of Council's Code of Meeting Practice, attendance by Council staff at meetings of the Council by audio-visual link shall be with the approval of the General Manager.

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**6 CONFIRMATION OF MINUTES****6.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 15 NOVEMBER 2022****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Annexures:** **A. Ordinary Council Meeting Minutes - 15 November 2022****RECOMMENDATION**

That Council:

1. Receive and confirm the Minutes of the Ordinary Council Meeting held on Tuesday 15 November 2022 appended at *Annexure A*.



## PARKES SHIRE COUNCIL

*Our Mission: To Deliver Progress and Value to our Community*

*Our Communities Vision:*

*In 2022 the Parkes Shire will be a progressive regional centre,  
embracing a national logistics hub with vibrant communities,  
diverse opportunities, learning and healthy lifestyles.*

# Ordinary Council Meeting MINUTES

**Tuesday, 15 November 2022**

Minutes of the Ordinary Council Meeting of Parkes Shire Council held at the Parkes Shire Council Offices 2 Cecile Street Parkes, commencing at 2:00 PM for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER: KENT BOYD PSM**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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## Ordinary Council Meeting

Minutes of the Ordinary Council Meeting held in the Parkes Shire Council Offices 2  
Cecile Street Parkes, on Tuesday, 15 November 2022 at 2:00 PM.

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### PRESENT

Councillor K J Keith OAM, (in the Chair)  
Councillor W P Jayet  
Councillor G W Pratt  
Councillor L A O'Leary  
Councillor G S Wilson

Councillor N C Westcott  
Councillor K M McGrath  
Councillor M E Applebee  
Councillor J P Cass  
Councillor D R Weber

### IN ATTENDANCE

General Manager - K Boyd  
Director Customer, Corporate Services & Economy - C Middleton  
Director Planning and Community Services - B Hayes  
Director Operations- B Howard  
Director Infrastructure & Strategic Futures - A Francis  
Executive Manager Corporate Services - A McGrath  
Chief Financial Officer - J Barnard  
Minutes - M Wyatt

### MEETING COMMENCEMENT

The Meeting commenced at 2.00pm.

### 1. OPENING OF MEETING

The Mayor declared the Ordinary Council Meeting of 15 November 2022 open and welcomed Councillors, Council Officers and members of the public attending and listening to the meeting.

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

Ordinary Council Meeting - Tuesday, 15 November 2022

**MINUTES**

## 2. ACKNOWLEDGEMENT OF COUNTRY

The Mayor invited Councillor Westcott to read the following Acknowledgement of Country

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

	<b>Traditional Language Acknowledgement of Country</b>
Guwambanha ngindhugir	<i>Wiradjuri language</i>
Goo wam bunna Nin doo gir	<i>Phonetic pronunciation</i>
Welcome everyone	<i>English translation</i>
Badhu yanagha yindyamarra gu Wiradjuri Ngurambang	<i>Wiradjuri language</i>
Baa doo yana Gaa. Yind ya Marra gu Wiradjuri noo rum bung	<i>Phonetic pronunciation</i>
I give respect to Wiradjuri Country	<i>English translation</i>
Gangula Marambang ngindhugir Nginha	<i>Wiradjuri language</i>
Gan gula Maram bung Nindoo gir Nin naa	<i>Phonetic pronunciation</i>
It's good you're all here	<i>English translation</i>
Mandaang guwu	<i>Wiradjuri language</i>
Mun dung goo woo	<i>Phonetic pronunciation</i>
Thank you	<i>English translation</i>

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

## 3. PRAYER

The General Manager commenced the meeting with a prayer.

## 4. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE

That the apology submitted by Councillor LA O'Leary be received and leave of absence be granted

### Resolution 22 - 358

Moved Councillor NC Westcott , Seconded Councillor WP Jayet

**CARRIED**

## 5. APPLICATIONS TO ATTEND BY AUDIO-VISUAL LINK

Nil.

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

**6. CONFIRMATION OF MINUTES**

That the minutes of the Ordinary meeting of Parkes Shire Council held on 18 October be receive and noted.

**Resolution 22 - 359**

Moved Councillor GW Pratt, Seconded Councillor JP Cass

**CARRIED****7. DECLARATIONS OF INTERESTS**

Nil.

**8. LATE BUSINESS**

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

**Resolution 22 - 360**

That Item 9.5 Mayoral Minute - NSW Local Government Annual Conference be considered at this Council meeting

That Item 13.3 be considered under Confidential Business

Moved Councillor NC Westcott, Seconded Councillor WP Jayet

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**9. MAYORAL MINUTE(S)****9.1. Mayoral Minute - Functions attended by Mayor and Councillors**

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**Executive Summary**

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

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

**Recommendation**

1. That the Report on functions attended by the Mayor, Councillors or Senior Staff be received and noted.
2. That a letter of congratulations be forwarded to the Parkes Hockey association on hosting the Hockey One League event on 12 November 2022

**Resolution 22 - 361**

1. That the Report on functions attended by the Mayor, Councillors or Senior Staff be received and noted.
2. That a letter of congratulations be forwarded to the Parkes Hockey association on hosting the Hockey One League event on 12 November 2022

Moved Councillor NC Westcott, Seconded Councillor WP Jayet

**CARRIED**

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

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**Executive Summary**

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

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

**Recommendation**

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

**Resolution 22 - 362**

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

Moved Councillor NC Westcott, Seconded Councillor WP Jayet

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**9.3. Mayoral Minute - Declaration of Statewide Road Emergency**

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**Executive Summary**

On the third of November 2022, Local Government NSW declared a Statewide Roads Emergency and the Country Mayors Association has supported this Declaration.

In support of our peak-bodies I am suggesting Parkes Council joins with Local Government NSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency.

**Recommendation**

That Parkes Shire Council:

1. Joins with Local Government NSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency.
2. Write to the Prime Minister of Australian Anthony Albanese and the Premier of New South Wales Dominic Perrottet pleading for immediate action.

**Resolution 22 - 363**

That Parkes Shire Council:

1. Joins with Local Government NSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency.
2. Write to the Prime Minister of Australian Anthony Albanese and the Premier of New South Wales Dominic Perrottet pleading for immediate action.

Moved Councillor JP Cass, Seconded Councillor ME Applebee

**CARRIED**



Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**9.4. Mayoral Minute - Planning Institute of Australia - 2022 Planning Excellence Awards - Parkes CBD Vibrancy Strategy**

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**Executive Summary**

At the recent Planning Institute of Australia - 2022 Planning Excellence Awards, The Parkes CBD Vibrancy Strategy won the "Great Place" category

**Recommendation**

That Council:

1. Receive and note the report
2. Acknowledge the work by King and Campbell Pty Ltd, Staff and all those involved with the Parkes CBD Vibrancy Strategy.

**Resolution 22 - 364**

That Council:

1. Receive and note the report
2. Acknowledge the work by King and Campbell Pty Ltd, Staff and all those involved with the Parkes CBD Vibrancy Strategy.

Moved Councillor ME Applebee , Seconded Councillor NC Westcott

**CARRIED**

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**9.5. Mayoral Minute - Local Government NSW Conference**

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**Executive Summary**

The Local Government NSW Annual Conference was held in the Hunter Valley from 23 to 25 October 2022. Council was represented by myself, Deputy Mayor Cr Neil Westcott, Councillor Marg Applebee and Councillors Jacob Cass along with General Manager Kent Boyd PSM.

**Recommendation**

That the Report on the Local Government NSW Annual Conference be received and noted.

**Resolution 22 - 365**

That the Report on the Local Government NSW Annual Conference be received and noted.

Moved Councillor ME Applebee, Seconded Councillor GW Pratt

**CARRIED**



Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**9.7. Reports of Committees**

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**9.7.1. Committee Minutes - Sports Grants Selection Committee 7 November 2022**

Prepared By:

Anthony McGrath - Secretary of the Parkes Sports Council

**Executive Summary**

The CMOC Northparkes / Parkes Shire Sporting Grants Selection Committee ("Grants Committee") met on 7 November 2022 to consider the applications received under the Sports Grant program and to allocate grants to applicants within the guidelines of the scheme. The funds, totalling \$32,543.70 were allocated to 9 sporting groups from a pool of 19 applications.

\$34,144.30 will be available for distribution in the next round.

**Recommendation**

That Council

1. Receive and note the minutes of the Grants Committee held on 7 November 2022, which are included as "Attachment 1".
2. Endorse the allocation of grants as documented in the Minutes.

**Resolution 22 - 366**

That Council

1. Receive and note the minutes of the Grants Committee held on 7 November 2022, which are included as "Attachment 1".
2. Endorse the allocation of grants as documented in the Minutes.

Moved Councillor WP Jayet , Seconded Councillor JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**9.7.2. Committee Minutes - Parkes Sports Council 8 November 2022**

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Prepared By:

Anthony McGrath, Secretary of the Parkes Sports Council.

**Executive Summary**

This report recommends that Parkes Shire Council ("Council") receive and note the Minutes of the Parkes Sports Council Committee Meeting held on 18 November 2022 and endorse the Committee's recommendations contained therein.

**Recommendation**

That Council:

1. Receive and note the Minutes of the Parkes Sports Council Meeting and the Parkes Masters Games Sub-Committee Meeting held on 7 November 2022, appended at *Attachment 1*.

**Resolution 22 - 367**

That the recommendation be adopted.

1. Receive and note the Minutes of the Parkes Sports Council Meeting and the Parkes Masters Games Sub-Committee Meeting held on 7 November 2022, appended at *Attachment 1*.

Moved Councillor ME Applebee, Seconded Cr JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

**10. REPORTS OF THE GENERAL MANAGER****10.1. (GM) Presentation of Audited Financial Statements and Auditor's Report for 2021-22**

Prepared By:

Chief Financial Officer

**Executive Summary**

The Auditor-General of New South Wales ("NSW Audit Office") and its audit service provider firm, Intentus Chartered Accountants, have completed the External Audit of Council's Financial Statements for the year ended 30 June 2022. Council has formally adopted and exhibited the Financial Statements, in accordance with its legislative obligations. This report recommends that Council note the presentation of the audited Financial Statements and Independent Auditor's Report, appended at *Attachment 1*, to the public.

**Recommendation**

That Council:

1. Note the presentation of the audited Financial Statements for the Year Ended 30 June 2022 and Independent Auditor's Report, appended at *Attachment 1*, to the public, pursuant to section 419(1) of the *Local Government Act 1993*.

**Resolution 22 - 368**

That Council:

1. Note the presentation of the audited Financial Statements for the Year Ended 30 June 2022 and Independent Auditor's Report, appended at *Attachment 1*, to the public, pursuant to section 419(1) of the *Local Government Act 1993*.

Moved Councillor WP Jayet, Seconded Councillor JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**10.2. (GM) Quarterly Budget Review as at 30 September 2022**

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Prepared By:

Chief Financial Officer

**Executive Summary**

The quarterly budget review to 30 September 2022 is submitted for Council's consideration.

**Recommendation**

1. That the Budget review report to 30 September 2022 be received and noted.
2. That Council adopt the Budget variations proposed in the quarterly budget review to 30 September 2022.

**Resolution 22 - 369**

1. That the Budget review report to 30 September 2022 be received and noted.
2. That Council adopt the Budget variations proposed in the quarterly budget review to 30 September 2022.

Moved Councillor GW Pratt, Seconded Councillor ME Applebee

**CARRIED**

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**10.3. (GM) Investments and Borrowings as at 31 October 2022**

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Prepared By:

Chief Financial Officer

**Executive Summary**

The carrying value of Council's cash and investments at 31 October 2022 was \$39,240,498 and the principal outstanding on Council's borrowings was \$17,852,496.

**Recommendation**

That the information in relation to investments held and borrowings at 31 October 2022 be received and noted.

**Resolution 22 - 370**

That the information in relation to investments held and borrowings at 31 October 2022 be received and noted.

Moved Councillor JP Cass, Seconded Councillor ME Applebee

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**10.4. (GM) Vale Edward (Ted) Wallace Clarke**

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Prepared By:

General Manager

**Executive Summary**

Edward Wallace Clarke, better known as Ted, was a long serving Parkes Municipal and Parkes Shire Council employee. Ted passed away peacefully surrounded by his loving family on Sunday 23 October 2022 at the age of 93.

**Recommendation**

That the information be received and noted.

**Resolution 22 - 371**

That the information be received and noted.

Moved Councillor NC Westcott, Seconded Councillor WP Jayet

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**10.5. (GM) Local Government Professionals Australia NSW - Aspiring Leaders Program**

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Prepared By:

General Manager

**Executive Summary**

Three Council Officers recently graduated from the Local Government Professionals Australia NSW Aspiring Leaders Program. This report recommends that Council extend its congratulations to all three Council Officers on their successful completion of the Aspiring Leaders Program.

**Recommendation**

That Council:

1. Extend its congratulations to Mrs Mikaela Cass, Ms Ali Creith and Mr Luke Nash on successfully completing the LG Professionals Australia NSW Aspiring Leaders Program.

**Resolution 22 - 372**

That Council:

1. Extend its congratulations to Mrs Mikaela Cass, Ms Ali Creith and Mr Luke Nash on successfully completing the LG Professionals Australia NSW Aspiring Leaders Program.

Moved Councillor NC Westcott, Seconded Councillor WP Jayet

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

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**11. REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****11.1. (DCCSE) Endorsement of Annual Report 2021-2022**

Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

Under the Integrated Planning and Reporting ("IP&R") provisions of the *Local Government Act 1993* ("the Act") require Parkes Shire Council ("Council") to prepare an Annual Report detailing its achievements in implementing its adopted Delivery Program and Operational Plan over the previous financial year. The Annual Report must include a copy of Council's audited Financial Statements, and once endorsed, a copy of the Annual Report must be provided to the Minister for Local Government. This report is the last in the previous IP&R program and recommends that Council formally endorse the Annual Report, appended at *Attachment 1*.

**Recommendation**

That Council:

1. Endorse the Annual Report 2021-2022, appended at *Attachment 1*, pursuant to section 428 of the *Local Government Act 1993*.
2. Note that the Annual Report 2021-2022 will be submitted to the Minister for Local Government and published to Council's website by 30 November 2022, pursuant to section 428(5) of the *Local Government Act 1993*.

**Resolution 22 - 373**

That Council:

1. Endorse the Annual Report 2021-2022, appended at *Attachment 1*, pursuant to section 428 of the *Local Government Act 1993*.
2. Note that the Annual Report 2021-2022 will be submitted to the Minister for Local Government and published to Council's website by 30 November 2022, pursuant to section 428(5) of the *Local Government Act 1993*.

Moved Councillor ME Applebee, Seconded Councillor GW Pratt

**CARRIED**



Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**11.2. (DCCSE) 2022-2023 Operational Plan Progress Report (Quarter 1)**

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Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

Under the Integrated Planning and Reporting ("IP&R") framework, Parkes Shire Council ("Council") must produce a progress report on the implementation of its Delivery Program, at least every six months. In line with Council's commitment to open, accountable and representative local government, Council has chosen to report on the implementation of its Delivery Program every three months. This report recommends that the Operational Plan Progress Report for the three-month period from 1 July to 30 September 2022 ("Quarter 1") be received and noted.

**Recommendation**

That Council:

1. Endorse the 2022-2023 Operational Plan Progress Report (Quarter 1), appended at *Attachment 1*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

**Resolution 22 - 374**

That Council:

1. Endorse the 2022-2023 Operational Plan Progress Report (Quarter 1), appended at *Attachment 1*, pursuant to section 4.9 of the Integrated Planning and Reporting Guidelines.

Moved Councillor JP Cass, Seconded Councillor ME Applebee

**CARRIED**



Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**11.3. (DCCSE) Adoption of draft Councillor Expenses and Facilities Policy**

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Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

Under the *Local Government Act 1993* ("the Act"), Parkes Shire Council ("Council") is required to review and re-adopt its Councillor Expenses and Facilities Policy within the first twelve months of each term of a Council. At its Ordinary Meeting held 20 September 2022, Council resolved to place the draft Councillor Expenses and Facilities Policy on public exhibition, prior to adoption. Following the conclusion of the public exhibition period, this report recommends that Council formally adopt the draft Councillor Expenses and Facilities Policy ("the draft Policy"), appended at *Attachment 1*.

**Recommendation**

That Council:

1. Adopt the draft Councillor Expenses and Facilities Policy, appended at *Attachment 1*, pursuant to section 252 of the *Local Government Act 1993*.
2. Upon adoption of the draft Councillor Expenses and Facilities Policy, repeal the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy adopted July 2014.

**Resolution 22 - 375**

That Council:

1. Adopt the draft Councillor Expenses and Facilities Policy, appended at *Attachment 1*, pursuant to section 252 of the *Local Government Act 1993*.
2. Upon adoption of the draft Councillor Expenses and Facilities Policy, repeal the Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy adopted July 2014.

Moved Councillor NC Westcott, Seconded Councillor ME Applebee

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**11.4. (DCCSE) Endorsement of 2023 Schedule of Ordinary Meetings**

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Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

Under the *Local Government Act 1993* ("the Act") and Code of Meeting Practice, Parkes Shire Council ("Council") must set, by resolution, the frequency, time, date and place of its Ordinary Meeting for the forthcoming 2023 calendar year. This report recommends that Council formally endorse the proposed 2023 Schedule of Ordinary Meetings, appended at *Attachment 1*.

**Recommendation**

That Council:

1. Adopt the draft Schedule of Ordinary Meetings for 2023 appended at *Attachment 1*, pursuant to section 365 of the *Local Government Act 1993* and clause 3.1 of the Code of Meeting Practice.
2. Note that the General Manager will provide public notice of the time, date and location of each scheduled Ordinary Meeting to be held in 2023, pursuant to section 9 of the *Local Government Act 1993* and clause 3.3 of the Code of Meeting Practice.

**Resolution 22 - 376**

That Council:

1. Adopt the draft Schedule of Ordinary Meetings for 2023 appended at *Attachment 1*, pursuant to section 365 of the *Local Government Act 1993* and clause 3.1 of the Code of Meeting Practice.
2. Note that the General Manager will provide public notice of the time, date and location of each scheduled Ordinary Meeting to be held in 2023, pursuant to section 9 of the *Local Government Act 1993* and clause 3.3 of the Code of Meeting Practice.

Moved Councillor WP Jayet, Seconded Councillor JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**11.5. (DCCSE) Council Christmas Closure 2022/23**

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Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

Over the forthcoming Christmas-New Year holiday period, there will be various disruptions to Parkes Shire Council's ("Council") services and facilities due to several approved NSW Public Holidays. This report recommends that Council note the close-down arrangements for Council's various services and facilities during the Christmas-New Year holiday period, as detailed in this report.

**Recommendation**

That Council:

1. Note the Christmas-New Year close-down arrangements in place for Council's services and facilities.

**Resolution 22 - 377**

That Council:

1. Note the Christmas-New Year close-down arrangements in place for Council's services and facilities.

Moved Councillor KM McGrath, Seconded Councillor NC Westcott

**CARRIED**

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**11.6. (DCCSE) Ongoing Management of Trundle ABBA Festival**

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Prepared By:

Director Customer, Corporate Services and Economy

**Executive Summary**

In April 2022, Parkes Shire Council ("Council") resolved to accept responsibility for managing the delivery of the 2022 Trundle ABBA Festival. While significant resources were invested into planning the event, which was scheduled to be held Saturday, 15 October 2022; severe wet weather experienced across much of inland NSW throughout early October resulted in Council cancelling the event on 7 October 2022. Noting the ongoing unpredictability of weather cycles, coupled with increasing difficult to obtain insurance coverage for outdoor events; this report recommends that Council formally resolve to decline responsibility for the ongoing management of the Trundle ABBA Festival.

**Recommendation**

That Council:

1. Decline to assume ongoing responsibility for managing the Trundle ABBA Festival, and advise Trundle ABBA Festival Incorporated accordingly.

Councillor GS Wilson moved an Amendment pursuant to clause 10.10 of the Code of Meeting Practice:

*That Council:*

1. *Defer determining ongoing responsibility for managing the Trundle ABBA Festival, until the Mayor and General Manager have made representations to the NSW Government seeking clarification regarding ongoing grant funding assistance for the Trundle ABBA Festival.*

Councillor JP Cass moved an Amendment pursuant to clause 10.10 of the Code of Meeting Practice:

*That Council:*

1. *Decline to assume ongoing responsibility for managing the Trundle ABBA Festival, and advise Trundle ABBA Festival Incorporated accordingly.*
2. *Make representations to the NSW Government seeking clarification regarding ongoing grant funding assistance for the Trundle ABBA Festival.*

The Mayor asked for show of hands for Motion put forward by Councillor JP Cass. The Amendment was lost (4-5).

The Mayor asked for show of hands for the Motion put forward by Councillor GS Wilson. The Amendment was carried (5-4).

Ordinary Council Meeting - Tuesday, 15 November 2022

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The Amendment became the Motion:

*That Council:*

- 1. Defer determining ongoing responsibility for managing the Trundle ABBA Festival, until the Mayor and General Manager have made representations to the NSW Government seeking clarification regarding ongoing grant funding assistance for the Trundle ABBA Festival.*

**Resolution 22 - 378**

That Council:

1. Defer determining ongoing responsibility for managing the Trundle ABBA Festival, until the Mayor and General Manager have made representations to the NSW Government seeking clarification regarding ongoing grant funding assistance for the Trundle ABBA Festival.

Moved Councillor GS Wilson, Seconded Councillor KM McGrath

**CARRIED****12. REPORTS OF THE DIRECTOR INFRASTRUCTURE AND STRATEGIC FUTURES****12.1. (DISF) Major Project & Current Works**

Prepared By:

Director Infrastructure and Strategic Futures

**Executive Summary**

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

**Recommendation**

That Council:

1. Receive and note the report.

**Resolution 22 - 379**

That Council:

1. Receive and note the report.

Moved Councillor WP Jayet, Seconded Councillor JP Cass

**CARRIED**



Ordinary Council Meeting - Tuesday, 15 November 2022

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**13. REPORTS OF THE DIRECTOR OPERATIONS****13.1. (DO) Parkes Shire Swimming Pool Update**

Prepared By:

Director Operations

**Executive Summary**

This report provides an update and background on the current implementation of the Facility Management Contract between Parkes Shire Council and Belgravia Leisure for the management of the Parkes Shire Council Aquatic facilities.

**Recommendation**

1. That Council authorise the Director Operations and the General Manager to investigate and implement the most appropriate financial mechanism to offset the costs incurred with the implementation of the lane hire charges to user groups for the financial year 2022/2023 being the current pool season.
2. That Council consider the ongoing charges in future reviews for the adoption of Councils Fees and Charges prior to future pool operating seasons.

**Resolution 22- 380**

1. That Council authorise the Director Operations and the General Manager to investigate and implement the most appropriate financial mechanism to offset the costs incurred with the implementation of the lane hire charges to user groups for the financial year 2022/2023 being the current pool season.
2. That Council consider the ongoing charges in future reviews for the adoption of Councils Fees and Charges prior to future pool operating seasons.

Moved Councillor ME Applebee, Seconded Councillor JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**13.2. (DO) Major Project & Major Works**

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Prepared By:

Director Operations

**Executive Summary**

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

**Recommendation**

That Council:

1. Receive and note the report

**Resolution 22 - 381**

That Council:

1. Receive and note the report

Moved Councillor KM McGrath, Seconded Councillor DR Weber

**CARRIED****14. REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES****14.1. (DPCS) October 2022 Building Statistics Report**

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**Executive Summary**

During the month of October 2022 there were sixteen (16) Development Applications received totalling \$29,595,390.12 and thirteen (13) consents were issued. Two (2) Private Certifier Complying Development Certificates were received totalling \$470,739 and three (3) Private Certifier consents were issued.

**Recommendation**

1. That the information be received and noted.

**Resolution 22 - 382**

1. That the information be received and noted.

Moved Councillor KM McGrath, Seconded Councillor JP Cass

**CARRIED**

Ordinary Council Meeting - Tuesday, 15 November 2022

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**15. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**

Nil.

**16. CONFIDENTIAL MATTERS**

Mayor asked the Meeting whether it agreed that item listed as 13.3 on the agenda appeared to be an item which should be discussed in closed session for the reasons given.

**Resolution 22 - 383**

That the meeting be closed for consideration of the listed items as they involve: Personnel matters concerning particular individuals (other than Councillors) or information that would if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business or commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it or advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Moved Councillor JP Cass, seconded Councillor WP Jayet

**CARRIED**

The meeting resolved into closed session at 5.00pm

Item 13.3 in agenda renumbered to 16.1.



Ordinary Council Meeting - Tuesday, 15 November 2022

MINUTES

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**16.1. (DO) PSC2022/099 Cheney Park Drainage and Rehabilitation Works Stage 2**

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Prepared By:

Director Operations

**Reason for Confidentiality**

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

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed
- (ii) confer a commercial advantage on a competitor of Council

**Executive Summary**

Tenders for the Cheney Park Drainage and Rehabilitation Works Stage 2 closed on 13 October 2022. One tender was received.

This report outlines the Tender Evaluation and recommended actions.

**Recommendation**

1. That Council reject all tenders and resolve to cancel the tender process.
2. That Council empower the Director Infrastructure and Strategic Futures and the Director Operations to deliver the scope under a Managing Contractor arrangement and split the scope into smaller work packages based on subcontractor areas of expertise and run separate Request for Quotes (RFQ) packages.

**Resolution 22 - 384**

1. That Council reject all tenders and resolve to cancel the tender process.
2. That Council empower the Director Infrastructure and Strategic Futures and the Director Operations to deliver the scope under a Managing Contractor arrangement and split the scope into smaller work packages based on subcontractor areas of expertise and run separate Request for Quotes (RFQ) packages.

Moved Councillor NC Westcott, Seconded Councillor JP Cass

**CARRIED**

**17. REPORT OF CONFIDENTIAL RESOLUTIONS**

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

The meeting resumed into open session and the Mayor read the recommendation of the Confidential item.

**18. CONCLUSION OF MEETING**

The meeting closed at 5.15pm.

## 7 DISCLOSURES OF INTERESTS

In accordance with Part 16 of Council's Code of Meeting Practice, all Councillors must disclose and manage any conflicts of interest they may have in matters being considered at the meeting.

Council's Code of Conduct deals with pecuniary and non-pecuniary conflicts of interest and political donations, and provides guidance on how these issues should be managed.

Councillors, and where applicable, other Council Officials, must be familiar with Council's Code of Conduct and their obligations to disclose and manage any conflicts of interest that they may have in matters being considered at this Council Meeting.

**Note:** Councillors and staff who declare an Interest at the Council Meeting are also required to complete a Declaration of Interest form.

Obligations	
Pecuniary Interests	<p>A Councillor who has a pecuniary interest in any matter with which the Council is concerned, and who is present at a meeting of the Council at which the matter is being considered, must disclose the nature of the interest to the meeting.</p> <p>The Councillor must not be present at, or in sight of, the meeting:</p> <ul style="list-style-type: none"> <li>(a) At any time during which the matter is being considered or discussed, or</li> <li>(b) At any time during which the Council is voting on any question in relation to the matter.</li> </ul>
Non-Pecuniary Conflicts of Interest	<p>A Councillor who has a non-pecuniary conflict of interest in a matter, must disclose the relevant private interest in relation to the matter fully and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.</p>
Significant Non-Pecuniary Conflicts of Interest	<p>A Councillor who has a significant non-pecuniary conflict of interest in relation to a matter under consideration at a Council meeting, must manage the conflict of interest as if they had a pecuniary interest in the matter.</p>
Less than Significant Non-Pecuniary Interests	<p>A Councillor who determines that they have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest must also explain why conflict of interest is not significant and does not require further action in the circumstances.</p>

**8 LATE BUSINESS**

## 9 MAYORAL MINUTE(S)

### 9.1 MEETINGS, FUNCTIONS AND EVENTS ATTENDED BY MAYOR AND COUNCILLORS

**IP&R Linkage:** Pillar: Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.

**Author:** Cr Ken Keith OAM

**Annexures:** Nil

#### MOTION

That Council:

- Note the report on the meetings, functions and events attended by the Mayor and Councillors during the period from 16 November 2022 to 21 December 2022.

#### REPORT

A report is provided on the meetings, functions and events attended by the Parkes Shire elected representatives during the period 16 November 2022 to 21 December 2022.

**Table 1: Meetings, Functions and Events Attended by Mayor and Councillors**

Date	Function
Wednesday 16 November 2022	Central West Lachlan Landcare Meeting <b>Councillor WP Jayet</b>
Friday 18 November 2022	Country Mayors Association Meeting - Parliament House Sydney <b>Mayor KJ Keith</b>
Friday 18 November 2022	Regional Health Ministerial Advisory Panel Meeting <b>Mayor KJ Keith</b>
Sunday 20 November 2022	Formal Dinner to welcome to the Diocese, the Apostolic Nuncio to Australia, His Excellency, the Most Reverend Charles Balvo <b>Mayor KJ Keith &amp; Mrs Sue Keith</b>
Wednesday 23 November 2022	Youth Lock @ Parkes Library <b>Councillors JP Cass and DR Weber</b>
Thursday 24 November 2022	Audit, Risk and Improvement Committee meeting <b>Councillor JP Cass and Councillor ME Applebee</b>
Thursday 24 November 2022	CNSWJO Board Meeting <b>Mayor KJ Keith</b>
Thursday 24 November 2022	Trundle & District Progress Association Committee meeting <b>Councillor GS Wilson and ME Applebee</b>

Date	Function
Thursday 24 November 2022	Sports Grants Awards ceremony <b>Mayor KJ Keith and Cr LA O'Leary</b>
Saturday 26 November 2022	Parkes School of Dance - End of Year Performance @ The Pavilion <b>Mayor KJ Keith, Councillors WP Jayet and ME Applebee</b>
Monday 28 November 2022	Peak Hill Community Consultative Committee meeting <b>Councillor LA O'Leary</b>
Tuesday 29 November 2022	Launch of Our Vision for Regional Communities by NSW Deputy Premier The Hon. Paul Toole MP <b>Mayor KJ Keith</b>
Thursday 01 December 2022	CNSWJO Board Meeting <b>Mayor KJ Keith</b>
Friday 02 December 2022	Regional Health Ministerial Advisory Panel Meeting <b>Mayor KJ Keith</b>
Saturday 03 December 2022	Latin Sounds at Cooke Park Pavilion <b>Councillor WP Jayet</b>
Monday 05 December 2022	Charles Sturt University Graduation ceremony at Dubbo <b>Mayor KJ Keith</b>
Monday 05 December 2022	Australia Day Committee meeting <b>Mayor KJ Keith, Deputy Mayor NC Westcott, Councillors ME Applebee and WP Jayet</b>
Tuesday 06 December 2022	Parkes Delivery Plus Workshop All Councillors and Senior Staff Citizenship Ceremony Customer Service Review Workshop <b>Mayor KJ Keith, Deputy Mayor NC Westcott, Councillors ME Applebee, JP Cass, WP Jayet, LA O'Leary, GW Pratt and GS Wilson.</b>
Wednesday 07 December 2022	End of Year presentation to Parkes Library Ambassadors <b>Mayor KJ Keith and Councillor ME Applebee</b>
Wednesday 07 December 2022	Lachlan Valley Collaborative Care Working Group <b>Mayor KJ Keith</b>
Monday 12 December 2022	Central West Police District - Community Safety Precinct Committee meeting <b>Mayor KJ Keith, Deputy Mayor NC Westcott and General Manager Kent Boyd</b>
Monday 12 December 2022	New Zealander High Commissioner The Hon Dame Annette King Visit to Parkes to meet with New Zealand contingent assisting with flood recovery efforts <b>Mayor KJ Keith</b>

Date	Function
Monday 12 December 2022	Country Universities Centre - Parkes Annual General Meeting and Board Meeting <b>Mayor KJ Keith, Deputy Mayor NC Westcott and Director Planning and Community Services Brendan Hayes</b>
Monday 12 December 2022	Middleton Primary School Annual Presentation at Parkes Leagues Club <b>Councillor GW Pratt</b>
Tuesday 13 December 2022	Flood Recovery Community Information Session - Parkes Parkes Services & Citizens Club <b>Mayor KJ Keith, Deputy Mayor NC Westcott and Councillors ME Applebee, WP Jayet and LA O'Leary</b>
Tuesday 13 December 2022	Parkes Sports Council Meeting <b>Councillor LA O'Leary</b>
Wednesday 14 December 2022	Red Bend Catholic College - Thanksgiving Mass and Prize Giving Assembly <b>Mayor KJ Keith</b>
Wednesday 14 December 2022	Flood Recovery Community Information Session - Trundle Trundle Memorial Hall <b>Mayor KJ Keith, Deputy Mayor NC Westcott, Councillors ME Applebee and WP Jayet</b>
Wednesday 14 December 2022	Tullamore and District Consultative Committee meeting <b>Councillor GS Wilson (<i>Alternates are Cr ME Applebee, Cr WP Jayet and Cr LA O'Leary</i>)</b>
Friday 15 December 2022	Parkes High School Term 4 Recognition ceremony <b>Mayor KJ Keith</b>
Thursday 16 December 2022	Parkes High School Annual Awards Presentation Ceremony <b>Councillor ME Applebee</b>



**Cr Ken Keith OAM**  
MAYOR

## 9.2 COMING KNOWN EVENTS FOR MAYOR AND COUNCILLORS

**IP&R Linkage:** **Pillar:** Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Advocate and provide strong representation for our community at the regional, state, and federal levels.

**Author:** **Cr Ken Keith OAM**

**Annexures:** **Nil**

### MOTION

That Council:

- Note the upcoming meetings, functions and events for the Mayor and Councillors.

### REPORT

Table 1, below, lists the known upcoming meetings, functions and events requiring the attendance of the Mayor or Councillors in relation to community or civic matters during the period from 21 December 2022 to 17 January 2023, inclusive.

**Table 1: Upcoming Meetings, Functions and Events for Mayor and Councillors**

Date	Function
Saturday, 17 December 2022	<p>Visit to Parkes Shire by the Hon. Sam Faraway MLC, Minister for Regional Transport and Roads, to announce funding for various community projects:</p> <ul style="list-style-type: none"> <li>9.50am Carrington Hotel Peak Hill</li> <li>11.15am Rose Street</li> <li>11.30am Spicer Caravan Park</li> <li>11.55am Cooke Park</li> </ul> <p><b>Mayor KJ Keith, Deputy Mayor NC Westcott, Councillors WP Jayet, LA O'Leary, GS Wilson</b></p>
Wednesday, 21 December 2022	<p>Meet with Northparkes Mines Executive</p> <p><b>Mayor KJ Keith, Deputy Mayor NC Westcott, General Manager Kent Boyd and Director Infrastructure and Strategic Futures Andrew Francis</b></p>
Wednesday, 4 January to Sunday, 8 January 2023	<p>2023 Parkes Elvis Festival Various Functions</p> <p>Wednesday, 4 January 2022</p> <ul style="list-style-type: none"> <li>10.00am Wall of Fame (<b>All Councillors</b>)</li> <li>8.00pm Blue Hawaii Birthday Extravaganza (<b>All Councillors</b>)</li> </ul> <p>Saturday, 7 January 2022</p> <ul style="list-style-type: none"> <li>6.00pm Parkes Elvis Festival VIP Function (<b>All Councillors</b>)</li> </ul>



Date	Function
Tuesday, 10 January 2023	Culture, Education & Library Committee meeting <b>Mayor KJ Keith, Deputy Mayor NC Westcott, Cr JP Cass, WP Jayet, LA O'Leary</b>
Tuesday, 10 January 2023	Parkes Sports Council Meeting <b>Mayor KJ Keith and Councillor LA O'Leary</b>
Monday, 16 January 2023	Parkes Australia Day Committee meeting <b>Mayor KJ Keith, Deputy Mayor NC Westcott, Councillors ME Applebee, WP Jayet and LA O'Leary</b>
Tuesday, 17 January 2023	Ordinary Meeting of Parkes Shire Council <b>All Councillors</b>



**Cr Ken Keith OAM**  
MAYOR

**9.3 FLOOD RECOVERY INFORMATION SESSIONS****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** **Cr Ken Keith OAM****Annexures:** **Nil**

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**MOTION**

That Council:

1. That information on the report be noted.
  2. That the advocacy for Shire residents, particularly for residential 'Back Home' grants continue.
- 

**REPORT**

Over the past six years, the Parkes Shire has endured the worst drought on record; a pandemic; and most recently, extreme flooding which has had a significant impact on our community, as well as many other communities across the Central West.

