



## Ordinary Meeting

# BUSINESS PAPER

**Tuesday, 11 July 2017 at 7:00 pm**

Griffith City Council Chambers  
1 Benerembah Street, GRIFFITH NSW 2680  
Phone: (02) 6962 8100 Fax (02) 6962 7161  
Web: [www.griffith.nsw.gov.au](http://www.griffith.nsw.gov.au) Email: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au)



## COUNCILLORS

John Dal Broi (Mayor)  
Simon Croce  
Doug Curran  
Deb Longhurst  
Eddy Mardon  
Rina Mercuri  
Anne Napoli  
Mike Neville  
Brian Simpson  
Paul Snaidero  
Christine Stead  
Dino Zappacosta

[idalbroi@griffith.com.au](mailto:idalbroi@griffith.com.au)  
[scroce@griffith.com.au](mailto:scroce@griffith.com.au)  
[dcurran@griffith.com.au](mailto:dcurran@griffith.com.au)  
[dlonghurst@griffith.com.au](mailto:dlonghurst@griffith.com.au)  
[emardon@griffith.com.au](mailto:emardon@griffith.com.au)  
[rmercuri@griffith.com.au](mailto:rmercuri@griffith.com.au)  
[anapoli@griffith.com.au](mailto:anapoli@griffith.com.au)  
[mneville@griffith.com.au](mailto:mneville@griffith.com.au)  
[bsimpson@griffith.com.au](mailto:bsimpson@griffith.com.au)  
[psnaidero@griffith.com.au](mailto:psnaidero@griffith.com.au)  
[cstead@griffith.com.au](mailto:cstead@griffith.com.au)  
[dzappacosta@griffith.com.au](mailto:dzappacosta@griffith.com.au)

## MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

Council generally meets every second and fourth Tuesday of the month at 7pm in the Council Chambers.

### Addressing the Council on Business Paper matters

If there is a matter on the agenda you would like to discuss or address, you can contact Council prior to the Ordinary Meeting of Council and request permission to address Council in relation to the matter. Notice of this must be given by 12 noon of the day of the meeting. Any requests for detailed information regarding an item on the Council Business Paper must be submitted by 12 noon of the day of the meeting.

### Notice of Motion via Councillor

You are able to lobby a Councillor to raise a Notice of Motion to have a matter considered by the Council at a future meeting.

### Petition

A petition can be presented to the Council through a Councillor. If you would like to present a petition to an Ordinary Meeting of Council, please contact one of the Councillors to arrange.

### Customer Request Management system

The Customer Request Management system (CRM) manages the processing of customer requests. Customer requests can be then easily responded to, allocated to responsible officers and checked. The system will automatically escalate requests that have not been actioned. To log a request, please contact Council's Customer Service Team on 02 6962 8100.

### Direct correspondence to the General Manager

You can write directly to the General Manager about your issue or concern via letter or email. You can contact the General Manager at [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au) or to The General Manager, PO Box 485 Griffith NSW 2680.

# REPORT AUTHORS AND AREAS OF RESPONSIBILITY

## Senior Management Team

General Manager  
Manager Executive Services  
Public Officer/Right to Information Officer  
Director Business, Cultural & Financial Services  
Director Infrastructure and Operations  
Director Sustainable Development  
Director Utilities

Brett Stonestreet  
Shireen Donaldson  
Shireen Donaldson  
Max Turner  
Phil King  
Neil Southorn  
Graham Gordon

## Executive Services

Governance Coordinator  
Compliance Coordinator  
HR & Risk Manager  
Workforce Planning Manager

Wendy Krzus  
Anthony Napoli  
Kylie Carusi  
Nick DeMartin

## Business, Cultural & Financial Services

Finance Manager  
Asset Management Coordinator  
Library Manager  
Library Manager  
Griffith Regional Theatre & Art Gallery Manager  
Leisure Services Manager  
IT Manager  
Corporate Information Coordinator  
Data Information Officer

Vanessa Edwards  
Andrew Keith  
Christine Del Gigante  
Pam Young  
Raina Savage  
Alan Anderson  
Katherine Frost  
Joanne Savage  
Wendy Vaccari

