



# 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.*

## AGENDA

Tuesday, 18 January 2022

Notice is hereby given that an Ordinary Meeting of Parkes Shire Council will be held at the Council Administration Centre, 2 Cecile Street, Parkes, commencing at 2.00 pm for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER:** Kent Boyd



## Ordinary Council Meeting Agenda

### Order of Business: Tuesday, 23 January 2022

<b>1. PRAYER</b> .....	<b>1</b>
<b>2. APOLOGIES</b> .....	<b>1</b>
<b>3. CONFIRMATION OF PREVIOUS MINUTES</b> .....	<b>1</b>
<b>4. DECLARATIONS OF INTEREST</b> .....	<b>1</b>
<b>5. NOTICES OF MOTION / RESCISSION</b> .....	<b>1</b>
<b>6. LATE BUSINESS</b> .....	<b>1</b>
<b>7. MAYORAL MINUTES</b> .....	<b>2</b>
7.1. Mayoral Minute - Functions attended by Mayor and Councillors.....	2
7.2. Mayoral Minute - Coming Known Events for Mayor and Councillors .....	5
7.3. Mayoral Minute - Tamworth Country Music Festival .....	7
7.4. Mayoral Minute - Teeny Tiny Art Festival Opening.....	10
<b>8. COUNCILLORS' REPORTS</b> .....	<b>12</b>
<b>9. GENERAL MANAGER'S REPORT</b> .....	<b>12</b>
9.1. (GM) 2021 Local Government Election Declaration .....	12
9.2. (GM) Local Mayor and Deputy Mayor Election Results.....	16
9.3. (GM) Australian Local Government Association - Call for Motions - 2022 National General Assembly .....	18
9.4. (GM) 2022 Council Meeting Schedule and Other Key Dates .....	29
9.5. (GM) Building Better Regions Fund - Community Stream to fund a 'liveability piece' for the Shire .....	32
9.6. (GM) Local Roads and Community Infrastructure - Round 3 .....	34
9.7. (GM) Request to donate fees for the construction of the Pavilion at Parkes Showground.....	36
9.8. (GM) Investments and Borrowings as at 31 December 2021.....	38
<b>10. DIRECTOR CUSTOMER, CORPORATE SERVICES &amp; ECONOMY</b> .....	<b>41</b>
10.1.(DSSCE) Councillor Representation on Council Committees, Community Committees, Community Groups and Organisations 2022.....	41
10.2. (DCCSE) Parkes Shire COVID-19 Update.....	79
10.3. (DCCSE) Aboriginal Project Officer update - September to December 2021 .....	84
10.4.(DCCSE) Visit to Parkes Shire by NSW Agent-General to the United Kingdom. ....	94
10.5. (ICR) Letters of Appreciation .....	96
<b>11. DIRECTOR PLANNING AND COMMUNITY SERVICES</b> .....	<b>99</b>
11.1. (DPCS) Major Projects & Current Works - Progress Report as of 18 January 2022.....	99
11.2. (DPCS) Development Activity Report - November 2021 .....	101
11.3. (DPCS) Development Activity Report - December 2021 .....	105
11.4. (DPCS) Temporary Lift of Cooke Park Alcohol Free Zone.....	107
<b>12. DIRECTOR OPERATIONS</b> .....	<b>109</b>

---

12.1. (DO) Major Projects & Current Works - Progress Report.....	109
<b>13. DIRECTOR INFRASTRUCTURE.....</b>	<b>112</b>
<b>14. CONSIDERATION OF COMMITTEE MINUTES .....</b>	<b>113</b>
14.1. Committee Minutes - Parkes Elvis Festival Committee Meeting 8 December 2021 .....	113
14.2. Committee Minutes - Parkes Sports Council Meeting 14 December 2021 .....	123
<b>15. QUESTIONS AND MATTERS OF URGENCY.....</b>	<b>129</b>
<b>16. CONSIDERATION OF CONFIDENTIAL ITEMS .....</b>	<b>129</b>
16.1. CONFIDENTIAL - (DO) Purchase of land for Bogan Road Realignment.....	129
16.2. CONFIDENTIAL - (GM) Australia Day Awards 2022.....	130
16.3. CONFIDENTIAL - (GM) Purchase the artist plaster copies of Sir Henry Parkes and Elvis Presley.....	131
<b>17. MEETING CLOSURE .....</b>	<b>131</b>



**1. PRAYER**

**2. APOLOGIES**

**3. CONFIRMATION OF PREVIOUS MINUTES**

November and December.

**4. DECLARATIONS OF INTEREST**

**5. NOTICES OF MOTION / RESCISSION**

**6. LATE BUSINESS**

## 7. MAYORAL MINUTES

### 7.1. Mayoral Minute - Functions attended by Mayor and Councillors

---

#### Executive Summary

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

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

#### Recommendation

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

#### Report

Date	Function
Tuesday 23 November 2021	Ordinary Council Meeting <b>All Councillors and Senior Staff</b>
Thursday 24 November 2021	Central NSW Joint Organisation Board Meeting <b>Mayor KJ Keith OAM</b>
Thursday 25 November 2021	Central NSW Joint Organisation Board of Directors Meeting <b>Mayor KJ Keith OAM</b>
Thursday 25 November 2021	Parkes Country Universities Centre Annual General Meeting <b>Mayor KJ Keith OAM and Deputy Mayor BF Newton</b>
Thursday 25 November 2021	Country Mayors Association Executive Meeting <b>Mayor KJ Keith OAM</b>
Thursday 25 November 2021	Trundle & District Progress Association Committee Meeting <b>Deputy Mayor BF Newton</b>
Thursday 25 November 2021	Parkes Neighbourhood Central Board Meeting <b>Deputy Mayor BF Newton</b>
Sunday 28 November 2021	LGNSW Conference AGM <b>Mayor KJ Keith OAM and General Manager K Boyd</b>
Monday 06 December 2021	Strategic Transport Group Meeting <b>Mayor KJ Keith OAM</b>
Monday 06 December 2021	Meeting with Cleanteq <b>Mayor KJ Keith OAM, Deputy Mayor BF Newton, Councillor AJ Ward, General Manager K Boyd, Director Works &amp; Services B Howard, Director Infrastructure A Francis and Economic and Business Development Manager A Wyllie</b>

<b>Date</b>	<b>Function</b>
Tuesday 07 December 2021	Parkes Delivery Plus Workshop <b>All Councillors and Senior Staff</b> Meetings prior: Cultural Education & Library Committee Meeting <b>Mayor KJ Keith OAM, Deputy Mayor BF Newton, Councillor LA O'Leary, Councillor WP Jayet, Councillor NC Westcott, Councillor PJ Smith and Cultural Education &amp; Library Services Manager K Jones</b> Little Theatre Management Committee Meeting <b>Mayor KJ Keith OAM, Deputy Mayor BF Newton, Councillor WP Jayet and Councillor NC Westcott</b> Update by Detective Scott Rayner
Wednesday 08 December 2021	Elvis Festival Committee Meeting <b>Mayor KJ Keith OAM and Deputy Mayor BF Newton</b>
Wednesday 08 December 2021	Tullamore and District Consultative Committee Meeting <b>Deputy Mayor BF Newton</b>
Friday 10 December 2021	Parkes High School Graduation <b>Mayor KJ Keith OAM</b>
Friday 10 December 2021	Teeny Tiny Art Festival Official Opening <b>Mayor KJ Keith OAM, Councillor WP Jayet</b>
Monday 13 December 2021	Bogan Gate Community Memorial Hall Inc. Committee Meeting <b>Councillor GW Pratt</b>
Tuesday 14 December 2021	Parkes Sports Council Meeting <b>Mayor KJ Keith OAM and Councillor LA O'Leary</b>
Tuesday 14 December 2021	Lachlan Health Council Meeting <b>Mayor KJ Keith OAM and Deputy Mayor BF Newton</b>
Wednesday 15 December 2021	Lachlan Shire Council Christmas Party <b>Mayor KJ Keith OAM</b>
Thursday 16 December 2021	Parkes Neighbourhood Central Board Meeting <b>Deputy Mayor BF Newton</b>
Saturday 18 December 2021	Teeny Tiny Art Festival Soiree Event <b>Councillor WP Jayet and Councillor NC Westcott</b>
Monday 20 December 2021	Parkes Arts Advisory Council Meeting <b>Deputy Mayor BF Newton (Chair), Mayor KJ Keith OAM, Councillor WP Jayet, Councillor NC Westcott and Cultural Education &amp; Library Services Manager K Jones</b>
Tuesday 23 December 2021,	Ordinary Council Meeting First meeting of new term of Council 2022/2024 <b>All Councillors and Senior Staff</b>

---

<b>Date</b>	<b>Function</b>
Friday 31 December 2021	New Years Eve Harness Racing <b>Mayor Ken Keith OAM, Councillor WP Jayet</b>
Thursday 06 January 2022	Parkes Australia Day Cultural Awards Meeting <b>Mayor Ken Keith OAM and Councillor LA O'Leary</b>
Wednesday 12 January 2022	Peak Hill Australia Day Committee Meeting <b>Councillor LA O'Leary</b>
Tuesday 18 January 2022	Ordinary Council Meeting <b>Mayor KJ Keith OAM, Deputy Mayor NC Westcott, Councillor LA O'Leary, Councillor WP Jayet, Councillor GW Pratt, Councillor KM McGrath, Councillor JP Cass, Councillor ME Applebee, Councillor GS Wilson</b>

### **Attachments**

Nil.

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

---

### **Executive Summary**

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

Social distancing restrictions implemented due COVID-19, has resulted in meetings being limited where possible and meetings being held electronically. Council has also been assisting local community groups to hold their respective meetings electronically

### **Recommendation**

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

### **Report**

<b>Date</b>	<b>Function</b>
Monday 24 January 2022	Cleanteq Meeting for Sunrise Project <b>Mayor KJ Keith OAM and General Manager K Boyd</b>
Monday 24 January 2022	Peak Hill Community Consultative Committee Meeting <b>Councillor LA O'Leary</b>
Wednesday 26 January 2022	2022 Australia Day celebrations <b>Parkes - Mayor KJ Keith OAM, Councillor WP Jayet</b> <b>Peak Hill - Councillor LA O'Leary, Deputy Mayor NC Westcott</b> <b>Trundle - Councillor Tullamore - Deputy Mayor NC Westcott</b> <b>Bogan Gate -</b>
Thursday 27 January 2022	Trundle and District Progress Association Committee Meeting <b>Councillor TBC</b>
Wednesday 02 February 2022	Lachlan Maternity Stakeholder Reference Group <b>Mayor KJ Keith OAM</b>
Thursday 03 February 2022	GMAC Meeting, Orange <b>General Manager K Boyd</b>
Monday 07 February 2022	Central NSW integrated Transport Group <b>Mayor KJ Keith OAM</b>
Tuesday 08 February 2022	Newell Highway Taskforce Committee Meeting <b>Mayor KJ Keith OAM</b>
Tuesday 08 February 2022	Lachlan Health Council <b>Mayor KJ Keith OAM,</b>
Tuesday 08 February 2022	Parkes Sports Council Meeting <b>Councillor TBC</b>
Wednesday	Traffic Committee Meeting

---

<b>Date</b>	<b>Function</b>
09 February 2022	<b>Councillor TBC</b>
Wednesday 09 February 2022	Tullamore and District Community Consultative Committee Meeting <b>Councillor TBC</b>
Thursday 10 February 2022	Murray–Darling Basin Authority stakeholder event <b>Deputy Mayor NC Westcott</b>
Monday 14 February 2022	Bogan Gate Community Consultative Committee <b>Councillor TBC</b>
Tuesday 15 February 2022	Ordinary Council Meeting <b>All Councillors</b>

### **Attachments**

Nil.

---

### **7.3. Mayoral Minute - Tamworth Country Music Festival**

---

#### **Executive Summary**

As Council would be aware the organisers for the Tamworth Country Music Festival recently reschedule their January event, to now clash with the Parkes Elvis Festival. The Tamworth Festival is now on the 18-25 April, whereas the Parkes Elvis Festival was postponed to 20-24 April 2022. The Parkes Elvis Festival committee considered the probable impacts of COVID and as a consequence rescheduled the Elvis festival in October 2021.

#### **Recommendation**

1. That the information be received and noted.

#### **Report**

Parkes Mayor Ken Keith wrote to Tamworth Regional Council Mayor Russell Webb to convey both Parkes and Forbes Council's disappointment at their decision to postpone the 50th Tamworth Country Music Festival and Golden Guitar Awards to April 18-25 this year.

Parkes Elvis Committee had foreseen the difficulty in staging the Elvis event in January as the COVID-19 Delta wave was growing in NSW. The Committee took the difficult decision to postpone to April 20 -24 2022 in October 2021. Parkes is extremely disappointed and in a state of absolute disbelief that the decision has been made to move Tamworth Country Music Festival to clash with Parkes Elvis Festival, especially when you consider that the Elvis Festival organisers have been in contact with the Tamworth festival organisers and had relayed their decision to postpone last year.

In response Mayor Webb acknowledged the disappointment at their decision but assured that it could not be avoided. He offered that the primary reasons for their decision was the lack of time available to review their event in the face of the NSW Government's decision to impose more COVID-19 restrictions. In addition, their community was concerned about the increasing cases from the current wave of the pandemic, which affecting their confidence that the event would be safe. He was also concerned about supply chains and staffing availability due to isolation requirements.

Mayor Webb acknowledged our request that Tamworth Regional Council reconsider the proposed new dates but respectfully advised that this was not possible. "An overlap of dates for the Parkes and Tamworth Festivals is less than ideal", he said. However, he was confident the two can successfully co-exist on this occasion. "There is enough difference between them to appeal to different audiences", he said.

There will be an inevitable adverse impact on the festival, and accordingly these impacts will be discussed with the State Government in terms of ensuring a viable event is conducted.

#### **Attachments**

- 1 Letter - Response to Postponment of Tamworth Country Music Festival January 2022



[Email: [council@parkes.nsw.gov.au](mailto:council@parkes.nsw.gov.au)]

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

Dear Ken

**RESPONSE TO YOUR LETTER DATED 11 JANUARY 2022 - 50<sup>TH</sup> TAMWORTH COUNTRY MUSIC FESTIVAL - POSTPONEMENT**

Ref: *nc/RW/DocSetID1041539*

Thank you for your letter received by email on Tuesday afternoon, 11 January 2022. I would like take the opportunity to congratulate you and your fellow councillors on your election.

I want to acknowledge the disappointment you conveyed on behalf of your Council - and that of your neighbouring Forbes Shire Council – about our difficult yet necessary decision to postpone the 50<sup>th</sup> Tamworth Country Music Festival and Golden Guitar Awards to April 18-25 this year.

I appreciate and understand your concerns about the overlap of the Parkes and Tamworth festivals, but I assure you it unfortunately could not be avoided.

There were many reasons why 18-24 April 2022, were the only suitable dates for our Festival and I would like to share those with you. I hope it helps give you a better understanding of how things unfolded last Friday extremely quickly and then resulted as they have.

Let me start by saying that not one person at Tamworth Regional Council, and not one person who was present at the emergency stakeholder meeting on Friday, was happy to have to make a decision like this one week out from our 50<sup>th</sup> event kicking off.

There was much discussion about the impacts that such a decision would have on the huge volume of people who are involved in the festival; from people who work right across the music industry, to local business, to the fans who had already begun to arrive in the Tamworth region, to our Festival staff and contractors. This was not the outcome that any of those people wished for.

Unfortunately, a few factors made going ahead untenable. This included the fact that though the NSW Government had stated that major events should go ahead, they also required additional new risk assessments to be submitted and approved (a week out from our event). This was all work that had already been done as part of our COVID Safe planning, however with bump-in to start on Sunday and crews already on the road, we were significantly concerned about any restrictions that may be imposed following the review of those risk assessments, and the ability of our teams to action any additional requirements or restrictions which may have been required prior to the Festival's start.

Another consideration (which we had been seeing through the supply chain over the previous few days) was around staffing, and concern about this was shared by many local venues. With cases



---

rising and many experts conceding that we were all likely get COVID-19 regardless of our vaccination status, we had to consider the impact that key staff and contractors being required to isolate would have on our event.

Thirdly, we had been fielding significant feedback from both the Tamworth region's community and individuals involved in the Festival (including artists and their management, sponsors and contractors) with concern to rising case numbers within our local health district. The health and safety of everyone must always remain the top priority for Tamworth Regional Council and the Tamworth Country Music Festival, and these concerns certainly came into play.

Postponement rather than cancellation was the preference expressed by stakeholders at the emergency meeting. April was identified as having the only suitable new dates because it falls within school holidays which is integral to some of our local suppliers including bus companies and accommodation providers. Of course, with so many COVID-19-related event changes occurring, finding dates without any clashes proved impossible.

Last Friday after the Premier made his announcement at 1pm, Council's first move was to convene a meeting of local stakeholders soon after. Then at 3pm there was a meeting with Councillors to seek their guidance on a way forward followed at 4pm with a media opportunity to announce the decision.

I trust you can appreciate we simply did not have time to consult or call the organisers of your Parkes event before we made the public announcement about our Festival on Friday afternoon – it was a real whirlwind of activity with hundreds of contractors and service providers still in the process of being contacted.

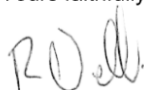
I acknowledge your request that Tamworth Regional Council reconsider the proposed new dates but I must respectfully advise you this is not possible.

An overlap of dates for the Parkes and Tamworth Festivals is less than ideal. However, I am confident the two can successfully co-exist on this occasion. There is enough difference between them to appeal to different audiences.

In favour for us both, the pandemic has led to an increase in the number of Australians who want to holiday close to home. The tourism industry has reported figures show more people are wanting to stay in their own state – including regional areas - when they holiday because of the evolving situation with the virus and changing border rules.

I am confident the Parkes and Tamworth festivals can both continue to be a success for our communities this year in these very challenging times.

Yours faithfully,



Russell Webb

**Tamworth Region Mayor**

Contact: (02) 6767 5473

13 January 2022

## **7.4. Mayoral Minute - Teeny Tiny Art Festival Opening**

---

### **Executive Summary**

Opening evening for the Parkes Community Arts Festival- Postcards from Parkes Exhibition on Friday 10th December 2021, sponsored by a CMOC Northparkes Community Grant.

### **Recommendation**

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

### **Report**

Acting Mayor Ken Keith gave an opening address to an audience of 60 attendees at the opening of the Teeny Tiny Art Festival and the Postcards from Parkes Exhibition.

He congratulated the artists involved and the organising committee (in particular Margot Jolly, thanking her for her experience and involvement in the arts in Parkes for many years).

He spoke about the importance of the arts in shires like ours and made particular note that Council's commitment to facilitating and supporting artistic and cultural vibrancy was stronger now than ever before.

He acknowledged the equal necessity of the arts as well as sports to liveability and wellbeing in our community.

Feedback from attendees was overwhelmingly positive towards the evening program which included:

- A Welcome to Country delivered by Iesha Thompson
- Entertainment on the newly acquired baby grand piano by Steve Lindsey (of Peak Hill)
- Catering by Good Folk Food
- Wine from Lillypilly Wines Leeton.
- And a spontaneous performance from Hannah Farrant-Jayet and Roxanne Gallacher accompanied by Steve for the few who at the end of the evening,

There was also raffle with items generously donated by:

- Elsie Mahon
- Deb Jones
- Ron Dunford Chemist
- And News Express.



Acting Mayor Ken Keith addressing attendees (Picture courtesy of R Gallacher)



L to R: Bill Jayet, Hannah Farrant-Jayet, Roxanne Gallacher and Steve Lindsey around the new baby grand piano  
In the Coventry Room. (Picture courtesy of K Jones)

**Attachments**

Nil.

## 8. COUNCILLORS' REPORTS

### 9. GENERAL MANAGER'S REPORT

#### 9.1. (GM) 2021 Local Government Election Declaration

---

##### Prepared By:

General Manager

##### Executive Summary

I place on record for historical purpose the 2021 election results having received the Declaration of the Poll from the Returning Officer. The Local Government election was held on Saturday 4 December 2021 with one group of 6 candidates and 13 individual candidates contesting the election for 10 Councillors.

##### Background Information

NSW Local Government Elections are usually held every four years in September. However the 2020 Local Government Election was delayed until 4 December 2021 by the Minister for Local Government on 21 June 2021 due to the restrictions on gathering and movement introduced by the NSW Government to prevent the spread of Covid-19 and "to ensure the safety and wellbeing of our communities, voters, polling staff and candidates".

##### Legislative or Policy Implications

[Local Government General Regulations \(2005\) - Part 11 Elections](#)

##### Budget and Financial Aspects

Council had allocated \$100,000 in the 2020/2021 budget for this election. This amount does not include time taken by the General Manager and other staff in attending to the requirements of the election. Council also leased the Currajong building to house the Returning Officer in Parkes for the convenience of local candidates and the community in dealing with his office. In addition the Coventry Room was leased to the Electoral Commission as a pre-poll and election day polling place.

##### Recommendation

1. That the information be received and noted.

##### Report

The Returning Officer, Mr Matthew David Irvine, has provided the official Declaration of the Poll to Council.

##### Election Statistics

Last Updated On: 21/12/2021 10:03

Candidates to be Elected: 10

Counts Required: 17

Enrolment: 10,528

Formal Votes: 8,027

Informal Votes: 797 (9.08%)

Total Votes: 8,824

Turnout: 83.81%

Quota: 730

### Parkes - Candidates in Sequence of Election

In order of election, the results (as listed on the [NSW Electoral Commission Web Site](#)) were as follows:

Candidate	Group	Count Elected At
WILSON Glenn	A	1
KEITH Ken		1
O'LEARY Louise		1
WESTCOTT Neil		2
JAYET Bill		2
APPLEBEE Marg		11
CASS Jacob		11
McGRATH Kenny		15
WEBER Daniel *	A	17
PRATT George		17

\* Candidate(s) marked with an asterisk were elected without reaching quota.

Candidates elected at the same count are displayed in the order they appear on the ballot paper.

### Parkes - First Preference Group and Candidate Votes by Aggregated Vote Type

GROUP	CANDIDATE	ORDINARY VOTES	DECLARATION VOTES	VOTES BALLOT PAPERS	% FORMAL FORMAL	No Of QUOTAS
<b>A</b>						
	WILSON Glenn	815	140	955	11.90	1.3082
	SNYMAN Erik	86	26	112	1.40	0.1534
	SCHERER Matthew	89	25	114	1.42	0.1562
	WEBER Daniel	133	33	166	2.07	0.2274
	WEBER Peter	51	15	66	0.82	0.0904
	HODGE Ray	141	42	183	2.28	0.2507
	Group Total	1,315	281	1,596	19.88	2.1863
	<b>UNGROUPED CANDIDATES</b>					
	WESTCOTT Neil	563	145	708	8.82	0.9699
	KEITH Ken	959	213	1,172	14.60	1.6055
	FRANCIS Cathy	131	29	160	1.99	0.2192
	APPLEBEE Marg	496	77	573	7.14	0.7849
	BURKE Johanne	171	42	213	2.65	0.2918
	JAYET Bill	615	92	707	8.81	0.9685
	CASS Jacob	520	130	650	8.10	0.8904
	COULSTON John	146	10	156	1.94	0.2137
	PRATT George	383	48	431	5.37	0.5904
	WHITE Sean	34	13	47	0.59	0.0644
	SOUTHON John	277	55	332	4.14	0.4548

---

<b>GROUP</b>	<b>CANDIDATE</b>	<b>ORDINARY VOTES</b>	<b>DECLARATION VOTES</b>	<b>VOTES BALLOT PAPERS</b>	<b>% FORMAL FORMAL</b>	<b>No Of QUOTAS</b>
	McGRATH Kenny	403	93	496	6.18	0.6795
	O'LEARY Louise	614	172	786	9.79	1.0767
	<b>Total Formal Votes</b>	<b>6,627</b>	<b>1,400</b>	<b>8,027</b>	<b>100.00</b>	
	<b>Informal Ballot Papers</b>	<b>750</b>	<b>47</b>	<b>797</b>		
	<b>Total Votes / Ballot Papers</b>	<b>7,377</b>	<b>1,447</b>	<b>8,824</b>		

**Notes:**

1. Ordinary Votes include Polling Places and Pre-poll venues.
2. Declaration Votes include Enrolment, iVote, NAMAV and Postal vote types.