In the early hours of Monday, 14 November 2022, the Parkes Shire experienced an extreme storm event that resulted in the inundation of multiple houses and significant damage to Parkes Shire Council's road and bridge network and water supply infrastructure.

Since the flood event, I have made numerous representations to both the NSW Government and Commonwealth Government to advocate on behalf of flood-affected residents. I know that the mayors of our neighbouring Cabonne Council, Forbes Shire Council and Lachlan Shire Council have also made, and continue to make, similar representations on behalf of their communities.

In mid-December 2022, Council facilitated two information sessions for flood-affected residents:

- Parkes: Parkes Services Club, Tuesday 13 December 2022
- Trundle: Trundle Memorial Hall Wednesday 14 December 2022

Both sessions were well attended, with approximately 70 attendees at the Parkes session and around 30 attendees at the Trundle session. I acknowledge my fellow Councillors Marg Applebee, Bill Jayet, Louise O'Leary and Neil Westcott, who attended either one or both sessions.

I would also like to acknowledge the efforts of Council's staff in organising and facilitating the two sessions, particularly the General Manager, Director Infrastructure and Strategic Futures, and Director Operations.

**Cr Ken Keith OAM****MAYOR**

**9.4 LIBRARY AMBASSADORS OFFICIAL PRESENTATION****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Provide innovative library services that support social interaction and encourage lifelong learning.**Author:** **Cr Ken Keith OAM****Annexures:** **Nil**

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**MOTION**

That Council:

1. Congratulate the representatives from the Home School Community, Holy Family School, Middleton Public School, Parkes Christian School, Parkes East Public School and Parkes Public School, as listed in this report, on their participation in the 2022 Library Ambassador Program.
- 

**REPORT**

Each year, Library Ambassadors are nominated from each of Parkes' primary schools to participate in Parkes Shire Council's Library Ambassador Program. The role of the Ambassadors is to inform their school (and home school) community of activities, events and news from the Parkes Shire Library.

On Wednesday, 7 December 2022, I joined Cr Marg Applebee at the Library Ambassador's Official Presentation at the Parkes Shire Library, at which we officially thanked the Library Ambassadors for their work over the course of 2022. The event was attended by 44 people, including our Ambassadors, their families, and school representatives.

Together, Cr Applebee and I presented each of the following Ambassadors with a certificate recognising their contribution:

- **Home School Community** - Curdie Butler and Elora Leach
- **Holy Family School** - Zahli Gillingham and Lila Thompson
- **Middleton Public School** - Addison Wild and Aliza Roberts
- **Parkes Christian School** - Peggy Swift and Grace Mayo
- **Parkes East Public School** - Breanna Powell and Sienna Hewett
- **Parkes Public School** - Asher Gould and Rhys Hutchins

In 2023, Council will be extending the Library Ambassador Program to the village schools across the Parkes Shire.

**Cr Ken Keith OAM****MAYOR**

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**10 REPORTS OF COMMITTEES**

<b>10.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 24 NOVEMBER 2022</b>
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**IP&R Linkage:** **Pillar:** Leadership

**Goal:** Our local government is open, accountable and transparent.

**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.

**Author:** **Anthony McGrath, Executive Manager Corporate Services**

**Authoriser:** **Cian Middleton, Director Customer, Corporate Services and Economy**

**Annexures:** **A. Minutes of the Audit, Risk and Improvement Committee Meeting held 24 November 2022 (Interim)**

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**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Audit, Risk and Improvement Committee Meeting held on Thursday 24 November 2022 appended at *Annexure A*.
-



## PARKES SHIRE COUNCIL

*Our Mission: To Deliver Progress and Value to our Community*

*Our Communities Vision:*

*Connected, vibrant and sustainable. Parkes Shire 2035, it all adds up.*

# **Audit, Risk and Improvement Committee MINUTES**

**Thursday, 24 November 2022**

Minutes of the Audit, Risk and Improvement Committee of Parkes Shire Council held in the Committee Room, Parkes Shire Council Administration Building, commencing at 9:00 AM for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER: KENT BOYD PSM**

## Audit, Risk and Improvement Committee

Minutes of the Audit, Risk and Improvement Committee  
held in the Committee Room, Parkes Shire Council Administration Building,  
on Thursday, 24 November 2022 at 9:00 AM.

### MEETING COMMENCEMENT

The Meeting commenced at 9.01am.

MEETING COMMENCEMENT .....	1
1. Attendance.....	2
2. Acknowledgement of Indigenous Heritage .....	2
3. Apologies / Leave of Absence .....	2
4. Declarations of Pecuniary and Non Pecuniary Interests.....	2
5. Acceptance of Previous Meeting Minutes.....	2
6. Outstanding Actions .....	2
7. Reports .....	3
7.1. Minutes of Meeting held on 30 September 2022.....	3
7.2. (DINF) Briefing - Flood Response and Recovery .....	4
7.3. (GM) General Manager's Update.....	5
7.4. (GM) External Audit Engagement Closing Report and Management Letter .....	6
7.5. (DCCSE) Occupational Health and Safety Management System (ISO 45001:2018) Audit.....	7
7.6. (DCCSE) Risk Management and Internal Controls Cyber Security .....	8
7.7. (DCCSE) Improvement - Corporate Information Systems Strategic Plan .....	9
8. General Business.....	10
8.1. Internal Audit Plan .....	10

**1. ATTENDANCE****Members**

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

**Together with**

Mr Kent Boyd (General Manager)  
Mr Cian Middleton (Director Customer, Corporate Services and Economy)  
Mr Jaco Barnard (Chief Financial Officer)  
Mr Luke Nash (Management Accountant)  
Mr Anthony McGrath (Executive Manager Corporate Services)  
Mr Patrick Williams (Executive Manager Human Resources)

**2. ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE**

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

**3. APOLOGIES / LEAVE OF ABSENCE**

That the apologies of -

1. Karen Taylor (Director Financial Audits, NSW Audit Office)
2. Leanne Smith (Director, Intentus Chartered Accountants)
3. Phil Swaffield (Council's Internal Auditor - Assurance and Advisory Manager, National Audits Group)

be noted.

**4. DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS**

Dr Meredith Caelli declared her appointment to Narrabri ARIC has been approved and has applied to join the Tamworth ARIC.

Cr Applebee declared an interest, as her family has been impacted by the recent floods.

Cr Cass declared an interest in regard to General Manager report.

**5. ACCEPTANCE OF PREVIOUS MEETING MINUTES**

That the minutes of the Audit Risk and Improvement Committee meeting held on the 30 September 2022, copies of which have been forwarded to Councillors, be accepted.

**6. OUTSTANDING ACTIONS**

Nil



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**7. REPORTS****7.1. Minutes of Meeting held on 30 September 2022**

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**Executive Summary**

This report advised that the Minutes of the previous Audit Risk and Improvement Committee meeting held on 30 September 2022, appended as *Attachment 1*, were tabled for information at the Ordinary meeting of Council held on 18 October 2022.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. That the information be received and noted.

**Action**

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

---

**7.2. (DINF) Briefing - Flood Response and Recovery**

---

**Executive Summary**

In the early hours of Monday, 14 November 2022, the Parkes Shire experienced an extreme storm event that resulted in the inundation of multiple houses and significant damage to Parkes Shire Council's road and bridge network and water supply infrastructure. Council's Director Infrastructure and Strategic Futures, in his capacity as Local Emergency Management Officer ("LEMO"), provided the Audit, Risk and Improvement Committee ("the Committee") with a briefing on the flood response and recovery efforts.

An email was sent to the Committee prior to the meeting which contained a link to photos of the events.

**Discussion**

The ARIC noted and discussed the presentation. Key points raised by ARIC during the discussion included:

- the extent of existing flood maps for the area and the degree to which this inundation was unprecedented (and possibly a Probable Maximum Flood (PMF))
- the possibility of mosquito-borne viruses such as Japanese Encephalitis. It was suggested that Parkes Shire Council engage with NSW community services to consider combining their services with the clinic
- potential impact on road access, and possibly attendance numbers, for the upcoming biggest annual visitor event (Elvis Festival in January)

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Receive and note the briefing from Council's Local Emergency Management Officer regarding the recent flood response and recovery efforts, to be provided at the meeting.

**Action**

It was the consensus of the Committee

1. That the recommendation be accepted.
2. A report is provided to the ARIC Committee at a future meeting after the formal Emergency Management debrief.

---

**7.3. (GM) General Manager's Update**

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**Executive Summary**

The Committee was briefed by the General Manager on Economic Development, Roads, Finance, Water, Workforce, and staffing. Recognition was also given to the staff members who completed the aspiring leaders program.

**Discussion**

The ARIC noted and discussed the briefing.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Receive and note the General Manager's Update as detailed in this report.

**Action**

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

---

**7.4. (GM) External Audit Engagement Closing Report and Management Letter**

---

**Executive Summary**

The Audit, Risk and Improvement Committee ("the Committee") is required to satisfy itself that Parkes Shire Council's annual financial reports comply with applicable Australian Accounting Standards, and review the External Audit Opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments. Since the Committee last met on 30 September 2022, Management has received the External Audit Engagement Closing Report and Management Letter on the Final Phase of the Audit for Year Ended 30 June 2022, which are appended at *Attachment 1* and *Attachment 2* to this report, respectively.

**Discussion**

The ARIC noted and discussed the Report provided. Key points raised by ARIC during the discussion included:

- grants and contributions for capital purposes \$9.5m now \$11m against budget of \$39.4m. The CFO advised responded that it relates to the timing of when grants are received for the pipeline duplication project
- receivables up from \$2.8m to \$5.5m. CFO advised this was due to a late invoice for \$2.5m which was received the day the after the financial year
- the need for auditing IT controls in the financial management audit, and if Council had a position on paying cyber ransoms. There was an extended discussion on this matter.

The Chief Financial Officer (CFO) noted that Parkes Shire Council was fourth of all general purpose local councils in NSW for submitting their statements and was proud of the efforts of the finance team.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Note that the External Audit for the Year Ended 30 June 2022 has been finalised, and receive the Engagement Closing Report, appended at *Attachment 1*, and Final Management Letter, appended at *Attachment 2*.

**Action**

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

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**7.5. (DCCSE) Occupational Health and Safety Management System (ISO 45001:2018) Audit**

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**Executive Summary**

Parkes Shire Council ("Council") holds formal accreditation under the International Standard for Occupational Health & Safety Management Systems ISO 45001 by SAI Global. On 09 and 10 November 2022, SAI Global completed its audit of Council's compliance with the applicable Standard as part of the organisation's re-certification process, and Council was subsequently issued with its Certificate of Registration for the 2022-2025 period.

**Discussion**

The ARIC noted and discussed the Report provided. Key points raised by ARIC during the discussion included:

- the outcomes of the Safety Audit and reasons for non-compliances.
- future improvement work to strengthen WHS Management System.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Note the conclusion of the Occupational Health and Safety Management System Audit, as detailed in this report, and receive the Audit Report appended at *Attachment 1* to this report.

**Action**

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



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**7.6. (DCCSE) Risk Management and Internal Controls Cyber Security**

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**Executive Summary**

A report containing details of the internal controls Council currently has in place to manage the risk of a cyber security incident was presented to the Committee by Executive Manager Corporate Services.

**Discussion**

The ARIC noted and discussed the Report provided. Key points raised by ARIC during the discussion included:

- cyber security training
- targeted training for executive management team
- the OLG cyber security guidelines
- incident response plan
- information asset register
- security and access controls
- authentication controls
- reviewing security of Council contractors and software providers
- external and internal vulnerability assessment and penetration testing
- Cyber insurance and whether we had individual cover through the mutual or shared cover.

Dr Caelli requested a copy of the Business Continuity Plan (BCP) and policy be forwarded to the Committee.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Receive the report on the risk management and internal controls regarding the mitigation of a Cyber Security Incident.

**Action**

It was the consensus of the Committee

1. That the recommendation be accepted.
2. That the Committee receive a copy of the IT risk register.
3. The Committee receive a copy of the Information Asset register at a future meeting.
4. The Committee receive a copy of the cyber incident response plan.
5. The Committee receive a report on the results of internal and external penetration testing on its systems.
6. The Committee receive a copy of the Business Continuity Plan (BCP) and Policy.

---

**7.7. (DCCSE) Improvement - Corporate Information Systems Strategic Plan**

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**Executive Summary**

A report summarising the improvement work contained within the Corporate Information Systems ("CIS") Strategic Plan was tabled for the Committee to review. The CIS is a suite of applications consisting of key modules from Technology One, Microsoft and other vendors. The CIS will require ongoing resources and commitment to ensure that new features and improvements are evaluated and subsequently implemented.

**Discussion**

The ARIC noted and discussed the Report provided. Key points raised by ARIC during the discussion included:

- if Council had considered a resource sharing arrangement with other Councils.
- a suggestion that a supplier column be added to the CIS plan.
- that Council consider including cyber security clauses in its contracts.

**Recommendation**

That the Audit, Risk and Improvement Committee:

1. Receive and note the report on the Corporate Information Systems Strategic Plan, which is appended as *Attachment 1*.

**Action**

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



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**8. GENERAL BUSINESS****8.1. Internal Audit Plan**

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The ARIC asked that the Internal Audit Plan be updated and presented to the next meeting, in addition to an update on the outstanding actions from previous internal audits.

The Director Customer, Corporate Services and Economy stated that, Council's Internal Auditor had advised prior to the meeting that a workshop to review the Audit Plan will be scheduled.

It was also suggested that a briefing on the risks and impact of the Elvis Festival be presented to the Committee.

The Chair thanked the Committee and Council for the work done so far and wished them well over the Christmas break,

**Action**

1. Internal Audit Plan to be presented to the next meeting of the Committee.
2. That risks and impact of the Elvis Festival be presented to the Committee.

---

**8.2 Next Meeting:**

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9.00am Thursday 23 February 2023 in the Committee Room at the Parkes Shire Council Offices 2 Cecile Street Parkes NSW 2870. Online access will also be made available through Teams for those who require it.

The meeting closed at 11.10am

**10.2 MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING HELD ON  
24 NOVEMBER 2022****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Andrew Francis, Director Infrastructure and Strategic Futures****Authoriser:** **Andrew Francis, Director Infrastructure and Strategic Futures****Annexures:** **A. Minutes of the Floodplain Committee Meeting held on 24 November 2022**

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**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Floodplain Management Committee Meeting held on Thursday 24 November 2022 appended at *Annexure A*.
-

**PARKES SHIRE COUNCIL***Delivering progress and value to our community***Parkes Shire Floodplain Risk Management Committee****Minutes of the Parkes Shire Floodplain Risk Management Meeting held on Thursday  
24 November 2022 at 2:00pm, online via Microsoft Teams.****PRESENT**

Andrew Francis  
Craig Ronan  
Cr Marg Applebee  
James Buchanan  
Kristine Thacker  
Robert Haddin

Meeting commenced at **2:04pm**.

**1 APOLOGIES**

Cr George Pratt  
Sheree Chellas

**2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

That the Minutes of the Parkes Shire Floodplain Risk Management Committee Meeting held on Thursday 11 August 2022, copies of which have been forwarded to Committee members, be confirmed.

Confirmed.

Support for recommendation: Unanimous

Moved: James Buchanan      Second: Robert Haddin

Parkes Shire Council  
Parkes Shire Floodplain Risk Management Meeting – 24 November 2022

Minutes

---

### 3 BUSINESS ARISING

Outstanding Actions

### 4 DECLARATION OF INTERESTS

Nil.

### 5 ITEMS OF BUSINESS

#### 5.1 Cookamidgera Flood Study.

Financial perspective, original 127k - spent 45k claimed back through grant. Up to date with both claims. Awaiting access to rail corridor access since June 2022. Next window will be second week of December to get survey done. Must go back into model. When survey complete, will be inserted into model and confirmed.

Project finish date OEH august 2023.

#### 5.2. Bogan Gate Flood Study.

38k spent 118k grant.

Modelling has been completed.

Survey - model - community meeting

Expected project finish date august 2023

#### 5.3. Trundle flood study update and detail design.

120k budget

#### 5.4. Update on Parkes Flood Event 14 November 2022

Rain event that began on Sunday 13 November 2022 with over 100ml rainfall.

Call outs began at 3:30am

140 + houses in East Parkes were flooded, with up to 2m of water throughout properties.

Peak Hill, Trundle, Bogan Gate, Gunningbland - Emergency Services attended to all sites.

Parkes emergency operational centre was set up at 11am Monday 14 November 2022

Emergency services locally were impacted due to the flooding initially and unable to respond immediately.

Flooding took place in areas that have not flooded before.

Parkes Floodplain Management Committee November 2022

Document Set ID: 1700598  
Version: 1, Version Date: 15/12/2022

Parkes Shire Council  
Parkes Shire Floodplain Risk Management Meeting – 24 November 2022

Minutes

From SES and Resilience NSW - 250 directly affected private residences - more than 300ml water go through their house

72 in trundle, 17 declared uninhabitable

3 Bogan Gate

7 in Peak Hill

140 in East Parkes

A lot of properties have not been reported yet.

Impact to public in - 12km of raw water main washed away - Parkes, Cookamidgera and Peak Hill affected.

B section Bogan Gate, Trundle and Tullamore - water affected. Currently on boil water alert.

Cookamidgera was without water for 3 days, but multiple water trucks were taken out to refill the reservoir.

Bottled water was stored in the hall for the community to access.

Large number of direct and indirect impact on roads

TfNSW bridge significantly impacted over billabong creek. Currently 1 lane access over highway.

Trundle pool impacted

Golf course and services club and a number of key community services in Trundle were affected.

Pop up rapid recovery in Parkes High School Hall with Resilience NSW - Monday and Tuesday 21/22 November 2022

70 families registered for assistance

5.5. Future Parkes flood study application.

## **6. GENERAL BUSINESS**

6.1 Cr Marg Applebee conflict of interest as parents were involved with flooding

Robert Haddin - Cookamidgera point of view - Cookamidgera missed most of it

Sand was provided by SES to Cookamidgera

McLennans Lane - contour banks were created and have now been graded down which is causing flooding.

**Meeting closed at 3:14pm.**

Next meeting - February 9 2022

Parkes Floodplain Management Committee November 2022

Document Set ID: 1700598  
Version: 1, Version Date: 15/12/2022

**10.3 MINUTES OF THE PARKES SPORTS COUNCIL MEETING HELD ON 13 DECEMBER 2022****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable and transparent.**Strategy:** Provide open and transparent decision-making and undertake the civic duties of Council with professionalism and integrity.**Author:** **Anthony McGrath, Executive Manager Corporate Services****Authoriser:** **Cian Middleton, Director Customer, Corporate Services and Economy****Annexures:** **A. Minutes of Parkes Sports Council Meeting held 13 December 2022**

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**RECOMMENDATION**

That Council:

1. Receive and note the Minutes of the Parkes Sports Council Meeting held on Tuesday 13 December 2022 appended at *Annexure A*.
-

## 13 December 2022 Sports Council Minutes

Monday, 12 December 2022 7:48 PM

### Meeting Formalities

#### Chairperson

Al Gersbach

#### Commencement and Location

7:35pm in the Committee Room at Parkes Shire Council and online via Microsoft Teams

#### Welcome

Chair Al Gersbach welcomed all for coming along and the best for Christmas.

#### Attendance

Al Gersbach (Chair), Andrew Daley (Hockey), Anthony McGrath (Secretary), Luke Nash (Finances), Greg Morrissey (Cricket), Michael Greenwood (Community Representative), Rachael Rice (Touch), Cr Louise O'Leary (Peak Hill, Masters Games), Peter Bristol (Golf), Andrew Thomas (Junior League), Bill & Beth Thomas (Dragon Boating & Croquet), Wayne Osbourne (Soccer)

#### Online

Leanne Arndell (Tennis)

#### Apologies

Mayor Ken Keith, Gail Richardson (Community Representative), Maree Harbidge (Netball), Geoff Finn (Parkes Shire Council Open Space Supervisor)

#### PREVIOUS Minutes.

Moved for confirmation by Anthony McGrath. Seconded by Andrew Thomas. Carried.

#### Next Meeting Date

13 December 2022

#### Meeting Close

The meeting closed at 8:36pm.

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## Meeting Minutes

### Notable Sporting Performances

#### Hockey

- Sam Westcott State U13 boys, Benji Redfern State Blues, Sienna Collins U13 Girls, Toby Collins in U18 Blues
- HockeyOne event was an outstanding success. Cr O'Leary congratulated Parkes Hockey and Parkes Council on staging an outstanding event, which was for the first time, held in a regional venue.

#### Cricket

- Cricket has finally started!
- Son of ex Parkes cricketer Darrel Macdonald, Blake Macdonald scored 170 against the visiting West Indians in Canberra
- Harry Yelland is western schools sports association sports person of the year for years 3-9.

#### Dragon Boating

- Warren & Donna Edwards, Trevor Wittaker, Louise Moore, Al Gersbach, Deb Abela competed



at the Pan Pacs in the Gold Coast. Finished with a silver medal.

#### All Rounder

- Kahn Jackson Dio School Sports Person of the Year

#### Review of Outstanding Actions

11/09/2018	1	That a draft version of the new constitution be put to a meeting of the Executive and Patrons before it is tabled at a future Sports Council meeting.	Anthony McGrath
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be relocated prior to their renovations in November	
14/10/2020	3	Dedication ceremony for the Cheney family trophy to be conducted before the first Grinsted Cup match this season	Luke Nash
8/12/2021	4	Sports Council recommends that council publish a media release to advise local residents of what is permitted and not permitted on local sporting grounds. Sporting groups can then share the media release on their social media pages.	Anthony McGrath
8/02/2022	5	That the possibility of a new social channel for Sporting groups to use to publicize their events and matches be discussed with Councils Comms team. The channel would allow contributions from sporting groups and be administered by a group of sports council members.	Anthony McGrath
8/3/2022	6	Parker-Stone light out on North West end. Geoff to investigate next week. Works to be scheduled when fields become accessible for contractor.	Geoff
11/08/2022	7	Mould and water inundation problem at Peak Hill synthetic tennis court. Instigate issue and advise best course of action (CRM)	Geoff Finn
11/08/2022	8	Check access from croquet court to old club house for trip hazards, including blocks used to cover holes in the ground.	Geoff Finn
9/11/2022	9	Find out the purpose of the Sport and Recreation Advisory Committee and advise	Louise O'Leary

#### Discussion

2. Meeting with club secretary was sought and will be arranged before Christmas. Legend photos are currently being stored at the club, downstairs in the old sauna room.
8. Beth to send in snap send solve tickets for this issue and others she raised during the meeting
9. Information provided in General Business

#### Correspondence

The following items of correspondence was received or sent

1. Email notice of meeting sent to groups
2. Notice of sport awards nominations

#### Action

- 1,2 For information

#### Sports Projects Update

Geoff Finn, who could not attend advised of the following prior to the meeting.

- Some pavers were removed at the tennis club however Beth advised that the ones in question needed to be fixed.
- New turf laid on Woody wicket to repair damaged areas
- Peak Hill tennis court synthetic surface will be cleaned in the new year.

### Around the Grounds

Hockey (Jim Daley)

- Thanked Council for their assistance in staging the event. 800 tickets sold. Good attendance at the event at the Golf club.

Junior League

- Discussed possible light installation when grounds at Cheney Park are dry
- Club considering an extra field with posts at Cheney (spare set from Spicer)

Touch

- Finishes for Christmas this week
- Attending JSC in Wagga
- Asked about grants to add lights at Harrison. Louise suggested a meeting with Soccer to review the Master plan. Then contact Nat Mayberry or Marie Wyatt for assistance with grants and grant applications. Anthony to distribute the contact details for the Grants Team to all groups.

Soccer

- Welcome meeting with Touch to discuss masterplan
- Would like to see the grass fields expanded
- Would like the LPG bottles topped up before Elvis Festival. Luke will contact LPG supplier
- Had a break-in at Harrison, damage to roller doors. Nothing of value was stolen. Asked about use of CCTV at sporting facilities.

Golf (Peter Bristol)

- Realignment project has commenced with some greens set up

Cricket (Luke Nash, Greg Duffy)

- Season has started
- Grinstead cup on 15 and 22 January at Woodward.
- Grounds are in good order after all the rain

Dragon Boating (Bill Thomas)

- Beth Thomas is now a Level 2 Coach and Linda Snyman is Level 1 Coach.
- Ran a coaching clinic with Parkes Christian High School students for up to 48 kids. Parkes High considering early next year.
- Held a clean up after the floods
- Hoping to send a team to Chinese New Year event at Darling harbour.

Croquet (Beth Thomas)

- Membership is growing. Can play at any time through a booking system.
- Visitors are participating
- Have a few issues for maintenance and tabled a page of issues including. Louise will show Beth how to use Snap send solve.

Tennis (Leanne Arndel)

- Competitions are finishing up for the year

### Financial Report - Operational and Capital Works Projects

Report provided tabled by Luke who moved that it be received. Seconded by Beth Thomas. Carried.

User charges for summer sports and lighting invoices will be distributed in the new year. Al asked why Spicer is showing over spend. Luke advised that funding the carpark AC is yet to be determined. Jim Daley asked about the road around the skate park, which is in a poor state of repair. Luke took that on notice.

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## General Business

### Sport Council v Sport & Recreation Committee

#### Sports Council

Hire and use of sports fields and facilities, operational issues, the selection of the Ron Harrison Bursary Award, management of the Sports Life Member Honour Board, the selection of the Parkes Shire Sports Awards recipients, the management of the Legends of Sport honour roll and the management and selection of projects under the Northparkes/Parkes Shire Council Sports Grants scheme. Committee includes One (1) Councillor  
One (1) delegate from each of the sporting groups in Parkes Shire

#### Sport and Recreation Advisory Committee

Consolidates the SFDC and the Pool committee. Provide advice and guidance on the development of strategies, and identification of challenges and opportunities, in relation to sporting and recreation facilities and programs in the Parkes Shire. Three (3) Councillors Mayor (ex officio) Two (2) Parkes Sports Council representatives One (1) community representative

### Australia Day Sports Awards

Received 36 nominations across all categories. Louise advised that Sports awards will be held at the beginning of the Aust Day awards ceremony in a change from previous years. Would like to use a QR code for feedback at the event.

### Sporting Groups on Web Site

Louise advised that the current web page for sporting group contacts is out of date. Anthony to seek updates from sporting groups

### Parkes Masters Games Update

Louise gave a quick update on the master games progress.

---

## Meeting Actions

13/12/2022	1	Send out grants information to all sporting groups. Check distribution list for upcoming grant	Anthon y
13/12/2022	2	Luke to request refill of LPG at Harrison Park prior to Elvis Festival	Luke
13/12/2022	3	The list of Parkes Shire Sporting groups on the web site is out of date. Need to seek update from sporting organisations	Anthon y

## 11 REPORTS OF THE GENERAL MANAGER

### 11.1 STATEMENT OF INVESTMENTS AND BORROWINGS AS AT 30 NOVEMBER 2022

**IP&R Linkage:** **Pillar:** Leadership

**Goal:** Our local government is sustainable and plans for the future.

**Strategy:** Operate in a financially sustainable and responsible manner.

**Author:** **Luke Nash, Financial Accountant**

**Authoriser:** **Cian Middleton, Director Customer, Corporate Services and Economy**

**Annexures:** **A. Investment Register as at 30 November 2022**  
**B. Loan Register as at 30 November 2022**

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#### RECOMMENDATION

That Council:

1. Receive and note the Statement of Investments and Borrowings as at 30 November 2022.
- 

#### BACKGROUND

In accordance with clause 212 of the *Local Government (General) Regulation 2021* ("the Regulations"), the Responsible Accounting Officer must provide Parkes Shire Council ("Council") with a monthly written report setting out details of Council's investments under section 625 of the *Local Government Act 1993* ("the Act"). The report must also include certification that these investments have been made in accordance with the Act, the Regulations and Council's Investment Policy.

#### ISSUES AND COMMENTARY

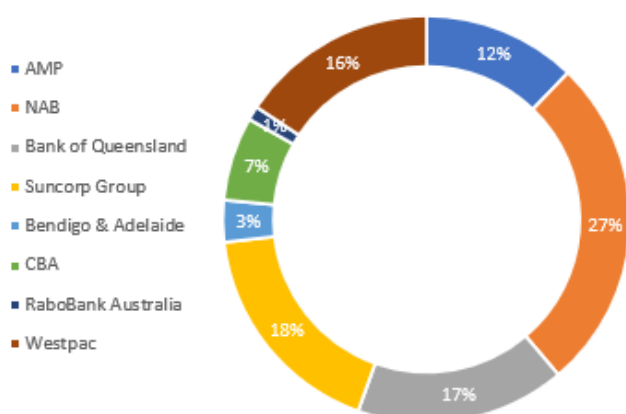
The balance of Council's investments as of 30 November 2022 stands at \$45,092,732 and the principal outstanding on Council's borrowings remains at \$17,852,496. Council's investments increased by \$5.85 million during November, with the increase largely attributable to the advance payment of NSW Disaster Assistance funding, quarterly rates instalments and government grant funding.

Considering the current economic outlook, it is likely that the return on Council's investments will continue to trend positively for the remainder of the 2022/23 financial year. Council has been receiving weighted average interest income 0.275 percent above benchmark rates for FYTD (July to November 2022). RBA cash rate is considered benchmark for evaluating Council's return on investment.

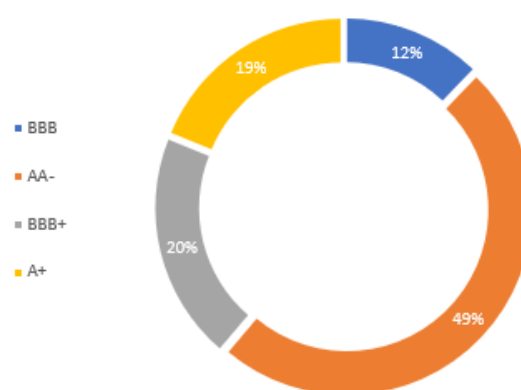
The RBA increased the cash rate by 25 basis points (1 per cent is 100 basis points) again on Tuesday, 6 December 2022. All data provided in this report relates to the investment conditions as at 30 November 2022. Council's investments cover externally restricted cash reserves and internal restricted cash reserves.

The following charts depict a summary of the investments held by Council based on the individual institutional exposure and credit rating of the institutions with which they are held.

Investment Summary - By Institutions



Investment Summary - By Credit Rating



## LEGISLATIVE AND POLICY CONTEXT

Council's investments are held in accordance with Council's Investment Policy which accords with the requirements of the:

- *Local Government Act 1993* - Section 625
- *Local Government Act 1993* - Order (of Minister) dated 16 November 2020
- *The Trustee Amendment (Discretionary Investments) Act 1997* - Sections 14A(2), 14C(1) and (2); and
- *Local Government (General) Regulation 2021* - Clauses 212 and 215.

## FINANCIAL IMPLICATIONS

All returns on investments are included in Council's Operating Budget. Any amendment to budgeted interest income is effected through the Quarterly Budget Review process. Both the average level of funds invested, and the rate of return determine returns.

In accordance with the Australian equivalent of International Accounting Standards, securities that are classified as held for trading are required to be valued at market value at each balance date. Investments in the form of cash or cash equivalents and held to maturity investments are valued at cost. Floating Rate Notes acquired on the secondary market are valued at cost. Where the purchase consideration is different to face value, the resulting premium or discount are amortised on a straight-line basis over the life of the Note.

## RISK IMPLICATIONS

Council's investments are managed in accordance with Council's Investment Policy.

## COMMUNITY CONSULTATION

There are no community consultation requirements for Council associated with this report.



## CONCLUSION

The Chief Financial Officer has certified that the investments listed in the Investment Summary have been made in accordance with section 625 of the Act, clause 212 of the Regulation and Council's Investment Policy. Council's investments continue to focus on capital protection, as well as compliance with the Investment Policy, whilst actively seeking the best return allowable within these parameters. It is recommended that Council receive and note the Statement of Investments and Borrowings as at 30 November 2022.

Parkes Shire Council Investment Register as at 30 November 2022							
ADI/Issuer	Rating	Reference	Investment Type	Principal	Yield	Settlement Date	Maturity Date
AMP	BBB	1	Term Deposit	3,500,000	1.10	20/01/2022	16/12/2022
NAB	AA-	2	Term Deposit	2,000,000	3.00	30/06/2022	30/12/2022
Bank of Queensland	BBB+	3	Term Deposit	500,000	3.45	2/01/2018	3/01/2023
NAB	AA-	4	Term Deposit	1,000,000	0.70	6/01/2022	6/01/2023
NAB	AA-	5	Term Deposit	1,000,000	0.70	6/01/2022	6/01/2023
Suncorp Group	A+	6	Term Deposit	3,000,000	3.42	30/06/2022	30/01/2023
Bank of Queensland	BBB+	7	Term Deposit	4,000,000	2.36	29/04/2022	30/01/2023
AMP	BBB	8	Term Deposit	500,000	3.65	18/08/2022	14/02/2023
Bendigo & Adelaide	BBB+	9	Term Deposit	1,500,000	3.50	29/06/2022	29/03/2023
NAB	AA-	10	Term Deposit	2,500,000	4.03	21/11/2022	21/04/2023
Suncorp Group	A+	11	Term Deposit	2,500,000	4.20	21/11/2022	22/05/2023
NAB	AA-	12	Term Deposit	3,000,000	3.76	18/08/2022	19/06/2023
Suncorp Group	A+	13	Term Deposit	2,500,000	4.08	14/07/2022	14/07/2023
CBA	AA-	20	Floating Rate Note	502,760	3.23	16/08/2018	16/08/2023
AMP	BBB	14	Term Deposit	1,000,000	0.75	5/08/2021	8/08/2023
AMP	BBB	15	Term Deposit	500,000	4.15	18/08/2022	18/08/2023
NAB	AA-	16	Term Deposit	1,000,000	4.15	6/10/2022	6/10/2023
NAB	AA-	17	Term Deposit	1,000,000	4.40	14/11/2022	14/11/2023
Rabobank Australia	A+	18	Term Deposit	500,000	3.43	23/11/2018	21/11/2023
Bank of Queensland	BBB+	19	Term Deposit	1,000,000	0.79	30/07/2021	30/07/2024
CBA	AA-	21	Floating Rate Note (Fixed)	1,007,973	4.20	18/08/2022	18/08/2025
Bank of Queensland	BBB+	22	Floating Rate Note	2,006,000	3.22	21/04/2022	29/10/2025
CBA	AA-	23	Floating Rate Note	1,493,205	2.74	11/01/2022	14/01/2027
NAB	AA-	24	Floating Rate Note	504,108	4.30	25/11/2022	25/11/2027
Westpac	AA-	1	Cash at Call - Main	2,613,686	At Call		
Westpac	AA-	2	Cash at Call - Maxi	4,465,000	At Call		
<b>Total</b>				<b>45,092,732</b>			


  

Investment Balances by Type	
Term Deposit	32,500,000
Floating Rate Note	5,514,046
Cash at Call - Main	2,613,686
Cash at Call - Maxi	4,465,000
<b>Total Balance - 30/11/2022</b>	<b>45,092,732</b>

I, Luke Nash, Parkes Shire Council Acting Chief Financial Officer, certify as required under Section 212 of the Local Government Regulations 2021, that Council's investments have been made in accordance with the Local Government Act 1993 and Parkes Shire Council Investment Policy.