## Infrastructure & Operations

Works Manager - Maintenance  
Works Manager - Construction  
Parks & Gardens Manager  
Airport Coordinator  
Fleet & Depot Manager

Manjit Chugha  
Shree Shrestha  
Peter Craig  
Bob Campbell  
Steve Croxon

## Sustainable Development

Planning & Environment Manager  
Acting Coordinator Landuse Planning and Compliance  
Senior Development Assessment Planner  
Development Assessment Planner  
Principal Planner  
Project Planner  
Environment, Health & Sustainability Coordinator  
Corporate Property Officer  
Tourism & Economic Development Manager  
Building Certification Coordinator  
Community Development Coordinator

Carel Potgieter  
Steven Parisotto  
Steven Parisotto  
Linden Foster  
Pete Badenhorst  
Nathan Farnell  
Fiona de Wit  
Daphne Bruce  
Vacant  
Anthea Crack  
Peta Dummett

## Utilities

Engineering Design & Approvals Manager  
Waste Operations Manager  
Senior W&S Engineer – Operations

Joe Rizzo  
John Roser  
Steven Oosthuysen

---

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS  
1 BENEREMBAH STREET, GRIFFITH NSW 2680 ON  
TUESDAY, 11 JULY 2017 AT 7:00 PM**

---

### MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers, 1 Benerembah Street, GRIFFITH NSW 2680 on **Tuesday, 11 July 2017**.

Persons in the gallery are advised that the proceedings of the meeting will be recorded for the purpose of ensuring the accuracy of the Minutes. However, under the Local Government Act 1993, no other recording is permitted without the authority of the Council or Committee. Recording includes a video camera and any electronic device capable of recording speech.

Members of the public may address Council in relation to the items listed in this Agenda by contacting Council on (02) 6962 8100 by 12.00 pm on the day of the meeting.

The agenda for the meeting is:

- 1 Council Prayer and Acknowledgment of Country
  - 2 Apologies and Requests for Leave of Absence
  - 3 Confirmation of Minutes
  - 4 Business Arising
  - 5 Declarations of Interest
  - 6 Presentations
  - 7 Mayoral Minutes
  - 8 General Manager's Report
- 
- |      |     |  |
|------|-----|--|
| CL01 | p13 | DA 255/2016 - Installation of Additional and Retention of Existing Above Ground Olive Storage and Maturation Tanks and Relocation of Heavy Vehicle Loading Area at Tree Tops Olive Processing Facility |
| CL02 | p27 | Griffith Skate Park - Amended Plan   |
| CL03 | p35 | Renewal of Licence Agreement for Car Parking with NSW Rural Fire Service - Griffith Aerodrome  |
| CL04 | p38 | Livestreaming of Council Meetings  |
| CL05 | p44 | Contaminated Land Management Policy - Policy Amendments  |

- CL06            p47      Australia Day National Conference 2017
- 9            Information Reports
- CL07            p56      Comparison of Fees and Charges, Chicken Shed Developments
- CL08            p60      Disclosure by Councillors and Designated Persons Return - June 2017
- 10           Adoption of Committee Minutes
- p62      Minutes of the Business Development & Major Projects Committee Meeting held on 19 June 2017
- p68      Minutes of the Tourism and Events Committee Meeting held on 15 June 2017
- p76      Minutes of the General Facilities Committee Meeting held on 13 June 2017
- 11           Business with Notice – Rescission Motions
- 12           Business with Notice – Other Motions
- 13           Councillor Question Time
- 14           Outstanding Action Report
- p83      Outstanding Action Report
- 15           Matters to be dealt with by Closed Council

**Brett Stonestreet**

**GENERAL MANAGER**

---

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
HELD IN GRIFFITH CITY COUNCIL CHAMBERS  
1 BENEREMBAH STREET, GRIFFITH NSW 2680 ON  
TUESDAY, 27 JUNE 2017 COMMENCING AT 7:05 PM**

---

## **PRESENT**

The Mayor, John Dal Broi in the Chair; Councillors, Simon Croce, Doug Curran, Deb Longhurst, Eddy Mardon, Rina Mercuri, Anne Napoli, Mike Neville, Brian Simpson, Paul Snaidero, Christine Stead and Dino Zappacosta

## **STAFF**

Manager Executive Services, Shireen Donaldson, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Director Sustainable Development, Neil Southorn and Minute Secretary, Marisa Martinello

## **MEDIA**

Oliver Jacques, The Area News

## **1 COUNCIL PRAYER AND ACKNOWLEDGEMENT OF COUNTRY**

The Meeting opened with Councillor Brian Simpson reading the Council prayer and the Acknowledgment of Country.