**Attachments**

1. Declaration of Councillor Election for Parkes Shire Council by the Returning Officer.

## Attachment 1 - Parkes Shire 2021 Local Government Election - Declaration of Councillor Election by Returning Officer

### Declaration of Councillor - LG.560

**Council:** Parkes



**Ward (if applicable):**

**Election Day:** 4 December 2021

**Candidates to be Elected:** 10

**Quota:** 730

The counting of votes resulted in the election of the candidates with the word "Elected" next to their name and I declare those candidates duly elected as Councillors until the next ordinary election of the Council.

Candidates	1st Preference Votes	Elected Candidates
WILSON Glenn	955	Elected
SNYMAN Erik	112	
SCHERER Matthew	114	
WEBER Daniel	166	Elected
WEBER Peter	66	
HODGE Ray	183	
WESTCOTT Neil	708	Elected
KEITH Ken	1,172	Elected
FRANCIS Cathy	160	
APPLEBEE Marg	573	Elected
BURKE Johanne	213	
JAYET Bill	707	Elected
CASS Jacob	650	Elected
COULSTON John	156	
PRATT George	431	Elected
WHITE Sean	47	
SOUTHON John	332	
McGRATH Kenny	496	Elected
O'LEARY Louise	786	Elected

A full copy of the results may be viewed on the NSW Electoral Commission website

MATTHEW DAVID IRVINE, J.P

RETURNING OFFICER'S NAME

*Keith Li*

22 / 12 / 2022

RETURNING OFFICER'S SIGNATURE

DATE



## **9.2. (GM) Local Mayor and Deputy Mayor Election Results**

---

### **Prepared By:**

General Manager

### **Executive Summary**

The results of local Mayor and Deputy Mayor Elections held to are are shown below.

### **Background Information**

Councils are required to elect Mayors and Deputy Mayors annually except where the Mayor is popularly elected.

### **Legislative or Policy Implications**

Nil.

### **Budget and Financial Aspects**

Nil.

### **Recommendation**

1. That letters of acknowledgement be forwarded to former Council Mayors and letters of congratulations be forwarded to the newly elected Mayors and Deputy Mayors.

### **Report**

Known results to date are:

### **Central NSW Joint Organisation Councils**

<b>Council</b>	<b>Mayor</b>	<b>Deputy Mayor</b>
Bathurst Regional Council	Robert Taylor	Ben Fry
Blayney Shire Council	Scott Ferguson	David Somerville
Cabonne Shire Council	Kevin Beatty	Jamie Jones
Cowra Shire Council	Bill West	Judi Smith
Forbes Shire Council	Phyllis Miller OAM	Chris Roylance
Lachlan Shire Council	John Medcalf OAM	Paul Phillips
Oberon shire Council	Mark Kellam	Andrew McKibbin
Orange City Council	Jason HAMLING	
Weddin Shire Council	Craig Bembrick	Paul Best



## Regional Councils

<b>Council</b>	<b>Mayor</b>	<b>Deputy Mayor</b>
Bland Shire Council	Brian Monaghan	Rodney Crowe
Bogan shire Council	Glen Neill	Victoria Boag
Carrathool Shire Council	Darryl Jardine	Bev Furner
Cobar Shire Council	Peter Abbott	Jarrold Marsden
Dubbo Regional Council	Matthew Dickerson	Richard Ivey
Gilgandra Shire Council	Doug Batten	Ash Walker
Hilltops Council	Margaret Roles	Alison Foreman
Lithgow Shire Council	Maree Statham	Cass Coleman
Mid-Western Regional Council	Des Kennedy	Sam Paine
Narrabri Shire Council	Ron Campbell	Cathy Redding
Narrandera Shire Council	Cr Kschenka	Cr Lander
City of Wagga Wagga Council	Dallas Tout	Jenny McKinnon
Warrumbungle Shire Council	Ambrose Doolan	Aniello Iannuzzi

## Attachments

Nil.

### **9.3. (GM) Australian Local Government Association - Call for Motions - 2022 National General Assembly**

---

#### **Prepared By:**

General Manager

#### **Executive Summary**

The Australian Local Government Association (ALGA) is calling for motions from Councils for discussion at the National General Assembly (NGA) scheduled to be held in Canberra 19 to 22 June 2022.

The theme for the 2022 National General Assembly is "*Partners in Progress*". This theme focuses on how partnerships particularly between the Australian Government and Local Government can tackle immediate challenges facing communities as well as confidently facing the future.

#### **Background Information**

Traditionally the ALGA National General Assembly attracts over 800 Mayors, Councillors and senior officers from Councils around Australia and provides the opportunity to contribute to the development of national local government policy.

It is anticipated that motions for the 2022 National General Assembly will assist the ALGA to maintain the Government's engagement with Local Government and to drive improved outcomes for the Local Government sector at the national level.

Motions are requested no later than Friday 25 March 2022

#### **Legislative or Policy Implications**

Nil

#### **Budget and Financial Aspects**

Nil for the actions of this report.

#### **Recommendation**

1. That motions be considered for submittal to the 2022 National General Assembly.

## **Report**

To be eligible for inclusion in the National General Assembly Business Papers, and subsequent debate on the floor, motions must meet the following criteria;

- Be relevant to the work of local government nationally
- Not be focussed on a specific location or region unless the project has national implications
- Be consistent with the theme of the National General Assembly
- Complement or build on the policy objectives of their state and territory local government association
- Be submitted by a council which is a financial member of their state or territory local government association
- Propose a clear action and outcome
- Not be advanced on behalf of external third parties that may seek to use the National general Assembly to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

## **Attachments**

1. Australian Local Government Association - National General Assembly Discussion Paper 2022

**Attachment 1 - Discussion-Paper-2022**

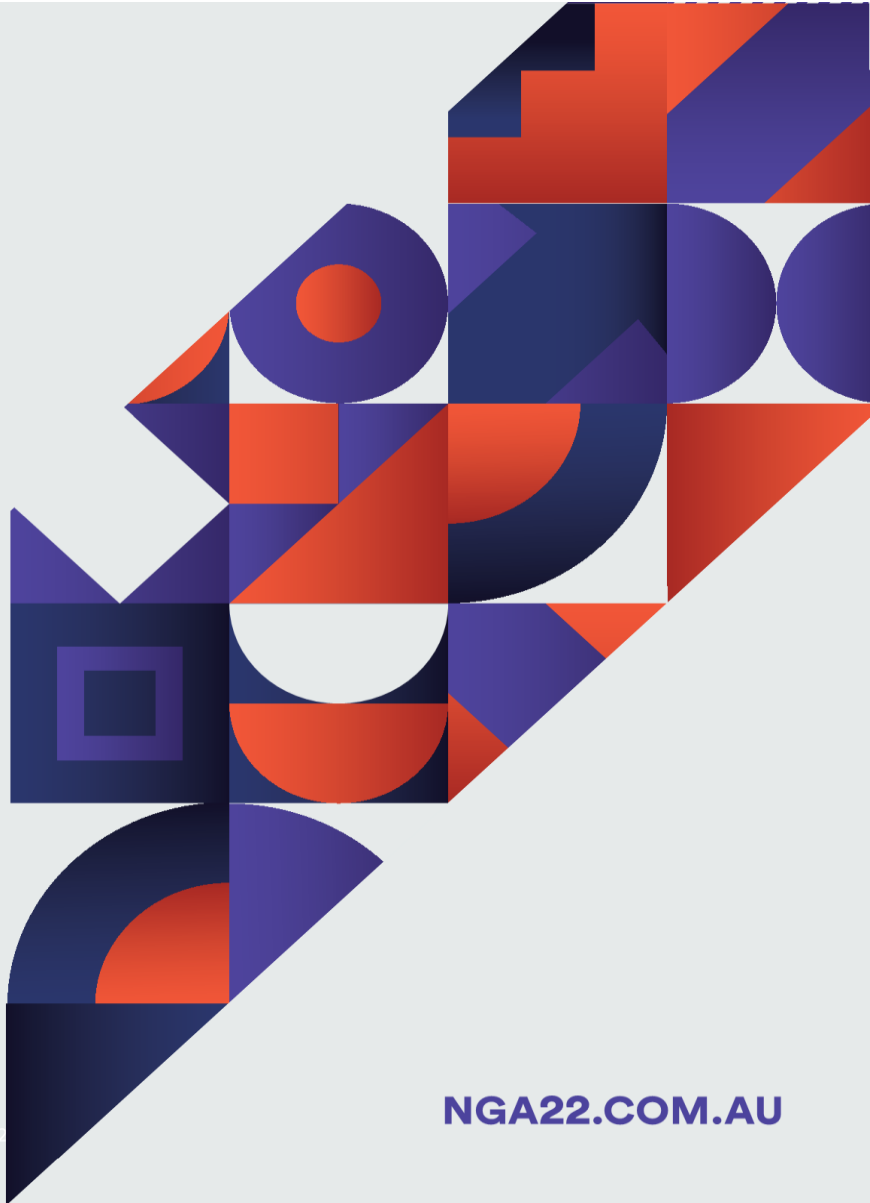


 AUSTRALIAN  
LOCAL GOVERNMENT  
ASSOCIATION

**PARTNERS IN PROGRESS**

**2022**  
NATIONAL  
**GENERAL**  
ASSEMBLY  
19 - 22 JUNE 2022

**CALL FOR MOTIONS**  
DISCUSSION PAPER



## SUBMITTING MOTIONS

This discussion paper is a call for councils to submit motions for debate at the 2022 National General Assembly (NGA) to be held in Canberra 19 – 22 June 2022.

It has been prepared to assist you and your council in developing your motions. You are encouraged to read all the sections of the paper but are not expected to respond to every issue or question. Your council's motion/s can address one or more of the issues identified in the discussion paper.

Motions should be lodged electronically using the online form available on the NGA website at: [www.alga.asn.au](http://www.alga.asn.au) and received no later than 11:59pm AEST on Friday 25 March 2022.

The theme of the 2022 NGA is – Partners in Progress.

The NGA aims to focus on how partnerships, particularly between the Australian Government and Local Governments, can tackle immediate challenges facing communities as well as confidently facing the future.

In submitting your council's motion/s you are encouraged to focus on how partnership can address national issues at the local level, and new ways the Australia Government could partner to strengthen the local government sector to advance community well-being, local economic development, create jobs, address environmental challenges, climate change and complex social issues such as housing affordability.

The National General Assembly of Local Government (NGA) is an important opportunity for you and your council to influence the national policy agenda and promote new ways of strengthening the local government sector and our communities.

Note: If your council does submit a motion there is an expectation that a council representative will be present at the National General Assembly to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2022 NGA.



**To submit your motion go to:**  
[alga.asn.au/](http://alga.asn.au/)



## KEY DATES CRITERIA FOR MOTIONS

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. not be focussed on a specific location or region – unless the project has national implications. You will be asked to justify why your motion has strategic importance and should be discussed at a national conference
3. be consistent with the themes of the NGA
4. complement or build on the policy objectives of your state and territory local government association
5. be submitted by a council which is a financial member of their state or territory local government association
6. propose a clear action and outcome i.e. call on the Australian Government to do something; and
7. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members, or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

Motions should generally be in a form that seeks the NGA's support for a particular action or policy change at the Federal level which will assist local governments to meet local community needs.

Motions should commence as follows - *This National General Assembly calls on the Australian Government to .....*

*Example*

*This National General Assembly calls on the Australian Government to restore Local Government Financial Assistance Grants to a level equal to at least 1% of Commonwealth taxation revenue.*

2

## OTHER THINGS TO CONSIDER

Please note that it is important to complete the background section on the form. Submitters of motions should not assume that NGA delegates will have background knowledge of the issue. The background section helps all delegates, including those with no previous knowledge of the issue, in their consideration of the motion. Please note that motions should not be prescriptive in directing how the matter should be pursued.

Try to keep motions practical, focussed and relatively simple. Complex motions with multiple dot point can be difficult to implement and to advance.

All motions submitted will be reviewed by the ALGA Board's NGA Sub-Committee, in consultation with state and territory local government associations, to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Sub-Committee considers the criteria, clarity of the motion and the importance and relevance of the issue to local government. If there are any questions about the substance or intent of a motion, ALGA will raise these with the nominated contact officer. With the agreement of the submitting council, these motions may be edited before inclusion in the NGA Business Papers.

To ensure an efficient and effective debate where there are numerous motions on a similar issue, the ALGA Board NGA Subcommittee will group the motions together under an overarching strategic motion. The strategic motions have either been drafted by ALGA or are based on a motion submitted by a council which best summarises the subject matter. Debate will focus on the strategic motions. Associated sub-motions will be debated by exception only or in accordance with the debating rules.

Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state or territory local government association and will not be included in the NGA Business Papers.

Motions should be lodged electronically using the online form available on the NGA website at: [www.alga.asn.au](http://www.alga.asn.au). All motions require, among other things, a contact officer, a clear national objective, a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received no later than 11:59pm AEST on Friday 25 March 2022.

3



## Introduction

As Australia emerges from the crisis management phase of the COVID-19 global pandemic, attention now turns to rebuilding and to the future.

By the time of the NGA in June 2022, the next federal government and 47th Parliament of Australia, will almost certainly have been elected.

Prior to the election the major political parties will have campaigned on priorities and made numerous policy and programs commitments that will help shape our nation's future.

Invariably, in government, these policies and programs will need to be refined, developed and implemented. Almost certainly they will need to be adapted to meet changing circumstances, emerging issues and local and regional needs.

We know from previous elections that governments will not be able to achieve their policy agenda alone. They need reliable partners committed to playing their part in taking the nation forward, working together on mutual goals and advancing national prosperity for all.

During the election campaign, ALGA will be working extensively with state and territory local government association members, and many of you, to advance the national priorities highlighted in the Federal Election manifesto 'Don't' Leave Local Communities Behind'.

These priorities were significantly influenced by many of the resolutions of past NGAs.

Whether the Coalition Government is returned or a new Government formed, the 2022 NGA provides the first major opportunity to engage with relevant portfolio Ministers and key members of the new Government.

Most importantly, it provides you - the elected representatives of Australia's local councils and communities - with the opportunity to reaffirm our national priorities and to place new ideas on the national policy agenda.



## The Immediate Recovery Challenges

Government at all levels have collaborated to avert the worst possible health and economic outcomes of the COVID-19 pandemic across Australia.

By November 2021 most states had reached or made significant progress in reaching the 80% or more vaccination threshold.

Every community was affected, some more than others, and local government has been at the forefront of developing local solutions to local challenges.

*Given the economic and social impacts of the COVID pandemic on communities over the past 2 years, are there issues that need to be addressed by a new partnership between the Commonwealth Government and local governments?*

*Given the impacts of the COVID pandemic on your council and other councils around the country, are their issues that a partnership between the Commonwealth Government and local government should address?*

## Jobs

In September 2021 the national, seasonally adjusted unemployment rate, was 5.2% (ABS). The underemployment rate was 9.5% with monthly hours worked decreasing by 1 million hours. Roy Morgan's survey work suggests Australian unemployment (unadjusted) was 9.2% in October with underemployment at 8.6%.

National statistics however mask variations at the state, regional and local level. State and Territory unemployment ranged from 3.9% in Western Australia and the Northern Territory, 5.1% in Queensland and Tasmania, 5.3% in South Australia, NSW 5.4%, Victoria 5.6% and the Australian Capital Territory 6.6%. Similarly, regional and local community unemployment vary from the national average reflecting local circumstances and the different impact of the COVID-19 pandemic, lockdowns and their flow-on effects have on the local economy. Youth unemployment and Aboriginal and Torres Strait Islander unemployment is also consistently higher.

As an employer of staff and of contractors, as well as a facilitator of local economic development, local government can play a key role in addressing unemployment and underemployment.

In keeping with the ALGA Federal election manifesto, 'Don't' Leave Local Communities Behind' local solutions are required for local circumstances.

*What new partnership program could the Australian Government develop to take advantage of local government's knowledge of the local economy, geographic spread across the country and its ability to create jobs?*

*As an employer, what are the pre-requisites for councils to create more good quality, secure local jobs that build community capacity and address local workforce skills shortages?*





### Building Back Better Businesses

The economic shock of the past 2 years has caused unprecedented disruption to local businesses and communities. While many businesses have adapted to difficult circumstances, some have not survived. The current vacant shop fronts and offices of the streetscapes in our cities and towns is evidence of the challenges that our local businesses, local industry and communities have faced.

*The capacity of the private sector, and small business in particular, to bounce back is untested.*

*What new partnership programs could the Australian Government introduce to take advantage of local government's role in economic development, including to support local businesses?*

### Opening Australia's Borders

As previously mentioned, by November 2021 most states had reached or made significant progress in reaching the 80% or more vaccination threshold. At this point, under the National Plan to Transition Australian National COVID-19 Response, governments were committed to introducing new measures such as opening international borders, minimising cases in the community without ongoing restrictions or lockdowns, COVID vaccination boosters encouraged and provided as necessary, and allowing uncapped inbound arrivals for all vaccinated persons, without quarantine.

As Australia opens up its international borders economic recovery is expected to accelerate. The return of expats, international students, overseas migration and international tourism will increase population, supply of labour and demand for goods and services including for accommodation.

In the first instance, economic activity can be expected to return to pre-COVID levels. Over time, with appropriate support, it will grow.

The closure of borders and particularly international borders affected many parts of the tourism industry and the economies of many local communities. While domestic visitors helped fill a gap, recovery of many parts of the industry and the economy of communities that depend heavily on tourism will depend on the return of international travel.

To do this Australia must position itself to compete in international markets. This comes through offering high quality destinations, services and experiences that highlight the quality and value available in Australia. In addition to delivering a better visitor experience, this should also increase productivity, efficiency and innovation.

*In the short term, what new partnership programs could the Australian Government introduce to assist local government meet the return of international students and stronger migration now and into the future?*

*What new programs could the Australian Government develop to partner with local government to facilitate tourism and the traveller economy?*

6

### Workforce Shortages and Re-engineering Work

In November 2021 business representatives report significant labour shortages particularly in the agriculture and hospitality sectors. The lack of backpackers, overseas students and migrant workers, combined with people not wanting to return to the workforce, are just some of the reasons attributed to these shortages.

While opening borders may increase the supply of labour, some argue that there is a more fundamental change in Australia's workforce and workplaces.

Although not reported in Australia yet, in the United States the post-COVID workforce has been associated with what some have called the 'Great Resignation' as employees have adjusted their expectations, work-life balance and priorities and simply not returned to their old jobs.

Many workers have been required to work from home for extended periods during the pandemic, including working remotely and now look for greater flexibility in their work. Technology and automation are transforming work and the workplace.

Many are prepared to change jobs to maximise this flexibility and the benefits derived from it. Traditionally this has led to wage pressure but coupled with demand for greater workplace flexibility employers need to be innovative to attract and retain employees. As an employer, councils are not immune and will also need to develop these strategies.

*What new programs could the Australian Government develop to partner with local government to help support an influx of skilled migrants?*

*What new programs could the Australian Government develop to partner with local government to help councils attract and retain appropriately trained workers and employees?*

7





### Climate change

The United Nations Conference (COP) of Parties 26 held in Glasgow 2021 focused global attention on climate change and global and national efforts to achieve net zero emissions by 2050 and limit global warming to 1.5 degrees.

For decades local governments have played an important leadership role in addressing climate change. Councils have supported the adoption of a wide range of community-based programs and initiatives to lower the carbon footprint of local communities. As a sector, local government has led the debate for lowering carbon emissions, sourcing renewable energy, responded creatively to reduce greenhouse gas emissions from landfills, facilitated the construction of green buildings and water sensitive design of cities and towns.

Pragmatically, local government has been at the forefront to address the impacts of climate change and adaptation to climate change. These impacts include an increased number of days with high temperatures, less rainfall and more droughts in southern Australia, less snow, more intense rainfall and fire weather, stronger cyclones, and sea level rise. These changes will increase stress on Australia's infrastructure and physical assets and natural ecosystems that are already threatened, and significantly affect agriculture, forestry, fisheries, transport, health, tourism, finance and disaster risk management.

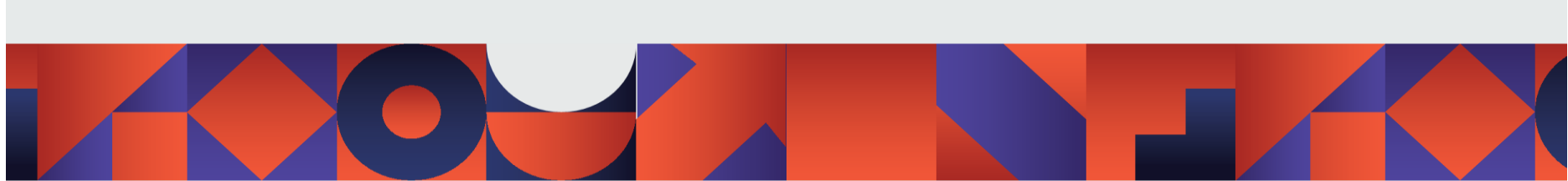
*How do we work together to ensure that there is local adaptation to climate change and climate extremes?  
What partnerships are available to achieve climate neutrality?*

### Natural Disasters

With the high-risk weather season commencing, many councils will be engaging with their communities about disaster preparedness, resilience and recovery. Not only have we experienced one of Australia's worst bushfire seasons in 2019-20, but some councils also had to deal with multiple disaster events within a 12 month period. Some councils have had to deal with bushfires, followed by storms, flooding, hailstorms, more flooding and COVID-19. These multiple disasters have had a devastating effect on many councils' financial sustainability and their ability to fund mitigation measures for the upcoming high risk weather season. Smaller rural and regional councils are further financially challenged and require help with preparedness and mitigation, as they currently have zero capacity to fund major mitigation projects.

The Royal Commission into National Natural Disaster Arrangements recognised that councils need help. It concluded that without assistance many local governments cannot undertake the roles and responsibilities allocated to them by their State/Territory Governments.

*What new programs could the Australian Government develop to partner with local government to help to address natural disasters to assist in recovery and build resilience?*



### Environment

Local government plays a critical role in environmental management including environment protection.

“Australia’s Strategy for Nature 2019 – 2030” recognises that we all have a role in securing nature as the foundation of our existence. It is an overarching framework for all national, state and territory and local strategies, legislation, policies and actions that target nature. It has 3 goals:

1. Connecting all Australians with nature:
2. Care for nature in all its diversity, and
3. Share and Build knowledge.

To achieve these goals there are a variety of options for joint action to reduce threats and their impacts include ensuring the design and management of the protected area network considers and accommodates future threat scenarios and establishes robust mechanisms to respond effectively to new and emerging threats. The strategy suggests there are opportunities to ‘... improve planning, regulation, environmental impact assessment and approvals processes. In addition, threat abatement activities could include targeted pest management, ecosystem restoration (integrated fire management, revegetation), pollution control, greenhouse gas emissions management and climate change adaptation’.