Signed: \_\_\_\_\_

Parkes Shire Council Loan Register as at 30 November 2022							
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Outstanding as at 30 November 2022
<b>General Fund</b>							
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	1,132,558
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	283,139
Henry Parkes Centre	NAB	4	20	2030	8.01%	\$ 950,000	559,595
Parkes Regional Airport Redevelopment	CBA	8	10	2024	5.91%	\$ 1,000,000	192,709
Community Infrastructure, Drainage Projects	TCorp	10	10	2026	3.485%	\$ 2,220,000	2,220,000
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	3,000,000
<b>Total General Fund</b>						<b>\$ 9,670,000</b>	<b>7,388,001</b>
<b>Sewer Fund</b>							
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	4,000,000
<b>Total Sewer Fund</b>						<b>\$ 4,000,000</b>	<b>4,000,000</b>
<b>Water Fund</b>							
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	6,464,495
<b>Total Water Fund</b>						<b>\$ 8,500,000</b>	<b>6,464,495</b>
<b>Total All Funds</b>						<b>\$ 22,170,000</b>	<b>17,852,496</b>



**12 REPORTS OF THE DIRECTOR CUSTOMER, CORPORATE SERVICES AND ECONOMY****12.1 SECTION 356 REQUEST FOR FINANCIAL ASSISTANCE - COOKAMIDGERA HALL COMMITTEE****IP&R Linkage:** Pillar: Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide sport, recreation and play space facilities that encourage participation and support healthy lifestyles.**Author:** Shona Henry, Executive Officer**Authoriser:** Cian Middleton, Director Customer, Corporate Services and Economy**Annexures:** Nil

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**RECOMMENDATION**

That Council:

1. Provide public notice of intention to provide \$12,000.00 in financial assistance to the Cookamidgera Hall Committee, as a contribution to completing improvements to the Cookamidgera Hall.
  2. Pursuant to section 356 of the *Local Government Act 1993*, approve the provision of \$12,000.00 in financial assistance from the Cookamidgera Town Improvement Fund to the Cookamidgera Hall Committee, subject to no submissions being received.
- 

**BACKGROUND**

Parkes Shire Council ("Council") is able to approve financial assistance (cash or in-kind) in accordance with section 356 of the *Local Government Act 1993* ("the Act"). Where the proposed financial assistance has not been included in Council's adopted Operational Plan for the year; the proposed financial assistance must be publicly exhibited prior to being provided. Council must consider any public submissions received, prior to providing the assistance requested.

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Fund allocations, however, the final decision concerning the expenditure of the funds remains with Council where it has not been included in the Operational Plan.

**ISSUES AND COMMENTARY**

In October 2019, Council resolved to assist the Cookamidgera Hall Committee ("the Committee") through the allocation of \$27,835.49 from the Cookamidgera Town Improvement Fund to carry out roof repairs at the Cookamidgera Hall.

Subsequently, in March 2022; the Committee was successful in receiving a further grant for an upgrade to the meal room at the Cookamidgera Hall from the Foundation for Rural and Regional Renewal Fund ("FRRR"). The upgrade included the installation of fans, insulating the roof and walls, painting the walls, and the oiling and staining of the floor to prevent deterioration. Council provided the Committee with a letter of support.

The Committee has advised that the quotations it supplied to the FRRR to support its grant application were approximately two years' old. Since 2020, however, the anticipated costs of delivering the improvements detailed above have increased.

While the Committee has commenced the improvement works, Council Officers have been advised that the builder engaged by the Committee is no longer in a position to complete the works. As such, the Committee will either need to engage an alternative builder to complete the works, or return the funding to the FRRR.

Council Officers have met with representatives of the Committee's Executive, namely Mr Richard Rice and Mr Robert Haddin, to discuss the matter. Mr Rice and Mr Haddin have sourced quotes from alternative builders to complete the works, and have requested a contribution of \$12,000.00 from the Cookamidgera Town Improvement Fund to engage another builder to complete the works.

## **LEGISLATIVE AND POLICY CONTEXT**

As noted above, Council is required under section 356 of the Act to provide 28 days' public notice of any financial assistance proposed to be provided to others that hasn't been identified as a program within Council's Operational Plan. Should no submissions be received during the 28-day public exhibition period, Council is able to provide the financial assistance requested.

## **FINANCIAL IMPLICATIONS**

Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their Community Consultative Committee. There is a current uncommitted balance of \$14,798.00 in the Cookamidgera Town Improvement Fund. The Cookamidgera Hall Committee is requesting \$12,000 be allocated from the Cookamidgera Town Improvement Fund to cover the shortfall. This will result in the completion of the upgrade to the meal room at the Cookamidgera Community Hall and will not affect the Committee's future status as a default in regards to any grants.

## **RISK IMPLICATIONS**

There are minimal risk implications associated with this report for Council to consider. As noted above, there are sufficient funds available in the Cookamidgera Town Improvement Fund to support the request.

## **COMMUNITY CONSULTATION**

Public exhibition of the proposed financial assistance will commence following endorsement of the Officer's Recommendation (Tuesday, 20 December 2022). Consistent with section 356 of the Act, the public exhibition period will be 28 days in duration, during which time members of the public may make submissions on the proposed financial assistance.

## **CONCLUSION**

The Cookamidgera Hall Committee has requested Council contribute \$12,000.00 towards the improvement of the Cookamidgera Hall. It is recommended that Council approve the provisions of the requested financial assistance, subject to no submissions being received over the 28-day public exhibition period. Should any submissions be received, a further report will be provided to Council for consideration.

**12.2 SECTION 356 REQUEST FOR FINANCIAL ASSISTANCE - PEAK HILL BUSINESS AND TOURISM ASSOCIATION****IP&R Linkage:** Pillar: Community**Goal:** Our community is creative, proud and has a strong sense of belonging.**Strategy:** Deliver and support events, festivals and celebrations that promote engaged citizenship and foster community pride.**Author:** Anthony McGrath, Executive Manager Corporate Services**Authoriser:** Cian Middleton, Director Customer, Corporate Services and Economy**Annexures:** A. Email from Peak Hill CCC with Letter from Peak Hill BATA requesting donation to support the Peak Hill ANBC**RECOMMENDATION**

That Council:

1. Receive and note the correspondence from the Peak Hill Community Consultative Committee, enclosing a letter from the Peak Hill Business and Tourism Association, appended at *Annexure A*.
2. Provide public notice of its intention to provide \$6,200 in financial assistance to the Peak Hill Business and Tourism Association, being an amount to cover the costs of TV advertising, trophies, printing, sound equipment hire, promotional materials, and busking license fees for their Australian National Busking Championships.
3. Pursuant to section 356 of the *Local Government Act 1993*, approve the provision of \$6,200 in financial assistance from the Peak Hill Town Improvement Fund to the Peak Hill Business and Tourism Association, subject to no submissions being received.

**BACKGROUND**

Parkes Shire Council ("Council") is able to approve financial assistance (cash or in-kind) in accordance with section 356 of the *Local Government Act 1993* ("the Act"). Where the proposed financial assistance has not been included in Council's adopted Operational Plan for the year; the proposed financial assistance must be publicly exhibited prior to being provided. Council must consider any public submissions received, prior to providing the assistance requested.

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Fund allocations, however, the final decision concerning the expenditure of the funds remains with Council where it has not been included in the Operational Plan.

**ISSUES AND COMMENTARY**

The Australian National Busking Championships ("ANBC") is an Australia-wide network of music festivals. The ANBC celebrates the rich diversity of Australian music culture. Throughout the year, regional finals are held in towns all over Australia culminating in the National Grand Final which is held in Cooma NSW on the first weekend of November each year.

The Peak Hill Business and Tourism Association ("BATA") has a mission to develop and grow the economy in Peak Hill. The BATA has previously staged a regional "ANBC" event during September in Peak Hill from 2017 to 2019 before the Covid19 Pandemic prevented it from progressing in more recent times. Peak Hill BATA has moved their ANBC event forward to 17-19 March 2023 to coincide with the Back to Peak Hill community event.

Council has previously resolved to support the ANBC event in Peak Hill **[Res 18 – 197]** and has previously allowed \$2,500 to be transferred from the Peak Hill Town Improvement fund. The request from BATA to support the next event in March is for \$7,000 of their overall budget of \$11,300, which is significantly more than what was previously requested.

Council may wish to deliberate the total amount to be allocated, given that the previous donation was \$2,500, however the total donation should not exceed \$6,200, which represents the expenses excluding cash prizes.

### **LEGISLATIVE AND POLICY CONTEXT**

As noted above, Council is required under section 356 of the Act to provide 28 days' public notice of any financial assistance proposed to be provided to others that hasn't been identified as a program within Council's Operational Plan. Should no submissions be received during the 28-day public exhibition period, Council is able to provide the financial assistance requested.

### **FINANCIAL IMPLICATIONS**

The total amount requested of \$7,000 exceeds the annual budget allocation for the Community Financial Assistance Program. If the cash prize money is removed, the remaining items including television promotion, trophies, printing, sound equipment hire, promotional materials, and busking license fees total \$6,200. This total does, however, exceed the previous allocation made by Council in 2018, which was \$2,500 with the major difference being television promotional costs of \$3,100. The Peak Hill CCC has written to support an allocation from the Peak Hill Town Improvement Fund, which is included in Council's Operational Plan, and has a current uncommitted balance of \$112,143, as of December 2022.

### **RISK IMPLICATIONS**

The event is to be managed by the Peak Hill BATA who will manage the risks. Busking requires a compliance license from Council and the Peak Hill BATA will be responsible for ensuring that the license process is completed for their event, including the appropriate public liability insurance.

### **COMMUNITY CONSULTATION**

Public exhibition of the proposed financial assistance will commence following endorsement of the Officer's Recommendation (Tuesday, 20 December 2022). Consistent with section 356 of the Act, the public exhibition period will be 28 days in duration, during which time members of the public may make submissions on the proposed financial assistance.

### **CONCLUSION**

Council should support the allocation of funds from the Peak Hill Town Improvement Fund, but may wish to deliberate the amount to be allocated given that the previous donation was \$2,500. The total donation should not exceed \$6,200. It is recommended that Council approve the provision of the requested financial assistance, subject to no submissions being received over the 28-day public exhibition period. Should any submissions be received, a further report will be provided to Council for consideration.

**BATA donation for the busking weekend**

PeakHillCCC <PeakHillCCC@parkes.nsw.gov.au>

Mon 12/12/2022 6:07 PM

To: Anthony McGrath <Anthony.McGrath@parkes.nsw.gov.au>

Cc: [REDACTED]

Hi Anthony

As per our last meeting, it was moved that we support BATA to the value of \$7 000 for the busking weekend. Could you please have the money transferred ASAP to them and for it to be taken out of TI funds.

Margaret Edwards

Secretary

Peak Hill CCC

***Developing & Growing the Economy in our Town***ABN 82 428 442 506  
PO BOX 46  
PEAK HILL NSW2869  
PH. [REDACTED]

20.10.2022

CCC Peak Hill  
Attention Secretary  
Margaret Edwards

Dear Margaret,

**RE: PEAK HILL AUSTRALIAN NATIONAL BUSKING CHAMPIONSHIPS Saturday 18<sup>th</sup> March 2023**

We write to you in an effort to secure sponsorship for our Peak Hill Busking Event; which is now in its fourth year. The amount we are seeking is \$7,000.

As the application to hold this Event is "Time critical" to when the Roads & Traffic Meeting is held for Parkes; we are attempting to "Secure funding" prior to the November Meeting.

The purpose of bringing forward the Busking is to support the Back to Peak Hill Event being hosted by The Carrington on 17<sup>th</sup> 18<sup>th</sup> 19<sup>th</sup> March 2023. Normally the Event is held in September.

Currently we advertise in newspapers, face book, through pamphlet distribution and this year we again hope to be able to provide TV advertising to boost coverage.

We are seeking sponsorship to assist with Insurance, prize money, licencing and advertising.  
Anyone who sponsors our Event is promoted on our promotional material.

Below is a breakdown of the expense estimates; to run the Event

Trophies	\$ 300
Printing & Busker Votes	\$ 200
Sound hire for Finals	\$1,000
Posters	\$ 500
Promotion TV	\$3,100
Licence Fee	\$1,000
Travel Judges	\$ 200
Prize Money Pool	\$5,000
<b><u>TOTAL</u></b>	<b><u>\$11,300</u></b>

Yours sincerely,

Betty Zdan

Secretary

Peak Hill Business and Tourism Association. Mobile 0407 072 813

Sent Electronically via Email : [REDACTED]



**12.3 SECTION 356 REQUEST FOR FINANCIAL ASSISTANCE - TRUNDLE SHOWGROUND LAND MANAGER****IP&R Linkage:** Pillar: Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Provide vibrant and welcoming town centres, streetscapes, public spaces and meeting places.**Author:** Anthony McGrath, Executive Manager Corporate Services**Authoriser:** Cian Middleton, Director Customer, Corporate Services and Economy**Annexures:** A. Correspondence from Trundle & District Progress Association (28 August 2022)

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**RECOMMENDATION**

That Council:

1. Receive and note the correspondence from the Trundle & District Progress Association, appended at *Annexure A*.
  2. Provide public notice of its intention to provide \$5,000.00 in financial assistance to the Trundle Showground Land Manager, as a contribution to upgrading floodlighting at the Trundle Showgrounds.
  3. Pursuant to section 356 of the *Local Government Act 1993*, approve the provision of \$5,000.00 in financial assistance from the Trundle Town Improvement Fund to the Trundle Showground Land Manager, subject to no submissions being received.
- 

**BACKGROUND**

Parkes Shire Council ("Council") is able to approve financial assistance (cash or in-kind) in accordance with section 356 of the *Local Government Act 1993* ("the Act"). Where the proposed financial assistance has not been included in Council's adopted Operational Plan for the year; the proposed financial assistance must be publicly exhibited prior to being provided. Council must consider any public submissions received, prior to providing the assistance requested.

Council is guided by the advice provided by the various Community Consultative Committees ("CCC") in determining the most appropriate projects to be included in their Town Improvement Fund allocations, however, the final decision concerning the expenditure of the funds remains with Council where it has not been included in the Operational Plan.



## ISSUES AND COMMENTARY

The Trundle & District Progress Association has written to Council requesting an allocation of \$5,000.00 from the Trundle Town Improvement Fund for the purposes of upgrading floodlighting at the Trundle Showgrounds (refer *Annexure A*).

It should be noted that while the correspondence is dated 28 August 2022, it was only received by Council on 28 November 2022.

In the correspondence, the Chair of the Trundle Progress Association, Mr Peter Kelly, states that

*"The Trundle Showgrounds are an important facility for our community, and host numerous events including the Annual Trundle Show, Trundle Bush Tucker Day, Vintage Tractor Pull & Stationary Engine Days, as well as providing camping and glamping facilities for the Abba Festival and year-round visiting campers and caravaners. The safety and security of both volunteers and visitors at the Showgrounds will be greatly improved by installing updated and more efficient lighting, especially around the amenities blocks and the entrances to the ground."*

## LEGISLATIVE AND POLICY CONTEXT

As noted above, Council is required under section 356 of the Act to provide 28 days' public notice of any financial assistance proposed to be provided to others that hasn't been identified as a program within Council's Operational Plan. Should no submissions be received during the 28-day public exhibition period, Council is able to provide the financial assistance requested.

## FINANCIAL IMPLICATIONS

The total amount requested of \$5,000 is over the annual budget allocation for the Community Financial Assistance Program. Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their CCC or determined by Council.

As of October 2022, the current uncommitted balance for the Trundle Town Improvement Fund is \$75,301.95. As such, there are sufficient funds available from the Trundle Town Improvement Fund to support this request.

## RISK IMPLICATIONS

There are minimal risk implications associated with this report for Council to consider. As noted above, there are sufficient funds available in the Trundle Town Improvement Fund to support the request.

## COMMUNITY CONSULTATION

Public exhibition of the proposed financial assistance will commence following endorsement of the Officer's Recommendation (Tuesday, 20 December 2022). Consistent with section 356 of the Act, the public exhibition period will be 28 days in duration, during which time members of the public may make submissions on the proposed financial assistance.

## CONCLUSION

The Trundle & District Progress Association has requested Council contribute \$5,000.00 towards the upgrading of floodlighting at the Trundle Showgrounds. It is recommended that Council approve the provision of the requested financial assistance, subject to no submissions being received over the 28-day public exhibition period. Should any submissions be received, a further report will be provided to Council for consideration.

TRUNDLE & DISTRICT PROGRESS ASSOCIATION INC

TRUNDLE NSW 2875

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28<sup>th</sup> August 2022

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

Dear Sir

**RE: Trundle Showground Trust**

At our monthly meeting held 25<sup>th</sup> August 2022, it was resolved to write to Council to request that \$5000.00 be allocated from the TIF to go towards upgrading floodlighting at the Trundle Showgrounds (Please see attached letter and invoice).

The Trundle Showgrounds are an important facility for our community, and host numerous events including the Annual Trundle Show, Trundle Bush Tucker Day, Vintage Tractor Pull & Stationary Engine Days, as well as providing camping and glamping facilities for the Abba Festival and year-round visiting campers and caravanners.

The safety and security of both volunteers and visitors at the Showgrounds will be greatly improved by installing updated and more efficient lighting, especially around the amenities blocks and the entrances to the ground.

Thank you for your consideration of this request.

Yours sincerely



Peter Kelly  
Chairman  
Trundle & District Progress Association Inc.

**12.4 PUBLIC EXHIBITION OF DRAFT PUBLIC MEMORIALS POLICY****IP&R Linkage:** **Pillar:** Environment**Goal:** Our natural environment is preserved and enhanced for current and future generations.**Strategy:** Effectively manage our public lands, reserves and cemeteries.**Author:** **Cian Middleton, Director Customer, Corporate Services and Economy****Authoriser:** **Cian Middleton, Director Customer, Corporate Services and Economy****Annexures:** **A. Public Memorials Policy (Draft)****RECOMMENDATION**

That Council:

1. Endorse the public exhibition of the draft Public Memorials Policy, appended at *Annexure A*, for a period of 28 days.
2. Receive a further report concerning the adoption of the draft Public Memorials Policy following the public exhibition period.

**BACKGROUND**

Parkes Shire Council ("Council") receives requests from time-to-time from members of the public seeking to install a memorial for a loved one in a public space. Council also received requests to name public places, such as parks and reserves, in commemoration of a person. Historically, Council has considered these requests on a case-by-case basis, without assessing or evaluating such requests against an agreed framework.

**ISSUES AND COMMENTARY**

The draft Public Memorials Policy ("the draft Policy"), appended at *Annexure A*, provides a framework for assessing and approving the placement of memorials in public spaces within the Parkes Shire. The draft Policy aims to improve consistency in decision-making when Council receives a request to name a public place or building after a significant person in the local community.

The draft Policy also provides a framework for memorial naming of places or buildings in memory of people who had an association with the Parkes Shire. This will provide clear and succinct guidance to members of the public as to the types and locations of memorials that will be permitted in public spaces across the Parkes Shire.

The scope of the draft Policy extends to all applications and requests for memorials in Council-owned public spaces, excluding memorials placed in cemeteries. The draft Policy does not apply to memorials on private land; on privately-owned buildings; roadside tributes; or apply to memorials to war or military service. In addition, the draft Policy does not cover the naming of roads, or parks and reserves within new subdivisions.

The draft Policy outlines the requirements for approval of a memorial, including a requirement that memorials will not change the intended purpose of the public space and surrounding environment. Memorials will not be approved if they create a negative impact on future maintenance expenditure of Council, or present a significant financial burden to Council.

In preparing the draft Policy, Council Officers have examined similar policies developed by other local councils throughout NSW. Accordingly, the requirements set out in the draft Policy mirror those detailed in other policies from comparably sized councils.

**LEGISLATIVE AND POLICY CONTEXT**

As detailed above, the draft Policy provides a proposed framework for the assessment and approval of requests for memorials in public spaces within the Parkes Shire.

**FINANCIAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

The draft Policy will ensure that memorials are placed in appropriate locations, thereby preserving the accepted use of parks and reserves for environmental management, and public spaces for recreation purposes. In providing a framework for requests for public memorials; Council is mitigating the risk of memorials being constructed or installed in unsuitable locations that would contravene the accepted use for such locations.

**COMMUNITY CONSULTATION**

It is proposed that the draft Policy be placed on public exhibition for a period of 28 days, during which time members of the public may review and make submissions on the draft Policy prior to adoption by Council. Any submissions received during the public exhibition period will be provided to Council for consideration, prior to the formal adoption of the draft Policy.

**CONCLUSION**

The draft Policy has been developed to provide a framework for the assessment and approval of memorials in public spaces across the Parkes Shire, and has been modelled on similar policies adopted by other NSW local councils. It is recommended that the draft Policy be endorsed for public exhibition, with Council to receive a further report regarding the adoption of the draft Policy following conclusion of the public exhibition period.

# **Policy**

## **Public Memorials**

### **2022**



**Council Policy**  
Public Memorials

**CONTROLLED DOCUMENT INFORMATION**

<b>ECM Number</b>	<ECM registration ID>
<b>Document Owner</b>	Director Operations
<b>Document Development Officer</b>	Executive Manager Operations
<b>Review Timeframe</b>	Four years
<b>Last Review Date</b>	December 2022
<b>Next Scheduled Review</b>	December 2026

Document History		
Date	Resolution No.	Details/Comments
December 2022	<Resolution No.>	<e.g. "Endorsed for public exhibition">

Further Document Information and Relationships	
<b>Related Legislation*</b>	Nil.
<b>Related Policies</b>	Nil.
<b>Related Documents</b>	The Burra Charter (Australian International Charter for the Conservation of Monuments and Sites) Transport for NSW Guidelines for Roadside Tributes
<b>Note:</b> Any reference to Legislation will be updated in this Policy as required. See website <a href="http://www.legislation.nsw.gov.au/">http://www.legislation.nsw.gov.au/</a> for current Acts, Regulations and Environmental Planning Instruments.	

**Council Policy**  
Public Memorials**Contents**

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## Council Policy

### Public Memorials



#### 1. Purpose

The purpose of this Public Memorials Policy ("this Policy") is to provide a framework for assessing and approving the placement of memorials on Council-owned land and the naming of public spaces within the Parkes Shire local government area.

#### 2. Commencement

This Policy is effective from date of adoption by Council resolution, and shall remain in force until repealed by resolution of Council.

#### 3. Scope and Application

This Policy applies to all applications and requests for commemorative naming and placement of memorials in Council-owned land. It does not cover memorials placed in cemeteries (whether Council-owned or otherwise), on private land, or on privately owned buildings.

This Policy does not apply to or include:

- The naming of new parks that are being created as part of a subdivision, which are undertaken as part of the development application process, in accordance with guidelines issued by the Geographic Names Board of NSW;
- The naming of roads within the Parkes Shire, which are named in accordance with the NSW Address Policy and User Manual published by the Geographical Names Board of NSW;
- Directional signage or informational signage; or
- Roadside tributes (refer to *Transport for NSW Guidelines for Roadside Tributes* for further information).

#### 4. Definitions

In this Policy, the following terms shall be interpreted as having the following meanings:

Term	Definition
<b>Council</b>	means Parkes Shire Council.
<b>General Manager</b>	means the General Manager of Parkes Shire Council appointed under section 334 of the <i>Local Government Act 1993</i> .
<b>Memorials</b>	means an object established in memory of a person, organisation or event, including: <ul style="list-style-type: none"> <li>• Planting of memorial trees;</li> <li>• Park seats including plaques;</li> <li>• Historical markers and commemorative plaques;</li> <li>• Monuments, statues and other memorials;</li> <li>• Interpretative signage; and</li> <li>• Naming of public places.</li> </ul>
<b>Plaque</b>	means a flat tablet of metal, stone or other material which includes text and/or images which commemorate a person or an event and which is affixed to an object, building or pavement.

**Council Policy**  
Public Memorials

<b>Public place</b>	means any Council-owned or managed indoor or outdoor area to which the public have access by right or by invitation, express or implied.
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**5. Policy Statement**

Parkes Shire Council ("Council") recognises the need for public amenities, including parks and reserves, across the Parkes Shire local government area. Council's parks and reserves are primarily provided and maintained for recreation or environmental protection.

Council considers local cemeteries to be the most appropriate places for commemorating loved ones. As such, Council does not support the proliferation of visible memorials in its parks and reserves or alongside footpaths.

However, Council recognises that on occasion, it is appropriate to commemorate a deceased person in a more public space. In such circumstances, Council may approve a public memorial in accordance with this Policy.

Memorials will only be approved for a person who is deceased and was a resident of the Parkes Shire. Memorials will:

- be consistent with, and not interfere with, the intended purpose of the proposed location and the surrounding environment;
- be consistent with any existing Plan of Management;
- enhance the landscape, recreation, and cultural value of the park or reserve;
- build community connections and connect people to place;
- take into account the number of existing memorials, artworks and other objects in the vicinity; and
- be designed and located such that they enhance the visual amenity of the park.

Memorials will not be approved if they:

- duplicate an existing memorial within the Shire, except in exceptional circumstances;
- create a negative impact on Council's future maintenance expenditure, or present a significant financial burden to Council;
- pose a safety risk now or in the future; and/or
- result in a change of use of a park or reserve.

Council does not consider it appropriate to scatter ashes in Council parks and reserves, including at or around memorials placed in accordance with this Policy. Council cemeteries and other cemeteries in the Parkes Shire can accommodate the placement or scattering of ashes.

Requests for memorials will only be approved if they meet the criteria contained in this Policy. This Policy replaces any previous approval or process regarding the installation of a memorial. Existing memorials or plaques cannot be employed as precedent for future approvals.

**5.1. Memorial Trees**

Requests may be made to Council for the planting of a tree in memory of a deceased person. The placement of a tree in a park or reserve is considered to be a private and individual acknowledgement for personal and private remembrance. Requests for the placement of a tree in a particular park or reserve will be considered only where

**Council Policy**  
Public Memorials

space is available for additional trees. Any such planting may be part of a Council revegetation project.

Applicants are liable for all costs associated with the supply, installation and establishment of memorial trees. The location of any planting will be determined by Council, and any trees planted must be in keeping with the function and accepted use of the park or reserve. Council will advise appropriate trees for each park and reserve, and the tree will be planted by Council staff. No physical plaque will be permitted, due to the continued need to maintain plaques.

Council does not guarantee the longevity of any memorial tree. Council reserves the right to remove any memorial tree which, in its opinion, poses a public safety risk or develops structural defects. Should the memorial tree be vandalised, replacement costs would remain the responsibility of the applicant, and the applicant must seek Council permission to replace the tree in accordance with this Policy. Council takes no responsibility for contacting the applicant in the event the tree is damaged. Council also reserves the right to remove any memorial tree that no longer aligns with the purpose and function of the park or reserve.

Requests for memorial trees will be assessed by Council staff. Applicants will be advised if the request has been approved, and if so, the details of any approval, including the species of tree(s) available for the park or reserve, the approximate location of the tree within the park or reserve, and the expected timing of planting the tree. Applicants who wish to hold a private ceremony following the planting of the tree should consider other users of the public space and safety when planning and conducting any ceremony. No ceremonies will be permitted at the time of planting.

If an application to plant a memorial tree is refused as a result of the park or reserve reaching saturation point, alternative sites may be discussed with the applicant.

**5.2. Plaques on Park Seats**

Requests may be made to Council for the installation of a park seat with a memorial plaque in memory of a deceased person who had a close connection to the reserve or public space. For the purpose of this Policy, park seats include seats in road reserves.

A plaque placed on a park seat is a public recognition of the significant contribution a person has made to the local area. As such, requests will only be considered for those people who are publicly acknowledged as having made a significant contribution to the local area in a not-for-profit capacity. This may include:

- people who contributed to the community through sport, arts and culture, education, conservation of the environment, or by providing assistance to the vulnerable; or
- people who have contributed to the development of the region socially, culturally or economically.

Requests for new memorial park seats will only be approved where space is available for additional park/street furniture. The location of the seat will be determined by Council, and any seat must be in keeping with existing facilities in the public space and not conflict with Council's endorsed strategies or any Plan of Management for the area.

The text contained on a plaque must be submitted to Council for approval. Council staff will order and install the memorial plaque and the park seat. The Applicant is responsible for all costs associated with the supply and installation of the memorial plaque and park seat.



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Council does not guarantee the longevity of a park seat. Council reserves the right to remove or relocate any park seat with a memorial plaque which, in its opinion, is damaged or beyond reasonable repair, or no longer aligns with the purpose and function of the park or reserve. Council does not guarantee the replacement of a seat if it is damaged, removed or stolen. Should the seat or plaque be damaged, removed or stolen, repair and replacement costs would remain the responsibility of the applicant, and the applicant must seek Council permission to replace the plaque and/or the park seat in accordance with this Policy. Council takes no responsibility for contacting the applicant if the seat is damaged, removed or stolen.

Requests for plaques and park seats will be assessed by Council staff. Applicants will be advised of the details of any approval, including the location of the park seat, and the expected timing of placement of the plaque and seat. Applicants who wish to hold a private ceremony following the installation of the seat or plaque should consider other users of the public space and safety when planning and conducting any ceremony. No ceremonies will be permitted at the time of installation. If an application is refused as a result of a public space reaching saturation point, alternative sites may be discussed with the applicant.

**5.3. Historical Markers and Commemorative Plaques**

Historical makers and commemorative plaques can enhance understanding of the unique history and identity of the place, people and events associated with the site of the marker or plaque. Markers and plaques can also enhance the experience and perceptions of a site, by drawing attention to the unique features associated with the site.

Council may, in its discretion, install historical markers or commemorative plaques in relevant places in the public domain, in acknowledgement of its role in observing and documenting the life of the local community.

The person, association or event to be recognised should be:

- an individual or association that has contributed significantly to the local community through sport, arts and culture, education, or the development of the region socially, culturally, or economically; or
- an individual or association strongly linked to the Shire and its history; or
- a significant event unique to the Shire's local history and environment.

Any historical marker will only commemorate an event that occurred more than 50 years prior so as to avoid the perception of favouritism or partisan perception or changes in community judgement and acceptance, and to avoid situations where historical events have later proven to be unworthy of commemoration.

The Applicant is responsible for all costs associated with the supply and installation of historical markers. All requests and applications to install historical markers will be assessed by Council staff in accordance with the above criteria. A report will be prepared for Council, and the responsibility for approving or refusing any request or application will rest with Council, unless delegated by Council to the General Manager.

**5.4. Monuments, Statues and other Memorials**

Requests may be made to Council for the installation of monuments, statues and other memorials (collectively called large memorials) in public spaces owned by Council.

Any new large memorial must be demonstrated to be of lasting value to the community for social, cultural, historical, educational or aesthetic reasons, and must

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add to the existing community amenity of the proposed location within the context of the current and future use of the area. Monuments, statues and other memorials will only be considered for a person who is deceased.

Subjects for a large memorial will only be considered appropriate if they meet one or more of the following criteria:

- the subject is or was an individual or association that has contributed significantly to the cultural or social aspects of the development of the region, including:
  - more than 20 years dedicated to the development of the Parkes Shire, or
  - more than 20 year not-for-profit work on a community or social cause, such as arts, culture, education or sports, or providing assistance to the vulnerable; or
- the large memorial commemorates a significant anniversary of an event unique to the region's history and development.

In addition, the subject of the memorial must have a strong connection to the proposed site of the memorial. Large memorials for political or religious figures will only be considered if that person has also contributed to the community outside of their political or religious life, in accordance with the criteria outlined above. E

Approval will only be granted for a new large memorial if it is consistent with Council's Master Plan or strategic development framework for the site.

Any request for a large memorial should include evidence of community consultation on the memorial's purpose, location and design, in the form of at least three letters of support from relevant or affected interest groups and/or organisations. Council reserves the right to undertake further consultation or direct the applicant to undertake further consultation if it is considered necessary.

Applicants for a large memorial must meet all costs associated with the design, manufacture and installation of the memorial. Council will oversee the installation of any large memorial and may require specialist contractors to advise on and/or install the memorial. Should the memorial be damaged, lost or vandalised, repair and replacement costs would remain the responsibility of the applicant.

No new memorial will be considered which commemorates a person, event or occasion that is already the subject of a memorial in the Parkes Shire unless there are exceptional circumstances, such as the commemoration of people or events with immense national or international significance.

Council reserves the right to refuse an application for a large memorial if it has the potential to cause offence.

All requests and applications to install a large memorial will be assessed by Council staff in accordance with the above criteria. Staff will produce a report to Council, including recommendations for the approval or refusal of the application. The report and the original request will be placed on public exhibition for a period to be determined by Council. The responsibility for approving or refusing any request or application will rest with Council, unless delegated by Council to the General Manager.

**5.5. Naming of Public Places and Buildings**

Unambiguous and recognised place names are essential for emergency services, postal and service delivery as well as professional and personal navigation. Place names become a tool for the general public to locate themselves within the Shire,



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and soon become part of the language of the region in terms of wayfinding and pinpointing locations.

Council defines a public place as being any Council-owned or managed indoor or outdoor area, to which the public have access by right or by invitation, expressed or implied.

From time to time, Council receives requests to name public places or buildings after a significant person in the Parkes Shire. Council will only consider requests to name or rename a public place or building in exceptional circumstances. Any such request will be assessed based on the following criteria:

- places or buildings will only be named after a person who has been deceased for more than one year; and
- the person commemorated must have had a long-term association of more than twenty years with the area around the place or building to be named, and
- the person commemorated must have had a long-term association with the Parkes Shire of more than 20 years, and
- the person commemorated must have contributed significantly to the cultural or social aspects of the Parkes Shire, such as 20 or more years of service:
  - for a local community group or service club, or
  - for a local organisation, or
  - to protect, restore, enhance or maintain an area that produces substantial long-term improvements for the community, and
- the person commemorated should be well-known, both in the area of their contribution to the community and more widely within the community.

The multiplication of names for different parts of the same reserve may cause confusion with wayfinding and therefore will not be approved.

It is the responsibility of the applicant to provide proof of how the above criteria are met. Acceptable proof may include:

- evidence of membership to appropriate clubs or associations,
- records of service in an appropriate field, and/or
- letters of support from both appropriate organisations and the broader community.

Further proof of a broad reputation within the community may also consist of newspaper articles or other media sources acknowledging the person's contribution to the community.

Council reserves the right to refuse to name a place or building after a person if to do so would have the potential to cause offence.

All requests and applications to name a public place or building will be assessed by Council staff in accordance with the above criteria. If the criteria have been met, staff will produce a report to Council, including recommendations for the approval or refusal of the application. Subject to Council approval, the request will be placed on public exhibition for a period to be determined by Council. The responsibility for approving or refusing any complying request or application will rest with Council, unless delegated by Council to the General Manager. Where required, Council will refer its decision to the Geographical Names Board of NSW for final approval.

**5.3. Other Information**

Any request for a memorial must be made in writing. Any request must be made by an appropriate person, such as the next of kin or a near relative of the deceased. An

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appropriate person may also include the representative of an organisation closely associated with the deceased, where that association is the basis for the request. All applications, whether made by a person, an association or organisation, or an elected representative of any level of government, will be assessed in accordance with this Policy. Where a request for a memorial or a commemorative naming has been made by an organisation, it should be accompanied wherever possible by a letter of permission from a relative of the person being honoured.

Council will maintain public spaces containing tree or seat memorials in accordance with its usual maintenance schedule appropriate for the location. No additional maintenance of the memorial will be undertaken by Council. Council will maintain large memorials, and places and buildings named under this Policy, in accordance with maintenance and management schedules appropriate for the large memorial, place or building.