## **2 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

17/156

**RESOLVED** on the motion of Councillors Brian Simpson and Anne Napoli that apologies be received from Brett Stonestreet and Max Turner.

## **3 CONFIRMATION OF MINUTES**

17/157

**RESOLVED** on the motion of Councillors Christine Stead and Mike Neville that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 13 June 2017, having first been circulated amongst all members of Council, be confirmed.

## **4 BUSINESS ARISING**

### **4.1 CL06 Review of Councils Local Policies**

Councillor Napoli asked Mr Southorn to continue the investigation into the permissible distances included in Local Policy CS-CP-308 Restricted Premises & Brothels.

## **5 DECLARATIONS OF INTEREST**

### **Pecuniary Interests**

There were no pecuniary interests declared.

### **Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

### **Less Than Significant Non-Pecuniary Interests**

*Councillors making a less than significant non-pecuniary interest declaration may stay in the meeting and participate in the debate and vote on the matter.*

Councillor Stead

CL06 – Disability Inclusion Action Plan

Reason – Councillor Stead works for a disability employment agency

Councillor Stead's agency is not mentioned in the Disability Inclusion Action Plan.

## **6 PRESENTATIONS**

Nil

## **7 MAYORAL MINUTES**

Nil

## **8 GENERAL MANAGER'S REPORT**

### **CL01 RENEWAL OF LEASE - GRIFFITH AERODROME WITH GREG MCWILLIAM HANGAR SITE 16**

17/158

**RESOLVED** on the motion of Councillors Mike Neville and Christine Stead that:

- (a) Council renew the lease agreement with Greg McWilliam over hangar site 16, Griffith Aerodrome for a term of 5 years with a further option of 5 years commencing 1 January 2017.
- (b) Greg McWilliam pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's Administration fee of \$388.
- (c) The lease fee be charged in accordance with Council's adopted Revenue Policy, currently \$2.36 a square metre per annum for 2016/2017 for landside areas 1000 -4000 square metres in area, in addition to rates and charges.

- (d) Council authorise the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal.

**CL02 WESTERN RIVERINA REGIONAL INFORMATION TECHNOLOGY STRATEGY - INNOVATION FUND APPLICATION**

17/159

**RESOLVED** on the motion of Councillors Anne Napoli and Deb Longhurst that Council support the Innovation Fund application through a letter of support and also commit in kind resources to the project if funding is successful.

**9 INFORMATION REPORTS**

**CL03 NSW GOVERNMENT RESPONSE - INQUIRY INTO CROWN LAND IN NEW SOUTH WALES**

17/160

**RESOLVED** on the motion of Councillors Mike Neville and Christine Stead that the report be noted by Council.

Councillor Neville requested Council investigate funding available for construction of a disabled toilet at Dalton Park.

**CL04 2015-16 NSW WATER SUPPLY AND SEWERAGE PERFORMANCE MONITORING REPORT**

17/161

**RESOLVED** on the motion of Councillors Dino Zappacosta and Rina Mercuri that the report be noted by Council.

Mr Gordon presented a summary of this report including water billing comparisons with other Councils.

Councillor Stead raised concerns from community members relating to seemingly excessive water bills.

**CL05 FLOODPLAIN MANAGEMENT AUSTRALIA NATIONAL CONFERENCE 2017**

17/162

**RESOLVED** on the motion of Councillors Dino Zappacosta and Rina Mercuri that the report be noted by Council.

Councillor Neville commended Mr Gordon and Mr Chaudhary on the excellent paper "Managing Flood Risk of Mirrool Creek – Lessons Learnt from Past Floods" submitted to the Floodplain Management Australia National Conference 2017.