*How could the Australian Government partner with local government to help support the implementation of the Australian Strategy for Nature 2019 – 2030 and take advantage of local knowledge?*

*What new programs could the Australian Government develop to partner with local government to help to reduce threats and risks to nature and build resilience?*

### The Circular Economy

The 2019 National Waste Policy Action Plan applies principles of a circular economy to waste management to support better and repeated use of our resources. The circular economy principles for waste are:

1. Avoid waste
2. Improve resource recovery
3. Increase use of recycled material and build demand and markets for recycled products
4. Better manage material flows to benefit human health, the environment and the economy
5. Improve information to support innovation, guide investment and enable informed consumer decisions.

Councils play a major role in the management of household and domestic waste. Therefore, local government has a critical role to play in further developing the circular economy.

*How could the Australian Government partner with local government to advance the circular economy?*

*What new programs could the Australian Government partner with local government to progress these objectives?*



### Affordable Housing

The shortage and costs of rental properties and affordable home ownership is causing significant social and economic impacts in cities and towns across Australia, including rural and regional communities. This is due to a range of factors such as changes in recent migration patterns, cheap finance and labour and material shortages in the construction sector.

The impacts on local governments and communities includes housing stress for individuals and families, difficulty in attracting and housing key workers and an increase in homelessness.

The House of Representatives Standing Committee on Tax and Revenue 2021 is leading an inquiry into the contribution of tax and regulation on housing affordability and supply in Australia. Whilst the provision of affordable housing is not a local government responsibility, local governments often facilitate affordable housing within their communities, operating within state/territory planning, financial and other legislation requirements. The housing challenge is different in each community and the council response is dependent on its financial resources and priorities.

*How could the Australian Government partner with local government address housing affordability?*

*What new programs could the Australian Government partner with local government to progress this objective?*

### Conclusion

Thank you for taking the time to read this discussion paper and support for the 2022 National General Assembly of Local Government.

A reminder:

- Motions should be lodged electronically using the online form available on the NGA website at: [www.alga.asn.au](http://www.alga.asn.au) and received no later than 11:59pm AEST on Friday 25 March 2022.
- It is important to complete the background section on the form.
- Motions should not be prescriptive in directing how the matter should be pursued.
- Motions should be practical, focussed and relatively simple.
- Motions must meet the criteria published at the front of this paper.
- When your council submits a motion there is an expectation that a council representative will be present at the National General Assembly to move and speak to that motion if required.

We look forward to hearing from you and seeing you at the 2022 NGA.



[NGA22.COM.AU](http://NGA22.COM.AU)

---

## **9.4. (GM) 2022 Council Meeting Schedule and Other Key Dates**

---

### **Prepared By:**

General Manager

### **Executive Summary**

Council is required to determine its meeting schedule for 2022. Parkes Shire Council Ordinary meetings are currently held on the third Tuesday of each month.

On a rotational basis, two (2) meetings a year have historically been held in the Shire towns.

Attendance and participation (or otherwise) at all scheduled events will be subject to the impacts of NSW Government Health orders and Councils own safety due diligence.

### **Background Information**

Nil.

### **Legislative or Policy Implications**

Consistent with community consultation principles in Council's Management Plans.

### **Project Delivery Implications**

COUNCIL+ *Council*

### **Risk Assessment**

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

### **Budget and Financial Implications**

Nil.

### **Recommendation**

1. That Ordinary meetings of the Parkes Shire Council be held on the third Tuesday of each month in Parkes at the Parkes Shire Council Offices, 2 Cecile Street, Parkes NSW 2870, commencing at 1.00pm with the confidential sessions, and 2.00pm for the open session, subject to the amendments below.
2. That the Ordinary Council meeting scheduled for 19 April 2022 be held in Bogan Gate at the Bogan Gate Memorial Hall.
3. That the Ordinary Council meeting scheduled for 18 October 2022 be held at the Tullamore Bowling Club 2 Haylock Street Tullamore NSW 2874.
4. That the Ordinary Council meeting normally scheduled for 21 June 2022 be rescheduled for 28 June 2022 to accommodate attendance at the Australian Local Government Association's National General Assembly in Canberra from 19 to 22 June 2022.

5. That a Councillor workshop/briefing session "Parkes Delivery Plus Workshop" be held on the first Tuesday of each month at the Parkes Shire Council Offices, 2 Cecile Street, Parkes NSW 2870, commencing at 2.00pm, subject to the amendments below.
6. That the Parkes Deliver Plus workshop normally scheduled for 1 March 2022 be rescheduled for Tuesday 8 March 2022 to accommodate attendance at the Local Government NSW Special Conference from 28 February to 2 March 2022 in Sydney
7. That the Mayor (or nominee), General Manager (or nominee) and other interested Councillor/s be authorised to attend the Local Government NSW Special Conference from 28 February to 2 March 2022 in Sydney.
8. That the Mayor (or nominee) and General Manager (or nominee) be authorised to attend the Australian Local Government Association's National General Assembly in Canberra from 19 to 22 June 2022.
9. That the Mayor (or nominee) and General Manager (or nominee) be authorised to attend the 2022 Australian Logistics Council Forum at Sydney on 24 to 25 May 2022.
10. That Council Committee meetings be scheduled where possible, to be held from 9.00am to coincide with Ordinary meetings of Council, or the Parkes Delivery Plus Workshop, (or at any other time by agreement).

## **Report**

### Meetings

Council is required to determine its meeting schedule for 2022. In accordance with Council's Code of meeting Practice Parkes Shire Council meetings are currently held on the third Tuesday of each month at the Parkes Shire Council offices and commence at 2.00pm.

Historically, two meetings a year are held in the Shire villages on a rotational basis. The gesture is well received by the communities involved. Council meetings were held at Peak Hill and Trundle in 2021.

It is therefore suggested that the Ordinary Council meeting scheduled for 19 April 2022 be held in Bogan Gate at the Bogan Gate Memorial Hall. The Bogan Gate Community Memorial Hall Committee have been contacted and they have no conflict with that date.

It is also suggested that the proposed village meeting at Tullamore be held on 18 October 2022 at the Tullamore Bowling Club 2 Haylock Street Tullamore. The Tullamore Community Consultative Committee have been contacted and they have no conflict with that date.

### Committee Meetings

Councillor Committee meetings are normally from 9.00am to coincide with the Ordinary meeting of Council. In accordance with Council's Code of Meeting Practice all Councillors will receive notification of all Committee meetings scheduled and are welcome to attend although, only those Councillors delegated to that Committee are required to attend and able to vote on any matters tabled before that respective Committee.

Minutes of all Council Committee's must be tabled at a Council Meeting. **Recommendations** of Committees hold no power until ratified at a Council meeting.

Committee meetings will also be scheduled where possible to coincide with Parkes Delivery Plus Workshops.

### Parkes Delivery Plus Workshops

Parkes Delivery Plus (PDP) Workshops are information sessions only, designed to keep Councillors abreast of Council operations. Although the Workshops are considered and treated as closed as the items discussed could involve Strategic and Operational matters of Council, they are not to be considered or run as a Council meeting or as a Council Committee meeting.

Councillors can only provide guidance or seek further information.

There are no Resolutions or Minutes created from PDP Workshops, only Directions or Actions detailed in a record of meeting.

To assist scheduling PDP Workshops, they will be planned to be held where practicable, on the first Tuesday of each month between 2.00pm and 6.00pm (or at any other time by agreement).

### Key Conferences

The Local Government NSW 2022 Special Conference is scheduled to be held from 28 February to 2 March 2022 in Sydney. The Conference is the annual policy-making event for Councils of NSW. The Conference is the pre-eminent State-level event of the local government year where local Councillors and senior Council staff share ideas and debate issues that shape the way we are governed. All NSW Councils, regional, county and metropolitan, are members. Resolutions from this Conference become the business of LGNSW for the year and accordingly representation recommended.

The Australian Local Government Association's (ALGA) Annual National General Assembly (NGA) is scheduled to be held in Canberra from 19 to 22 June 2022. The NGA brings together hundreds of delegates (Mayors and General Managers predominately) from Councils across Australia to debate issues of national significance to Local Government. It provides an opportunity for local Councils to develop and express a united voice on core issues affecting their communities with access to influential decision-makers of the Federal Government, at both the political and departmental levels. Resolutions from the Assembly become the business of ALGA for the year and accordingly representation is recommended.

### **Attachments**

Nil.

---

## **9.5. (GM) Building Better Regions Fund - Community Stream to fund a 'liveability piece' for the Shire**

---

### **Prepared By:**

General Manager

### **Executive Summary**

The Australian Government "Building Better Regions Fund" (BBRF) is now open for applications.

It is proposed to lodge an application to fund a "Liveability Strategy".

### **Background Information**

Applications close 10 February 2022.

### **Legislative or Policy Implications**

Nil.

### **Budget and Financial Aspects**

The project is currently being scoped, however a strategy worked-up with proper community consultation is estimated to cost in the vicinity of \$200,000. As the grant requires 50% funding it is anticipated that Councils contribution of up to \$100,000 be taken from the annual Northparkes Mines Voluntary Planning Agreement funds.

### **Recommendation**

1. That Council apply for funding under the Building Better Regions Fund - Community Stream, to fund a 'liveability Strategy' for the Shire
2. That 50% funding be allocated from the annual Northparkes Mines Voluntary Planning Agreement funds.

### **Report**

Council has been very successful procuring grant funds through the Building Better Regions Fund. Considerable work is involved with submitting the large grant applications previously submitted. Projects need to be fully developed and go through a community consultation process to have any chance of success.

In recent past years considerable efforts have been directed into economic development activities, which are now yielding significant result, with such developments as the Parkes Special Activation Precinct, SAP. The impact of the SAP alone is forecast to be the creation of around 3000 jobs over the next 20+ years. As a consequence, we believe there now needs to be an effort in ensuring our shire is evermore "liveable".

Accordingly, it is proposed to look at where the liveability gaps are and work with the community to identify how we can make the shire even more attractive to the existing residents and those future residents that will come to the area for the new opportunities created.

The cost of such a strategy is estimated be in the order of \$200k.



## **Attachments**

Nil.

## **9.6. (GM) Local Roads and Community Infrastructure - Round 3**

---

### **Prepared By:**

General Manager

### **Executive Summary**

Applications opened late 2021 for the Local Roads and Community Infrastructure, round 3, grant. Parkes Councils allocation is \$2,675,226.

Project selection has been inhibited, as the grant application period conflicted with the Council caretaker period, the local government election, and the Christmas/New Year period.

There is significant work in scoping, costing, and submitting the grant applications, which are due by 30 June 2022. Projects must be completed by 31 December 2023.

### **Background Information**

Nil.

### **Legislative or Policy Implications**

Nil.

### **Budget and Financial Aspects**

Parkes Councils allocation is \$2,675,226

### **Recommendation**

1. That the Local Roads and Community Infrastructure - Round 3 grants be allocated as outlined in the table attached to this report.

## Report

Proposed project allocation is intended to align with previous community consultation including the "have your say" platform and councils ability to deliver the projects in the timeframe with current supply and resourcing constraints.

### PROPOSED ALLOCATION OF LOCAL ROADS AND COMMUNITY INFRASTRUCTURE GRANT - ROUND 3

Project	Allocation	Rationale
Spicer Internal Works	\$900,000	Council previously resolved to proceed with the Spicer Oval Amenities building. As previously reported an additional \$900k was required to complete the carpark and fit out. At the time it was suggested to apply under the next round of Royalties for Regions, however the LRCI round is now a more timely option.
Road Rehab and Drainage	\$1,145,226	2021 has been a very high rainfall year. Road and drainage infrastructure has been significantly affected. It is intended to identify the areas in most need and allocate these funds accordingly.
Skate Park	\$130,000	Part funding has been previously allocated under Round 4 of the Stronger Country Communities program (\$200k) to complete a pump-track as part of the skate park. This allocation would allow that project to be fully funded and completed in a timely manner.
Accessible access Peak Hill Library	\$50,000	There is currently several steps to access the Peak Hill Library. This project included a level entry from the side of the building.
Bushman Hill Amenities	\$250,000	An amenities building for use during events at Bushman's Hill has been a long outstanding request, particularly in support of the Indigenous communities participation in that area.
Cooke Park Power Upgrade	\$200,000	With the creation of the new Cooke Park Pavilion, the area will become an active area for events. The Pavilion has been built to accommodate plug-in generators due to the inadequate power in that part of Parkes. However, to avoid the need and difficulties to hire generators for events it is proposed to upgrade the transformers in the park so adequate power is always available.

## Attachments

Nil.

---

## 9.7. (GM) Request to donate fees for the construction of the Pavilion at Parkes Showground

---

### Prepared By:

General Manager

### Executive Summary

Parkes Showground Land Manager is asking Council to make a donation equivalent to the fees associated with the construction and inspection fees and Section 94A developer contribution for the construction of a pavilion and hall.

### Background Information

The Showground Land Manager has lodged an development application and now a construction certificate for the demolition and construction of a new pavilion at the Parkes Showground. A number of grants were allocated to the Showground Land Manager from the COVID-19 showground stimulus program to assist with the demolition and construction of the pavilion. Local showgrounds are important multi-use community hubs and investment in infrastructure upgrades keeps them safe and functional for future generations. Showgrounds provide facilities for agricultural shows and a wide range of community groups and many, including Parkes Showground, also serve as relief centres during bushfires and floods to provide shelter for residents and animals and a base for emergency services. Construction costs for the building were estimated to be \$2.5m.

### Legislative or Policy Implications

[Section 356 of the Local Government Act](https://www.parkes.nsw.gov.au/your-council/grants-funding/councils-grants-programs/community-financial-assistance-leasing-licencing/)<https://www.parkes.nsw.gov.au/your-council/grants-funding/councils-grants-programs/community-financial-assistance-leasing-licencing/>

[Community Financial Assistance Policy](#)

### Project Delivery Implications

ACTIVITY+ *Passive Recreation*, COMMUNITY+ *Wellbeing*, COMMUNITY+ *Culture*, ECONOMY+ *Investment Attraction*

### Risk Assessment

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

## **Budget and Financial Implications**

Council has previously agreed to support this important community project.

The total of Council's construction certificate fees and inspections fees is \$10,251.60. Section 94A Development contribution fee of \$13,000 + to CPI adjustment is also payable prior to the approval of the construction certificate as was notified in the original development consent. The total amount is over the annual budget allocation for the Community Financial Assistance Program. Other fees payable by the Land Manager will include the Long Service Levy and the Planning Portal Fee, which are outside Council's control. Other sources for funding the donation could be allocated from the Parkes Town Improvement fund, which has a current balance of \$304,097.

## **Recommendation**

1. That Council make a donation under its Community Financial Assistance Grants policy to an amount equivalent to the construction and inspection fees.
2. That the donation amount be allocated from the Parkes Town Improvement budget.

## **Report**

Nil

## **Attachments**

Nil.

---

## **9.8. (GM) Investments and Borrowings as at 31 December 2021**

---

### **Prepared By:**

Chief Financial Officer

### **Executive Summary**

The carrying value of Council's cash & investments at 31 December 2021 was \$27,874,500 and the principal outstanding on Council's borrowings was \$18,706,081.

### **Background Information**

In accordance with Clause 212 of the Local Government (General) Regulation 2005, the following details are provided for Council's investments under Section 625 of the Local Government Act, 1993. The carrying values of the investments outlined in this report have been those advised to Council by the arrangers, brokers, or custodian of those securities.

### **Legislative or Policy Implications**

- Parkes Shire Council Investment Policy
- Clause 212 of the Local Government (General) Regulation 2005
- Section 625 of the Local Government Act, 1993.
- DLG Circular 10-11 - Investment Policy Guidelines
- DLG Circular 11-01 Ministerial Investment Order

### **Project Delivery Implications**

COUNCIL+ *Council*

### **Risk Assessment**

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

### **Budget and Financial 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.

### **Recommendation**

1. That the information in relation to the investments and borrowings at 31 December 2021 be received and noted.

## Report

Below is the Summary of Cash & Investments, Investment Register Portfolio Report and Summary of Borrowings for Parkes Shire Council as at 31 December 2021.

The movement in Cash & Investments for the month ending 31 December 2021 were as follows:

<b>Opening Balance as at 1 December 2021</b>	<b>\$ 28,360,891</b>
Net - Cash, Grants Received & Investments Redeemed	(\$ 486,391)
<b>Closing Balance as at 31 December 2021</b>	<b>\$ 27,874,500</b>

There was a decrease recorded in the cash & investment holdings during December following increased capital expenditure and a reduction in actual cash received from grants and contributions. Council is currently awaiting payment to be received from several government debtors which are anticipated to be paid during January 2022 for works previously completed.

The movement in Borrowings for the month ending 31 December 2021 were as follows:

<b>Opening Balance as at 1 July 2021</b>	<b>\$ 19,195,731</b>
<u>Plus</u> , New Borrowings Drawn down - July - December 2021	\$ 0
<u>Less</u> , Borrowing Repayments - July - December 2021	(\$ 489,650)
Closing Balance as at 31 December 2021	\$ 18,706,081

Council currently has a total of 10 loans across various lenders. These loans were drawn to assist with funding significant capital expenditure projects across the shire, including the Parkes Regional Airport, Parkes Water & Sewer Treatment Plants.

Parkes Shire Council Investment Register as at 31 December 2021						
ADI/Issuer	Reference	Investment Type	Principal	Yield	Settlement Date	Maturity Date
National Australia Bank	1	Term Deposit	1,500,000	0.47	20/01/2021	20/01/2022
AMP Bank Ltd	2	Term Deposit	3,500,000	0.75	20/01/2021	20/01/2022
Bendigo & Adelaide Bank	3	Term Deposit	2,000,000	0.30	18/08/2021	18/03/2022
Bank of Queensland Ltd	4	Term Deposit	4,000,000	0.44	30/07/2021	29/04/2022
Suncorp Group Ltd	12	Floating Rate Note	503,290	0.97	16/08/2017	16/08/2022
AMP Bank Ltd	5	Term Deposit	500,000	0.75	18/08/2021	18/08/2022
NAB	6	Term Deposit	3,000,000	0.34	18/08/2021	18/08/2022
Bank of Queensland Ltd	7	Term Deposit	500,000	3.45	2/01/2018	3/01/2023
Commonwealth Bank	13	Floating Rate Note	506,210	1.01	16/08/2018	16/08/2023
AMP Bank Ltd	8	Term Deposit	1,000,000	0.75	5/08/2021	8/08/2023
RaboBank Australia	9	Term Deposit	500,000	3.43	23/11/2018	22/11/2023
Bank of Queensland Ltd	10	Term Deposit	1,000,000	0.79	30/07/2021	30/07/2024
Westpac Banking Group	11	Cash at Call - Maxi & Main	9,365,000			At Call
<b>Total</b>			<b>27,874,500</b>			

Loan Movements 2021-22								
Borrower (by Purpose)	Lender	System Loan No.	Loan Term Years	Date of Maturity	Interest Rate	Original Amount Borrowed \$	Principal Repaid as at 31 December 2021	Principal Outstanding as at 31 December 2021
<b>General Fund</b>								
Airport Runway Rehabilitation	NAB	1	20	2030	8.21%	\$ 2,000,000	\$ 50,205	1,238,312.83
30 Welcome Street	NAB	3	20	2030	8.21%	\$ 500,000	\$ 12,551	309,578.43
Henry Parkes Centre	NAB	4	20	2030	8.01%	\$ 950,000	\$ 23,645	584,317.60
Parkes Swimming Pool Upgrade	ANZ	5	10	2022	5.60%	\$ 2,000,000	\$ 130,680	124,918.37
Renewable Energy	NAB	6	10	2022	3.922%	\$ 700,000	\$ 40,913	88,860.56
Parkes Regional Airport Redevelopment	CBA	8	10	2024	5.91%	\$ 1,000,000	\$ 53,081	310,210.08
Community Infrastructure, Drainage Projects	TCorp	10	10	2026	3.485%	\$ 2,220,000	\$ -	2,220,000.00
Transport Infrastructure	TCorp	11	10	2028	3.670%	\$ 3,000,000	\$ -	3,000,000.00
<b>Total General Fund</b>						<b>\$ 12,370,000</b>	<b>\$ 311,056</b>	<b>7,876,197.87</b>
<b>Sewer Fund</b>								
Parkes Sewer Treatment Plant	TCorp	7	10	2026	2.90	\$ 4,000,000	\$ -	4,000,000.00
<b>Total Sewer Fund</b>						<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>4,000,000.00</b>
<b>Water Fund</b>								
Parkes Water Treatment Plant	TCorp	9	20	2036	3.045	\$ 8,500,000	\$ 178,595	6,829,882.90
<b>Total Water Fund</b>						<b>\$ 8,500,000</b>	<b>\$ 178,595</b>	<b>6,829,882.90</b>
<b>Total All Funds</b>						<b>\$ 24,870,000</b>	<b>\$ 489,650</b>	<b>18,706,080.77</b>

Certification - Responsible Accounting Officer

The Chief Financial Officer hereby certifies that the investments listed in the Investment Summary have been made in accordance with Section 625 of the Local Government Act, 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's Investment Policy.

**Attachments**

Nil



---

## **10. DIRECTOR CUSTOMER, CORPORATE SERVICES & ECONOMY**

### **10.1. (DSSCE) Councillor Representation on Council Committees, Community Committees, Community Groups and Organisations 2022**

---

#### **Prepared By:**

General Manager

#### **Executive Summary**

Council normally reviews committee membership annually in September. The covid delays to the Local Government election has affected the normal cycle, requiring membership to now be established following the 4 December 2021 local government election. A workshop will be held prior to the 18 January 2022 Council meeting to assist determine participation in the various committees and formalised thereafter at the Ordinary Council meeting.

#### **Background Information**

Nil.

#### **Legislative or Policy Implications**

Nil.

#### **Budget and Financial Aspects**

Nil.

#### **Recommendation**

1. Council representatives on the various Committee's are appointed.
2. Any Committees no longer required be terminated.
3. Letters advising of Council Delegates to external organisation's or committee's be sent.
4. Committee Operating Procedures to be updated.

#### **Report**

Councillors are appointed as a delegate or representative to the various committees under Council resolution. Council Committees have been referenced to the Strategic Objective in the Community Strategic Plan 2030.

Parkes Shire Council's Code of Meeting Practice provides that Council may appoint or elect Committees as it considers necessary with Council reviewing all appointments annually in September.

Council must specify the functions of each of its Committees when the Committee is appointed or elected but may from time to time amend those functions.

In relation to the operation of the Committees, Council may:

- (a) decide the number of Councillors on the Committee.
- (b) decide the quorum (otherwise the quorum is a majority of members)
- (c) determine the Chairman\* (otherwise the Committee determines the Chairman)

\* The Mayor may choose to be the Chairman.

The Mayor is a member of each Committee of the Council.

All Councillors are entitled to attend any Committee meeting with meeting notices forwarded to all Councillors calendars and agenda's will be provided to all Councillors although a Councillor who is not an appointed member of the Committee is not entitled to vote at a meeting of the Committee.

Councillors are reminded that the disclosure requirements contained in the Code of Conduct and Section 17 of Council's Meeting Procedures relate to Committee Members (including community representatives on Council (Committees)).