Council accepts no responsibility for any loss or damage to a memorial through vandalism or other actions. Applications for the replacement of memorials will be considered in accordance with this Policy as if it were a new request. If an applicant wishes to replace a memorial and their application is approved, the cost of replacement will be the responsibility of the applicant.

In cases where the memorial sought is on or near a heritage item, heritage exemption or development consent may be required and Council staff will advise applicants if this applies. It is the applicant's responsibility to seek any required exemption or development consent and, in these cases, the assessment will not proceed until this is obtained. All costs associated with DA approval will be the responsibility of the applicant.

Applicants are liable for any costs associated with the supply and installation of memorials including signage. Council will supply applicants with a quotation based on Council's adopted Fees and Charges or direct contractor costs at the time of any approval.

Council will not create a waiting list for any memorial. If a particular public space is considered to have reached saturation point, alternative locations may be discussed with the applicant.

Members of the community wanting to place a roadside tribute following a death caused by a road incident should follow the *Transport for NSW Guidelines for Roadside Tributes*.

**6. Review**

As part of Council's commitment to good governance and continuous improvement, this Policy must be reviewed and re-adopted by Council not less than once every four years or as Council otherwise determines in line with legislative requirements and policy changes.



## 13 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND STRATEGIC FUTURES

### 13.1 MAJOR PROJECTS AND CURRENT WORKS REPORT

**IP&R Linkage:** Pillar: Leadership

**Goal:** Our local government is open, accountable, and representative.

**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.

**Author:** Sue McGrath, Business Support Coordinator

**Authoriser:** Andrew Francis, Director Infrastructure and Strategic Futures

**Annexures:** A. Major Projects and Current Works Report - Infrastructure and Strategic Futures, November 2022

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#### RECOMMENDATION

That Council:

1. Receive and note the Infrastructure and Strategic Futures Major Projects and Current Works Report for November 2022, appended at *Annexure A*.
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#### BACKGROUND

A monthly status report of Major Projects and Current Works within Parkes Shire Council's Infrastructure and Strategic Futures Department is tabled to keep Council abreast of projects being undertaken across the Parkes Shire.

#### ISSUES AND COMMENTARY

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

The Major Projects and Current Works Report is appended at *Annexure A*.

#### LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

#### FINANCIAL IMPLICATIONS

Projects have been allocated funding either from grants or Council funds as provided in the 2022/23 Operational Budget.

#### RISK IMPLICATIONS

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

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

The Major Projects and Current Works Report, appended at *Annexure A*, provides Council with a briefing on major projects and works underway within the organisation's Infrastructure and Strategic Futures Department. It is recommended that Council formally resolve to receive and note the report.

**MAJOR PROJECTS UPDATE - NOVEMBER 2022**

Project Description	Due Date	Budget	Forecast	Actuals	Status
Water Supply Drought Relief Program   Parkes - Peak Hill	30/06/2023 (EoT required)	\$4,270,000	\$4,270,000	\$1,567,877	In Progress
<b>Comments</b>	Bore refurbishment works finalising. Working on renewal details & procurement activities for Bore 2. Pipeline under bores will be developed as the final scope packages. Multiple EoT's have been processed with the grant body in relation to the prolonged wet weather.				
Town Water Security Business Case	28/02/2021	\$2,032,075	\$2,032,075	\$2,042,198	Closing grant
<b>Comments</b>	Funding has been approved for projects to commence. A close out meeting for the business case was completed with the Department of Planning and Environment. Formal confirmation of close-out has been received. Final report is being processed.				
BBRF - Water Security Project	29/03/2024 (EoT required)	\$14,402,488	\$14,402,488	\$331,300.37	In Progress
<b>Comments</b>	Pre-procurement activities are underway, including design development / environmental & planning approvals / survey & geotechnical investigations for the WTP storage lagoon, Lachlan River Pre-treatment, HV power supply upgrades and Lachlan River pump station augmentation.				
RRP - Water Security Project	30/09/2024 (EoT required)	\$9,063,012	\$9,063,012	\$53,403.95	In Progress
<b>Comments</b>	Pre-procurement activities are underway, including design development / environmental & planning approvals for two new pump stations.				
Safe & Secure - Water Security Project	30/09/2024 (EoT required)	\$38,269,979	\$38,269,979	\$194,037.77	In Progress
<b>Comments</b>	Pre-procurement activities are underway, including design development / environmental & planning approvals for duplication pipeline. Communications plan has been enacted and landholder negotiations are underway.				

**14 REPORTS OF THE DIRECTOR OPERATIONS****14.1 MAJOR PROJECTS AND CURRENT WORKS REPORT****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is open, accountable, and representative.**Strategy:** Effectively collaborate, engage, and communicate with our community to inform decision making and promote services, projects and initiatives.**Author:** **Sue McGrath, Business Support Coordinator****Authoriser:** **Ben Howard, Director Operations****Annexures:** **A. Major Projects and Current Work Report - Operations Department, November 2022**

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**RECOMMENDATION**

That Council:

1. Receive and note the Operations Major Projects and Current Works Report for November 2022, appended at *Annexure A*.
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**BACKGROUND**

A monthly status report of Major Projects and Current Works within Parkes Shire Council's Operations Department is tabled to keep Council abreast of projects being undertaken across the Parkes Shire.

**ISSUES AND COMMENTARY**

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

The Major Projects and Current Works Report is appended at *Annexure A*.

**LEGISLATIVE AND POLICY CONTEXT**

There are no legislative or policy considerations for Council associated with this report.

**FINANCIAL IMPLICATIONS**

Projects have been allocated funding either from grants or Council funds as provided in the 2022/23 Operational Budget.

**RISK IMPLICATIONS**

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

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

The Major Projects and Current Works Report, appended at *Annexure A*, provides Council with a briefing on major projects and works underway within the organisation's Operations Department. It is recommended that Council formally resolve to receive and note the report.

**OPERATIONS MAJOR PROJECTS - NOVEMBER 2022**

Project Description	Due Date	Budget	Forecast	Actuals	Status
<b>Parkes - Spicer Oval Amenities</b>	20/10/22	\$2,615,000	\$2,615,000	\$2,436,561.44	In Progress
<b>Comments</b>	<ul style="list-style-type: none"> <li>Practical Completion was issued to Hines Constructions on the 19 September. PC was achieved approximately 5 weeks behind the contract date for PC. This delay has not affected the final completion date for the development as the Occupation Certificate cannot be achieved until the carpark re surfacing works are 100%</li> <li>Hines Constructions are working through defects which are currently sitting at 98% complete.</li> <li>Bitwave Internet system has been installed, linking the facility back to the Council admin building.</li> <li>CCTV system installed and commissioned</li> <li>Field fencing reinstated</li> <li>Turf and irrigation completed to the east and south elevations of the building</li> <li>Carpark resurfacing has been completed with placement of AC</li> </ul> <p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>Line marking of carpark scheduled for Saturday 17 Dec</li> <li>Occupation Inspection scheduled for week commencing 19 December</li> </ul>				
<b>Parkes - Currajong Street Rehabilitation – Church to Mitchell Street</b>	23/12/22	\$3,693,000	\$3,693,000	\$561,664.21	In Progress
<b>Comments</b>	<ul style="list-style-type: none"> <li>Kerb and guttering &amp; footpath completed along eastern side of Currajong Street between Victoria and Bushman Street with some driveway laybacks and linkups outstanding.</li> <li>Tree replacement along Currajong Street completed on the eastern side between Victoria and Mitchell Street</li> <li>Drafting an RFQ for asphalt supply along Currajong Street to be let through the Local Government Procurement Portal (LGP).</li> </ul> <p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>Staging plan being considered for the road construction between Bushman and Mitchell Street with a view of minimising disruptions to the public and residents.</li> <li>Kerb and guttering &amp; footpath to commence along western side of Currajong Street between Victoria and Bushman Street</li> </ul>				
<b>Trundle - Main Street</b>	1/02/2023	\$1,000,050	\$1,000,050	\$751,927.30	In Progress
<b>Comments</b>	<ul style="list-style-type: none"> <li>Trenching of irrigation and private power, services connections finished</li> <li>12 gardens beds concrete works completed.</li> <li>Planting trees in garden beds started</li> <li>Construction of base slab for toilet block</li> <li>Installation of irrigation in completed garden beds</li> </ul> <p><b>Next Steps:</b></p> <ul style="list-style-type: none"> <li>Relocation of power poles and placing power underground.</li> <li>Construction toilet facility</li> </ul>				
<b>Trundle Skate Parkes Shire Council</b>	May 2023	\$270,000	\$230,000	\$207,886.31	In Progress
<b>SCCF3- 1158 LRCI rd 3 (part)</b>	<ul style="list-style-type: none"> <li>Site establishment is 100%</li> <li>Bulk earthworks 100% complete</li> <li>Detailed excavation 100% complete</li> <li>Construction of concrete skate elements 100% complete</li> <li>Painting and sealing of concrete surfaces 100% complete</li> </ul>				

Project Description	Due Date	Budget	Forecast	Actuals	Status
	<ul style="list-style-type: none"> <li>Landscaping commenced - 25% complete</li> </ul> <b>Next Steps:</b> <ul style="list-style-type: none"> <li>Completion of all concrete skate elements</li> <li>Completion and Installation of irrigation and turf to surrounds</li> <li>Works are scheduled to be completed by the 23 December 2022 pending further inclement delays</li> </ul>				
<b>Parkes Pump Track</b>	May 2023	\$650,000	\$650,000	\$581,380.49	In Progress
<b>SCCF3- 1354</b> <b>SCCF4- 0822</b> <b>LRCI rd 3 (part)</b>	<ul style="list-style-type: none"> <li>Site establishment is 100%</li> <li>Bulk earthworks 100% complete</li> <li>Detailed excavation 100% complete</li> <li>Construction of concrete pump track elements 100% complete</li> <li>Sealing of concrete surfaces</li> <li>Supply and install of cantilevered steel awning and seating</li> <li>Construction of connecting path networks</li> </ul> <b>Next Steps:</b> <ul style="list-style-type: none"> <li>Installation of stabilised granite surface to centre of the pump track</li> <li>Installation of irrigation and turf to pump track surrounds</li> <li>Design and installation of solar lighting system to pump track surrounds</li> <li>Works are scheduled to be completed by late January 2023 pending further inclement delays</li> </ul>				



**14.2 ACQUISITION OF LAND FOR ROAD REALIGNMENT PURPOSES****IP&R Linkage:** **Pillar:** Community**Goal:** Our community is liveable, growing and connected.**Strategy:** Strengthen active transport routes, including cycleways, footpaths and walking tracks, to improve linkages between areas of high activity and new residential growth.**Author:** **Ben Howard, Director Operations****Authoriser:** **Ben Howard, Director Operations****Annexures:** **Nil**

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**RECOMMENDATION**

That Council:

1. Agree to the purchase of land from respective landowners to facilitate the boundary adjustments for Main Road 57, Baldry-Peak Hill Road and Cookamidgera Road.
  2. Authorise the General Manager to negotiate the purchase price of the land based on a market valuation.
  3. Endorse and affix the Council Seal to all documentation as required to facilitate the process of walkway closures, sale, transfer and/or resumption.
- 

**BACKGROUND**

Parkes Shire Council ("Council") has been negotiating with affected landowners at Tullamore, Alectown and Cookamidgera to acquire land for road realignment purposes to improve road safety. The rural roads in question are:

- Main Road 57
- Cookamidgera Road
- Baldry-Peak Hill Road

**ISSUES AND COMMENTARY**

The proposed realignment of Main Road 57 and Baldry-Peak Hill Road affects one (1) landowner at each site.

The proposed realignment of Cookamidgera Road affects five (5) landowners, who have all agreed to the proposed acquisitions.

Council will be responsible for all valuation, conveyancing and fencing costs associated with the areas to be acquired.

**LEGISLATIVE AND POLICY CONTEXT**

The [Roads Act 1993 provides the legislative framework for the realignment of boundary adjustments.](#)

Requirements in relation to Council's Seal are detailed in clause 400 of the *Local Government (General) Regulation 2021*, which provides that the Council Seal must not be affixed to a document unless the document relates to Council business and the Council has resolved that the Seal be so affixed to the document. Given the acquisition of land is considered a dealing for the purposes of the *Real Property Act 1900*, it is prudent that Council authorise the documents pertaining to the purchase to be affixed with Council's Seal.

**FINANCIAL IMPLICATIONS**

This work is grant-funded and costs associated with the acquisition of the land will be funded by grants.

**RISK IMPLICATIONS**

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

**COMMUNITY CONSULTATION**

There are no community consultation implications for Council associated with this report.

**CONCLUSION**

It is recommended that Council agree to purchase the land detailed in this report to facilitate the boundary adjustments for Main Road 57, Baldry-Peak Hill Road and Cookamidgera Road. Further, Council is requested to the authorise the General Manager to negotiate the purchase price of the land, subject to market valuation, and endorse and affix its Council Seal to all requisite documentation.

**14.3 ACQUISITION OF EASEMENT FOR PROPERTY NUMBER 880780****IP&R Linkage:** Pillar: Leadership**Goal:** Our local government is contemporary, effective and efficient.**Strategy:** Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management.**Author:** Sharon Ross, Manager Facilities**Authoriser:** Ben Howard, Director Operations**Annexures:** A. Letter from Matthew Williams Lawyers - Proposed Easement and Dwelling on Lots 159 and 160 DP 750179, Molong Road, Parkes  
B. Parkes SH 10 Reference Map - DP 1147341

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**RECOMMENDATION**

That Council:

1. Acquire an easement for access through land being Lot 7301 DP 1147341 for access purposes by compulsory process in accordance with the *Land Acquisition (Just Terms Compensation) Act 1991* and make the necessary application to the Minister and/or Governor.
  2. Upon acquisition, determine the land to be classified as Operational.
  3. Authorise the General Manager and Mayor to sign and affix the Council Seal to all documentation to facilitate the acquisition.
  4. That the landowner of Lots 158 to 161 DP 750179 and Lots 1 and 2 DP 1112408 be advised that the easement for access will be in one location and future requests for additional easements to access the land will be denied.
- 

**BACKGROUND**

The owners of Lots 158 to 161 DP 750179 and Lots 1 and 2 DP 1112408 Molong Road Parkes have been liaising with Council's Planning Department to lodge a Development Application to construct a house. During the investigation period, it was revealed that the subject land is "landlocked" with no legal access to Molong Road or Nash Street, Parkes. Crown Land known as Lot 7301 DP 1147341 is between the subject land and the road. The owners of the subject land have also approached neighbouring property owners with no success.

Meetings have been held with Crown Lands, Orange. Council Officers have been advised that the only way to obtain a legal tenure over the land is to apply to acquire an easement for access.

**ISSUES AND COMMENTARY**

Parkes Shire Council ("Council") has received a request from the owners of Lots 158 to 161 DP 750179 and Lots 1 and 2 DP 1112408 Molong Road, Parkes to assist them with the acquisition of an easement through Crown Land, so that they can lodge a Development Application for the building of a house. An easement for access would be required over Lot 7301 DP 1147341.

The subject lots are not a Council subdivision, they are original Parish of Parkes Portions.

Council's Manager Facilities met with the landowner to discuss their use of the land with a view to consideration access of future development.

The landowner advised that the preferred location for an easement would be from Nash Street across to the southern corner of Lot 158 DP 750179 which will enable a future road or right of carriageway to be implemented across the southern boundaries of allotments should remaining parcels of land be sold to other entities.

### **LEGISLATIVE AND POLICY CONTEXT**

The *Land Acquisition (Just Terms Compensation) Act 1991* provides the legislative framework for the acquisition.

Requirements in relation to Council's Seal are detailed in clause 400 of the *Local Government (General) Regulation 2021*, which provides that the Council Seal must not be affixed to a document unless the document relates to Council business and the Council has resolved that the Seal be so affixed to the document. Given the acquisition of easements is considered a dealing for the purposes of the *Real Property Act 1900*, it is prudent that Council authorise the documents pertaining to the acquisition to be affixed with Council's Seal.

### **FINANCIAL IMPLICATIONS**

All costs associated with the proposed acquisition to be borne by the owners of Lots 158 to 161 DP 750179 and Lots 1 and 2 DP 1112408.

### **RISK IMPLICATIONS**

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

### **COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

### **CONCLUSION**

It is recommended that Council resolve to acquire the easement for the stated purpose, and upon acquisition, determine the land to be Operational. Further, Council is requested to authorise the General Manager and Mayor to sign and affix the Council Seal to all documentation to facilitate the acquisition.



Our Ref: MO:ARNO003-1

30 September 2022

Mr. Kent Boyd  
General Manager  
Parkes Shire Council  
2 Cecile Street  
PARKES NSW 2870

Attention: Sharon Ross, Manager Facilities

Dear Sir,

**Re: Troy Arnott – Proposed Easement & Dwelling on Lots 159 & 160 DP 750179,  
Molong Road, Parkes**

We have received instructions to act for Mr & Mrs Arnott who have shown us your correspondence and that of the Crown Lands Department.

Crown Lands advised that a private person or persons cannot apply for an easement across Crown land but suggested that Parkes Shire Council could with Mr and Mrs Arnott paying the costs of same. Your suggestion that our clients approach other adjoining owners for an easement is unfortunately impractical or has been outrightly refused by some of the adjoining owners.

It is an unfortunate set of circumstances that these lands now owned by our clients are landlocked and that they need permanency of access to enable a Development Application to proceed.

We trust the Council will consider this request favourably and await to hear from you.

Yours faithfully



**Mark Olson**  
Senior Consultant Solicitor  
Email: marko@rmbmw.com.au

Legal Assistant: Carla Peden  
Direct Line:  
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5171380  
Document Set ID: 1666647  
Version: 2, Version Date: 07/12/2022

e-departmental

**DP 1147341**

Registered :  20-01-2010  
Title System : CROWN LAND  
Purpose : CROWN LAND CONVERSION  
Reference Map: PARKES SH 10  
Last Plan: \_\_\_\_\_

DP750179\_UP109224\_7301 CA150262  
**PLAN OF CROWN LAND BEING  
RESERVE**

Lengths are in metres. Reduction Ratio - NTS

Sheet 1 of 1 sheets

LGA: PARKES  
LOCALITY: PARKES  
PARISH: PARKES AND KAMANDRA  
COUNTY: ASHBURNHAM

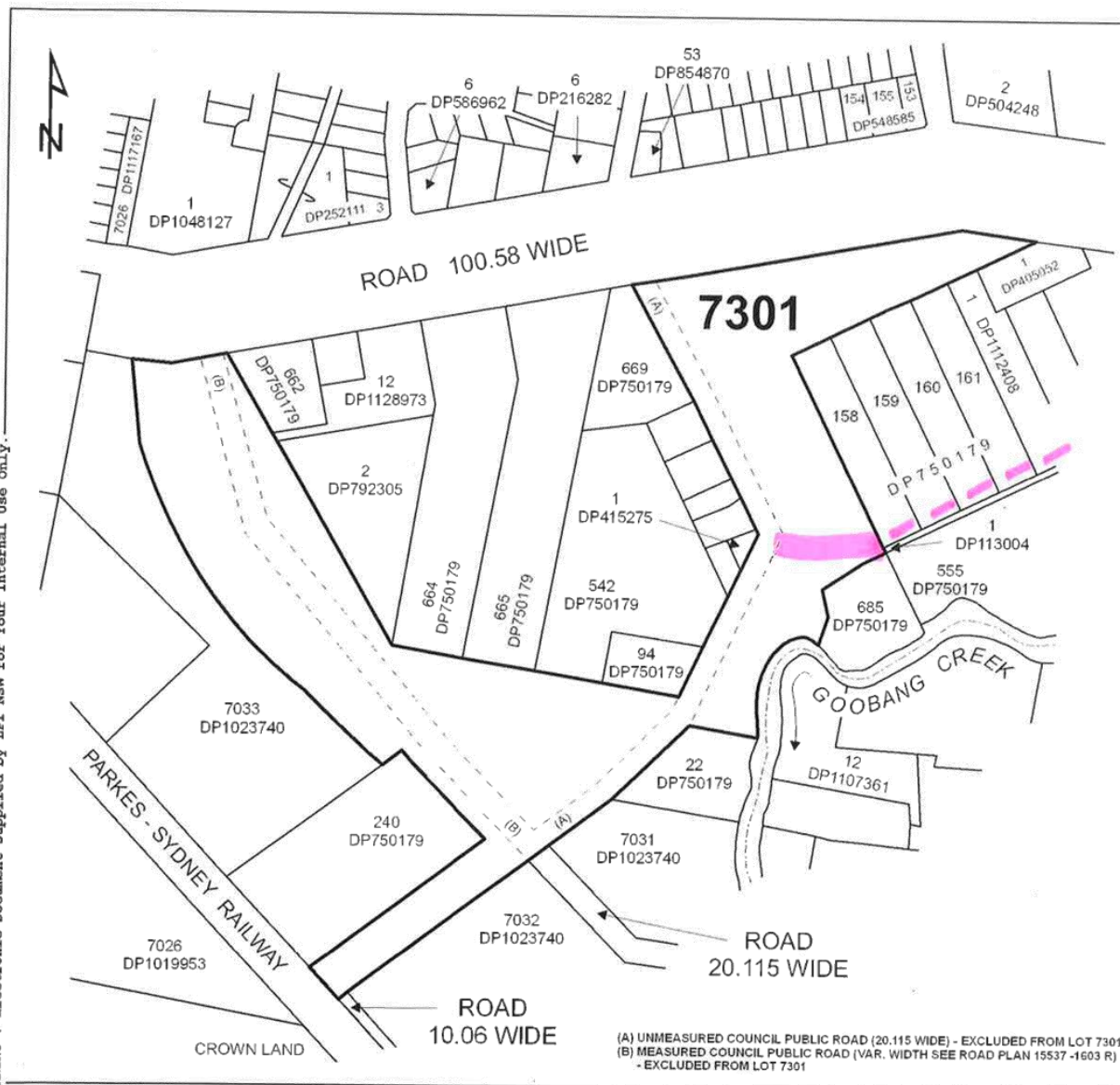
THIS PLAN WAS PREPARED SOLELY TO  
IDENTIFY THE LAND ABOVE AND THE  
BOUNDARIES HAVE NOT BEEN  
INVESTIGATED BY THE REGISTRAR GENERAL

THIS PLAN IS NOT A CURRENT PLAN IN TERMS OF  
S.7A CONVEYANCING ACT 1919

Drawn By: PD  
Signed Off: RW  
Office: NX

Document Set ID: 519003  
Version: 1, Version Date: 04/02/2010

Box: e-DeX /Doc: DP 1147341 P /Rev: 25-Jan-2010 /Sts: SC OK /Prt: 26-Jan-2010 04:04 /Pgs: ALL /Seq: 1 of 1  
WARNING : Electronic Document Supplied by LPI NSW for Your Internal Use Only.



Document Set ID: 1698166  
Version: 1, Version Date: 12/12/2022



**14.4 SALE OF CLOSED ROAD - FORMERLY PART OF MCGRANE WAY, TULLAMORE****IP&R Linkage:** **Pillar:** Leadership**Goal:** Our local government is contemporary, effective and efficient.**Strategy:** Ensure compliance with statutory requirements and ensure Parkes Shire Council's operations are supported by good corporate governance and effective risk management.**Author:** **Ben Howard, Director Operations****Authoriser:** **Ben Howard, Director Operations****Annexures:** **A. Plan identifying the subject land along McGrane Way, Tullamore****RECOMMENDATION**

That Council:

1. Authorise the sale of Lot 20 DP 1134329 to the adjoining landowner.
2. Note that the adjoining landowners interested in purchasing the land will be required to pay their costs associated with the transaction.
3. Authorise the General Manager to negotiate the purchase price of the land based on a market valuation.
4. Endorse and affix the Council Seal to all documentation as required to facilitate the process of walkway closures, sale, transfer and/or resumption.

**BACKGROUND**

In 2003 the process to close the road commenced following a road safety audit which identified the removal of 90-degree bends along McGrane Way between Tullamore and Narromine. The construction activities occurred in 2006 and the residual road closure matters were not finalised with the previous adjoining owners.

**ISSUES AND COMMENTARY**

Parkes Shire Council ("Council") has been approached by an adjoining landowner to purchase Lot 20 DP 1134329 which is a section of closed road along McGrane Way, Tullamore. There is also a similar sized allotment, Lot 21 DP 1134329 in the vicinity which could possibly be also sold to another adjoining landowner. The section of road has been closed since 2006 and has been dormant.

**LEGISLATIVE AND POLICY CONTEXT**

The *Roads Act 1993* provides the legislative framework for the sale of land.

Requirements in relation to Council's Seal are detailed in clause 400 of the *Local Government (General) Regulation 2021*, which provides that the Council Seal must not be affixed to a document unless the document relates to Council business and the Council has resolved that the Seal be so affixed to the document. Given the sale of land is considered a dealing for the purposes of the *Real Property Act 1900*, it is prudent that Council authorise the documents pertaining to the sale to be affixed with Council's Seal.

**FINANCIAL IMPLICATIONS**

Income minus legal costs. As noted above, the adjoining landowner will be required to pay their own legal costs.



**RISK IMPLICATIONS**

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

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

It is recommended Council authorise the sale of the land detailed in this report, subject to market valuation, noting that the adjoining landowners who have expressed interest in purchasing the land will be required their own costs associated with the transaction. Further, Council is requested to endorse and affix its Council Seal to all requisite documentation.





**PARKES SHIRE COUNCIL**

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Projection: GDA2020 / MGA zone 55

Date: 13/12/2022

Drawn By: Sharon Ross

## Closed Road Sections of McGrane Way

Map Scale: 1:6606 at A4

## 15 REPORTS OF THE DIRECTOR PLANNING AND COMMUNITY SERVICES

### 15.1 NOVEMBER 2022 BUILDING STATISTICS REPORT

**IP&R Linkage:** Pillar: Environment

**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.

**Strategy:** Manage our built environment in line with the Local Environmental Plan (LEP) and relevant legislation.

**Author:** Annalise Cummings, Executive Manager Planning and Certification

**Authoriser:** Brendan Hayes, Director Planning and Community Services

**Annexures:** A. Development Activity Report - November 2022

#### RECOMMENDATION

That Council:

1. Receive and note the November 2022 Building Statistics Report.

#### BACKGROUND

The Building Statistics Report is furnished to Council on a monthly basis and provides a snapshot of development activity in the Shire during that period.

#### ISSUES AND COMMENTARY

During the month of November 2022 there were seven (7) Development Applications received totalling \$3,220,757 and fourteen (14) consents were issued. Three (3) PSC Certifier Complying Development Certificates were received totalling \$350,500 and one (1) PSC Certifier consent was issued.

The figures shown in *Table 1*, below, are for Development Applications received during November 2022 with respect to the specified building types and a comparison to the November 2021 figures.

Table 1: Development Applications				
	November 2022		November 2021	
Development Category	No.	Estimated Value	No.	Estimated Value
Commercial	1-	\$10,000	-	-
Community Facilities	-	-	-	-
Industrial	-	-	2	\$1,129,073.00
Infrastructure	1	\$2,629,000.00	-2	\$308,000.00
Tourist Development	-	-	-	-
Single Dwelling-house	1	\$364,483.00	1	\$1,529,000.00
Residential Alterations and Additions inc ancillary / outbuildings	2	\$44,500.00	1	\$118,790.00

<b>Residential Other</b>	-	-	-	-
<b>Multi-Residential</b>	-	-	-	-
<b>Seniors Living</b>	-	-	-	-
<b>Subdivision only</b>	1	\$5,000.00	-	-
<b>Secondary Dwelling</b>	1	\$167,774.00	1	\$461,890.00
<b>Other inc demolition, earthworks, advertising structure</b>	-	-	-	-
<b>Mixed Development</b>	-	-	-	-
<b>Totals</b>	<b>7</b>	<b>\$3,220,757.00</b>	<b>11</b>	<b>\$3,546,753.00</b>
<b>FYTD Totals</b>	<b>67</b>	<b>\$45,929,084.94</b>	<b>59</b>	<b>\$14,641,476.48</b>

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

<b>Table 2: Development Consents</b>		
<b>Application No.</b>	<b>Address</b>	<b>Description</b>
<b>DA2022/0075</b>	44 Gobondery Street, Trundle	Subdivision (1 Existing Lot into 3 Lots)
<b>DA2022/0079</b>	21 Rosewood Avenue, Parkes	Dual Occupancy (Detached) and Retaining Walls
<b>DA2022/0089</b>	13 Lawson Street, Parkes	Outbuilding - Shed
<b>DA2022/0092</b>	2 Warragrah Place, Parkes	Outbuilding - Shed
<b>DA2022/0103</b>	40 Victoria Street, Parkes	Outbuilding - Shed
<b>DA2022/0108</b>	113 Dalton Street, Parkes	Outbuilding - Shed
<b>DA2022/0109</b>	21 Billabong Crescent, Parkes	Alterations & Additions to Dwelling (Proposed Extension to Dwelling, Proposed Outdoor Cover Area and Proposed Outbuilding - Shed)
<b>DA2022/0112</b>	4590 The Bogan Way, Bogan Gate	Temporary Use of Land (Bogan Gate Village Fair)
<b>DA2022/0114</b>	40 Webb Street, Parkes	Outbuilding - Shed
<b>DA2022/0117</b>	52 Best Street, Parkes	Dual Occupancy (Attached) and Strata Subdivision
<b>DA2022/0120</b>	10 Long Street, Trundle	Outbuildings (Shed with attached Carport and Pool House and Swimming Pool)
<b>DA2022/0122</b>	Wilga, Back Trundle Road, Parkes	Dwelling - House
<b>DA2022/0125</b>	Fedora, 1081 Robertson Road, Peak Hill	Farm Building (Machinery Shed)
<b>DA2022/0131</b>	Cooke Park, 158-176 Clarinda Street, Parkes	Temporary Use of Land - Christmas Parade and Carnival

The figures shown in *Table 3*, below, are for Complying Development Certificates received during November 2022 with respect to the specified building types and a comparison to the November 2021 figures.

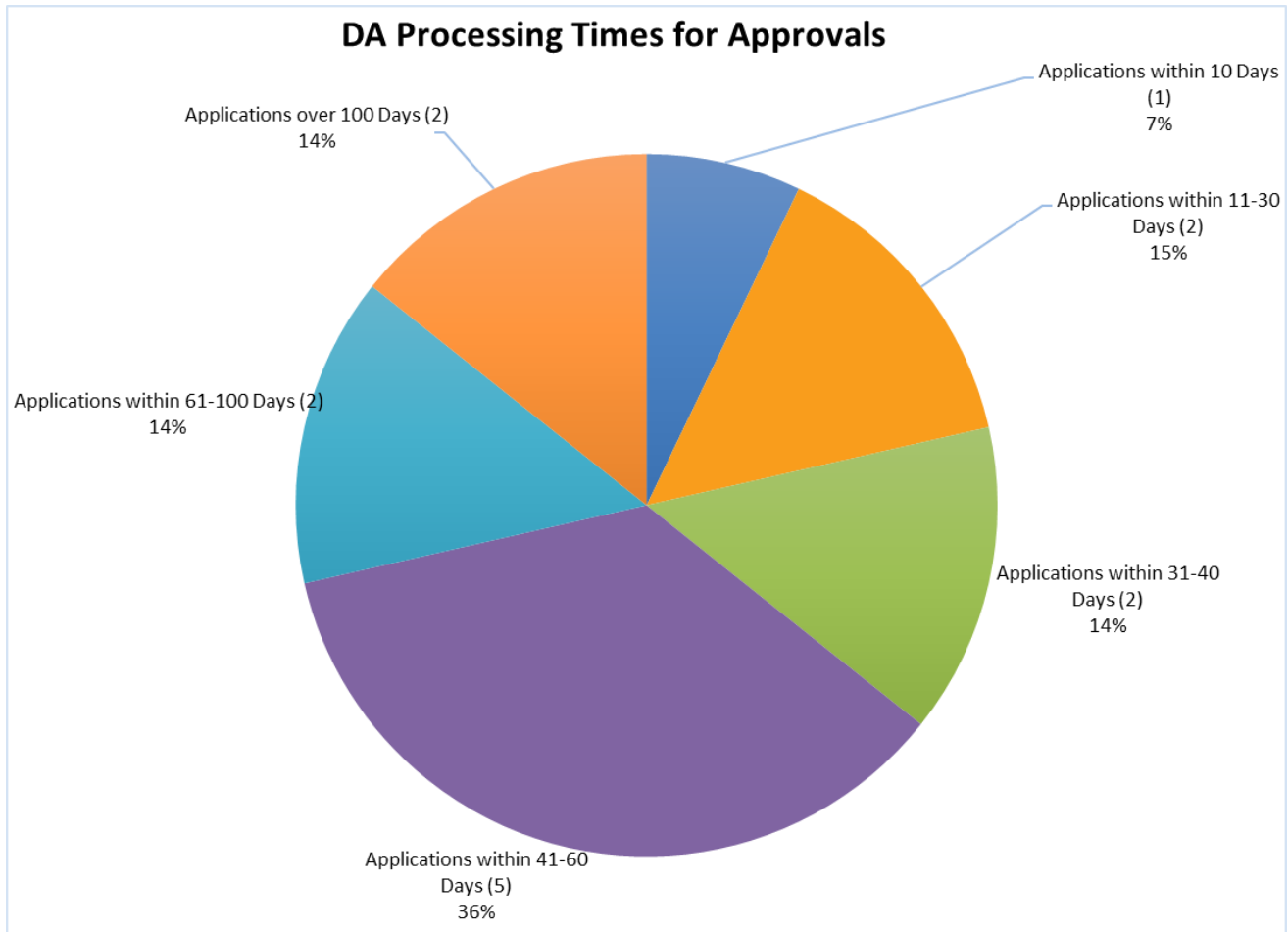
<b>Table 3: Complying Development Certificates</b>				
	<b>November 2022</b>		<b>November 2021</b>	
<b>Development Category</b>	<b>No.</b>	<b>Estimated Value</b>	<b>No.</b>	<b>Estimated Value</b>
<b>Commercial</b>	-	-	-	-
<b>Community Facilities</b>	-	-	-	-
<b>Industrial</b>	-	-	-	-
<b>Infrastructure</b>	-	-	-	-
<b>Tourist Development</b>	-	-	-	-
<b>Single Dwelling-house</b>	-	-	-	-
<b>Residential Alterations and Additions inc ancillary/outbuildings</b>	2	\$213,000.00	5	\$561,107.00
<b>Residential Other</b>	-	--	-	-
<b>Multi-Residential</b>	-	-	-	-
<b>Seniors Living</b>	-	-	-	-
<b>Subdivision</b>	-	-	-	-
<b>Secondary Dwelling</b>	-1	\$137,500.00	.	-
<b>Other inc demolition, earthworks, advertising structures</b>	-	-	-	-
<b>Totals</b>	<b>3</b>	<b>\$350,500.00</b>	<b>5</b>	<b>\$561,107.00</b>
<b>FYTD Totals</b>	<b>14</b>	<b>\$4,030,039.00</b>	<b>14</b>	<b>\$2,399,087.00</b>

*Table 4*, below, provides a list of Complying Development Certificates which were issued in the month of November 2022.

<b>Table 4: Complying Development Certificates</b>			
<b>Application No.</b>	<b>Address</b>	<b>Description</b>	<b>Certifying Authority</b>
<b>CDC2022/0041</b>	35 Noble Road, Parkes	Swimming Pool & Child Restraint Barrier	Council
<b>CDC2022/0042</b>	70 Mitchell Street, Parkes	Alterations & Additions to Dwelling - Patio	Council
<b>CDC2022/0043</b>	2A Junction Street, Parkes	Secondary Dwelling	Council

### DA Processing Times for Approvals

The information shown in the pie chart below is Development Application approvals issued for the period 01 November 2022 to 30 November 2022, inclusive. It should be noted that a total of fourteen (14) Development Applications have been approved with an average of 51.66 days.