**CL06 DISABILITY INCLUSION ACTION PLAN**

17/163

**RESOLVED** on the motion of Councillors Mike Neville and Rina Mercuri that Council endorse the Disability Inclusion Action Plan.

**10 ADOPTION OF COMMITTEE MINUTES**

**MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 13 JUNE 2017**

17/164

**RESOLVED** on the motion of Councillors Doug Curran and Eddy Mardon that the recommendations as detailed in the Minutes of the Traffic Committee meeting held on 13 June 2017 be adopted.

**11 BUSINESS WITH NOTICE – RESCISSION MOTIONS**

Nil

**12 BUSINESS WITH NOTICE – OTHER MOTIONS**

Nil

**13 COUNCILLOR QUESTION TIME**

*Note: Questions are transcribed exactly as submitted on Councillor Question Sheets.*

**Councillor Christine Stead asked the following question:**

**Griffith City Council is copping a lot of flak on social media regarding latest water charges.**

**Can we do a media release of how the charges are broken up please or even on website.**

Councillor Stead agreed this matter was discussed in CL04 and that a media release is to be put out to the Community to explain and show comparisons of water billing in the State.

**Councillor Christine Stead asked the following question:**

**Where is our events policy, who determind's the price at the moment for a function?**

**What's the process?**

**I have had several people asking about functions in their Garden and how much is the charge?**

Mr Southorn said the draft Policy was still under preparation and Council staff are working closely with event organises to assist with their approvals and preparations.

**Councillor Deb Longhurst asked the following question:**

**Is there any possibility that a pedestrian alert could be added to the stop sign in Banna Lane exiting to Kookora Street. I have observed a number of times, drivers assuming that the stop sign relates to vehicular traffic and edge past the road where pedestrians cross.**

**I am assuming that the sign relates to pedestrian traffic?**

Mr Southorn advised that this matter will be taken on notice.

**Councillor Dino Zappacosta asked the following question:**

**When will the RMS upgrade Kidman Way from Griffith to Hanwood.**

Mr King advised that there are plans in place for the upgrade but no funding for the works at the moment.

Councillor Simon Croce left the meeting the time being 7:48 pm.

Councillor Zappacosta asked The Mayor to bring the upgrade and cycle way to the attention of the Premier on her visit to Griffith on 28 June 2017.

Councillor Simon Croce returned to the meeting at 7.49 pm.

Councillor Zappacosta gave an update of his attendance to the National General Assembly.

**Councillor Paul Snaidero asked the following question:**

**In light of Bill Lancaster's presentation and media coverage of Councillors expenses, I have received negative comments from community. I seek an itemised report be provided to Councillor on the total expenditure vote on individual Councillors.**

Mr Southorn advised that this would be taken on notice and a report presented to Councillors.

**Councillor Paul Snaidero asked the following question:**

**In relation to the chicken shed development of Warburn, is it true GCC has been utilizing the services of Carrathool Shire Council staff in conducting inspections.**

Mr Southorn Confirmed Carrathool staff are contracted on occasions by Council and he would confirm if they were utilised on this project.

## **14 OUTSTANDING ACTION REPORT**

### **OUTSTANDING ACTION REPORT**

17/165

**RESOLVED** on the motion of Councillors Mike Neville and Christine Stead that the report be noted.

## **15 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL**

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind

as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

Set out below is Section 10A(2) of the Local Government Act 1993 in relation to matters which can be dealt with in the closed part of a meeting.

**The matters and information are the following:**

- (a) personnel matters concerning particular individuals (other than councillors)**
- (b) the personal hardship of any resident or ratepayer**
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business**
- (d) commercial information of a confidential nature that would, if disclosed:**
  - (i) prejudice the commercial position of the person who supplied it, or**
  - (ii) confer a commercial advantage on a competitor of the council, or**
  - (iii) reveal a trade secret**
- (e) information that would, if disclosed, prejudice the maintenance of law**
- (f) matters affecting the security of the council, councillors, council staff or council property**
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege**
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land.**
- (i) alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993.**

17/166

**RESOLVED** on the motion of Councillors Mike Neville and Christine Stead that:

- (a) Council resolve to go into closed council to consider business identified.
- (b) Pursuant to section 10A(1)-(3) of the Local Government Act 1993, the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provision of section [10A(2)] as outlined above.
- (c) The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act 1993.