Councillors should also be aware that under Council's Code of Meeting practice all meetings of Council Committees which comprise only of Councillors as members - i.e. this does not include committee meetings where Council staff or community members are members of the committee, must be webcast on Councils' website:

Definition of webcast - "A video or audio broadcast of a meeting transmitted across the internet either concurrently with the meeting or at a later time"

This does not apply to parts of a meeting that have been closed to the public under section 10A of the Act.

A copy of the Committee operating procedures is attached for reference, the operating procedures which include the functions of each Committee were reviewed and updated in September 2020. Membership to each Committee will be updated in due course.

The Former term Council Committee list is as follows, former Councillors have been highlighted for replacement.

**Council Committee - Councillor Only**  
*(Minutes of these Committee Meetings must be tabled at Council meetings)*

	COMMITTEE NAME	REPRESENTATIVES TERM-2022/2023	STRATEGIC OBJECTIVE	ADMIN LEAD	FREQUENCY
1.	Parkes Pool Planning Committee	All Councillors	6.3	Operations (Business Support)	Meets as required
2.	Plant Procurement and Replacement Committee	Councillors <b>AJ Ward</b> , KM McGrath, GW Pratt and NC Westcott	F6 F7	Operations (Business Support)	Meets as required
3.	Road Naming Committee	Councillors KM McGrath, <b>PJ Smith</b> , LA O'Leary and WP Jayet	8	Operations (Business Support)	Meets as required
4.	Senior Staff Committee**	Deputy Mayor <b>BF Newton</b> and Councillor <b>AJ Ward</b> ** (Mayor KJ Keith Chairs this Committee)	F2	Office of Mayor	Once a year

\*\* Has traditionally been Mayor, Deputy Mayor and a Councillor nomination made by the General Manager.

The General Manager nominated Councillor **AJ Ward** for the term 2022/2023.

**Sec 355 Committees**  
*(Minutes of these Committee Meetings must be tabled at Council meetings)*

	COMMITTEE NAME	REPRESENTATIVES TERM 2020/2021	STRATEGIC OBJECTIVE	ADMIN LEAD	FREQUENCY
1.	Elvis Festival Committee	Mayor KJ Keith and Deputy Mayor <b>BF Newton</b>	6	Customer, Corporate Services & Economy (Visitor Economy)	Eight meetings scheduled in 2021
2.	Henry Parkes Centre Management Committee	Deputy Mayor <b>BF Newton</b> and Councillor <b>AJ Ward</b>	6 8	Customer, Corporate Services & Economy (Visitor Economy)	Meets as required
3.	Little Theatre Management Committee	Deputy Mayor <b>BF Newton</b> and Councillors WP Jayet and NC Westcott	6 8	Planning & Community Services (Cultural Education & Library)	Three meetings scheduled in 2021
4.	Parkes Sports Council	Councillor LA O'Leary (Councillor <b>WJ Biles</b> as alternate)	6 8	Customer, Corporate Services & Economy (Corporate Services)	Monthly

**Council Committee - Councillor with Invited Community Members**  
*(Minutes of these Committee Meetings must be tabled at Council meetings)*

	COMMITTEE NAME	REPRESENTATIVES TERM 2020/2021	STRATEGIC OBJECTIVE	ADMIN LEAD	FREQUENCY
1.	Access Committee	Councillor KM McGrath (Councillor Pratt as alternate)	3.5	Operations (Business Support)	Meets as required
2.	Audit, Risk and Improvement Committee	Deputy Mayor <b>BF Newton</b> and Councillor NC Westcott Chair Mr Grahame Marchant and Independent Member Mr Robert Haddin	F4	Customer, Corporate Services & Economy (Corporate Services)	Quarterly
3.	Climate Change Response/Planning/Environment Committee	Deputy Mayor <b>BF Newton</b> , Councillors WP Jayet and NC Westcott (Terms of Reference to be developed)	7	Customer, Corporate Services & Economy (Economy & Customer Engagement)	Meets as required
4.	Economic Development Committee (Includes Sub-Committees - Airport Development, Business Advisory and CBD Vibrancy)	Deputy Mayor <b>BF Newton</b> , Councillors <b>AJ Ward</b> , WP Jayet and NC Westcott Mayor KJ Keith is the Chair for all Committees other than the Airport Development Committee which is Councillor <b>AJ Ward</b>	5.1	Customer, Corporate Services & Economy (Economy & Customer Engagement)	Meets as required

	COMMITTEE NAME	REPRESENTATIVES TERM 2020/2021	STRATEGIC OBJECTIVE	ADMIN LEAD	FREQUENCY
5.	Elders Advisory Committee	Councillors KM McGrath, LA O'Leary and WJ Biles	3.5	Planning & Community Services (Cultural Education & Library)	Three or four times a year on average
6.	Floodplain Management Committee	Deputy Mayor Cr BF Newton and Councillor GW Pratt	7 8	Infrastructure & Strategic Futures	Meets as required
7.	Heritage Advisory Committee	Deputy Mayor BF Newton, Councillors WP Jayet, LA O'Leary and AJ Ward	6	Planning & Community Services (Planning & Compliance)	Meets as required
8.	Parkes Multipurpose Centre Inaugural Performance Committee (Sunset)	Mayor KJ Keith, Deputy Mayor BF Newton, Councillors WP Jayet (Chair) and NC Westcott	6	Customer, Corporate Services & Economy (Visitor Economy)	Meets as required
9.	Parkes Pool Management Committee	Councillors AJ Ward (Chair), PJ Smith and WP Jayet	6.3	Operations (Business Support)	Meets as required
10.	Parkes Shire Christmas Committee	Councillor AJ Ward, Councillor NC Westcott, Councillor WP Jayet and Councillor LA O'Leary	5.1	Customer, Corporate Services & Economy (Economy & Customer Engagement)	Meets as required
11.	Parkes Shire Cultural, Education & Library Committee (Includes Sub-Committee - Parkes Advisory Arts Council)	Deputy Mayor BF Newton (Chair), Councillors LA O'Leary, PJ Smith, WP Jayet, WJ Biles and NC Westcott Deputy Mayor BF Newton (Chair), Councillors WP Jayet and NC Westcott	6.3	Planning & Community Services (Cultural Education & Library)	Four or five times a year on average
12.	Parkes Traffic Committee	Councillor KM McGrath (Councillor AJ Ward as alternate)	8.2	Operations (Business Support)	Quarterly
13.	Sporting Facilities Development Committee	Councillors LA O'Leary, WJ Biles, WP Jayet and NC Westcott	6.3	Customer, Corporate Services & Economy (Corporate Services)	Meets as required
14.	Waste Facilities Committee	Deputy Mayor BF Newton, Councillors AJ Ward, KM McGrath and GW Pratt	7.3	Planning & Community Services	Three or four times a year on average
15.	Water Security Project Reference Group (Sunset Committee)	Mayor KJ Keith, Councillors GW Pratt, PJ Smith and NC Westcott 4 Workshops over 12 month period commencing 17.09.2020. (Terms of reference to be developed)	8	Infrastructure & Strategic Futures	Quarterly

**Councillor Representative or Delegate to External Organisation or Committee**

	<b>ORGANISATION</b>	<b>REPRESENTATIVES TERM 202/2021</b>	<b>STRATEGIC OBJECTIVE</b>	<b>FREQUENCY</b>
1.	Alectown Community Inc.	Councillor NC Westcott (Councillor LA O'Leary as alternate)	3.3.1	Meets as required at Alectown Memorial Hall
2.	Australian Airports Association	Councillor AJ <b>Ward</b> and Director Operations	4.4.2	Meets as required
3.	Australia Day Committee	Parkes - Mayor KJ Keith, Deputy Mayor BF <b>Newton</b> and Councillor AJ <b>Ward</b> Peak Hill - Councillor LA O'Leary	6.3.10	Meets as required
4.	Bogan Gate Memorial Hall and Community Consultative Committee	Councillor GW Pratt	3.3.1	Meets as required (usually quarterly) at Bogan Gate Community Hall
5.	Bush Fire Management Committee	Councillor NC Westcott (Deputy Mayor BF <b>Newton</b> as alternate)	2.5.4	Twice a year <i>May &amp; October</i>
6.	Central NSW Joint Organisation	Mayor KJ Keith and General Manager (Deputy Mayor BF <b>Newton</b> as alternate)	3	Meets Quarterly
7.	Community Safety Precinct Committee	Mayor KJ Keith and General Manager (Deputy Mayor BF <b>Newton</b> as alternate)	2.5	Meets quarterly
8.	Country Mayor's Association	Mayor KJ Keith and General Manager (Deputy Mayor BF <b>Newton</b> as alternate)	3 6	Meets bi-monthly
9.	Lachlan Health Council	Deputy Mayor BF <b>Newton</b> (Mayor KJ Keith as alternate)	2.1	Meets monthly.
10.	Lachlan Valley Noxious Weeds Advisory Committee	Councillor NC Westcott	7.4.1	Meets as required
11.	Life Education Centre Committee	Councillor WP Jayet and Councillor WJ <b>Biles</b> (Councillors AJ <b>Ward</b> and PJ <b>Smith</b> as alternates)	2.2.1	Bi monthly meeting 1st Monday of the month
12.	Liquor Accord	Councillor GW Pratt (Councillor KM McGrath as alternate)	2.5.3	Meets quarterly
13.	Meals On Wheels Committee	Councillor PJ <b>Smith</b>	3.5.3	Meets on the 4th Tuesday of each month
14.	Mining Related Councils	Councillor AJ <b>Ward</b>	4.1	Meets quarterly
15.	Newell Highway Taskforce	Mayor KJ Keith (Chair) (Councillor AJ <b>Ward</b> as alternate)	5.5.2	Meets quarterly
16.	Northparkes Mine Community Consultative Committee	Mayor KJ Keith and Councillors WP Jayet and PJ Smith	4.1	Meets as required
17.	Parkes Chamber of Commerce	Councillor AJ <b>Ward</b> (Councillor NC Westcott as alternate)	3.3.1	Meets monthly
18.	Parkes Early Childhood Centre Committee	Councillor PJ <b>Smith</b>	1.3.3	Meets bi-monthly

	ORGANISATION	REPRESENTATIVES TERM 202/2021	STRATEGIC OBJECTIVE	FREQUENCY
19.	Parkes/Forbes Community Tenancy Scheme	Deputy Mayor BF <b>Newton</b> and Councillor WP Jayet (Councillor NC Westcott as alternate)	3.5.3	Meets 4th Wednesday every two months
20.	Parkes/Forbes/Lachlan Road Safety Steering Committee	Councillor GW Pratt (Councillor KM McGrath as alternate)	2.5	One meeting per year in each Shire
21.	Parkes & District Neighbourhood and Community Information Centre Inc.	Deputy Mayor BF <b>Newton</b>	3.5.3	Meets monthly
30	Peak Hill Business and Tourism Inc.	Councillor LA O'Leary (Councillor GW Pratt as alternate)	3.3.1	Meets monthly
31	Peak Hill Community Consultative Committee	Councillor LA O'Leary (Councillor NC Westcott as alternate)	3.3.1	Meets 7.30 pm fourth Monday of month at Peak Hill AIF Hall
32	Peak Hill Sports Council	Councillor LA O'Leary	6.3.3	Meets as required
34	Rural Fire Service Senior Management Liaison Committee	Councillor NC Westcott (Deputy Mayor BF <b>Newton</b> as alternate)	2.5.10	Twice a year
36	Skillset	Councillor AJ <b>Ward</b> - Appointment to Board for a 3-year period	1	Meets monthly
37	Transport NSW Regional Consultative Committee Formerly RMS	Mayor KJ Keith and Director Operations	8.2.2	Meets as required
38	Trundle Community Consultative Committee	Councillor GW Pratt (Deputy Mayor BF <b>Newton</b> as alternate)	3.3.1	Meets 7.30 pm fourth Thursday of month at Trundle Memorial Hall
39	Tullamore and District Community Consultative Committee	Deputy Mayor BF <b>Newton</b> (Councillor GW Pratt as alternate)	3.3.1	Meets 7.30 pm second Wednesday of month at Tullamore Bowling Club (No meeting held in January)
40	Western Regional Joint Planning Panel	Mayor KJ Keith and Councillor AJ <b>Ward</b>	3	Meets as required
41	Youth Committee	Councillors KM McGrath, PJ <b>Smith</b> and WJ <b>Biles</b>	3.5	Meets as required

## Attachments

1. Committee Operating Procedures at as September 2020.

**Attachment 1 - Attachment to (GM) Council Committee Operating Procedures (updated September 2020) Report**



PARKES SHIRE COUNCIL

# COMMITTEE'S OF COUNCIL

# OPERATING PROCEDURES

(Last Reviewed August 2020)



## COMMITTEE'S OF COUNCIL OPERATING PROCEDURES

TYPES OF COMMITTEE'S.....	1
Advisory Committee's.....	1
Council briefings and workshops.....	1
GENERAL GOVERNING PROCEDURES.....	2
Council committees whose members are all councillors .....	2
Functions of committees .....	2
Notice of committee meetings .....	2
Attendance at committee meetings .....	3
Non-members entitled to attend committee meetings .....	3
Chairperson and deputy chairperson of council committees .....	3
Procedure in committee meetings .....	4
Closure of committee meetings to the public.....	4
Disorder in committee meetings .....	4
Minutes of council committee meetings.....	4
Webcasting of meetings .....	5
CURRENT COMMITTEES ( <i>COUNCILLOR ONLY</i> ): .....	6
Parkes Pool Planning Committee.....	6
Plant Procurement and Replacement Committee .....	7
Road Naming Committee .....	8
Senior Staff Committee .....	9
CURRENT COMMITTEES (WITH COMMUNITY REPRESENTATION): .....	10
Access Committee .....	10
Climate Change response /Planning/Environment Committee.....	11
Economic Development Committee .....	12
Economic Development Sub Committees (Project Groups).....	13
Airport Development Committee.....	13
CBD Precinct Vibrancy Committee (Sunset Committee for term of Project) .....	13
Business Advisory Group Chair: Cr Ken Keith .....	13
Elders Advisory Committee.....	14
Floodplain Management Committee.....	15
Heritage Advisory Committee.....	16
Parkes Multipurpose Centre Inaugural Performance Committee (Sunset Committee).....	17
Parkes Shire Pool Management Committee.....	18
Parkes Shire Cultural, Education and Library Committee .....	19
Parkes Shire Council Audit, Risk and Improvement Committee .....	20
Sporting Facilities Development Committee.....	21
Waste Facilities Committee .....	22
Water Security Project Reference Group (Sunset Committee).....	23





CURRENT COMMITTEES (SECTION 355 COMMITTEES):..... 24

Bogan Gate Cemetery Committee ..... 24

Elvis Festival Committee ..... 25

Henry Parkes Centre Management Committee..... 26

Little Theatre Management Committee ..... 27

Parkes Sports Council..... 28

**CONTROLLED DOCUMENT INFORMATION**

<b>ECM Number</b>	12711		
<b>Department</b>	Organisational Capability		
<b>Position</b>	Chief Operating Officer		
<b>Review Timeframe</b>	Annual	<b>Next Scheduled Review Date</b>	September 2021
<b>Adoption by Council</b>	2007		

**Version History**

<b>Version Number</b>	<b>Date Changed</b>	<b>Details &amp; Comments</b>
0	September 2007	Document created
1	September 2012	2012-2016 Term of Council
2	September 2016	2016 - 2020 Term of Council
3.	September 2020	Amendments due to Charters reviewed and new Committees established

*This is a controlled document. Unless otherwise shown, printed or downloaded versions of this document are uncontrolled*



## Committee Operating Procedures



### TYPES OF COMMITTEE'S

Councils can delegate some of their decision-making powers to special Committees of the Council.

Members of special committees can consist of people who are:

- + only Councillors,
- + Councillors, Council staff, other people,
- + or any combination of these.

Council always retains control over who can be a member and what the Committee is empowered to do.

Delegations are made at a formal Council meeting and specify what the Committee is empowered to do.

Members of all Council Committee's are required to comply with Code of Conduct, Conflict of Interest and Confidentiality provisions.

### Advisory Committee's

Advisory Committees can also assist Council by spreading Council's workload. They can provide particular expertise to help Council make its decisions or help engage community resources and opinion. They do not have any formal, delegated powers to act in place of the Council.

Their decisions or recommendations have no legal standing unless they are adopted by Council at a formal meeting.

An Advisory Committee still operates under a 'Terms of Reference' document, in which Council sets out the Committee's purpose and how it will function. Council retains control over the membership and purpose of the Committee.

Short-term Advisory Committees (sometimes called 'Working Groups' or 'Sunset Committee's) may be created for a particular purpose and disbanded when that purpose is achieved.

### Council briefings and workshops

It is important that Councillors find out about the detail of relevant issues before making decisions at Council meetings.

Workshops to help brief Councillors on day to day issues affecting the Council. These are generally internal sessions with Council staff but sometimes outside advisors are present.

Briefing sessions enable Councillors to discuss issues among themselves and with senior staff. These briefing sessions can help Councillors understand a complex issue. They provide a way for Councillors to request additional information to assist them in making decisions.



## Committee Operating Procedures



Councillors cannot make legally binding decisions in briefings or workshops although Councillors are still subject to the conflict of interest rules.

Councillor briefing sessions or workshops should not be confused with public briefings. Public briefings are held when Council want to brief members of the community about Council activities, or other significant matters that might be coming before the Council in the near future.

### GENERAL GOVERNING PROCEDURES

Committee meetings shall be conducted in accordance with Council's Code of Conduct, the provisions of the Act and Regulation and Council's Code of Meeting Practice Part 17 (see below).

Council's Code of Meeting Practice provides:-

#### 17 COUNCIL COMMITTEES

##### Application of this Part

17.1 This Part only applies to committees of the council whose members are all councillors.

##### **Council committees whose members are all councillors**

17.2 The council may, by resolution, establish such committees as it considers necessary.

17.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.

17.4 The quorum for a meeting of a committee of the council is to be:  
(a) such number of members as the council decides, or  
(b) if the council has not decided a number – a majority of the members of the committee.

##### **Functions of committees**

17.5 The council must specify the functions of each of its committees when the committee is established, but may from time to time amend those functions.

##### **Notice of committee meetings**

17.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:

- (a) the time, date and place of the meeting, and
- (b) the business proposed to be considered at the meeting.

17.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.



## Committee Operating Procedures



### Attendance at committee meetings

- 17.8 A committee member (other than the mayor) ceases to be a member of a committee if the committee member:
- (a) has been absent from three (3) consecutive meetings of the committee without having given reasons acceptable to the committee for the member's absences, or
  - (b) has been absent from at least half of the meetings of the committee held during the immediately preceding year without having given to the committee acceptable reasons for the member's absences.
- 17.9 Clause 17.8 does not apply if all of the members of the council are members of the committee.

### Non-members entitled to attend committee meetings

- 17.10 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:
- (a) to give notice of business for inclusion in the agenda for the meeting, or
  - (b) to move or second a motion at the meeting, or
  - (c) to vote at the meeting.

### Chairperson and deputy chairperson of council committees

- 17.11 The chairperson of each committee of the council must be:
- (a) the mayor, or
  - (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
  - (c) if the council does not elect such a member, a member of the committee elected by the committee.
- 17.12 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 17.13 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 17.14 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting, but if neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.



## Committee Operating Procedures



### Procedure in committee meetings

- 17.15 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council unless the council or the committee determines otherwise in accordance with this clause.
- 17.16 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 17.14.
- 17.17 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

### Closure of committee meetings to the public

- 17.18 The provisions of the Act and Part 12 of Council's Code of Meeting Practice apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.
- 17.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 17.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson during a part of the meeting that is webcast.

### Disorder in committee meetings

- 17.21 The provisions of the Act and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way as they apply to meetings of the council.

### Minutes of council committee meetings

- 17.22 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:
  - (a) details of each motion moved at a meeting and of any amendments moved to it,
  - (b) the names of the mover and seconder of the motion or amendment,
  - (c) whether the motion or amendment was passed or lost, and
  - (d) such other matters specifically required under this code.
- 17.23 All voting at meetings of committees of the council (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment, (including the use of the casting vote), being recorded.
- 17.24 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.



## Committee Operating Procedures



- 17.25 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 17.26 When the minutes have been confirmed, they are to be signed by the person presiding at that subsequent meeting.
- 17.27 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 17.28 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

From 14 December 2019 Council will be required to webcast Council and relevant Committee. Following is an Excerpt from Council's Code of Meeting Practice

### Webcasting of meetings

- 4.18 All meetings of the Council and Committees of the Council are to be webcast on the Council's website.
- 4.19 Clause 4.18 does not apply to parts of a meeting that have been closed to the public under section 10A of the Act.
- 4.20 At the start of each meeting the chairperson is to make a statement informing those in attendance that the meeting is being webcast and that those in attendance should refrain from making any defamatory statements.
- 4.21 A recording of each meeting of the Council and Council is to be retained on the council's website for 12 months Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.



## Committee Operating Procedures



### **CURRENT COMMITTEES (COUNCILLOR ONLY):**

#### **Parkes Pool Planning Committee**

**Members** All Councillors supported by Director Work & Services

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### **Functions**

- 1 To oversee the planning for the eventual upgrading or replacement of the Parkes Pool.
- 2 To evaluate proposals in relation to the upgrade or replacement of the Parkes Pool before submission to Council.
- 3 To consider other relevant matters as referred by Council.

#### **Current Membership**

- + Cr Ken Keith
- + Cr Barbara Newton
- + Cr Wally Biles
- + Cr Bill Jayet
- + Cr Ken McGrath
- + Cr Louise O'Leary
- + Cr George Pratt
- + Cr Patrica Smith
- + Cr Alan Ward
- + Cr Neil Westcott



## Committee Operating Procedures



### Plant Procurement and Replacement Committee

**Members** Councillors plus Mayor supported by Director Works & Services

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions

- 1 To monitor and make recommendations on Council's Plant Replacement Program, including ensuring adequate budgetary provision has been made.
- 2 To consider and recommend the purchase of individual items of large items of plant.
- 3 To consider the appropriateness of plant relevant to the needs of Council.
- 4 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith
- + Cr Ken McGrath
- + Cr George Pratt
- + Cr Alan Ward
- + Cr Neil Westcott





## Committee Operating Procedures



### Road Naming Committee

**Members** 4 Councillors plus Mayor supported by Director Works & Services.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions

- 1 To advise Council on the introduction of a rural road naming process.
- 2 To consider rural addressing, rural road signposting and revised mapping requirements.
- 3 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith
- + Cr Ken McGrath
- + Cr Pat Smith
- + Cr Louise O'Leary
- + Cr Bill Jayet



## Committee Operating Procedures



### Senior Staff Committee

**Members** 3 Councillors plus Mayor.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions

- 1 To review the performance of the General Manager.  
**(Note:** In relation to Item 1 above, the General Manager's contract states that he is entitled to nominate one Councillor for this purpose.)
- 2 To determine contract arrangements with the General Manager.
- 3 To discuss with the General Manager his annual reviews of the four Directors.
- 4 To discuss with the General Manager the Directors' appointments and contract arrangements.
- 5 To discuss with the General Manager the structure of Council's staff.
- 6 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith (Chair)
- + Cr Barbara Newton
- + Cr Alan Ward (*General Manager's appointment*)



## Committee Operating Procedures



### **CURRENT COMMITTEES (WITH COMMUNITY REPRESENTATION):**

#### **Access Committee**

**Members** 1 Councillor plus Mayor plus 2 staff (1 from Planning and Environment, 1 from Engineering Services - non voting members) and 4 community representatives and 3 services representatives.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by the Committee at the first meeting held after annual elections.