### LEGISLATIVE AND POLICY CONTEXT

There are no legislative or policy considerations for Council associated with this report.

### FINANCIAL IMPLICATIONS

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

### RISK IMPLICATIONS

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

**COMMUNITY CONSULTATION**

Where a Development Application or Modification Development Application is required to be publicly exhibited, the application was made available for inspection at the Parkes Shire Council Administration Centre commencing from the date on which the public notice was placed in the local newspaper. The application was also included on the Parkes Shire Council website.

For Development Applications requiring neighbour notification, written notification of the proposed development was provided to the owner(s) of land immediately adjoining or adjacent to the subject land (as shown on Council's Property and Rating System at the time of notification) including land that is separated from the subject land by a watercourse, road, pathway, driveway, railway or similar thoroughfare.

Where more than one person is listed as the owner, written notification to one of the owners, is taken to be a notice to all of the registered owners.

**CONCLUSION**

During the month of November 2022 there were seven (7) Development Applications received totalling \$3,220,757 and fourteen (14) consents were issued. Three (3) PSC Certifier Complying Development Certificates were received totalling \$350,500 and one (1) PSC Certifier consent was issued.



# DEVELOPMENT ACTIVITY REPORT – NOVEMBER 2022

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



## LODGED

7

Development  
Applications

3

Complying  
Development  
Certificates



## DETERMINED

14

Development  
Applications

1

Complying  
Development  
Certificates

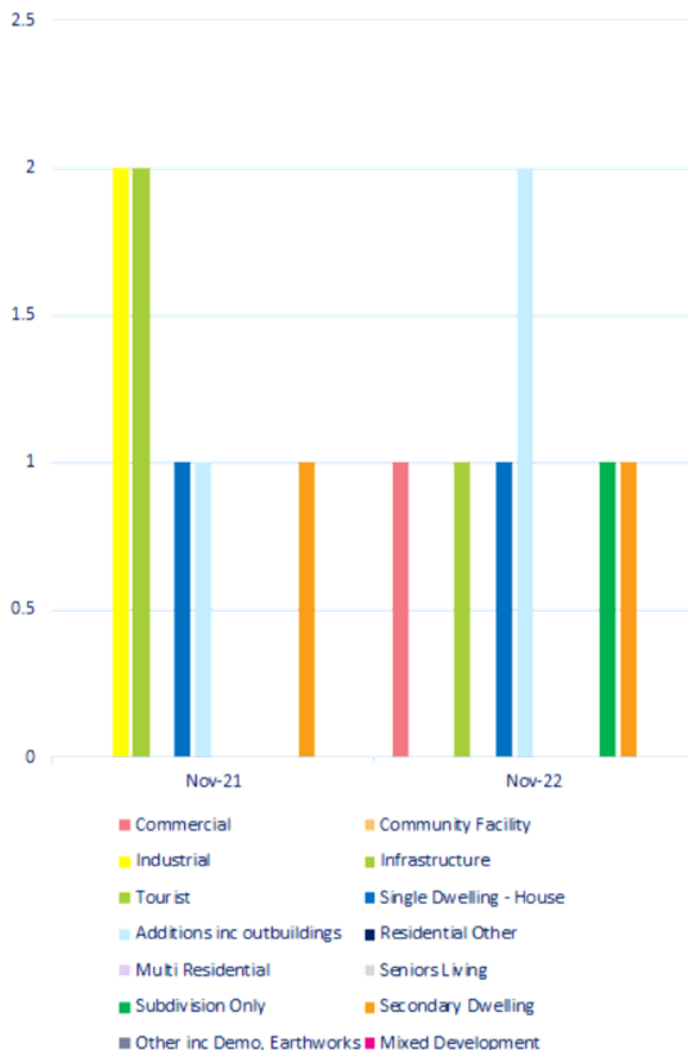
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Private Certifier  
Complying  
Development  
Certificates



**AVERAGE DEVELOPMENT  
APPLICATION  
PROCESSING TIME  
THIS MONTH  
51.66 DAYS**

Approved Development Applications



VALUE OF APPLICATIONS RECEIVED

**\$3,571,257.00**



**15.2 USE OF PEAK HILL TOWN IMPROVEMENT FUNDS FOR REPLACEMENT OF PEAK HILL CEMETERY FENCE****IP&R Linkage:** Pillar: Community**Goal:** Our community is safe, active and healthy.**Strategy:** Provide effective regulatory, compliance and enforcement services.**Author:** Brendan Hayes, Director Planning and Community Services**Authoriser:** Brendan Hayes, Director Planning and Community Services**Annexures:** Nil

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**RECOMMENDATION**

That Council:

1. Approve the allocation of \$41,400.00 from the Peak Hill Town Improvement Fund to replace the fencing at the Peak Hill Cemetery.
- 

**BACKGROUND**

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

**ISSUES AND COMMENTARY**

On behalf of the Peak Hill CCC, Cr O'Leary advised that the current amenity of the front fence at Peak Hill Cemetery has deteriorated, including various broken/damaged panels, and the need for painting.

The Peak Hill CCC is requesting that \$41,400.00 be allocated from the Peak Hill Town Improvement Fund for replacement fencing. Council has completed and funded removal of the deteriorated fence and retained the historical gate for installation within the Cemetery grounds.

**LEGISLATIVE AND POLICY CONTEXT**

There are no legislative or policy implications for Council associated with this report.

**FINANCIAL IMPLICATIONS**

Council has allocated funds in its Operational Budget for expenditure on projects within the Parkes Shire local communities as recommended by their Community Consultative Committee. There is a current uncommitted balance in the Peak Hill Town Improvement Fund able to support this capital item.

The Peak Hill CCC is requesting that \$41,400 be allocated from the Peak Hill Town Improvement Fund for replacement fencing. Council has completed and funded removal of the deteriorated fence and retained the historical gate for installation within the Cemetery grounds. Council carried out an RFQ process with five contractors contacted, with Justin Ward Constructions being successful.

**RISK IMPLICATIONS**

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

**COMMUNITY CONSULTATION**

There are no community consultation requirements for Council associated with this report.

**CONCLUSION**

Following a request from the Peak Hill CCC, Council Officers have sought quotations from suitably skilled contractors to replace the front fence at the Peak Hill Cemetery. As detailed in this report, these works are expected to total \$41,400.00 and it is recommended that Council approve the allocation of this sum from the Peak Hill Town Improvement Fund to carry out the works.

**15.3 ADOPTION OF THE DRAFT MIDDLETON MASTERPLAN****IP&R Linkage:** **Pillar:** Environment**Goal:** Our built environment is functional, sustainable and meets the needs of our growing community.**Strategy:** Direct new housing growth to appropriate locations where demand is forecast**Author:** **Brendan Hayes, Director Planning and Community Services****Authoriser:** **Brendan Hayes, Director Planning and Community Services****Annexures:** **A. Middleton Masterplan Exhibition - Your Say Submissions**  
**B. Middleton Urban Masterplan**

---

**RECOMMENDATION**

That Council:

1. Adopt the draft Middleton Masterplan, appended at *Annexure A*.
  2. Prepare a planning proposal to implement changes in the Middleton Masterplan, west of Docos Road.
  3. Continue discussions on delivery options with landowners impacted by the requirement for the provision of shared roads over adjoining property boundaries.
- 

**BACKGROUND**

The Middleton area of Parkes was identified in the Parkes Housing Strategy 2021 as a priority area for urban development. The Draft Middleton Masterplan has been developed in 2022 through two rounds of community consultation. The Draft Middleton Masterplan seeks to achieve the following objectives:

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

## ISSUES AND COMMENTARY

### Public Exhibition

The draft Middleton Masterplan was on public exhibition between 2 September 2022 to 7 October 2022.

During the public exhibition period Council received:

- 20 submissions on the Your Say platform.
- Seven (7) written submissions via email/mail.
- 926 page visits to the Your Say page.

Attached is all the submissions Council received during public exhibition. In summary, the common issues raised were:

- Lot sizes – smaller, not larger.
- More parkland / a green corridor extending from the Newell Highway to Harrison Park.
- Connection of Morrissey Way to Back Yamma Road.
- Concerns with limited access to Docos Road from the east (i.e. from Emerton Road).
- Concerns with the closure of Lee Street and new proposed north-south road.
- Timing.
- Woodward Street – less traffic and better access for heavy vehicles.

During the exhibition period several Middleton targeted landholder meetings were held, including consultation with Crown Land and NSW Department of Education and Training.

Council has had direct conversations and meetings with several parties to which careful consideration has been given to their submissions.

In response council has made several changes and note the following changes have been made to the draft Middleton Masterplan post public exhibition:

- Retention of Lee Street and relocation of walking paths along the extent of Lee Street to connect Woodward and Medlyn Streets.
- Connection of Docos Road (east) to Morrissey Way for vehicles and active transport network.
- Pedestrian Connection from Docos Road (east) to Middleton to provide continuity to the passive walking corridors.
- Reduction of lot sizes to Docos Street with road redesign to accommodate owner's request for reduced sized lots.

Submissions have been made in relation to the lot yield within the eastern portion of the planned area. Council may consider variation to the proposed lot design within the formal submission of a plan of subdivision. Any consideration of variations will need to be subject to consistency with the objectives of the overall master plan and adopted outcomes.

In conjunction with discussions with landowners, several points have been raised regarding the issues arising from roads located on boundaries of adjoining properties. It has been communicated that there are important equity issues and construction timetables that require consideration to allow certainty for developers.

There is a unique nature of this masterplan and its complication of dealing with several landowners adjoining each other with varying levels of engagement and future development desire. Several options for road delivery are available and while road patterns should be adopted as part of the plan, ongoing investigations will be required with landowners to deliver this outcome.

It is important for all parties to understand and have confirmation regarding the delivery of all enabling infrastructure including trunk mains, water upgrades, stormwater infrastructure and both collector and internal roads. Much of this infrastructure is design components of a formal subdivision process.

It is noted that as a result of the recent flooding event, further consideration is to be given to the rezoning of land east of Docos Street due to impacts on the flooding status and nature of lots within the vicinity of the creek and riparian areas.

### **LEGISLATIVE AND POLICY CONTEXT**

There are no legislative or policy considerations for Council associated with this report.

### **FINANCIAL IMPLICATIONS**

Funding for the draft Middleton Masterplan is provided in the 2022-2023 Operational Plan.

### **RISK IMPLICATIONS**

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

### **COMMUNITY CONSULTATION**

The draft Middleton Masterplan was on public exhibition between 2 September 2022 to 7 October 2022. During the public exhibition period Council received:

- 20 submissions on the Your Say platform.
- Seven (7) written submissions via email/mail.
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During the exhibition period several Middleton targeted landholder meetings were held, including consultation with Crown Land and NSW Department of Education and Training.

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- Connection of Docos Road (east) to Morrissey Way for vehicles and active transport network.
- Pedestrian Connection from Docos Road (east) to Middleton to provide continuity to the passive walking corridors.
- Reduction of lot sizes to Docos Street with road redesign to accommodate owner's request for reduced sized lots.

### **CONCLUSION**

Following conclusion of the public exhibition period and consideration of the public submissions received, it is recommended that Council adopted the draft Middleton Masterplan and prepare a planning proposal to implement changes in the Middleton Masterplan, west of Docos Road. Further, Council is advised that discussions on delivery options with landowners impacted by the requirement for the provision of shared roads over adjoining property boundaries will continue.



**Middleton Masterplan - Your Say Submission (online)**

Submission
Would like to see less Traffic using Woodward st as it is a very busy road and it is being used to by pass the town centre and connect to Forbes road
To have Morrissey Way joined with Fisher Street and Back Yamma Road, so the vacant land can be developed would reduce the illegal dumping of rubbish which we see occurring almost daily. Also to stop the youth from trying to 4wd in the dam located across from our house at ridiculous times of the morning
Keep the current parkland and add more with the Middleton expansion.
<p>I would like Council to consider a "Green Corridor" extending from the current Newell Highway to the Soccer Fields/Eugowra Road incorporating cycle/walking paths, gardens, areas of natural bushland and seating to link with the established pathway at the Soccer Fields. I envisage the corridor would form a green belt around Parkes to link up with other areas of natural and constructed public space and the Goobang/Billabong creek. There are many reasons why a corridor of this type is important to the people of Parkes, not the least is the preservation and enhancement of remnant and regenerating woodland, the provision of much cherished open spaces as the town develops, our need to consider carbon sequestration in the trees and shrubs already occurring and those to be added and the amenity and attractiveness this area could present to visitors arriving on the highway from the South. One only has to look at the high regard areas in Sydney such as the Domain are held by the residents to appreciate how important open, green spaces are to the population. Now is the time to set aside and improve these areas for future generations and not to allow overdevelopment and unsuitable housing/industry to be approved.</p> <p>It urge Council to consider the fact that there are a number of significant, old growth White box (<i>Eucalyptus albens</i>), Fuzzy box (<i>Eucalyptus conica</i>), Boobialla (<i>Myoporum montanum</i>), Hooked needlewood (<i>Hakea tephrosperma</i>), and Callitris growing in the area between the Newell highway and Back Yamma road which should be protected. There are also many young examples of these trees regenerating in this area. All these trees and shrubs provide habitat for a wide range of native fauna including Eastern grey kangaroos, swamp wallabies, many different bird species and a range of reptiles.</p> <p>Before any plan of management is adopted or works were to begin, a full biodiversity survey of all the various ecosystems and habitats should be carried out by an independent, qualified company to ascertain exactly what is to be found in the area and what risks would any development pose to the flora and fauna.</p> <p>Thank you for the opportunity to contribute and I wait with interest to see how this management plan develops.</p> <p>Martin Bell</p>

I think the masterplan looks really good, some more detail or provide access to documentation in regards to stormwater management plan, test of significance that was completed would be appreciated to allow residents to provide better informed feedback as not much detail is provided within the masterplan and I would be keen to read more on this. No details is provided on the possible contamination are we able to obtain more info on that or has not been completed as yet? how does council plan to manage the dryland salinity issues? can you provide additional details on that please.

What happened to the environmental subdivision that was proposed for the council land at the rear of Georgefiled Drive? Can you provide details/update on that please.

Whats sustainability aspects are being considered as part of the masterplan, this should be made clear and upfront in the masterplan and developers need to ensure these are implemented. As all council will grapple with climate change this needs to be made a top priority in all masterplans moving forward on the path to Net Zero by 2050.

An overpass or underpass should be constructed for interactions with rail, this would be best for commuters and trains and safety for all in the area.

We recently finished construction of two units at 63 Forbes Street and planned on continuing with our development but have had a few setbacks. At the moment this is one large lot which includes the two units at the front. For us to be able to continue, we would need to subdivide the back section into two lots. We have found that it would cost over \$55,000 to get power from the other side of Lawson Street to our block.

We would like to be able to discuss this with Council soon as if we were able to overcome this setback, we would be able to continue our construction.

I live in Nash Street. I believe this plan will help with shortage of houses and useable residential blocks in town. The roads and pathways will need some work. Overall I support the Middleton Masterplan.

Overall I think the Middleton Master plan is really promising, but I have a few comments, questions, and concerns.

1) in the original 2016 Pedestrian and Cycleway strategy, it was noted that Fisher St (from Back Yamma Rd to Woodward St) is a regularly used route already in use by pedestrians and cyclists, and yet in the Middleton Master plan there is no footpath on Fisher St between Medlyn St and Woodward St. This makes no sense. I believe the Fisher St footpath should extend the entire length of Fisher St, as originally planned.

2) The Master plan shows the footpath on Medlyn St being on the north side of the road. I'm interested to know why this has changed from the 2016 plan of having it on the south, but I honestly think it ought to be on both sides. Lots of school kids walk through Medlyn St, approaching from the north and south. It makes sense that they should be able to safely approach the school from either side.

3) I note the removal of the "underutilised" green spaces to make way for housing. I agree that the area on Vacluse isn't used as a park (it's not a nicely maintained space), and I've never seen anyone use the Lion's Play Park in all my years here. But the green space on George Field drive (Bernard Maguire Park) is beautiful and open, and central to the proposed Middleton expansion. According to the Master Plan, Middleton will only be surrounded by green spaces, but not include any. I'd like to see the Bernard Maguire Park open area stay.

4) I don't understand why the completion of Morrissey Way (between the Highway and Back Yamma) isn't the first priority for road development, given that this is already receiving reasonable traffic.

5) I love the expansion of the Pac Park through to Harrison Park, and the new community open space by Morrissey Way. I look forward to these being available to my family.

6) I'm very interested to understand the kind of timeline Council proposes for these changes.

I am generally supportive of the Plan put forward but would like to highlight the following:

p13 - With regards to drainage and other water movement discussed under 3.3.1 and 3.3.2, I urge Council to seek from third parties (or undertake where within its remit) resilient and effective ground works going forward - with increasingly extreme weather events, flash flood and surface water inundation mitigation in Middleton has to be a priority.

p14 - With regards to slope and soils discussion under 4.3.1 and 4.3.2, I urge Council to consider the overall effects of increasing 'build-over' in relation to (a) accessibility of some properties on steeper terrain and (b) the increase runoff of surface water, the latter linking to the point raised in relation to p13 above.

p35 - With regards to the return of pocket parks to residential (diagram at 7.1.4), I believe that, ideally, such parks should also be retained as much-loved existing green spaces. However, if this is truly not feasible, then I respectfully submit that, at the very least, any such return should be conditional on all other open space works proposed under 7.1.4 having previously been carried out. In short, if there is to be any kind of developer 'gain' on this point, the balancing community 'gain' should be fully realised first.

Thank you for your time.

Kind Regards,

Anne Lea

I am hoping that a shopping centre is included in the master plan,

The proposal appears to link Newell Highway through to Eugowra Road / Henry Parkes Way / Renshaw McGirr Way. If this is the preferred through traffic route then you'd need to grade separate the crossing just south of Parkes and also grade separate the Middletown bypass over the railway at the eastern end (connection to Eugowra Road) to make it a desirable route. You would also need to realign the intersection of Eugowra Road / Henry Parkes Way and Renshaw McGirr Way for improved safety and network efficiency with increased demand on this intersection. If the grade separations aren't completed then the priority should be looking at ways to improve routing between Parkes Bypass and Henry Parkes Way (as I believe people would prefer this alternative route to Middletown bypass to avoid the two extra level crossings and associated journey delays). Completely agree that Middletown bypass should include shared pathway facilities for full length, including connection to existing network at both ends. Thank you for the opportunity to comment.

<p>On map 35, Middleton serving plan, the sewer extension is shown linking up with existing sewer line in the centre of 7 Emerton Rd. This is on the corner of Nash street. We have purchased this property earlier this year, and are planning to build a new home here. Can you please make sure the new sewer line is located so it does not interfere with the positioning of our house as it reconnects from the Norther side.</p> <p>I have spoken to Geoff Porter, and he assures me there will be no way the sewer will interfere. I have put this in writing to have a record.</p> <p>Dear Sir/Madam</p> <p>Thank you for the opportunity to comment on the draft Middleton Urban Masterplan.</p> <p>I appreciate the work that's gone into the masterplan to try and better utilise space in this area of town through a more planned approach.</p> <p>My partner and I have built a new house in the Middleton area at 72 Medlyn Street and have recently moved in. The previously owner of our land subdivided the block into 5 separate blocks which are now all being built on. In several parts of the Masterplan it identifies these blocks as vacant land and still owned by the one owner. Could the masterplan be updated in several parts to show both the land not being vacant and the land being owned by 5 different people.</p> <p>I'm concerned with the rezoning of the area around Docos Road, Nash Street and Emerton Road, as it will open up too much area for residential development and result in isolated areas of dense development. Consideration should be given for rezoning just the land on the west side of the proposed Southern Link Road, then after this is built out rezoning east of the link road to better control development.</p>
<p>I live near Nash Street and don't want Docos Road removed because we all go to work and school that way and it is much shorter. I also would like more bicycle and walking tracks put in here as you have to walk on the narrow roads with fast cars. There are lots of people who live out here and we need NBN and gas and sewer, can we get these as well when the new houses are built</p> <p>I want to have better services and safer roads. New intersections that are cross roads should be roundabouts. New housing behind the soccerfields would be good but not too many and there needs to be a road into town that doesn't have to go over the rail crossing near the soccer fields or back to the busy Back Yamma Road or Highway. Can we get better broadband to all of the existing houses along Nash Street.</p>
<p>Provide new vehicle link from Woodward street or Medlyn Street to Morrissey Way/ Southern Link Road, to compensate for the removal of Docos Road to Prospect Road.</p> <p>Cycle way and pedestrian access should be considered to connect to the residential areas south of Morrissey Way/ Southern Link Road. There is no link proposed for the residents living on the southern side of the new road</p> <p>Utilities, such as NBN, Gas, Sewer, should be provided for all properties not just new properties</p>
<p>Can access remain via Docos Road, it is too far to go around. Can East St intersections with Orange Road and Woodward St be made safer. The level crossing at Nash St should be closed if a new one is built on the yellow road</p>



I really want to see NBN optical fibre and natural gas made available to all houses new and existing within 1-2 km of the new houses or at least nearby. I also really want to see more cycling paths and walking paths provided to all new houses and existing houses nearby. More trees planted in the area and along walking tracks and road would be good as it gets very hot in Parkes. Docos Road should remain as an option to get into town. Olive

I am concerned about the removal of Docos Road to Prospect Road because it will unnecessarily extend travel time for pedestrians and cyclists (and every person not privileged to own a car).

I would recommend the inclusion of a road (or a pedestrian and cycle link at a minimum) to connect Morrissey Way or Southern Link Road to Woodward St or Medlyn St.

Additionally, any new utilities such as NBN, gas and sewer should be provided for all properties, not exclusively to new properties.

I visit my family in Parkes all the time and I am concerned that Docos Road will be cut and that a currently beautiful area will be developed. If the area near Nash St is to be developed the blocks need to be as large as possible to distinguish from those in town and to transition to the larger blocks. If the area is to develop the adjacent dwellings need to be provided the same services as the rest of the town, after all they are zoned residential even if they are larger lots. This means gas and internet and other services should be connected to the greater area around Nash St. The new residential area by Nash Street should be treated as a transition area from higher density to lower density meaning that kerb and gutter may not be needed but NBN and Gas etc would be, Regards Hennie

Please don't increase the distance into town for us in Emerton Road and Nash Street, please connect Docos Road or one nearby. Please also give us access to utilities such as fibre and gas and sewer. Please make sure we have access to walk our dogs in the new green space area by providing a safe path and road crossing to get to it and into town without having to walk along the dangerous Nash St. In the last 6 months we have had our family pet killed on Nash Street and so have our neighbours, people travel too fast along this road

I think I just spelt my email address wrong so please don't ignore the submission.

1. Connect Docos Road all the way into town
2. Give nearby houses connections to NBN and Gas and Sewer
3. Give us a walking track so we can get to the new green space from Emerton Road



I support upgrading key intersections to keep the area safe with the increasing traffic.

Get rid of the Nash St rail crossing as it is too noisy at night

Connect Docos Road to Woodward St via Lee St or one of the proposed roads

Upgrade the area so the internet works and we don't have to use expensive bottled gas, we basically live in town in this area and have no services

Woodward St and East St is dangerous. East St and Clarinda St needs a roundabout. More roads need to be connected to the new bypass to get to hospital and to get between the two new area of housing that the bypass goes between plus the soccer fields. Walking paths need to be safer than going through the train crossing at the soccer fields. This wasn't advertised well

Provide an access into town from the Southern Link Road to the CBD via Woodward St or Docos Road.

Provide shared paths to the entire area to be developed as only half is serviced.

Consider increasing lot size south of the new South Link Road. Make utilities available to all that live south of the new arterial road.

Provide more trees for the many birds and wetlands for the many frogs in this area

Coventry, 47-51 Fisher St, Lot 3 DP808618

Thank you for the opportunity to view and comment on the Middleton Master Plan. I am a resident of Fisher St, alongside what was previously the TRS, and is now proposed to be a new street and the area for the new link road.

I am pleased to see the planning for the Middleton area and welcome ideas for improving the safety and amenity of the area. I am very pleased that the area immediately to the south of my home is to remain undeveloped, apart from a new proposed road.

I do have some concerns about my own home and block of land. When we built (mid 1990's) we were assured that this area could not be subdivided to anything less than 1 hectare, so we built our home in the middle of our 1 hectare block. I see that now this 1 hectare of land could be subdivided into as many as 10 housing lots (blocks labelled 182-191), with 8 of these facing new roads - except that my home is in the middle of it! This of course was not our plan for our quiet, edge-of-town home with its rural outlook.

Following are some concerns I have:

- I have been informed by a council officer that my rates would be unaffected, until such times as someone sought to subdivide the land. I would appreciate confirmation of this, especially if the land is to be rezoned from R5 to R1.
- I currently have a septic system. I need some information about the requirements for when sewer is extended to this area, the likely costs and some idea of the timeframe for this.
- Where is the liability for fencing, with the 2 new roads going in around my block? Will there be specifications about what is required or permitted, and whether there needs to be fencing at all?
- I would like to know the expected traffic load of new road to the south of my block, if it is to be a link between the Forbes Rd and wherever it is to come out near the eastern end of the link road. How much distance will there be between the edge of my block and this proposed road at my southern boundary? Will this be part of the "treelined buffer area"? There is a lot of land there, I hope the road will not be right up against my land.
- I would like to know how the intersection of Back Yamma Rd with the proposed link road will work. I understand the link road will not be accessible from Back Yamma Rd, and I would like to know how flow-through traffic along Back Yamma Rd will be managed.

Thank you, I would welcome communication in regard to these issues.



**CURRAJONG**

DATE

**DECEMBER 2022**

CLIENT

**Parkes Shire Council**

PROJECT

**Parkes Housing Strategy  
Release Area Masterplanning**

DOCUMENT TITLE

**Middleton Urban Masterplan**

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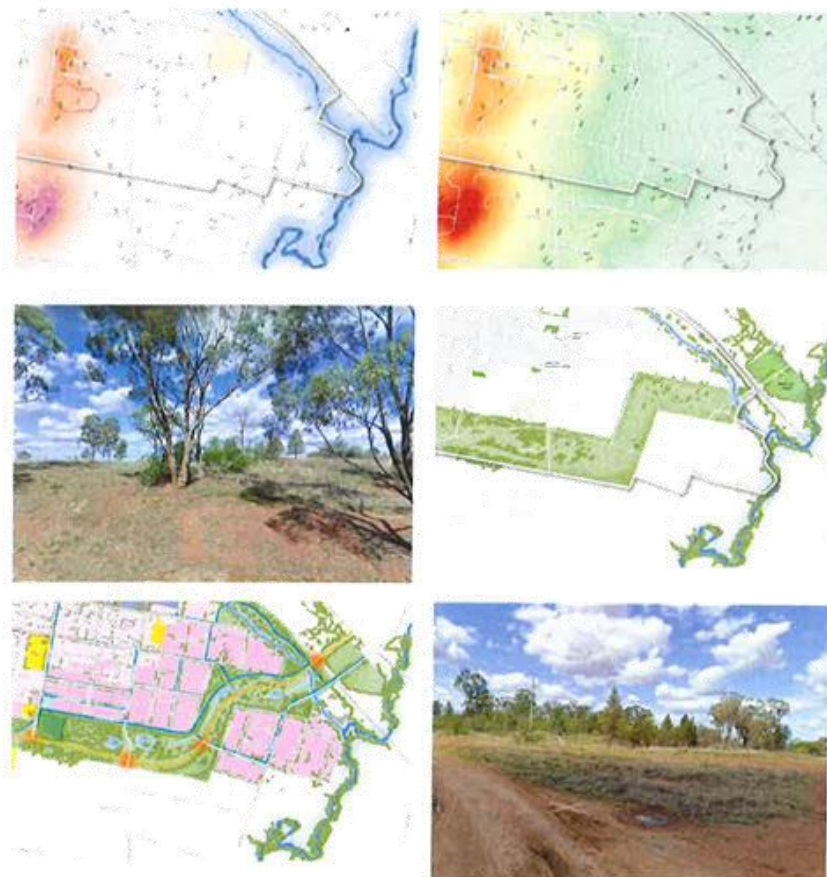




**PARKES HOUSING STRATEGY  
RELEASE AREA MASTERPLANNING  
MIDDLETON URBAN MASTERPLAN**

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Orange to Broken Hill Railway  
Local Road Network  
Existing Urban Land-use  
Middleton

MAP NO. 1 - SITE LOCATION MAP



### 1.1 SITE LOCATION

Middleton is located on the southern area of Parkes and is bound by the Orange Broken Hill Railway Line to the north, Goobang Creek to the east, Newell Highway (Forbes Road) to the west and the Morrissey Way (southern ring road corridor) to the south.

Map 1 shows the location of Middleton in relation to the Parkes Urban Area.

### 1.2 SITE HISTORY

Middleton was named after Parkes local war hero Rawdon Hume Middleton VC, who sacrificed his life for the sake of others during WWII. The area comprises existing residential housing estates, Middleton Public School, industrial and commercial land-uses, open spaces and areas of vacant residential zoned land.

### 1.3 SITE DESCRIPTION

Existing residential housing areas comprise detached single storey late 19th and 20th Century dwellings as well as dwellings of more recent origin, including Suburban Moderne, Austerity and Contemporary (70s) styles. The majority of residential parcels are just under the typical quarter acre lots and a 6-metre building line predominates. Typically, 'open' front fences have mostly been constructed on the property line which are generally open and low (less than 700mm in height with some as low as 200mm) and are generally of timber, wrought iron and masonry construction.

The eastern edge of Middleton has been partly developed with large lot residential parcels with houses, sheds and small farms. The precinct contains a mix of brick, fibro, weatherboard and transportable dwellings ranging from housing built in the 1950s through to modern brick dwellings. Substantial building lines predominate with mostly stock proof fences and landscaping. Large vacant parcels (some with native vegetation) are interspersed throughout the large lot residential precinct with open drains and minimal street infrastructure.

Middleton includes the elongated open space area of Pac Park, which is characterised by open grassed areas and a landscaped riparian channel that drains to the Goobang Creek further to the south-east.

Existing industrial land-uses are confined along the northern side of Woodward Street which interface with detached housing south of Woodward Street as well as Pac Park and railways to the north.

The Parkes Hospital is a new public facility constructed in 2016 on the western border of Middleton on the corner of Morrissey Way and the Forbes Road.

Large areas of Crown Land border the southern edge of the rail corridor as well as southern edge of Middleton. Historically, these areas have served as the Travelling Stock Route around the southern edge of Parkes and have more recently been identified as an infrastructure road corridor for a southern ring road.





#### 1.4 PROJECT BRIEF

The Parkes Shire Housing Strategy 2021 identifies areas of Parkes for future residential housing development, with Middleton shown as Stage 1 residential release, due to its proximity to infrastructure services and the urban area of Parkes.

Parkes Shire Council at its Ordinary Meeting held on 15 March 2022, resolved to progress the development of a housing Masterplan for Middleton.

The development of the Middleton Masterplan has been undertaken by Parkes Shire Council in three key stages:

1. Site investigation - to inform the key directions for design, physical constraints and opportunities.
2. Vision - to determine desired outcomes in relation to infrastructure, public spaces, aesthetics and other issues.
3. Masterplan - to set clear strategy for urban growth, with a coordinated approach to the staging of infrastructure.

Community stakeholders have been consulted in relation to Stages 1 and 2, with the feedback received informing the brief for the preparation of a Draft Middleton Masterplan by Currajong Pty Ltd.

#### 1.5 STUDY SCOPE

The Middleton Masterplan presents a plan which covers the entire Middleton area, bordered by the Orange Broken Hill Railway Line to the north, Forbes Road to the west, Morrissey Way (southern ring road corridor) to the south and Goobang Creek to the east.

The Middleton Masterplan provides a vision for optimal use of the urban land resource while ensuring protection of the environment and enhancing the lifestyle of residents already living in the area. The Masterplan also provides a framework for new development, which will guide developers and Council in decision making around the provision of infrastructure and staging of development.

Middleton Masterplan will support a future Planning Proposal to rezone land from R5 Large Lot Residential to R1 General Residential.

The primary focus of the Masterplan is to:

- + ensure that any new development is carried out in a coordinated and sustainable manner
- + Providing opportunities for the new development either by existing landowners or by other stakeholders with necessary capacity.

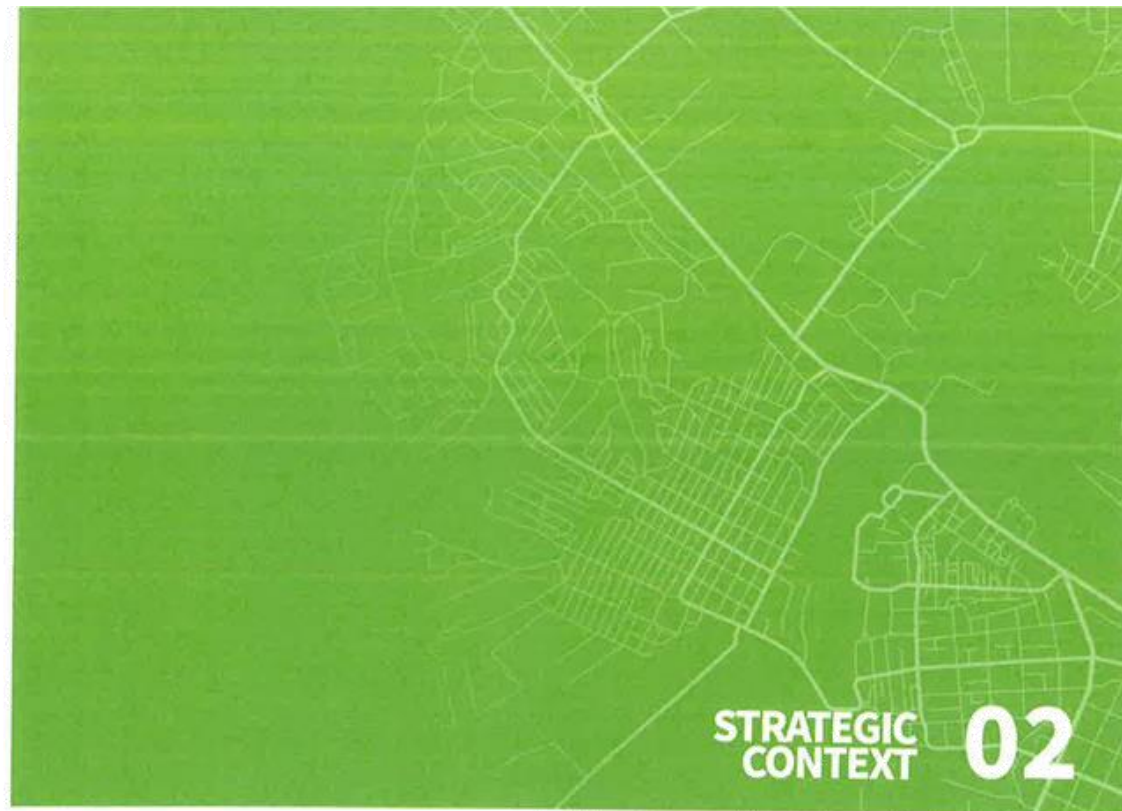
Map 2 shows the scope of the Middleton study area.