Council resolved that members of the press and public be excluded from the meeting during consideration of the items listed below, and that discussion of the report in open Council would be contrary to the public interest.

**CC01 DESIGN, SUPPLY AND INSTALLING OF AN ABOVE GROUND REFUELLING FACILITY - GRIFFITH CITY COUNCIL WORKS DEPOT JENSEN ROAD**

Reason: Council Business 10A(2)(c)

Council closed its meeting at 7:55 pm. The public and media left the Chamber.

**REVERSION TO OPEN COUNCIL**

17/167

**RESOLVED** on the motion of Councillors Christine Stead and Deb Longhurst that open Council be resumed.

Open Council resumed at 7:59 pm.

Upon resuming open Council the Mayor reported that the following resolutions had been made in Closed Council:

**MATTERS DEALT WITH IN CLOSED COUNCIL**

**CC01 DESIGN, SUPPLY AND INSTALLING OF AN ABOVE GROUND REFUELLING FACILITY - GRIFFITH CITY COUNCIL WORKS DEPOT JENSEN ROAD**

17/168

**RESOLVED** on the motion of Councillors Mike Neville and Anne Napoli that Council accept the offer on Tender 9-16/17 from Best Western Petroleum for the design, supply, installation and commissioning of an above ground refuelling facility to be located at Council's Works Depot, Jensen Road, Griffith.

There being no further business the meeting terminated at 8:05 pm.

Confirmed: .....

CHAIRPERSON

<b>CLAUSE</b>	<b>CL01</b>
<b>PROPOSAL</b>	<b>DA 255/2016 - INSTALLATION OF ADDITIONAL AND RETENTION OF EXISTING ABOVE GROUND OLIVE STORAGE AND MATURATION TANKS AND RELOCATION OF HEAVY VEHICLE LOADING AREA AT TREE TOPS OLIVE PROCESSING FACILITY</b>
<b>PROPERTY</b>	Lot 415 DP 751709, Murray Road, Yoogali
<b>LOCATION</b>	Eastern side of Murray Road at intersection with Morley Road
<b>ZONING</b>	RU1 Primary Production
<b>APPLICABLE PLANNING INSTRUMENT</b>	Griffith Local Environmental Plan 2014
<b>EXISTING DEVELOPMENT</b>	Rural industry involving olive processing
<b>APPLICANT</b>	Planningmatters Development Service for and on behalf of Tree Tops Plantation
<b>OWNER</b>	B & S Proud and S & S Panazzolo
<b>DIRECTORS OF COMPANY (IF APPLICABLE)</b>	Not Applicable
<b>APPLICATION DATE</b>	14 November 2016
<b>REASON FOR REFERRAL</b>	Public interest
<b>FROM</b>	<b>Steven Parisotto, Senior Development Assessment Planner</b>
<b>TRIM REF</b>	<b>17/27469</b>

## **SUMMARY**

### ***Proposal***

Council has received a development application that seeks approval to install additional olive storage and maturation tanks, retrospective consent to retain and use existing olive storage and maturation tanks and relocate the heavy vehicle loading area.

The land is zoned RU1 Primary Production under Griffith Local Environmental Plan 2014 and rural industry is listed as permissible development.

Adjoining neighbours were notified in accordance with the provisions of Development Control Plan No. 25 – Notification of Development Applications and two (2) objections have been received.

The application has been referred to Council for determination due to the objections received and the history of the development of the site.

It is recommended that the development application be approved based on the details contained in this report.

### ***Type of Development***

Local

## **Consultation**

Senior Management Team, Director Sustainable Development & Manager Planning & Environment.

## **Main Issues**

The main issues associated with the development are:

- History of development of the site and non-compliance with conditions of consent.