**Meets** As determined by Committee

#### **Functions**

- 1 Provide a forum for the discussion of matters pertaining to disability access.
- 2 Ensure that there is an adequate and effective system of internal control throughout Council and to assist in the operation and implementation of Council's Disability Inclusion Action Plan.
3. Administer the Parkes Shire Access Incentive Scheme, and other similar programs approved by Council, that aims to promote greater awareness, understanding, support and positive attitudes on disability issues.
- 4 Advise Council on relevant matters referred to the Committee by Council.

#### **Current Membership**

- + Cr Ken Keith
- + Cr Ken McGrath



## Committee Operating Procedures



### Climate Change Response /Planning/Environment Committee

**Members** 3 Councillor plus Mayor plus 2 staff (1 from Planning and Environment, 1 from Engineering Services - non voting members)

Possible community representation

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by the Committee at the first meeting held after annual elections.

**Meets** As determined by Committee

#### Functions

Terms of reference to be established at first meeting.

#### Current Membership

- + Cr Ken Keith
- + Cr BF Newton
- + Cr WP Jaye
- + Cr NC Westcott



## Committee Operating Procedures



### Economic Development Committee

**Members** Membership is to include 3 councillors, one relevantly qualified community representative, the General Manager (or delegate) the Director Technology and Corporate Services (or delegate), the Director Planning & Environment (or delegate) and the Director Works & Services (or delegate), Economic & Business Development Manager.  
*Staff members participating on the Committee do not have any voting entitlements.*

**Quorum** 2 councillors and the General Manager or delegate, which must be a member of staff.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions

The purpose of the Economic Development Committee (EDC) is:

- + To lead research and policy direction on critical economic issues and key strategic issues for Parkes Shire
- + To provide direction to the various sub-committees established by the Committee to work individual areas
- + To consider the reports prepared by sub-committees and refer appropriate policy and strategic direction to staff for their appropriate action, including formal submission to Council

The Committee is to facilitate strategic policy development on a range of economic and commercial issues concerning existing and future industries and markets within the Parkes Shire Local Government area and to make recommendations to Council accordingly.

Project Groups may be established at the direction of the Economic Development Committee to address issues clearly identified by the Economic Development Committee.

The terms of reference for the Project Groups will be developed on a case-by-case basis and will clearly identify the role, the function and the reporting process and the expiration date of the Project Groups.

Project Groups may include at least one councillor and the General Manager or delegate. Expressions of interest for membership for Project Groups will be called by the General Manager who will consider and recommend appointment to the Committee. A chairperson and secretary will also be identified.



## Committee Operating Procedures



The Chairperson of a Project Group must have tertiary qualifications and/or research or extensive practical experience and/or technical skills relating to the subject area. The Secretary of a Project Group must have experience with minute taking and report preparation and be familiar with relevant computer applications. Members of Project Groups must be able to demonstrate in their expression of interest relevant qualifications, skills and experience in sectors linked to the topic being addressed by the Sub-Committee.

Minutes of Project Group meetings will be kept on a Council database and presented to the Committee at the earliest opportunity. These become part of Council's corporate records.

Project Groups will be expected to report to the ECD Committee on a quarterly basis. The ECD Committee may wish to feature the work of one or more Project Groups at its quarterly meeting. Key items from the Project Group report will be presented to Council via a report from the Economic Development Committee.

### Current Membership

- + Cr Ken Keith
- + Cr Barbara Newton
- + Cr Alan Ward
- + Cr Bill Jayet
- + Cr Neil Westcott

## Economic Development Sub Committees (Project Groups)

### Airport Development Committee

Chair: Cr Alan Ward  
Industry Representatives: Mr Peter O'Donnell  
Mr Greg Rout  
Members: Cr Ken Keith  
Cr Barbara Newton  
Cr Bill Jayet  
Cr Neil Westcott

### CBD Precinct Vibrancy Committee

(Sunset Committee for term of Project)

Chair: Cr Ken Keith  
Members: Cr Barbara Newton  
Cr Bill Jayet  
Cr Alan Ward  
Cr Neil Westcott

### Business Advisory Group

Chair: Cr Ken Keith  
Members: Cr Barbara Newton  
Cr Bill Jayet  
Cr Alan Ward  
Cr Neil Westcott



## Committee Operating Procedures



### Elders Advisory Committee

**Members** 3 Councillors plus Mayor plus 1 staff, Representatives of the Parkes Local Elders.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Mayor or delegated Councillor

**Meets** As required.

#### **Functions/Purpose**

- To promote Aboriginal heritage and culture by facilitating a collaborative effort to identify and resolve difficulties encountered by Indigenous residents
- Provide a structure for on-going consultations between the Indigenous community and Parkes Shire Council across a broad range of issues such as health, transport, education, housing, legal, sport and recreation, culture, heritage, environment, employment, training and childcare.
- Provide Council with strategic advice regarding issues pertinent to the Wiradjuri people and issues pertaining to social justice for Indigenous Australians.
- Assist Council to identify its on-going role in regard to issues affecting local Indigenous Australians.
- Improve communication, consultation and information sharing between the Indigenous Australian community and Parkes Shire Council.
- Increase cross cultural awareness by ensuring that Council incorporate Indigenous Australian community interests in its policy, planning and service delivery activities.
- Increase Indigenous Australian community participation in municipal affairs.
- Improve access for Indigenous Australians to local resources.
- Increase the responsiveness of Council on issues affecting Indigenous Australians.

#### **Current Membership**

- + Cr Ken McGrath
- + Cr Louise O'Leary
- + Cr Wally Biles



## Committee Operating Procedures



### Floodplain Management Committee

- Members** 2 Councillors, 2 staff members, Local Community Representatives - up to two from each impacted town, Local State Emergency Services Controller, Office of Environment & Heritage Representative
- Quorum** 4 members
- Chairman** Delegated Councillor
- Meets** As required - decided by the Chair in consultation with the General Manager  
First meeting is scheduled to be held 20 August 2020

#### Functions/Purpose

The committee considers key issues such as the following:

- (a) State Government policy for floodplain risk management
- (b) Flood studies and network analysis
- (c) Floodplain risk management studies, including priorities for management initiatives
- (d) Floodplain risk management plan implementation, including oversight of floodplain risk mitigation works projects
- (e) Priorities for future study and analysis
- (f) Coordination between agencies and asset owners where assets may negatively impact flood management
- (g) Other matters as outlined within the NSW Governments Floodplain Development Manual.

#### Current Membership

- + Cr Barbara Newton
- + Cr George Pratt





## Committee Operating Procedures



### Heritage Advisory Committee

**Members** 3 Councillors plus Mayor plus 2 staff, 1 representative of the community, 1 Local Aboriginal Land Council representative, 1 Heritage Adviser, 1 National Trust Lachlan Branch representative.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions/Purpose

- 1 To oversee the preparation of the Parkes Shire Heritage Study.
- 2 To consider applications for heritage assistance and make recommendations to Council for endorsement.
- 3 To manage the allocation of funding assistance to small projects under the Heritage Fund.
- 4 To provide input to Council on heritage matters affecting development applications as necessary.
- 5 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Barbara Newton
- + Cr Louise O'Leary
- + Cr Alan Ward
- + Development Planner
- + Natural Resource Manager
- + Local Aboriginal Land Council
- + Heritage Adviser
- + National Trust
- + Community Representative



## Committee Operating Procedures



### **Parkes Multipurpose Centre Inaugural Performance Committee (Sunset Committee)**

**Members** 3 Councillors plus Mayor.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Mayor

**Meets** As determined by the Committee and as required. The meetings are to be held monthly to start with and closer together prior to event commencing.

#### **Functions**

- To plan an appropriate community event/performance to officially mark & celebrate the opening of the newly built Multipurpose Centre
- The opening will focus on showcasing local Parkes Shire talent & community groups
- Test the functionality of the new Multipurpose Centre including audio, lighting, backdrop and screen into green room, use of side screens & filming (if budget allows)

#### **Current Membership**

- + Cr Ken Keith (Chair)
- + Cr Barbara Newton
- + Cr William Jayet
- + Cr Neil Westcott



## Committee Operating Procedures



### Parkes Shire Pool Management Committee

**Members** 3 x Councillors plus Mayor plus representatives of pool user groups.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Councillor.

**Meets** As required.

#### Functions

- 1 To consider applications for the use of the Parkes Pool.
- 2 To consider the operations and management of the Parkes Pool.
- 3 To consider the operations and management of the Village Pools.
- 4 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith
- + Cr Pat Smith
- + Cr Alan Ward
- + Cr Bill Jayet
- + 1 x Representative from each pool user group



## Committee Operating Procedures



### Parkes Shire Cultural, Education and Library Committee

**Members** 2 Councillors, plus Mayor, plus 2 staff (Manager Cultural, Education & Library Services, plus Arts OutWest representative, and 8 to 10 community representatives.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** Quarterly.

#### Functions

- 1 To work in partnership with the community and cultural organisations to extend the cultural network in the Shire.
2. To encourage local ownership and participation in cultural planning and activity.
3. To ensure that cultural diversity is valued.
4. To promote and raise awareness of the cultural life in the community.
5. To extend the whole of Council capacity to respond to cultural initiatives.
6. To recognise and respect indigenous cultures.
7. To seek increased funding opportunities for culture.
8. To assist in determining the best uses of community cultural assets and resources.
9. To monitor and review cultural progress.
10. To work with regional partners and agencies.

#### Current Membership

- + Cr Ken Keith
- + Cr Barbara Newton
- + Cr Bill Jayet
- + Cr Neil Westcott
- + Les Finn Director Corporate Services
- + Kerry Jones (Manager, Culture, Education and Library Services)
- + Warwick Tom (Representative Parkes M&D?)
- + Elly Tom (Representative ?)
- + Annette Witherow (Representative ?)
- + Rhonda Redenbach (Representative Parkes Shire Concert Band)



## Committee Operating Procedures



### Parkes Shire Council Audit, Risk and Improvement Committee

**Members** 1 Councillor and 2 independents (1 Councillor alternate)  
Supported by General Manager, Director Technology and Corporate Services, Chief Operating Officer and Chief Finance Officer - non voting members).

**Quorum** Majority of members, excluding the Mayor.

**Chairman** 1 independent appointed.

**Meets** Quarterly.

#### Functions

The objective of the Committee is to provide independent assurance and assistance to Council with respect to the following key areas as per Section 428A of the Local Government Amendment (Governance and Planning) Bill 2016:

- + compliance
- + risk management
- + fraud control
- + internal control
- + financial management
- + governance
- + implementation of Council's strategic plan, delivery programs and strategies
- + service reviews
- + collection of performance management data
- + other matters prescribed by the regulations, and
- + execution of Council functions.

The Committee is an independent advisory Committee that assists the Council to fulfil its oversight responsibilities.

#### Current Membership

- + Cr Barbara Newton
- + Cr Neil Westcott
- + Mr Grahame Marchant (Chair)
- + Mr Robert Haddin (Independent)



## Committee Operating Procedures



### Sporting Facilities Development Committee

**Members** 2 Councillors plus Mayor supported by Economic & Business Development Manager and community representatives.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Councillor Louise O'Leary.

**Meets** As required.

#### Functions

1. "To consider and recommend the development of the sporting ovals and training facilities within the Parkes Shire including small towns and villages."
2. To evaluate proposals in relation to the development of Sporting Facilities within the Parkes Shire including small towns and villages
3. To consider other relevant matters as referred to by Council.
4. To evaluate the Development of Sporting Ovals in the Parkes Shire against any Plan of Management for Community Land covering land described as "sportsground" and the objectives and strategies applying thereto.
5. To consider any other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith
- + Cr Louise O'Leary
- + Cr Wally Biles



## Committee Operating Procedures



### Waste Facilities Committee

**Members** 5 Councillors plus Mayor and Director Planning & Environment.

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected annually by Committee at its first meeting held after annual elections.

**Meets** As required.

#### Functions

- 1 To review the operation of the Parkes Landfill Waste Depot.
- 2 To review the operation of the unlicensed Village Landfill Waste Depots.
- 3 To consider other relevant matters as referred by Council.

#### Current Membership

- + Cr Ken Keith
- + Cr Barba Newton
- + Cr Alan Ward
- + Cr Ken McGrath
- + Cr George Pratt



## Committee Operating Procedures



### Water Security Project Reference Group (Sunset Committee)

**Members** 3 Councillors plus Mayor and Director Infrastructure

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Elected at first workshop/meeting

**Meets** 4 workshops over a 12 month period

#### Functions

Terms of Reference to be developed at first workshop scheduled for  
**Current Membership**

- + Cr Ken Keith
- + Cr Barba Newton
- + Cr Alan Ward
- + Cr Ken McGrath
- + Cr George Pratt





**Committee Operating Procedures**



**CURRENT COMMITTEES (SECTION 355 COMMITTEES):**

**Bogan Gate Cemetery Committee**

**Members** Representatives from the Bogan Gate District.

**Chairman** David Nock

**Meets** As required

**Functions**

To administer burials at the Bogan Gate Cemetery

To maintain the Cemetery with assistance from Parkes Shire Council

To record burials in the cemetery

**Current Membership**

- + Katrina Toole
- + Tom Lees
- + Donald McKeowan
- + Milton Buchanan



## Committee Operating Procedures



### Elvis Festival Committee

**Members** 2 x Councillors, 2x Parkes Chamber of Commerce, 2 x Elvis Revival Inc., 1 x Elvis Festival Executive Officer, 1 x Community Skills Based, 1 x Executive Officer Director, 1 x Tourism Manager

Non-Voting (Chief Financial Officer - Treasurer, General Manager - Observer, Any other resources as required at the discretion of the Chair)

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Mayor

**Meets** At least quarterly. Held more frequently in line with the requirements of the Festival timetable and needs.

#### Functions

To be the peak body for the strategic development, to create financial sustainability and to oversight the delivery of the Parkes Elvis Festival.

#### Current Membership

- + Cr Ken Keith
- + Cr Barbara Newton
- + Geoff Rice (Chamber of Commerce)
- + John Kennedy (Chamber of Commerce)
- + Anne Steel (Elvis Revival Inc.)
- + Lorraine Job (Elvis Revival Inc.)
- + Kathy Treasure (Elvis Festival Director)
- + Les Finn Director Technology and Corporate Services

*Complete Charter adopted by Council - ECM 747870*



## Committee Operating Procedures



### Henry Parkes Centre Management Committee

**Members** 2 Councillors - including Mayor), Director Technology and Corporate Services, 1 Community Representative - appointed by Council, Representative from Parkes Motor Museum and Representative from Kings Castle.

**Quorum** Majority of members excluding Mayor

**Chairman** Councillor

**Meets** As required

#### Functions/Purpose

To provide overall management of the various activities contained within the premises. This includes the Henry Parkes Cottage, Motor Museum and other activities which may as yet not be conducted at the site.

To be responsible for day to day activities and to advise Parkes Shire Council on future requirements of the site, disputes, occupation of entire site, exhibitions etc.

1. To discuss operational matters at the Henry Parkes Centre and to provide advice to Council.
2. To act as a forum for dispensing of information to tenants of the centre
3. To promote the Centre
4. To consider funding opportunities for further works.

#### Current Membership (interim)

- + Cr Ken Keith
- + Cr Pat Smith
- + Representative (Parkes Antique Motor Club)
- + Mrs Margaret Jolly (Community Representative)



## Committee Operating Procedures



### Little Theatre Management Committee

**Members** 1 Councillor plus Mayor plus 1 staff and 1 representative from the Parkes Music and Dramatic Society and 2 community representatives

**Quorum** Majority of members, excluding the Mayor.

**Chairman** Community Representative

**Meets** As required

#### Functions

Resolve any disputes arising between the parties for the use and management of the theatre complex.

To control and supervise the long-term maintenance and use of the theatre complex.

To recommend to Council the fees and charges paid by parties using the theatre complex other than the M & D Society.

#### Current Membership

- + Cr Barbara Newton
- + Cr WP Jayet
- + Cr NC Westcott



## Committee Operating Procedures



### Parkes Sports Council

**Members** 1 delegate from Council, 2 registered delegates from all financial athletic sporting organisations within the Shire.

**Quorum** 7 delegates including 2 office bearers.

**Chairman** President as elected at Annual General Meeting.

**Meets** Monthly

#### Functions

- 1) to maintain and improve the sporting recreation areas allocated to the Council's sole care by the Parkes Shire Council.
- 2) foster, where possible, active participation of the people of Parkes and District in all forms of athletic sport.
- 3) to be the Court of Appeal over recreation areas under the Council's control in all matters whether of dispute, misconduct or otherwise.
- 4) to mark out and prepare grounds for sporting contests as requested by financial affiliated athletic sporting bodies.
- 5) to promote freedom of contract for the use of all sporting grounds and amenities under its control and discourage interference therewith and to resist and counteract any interference with freedom of contract to all affiliated athletic sporting bodies.
- 6) to maintain, develop, work, manage, carry out or control improvement to grounds under the Council's control in conjunction with any affiliated sporting body and to contribute to, subsidise, or otherwise assist in and/or to take part in the construction, improvement or working management.
- 7) to invest and deal with the moneys of the Sports Council not immediately required in such manner as from time to time be determined, after first being approved by the Parkes Shire Council.
- 8) to effect insurances against risk or loss to the Council and to insure any servants of the Council against risk or accident in the course of their employment by the Council and to pay premium on such insurances if not already covered by insurances of Parkes Shire Council.
- 9) to construct maintain and alter any buildings or works necessary or convenient for the purpose of this Council, after first being approved by the Parkes Shire Council.
- 10) to do all such other things as are incidental or conducive to the attainment of the above objects or any of them, within the power vested by the Parkes Shire Council from time to time in accordance with the provisions of Section 355 of the Local Government Act, 1993



## Committee Operating Procedures



11) to recommend fees and charges for the use of sporting fields and sporting recreation areas.

12) to decide applications for the use and allocation of sporting fields and sporting recreation areas.

### Current Membership

+ Cr Louise O'Leary



---

## **10.2. (DCCSE) Parkes Shire COVID-19 Update**

---

### **Prepared By:**

Executive Manager Corporate Services

### **Executive Summary**

The latest wave of COVID-19 infections is impacting on Parkes Shire Council and its communities.

### **Background Information**

Cases of a new flu-like disease first came to the attention of the world when they started appearing in Wuhan, China in November 2019. COVID-19 was subsequently identified as a new strain of coronavirus that has not been previously identified in humans. The disease, which has proven to be highly infectious, has quickly spread throughout all continents of the world.

Travellers to Australia from Wuhan China were being screened from January 2020. The first case, a Chinese citizen who travelled to Australia, was confirmed in Victoria on 25 January 2020. On 27 February 2020, the Australian Government activated the Australian Health Sector Emergency Response Plan for COVID-19.

This marked the beginning of the first wave and an elevated and expanded response to the virus that has impacted Parkes Shire Council staff, services and the Shire businesses and community in general. Since then there have been several waves of infections linked to variants including Delta and Omicron, which are currently impacting Australia including the Central West Region and Parkes Shire.

### **Legislative or Policy Implications**

NSW Health Orders  
NSW Government Directions  
Parkes Shire Council Infectious Disease Control Policy

### **Budget and Financial Aspects**

Council's income and expenditure is being impacted through the reduction of services, waiving or reduction of fees and charges, and the additional work required to aid NSW Health for pop-up testing and vaccination clinics.

### **Recommendation**

1. That the information be received and noted.

### **Report**

#### COVID-19 in NSW and the Region

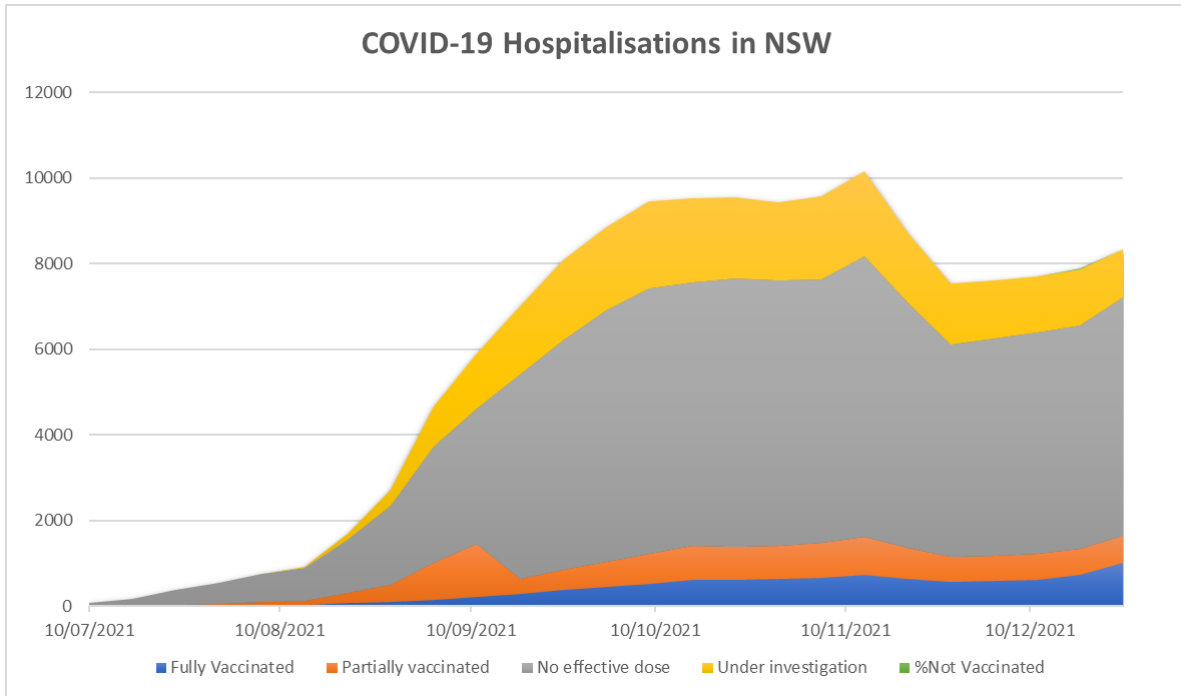
NSW is currently experiencing the third and largest wave of the COVID-19 outbreak. The Delta and now the Omicron variants of the virus are proving more contagious and difficult to contain, particularly and notably since restrictions were lifted by the NSW Government on 15 December 2021. The high number of close contacts and infections has been impacting the ability for NSW Health to provide timely PCR (*polymerase chain reaction*) test results. As a

consequence, the use of Rapid Antigen Tests (RAT) has been endorsed for use to confirm the presence of the virus. Case numbers as reported by NSW Health are increasing rapidly. From Wednesday 12 January 2022 The NSW Government put in place a system for residents to report their positive RATs. Up until 8pm an additional 61,387 cases were reported in a total of 92,264 for the state.