MAP NO. 2 - PROJECT STUDY AREA



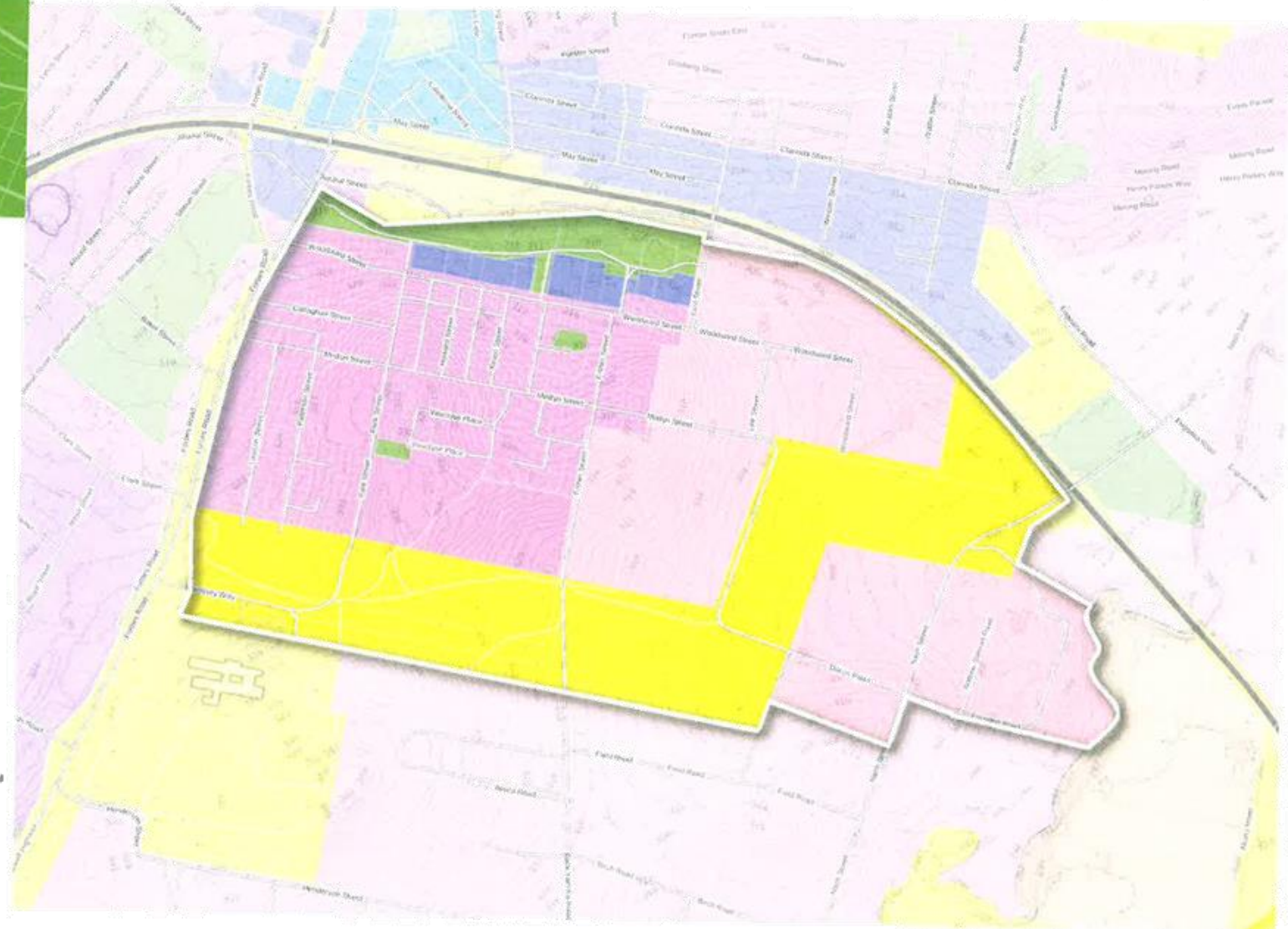






MAP NO. 3 - EXISTING LAND ZONING MAP

0 250 500 m



## 2.1 PARKES LOCAL ENVIRONMENTAL PLAN 2012

The Middleton study area comprises land that is predominantly zoned R1 General Residential and R5 Large Lot Residential. Land zoned SP2 Infrastructure is located along the southern fringe of Parkes, which accommodates the Parkes Hospital and the first stage of Morrissey Way which is intended to eventually link to Back Yamma Road and then further onto Nash Street. Open space areas are zoned RE1 Public Recreation and include Pac Park bordering the Orange to Broken Hill Railway and comprising riparian areas draining south-east to the Goobang Creek.

Map 3 shows the current zoning in the Middleton area.

B1 Neighbourhood Centre	IN2 Light Industrial
B2 Local Centre	R1 General Residential
B3 Commercial core	R2 Low Density Residential
B4 Mixed Use	R3 Medium Density Residential
B5 Business Development	R5 Large Lot Residential
B6 Enterprise Corridor	RE1 Public Recreation
B7 Business Park	RE2 Private Recreation
E2 Environmental Conservation	RU1 Primary Production
E3 Environmental Management	RU5 Village
E4 Environmental Living	SP2 Infrastructure
IN1 General Industrial	SP3 Tourist

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## 2.2 PARKES SHIRE LOCAL STRATEGIC PLANNING STATEMENT 2020-40

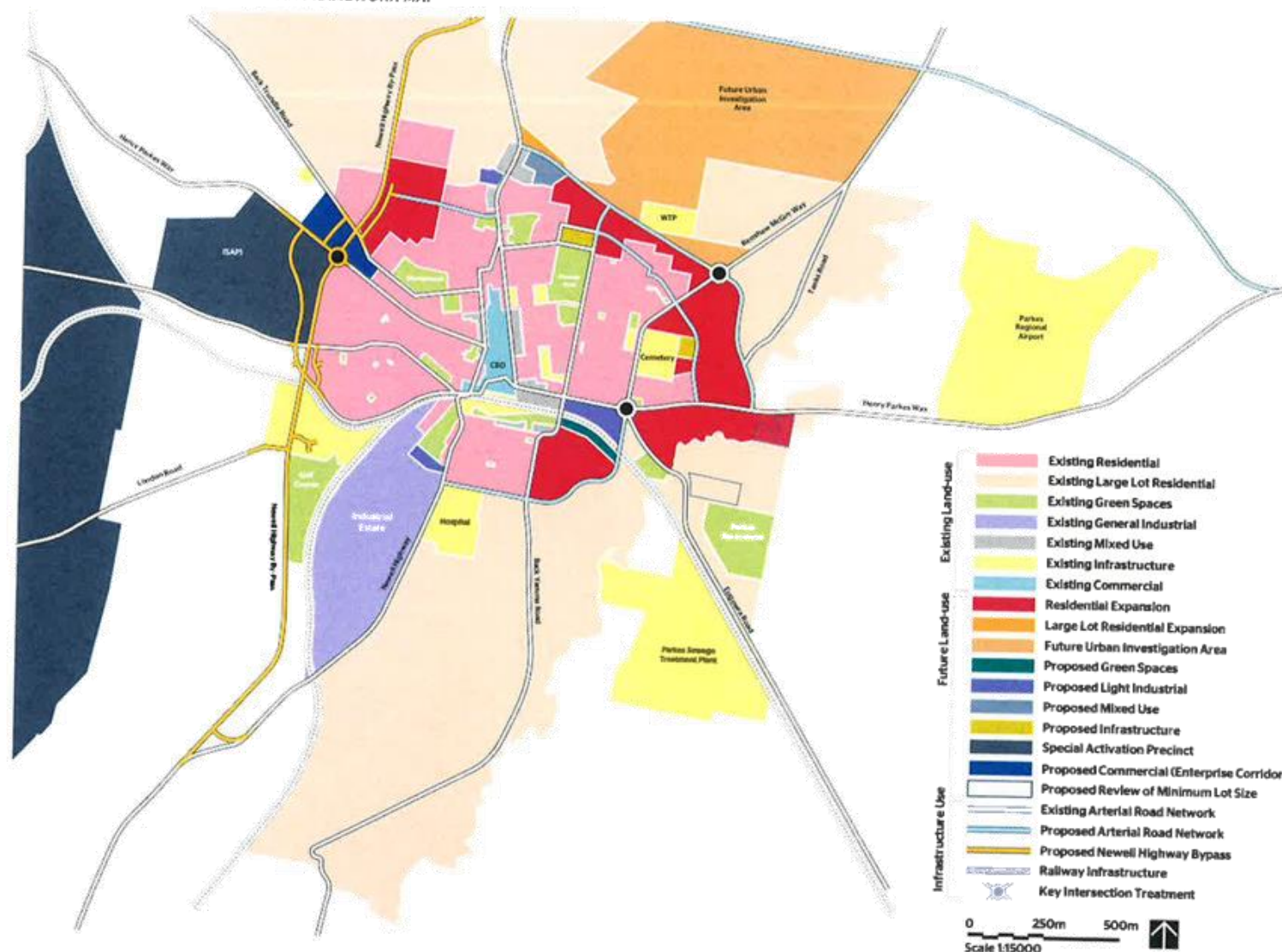
The Parkes Shire Local Strategic Planning Statement (Parkes LSPS) was adopted by Parkes Shire Council in 2020 to identify the following:

1. The basis for strategic planning in the area, having regard to economic, social and environmental matters.
2. The planning priorities for the area, consistent with any strategic plan applying to the area and any applicable community strategic plan under Section 402 of the NSW Local Government Act 1993.
3. The actions required for achieving those planning priorities.
4. The basis on which Council is to monitor and report on the implementation of those actions.

The Parkes LSPS identified areas of land for future residential development, which requires further investigation to determine future demand, constraints and opportunities, infrastructure and servicing requirements, lot sizes and housing types and the logical release of serviced land for residential development. The Middleton area was identified as an area with potential for further residential development and expansion in the Parkes LSPS.

Map 4 shows the Parkes LSPS Framework Map for the Parkes Urban Area.

MAP NO. 4 - PARKES LSPS URBAN FRAMEWORK MAP



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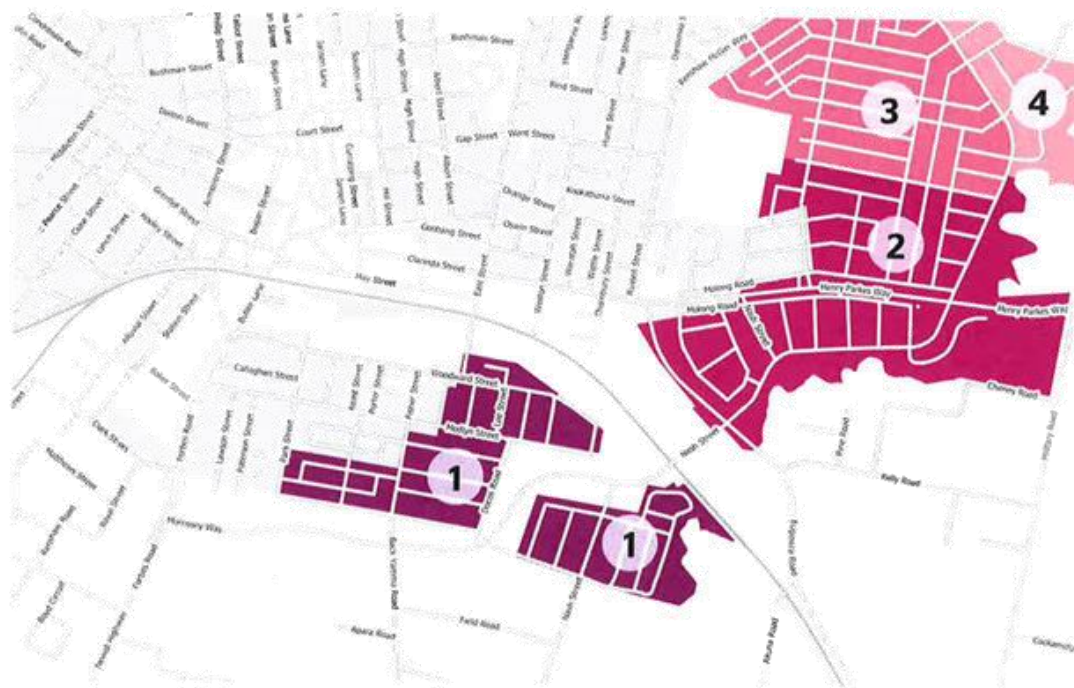


### 2.3 PARKES SHIRE HOUSING STRATEGY 2021

The Parkes Shire Housing Strategy (PSHS) was adopted by Parkes Shire Council in 2021 to set the vision for sustainable growth within the residential expansion areas identified in the Parkes LSPS. The housing strategy identified the key areas for residential expansion through existing undeveloped residential zoned land as well as the residential expansion areas.

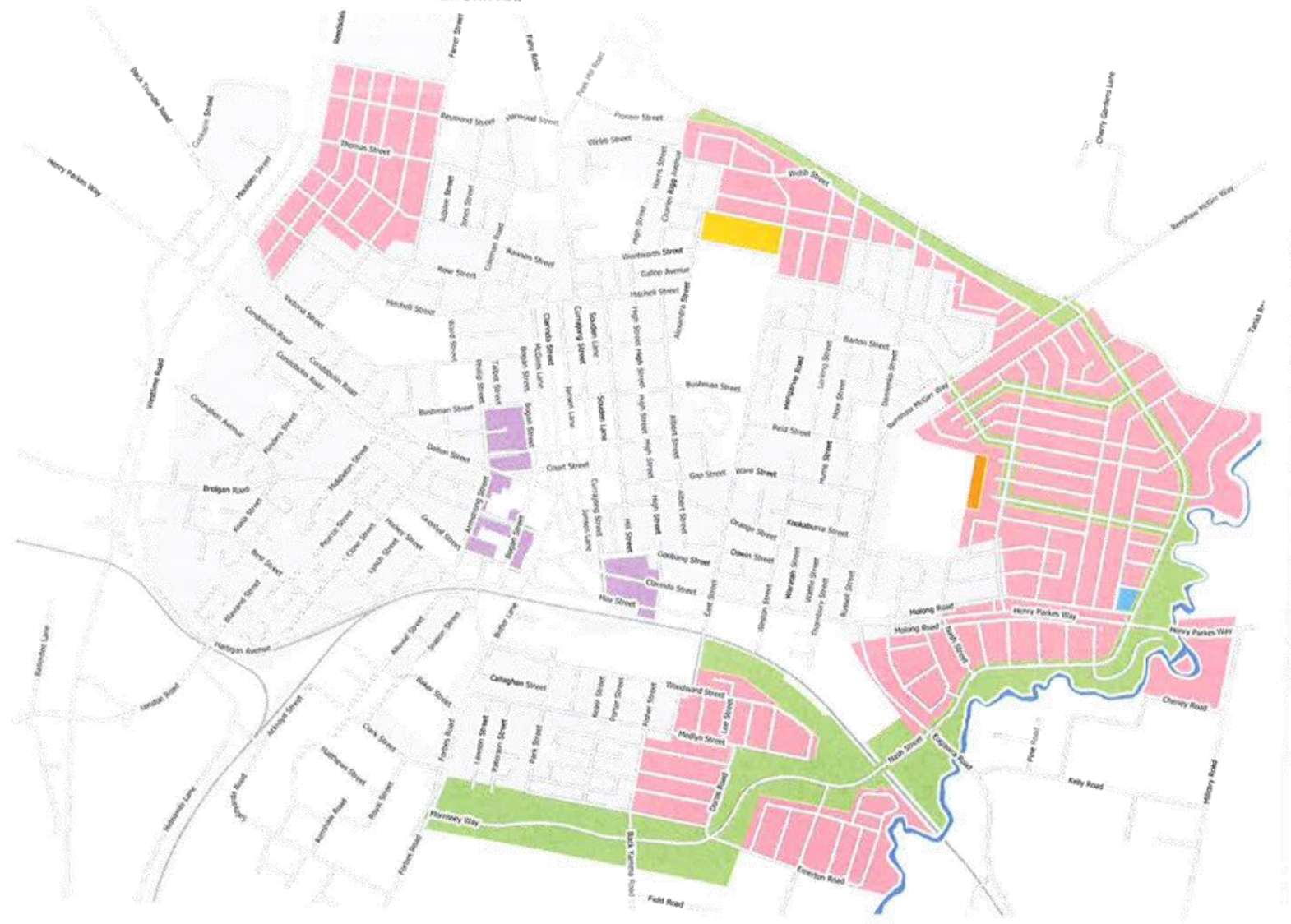
The Middleton area was identified as the first urban release area in the PSHS due to its ability to be efficiently serviced by infrastructure and utilities, including reticulated water and sewerage.

Maps 5 and 6 shows the PSHS Parkes Urban Area Framework and Staging Framework which prioritises Middleton as a Stage 1 Release Area.



MAP NO. 5 - PARKES HOUSING STRATEGY STAGING FRAMEWORK MAP

MAP NO. 6 - PARKES HOUSING STRATEGY URBAN FRAMEWORK MAP



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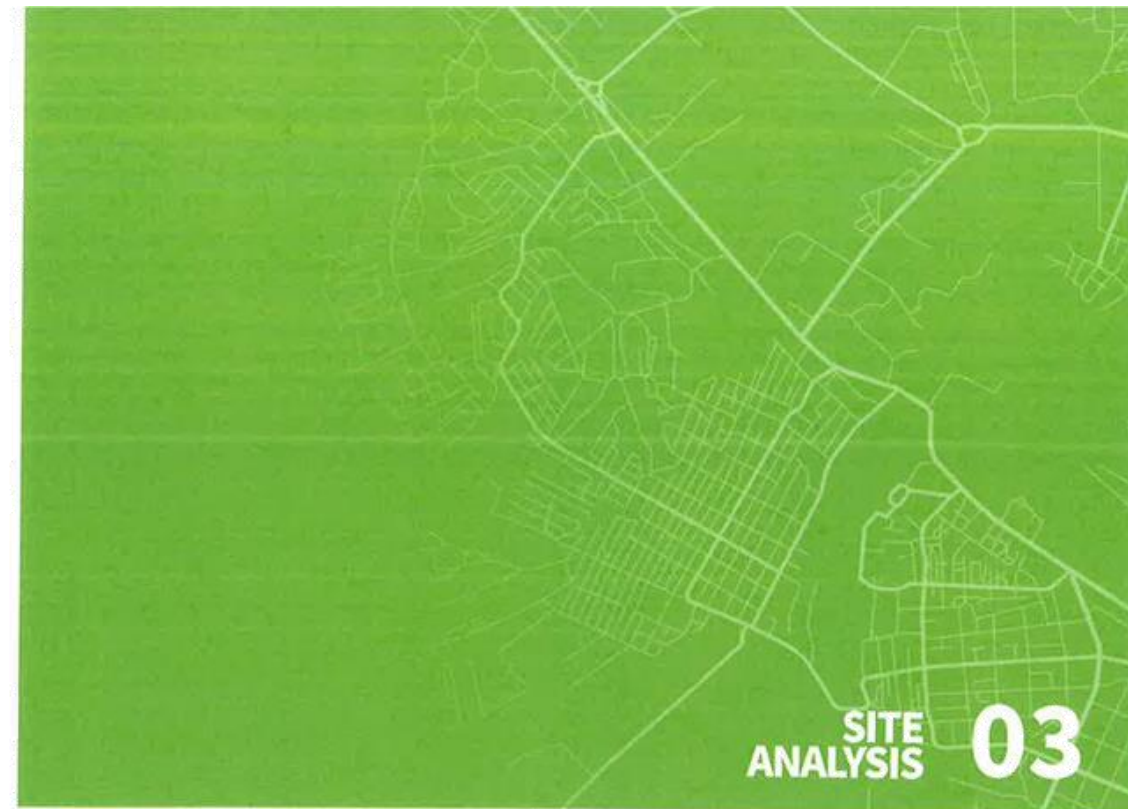
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### 3.1 ROADS AND TRANSPORT

#### 3.1.1 Parkes Urban Roads Network

Roads continue to be a primary focus of Council's long-term transport plan.

The Parkes roads network has historically been characterised by several main roads radiating from the centre of Parkes in a 'star-like' pattern to the wider region. While providing direct routes to the Parkes CBD, this network of main roads has presented traffic issues and land-use challenges for urban growth and development.

A long-term transport plan has been developed by Parkes Shire Council which has reserved a ring road system to support the movement of heavy traffic away from the Parkes CBD. Implementation of the Newell Highway Bypass was facilitated by the reservation of a western ring road corridor around Parkes in the early 2000's. A southern ring road was also reserved at this time, with the first stage of this road (Morrissey Way) already constructed to provide access to the New Parkes Hospital.

Under the Parkes LSPS 2020-40, Council has developed a robust integrated planning framework requiring consideration of transport planning principles and objectives when making strategic planning and land-use planning decisions.

MAP NO. 7 - PARKES URBAN ROADS NETWORK MAP



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Prepared by: 2024/2025 Planning & Development  
Reviewed by: 2024/2025 Planning & Development  
Approved by: 2024/2025 Planning & Development





### 3.1.2 Parkes Railways

Parkes sits at the centre of the Inland Railway, Australia's largest freight rail project to connect Melbourne and Brisbane via an inland route through regional NSW. The Transcontinental Railway (Sydney to Perth) also runs through Parkes, which provides potentially significant opportunities for change, growth and development opportunities in the area.

The Orange to Broken Hill Railway runs through the Parkes Urban Area on the northern boundary of Middleton. The railway is an important connection between the eastern seaboard and the Parkes Railway Station, Inland Railway and the Parkes Special Activation Precinct. There are three level crossings of the railway that must be negotiated by vehicular traffic, pedestrians and bike riders in close proximity to Middleton. Several buildings / precincts within the railway corridor are identified as State Heritage Items.

Under the Parkes LSPS 2020-40, the central railway and drainage area from Pac Park to Harrison Park has been identified as an area for open space and passive recreation activity, drainage and a buffer between railway, industrial and residential land-uses.

MAP NO. 8 - PARKES RAILWAYS MAP



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### 3.1.3 Public Transport

Public transport options remain limited in Parkes, largely due to the lack of population and density that underpin viable public transport services. A connected system of school bus services is established mornings and afternoons (weekdays) and a town bus service also runs during weekdays. Taxi services provide the mainstay of local trip transport services, with the majority of movements between residential areas and the Parkes CBD.

### 3.1.4 Active Transport

Parkes Shire Council continues to provide active transport facilities through the implementation of the Parkes Shire Pedestrian and Cycling Strategy 2016. Pedestrian paths are found within the more established areas of Parkes, as well as along recently established shared paths located in the northern and eastern parts of the Parkes Urban Area.

The Middleton area is currently not provided with a comprehensive network of pedestrian shared paths. Existing infrastructure is limited to an existing shared path on Forbes Street (linking to the CBD to the Parkes Hospital) and existing paths on Medlyn Street and Woodward Street which connect into Pac Park. There are gaps in the existing network linking residential areas in Middleton to other important attractors in the area such as the Middleton Public School, Parkes Skate Park and Harrison Park sporting precinct.

Map 9 shows the location of existing active transport infrastructure in the area.



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### 3.1.5 Trip Patterns and Behaviour

Fisher Street and Back Yamma Road have traditionally served as the entry into Parkes from a collection of large lot residential housing and larger farms south of Parkes. At present, traffic generated south of town travels through Fisher Street and Woodward Street, which comprises residential housing and a primary school. Issues around traffic volumes, vehicle speed, road geometry and through traffic impacts on residential amenity are challenges for the area.

The Orange to Broken Hill Railway runs east-west through the Parkes Urban Area and along the northern boundary of Middleton. Railways continue to present noise, vibration, traffic, drainage and amenity challenges for urban growth and development.

Many walking trips are generated where public transport options are not available, often late at night when pedestrians are less visible to road traffic and potentially vulnerable to other risks such as crime and antisocial behaviour.

Maps 10 shows the existing vehicle / pedestrian facilities in the area, as well as the primary trip patterns and behaviour.



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## 3.2 OPEN SPACE AND RECREATION

### 3.2.1 Active Recreation

Middleton is adjacent to Cheney Park and McGlynn Park to the west and Harrison Park to the east. The sporting facilities (e.g. hockey, soccer, cricket, netball, baseball and basketball) at these parks are highly valued and well utilised by the community. Connections from the Middleton area to public recreation areas (including the Parkes Skate Park on Armstrong Street) presents some challenges for residents (particularly younger children and older residents) due to traffic on the Newell Highway (west), the Orange to Broken Hill Railway (east), and the need for more pathway connections and crossing points, as suggested in preliminary community engagement on the Middleton Stage 1 release.

### 3.2.2 Passive Recreation

Pac Park serves as an important area of passive open space and green relief on the northern edge of Middleton. A major drainage line along the northern edge of Pac Park has been upgraded in recent years, using water sensitive urban design principles and planting endemic riparian vegetation to form wetlands and water features. A system of shared paths run through Pac Park that connect parts of Middleton to other areas of Parkes, such as the Parkes CBD and Parkes High School. Existing shared paths could be expanded further along the riparian area towards Harrison Park to achieve a more connected active transport network. Pac Park currently has no facilities to support the community using the space as a meeting place and for families to have a lunch or host a party, similar to the popular barbecue facilities at Lions Memorial Park.

The balance of open spaces in Middleton are small 'pocket parks' that are spread across existing residential neighbourhoods. Inspection of Lions Play Park, Bernard Maguire Park and a small area reserved for open space at Vaucluse Place shows these spaces have limited facilities and appear to be underutilised.

Middleton Public School also has areas of open space available for student play, outside education and sports.

The Crown Reserve corridor located along the southern edge of Middleton is also used for passive recreation and unstructured play, such as walking and exploring and bike riding. This area has also been used for less desirable activities in the past, such as illegal rubbish dumping and unregistered motorbike riding.

Maps 11 shows the existing open spaces in and around the Middleton area.

MAP NO. 11 - OPEN SPACE AND RECREATION MAP



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### 3.3 TOPOGRAPHY AND DRAINAGE

#### 3.3.1 Flooding

Parts of Middleton are elevated above the adjoining Parkes Urban Area to the west, north and east.

The Middleton area is not identified as flood prone land on any environmental planning instrument or flood study. Temporary flooding can be experienced along roads and in some private landholdings in severe storm events, which can lead to property and urban infrastructure and asset damage.

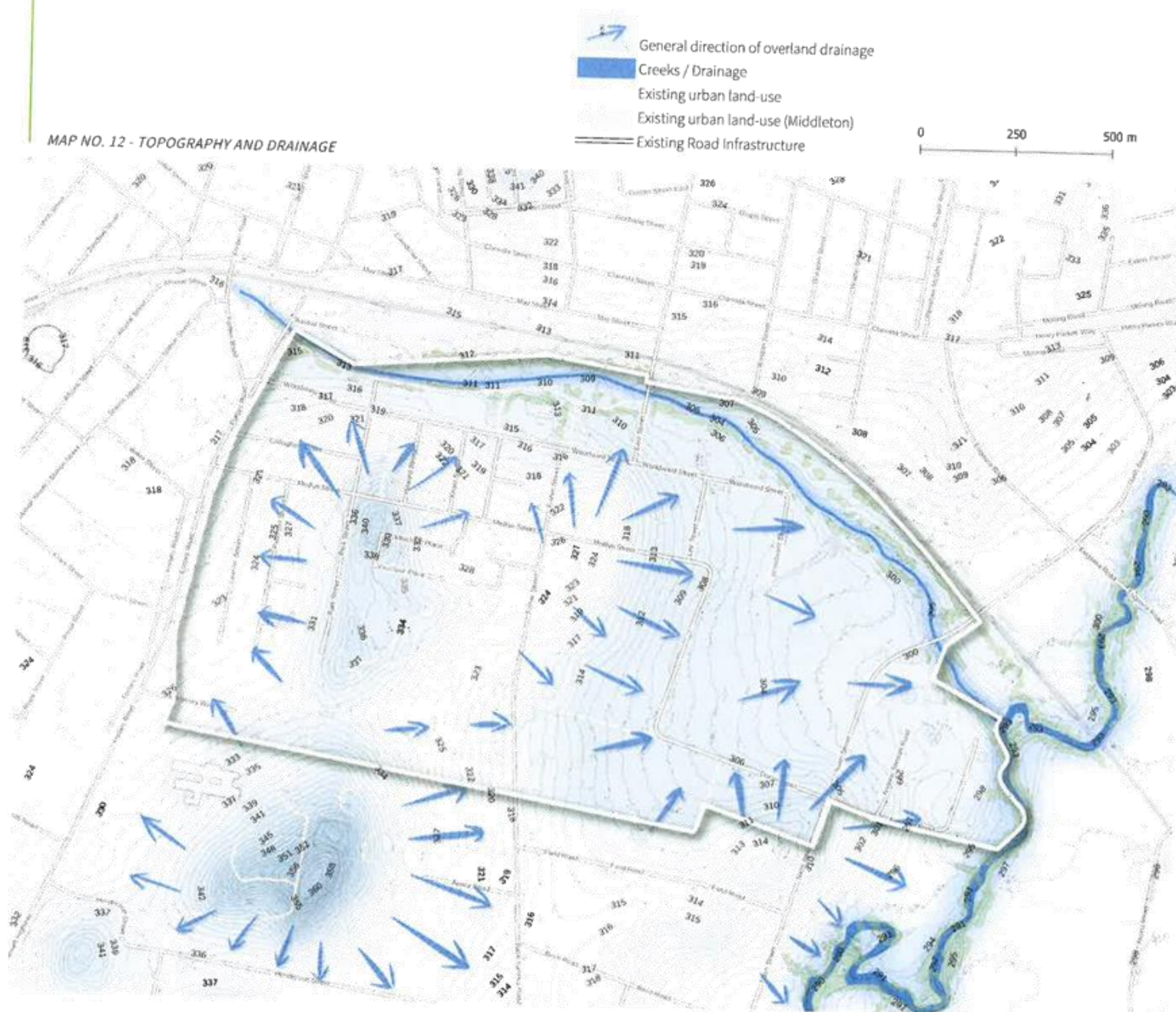
#### 3.3.2 Stormwater Drainage

The Middleton area drains north and north-east to Pac Park, which then drains mostly south-east to Goobang Creek. The southern area of Middleton, including proposed new residential areas and the southern ring road corridor, drains overland to the Goobang Creek where there is minimal formal drainage infrastructure. Parts of Middleton also drain west to the Newell Highway.

The riparian area along Pac Park is an important drainage facility for the wider Parkes Urban Area Drainage System as well as an attractive area of open space.

The south-eastern area of Middleton includes areas that are prone to waterlogging in prolonged wet periods. These areas form part of the existing R5 Large Lot Residential zone. Conditions could be improved with urban drainage and augmentation of sewerage and reticulated water supply and careful control of development density in this sub-precinct.

Maps 12 shows the existing drainage characteristics and the main stormwater management facilities in and around the Middleton area.



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### 3.4 SLOPE AND LANDFORM

#### 3.4.1 Landform

Parts of Middleton are elevated above the adjoining Parkes Urban Area to the west, north and east. From its highest elevation near Vauclose Place, the area slopes down to the north and north-east and south-east to the Goobang Creek. The southern area of Middleton, including proposed new residential areas and the southern ring road corridor, slopes down to the south and south-east.

The existing timbered galleries of native vegetation on the elevated areas of Middleton and along the southern ring road corridor provide green relief and aspect as well as limited habitat for flora and fauna on the fringe of town. The riparian area along Pac Park is an important drainage facility for the wider Parkes Urban Area drainage system as well as an attractive area of open space.

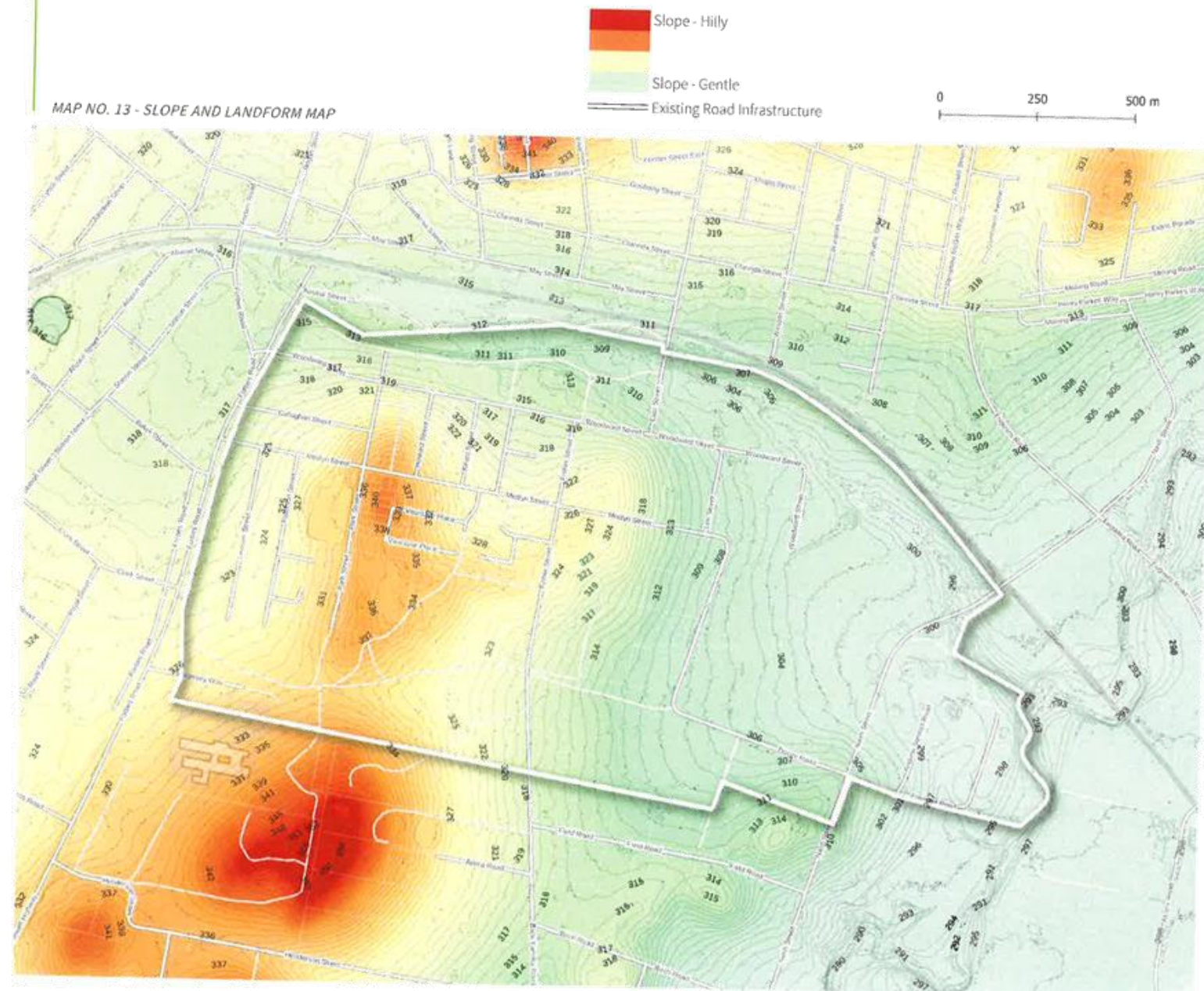
#### 3.4.2 Slope Analysis

The elevation, grade and aspect afforded by the natural slope of the land in Middleton are key opportunity elements underpinning the establishment of quality residential neighbourhoods. The slope of the land is also highly conducive to augmentation of reticulated sewerage and water supply, as well as the provision of drainage infrastructure.

Slopes over 5% exist over some elevated areas, which may require some earthworks and the battering of finished land surfaces as well as construction of retaining walls. Other areas have gentle slopes of less than 5% and are considered readily available for residential development without need for substantial earthworks.

The eastern area of Middleton includes flat areas that are prone to waterlogging in prolonged wet periods. These areas form part of the existing R5 Large Lot Residential zone. Conditions could be improved with urban drainage and augmentation of sewerage and reticulated water supply and careful control of development density in this sub-precinct.

MAP NO. 13 - SLOPE AND LANDFORM MAP



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### 3.5 VEGETATION + BIODIVERSITY

#### 3.5.1 Vegetation

Middleton sits in the context of surrounding urban land-use on the southern periphery of Parkes township.