## **RECOMMENDATION**

- (a) Council pursuant to the provisions of Sections 80(1)(a) of the Environmental Planning and Assessment Act, 1979, grant consent to Development Application No. 255/2016 for the installation and use of 80 olive storage and maturation tanks and relocation of the unloading facilities at an approved rural industry involving olive processing at Lot 415 DP 751709, Murray Road, Yoogali subject to conditions including those set out in Attachment 'A':
- (b) That Development Application No. 255/2016 be referred to the Director Sustainable Development for the issue of the Notice of Determination.

In accordance with the Local Government Act (section 375A - Recording of voting on planning matters) Council must record the Councillor's vote in relation to this matter.

## **SITE DESCRIPTION**

The site is located on south-eastern corner of Murray Road and Morley Road. The site comprises a single parcel of land, which can be legally described as Lot 415 DP 751709.

The site is occupied by a large rural industrial building which is used for the processing of olives. Access to the site is via Murray Road. The locality is comprised of primary production land uses with some associated rural industries along with a number of dwellings no longer associated with properties used for agricultural purposes.

Storage tanks for which consent is being sought already have been placed on the site and are being actively used for olive storage and maturation.

It should be noted that since the application was lodged a number of these tanks have been removed from the site.



## LOCATION MAP



## **BACKGROUND**

### ***Site History***

The development history of the subject site has been established following research of Council's electronic data management system and research of Council's physical archives. Based on the information available the following can be established:

- On 5 February 2010 Council approved DA 365/2009 which was for a change of use from a rural industry involving citrus packing to a rural industry involving olive processing. The proposal involved the processing of approximately 600 tonnes of olives per annum, increasing to 3,000 tonnes and the assessment and evaluation of the development was based on the upper annual figure.
- On 10 March 2015 Council approved a Section 96 modification relating to the extension of trading hours specified in DA 365/2009 including limiting the extended hours to a trial period of one harvest season. A further modification application seeking permanent extension of the trading hours was subsequently refused.

### ***Compliance and Enforcement***

Council has had to carry out compliance investigations and take enforcement action since the olive processing commenced operations until the present day, which has resulted in warnings, orders and penalty infringement notices being issued. For the most part the premises has operated without too much documented impact on neighbouring properties, however the failure to properly monitor, treat and dispose of waste water has been a common source of complaint.

In terms of the hours of operation, and specifically the arrival of trucks to the site, Council has received numerous complaints from the neighbours since the development commenced operations. While some of the complaints have had no basis, many have been substantiated and as a consequence Council's Planning & Environment Compliance Officer has issued a number of penalty notices and or orders in an attempt to bring the development into compliance.

It is considered that the continuing problems associated with the operation of the site pertain to nuisance from odour which despite directions from Council the applicant has never diligently pursued to rectify. It is this failure to maintain and operate the business in a manner which has minimal impact on the amenity of neighbours which makes it difficult to support any application which would potentially exacerbate the problems.

A history of the complaints Council has received over time is set out in Attachment 'B'.

## **PROPOSAL IN DETAIL**

The applicant seeks consent for the following:

- Retain external olive storage and maturation tanks which have been placed on the site without previous approval;
- Place additional olive storage and maturation tanks on the site; and
- Relocate the heavy vehicle unloading point from the western side of the building and utilise the loading areas under the existing awning.



With regard to the number of tanks, the applicant has indicated that up to 80 tanks will be retained or placed around the site. The applicant contends that the external placement of these tanks would enable noisier activities associated with the development to be undertaken inside the building.

The applicant also notes that while the principal means of heavy vehicle access to the site will be at the northern end of the site, the southern-most access point will still be utilised on an infrequent basis.

The applicant's submission is set out in Attachments 'C' (Statement of Environmental Effects) and Attachment 'D' (Plans).

### **ASSESSMENT UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979**

In determining a development application, a consent authority is to take into consideration Section 79C of the Environmental Planning and Assessment Act, 1979. The following matters are of relevance to the development the subject of the development application.