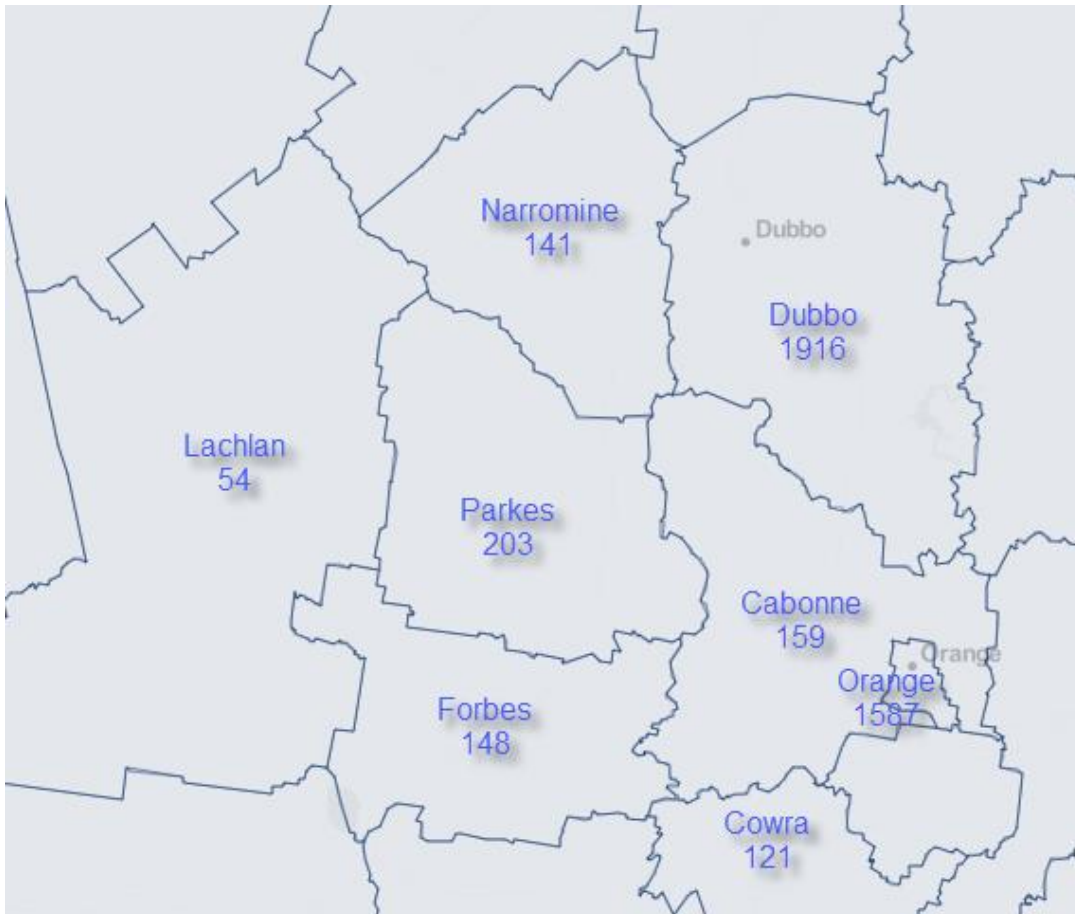


Thankfully, however there has been a decoupling in the correlation between case numbers and hospitalisations. The positive effect of being vaccinated is apparent when these hospitalisations are examined in NSW for the period since 1 July 2021 as shown in the chart below (source <https://www.covid19data.com.au/>). It shows that currently 67% of all hospitalisations are not vaccinated at all.





Case numbers in the region have been increasing significantly since the middle of December. The total cases in the Western Health District is over 6,000, with Dubbo, Orange and Bathurst seeing the most cases regionally, however cases are increasing throughout the central west area as indicated in the graph below ([NSW Health COVID-19 Statistics](#) as at 8pm 12/1/2022). There are currently 22 people hospitalised in Western District Hospitals with COVID-19.



## COVID-19 in Parkes Shire

Currently there are officially 203 active cases in the Parkes Shire Local Government area, however antidotally, that number is likely much higher. A drive-through PCR testing clinic, which was in operation at the Parkes Showground during 2021, has since been restarted at Cheney Park in December 2021. Council has provided a Variable Message Sign (VMS) board and staff have assisted with the set up of the testing clinic and with traffic control measures. More recently, the numbers through the clinic have declined since NSW Health endorsed the use of Rapid Antigen Testing (RAT). Up until last week there were long delays in receiving PCR test results, however, the turnaround time for results has improved dramatically this week.

## Parkes Shire Council Operations

Council's services and operations are currently operating as usual, however the current wave is beginning to impact some areas as staff are being forced to isolate because they are a close contact or have tested positive. Currently 12 staff are isolating either on leave or working from home (WFH). To date 18 staff have been affected as shown in the table below.

<b>Concern</b>	<b>Out of Isolation</b>	<b>Currently Isolating On Leave or WFH</b>	<b>Total</b>
Close Contact	2	4	6
Infected	2	8	10
Symptoms	2		2
Grand Total	6	12	18

Internally Senior Staff have continued to have a daily catch up online meeting to stay on top of the evolving situation in regard to restrictions and rules. Over 100 memos have now been distributed to staff as well as text messages and online meetings to push information as the situation changes. Council is following its Infectious Disease Control Policy and has officially moved to 'red' alert. To date, has identified two (2) instances where a positive worker has attended their usual place of work, potentially while infectious, however there has been no identification of transmission of the virus in the workplace. Measures being taken to reduce the impact on operations include:

- Use of remote meetings [i.e., Microsoft teams], limiting face to face meetings
- Encouraging vaccination and booster shots including reasonable time off as special leave
- Personal, workspace and vehicle hygiene practices
- Operational teams move to A&B team set up (e.g. water and sewer operations)
- Working from home arrangements where practicable
- Vulnerable workers working at home or review design of conditions
- Masks to be worn in all indoor settings and vehicles, (Separate vehicle and office encouraged)
- Close contact investigations are carried out as required (worked while potentially infectious)
- Cleaning of impacted locations as required
- Managing workers returning to work following self-isolation (positive cases, or close contacts) including provision of RAT

The National Cabinet is expected to release an expanded definition for essential workers, which will include workers in local government service areas, including water & sewer operations. The guidelines will allow workers, who are close contacts, to return to work within the isolation period, if they can produce a negative RAT every two days and are otherwise well. This measure will only be used where essential services may be affected and staff are comfortable with the control measures put in place to allow them to return to work.

### Community and Business

The impact of staff shortages in the freight and logistics industry has manifested in delays in deliveries and subsequent shortages. For example, Parkes supermarkets are experiencing shortages in meat, fruit and vegetables, which can be witnessed by their sparse shelves. Like Council, local business are also struggling to have enough staff available due to the current isolation requirements.

The change to allow a RAT to be used instead of the PCR test has seen shortages in the supply of RAT available for sale at local businesses. Supplies are coming through sporadically with a return to normal supply expected over the coming weeks as more stock arrives into Australia.

### Vaccination Status

Vaccination clinics have been running through the local GP network and through local pharmacies. NSW Health supported by the Australian Defence Forces ran a program of pop-up clinic across the region and throughout NSW including in Parkes Shire in 2021. It is expected that further vaccination clinics, to be run by NSW Health, will be announced for Parkes and surrounding areas shortly.

Total vaccinations for Parkes Shire population aged 16+ years as of 12 January 2021 is now over 95% for both injections. Residents are now booking in for their booster shot and vaccinations are also available for children aged 5-15 years of age.

### **Attachments**

Nil

---

### **10.3. (DCCSE) Aboriginal Project Officer update - September to December 2021**

---

#### **Prepared By:**

General Manager

#### **Executive Summary**

Council has entered into a Joint funding Agreement with CMOC Northparkes Mines for the engagement of an Aboriginal Project Officer for a period of three years. This position is under the Auspice of the Parkes & District Neighbourhood Centre and Community Information Centre Inc.

The aim of the Aboriginal Project Officer role is to 'Close The gap' on Indigenous disadvantage in line with the Government's Indigenous building blocks.

The key priorities for this role are:

- Health
- Transport infrastructure
- Employment
- Education
- Early Childhood
- Housing
- Economic Development

In addition to these priorities, the role supports the cultural development of the Aboriginal community of the Parkes Shire. This is achieved by the facilitation of community forums and working closely with the Parkes Aboriginal Working Party.

#### **Background Information**

Council entered into a Joint Funding Agreement with CMOC Northparkes Mines for the engagement of an Aboriginal Project Officer, commencing in July 2012. The Aboriginal Project Officer role has been operating since 2 February 2011. The role is auspiced by the Parkes Neighbourhood Centre. A new agreement was signed in December 2018 for a period of three years, concluding 1 February 2022.

#### **Legislative or Policy Implications**

Nil.

#### **Project Delivery Implications**

COMMUNITY+ *Culture*

#### **Risk Assessment**

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

#### **Budget and Financial Implications**

Council's contribution to the Aboriginal Project Officer Joint Funding Agreement is \$40,000 p.a. for a period of three years under the Progressive Delivery Program action 3.5.3 P.

### **Recommendation**

1. That the information contained in this report be received and noted.

### **Report**

The information contained in this report covers the period from 1 September 2021 to 31 December 2021.

### **Attachments**

1. Aboriginal Project Officer Report - September to December 2021

**Attachment 1 - Aboriginal Project Officer Report - September to December 2021**

**1. KEY PERFORMANCE INDICATORS**

**OBJECTIVE 1. Advocate for services to be delivered in the Parkes Shire**

<b>Advocacy during reporting period</b>		
<b>Service</b>	<b>Progress</b>	<b>Next Steps</b>
Fulton Hogan  Andrew Craig	Consultations held with Andrew to assist with contacts for the opening of their new site located out at the SAP. Attended official opening	Work with Andrew to fill positions with local Aboriginal workers both skilled and non-skilled.
Georgiou Group  Dominic Stellino Senior Community Relations Advisor	Meeting held with Dominic Stellino from Georgiou Group, who are a National building and civil construction company who will be working on the main construction contract of the Newell Highway upgrade, Parkes Bypass project.  They are looking to run a 6-week program to support people either getting back into the workforce or those who have never worked and would like to experience the workforce and learn some new skills.	Continue to engage with Dominic and support any employment or training opportunities for local Aboriginal Community or women participation.
Exodus Foundation  Rev. Bill Crews Foundation  Mike Kent Food Services Manager	You matter program 3,000 Christmas hampers were delivered to Peak Hill to supply Aboriginal Community members in the Central west region with food hampers for Christmas. The APO collected and delivered 30 hampers allocated for Parkes.	completed
Masterpets  Katie Boone CSR and Corporate Communications Officer	Engaging with Katie who has taken over the role of Naomi Browne To see the art project through that Masterpets will	

	<p>be using in the office and branding.                  Artists Irene Ridgeway working with Torin Hando and Amber Joran Brown to complete the final artwork.</p>	
Aboriginal Affairs NSW - Dubbo	<p>Contacted by Aboriginal Affairs Dubbo who supplied the delivery of Foodbank boxes to distribute to Elders and Aboriginal community in the Parkes Shire during COVID stay at home orders. 78 Boxes delivered in Peak Hill by Peak Hill Neighbourhood Central staff and 74 delivered in Parkes by the Aboriginal Project Officer.</p>	
Coles Second Bite - Parkes	<p>Continuing to deliver to clients in need of produce and bread</p>	<p>Continue to support and provide for elders and large families on low income.</p>

**OBJECTIVE 2. Support/encourage community members to access services**

Community members referred/supported to access services					
2021 /22	Parkes	Peak Hill	Trundle	Tullamore	Bogan Gate
Q1	52	70	1	0	1
Q2	24	9	1	0	
Q3					
Q4					

Closing the Gap criteria							
2021/22	Health	Education	Early Childhood	Housing	Economic Development	Transport	Other
Q1	37	49	3	3	0	34	196
Q2	11	1	0	0	10	8	4
Q3							

Q4							
----	--	--	--	--	--	--	--

**OBJECTIVE 3. Support, promote and celebrate Aboriginal culture and heritage**

Events and activities supported during reporting period				
Event / Activity	Details	Involvement	Next Steps	Comments

**OBJECTIVE 4. Form partnerships with community and other groups**

This reporting period	Established Partnerships
<ul style="list-style-type: none"> <li>• Georgiou Group</li> <li>• Fulton Hogan</li> <li>• Exodus Foundation</li> <li>• Peak Hill Aboriginal Medical Service</li> <li>• Three Rivers Regional Assembly and</li> <li>• TAFE western NSW</li> <li>• Parkes Rotary</li> <li>• Benevolent Society</li> <li>• Lifestyle Solutions</li> <li>• Aboriginal Affairs NSW</li> <li>• EBOS Animal Care and Consumer Brands/Materpets</li> <li>• Orana Haven</li> <li>• Community Transport – Neighbourhood Central</li> <li>• Parkes Forbes Family Support</li> <li>• Parkes Shire Council</li> <li>• Parkes Wiradjuri Language Group</li> <li>• Eyewear Specs Forbes</li> <li>• Peak Hill Ex-Services Club</li> <li>• Department of Communities and Justice   Community Service</li> <li>• Lachlan Area Command ACLO</li> </ul>	<ul style="list-style-type: none"> <li>• Bila Muuji Aboriginal Corporation Health Service</li> <li>• Maliyan Horizons</li> <li>• Walkabout Barber</li> <li>• (AES) Aboriginal Employment Strategy - Dubbo</li> <li>• MPREC Dubbo</li> <li>• Dubbo Aboriginal Legal Aid NSW</li> <li>• Brothers 4 Recovery (Drug and Alcohol Awareness and Suicide Prevention)</li> <li>• Centacare – Financial worker</li> <li>• Orana Rehabilitation Centre</li> <li>• Weillgi Rehabilitation Centre</li> <li>• Social Futures (NDIS)</li> <li>• Roads and Maritime Services</li> <li>• ARTC– Inland Rail Project</li> <li>• Department of Infrastructure, Regional Development and Cities</li> <li>• Eyewear Specs Forbes</li> <li>• Western NSW Local Health- Oral Health Service</li> <li>• Orana Weigeli Drug, Alcohol and Mental Health</li> <li>• Wellington Aboriginal Medical Centre</li> <li>• Orange Aboriginal Medical Centre</li> <li>• Currajong Medical Centre</li> <li>• Community Health Parkes</li> <li>• LiveBetter</li> <li>• Parkes Aboriginal Community Working Party</li> <li>• Peak Hill Aboriginal Community Working Party</li> <li>• Peak Hill girls’ youth group</li> <li>• Peak Hill boys’ youth group</li> <li>• Department of Aboriginal Affairs NSW</li> </ul>



	<ul style="list-style-type: none"> <li>• Northparkes Mines</li> <li>• Arts Out West</li> <li>• Parkes Interagency 'Closing the Gap'</li> <li>• Aboriginal Community Liaison Officer NSW Police Force</li> <li>• Aboriginal Education Consultative Group</li> <li>• Parkes Business Enterprise Centre</li> <li>• Parkes PCYC Kidz Care/Holiday Care</li> <li>• Lachlan Landcare</li> <li>• Parkes NAIDOC Committee</li> <li>• White Ribbon Day Domestic Violence</li> <li>• Parkes High School</li> <li>• Parkes Public School</li> <li>• Peak Hill Central School</li> <li>• Peak Hill Services meetings</li> <li>• Forbes Aboriginal Community Working Party</li> <li>• Aboriginal Health and Medical Research Council</li> <li>• Forbes Aboriginal Community Working Party</li> <li>• Department of Prime Minister &amp; Cabinet – Dubbo</li> <li>• The Wiradjuri Council of Elders</li> <li>• Parkes Shire Elders Advisory Group</li> <li>• Aboriginal Land Councils - Northwest Wiradjuri Region, Bathurst, Orange, Wellington, Dubbo, Parkes, Narromine, Gilgandra, Peak Hill, Mudgee, Trangie, Nyngan and Warren.</li> <li>• Brighter Futures</li> </ul>
<b>TOTAL NEW PARTNERSHIPS = 3</b>	<b>TOTAL ESTABLISHED PARTNERSHIPS = 94</b>

## 2. UPCOMING PROJECTS AND EVENTS

Event / Activity	Date	Details	Involvement / Support	Progress
NAIDOC Week Peak Hill	TBC	Applied for funding to hold at NAIDOC youth disco at the Healing and Learning Centre	Successful with grant  Booked DJ Baker Boy from Newcastle  Booked Healing and Learning Centre Hal to hold disco.	Event was Postponed due to Covid restrictions and being rescheduled for 2021.

## 3. ATTACHMENTS

**Fulton Hogan Site Opening  
Fulton Hogans Andrew Craig and Cowra Cultral Dancer**



**Christmas Hamper Arrival and Deliveries**



#### 4. DELIVERABLES

##### (a) A consolidated Project Plan incorporating the objectives listed below.

- Support the function of the PACWG, PHAWG, PEAAC, WEC and recommend priority actions for projects and initiatives.
- Maintain a schedule of current services provided to Aboriginal people living in the Parkes Shire.
- Identify barriers for Aboriginal people in accessing current services in Parkes Shire
- Develop appropriate programs and policies to meet the needs of the Aboriginal people in the Parkes Shire.
- Establish and or maintain strong partnerships with relevant community services and agencies for the benefit of Aboriginal families within the community
- Participate at regional or local levels to ensure identified needs are being addressed in the planning of service provision; and
- An understanding of community priorities in terms of Closing the Gap of Aboriginal disadvantage.

The APO's work is guided by the priorities of the Parkes Aboriginal Community Working Group (PACWP), Peak Hill Aboriginal Working Group, Parkes Shire Elders and Aboriginal Advisory Committee and Northparkes Wiradjuri Executive Committee.

The APO is currently working with the PACWP to lobby for the development of the Bushman Hill Indigenous Precinct.

The collaboration with the Aboriginal Health Centre, the development and delivery of the student health check program, and the eye and oral health outreach services for Parkes and Peak Hill are ongoing.

##### (b) Quarterly steering committee meeting and reports on progress

	MEETING DATE	STATUS	OUTCOMES
Q1			
Q2			
Q3			
Q4			

<b>(c) Attend and contribute to PACWG, PHAWG, PEAAC &amp; WEC meetings</b>				
<b>Meetings held this reporting period</b>				
	<b>MEETING DATE</b>	<b>STATUS</b>	<b>OUTCOMES</b>	<b>NEXT MEETING</b>
<b>PACWG</b>				
<b>PHAWG</b>				
<b>PEAAC</b>				
<b>WEC</b>				

**Acronyms**

PACWG - Parkes Aboriginal Community Working Group

PHAWG - Peak Hill Aboriginal Working Group

PEAAC - Parkes Shire Elders and Aboriginal Advisory Committee

WEC - Northparkes Wiradjuri Executive Committee



---

## **10.4. (DCCSE) Visit to Parkes Shire by NSW Agent-General to the United Kingdom.**

---

### **Prepared By:**

General Manager

### **Executive Summary**

Council hosted a visit by Stephen Cartwright OAM, NSW Agent General to the United Kingdom; NSW Senior Trade & Investment Commissioner to Europe and Israel on 16 December 2021. The visit included a round-table breakfast discussion with the regions exporters, which was very productive for all participants.

### **Background Information**

Stephen Cartwright OAM is an experienced entrepreneur, business leader and Board Director, with a track record of successfully building businesses, as well as leading Australia's largest Business Chamber. Stephen has built extensive relationships in business, industry and government across NSW and throughout Australia. Through his role representing Australia on the International Chamber of Commerce WCF Council, he has also developed strong networks with Business Chamber leaders across the globe including in the UK, Europe, Israel, US, South America and the UAE. His focus for the past decade has been championing the success of NSW businesses, both domestically and internationally.

### **Legislative or Policy Implications**

Nil.

### **Project Delivery Implications**

COUNCIL+ *Council*  
ECONOMY+ *Business*  
ECONOMY+ *Investment Attraction*

### **Risk Assessment**

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

### **Budget and Financial Implications**

Nil.

### **Recommendation**

That the information be received and noted.

### **Report**

Council hosted a visit by Stephen Cartwright OAM, NSW Agent General to the United Kingdom; NSW Senior Trade & Investment Commissioner to Europe and Israel on 16 December 2021.

Investment NSW hosted an Exporters breakfast at the Cooke Park Pavilion with representatives from throughout Parkes Shire and the neighboring region.

This was followed by a presentation on the Parkes Special Activation Precinct and an exploration of opportunities for businesses in the Shire to reach UK and European markets, a tour of the Parkes Special Activation Precinct and existing businesses operating in the National Logistics Hub and a briefing on regional opportunities in critical mineral projects.

Agent General Cartwright was impressed by the strategy and innovation demonstrated within the Parkes Region and has undertaken to represent local interests in his deployment to the United Kingdom.

### Attachments

Photo from the exporters Breakfast at the Cooke Park Pavilion

#### Attachment 1 - breakfast photo



## **10.5. (ICR) Letters of Appreciation**

---

### **Prepared By:**

General Manager

### **Executive Summary**

During the exercise of its various functions, Council frequently receives letters of appreciation for services rendered or actions taken by Councillors and staff. The most recently received is a thank you letter from Department of Foreign Affairs and Trade and The Hon Michael McCormack MP.

### **Background Information**

Nil.

### **Legislative or Policy Implications**

Nil.

### **Budget and Financial Aspects**

Nil.

### **Recommendation**

1. That the information be received and noted.

### **Report**

Nil.

### **Attachments**

1. Thank you letter from Department of Foreign Affairs and Trade.
2. Thank you letter from The Hon Michael McCormack MP.



**Attachment 1 - 211217 Letter - DFAT (Growder) to Parkes Mayor Keith OAM**



**Australian Government**  
**Department of Foreign Affairs and Trade**

File Number: 21/13869 #2

17 December 2021

Cr Ken Keith OAM  
Mayor  
Parkes Shire Council

*(by email)*

Dear Mayor

It was a pleasure to meet you recently during our visit to the central west of New South Wales.

We very much enjoyed the briefing we had with you and your Parkes Shire Council colleagues. There is clearly a lot of a positive nature happening in your region, and we found it very valuable to hear about these developments, including the excellent tour of the Special Activation Precinct your team took us on.

Please accept my warmest wishes for the upcoming festive season, and we look forward to staying in touch.

Yours sincerely

A handwritten signature in blue ink, appearing to be 'M. Growder'.

Michael Growder  
Assistant Secretary  
Trade Expansion and Diversification Branch  
Trade, Investment and Business Engagement Division  
Department of Foreign Affairs and Trade (Australia)

Copy: Trudy Witbreuk, State Director, NSW State Office of the Department of Foreign Affairs and Trade

**Attachment 2 - ECM\_1548496\_v1\_Response Letter from Michael McCormack - Thank you for the correspondence regarding received funding**

**The Hon. Michael McCormack MP**

Federal Member for Riverina

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

Dear Mayor <sup>Ken</sup> Keith

Thank you for your correspondence received at my office on 29 November 2021 regarding Parkes Shire Council's thanks for a number of projects and programs which have received funding from the Federal Government and benefited Parkes Shire.

I acknowledge the letters mentioned specifically the Newell Highway Parkes bypass, the Cooke Park Pavilion, the Drought Communities Programme, the Local Roads and Community Infrastructure Programme and the Building Better Regions Fund (BBRF), which is delivering \$6 million in Round 5 of BBRF for Stage 1 of the Lachlan River Water Duplication Project.

I was pleased to read Council's view that the funding will ensure the town's water supply for many years to come and give businesses more confidence to invest in the Parkes Special Activation Precinct.

It was a pleasure to catch up with you on 8 November at the Parkes water treatment plant, which will be an important piece of infrastructure in the water supply duplication project. It was also an honour and a pleasure to officially open the Cooke Park Pavilion that day, to share the excitement of turning the first sod for the Parkes bypass and to inspect the various projects undertaken by Council with funding provided by the Federal Government through the Drought Communities Programme and the Local Roads and Community Infrastructure Program.