The area comprises pockets of native vegetation confined to the travelling stock route traversing the southern edge of Parkes and other vegetation confined to elevated timber galleries on undeveloped residential land, parklands, street trees and landscaped private blocks within Middleton, comprising planted native and exotic species typical of Central West towns.

The drainage line within Pac Park would have been a small creek prior to European settlement, however all remnant vegetation has been removed due to past gold mining, railway and settlement activity. There are no natural watercourses within Middleton or areas of remnant riparian vegetation or wetlands. Recent environmental rehabilitation programs at Pac Park have re-established endemic vegetation along the drainage corridor. The Goobang Creek (south-east) provides habitat for the nearest significant remnant of riparian vegetation.

Maps 14 shows native vegetation existing in the Middleton area.

#### 3.5.2 Biodiversity

A southern section of land zoned R1 General Residential and the southern ring road corridor zoned SP2 Road Infrastructure Facilities are identified on the Terrestrial Biodiversity Map under the Parkes Local Environmental Plan 2012.

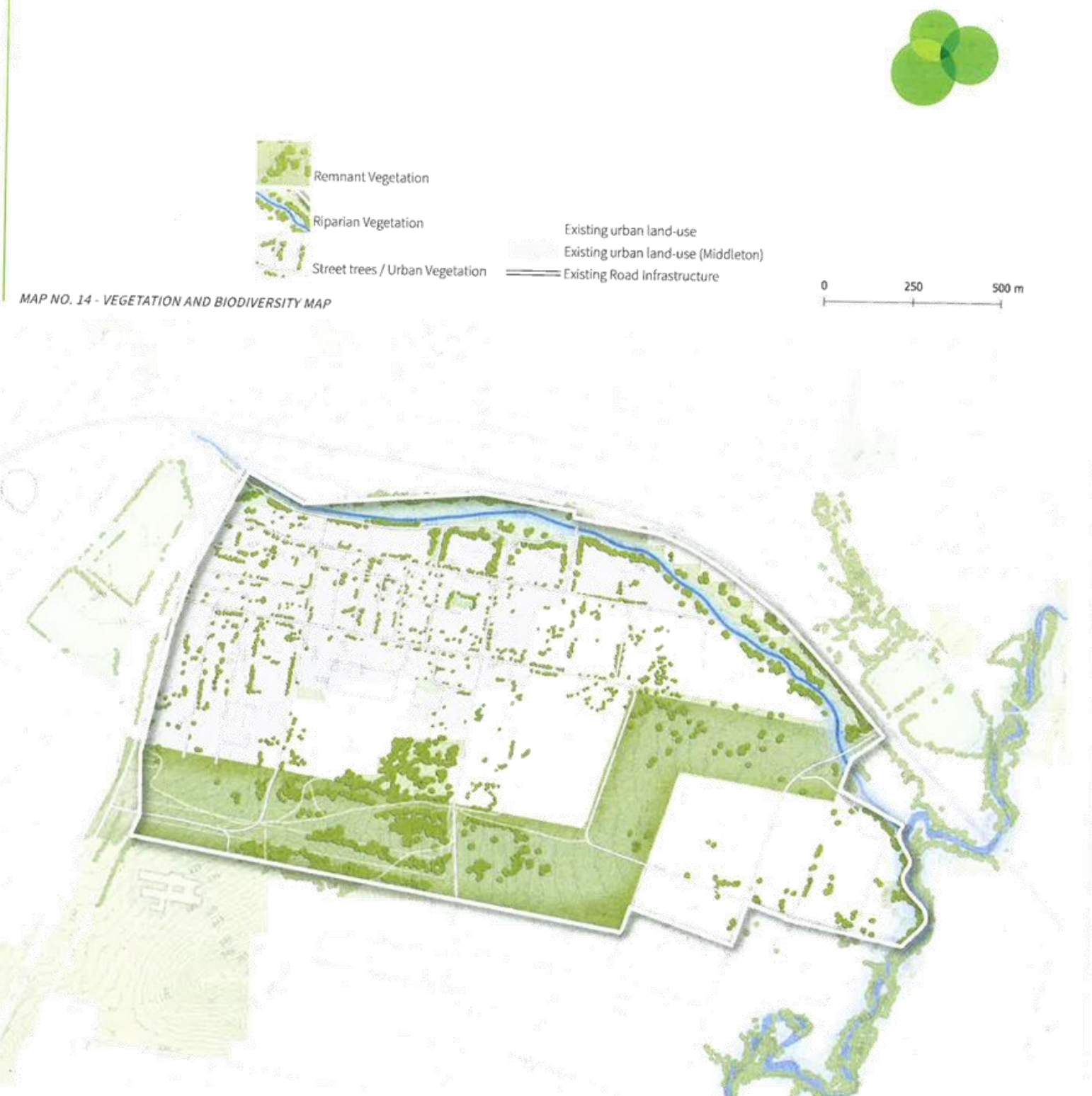
Desktop and field assessment confirms the presence of pockets of native vegetation characteristic of PCT76: Western Grey Box tall grassy woodland on alluvial loam and clay soils in the NSW South Western Slopes and Riverina Bioregions. This plant community type is listed as a threatened community under the NSW Biodiversity Conservation Act 2016 and endangered under the Environment Protection Biodiversity Conservation Act 1999.

Preliminary assessment of the condition of native vegetation reveals generally poor habitat environments for native flora and fauna species. A 'test of significance' under Section 7.3 of the Biodiversity Conservation Act 2016 indicates that a significant effect is unlikely on any threatened species or ecological community as a result of further development within the urban zoned land holdings in Middleton. Similarly, the EPBC Act assessments of significance and assessment under the MNES: Significant Impact Guidelines 2013 indicates a high level of certainty that impacts to threatened biodiversity are unlikely to be significant.

No Areas of Outstanding Biodiversity Value are recorded to occur on or around Middleton, as defined under the Biodiversity Conservation Regulation 2017.

The low biodiversity values present within the area are largely due to the highly disturbed nature of the urban development and long-term sustained pressures on areas of remnant native vegetation, due to tree clearing, vehicle movements, soil erosions and sedimentation, invasive weeds, fires and stock movement.

Maps 14 shows the main areas of biodiversity value in and around the Middleton area.



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### 3.6 WATER RESOURCES

#### 3.6.1 Groundwater

The eastern part of the southern ring road corridor is identified as Groundwater Vulnerable, due to the need to protect the sandy aquifer system underlying the Goobang Creek.

The south-eastern area of Middleton includes areas that are prone to waterlogging in prolonged wet periods. These areas form part of the existing R5 Large Lot Residential zone.

Groundwater conditions would be improved within the eastern areas of Middleton through the provision of urban drainage, augmentation of sewerage and reticulated water supply and careful control of development density in the sub-precinct.

#### 3.6.2 Surface Water

Most of the residential areas in Middleton are elevated above the adjoining drainage system in Pac Park. There are no permanent watercourses or water bodies within the area, other than a constructed wetland area in Pac Park, directly west of East Street. There are no major flooding issues, and the majority of the catchment drains north and north-east to Pac Park via the local road and drainage system, which then drains south-east to Goobang Creek.

The southern area of Middleton, including proposed new residential areas and the southern ring road corridor, drains overland to Goobang Creek where there is minimal formal drainage infrastructure. Surface water drainage would be improved towards the eastern parts of Middleton, through the implementation of road drainage infrastructure and onsite detention ponds within the southern ring road corridor.

#### 3.6.3 Riparian Areas

The Goobang Creek to the east of Middleton comprises high value riparian areas. Stormwater from the Parkes Urban Area drains through Middleton via Pac Park, the Orange to Broken Hill Railway and the southern ring road corridor before being released into the Goobang Creek. Riparian areas would be improved through the implementation of catchment management principles in an environmental management plan. Recent environmental rehabilitation programs at Pac Park provide guidance on how environmental improvements can be implemented, including the following:

- + Clean up and rehabilitation of public lands.
- + Implementation of onsite detention to manage pinch / intercept points in the drainage system.
- + Establishment of endemic flora species along the drainage corridor.
- + Installation of active transport paths and rest points along riparian areas.

Map 15 shows the water resources in and around the Middleton area.

MAP NO. 15 - WATER RESOURCES MAP







### 3.7 VIEWS, VISTAS + LANDSCAPES

#### 3.7.1 View Corridors

Middleton is elevated above the adjoining Parkes Urban Area. There are views to the north and east over other parts of town and to the south over the vegetated southern ring road corridor and the Goobang Creek. From its highest elevation near Vauluse Place, there are views of the surrounding rural landscape and the Goobang National Park (further to the east).

#### 3.7.2 Landscape Features

The existing timbered galleries on the elevated areas of Middleton and along the southern ring road corridor provide green relief and aspect. The riparian area along Pac Park is also an attractive area of open space.

The landscape does not contain specific features which might constrain future residential development such as rocky outcrops.

The soil profile is mainly comprised of clay loams.

Map 16 shows the elevated areas of Middleton and the main views from the area.

MAP NO. 16 - VIEWS AND VISTAS MAP



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### 3.8 ENVIRONMENT HAZARDS

#### 3.8.1 Bushfire

Middleton and surrounds are not shown as Bushfire Prone Land on the NSW Rural Fire Service website mapping tool.

#### 3.8.2 Flooding

Middleton and surrounds are not shown as Flood Prone Land in any known study or mapping data made available from Parkes Shire Council. However, low lying areas adjacent to the Goobang Creek are likely to experience some localised flooding issues, particularly below the 297 AHD contour.

#### 3.8.3 High Wind Area

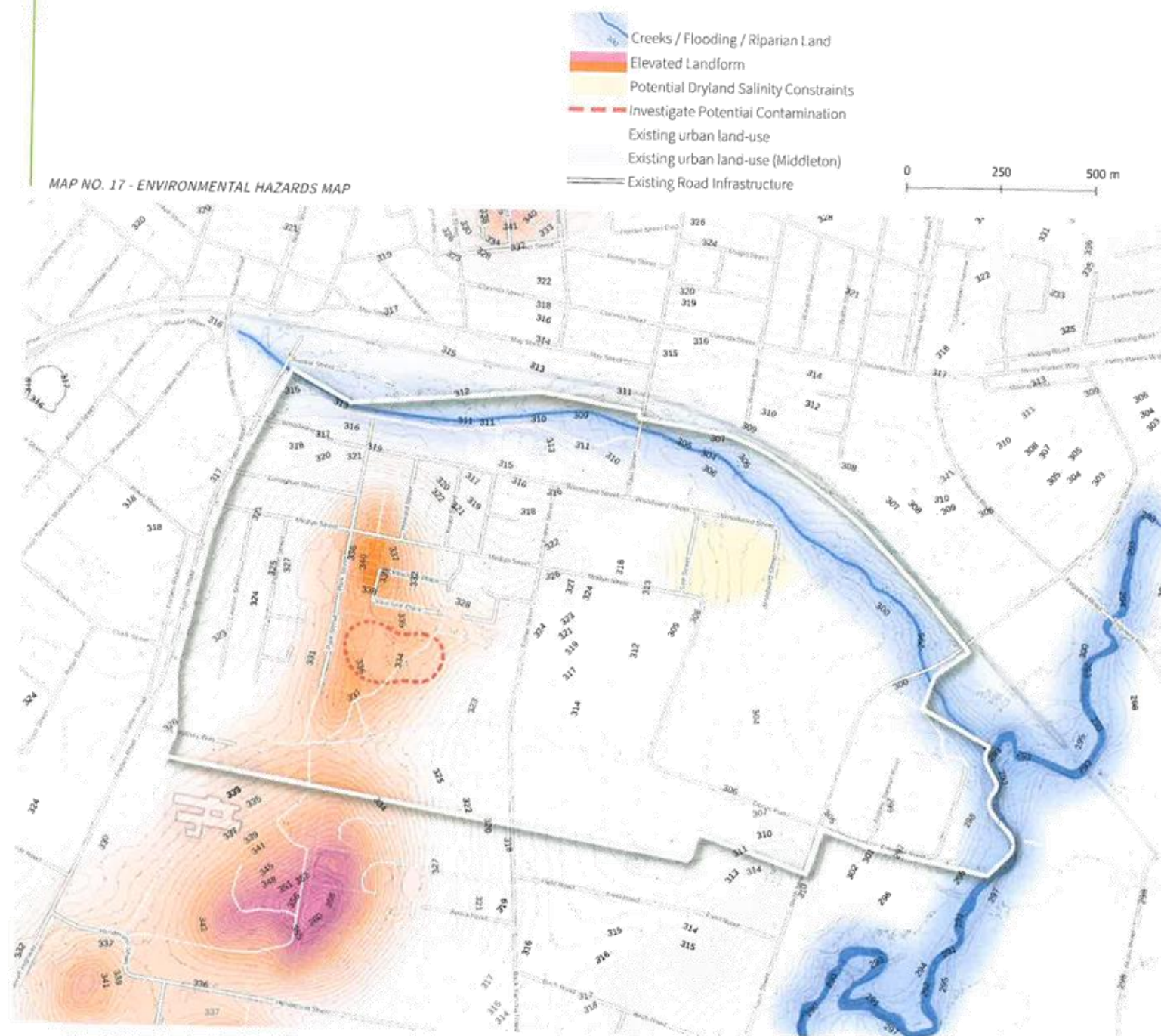
Middleton and surrounds are not identified as a high wind area in any known study or mapping data made available from Parkes Shire Council. Parts of Middleton are elevated above the surrounding landscape and could be expected to receive wind gusts, particularly in dry summer months and during storm events. Wind rose data from the nearby Parkes Regional Airport continues to be referenced when determining the design of new buildings and structures under the National Building Code.

#### 3.8.4 Dry land salinity

Parts of Middleton area are known to be impacted by dry land salinity issues, particularly in the north east parts of the study area. Whilst issues are not widespread, a planning response may be required as part of the masterplanning exercise to manage land-use change and/or settlement density in affected locations.

#### 3.8.5 Other Potential Hazards

Parkes Shire Council has developed a register of known contaminated sites, based on past use of land. Several parcels of land have been identified as potentially contaminated land, which would need further investigation and possible remediation.



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### 3.9 HERITAGE

#### 3.9.1 Aboriginal Cultural Heritage

The National Parks and Wildlife Act 1974 provides the basis for the legal protection and management of Aboriginal sites within NSW. Sections 86, 90 and 91 of the NPW Act provide statutory protection for any physical / material evidence of Aboriginal occupation of NSW and places of cultural significance to the Aboriginal community.

Middleton has been the subject of early mining, railways and settlement since the 19th Century. Existing urban areas are generally observed to comprise 'disturbed land' as defined under National Parks and Wildlife Regulation 2019, with the potential for the discovery of Aboriginal sites and artefacts considered to be low. There is moderate potential for Aboriginal sites and artefacts in the elevated timbered galleries, southern ring road corridor and the riparian area between Pac Park and the Goobang Creek.

Parkes Shire Council has undertaken an AHIMS Search and is aware of items of Aboriginal Heritage in and around the study area. Further Aboriginal due diligence assessment of the whole study area is proposed to ensure Aboriginal cultural heritage sites are identified and protected.

#### 3.9.2 Non-Aboriginal Heritage

The Heritage Act 1977 provides for the conservation of environmental heritage defined as places, buildings, works, relics, moveable objects, and precincts, of State or local heritage significance which are at least 50 years old. The Act applies to non-Aboriginal relics only, as Aboriginal relics are protected under the National Parks and Wildlife Act 1974.

Assessment of historic and built heritage is open for assessment, based on the matters for consideration under Section 4.15 of the Environmental Planning and Assessment Act 1979.

Desktop assessment reveals no sites within the study area are listed on the State Heritage Register or under Schedule 5 of the Parkes Local Environmental Plan 2012, other than parts of the adjoining Orange to Broken Hill Railway which are not proposed for development under this Masterplan.

MAP NO. 18 - HERITAGE VALUES MAP



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### 3.10 UTILITIES + SERVICES

Parts of Middleton have been established since the development of the railways in the 19th Century and have benefit of urban services and road connections. Other areas of Middleton have not been developed for residential or other urban purposes, in part due to a lack of urban services and infrastructure to these areas.

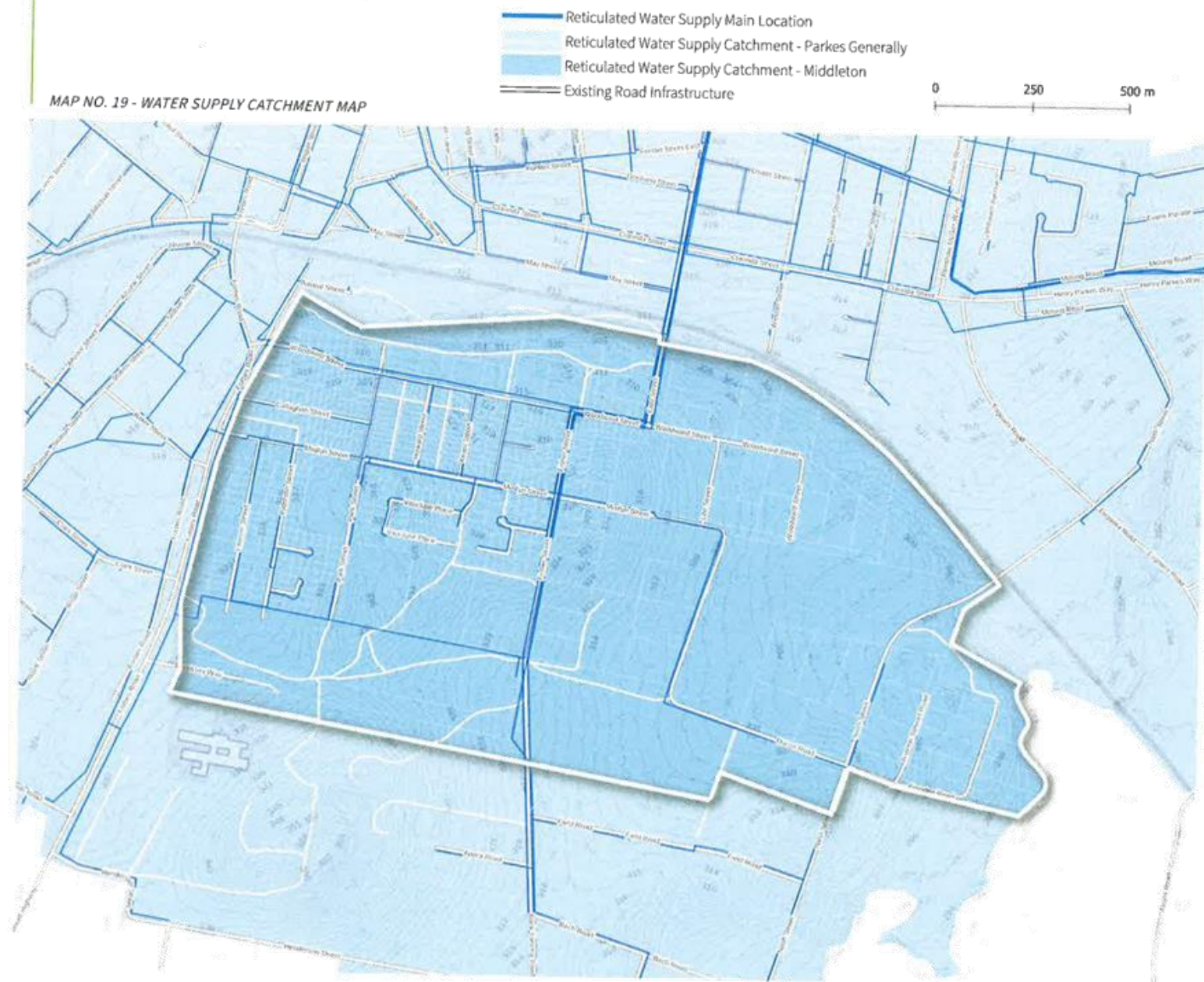
#### 3.10.1 Reticulated Water

The extent of the Parkes Reticulated Water Supply System is shown on Map 19 as a blue line (depicting water mains). In general, most existing allotments in Middleton that have urban development improvements, are connected to the Parkes Reticulated Water Supply System.

Parkes Shire Council has sufficient capacity in the Parkes Reticulated Water Supply System to supply potable water to the whole of the Middleton area, including future residential lots and supporting land-use. Augmentation of suitably sized water mains is required to greenfield areas to allow further urban development.

Parkes Shire Council has developed concept reticulated water supply plan for the whole of Middleton, which is being used to inform the Middleton Masterplan.

MAP NO. 19 - WATER SUPPLY CATCHMENT MAP



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### 3.10.2 Reticulated Sewerage

The extent of the Parkes Reticulated Sewerage System is shown on Map 20. In general, most existing residential lots in Middleton are connected to sewer. However, there are a number of outlying houses on larger lots that operate onsite wastewater management systems.

Parkes Shire Council has sufficient capacity in the Parkes Reticulated Sewerage System to treat wastewater from the whole of the Middleton area, including future residential lots and supporting land-use. Augmentation of suitably sized sewer mains is required to greenfield areas to allow further urban development.

Parkes Shire Council has developed concept sewerage augmentation plan for the whole of Middleton, which is being used to inform the Middleton Masterplan.

MAP NO. 20 - SEWER SUPPLY CATCHMENT MAP



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### 3.10.3 Stormwater Drainage Map

Located on the fringe of the Parkes Urban Area, the provision of stormwater management infrastructure involves a mix of complex urban drainage structures within road reserves and public reserves as well as simpler overland flow controls, such as contour banks, swales and dams.

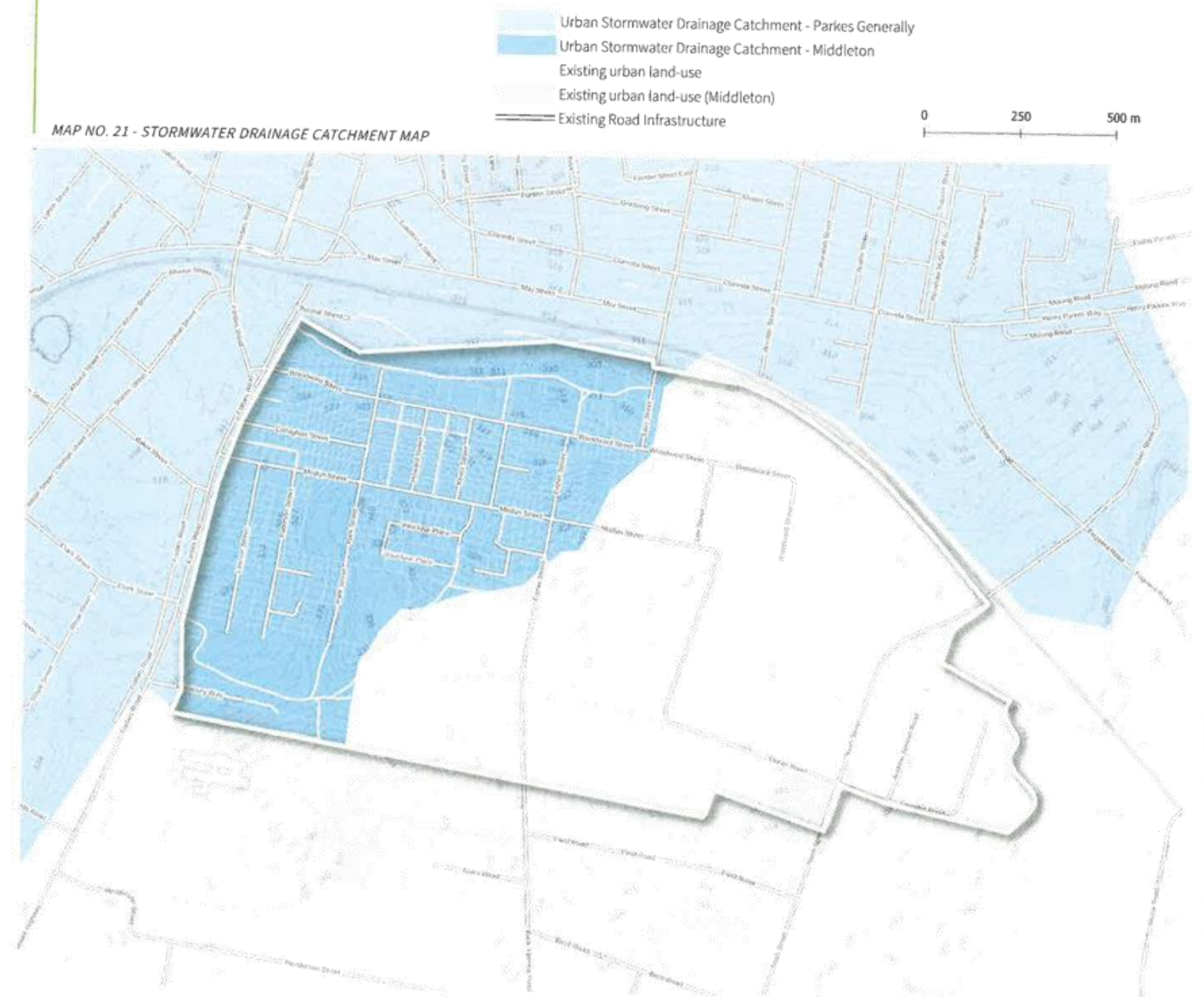
The extent of the formal stormwater management system is shown on Map 21.

In general, most existing residential lots in Middleton are connected to the street stormwater management system or drainage reserve. However, there are a number of outlying houses on the low-lying areas that have difficulty disposing all of their stormwater in prolonged wet weather periods. In addition, the existing drainage infrastructure servicing development along Woodward Street is known to be operating at full capacity.

The public land at Pac Park and the southern ring road corridor provides opportunities to manage stormwater flows before entering the Goobang Creek.

Parkes Shire Council has developed concept stormwater management plan for the whole of Middleton, which is being used to inform the Middleton Masterplan.

MAP NO. 21 - STORMWATER DRAINAGE CATCHMENT MAP



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Report  
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File No  
currajong/070/20

File No  
5664455/20



#### 3.10.4 ELECTRICITY SUPPLY

The extent of the electricity supply System is broadly shown on Map 22. In general, most existing allotments in Middleton that have urban development improvements, are connected to the electricity supply grid system.

Essential Energy is positioned to augment electricity supply and upgrades to ensure sufficient capacity of supply for the whole of the Middleton area, including future residential lots and supporting land-use. Augmentation of suitably transformers and supply lines would be undertaken as part of subdivision works.

#### 3.10.5 Other Utilities and Services

Reticulated gas and telecommunications are available to the whole of Middleton upon customer request.

MAP NO. 22 - ELECTRICITY + OTHER UTILITY SERVICES MAP



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### 3.11 LAND OWNERSHIP

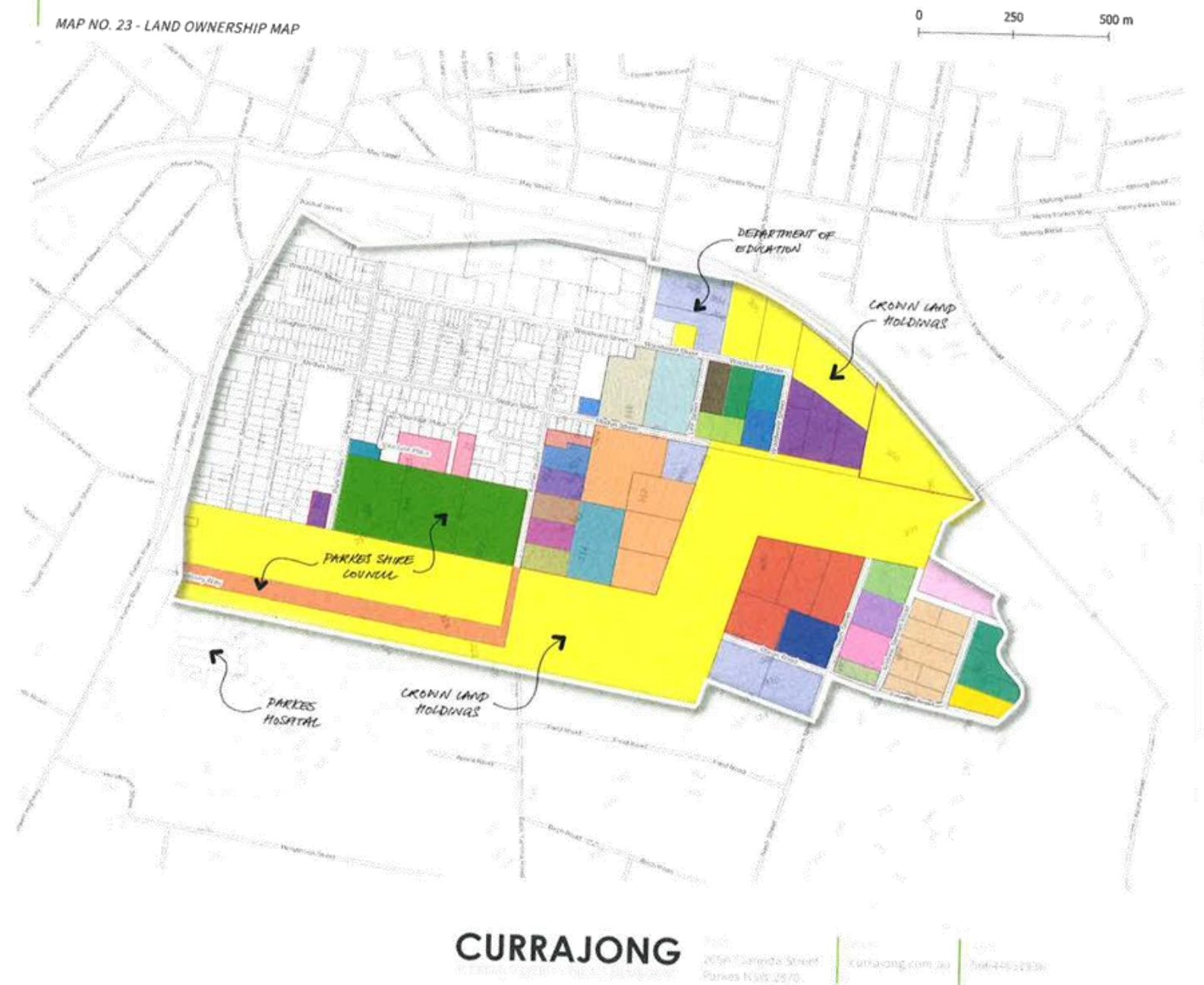
#### 3.11.1 Ownership Status

Private land ownership in Middleton is predominantly made up of private landholders, generally held under Torrens Title and used predominantly for private residential housing. Some public housing is provided within some established neighbourhoods. Some holdings zoned R1 General Residential are currently vacant of housing, including land owned by Parkes Shire Council to the south of Vaucluse Place.

Private land adjoining the northern side of Woodward Street comprises mixed business land-use, including storage, mechanical repairs and light industry operations.

Large areas of land within Middleton are also held under government control, including the Parkes Hospital, several parklands, roads and drainage reserves and the southern ring road corridor. Redevelopment of the underutilised Lions Play Park and the Vaucluse Place open space area for residential purposes is proposed, in favour of resources being directed towards the management of larger / more popular areas of open space within Middleton.

MAP NO. 23 - LAND OWNERSHIP MAP







### 3.11.2 Vacancy Analysis

Private land ownership in Middleton is predominantly made up of private landholders, generally held under Torrens Title and used predominantly for private residential housing. Some public housing is provided within some established neighbourhoods. Some holdings zoned R1 General Residential are currently vacant of housing, including land owned by Parkes Shire Council to the south of Vaucluse Place.

Private land adjoining the northern side of Woodward Street comprises mixed business land-use, including storage, mechanical repairs and light industry operations.

Large areas of land within Middleton are also held under government control, including the Parkes Hospital, several parklands, roads and drainage reserves and the southern ring road corridor. Redevelopment of the underutilised Lions Play Park and the Vaucluse Place open space area for residential purposes is proposed, in favour of resources being directed towards the management of larger / more popular areas of open space within Middleton.

MAP NO. 24 - VACANCY ANALYSIS MAP



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## CONSTRAINTS + OPPORTUNITIES ANALYSIS 04

### 4.1 SITE CONSTRAINTS

Map 25 shows the main site constraints in Middleton, as a result of the combined consideration of site analysis issues in Section 3.

Key site constraints are as follows:

- ✦ Goobang Creek to the east.
- ✦ Groundwater vulnerable areas to the east.
- ✦ Remnant native vegetation on elevated areas and along the southern ring road corridor.
- ✦ Potential for undiscovered Aboriginal cultural heritage sites / artefacts on the elevated timbered galleries, southern ring road corridor and the riparian area between Pac Park and the Goobang Creek.
- ✦ State Heritage Listing of parts of the Orange to Broken Hill Railway, and potential rail interface issues.
- ✦ Railway noise and traffic issues associated with level crossings.
- ✦ Newell Highway traffic and the lack of intersections conducive to Middleton traffic entering and leaving the National Highway and pedestrian crossing points.
- ✦ Traffic issues associated with through-traffic along residential streets with houses, such as Fisher Street, and ongoing utilisation of unformed tracks.
- ✦ Lack of urban utilities and infrastructure towards the southern and eastern sections of Middleton.
- ✦ Lack of drainage facilities towards the southern and eastern sections of Middleton.
- ✦ Mixed businesses adjoining the north side of Woodward Street, presenting potential interface and amenity issues.
- ✦ Potential contaminated land.
- ✦ Parts of Middleton are known to be affected by dry-land salinity.



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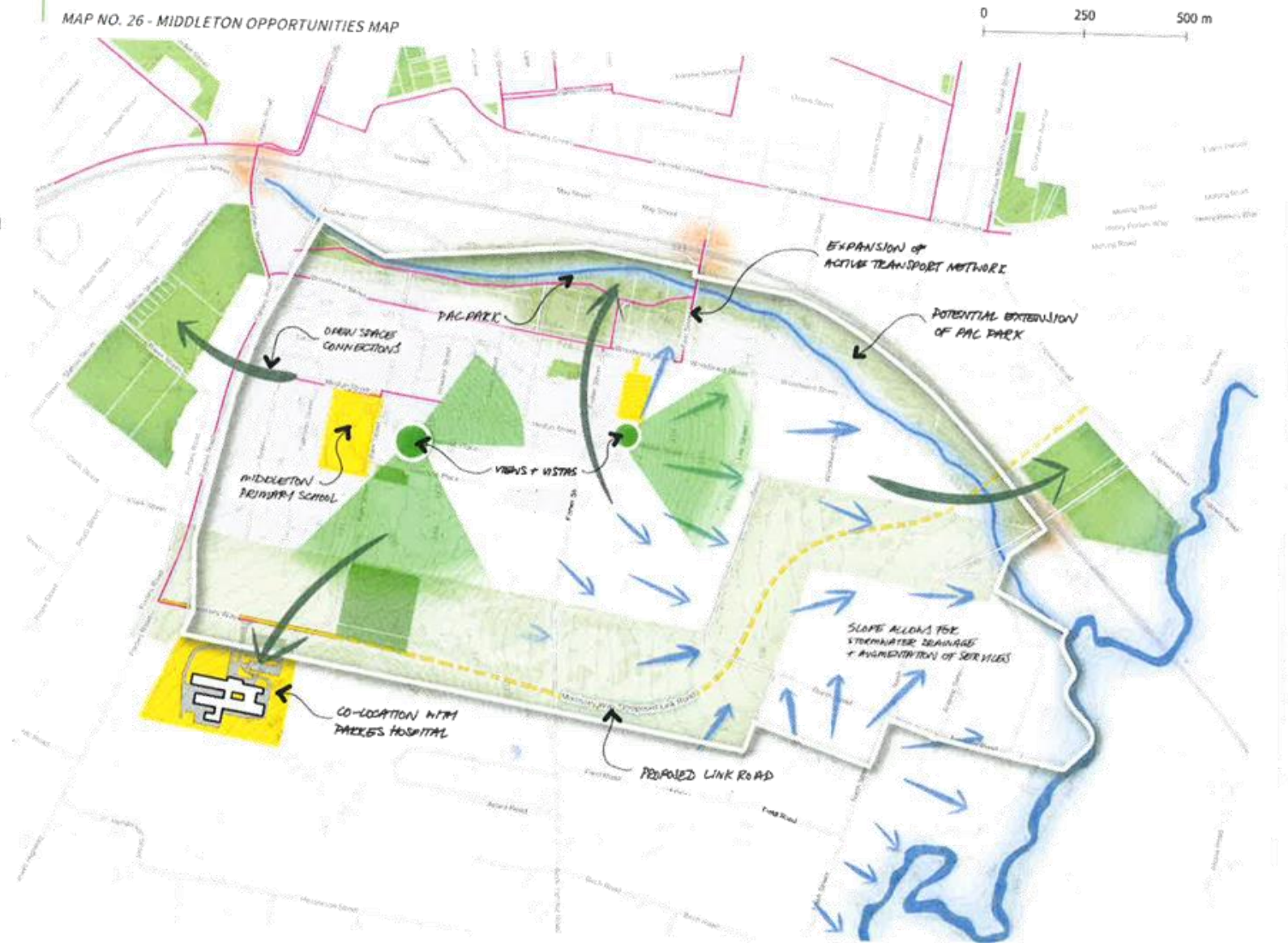




#### 4.2 SITE OPPORTUNITIES

Map 26 shows the main opportunities for Middleton, as a result of the combined consideration of site analysis issues in Section 3. Key site opportunities are as follows:

- + Unconstrained by bushfire prone land, flood prone land, steep slopes and landslip.
- + Views and vistas are available to Parkes (north) and wider rural landscapes to the east and south.
- + Slope allows for augmentation of gravity fed water supply mains, sewerage and stormwater drainage.
- + Parkes Hospital is a major attractor and provides opportunity for a health-related precinct and / or neighbourhood shops.
- + Middleton Primary School has a good reputation for quality education and community services.
- + Pac Park is a quality parkland space and provides opportunity for further expansion of open space facilities.
- + Potential to extend Pac Park further east to allow for public management of the riparian corridor to the Goobang Creek.
- + Potential to expand the active transport network.
- + Potential to manage local traffic and minimise impacts on residential neighbourhoods through extension of Morrissey Way to Nash Street and intersection / level crossing upgrades.
- + Availability of land area to provide a large-scale park.
- + Opportunity to provide accommodation to support worker and visitors to the nearby Parkes Hospital.



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#### 4.3 IMPROVING LIVEABILITY IN MIDDLETON

Liveable communities are regarded as "safe, attractive, socially cohesive and inclusive, and environmentally sustainable with affordable housing linked via public transport, walking and cycling to employment, education, public open space, local shops, health and community services, and leisure and cultural opportunities." (Place, Health and Liveability, Melbourne University).

Improving the liveability of an area through urban planning allows the creation of environments that enhance the wellbeing of the community.

The economic, social, environmental and health co-benefits of urban liveability are now recognised by all levels of government in Australia and across the world. Indicators of liveability vary between levels of government in Australia, but common theme amongst them all include:

- + Environment and open space, such as large parks or grassed areas and gardens that support the congregation of people for active and passive recreation.
- + Economy, e.g. local businesses that provide for daily needs.
- + Movement, such connectivity of local roads and transport infrastructure to support the ease of driving and parking and walking/jogging/bike paths that connect housing to communal amenity, employment, education, shops and services.
- + Housing and development, such as investment in public infrastructure to support to support housing development, as well as affordable housing.
- + Social facilities and services, such as childcare facilities, schools, community centres and sporting facilities.
- + Community connection, such as facilities or places to support community interaction and shared interests.

The Middleton Masterplan seeks to improve the liveability of this area by the following:

- + A connected path network for connection to social services and active recreation opportunities.
- + A large park for active recreation.
- + Shops to provide for daily needs
- + A range of lot sizes to support different types and cost of new housing
- + New road connections to support ease of driving and connectivity to social services.
- + Environmental management and enhancement through stormwater management and vegetation regeneration.



MAP NO. 27 - MIDDLETON LIVEABILITY MAP



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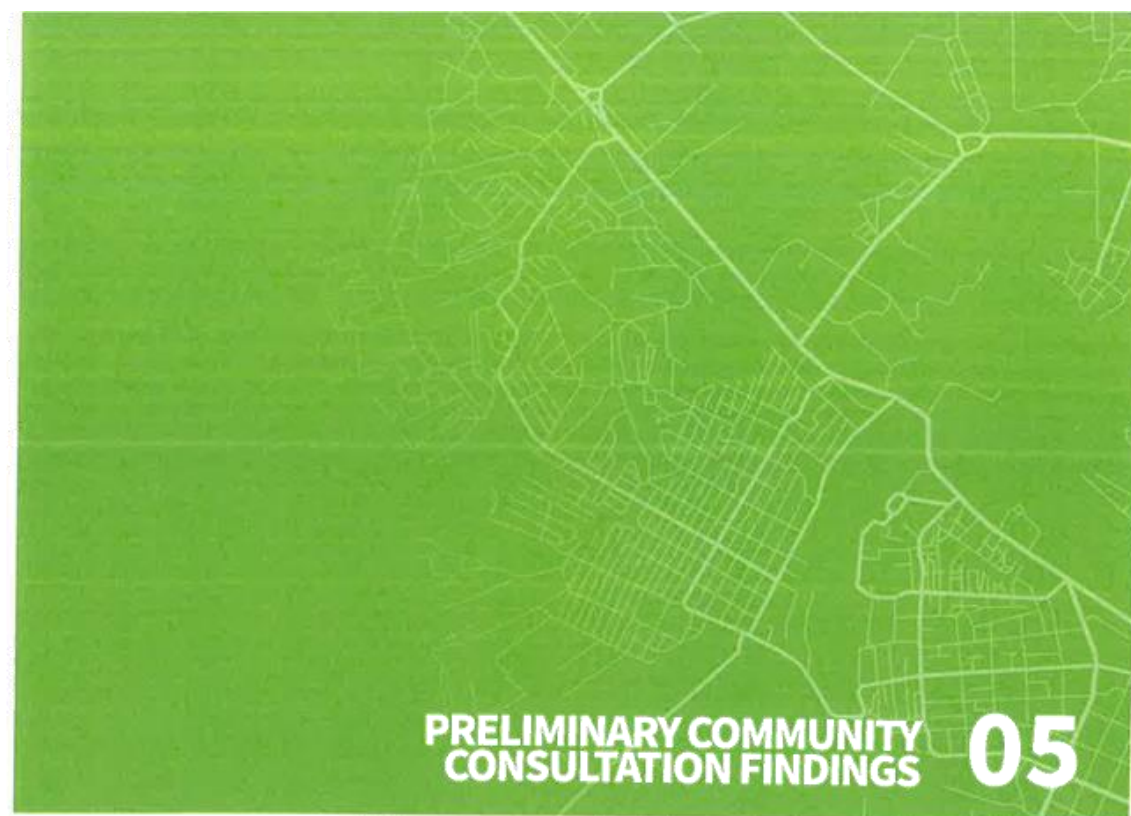
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### 5.1 Consultation Process

The Middleton Masterplan has been supported by a preliminary engagement phase during March and April 2022, which involved the following:

- + Community briefing on the Middleton Masterplan and invitation for feedback on Council's 'Have Your Say' online community hub (webpage) from 1 March 2022 to 24 April 2022.
- + Your Say Parkes - Middleton Masterplan Survey focusing on gaining community feedback on utility infrastructure, transport, open space, landscaping, public facilities, hazards and constraints and neighbourhood commercial uses. A total of 46 visitors completing the online survey.
- + Your Say Parkes - Middleton Map It Tool, with 163 visitors mapping sites and areas of interest.
- + Meetings with landowners of land zoned R5 Large Lot Residential in the Middleton Masterplan study area with further development potential if zoned R1 General Residential or for higher urban land-uses.
- + Preliminary discussions with service authorities with infrastructure assets in the Middleton Masterplan study area to determine any special requirements or considerations.

- + The need to upgrade East Street
- + The need to extend the shared paths network to increase connectivity around town as well as specific areas such as a new footpath in Medlyn Street, as it is currently a hazard for school children. Footpaths in Fisher Street, East Street, Nash Street (to soccer fields), roads adjoining the school, Woodward Street were also highlighted.
- + The need for open space and a community garden.
- + The need for improved street lighting for safety and security.
- + The need for off street parking and enhancement of PAC Park.
- + The need to augment urban services and utilities to the area to support residential subdivisions below current minimum lot sizes.
- + The need to balance road connectivity and residential amenity.

The findings of community consultation have been included in the Parkes Shire Council Middleton Masterplan Preliminary Community Consultation Findings Report, dated July 2022, which includes a Project Report on the Your Say Parkes - Middleton Masterplan Plan and a Survey Response Report of the Middleton Masterplan Survey.

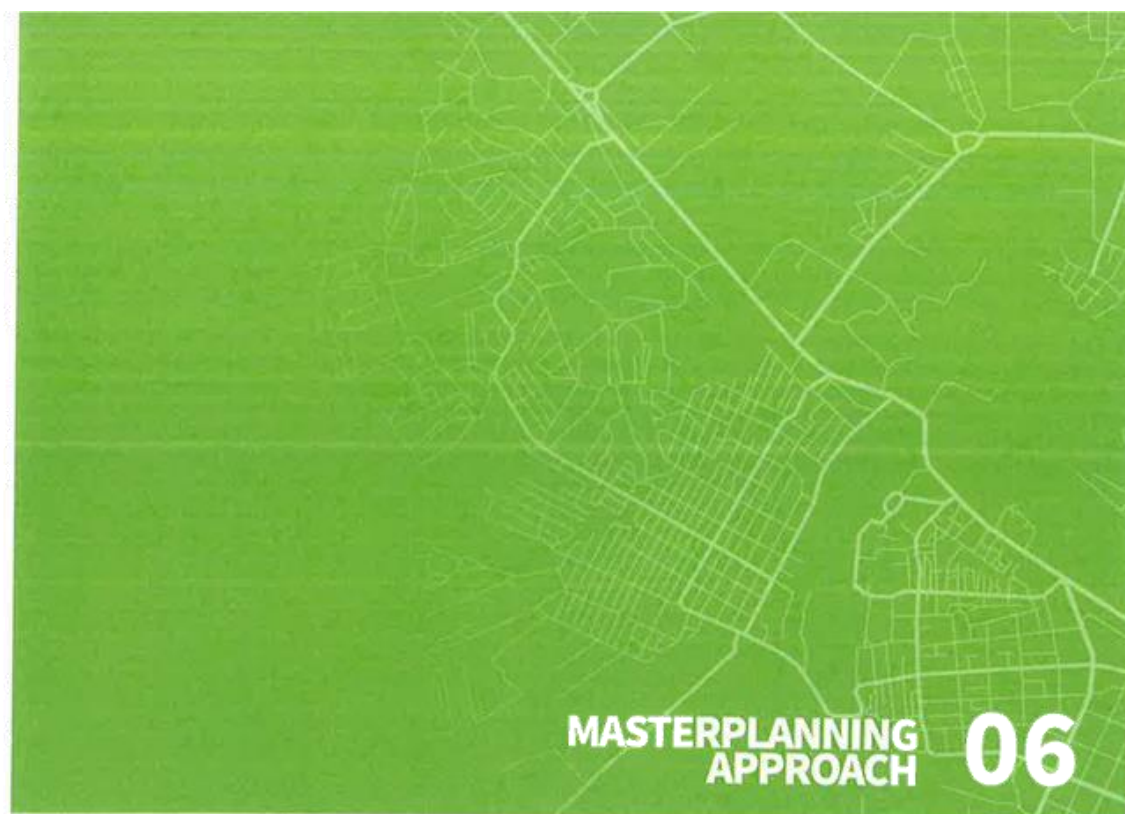
### 5.2 Key Findings

General support for the progression of the Middleton Masterplan was received from the preliminary consultation phase. Common themes from the community / stakeholder feedback included:

- + Continue Morrissey Way to at least Back Yamma Road/ Fisher Street to increase general connectivity in the area and to the Parkes Hospital in emergency situations.







## 6.1 Relevant Guidelines

Middleton currently comprises land that is predominantly zoned R1 General Residential and R5 Large Lot Residential as well as land zoned SP2 Infrastructure and RE1 Public Recreation under the Parkes Local Environmental Plan 2012.

The following documents have informed the development of the Middleton Masterplan:

### 6.1.1 Regional Guidelines

- ✦ Austroads Guide to Road Design 2017.
- ✦ Australian Rainfall and Runoff 2019.
- ✦ NSW Central West and Orana Regional Plan 2036.
- ✦ NSW Local Housing Strategy Guidelines 2018.
- ✦ NSW Affordable Housing Guidelines 2021.
- ✦ NSW Draft Greener Places Design Guide - NSW Government Architect

### 6.1.2 Local Guidelines

- ✦ Parkes Shire Community Strategic Plan 2030.
- ✦ Parkes Shire Local Strategic Planning Statement 2020-40.
- ✦ Parkes Shire Housing Strategy 2021.
- ✦ Parkes Pedestrian and Cycling Strategy 2016.
- ✦ Parkes Shire Council Stormwater Asset Management Plan 2012.
- ✦ Parkes Shire Council Transport Asset Management Plan 2015.

- ✦ Parkes Shire Development Control Plan 2021.
- ✦ Parkes Shire Council Engineering Design Minimum Standards for Subdivision and Development 2021.
- ✦ Parkes Shire Council Roadside Vegetation Management 2019.

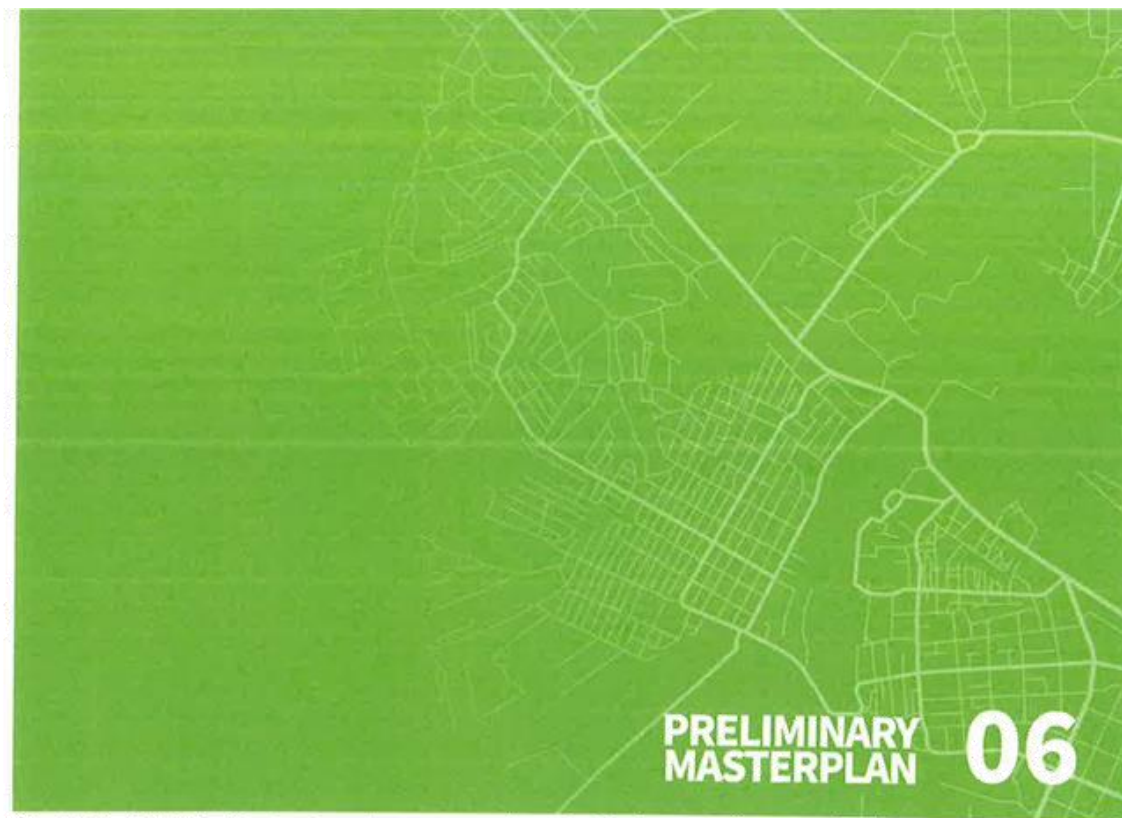
## 6.2 Masterplan Objectives

The objectives of the Middleton Masterplan are to:

- ✦ Minimise impacts on residential land-use and natural areas to the greatest extent practical.
- ✦ Inform the 'release' of Stage 1 of the Parkes Shire Housing Strategy with a Masterplan for Middleton.
- ✦ Identify the mix of housing required / appropriate for Middleton.
- ✦ Improve intersections and level crossings traffic conditions within residential streets.
- ✦ Create stronger links between Middleton and nearby attractors - Parkes Hospital, Middleton Primary School, Pac Park, Cheney Park, McGlynn Park, Harrison Park and the Parkes CBD.
- ✦ Improve streetscape conditions along Woodward Street.
- ✦ Maintain / enhance existing native vegetation where practical to provide green relief and habitat for native flora and fauna.
- ✦ Augment drainage, sewerage and reticulated water supply infrastructure to land zoned R1 General Residential and to the low-lying eastern area to residential redevelopment and expansion.
- ✦ Develop the southern ring road corridor through the extension of Morrissey Way to Nash Street.
- ✦ Identify areas for strategic street tree planting.
- ✦ Apply onsite detention principles and water sensitive urban design principals to create practical / attractive drainage corridors and facilities, including the design of expansive waterbodies with native vegetation landscaping and shared paths.
- ✦ Consider ways to reduce urban drainage impacts, including strategies to address water quality, drainage velocity and the discharge point to the Goobang Creek.
- ✦ Protect native vegetation, groundwater vulnerable areas and nearby heritage sites from inappropriate development.
- ✦ Maintain views and vistas to Parkes and wider rural landscapes.
- ✦ Develop a health-related precinct and / or neighbourhood shops.
- ✦ Extend Pac Park further east to allow public management of the riparian corridor to the Goobang Creek.
- ✦ Apply the Parkes Shire Development Control Plan 2021 to all new development proposals.







### 7.1 MASTERPLAN OVERVIEW

The Middleton Masterplan provides a vision for optimal use of the urban land resource while ensuring protection of the environment and enhancing the lifestyle of those living in the area. The Masterplan also provides a framework for development, which will guide developers and Council in decision making around the provision of infrastructure and staging of development. Map 28 presents the Middleton Masterplan.

The Middleton Masterplan is supported by a series of other plan which seek to demonstrate key aspects of the design. These are presented in the following sections.



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Park Edge - Medium Density Housing



Park Edge - Compact Housing on smaller lots



Large Lot Living

#### 7.1.1 Lot size mix and location

The Masterplan aims to provide a mix of lot sizes and typologies to deliver a diverse range of housing opportunities. In preparing the masterplan, the following guiding principles have been adopted to help achieve the right balance between lot size, mix and location:

- Smaller lots in locations that benefit from close proximity to existing and planned areas of active and passive open space.
- Larger lots in areas that are environmentally constrained and where lower residential densities would assist Council and landowners in achieving environmentally sustainable development outcomes.
- A mix of lot sizes generally on the urban edge where lifestyle and residential amenity considerations are likely to be key attractors for new residential development.

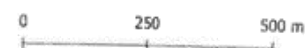
The proposed masterplan layout shows that it may be possible to achieve a total yield of approximately 520 new lots from the expansion of Middleton.

A breakdown of the approximate lot yields achieved by the masterplan is included as follows:

- 44 lots between 500-600m<sup>2</sup>.
- 47 lots between 600-700m<sup>2</sup>
- 178 lots between 700-800m<sup>2</sup>
- 129 lots between 800-1000m<sup>2</sup>
- 76 lots between 1000-2000m<sup>2</sup>
- 47 lots with areas over 2000m<sup>2</sup>



Existing Development



MAP NO. 29 - LOT SIZE MIX MAP



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### 7.1.2 Middleton Transport Plan

Traffic analysis of the Middleton area has been undertaken to ensure the precinct is connected / complementary to the wider transport network. Maps 30 shows the proposed transport plan treatments for Middleton in the wider context of the Parkes Urban Area Transport Network.

Key features of the Middleton Transport Plan are as follows:

- + Rationalisation of collector roads within the southern areas of the Parkes Urban Area to reduce the volume of traffic in residential areas of Middleton.
- + New road hierarchy plan to ensure high levels of residential amenity and connectivity to key attractors, including the Parkes Hospital, Middleton School and open space areas and the Parkes CBD.
- + Extension of Morrissey Way to Nash Street. This road alignment will become the southern link road for the Township of Parkes. The alignment purposefully avoids Harrison Park.
- + Upgrades to Back Yamma Road, Morrissey Way and several intersections.
- + Proposed new local roads servicing new residential areas.
- + Pedestrian and cycling paths along main collectors and to main attractors.
- + Perimeter roads around the new urban area to enable a controlled transition from residential land-use to passive recreation. The graphic above shows a typical section through a proposed road on the urban edge adjoining the crown reserve.

- Existing Arterial / Sub-Arterial Roads
- Proposed Collector Roads
- Collector Road Network
- Local Road Network
- Southern Link Road Alignment
- Active Transport Network

MAP NO. 30 - MIDDLETON TRANSPORT PLAN



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### 7.1.3 Transport Infrastructure Staging Plan

It is expected that urban expansion within Middleton will occur in a staged manner.

The masterplanning process has identified that priority enabling road infrastructure will be required to support the staged development of land in Middleton.

A description of this priority enabling infrastructure is included as follows and shown in Map 31.

1. A new road connecting Fisher Street to Park Street, with southern connection to Morrissey Way.
2. A new road connecting Docos Road to Fisher Street.
3. Extension of Morrissey Way to Back Yamma Road.
4. A new road connecting Lawson and Patterson Street to Park Street.

MAP NO. 31 - ROAD INFRASTRUCTURE STAGING MAP



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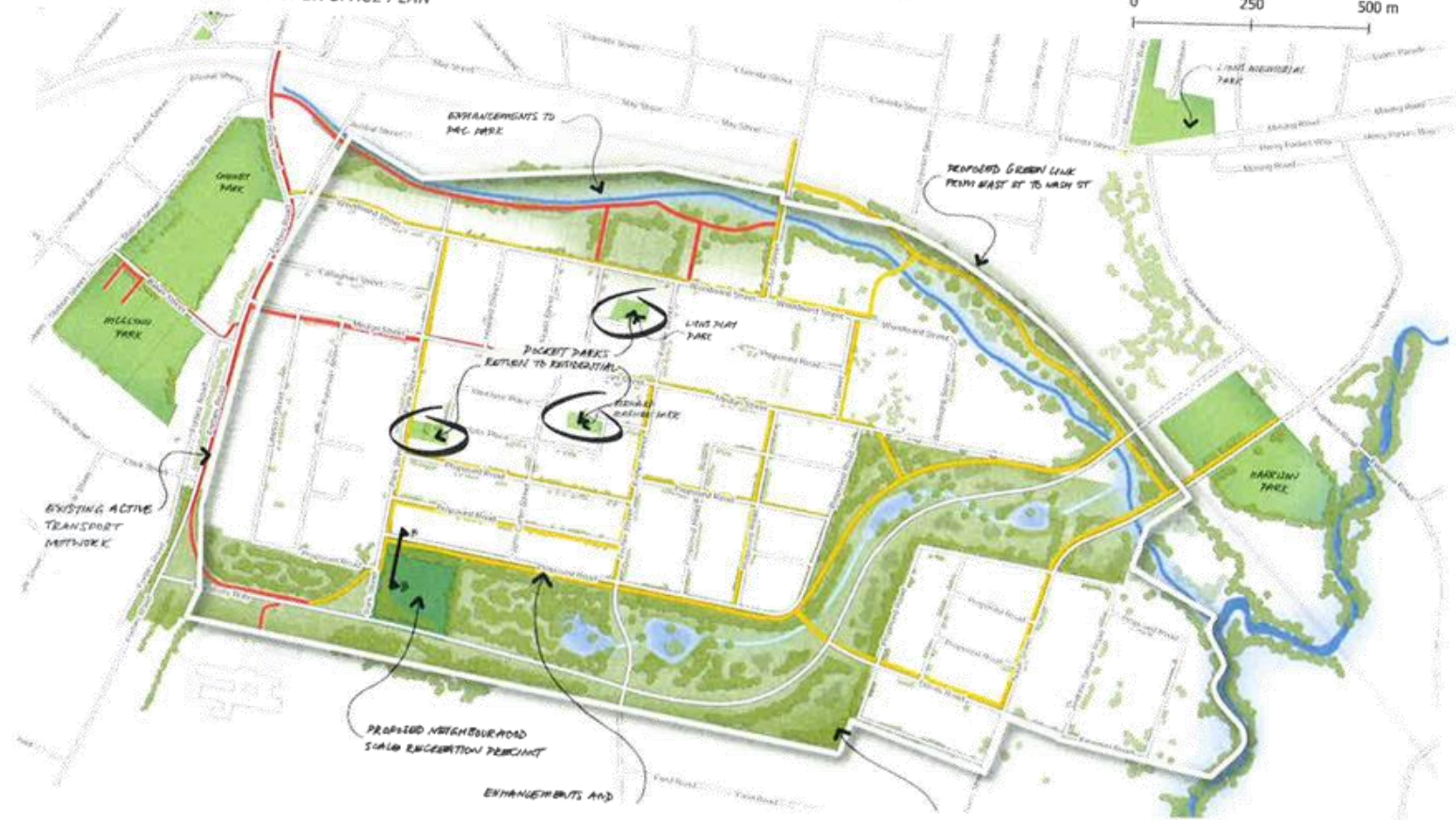
#### 7.1.4 Middleton Open Space Plan

An open space plan has been developed for Middleton, based on observed behaviours and analysis of resident needs for open space and recreation. At the forefront of the open space plan is the expansion and further develop Pac Park for a wider variety of passive recreation activities. Key features of Pac Park would include:

- ✦ Expansion of Pac Park south-east of East Street to Nash Street and Harrison Park. An area of predominantly Crown Land and some privately owned land located north of the existing urban drainage channel and south of the Orange to Broken Hill Railway is proposed to be acquired by Council.
- ✦ Expansion of the environmental rehabilitation of the riparian area adjacent to the Orange to Broken Hill Railway, down to its junction with Goobang Creek to the south-east.
- ✦ Provision for barbecue facilities at Pac Park in convenient proximity to existing attractors within the park (play equipment and, water features) and a new carpark from Woodward Street.
- ✦ Extension of the shared path network from East Street to Nash Street and Harrison Park, to allow further connections to the Eugowra Road shared path network back into the eastern area of Parkes.
- ✦ The expansion of Pac Park would achieve a central spine of green relief adjoining the Orange to Broken Hill Railway, with benefits for Middleton residential as well as the wider Parkes community.
- ✦ Other open space initiatives under the Middleton Masterplan are as follows:
  - ✦ Environmental rehabilitation, treelined buffer areas and landscaping along those areas of the Crown Land Road Corridor not to be used for road purposes.
  - ✦ New road crossings of the Newell Highway and East Street to link Pac Park and its shared path network to Cheney Park, McGlynn Park and Harrison Park.
  - ✦ New shared paths linking to attractors in the area.
  - ✦ Redevelopment of the underutilised Lions Play Park, Bernard Maguire Park and the Vaucluse Place open space area for residential purposes.

Map 32 shows the proposed open space plan treatments for Middleton in the wider context of the Parkes Urban Area.

MAP NO. 32 - MIDDLETON OPEN SPACE PLAN



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#### 7.1.5 Middleton Stormwater Management Plan

A high-level concept stormwater management plan has been developed for Middleton to indicate the broad intent of the macro-stormwater management system, as defined by Australian Rainfall and Runoff 2019.

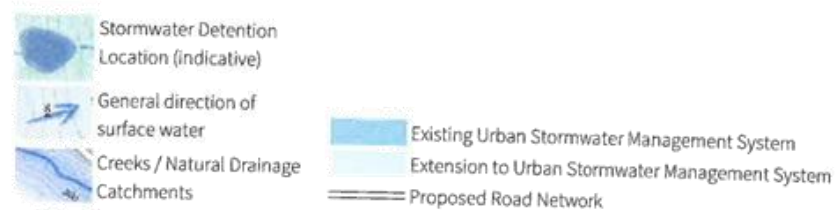
Key objectives for the management of stormwater in the Middleton Masterplan are as follows:

- ✦ Use and rely on Pac Park as a critical drainage reserve for Parkes Urban Area drainage and stormwater management.
- ✦ Create a subdivision design that limits the need for on-site detention and maximises the use of water sensitive urban design in both the public and private domain.
- ✦ Minimise impacts on residential land-use and natural areas to the greatest extent practical.
- ✦ Consider ways to reduce urban drainage impacts, including strategies to address public safety, water quality, drainage velocity and the discharge point to the Goobang Creek.

Key features of the Stormwater Management Plan are as follows:

- ✦ Expansion of the environmental rehabilitation program of the riparian area adjacent to the Orange to Broken Hill Railway, down to its junction with the Goobang Creek.
- ✦ Develop a series of interconnected onsite detention basins within the southern ring road corridor to slow the movement of stormwater entering downstream infrastructure, rural properties and the Goobang Creek.

Map 33 shows the proposed stormwater management plan for Middleton in the wider context of the Parkes Urban Area.



MAP NO. 33 - MIDDLETON STORMWATER MANAGEMENT MAP



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#### 7.1.6 Middleton Environmental Management Plan

A plan has been developed as part of the Middleton Masterplan to preserve environmental assets and values and set standards for the management of these assets and construction phases of new subdivisions and development.

Key features of the plan are as follows:

- ✦ Connecting isolated stands of vegetation to larger areas of native vegetation, including the Goobang Creek riparian areas and larger pockets of bushland along the Eugowra Road and the Orange to Broken Hill Railway.
- ✦ Maintaining and enhancing existing timbered galleries on the elevated areas, along the southern ring road corridor and along the Pac Park riparian corridor in order to provide green relief and habitat for native flora and fauna.
- ✦ Implementing an environmental management plan for redevelopment areas in order to minimise impacts on areas of high biodiversity value as well as lift performance in the management of soil movement and sedimentation, weeds, unauthorised vehicle movements and illegal dumping on public lands.
- ✦ Implementation of the Parkes Shire Council Roadside Vegetation Management within the southern ring road corridor, including the following:
  - Limit mowing and slashing to one slasher width, do not slash beyond the table drain Grade only the minimum road width required for safe clearance.
  - In areas where vegetation needs to be pruned or cleared, ensure all material is chipped and mulched on site.
  - Retain hollow logs for habitat.
  - Mulch should be spread on weeds and bare areas, not on native vegetation.

MAP NO. 34 - MIDDLETON ENVIRONMENTAL MANAGEMENT PLAN



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### 7.1.7 Middleton Servicing Plan

A plan has been developed as part of the Middleton Masterplan (see Map 35) to show the preferred location of trunk water and sewer mains. The map does not show the locations of utilities (including those which are the responsibilities of other authorities), however these would generally be aligned with augmentation from lead sewer, water, roads and lot layouts.

MAP NO. 35 - MIDDLETON SERVICING PLAN



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### 7.1.8 Water and Sewer Staging Plan

It is expected that urban expansion within Middleton will occur in a staged manner.

The masterplanning process has identified that priority enabling water and sewer infrastructure will be required to support the staged development of land in Middleton.

A description of this priority enabling infrastructure is included as follows and shown in Map 36.

1. Sewer trunk main from Park Street to Docos Road
2. Pump station on Emerton Road
3. Extension of reticulated water main from Woodward Street to the Nash Street / Emerton Road precinct.



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### 7.1.9 Property Boundary Alignment

There is recognition that the development of land within the areas of Middleton that have been identified for urban expansion will occur in a staged manner and that future subdivision may occur on a 'property-by-property' basis.

The Masterplan layout has been designed where possible to align key aspects of the design (i.e. road locations and lot layouts) with existing property holding boundaries. This approach has helped to ensure that a variety of lot sizes can be created throughout the area to address the community housing needs and expectations, and will also allow Council to prepare developer contributions framework that enables the efficient delivery of public infrastructure and utilities that is fair and equitable to property owners.

MAP NO. 37 - PROPERTY BOUNDARY ALIGNMENT FRAMEWORK



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The preparation of the Middleton Masterplan is being undertaken in a number of steps, as follows:

- + Preliminary Findings from Community Engagement - feedback from stakeholder engagement has been considered in the development of the draft Middleton Masterplan, which has been workshopped with Council and is now ready for public exhibition.
- + Public Exhibition of the draft Middleton Masterplan - the draft Middleton Masterplan will be placed on public exhibition, inviting further comments from relevant government agencies, stakeholders involved in the housing sector, community groups and individuals. Council's website will provide access to download the Middleton Masterplan as well as other general information on the plan making process.
- + Finalisation of the Middleton Masterplan - the finalised Middleton Masterplan will be reported to Council for adoption, along with a review of all submissions received.

The adoption of the Middleton Masterplan will provide the basis for the preparation of further plans and studies, including:

- + More detailed environment and heritage study of the area.
- + More detailed infrastructure servicing plans.
- + Planning Proposal for changes to the Parkes Local Environmental Plan 2012, generally in accordance with Masterplan findings / recommendations.

- + Update of the Parkes Shire Development Control Plan 2021, consistent with any amendments to the Parkes Local Environmental Plan 2012.
- + Update of the Parkes Shire Pedestrian and Cycling Strategy 2016.
- + Contributions Plan outlining upgrades to community facilities and services, costs and timing.
- + Preparation of a Street Tree Strategy to properly inform the selection and placement of street trees throughout existing and proposed urban areas.

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**16 NOTICES OF MOTION/QUESTIONS WITH NOTICE**

Nil



## 17 CONFIDENTIAL MATTERS

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### RECOMMENDATION

That Council:

1. Moves into Closed Session to deal with the matters below, which are classified as confidential under section 10A(2) of the *Local Government Act 1993* for the reasons specified:

#### **17.1 APPOINTMENT OF EXTERNAL MEMBERS TO ADVISORY COMMITTEES**

This matter is considered to be confidential under Section 10A(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

#### **17.2 LEASE OF 58 COLEMAN ROAD PARKES TO CHARLES STURT UNIVERSITY**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

#### **17.3 ACQUISITION OF LAND FOR STORMWATER DRAINAGE**

This matter is considered to be confidential under Section 10A(2) - d(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

#### **17.4 REPLACEMENT OF COUNCIL PLANT - VOLVO WHEELED LOADER**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Further it is considered that discussions of this matter in open Council would, on balance, be contrary to the public interest as it would prejudice Council's ability to secure the optimum outcome for the community.

2. Exclude the media and public from the meeting on the basis that the business to be considered is classified as confidential, pursuant to 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*.
-

- 
3. Withhold reports and correspondence relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.
  4. Make public resolutions made by the Council in Closed Session after the conclusion of the Closed Session, and record such resolutions in the minutes of the Council meeting.

## **BACKGROUND, ISSUES AND COMMENTARY**

In accordance with section 10A(2) of the *Local Government Act 1993*, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
  - (i) Prejudice the commercial position of a person who supplied it: or
  - (ii) Confer a commercial advantage on a competitor of Council;
  - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of Council's Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

## **18      REPORT OF CONFIDENTIAL RESOLUTIONS**

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

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