Visiting the sites reinforced my strong belief in the direct partnership between the Federal Government and Local Government to deliver projects which not only create jobs during tough times, such as drought and the COVID-19 pandemic, but also provide long-lasting infrastructure for the benefit of the local community and to attract businesses and investment to rural and regional Australia.

Please pass on to Councillors and staff my congratulations for a job well done and best wishes for a happy and peaceful Christmas and New Year.

Yours sincerely



Michael McCormack MP  
**Federal Member for Riverina**  
mm.kg.wga

16/12/2021



website [www.michaelmccormack.com.au](http://www.michaelmccormack.com.au)

**Parkes**  
207A Clarinda Street  
Parkes, NSW, 2870  
ph 02 6862 4560

**Wagga Wagga**  
Suite 2, 11-15 Fitzmaurice Street  
Wagga Wagga, NSW, 2650  
ph 02 6921 4600 fax 02 6921 5900  
email [michael.mccormack.mp@aph.gov.au](mailto:michael.mccormack.mp@aph.gov.au)



THE NATIONALS for Regional Australia

## **11. DIRECTOR PLANNING AND COMMUNITY SERVICES**

### **11.1. (DPCS) Major Projects & Current Works - Progress Report as of 18 January 2022**

---

#### **Prepared By:**

Brendan Hayes

#### **Executive Summary**

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

#### **Background Information**

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

#### **Project Delivery Program Implications**

The resolution in this report will primarily affect the Delivery Program Future Direction relating to: COUNCIL+ *Council*

#### **Risk Assessment**

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

#### **Budget and Financial Aspects**

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

#### **Recommendation**

1. That the information be received and noted.

## Report

Current major projects within the Shire being managed or undertaken by Planning and Community Services as of 18 January 2022.

Location	Project Description	Due Date	Budget	Forecast	Status	Comment
Parkes	Community Recycling Centre	30/4/22	150,000	150,000	In progress	EPA have directed additional storage areas for increased recycled products. Design and costs being investigated.
Parkes	Coventry Room Cultural Space	1/4/22	100,000	100,000	In progress	Currently awaiting final costings on lighting upgrade and scope of work for electrician
Parkes	Wiradjuri Keeping Place Project	1/4/22	85,000	85,000	In progress	Final curatorium approvals for design layout and interpretive panels/signage underway

## Attachments

Nil

## **11.2. (DPCS) Development Activity Report - November 2021**

---

### **Executive Summary**

The monthly Development Activity Report provides Council with information about the type and value of applications lodged and determined as well the average assessment time frames.

### **Recommendation**

1. For the information of Council.

### **Report**

The following list of Development Consents were issued in the month of November 2021.

Application No.	Address	Description
DA2019/0096	Coleman Road, PARKES NSW 2870	Subdivision (35 Lots)
DA2021/0131	91 Aitken Lane, PARKES NSW 2870	Alterations & Additions to Dwelling, Erection of a new Outbuilding (Shed), Partial change of use from Outbuilding (Shed) to Residential Dwelling (Dual Occupancy Detached)
DA2021/0132	14 Hartigan Avenue, PARKES NSW 2870	Dual Occupancy (Detached) - Manufactured Home
DA2021/0138	10 Acacia Circuit, PARKES NSW 2870	Dwelling - House
DA2021/0142	Peak Hill Road, PARKES NSW 2870	Outbuilding - Shed
DA2021/0143	47 Dalton Street, PARKES NSW 2870	Alterations & Additions - Deck and Outbuilding - Shed
DA2021/0144	Tarcoma, 264 Tarcoma Road, PARKES NSW 2870	Rural Workers Dwelling
DA2021/0146	5 Clancy Place, PARKES NSW 2870	Outbuilding - Shed
DA2021/0147	Mountain Glen, Monumea Gap Road, BOGAN GATE 2876	Dwelling - House
DA2021/0148	40 Barton Street, PARKES NSW 2870	Alterations & Additions - Deck
DA2021/0149	99 Aitken Lane, PARKES NSW 2870	Outbuilding - Shed
DA2021/0150	Mandagery Public Hall, Staircase Road, MANDAGERY NSW 2870	Additions to Community Facility (Toilet Block)
DA2021/0152	9-17 Short Street, PARKES NSW 2870	Alterations & Additions to Parkes Services Club - Alterations to Children's Play Area
DA2021/0153	352-360 Clarinda Street, PARKES NSW 2870	Alterations to Existing Signage
DA2021/0154	23 Koala Street, PARKES NSW 2870	Outbuilding - Shed
DA2021/0155	26 High Street, PARKES NSW 2870	Alterations & Additions to Dwelling (Carport & Deck)
DA2021/0156	9 Cheney Road, PARKES NSW 2870	Dwelling - House with attached Garage and Outbuilding (Shed)
DA2021/0158	35 Birch Road, PARKES NSW 2870	Additions to Existing Outbuilding - Shed
DA2021/0159	47 Bleachmore Road, PARKES NSW 2870	Outbuilding - Shed
DA2021/0160	44 Hill Street, PARKES NSW 2870	Alterations & Additions - Enclosed Carport, Proposed Carport & Outbuilding - Shed and Fence
DA2021/0161	1 Wattle Street, PARKES NSW 2870	Demolition of Outbuilding - Shed & Erection of Proposed Outbuilding - Shed

The following is a list of Complying Development Certificates which were issued in the month of November 2021.

Application No.	Address	Description	Certifying Authority
CDC2021/0026	37 Page Street, PARKES NSW 2870	Outbuilding - Shed	PSC
CDC2021/0029	14 Farrer Street, PARKES NSW 2870	Additions to Dwelling - Patio Cover	PSC

**Attachment 1 - DEVELOPMENT ACTIVITY REPORT - NOVEMBER 2021(1)**

# DEVELOPMENT ACTIVITY REPORT - NOVEMBER 2021

Development Applications and Complying Development  
Certificates lodged and approved by Parke Shire Council



## LODGED

11

Development  
Applications

5

Complying  
Development  
Certificates



## DETERMINED

21

Development  
Applications

2

Complying  
Development  
Certificates



AVERAGE DEVELOPMENT  
APPLICATION  
PROCESSING TIME

THIS MONTH  
24.79 DAYS



VALUE OF APPLICATIONS RECEIVED

**\$4,107,860.00**

- 1 - Single Dwelling - House
- 1 - Secondary Dwelling
- 2 - Industrial
- 2 - Infrastructure
- 5 - Residential Alterations & Additions incl. ancillary/outbuildings





### 11.3. (DPCS) Development Activity Report - December 2021

#### Executive Summary

The monthly Development Activity Report provides Council with information about the type and value of applications lodged and determined as well the average assessment time frames.

#### Recommendation

1. For the information of Council.

#### Report

The following list of Development Consents were issued in the month of December 2021.

Application No.	Address	Description
DA2021/0135	Windang, 114 Carlisle Trundle Road, TRUNDLE NSW 2875	Secondary Dwelling - Manufactured Home
DA2021/0151	72 Woodward Street, PARKES NSW 2870	Demolition of Outbuilding (Shed) & Erection of Outbuilding (Shed)
DA2021/0162	Glastonbury, 6661 Eugowra Road, PARKES NSW 2870	Additions to Rural Industry (Grain Storage Bunker) and Subdivision
DA2021/0164	325 Nash Street, PARKES NSW 2870	Dwelling-House and Outbuilding (Shed)
DA2021/0167	41 Boori Street, PEAK HILL NSW 2869	Outbuilding - Shed
DA2021/0168	190 Back Yamma Road, PARKES NSW 2870	Dual Occupancy Attached
DA2021/0169	17 Hedgerow Avenue, PARKES NSW 2870	Dual Occupancy (Detached) and Subdivision (2 Lots)
DA2021/0177	35 Moor Street, PARKES NSW 2870	Alterations to Dwelling (Patio Enclosure)
DA2021/0178	10676 Renshaw McGirr Way, PARKES NSW 2870	Outbuilding - Shed
DA2021/0180	107 Currajong Street, PARKES NSW 2870	Outbuilding - Shed

The following is a list of Complying Development Certificates which were issued in the month of December 2021.

Application No.	Address	Description	Certifying Authority
CDC2021/0031	Burrendong, 27 Forster Lane, ALECTOWN NSW 2870	Swimming Pool & Child-Resistant Barrier	PSC

#### Attachments

Attachment 1 - DEVELOPMENT ACTIVITY REPORT - DECEMBER 2021

# DEVELOPMENT ACTIVITY REPORT – DECEMBER 2021

Development Applications and Complying Development  
 Certificates lodged and approved by Parkes Shire Council



## LODGED

15 Development Applications  
 1 Complying Development Certificates



## DETERMINED

10 Development Applications  
 1 Complying Development Certificates



AVERAGE DEVELOPMENT APPLICATION  
 PROCESSING TIME

THIS MONTH  
 24.43 DAYS



VALUE OF APPLICATIONS RECEIVED

**\$5,123,996.86**

- 1 - Community Facilities
- 1 - Industrial
- 1 - Infrastructure
- 3 - Single Dwelling - House
- 6 - Residential Alterations & Additions incl. ancillary/outbuildings
- 1 - Multi-Residential
- 2 - Secondary Dwelling



It all adds up.

**PARKES**



PARKES SHIRE COUNCIL

---

## **11.4. (DPCS) Temporary Lift of Cooke Park Alcohol Free Zone**

---

### **Prepared By:**

Visitor Economy & Major Events Specialist

### **Executive Summary**

Council's events team are requesting a lift of the Alcohol Free Zone in Cooke Park for the Overture event on the 2nd April 2022 from 12pm to 11pm.

### **Background Information**

Council endorsed the re-establishment of the Alcohol Free Zones in Parkes and Peak Hill at its meeting of 16 March 2021 for a four year period from 01.04.2021 to 31.03.2025.

Alcohol-free zones apply to public roads and footpaths, while alcohol-prohibited areas apply to parks and civic spaces. Timed restrictions are also used. Where restrictions are in place alcohol consumption is not permitted in these areas, and police have the power to confiscate alcohol.

### **Legislative or Policy Implications**

Section 644 and 646 of Local Government Act, 1993.  
Liquor Act 2007

### **Budget and Financial Aspects**

Nil.

### **Recommendation**

1. That Council endorse a lift of the Alcohol-Free Zone in Cooke Park on the 2 April 2022 from 12pm - 11pm.
2. That Council advise the Local Area Command of the lifting of the zone and location affected.
3. That Council provide a public notice regarding the lifting of the zone for the Overture event.

### **Report**

Overture will be the first major event held in Cooke Park utilising the Cooke Park Pavilion. Overture is an event targeted at musical theatre and opera enthusiasts to be held on the 2 April 2022 from 4pm - 10.30pm with an expected audience of approximately 2000 people. It is a ticketed, fully fenced event with a combination of allocated seating and space for picnics.

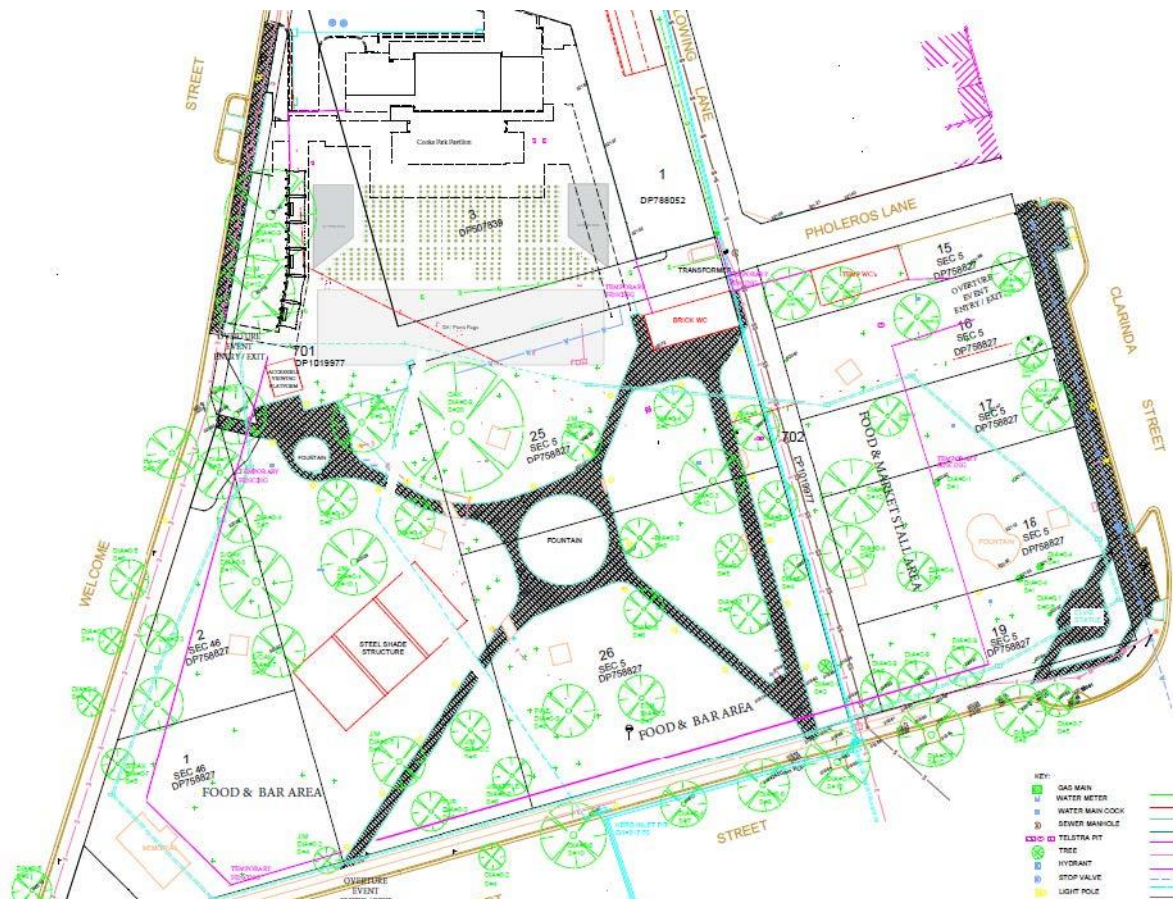
It would be beneficial for the event, and assist with ticket sales, if ticket holders could bring their own picnics which may include alcohol. The event would also like to run a small bar for patrons to purchase alcohol.

This event is run by Council's events team and Upstage Australia, with a professional licensed security provider and cleaning team engaged for the duration of the event. An initial meeting has been held with the Central West Police District Licensing Sergeant and no issues were raised in relation to this event.

Due to the target market and nature of the event, the availability and inclusion of alcohol for the event poses a low risk and will enhance the overall event experience. It is requested that the alcohol ban be lifted for Cooke Park on the 2nd April 2022 from 12pm to 11pm to allow the event organisers to apply for a 'Limited Licence - Special Event' via Liquor and Gaming NSW.

### Attachments

1. Draft map of the layout of Overture in Cooke Park



## **12. DIRECTOR OPERATIONS**

### **12.1. (DO) Major Projects & Current Works - Progress Report**

---

#### **Prepared By:**

Director Operations

#### **Executive Summary**

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

#### **Background Information**

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

#### **Project Delivery Program Implications**

The resolution in this report will primarily affect the Delivery Program Future Direction relating to: COUNCIL+ *Council*

#### **Risk Assessment**

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

#### **Budget and Financial Aspects**

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

#### **Recommendation**

1. That the information be received and noted.

#### **Report**

Current major projects within the Shire being managed or undertaken by Council's Operations Department as of 18 January 2022.

#### **Attachments**

1. Major Projects & Current Works - Progress Report as at 18 January 2022

Location	Project Description	Due Date	Budget	Forecast	Status
Trundle/ Tullamore	The Bogan Way Upgrades - MR350	31/03/23	\$15,087,380	\$15,087,380	Commenced
	<b>Comments</b>	Council continuing to provide comments on staged design concepts and progressing with survey on project sites along MR350S. Site inspections have been undertaken for the REF and a draft report is being prepared and expected February 2022. project an. Construction along MR350N from Adios Lane to Botfields Road was sealed prior to Christmas, construction works have recommenced with Botfields intersection and guardrail works to be completed			
Trundle	Skate Park Upgrades	31/11/22	\$262,000	\$262,000	Commenced
	<b>Comments</b>	Council has commenced the Trundle Skate Park project with engagement of suitably qualified consultant to complete the necessary design package. The design is currently under review after being adopted by the community in 2020 after an extensive consultation process. The designer has identified some potential project risks with the initial design with fabrication of steel ramps and availability so is therefore considering concrete options as alternatives. The project is due to commence construction in June 2022 with an estimate completion of November 2022.			
Trundle	Cricket Nets Construction	30/06/22	\$95,000	\$95,000	Commenced
	<b>Comments</b>	Council has commenced the Trundle cricket nets construction project. GABBA sports have been selected as preferred contractor however due to COVID restrictions, Council's project manager has had to secure local installers to assist with the delivery of the project. The equipment and materials have been procured from Gabba Sports, with installation to commence with local trades to deliver the concrete slab, fencing and installation of the synthetic surfacing. Works completed December 2021 including concrete slab, fencing and installation of synthetic surfacing along with trenching back to Beryman oval kiosk, laying conduit for power. Local engineering/welding company manufacturing bollard for power outlet at net posts for bowling machine, due for completion February.			
Parkes Shire	McGlynn Disabled Access	23/12/21	\$30,000	\$30,000	Completed
	<b>Comments</b>	McGlynn disabled access has now been completed and is operational.			
Parkes Shire	Parkes Tennis Courts Stage 2	21/02/22	\$171,000	\$201,843.41	Commenced
	<b>Comments</b>	Concerns from PTA in relation to base movement; a defects list has been generated which has been independently reviewed and assessed by a tennis court consultant with recommendations to address each of the defects. K & H Geotech engaged, have taken samples of the base on courts 1 – 4 and assessing method recommended by independent consultant to confirm blend for base stabilization. Rectification works are scheduled to be commence February 2022 on courts 1 – 4 then a work program established to complete identified defects.			
Parkes Shire	Spicer Oval Amenities	20/12/22	\$2,534,216	\$2,534,216	Commenced
	<b>Comments</b>	Construction has recommenced, with footings and subgrade works completed. Block work for the retaining wall has now commenced and will span most of January, weather permitting. Project is tracking to schedule.			

Location	Project Description	Due Date	Budget	Forecast	Status
Parkes Shire	SR76 –Bogan Plowman's Lane Intersection Upgrade	18/02/22	\$1,000,000	\$1,000,000	Commenced
	<b>Comments</b>	1.5km of the Bogan road was sealed prior to Christmas 2021. Construction works have recommenced onsite to complete the intersection works with Plowmans Lane. Road furniture including guideposts and line marking to follow. Experiencing some delays with inclement weather.			
Parkes Shire	RGDC - Detour Road between Keith's Lane and Coopers Road	30/03/22	\$2,265,888	\$2,265,888	Commenced
	<b>Comments</b>	Council has been approached by RGDC to construct a temporary detour road between Keith's Lane and Coopers road to facilitate the approximate 9-month closure of Brolgan road which will allow construction of the railway bridges. Council has engaged a consultant to complete a REF which has been received and is currently under review. Council has allocated two (2) construction crews to expedite completion of this detour.			

### **13. DIRECTOR INFRASTRUCTURE**

Nil



---

## 14. CONSIDERATION OF COMMITTEE MINUTES

### 14.1. Committee Minutes - Parkes Elvis Festival Committee Meeting 8 December 2021

---

#### Prepared By:

Executive Manager Corporate Services

#### Executive Summary

A meeting of the Elvis Festival Committee was held at the Parkes Shire Council on 8 December 2021. The Minutes are attached for Council's endorsement.

#### Background Information

The Elvis Festival Committee was established as a Section 355 Committee of Parkes Shire Council in pursuance of Council Resolution Number passed on 18 March 2014.

The purpose of the Committee is:

- To be the Peak Organising body for the Parkes Elvis Festival;
- To add value by providing a clear vision for the future of the Festival, explore areas of growth, quality improvement, development and sustainability,
- To oversight the successful staging of the annual Elvis Festival for the community of Parkes
- To review and approve long term strategic plan, annual plan, long term budget
- Oversight the implementation of the annual plan
- Oversight legal contractual arrangements, sponsorship, insurance etc.

The inaugural meeting of this Committee was held on 08 May 2014.

#### Legislative Information

Section 355 of the *Local Government Act 1993*. Delegations pursuant to section 377 are included in the Committee Charter.

#### Project Delivery Program Implications

ECONOMY+ *Marketing*

#### Risk Assessment

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

#### Budget and Financial Aspects

Nil.

#### Recommendation

1. That the Minutes of the Elvis Festival Committee meetings held on 8 December 2021 be noted and the recommendations of the Committee be endorsed by Council.

#### Attachments

1. Elvis Committee Meeting Minutes 8 December 2021
-

---

**Attachment 1 - Elvis Committee Meeting Minutes 8 December 2021**



# PARKES SHIRE COUNCIL

Our Mission: To Deliver Progress and Value to our Community

## ELVIS FESTIVAL COMMITTEE

*Our Communities Vision:*

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

### MINUTES

WEDNESDAY 8 DECEMBER 2021

Notice is hereby given that a meeting of the Parkes Shire Council's Elvis Festival Committee was held in the Council Chamber commencing at 4.00pm for the purpose of considering the items included on the Agenda.

**GENERAL MANAGER:** Kent Boyd

Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

1

---

## **Elvis Festival Committee Meeting Minutes**

**Minutes of the Elvis Festival Committee Meeting held in the Council Chamber on Wednesday 8 December 2021 at 4pm.**

---

### **PRESENT**

KJ Keith OAM (Chair)  
Cathy Treasure - Elvis Festival Director  
Anna Wyllie - Economic & Business Development Manager  
Tiffany Steel - Festival Marketing & Sponsorship Coordinator  
Lorraine Job - Elvis Revival Inc Representative  
Anne Steel - Elvis Revival Inc Representative  
Michelle Roberts - Elvis Revival Inc Representative  
Geoff Rice - Parkes Chamber of Commerce

### **MEETING COMMENCEMENT**

The Meeting commenced at 4.03pm.

#### **1 APOLOGIES**

John Kennedy

Moved: Anne Steel                      Seconded: Michelle Roberts

**CARRIED**

#### **2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

That the Minutes of the Parkes Shire Council's Elvis Festival Committee Meeting held on 10 November 2021 be confirmed as true and accurate.

Moved: Anne Steel                      Seconded: Michelle Roberts

**CARRIED**

#### **3 DECLARATIONS OF INTEREST**

Nil

Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

---

## **4 AGENDA ITEMS**

### **4.1 Event Planning Update - November 2021**

---

#### **4.1 Event Planning Update - November 2021**

---

##### **Executive Summary**

The Event Planning Update will be a regular report on the agenda to outline the key activities the Festival Director has undertaken to effectively plan and deliver the Festival.

##### **Background Information**

The Event Planning update will provide the Committee with a report on activities implemented regarding, but not limited to, event management, sponsorship, administration and marketing for the upcoming 2022 Festival.

##### **Legislative or Policy Implications**

Nil.

##### **Budget & Financial Aspects**

General Festival Operational Budget.

##### **Recommendation**

1. That the information be received and noted.

##### **Report**

The following is a summary of activities undertaken by the Festival Director and the Festival Sponsorship & Marketing Coordinator with details regarding marketing, publicity, sponsorship, programming and delivery operations of Parkes Elvis Festival.

##### **Marketing and Publicity**

A 15-second commercial commenced on 15 November and continues to be aired through Prime7 and affiliates as bonus spots gained through the media partnership with Prime7 Television. Local advertising commences closer to the Festival.

The website has been updated with the schedule of entertainment and a preliminary program is available for download.

The souvenir calendar has been printed and is available for purchase from the Visitor Information Centre, Parkes News, Colouby Creations, and Idlers Den.

The Festival's PR campaign commenced on 15 November when ticket sales opened. A media call with photo and interview opportunities was a success, resulting in 198 media breaks with a combined circulation of 10,781,646. Deputy Premier Paul Toole MP, Federal Member for Riverina Michael McCormack MP, Sam Farraway MLC, and Mayor of Parkes Shire Ken Keith dressed up in Elvis suits for the media call.

The Festival produced a three minute video announcing the headline artists, special guests from the USA and selected shows along with messages from the Deputy Premier and Minister for Regional NSW, Paul Toole MP and the Minister for Jobs, Investment, Tourism and Western Sydney, Stuart Ayres MP. The video was posted

on Facebook, the homepage of the website and YouTube at 10am on 15 November. The video reached 5,672 people on Facebook, 406 views on YouTube and the homepage featuring the video was visited 8,809 times.

A double page spread in the Travel and Lifestyle Magazine was distributed at caravan and camping shows in Penrith and Batemans Bay.

The Festival is in discussion with Retro Radio on a partnership that includes advertising, interviews, live crosses throughout the Festival and DJ from the vintage airstream.

Advertising sales in the Souvenir Program are still slow and more Parkes businesses are encouraged to promote via the Festival channels.

Statistics for November detailing reach and engagement with the Festival audience through the website and social media channels are attached for the information of the Committee.

#### **Sponsorships and Funding**

NSW TrainLink confirmed their travel partnership utilising a different model of than previous years. The Festival will coordinate the entertainment and ticketing, with sponsorship provided by NSW Transport.

Hotel Gracelands have confirmed as a silver sponsor of the Renewal of Vows ceremony. They will be offering a complimentary post ceremony lunch to the ceremony participants.

Colouby Creations signed their agreement as a supporter and sponsor of the Sydney Swing Katz.

The funding application for the 2023-2025 Festivals has been submitted with Destination NSW.

A summary of sponsorship activity is attached for the information of the Committee.

#### **Portfolios/Events**

Ticket sales commenced on 15 November. The Festival received the greatest number of ticket sales in the history of the opening day of the Festival. Ticket sales have now slowed with the team devising a plan for another push prior to Christmas. Details of ticket sales are provided in the Ticketing Report.

The successful applicants for the Ultimate Elvis Tribute Artist contest were announced on 15 November. Entrants come from throughout Australia, New Zealand, Ireland and Canada.

The Sydney Swing Kats have been confirmed. They will provide performances on the Cooke Park Main Stage, Memphis Stage and judge the rock 'n' roll competition.

The Parkes Cricket Club has confirmed they will run the 'Speedway' Thursday night movie at Woodward Oval.

The site layout for the markets has been finalised with more sites becoming available.

The Speedway Exhibit has secured several high profile and rare cars. HDT owner Peter Champion will be attending with his Blue Meanie and original HDT double decker bus. The Council of Motor Clubs Australia is sending an EOI to more than 200 car clubs to have their cars displayed. The EOI includes the Festival's existing car shows too. A request to distribute the EOI to Central West Car Club members has been sent too.

A portfolio holder meeting was held on 8 November prior to the commencement of ticket sales. Jo Chatman has resigned from her role, and we thank Jo for her many years of commitment and dedication to the Festival. Ronda Sharpe has also joined the portfolio holder team to assist with volunteer management.

Initial merchandise products have been produced and three designs of the Speedway stubby holders have been selling well.

#### **Accommodation and Travel**

The NSW Trainlink Elvis Express service was confirmed three days prior to tickets going on sale. The number of carriages and seats available were down on previous years for the initial offering, with two carriages totalling 112 seats plus 18 in the buffet carriage for entertainers and accessible seating. The Elvis Express sold out in 12 minutes. An additional carriage was added the following day and there are five seats remaining in this carriage.

NSW Transport confirmed the pathing that will depart Central at approx. 7:00pm on Thursday, 21st April 2022. The return journey will be departing between 1.00-1.30pm on Monday, 25 April arriving to Central at 8:42pm.

Ticket sales for the REX Hound Dog Express are tracking well with 13 seats sold.

Accommodation at Pioneer Oval and McGlynn Park are sold out. The Holy Family School temporary caravan ground sold out from the waiting list prior to going on sale. A Development Approval application has been being submitted for Harrison Park with both caravan and camping sites going on sale shortly.

Graceland on the Green has sold 45 tents totalling 108 people.

#### **Human Resources**

Following the Corporate Services team restructure, Festival Director Cathy Treasure has been appointed to the new role of Visitor Economy and Major Events Specialist. Tiffany Steel will be acting in the Festival Director's role until August 2022. Recruitment for a temporary Festival Sponsorship and Marketing Coordinator to back-fill Tiffany will commence this week.

#### **External Relations**

The Festival Director presented virtually at the 2021 NSW Crowded Places Local Government Forum.

The Festival team attended the Moteliers Group monthly meeting and provided attendees an update on the Festival.

The Festival is in discussions with the family of Eddie Youngblood to have a number of his jumpsuits on permanent display in Parkes.

Terrance Plowright Studios repaired the vandalised components and polished the Elvis Statue on the 2nd December. Terrance will also be inspecting the statue in person in February to determine if any further works are required,

Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

5

---

**Recommendation:**

1. That this report be received and noted.
2. That the Committee thank Anna Wyllie, Economic & Business Development Manager for her contribution to the Parkes Elvis Festival Committee and presented her with flowers in view that her last day with Council is 10 December 2021.

Moved: Geoff Rice

Seconded: Anne Steel

**CARRIED**

Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

## 4.2 Ticketing Report

### 4.2 2022 Ticket Sales Report

#### Executive Summary

Sales for ticketed 2022 Festival events commenced on Monday 15 November 2021.

#### Background Information

The 2022 Festival ticket sales period has commenced effective Monday 15 November 2021, with tickets on sale for eighteen Festival-produced events, as well as for ticketed events at partner venues.

#### Legislative or Policy Implications

No.

#### Budget & Financial Aspects

General Festival Operational Budget.

#### Recommendation

1. That the information be received and noted.

#### Report

Tickets are currently on sale for eighteen Festival-produced events.

Sales period: commenced 15/9/21 to 6/12/21

	Capacity:	Sold Seats:	% Capacity:
Wall of Fame - Brian Cadd	264	115	43%
Wednesday Concert - Speedway Special	598	175	29%
Sons of Sun - Wednesday	174	61	35%
Sons of Sun - Thursday	174	65	37%
2022 Miss Priscilla Dinner	248	107	43%
Feature Concert - Thursday	598	303	51%
Sons of Sun - Thursday	174	65	37%
Adam Harvey Concert	598	235	39%
Charles Stone Q&A	174	32	18%
Feature Concert - Friday	598	301	60%
UETA Contest - Heats	598	124	21%
Feature Concert - Saturday	598	430	72%
In Dreams – Orbison & Presley	598	252	42%
UETA Contest - Final	598	367	61%



Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

7

---

Charles Stone Q&A	174	7	4%
Feature Concert - Sunday	598	226	38%
The Ultimates	598	480	80%
Virtual Q&A	100	1	1%
<b>TOTAL</b>	<b>7462</b>	<b>3346</b>	<b>45%</b>

In summary, 45% of available tickets to Festival-produced shows have sold in the three week period following the program launch. This is very similar to the ticket sales over the same time period last Festival (43%).

**Attachments**

Nil.

8

Elvis Festival Committee Meeting Minutes - Wednesday 8 December 2021

---

**Recommendation:**

1. That this report be received and noted.

Moved: Geoff Rice                      Seconded: Anne Steel

**CARRIED**

#### **4.3 Elvis Finance Update - November 2021**

---

**Executive Summary**

The Elvis Festival Director gave an update on the finances of the Elvis Festival Committee.

**Recommendation**

1. That the financial report for the period ended 30 November 2021 be received and noted and that there may be some additional costs associated with cleaning and increases with some suppliers

Moved: Geoff Rice                      Seconded: Anne Steel

**CARRIED**

#### **5 GENERAL BUSINESS**

---

1. Lorraine raised concerns about the Elvis statue that the overall colour is darker, the chains are different colours and is fearful of continued vandalism. The statue has been repaired and polished. It will be checked again in February to see if there has been any deterioration and if the full treatment needs to be done.
2. The Mayor has been invited to participate in the Elvis Golf Day which may clash from attending UETA
3. Jo Chapman has stepped down from the Street Parade portfolio. The Festival team to send Jo and letter of thanks for her years of service

#### **6 NEXT MEETING**

---

The next Elvis Festival Committee Meeting will be held on 9 February 2022.

There being no further business the meeting closed at 4.41pm

---

## **14.2. Committee Minutes - Parkes Sports Council Meeting 14 December 2021**

---

### **Prepared By:**

Anthony McGrath - Secretary

### **Executive Summary**

The Minutes of the Parkes Sports Council meeting held on 14 December 2021 are presented for the information of Council.

### **Background Information**

The Parkes Sports Council engages with the sporting groups in the Shire on the use and development of sports fields and facilities. Fees are raised from member groups, which are used to subsidise the cost of maintenance of grounds and plant replacement. Council has two nominated representatives on the Sports Council including Councillors O'Leary and Biles. The group also facilitates the Ron Harrison Bursary, Shire Sports Awards, the Life Members board, the Sporting Legends gallery and the Northparkes / Parkes Shire Council Sports Grants scheme. As a Section 355 committee, the minutes of its meetings must be presented to Council.

### **Legislative Information**

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

### **Project Delivery Program Implications**

ACTIVITY+ *Active Recreation*

### **Risk Assessment**

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

### **Budget and Financial Aspects**

Funding for sports field maintenance and amenities is included in Council's operational plan. Capital projects are also funded from the Capital Works programme. A financial snapshot for 2020/2021 is provided for information and is included with the Minutes.

### **Recommendation**

1. That the Minutes of the Parkes Sports Council Meeting held on 14 December 2021 be received and any actions endorsed.

### **Attachments**

1. Minutes of the Parkes Sports Council held on 14 December 2021

## Attachment 1 - Committee Minutes - Parkes Sports Council 14 December 2021

### Minutes 14/12/2021

Tuesday, 14 December 2021 3:24 PM



#### Meeting Structure

##### Meeting Purpose

To consider the items on the Agenda and provide recommendations to Council for decision-making.

##### Chair

Chairperson as elected, or Vice Chairperson in their absence. If either away then elected from the floor at the meeting.

##### Invited Attendees

Each affiliated sporting group (2), Sports Council Executive (Al Gersbach, Anthony McGrath & Luke Nash), Councillor representatives (Mayor Ken Keith, Cr Louise O'Leary & Cr Wally Biles), Community Representatives (Michael Greenwood & Gail Bartley). Also included are the Trundle, Tullamore and Peak Hill sports committees.

##### Minutes

Secretary of the Parkes Sports Council.

##### Context

The Parkes Sports Council engages with the sporting groups in the Shire on the use and development of sports fields and facilities. Fees raised from member groups are used to subsidise the cost of maintenance of grounds and plant replacement. Council has three nominated representatives on the Sports Council including Crs O'Leary, Keith and Biles. The group also facilitates the Ron Harrison Bursary, Life Member Honour Board, Parkes Shire Sports Awards, the Legends of Sport and the Northparkes/Parkes Shire Council Sports Grants scheme.

##### Outcomes

Information and Action plan in report to the next Council Meeting

---

#### Meeting Formalities

##### Chairperson

Al Gersbach

##### Commencement and Location

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

##### Welcome

Chair Al Gersbach welcomed all to the meeting, wishing them well for the festive season.

##### Attendance

Alan Gersbach (Chair), Anthony McGrath, Luke Nash, Jim Daley (Hockey), Greg Morrissey (Junior Cricket), Bill Thomas (Dragon Boating), Mayor Ken Keith, Scott Knights (Cricket), Cr Louise O'Leary (Peak Hill Sports), Andrew Thomas (Junior League), Leanne Arndell (Tennis)

##### Online

Al Ryan (Rugby), Noel Huggett (Touch)

##### Guests:

##### Apologies

Michael Greenwood (Senior League), Gail Richardson (Community Representative), Mark Kelly (Golf), Wayne Osbourne (Soccer), Beth Thomas (Croquet), Geoff Finn (Parkes Shire Council)

##### PREVIOUS Minutes

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

Next Meeting Date  
8/2/2022

Meeting Close  
The meeting closed at 7:35pm.

## Meeting Minutes

### Notable Sporting Performances

- Gabe Goodrick has been accepted into the Voyager tennis academy in Sydney
- Malakai Falau, Jaime Thorpe & Oliver Thomas made Western Rams junior league sides.
- Cricket juniors selected for pathways youth championships. Duncan Macdonald foundation supported the players in their costs to attend.
- 3 in hornets NTL touch sides including Teegan Rodgers, Sue McGrath & David Porter. Paige Hay selected for Southern Suns open women's side

### 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	On hold
13/8/2019	2	Sports Legends Board at Parkes Leagues Club to be relocated prior to their renovations in November		TBD
8/9/2020	4	Cr O'Leary requested that the Sports Council arrange for some Defib training for sporting groups. NPM is unable to assist but Parkes Touch is organising some training and will invite other groups.	Noel	13/11/2021
14/10/2020	5	Dedication ceremony for the Cheney family trophy to be conducted before the first Grinsted Cup match this season	Luke Nash	10/11/2020
8/12/2021	6	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	28/2/2021
8/12/2021	7	Information to be circulated for the PSC after-hours contact number so sporting groups can report information when residents are not adhering to ground rules. Suggest that a sticker be placed on the existing signage.	Anthony McGrath	1/4/2021
12/10/2021	8	Organise location for bin stations at Cheney Park with Noel at Parkes Touch	Geoff	7/10/2021
9/11/2021	9	A meeting to be held between Parkes Cricket and Geoff and team to discuss turf maintenance and covering procedures	Geoff	26/11/2021
9/11/2021	10	Request from the Dragon Boat Club for Council to review and repair Lake Endeavour Road following the recent wet weather. The current condition of the road is impacting access to the facility. Anthony to lodge a Customer Request	Anthony	26/11/2021
9/11/2021	11	Request from Greg Morrissey provide assistance with getting the key to open the Ladies toilet at McGlynn Park	Geoff	26/11/2021
9/11/2021	12	Cricket requesting keys for Woodward Oval Changerooms for Junior President, Cameron Rosser	Anthony	26/11/2021

### Discussion

1. Item 6 - press release to go out before Christmas
2. Item 8 - Location of bins at Cheney has been discussed with Geoff
3. Item 10 - Bill thanked council for responding quickly to his request to repair Lake Endeavour road
4. Item 11- Greg to seek a key to cut from Scott Knights
5. Item 12 - Cricket to seek a key to cut from Scott Knights

### Correspondence

The following items of correspondence was received or sent

1. Minutes of the last meeting distributed to members
2. Email notice of meeting sent to groups
3. eMail to groups inviting them to participate in the master's event
4. Sports awards - requests nominations

**Action**

- 1, 2, 4 For information
- 3, General business

### Sports Projects Update

Anthony presented a report on the current status of the [sports related projects](#)

1. Drainage work has been completed at Northparkes and Pioneer Ovals.

For the information of the groups

### Around the Grounds

Tennis (Leanne Arndel)

- Bokeyar Cup & club championships completed
- Tennis court resurfacing project - base will require relaying

Junior League (Andrew Thomas)

- Rams trials held in Parkes were very successful and have decided to rebook for next year.

Dragon Boat (Bill Thomas)

- Lake endeavor road was repaired quickly by Council roads crew
- Additional 6 members from their Learn to Paddle day

Croquet (Beth Thomas)

- Want to support Master's games
- Up to 20 players attending and playing on bowling green

Peak Hill (Louise O'Leary)

- Need to close out Peak Hill sports council and review light SMS codes
- Luke to check SMS usage at Peak Hill and send account to Peak Hill Roosters.

Cricket (Greg Morrissey & Scott Knights)

- Final round of Lachlan & Junior this week. Lachlan resumes 15 January and Juniors in recess to February
- Men's representative cricket first game this weekend at Woodward.
- Mayor requested that Parkes cricket put on a Pink up Parkes promotion before end of January

Touch (Noel Huggett)

- Have moved back to Harrison because Cheney was not drying out. Thanks to Geoff and the team for organising
- 6 teams going to Southern Junior State Cup.
- Last week this week with comp to resume in late January.

Rugby (Al Ryan)

- Christmas party held last week
- Planning for preseason game in February
- Condolences on the passing of Anthony Ruzgas

Action: Sports council to send a note to Sonia.

Hockey (Jim Daley)

- AGM held last Friday with a disappointing attendance
- New committee includes Dan Wilson returned to the helm.
- 15 Girls carnival next year.
- Women's masters side lost 1-nil to Dubbo in the final.
- New disabled access path now complete at McGlynn and looks good.

Swimming (Leanne)

- Successful carnival held last weekend at Parkes Pool.

### Financial Report - Operational and Capital Works Projects

Presented (see attachment) and moved by Luke Nash Seconded by Ken Keith. Carried

Greg Morrisey asked when fees would be sent out. Luke advised that the invoices would be sent this week prior to Christmas.

---

## General Business

### Elvis

Additional camping on sporting fields required for this year's festival. Winter sports need to be aware to avoid the festival week from 18-25 April. Note that next year the festival should return to the usual January date.

### Masters Games

Seven sports committed to the event

Next meeting in February will include a sub-committee meeting with the 8 sports including, Tennis, Golf, Touch, Squash, Croquet, Dragon Boating, Bowls (Railway) & Hockey to discuss the arrangements and choose a date for the event.

### Grants

Andy asked if the state sports grants had been announced. Luke mentioned that the grants were announced just prior to Christmas last year.

### Cheney Park Drainage

Andrew Daley advised that drainage area is performing well however other areas where there was no drainage installed is water logged. Noel advised that the PA system is only working from the main control building as the wires were cut during the drainage works. Sharon working with suppliers on some solutions to undertake repair / replacement.

### Harrison Drainage and Parking

Al asked when the works would start. Luke said that he had heard that works were scheduled to start in January.

---

## Meeting Actions

Meeting	Item	What	Who	By When
14/12/2021	1	Note to be sent to Sonia Ruzgas on the passing of Anthony	Anthony	Next Meeting
14/12/2021	2	Parkes Cricket to investigate the holding of a Pink event in 2022	Scott Knights	January 2022



Sports Council - Financial Report - December 2021

Financial Snapshot 2021/22									
Sports Council (Sporting Grounds) Overview - December 2021									
<b>Sporting Grounds - Operational Revenue</b>									
GL Number	Budget	Actual	% Budget Received						
10-1009-1001-41185	\$64,500	\$0	0%						
10-1009-1001-41187	\$12,960	\$0	0%						
<b>Total Income</b>	<b>\$67,460</b>	<b>\$0</b>	<b>0%</b>						
<b>Sporting Grounds - Operational Expenditure</b>									
Project Number	Budget	Actual	Committed	A + C	% Spent	Budget Remaining			
100121	\$265,115	\$110,743	\$0	\$110,743	42%	\$154,372			
<b>Total Expenditure</b>	<b>\$265,115</b>	<b>\$110,743</b>	<b>\$0</b>	<b>\$110,743</b>	<b>42%</b>	<b>\$154,372</b>			
<b>Sporting Grounds - Capital Expenditure</b>									
Work Project	Budget	Actual	Committed	A + C	% Spent	Budget Remaining			Completion Status
400116	\$41,016	\$7,559	\$24,655	\$32,214	79%	\$8,802			Works On-going
500009	\$150,000	\$290	\$0	\$290	0%	\$149,710			Grant Funding Awarded
500009	\$30,000	\$17,825	\$183	\$17,825	59%	\$12,175			Grant Funding Awarded
400099	\$2,520,000	\$101,082	\$1,997,924	\$2,099,006	83%	\$420,994			Tender Awarded & Works Commenced
400094 & 400112	\$421,000	\$288,838	\$97,825	\$386,663	92%	\$34,337			Works On-going
9002020	\$86,691	\$86,691	\$0	\$86,691	100%	\$0			Works Completed
400040	\$400,000	\$336,248	\$3,400	\$339,648	85%	\$60,352			Works Completed
400041	\$225,000	\$209,940	\$0	\$209,940	93%	\$15,060			Works Completed
400042	\$100,000	\$92,365	\$0	\$92,365	92%	\$7,635			Works Completed
400109	\$95,000	\$26,307	\$59,462	\$85,769	90%	\$9,231			Contractor Engaged & Works Commenced
400115	\$140,000	\$138,089	\$100	\$138,189	99%	\$1,811			Works Completed
TBC	\$150,000	\$0	\$0	\$0	0%	\$150,000			Grant Funding Awarded & Planning Stage
TBC	\$150,000	\$0	\$0	\$0	0%	\$150,000			Grant Funding Awarded & Planning Stage
500009	\$100,000	\$106	\$0	\$0	0%	\$100,000			Grant Funding Awarded & RFQ Issued
<b>Total Expenditure</b>	<b>\$4,608,707</b>	<b>\$1,305,158</b>	<b>\$2,183,548</b>	<b>\$3,488,600</b>	<b>76%</b>	<b>\$1,120,107</b>			



## **15. QUESTIONS AND MATTERS OF URGENCY**

## **16. CONSIDERATION OF CONFIDENTIAL ITEMS**

### **16.1. CONFIDENTIAL - (DO) Purchase of land for Bogan Road Realignment**

---

#### **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.

#### **Executive Summary**

As part of Council's relationship with Northparkes Mine, the intersection of Bogan Road (Shire Road 76) and Plowman's Lane have been identified as requiring realignment for road safety purposes.

To improve the intersection of Bogan Road and Plowman's Lane, a portion of adjoining land will need to be acquired.

#### **Recommendation**

1. That Council agree to the purchase of 949.3m<sup>2</sup> of land from the land owner to facilitate the boundary adjustment for Bogan Road (Shire Road 76).
2. That the General Manger and Director of Operations be authorised to negotiate the purchase price of the land based on a market valuation.
3. That the seal of Council be affixed to documentation as required to facilitate the process of subdivision, sale, transfer and/or resumption

---

## **16.2. CONFIDENTIAL - (GM) Australia Day Awards 2022**

---

### **Prepared By:**

General Manager

### **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: -

- Information contained in this report includes results of an award selection process in which winners will be announced during an upcoming community ceremony.

### **Executive Summary**

Council has been asked to formally endorse recipients of the annual Australia Day Awards in the citizen, young citizen and community event categories as well as cultural awards and environment award to be presented at a ceremony in Cooke Park on Australia Day Tuesday 26 January 2022.

### **Recommendation**

1. That Council endorse the recommended recipients of 2022 Australia Day awards as outlined.

### **16.3. CONFIDENTIAL - (GM) Purchase the artist plaster copies of Sir Henry Parkes and Elvis Presley**

---

**Prepared By:**

General Manager

**Reason for Confidentiality**

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

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

**Executive Summary**

Council has been approached by the artist to purchase the artist plaster copies of Sir Henry Parkes and Elvis Presley, used to cast the statues in Cooke Park and the town square.

**Recommendation**

1. For council consideration

### **17. MEETING CLOSURE**