#### **SECTION 79C(1)(a)(i) any environmental planning instrument**

##### ***Griffith Local Environmental Plan 2014***

###### **(a) Permissibility**

The applicant seeks consent for a *rural industry* (olive processing facility) which in the Dictionary of Griffith Local Environmental Plan 2014 is defined as:

*rural industry means the handling, treating, production, processing, storage or packing of animal or plant agricultural products for commercial purposes, and includes any of the following:*

- (a) *agricultural produce industries,*
- (b) *livestock processing industries,*
- (c) *composting facilities and works (including the production of mushroom substrate),*
- (d) *sawmill or log processing works,*
- (e) *stock and sale yards,*
- (f) *the regular servicing or repairing of plant or equipment used for the purposes of a rural enterprise.*

The subject land is zoned RU1 Primary Production and under Part 2 Land Use Table of Griffith Local Environmental Plan 2014 a *rural industry* business is development that can only be permitted with the consent of Council.

###### **(b) *Aims and Objectives***

The proposed development has been considered with regard to the aims of Griffith Local Environmental Plan 2014 as set down in Part 1, clause 1.2(2) which states:

- (a) *to prevent unnecessary urban sprawl by promoting business, industrial, rural and residential uses within and adjacent to existing precincts related to those uses,*

- (b) *to minimise land use conflict in general by creating areas of transition between different and potentially conflicting land uses,*
- (c) *to provide a variety of development options to meet the needs of the community with regard to housing, employment and services,*
- (d) *to manage and protect areas of environmental significance,*
- (e) *to recognise the historical development of the area and to preserve heritage items associated with it.*

The objectives for the RU1 Primary Production zone set down in the Land Use Table are as follows:

- *To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.*
- *To encourage diversity in primary industry enterprises and systems appropriate for the area.*
- *To minimise the fragmentation and alienation of resource lands.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To permit a range of activities that support the agricultural industries being conducted on the land and limit development that may reduce the agricultural production potential of the land.*
- *To permit tourist facilities that promote an appreciation of the rural environment and associated agricultural and horticultural activities, while ensuring the continued economic viability of the land.*

The subject site has been used as a rural industry for a number of years, including use as a citrus packing shed. The current use of the site for olive processing dates back to its approval in early 2010 viz DA 365/2009. In this regard the development is in keeping with the first two objectives of the zone. Furthermore it is considered that the current approved use is consistent with the fifth objective of the zone.

There has been no recent subdivision of this land which has contributed to its fragmentation or alienation of resources and that the surrounding land shares the same zone. However as a result of previous subdivision of adjoining land, consented to under previous environmental planning instruments, surrounding land has become fragmented and a consequence of this is interface conflicts between quasi-rural residential development being situated amongst primary production land and land used for rural industrial purposes.

The final objective is not relevant to the proposed development.

(c) *Principal Development Standards*

Section 4 of the Environmental Planning and Assessment Act 1979 defines a *development standard* as being a provision of an environmental planning instrument in relation to the carrying out of a development, being provisions by or under which requirements are specified or standards are fixed in respect to any aspect of the development.

Part 4 of Griffith Local Environmental Plan 2014 identifies the principal development standards that apply. In this instance there are no development standards applicable to the proposed development.

(d) *Miscellaneous Provisions*

Part 5 of Griffith Local Environmental Plan addresses numerous miscellaneous provisions including:

(i) Preservation of Trees and Vegetation

The provisions of clauses 5.9 and 5.9AA relate to the preservation of trees and vegetation and enables Council to allow the removal of trees and vegetation either with development consent or by a permit issued by Council.

In this instance no vegetation is to be removed as part of this development application.

(ii) Heritage Conservation

Clause 5.10 of Griffith Local Environmental Plan 2014 sets down objectives in respect to the conservation of environmental heritage within the Griffith local government area. Specifically it applies to the protection of heritage items and heritage conservation areas; development affecting places or sites of known or potential Aboriginal heritage significance; development affecting known or potential archaeological sites of relics of non-Aboriginal heritage significance; development in the vicinity of a heritage item; provision of conservation incentives; and development in heritage conservation areas.

The subject site is not located within a heritage conservation area, nor does it contain nor is it within the vicinity of a heritage item listed in Schedule 5 of Griffith LEP 2014.

A search of the Aboriginal Heritage Information Management System (AHIMS) revealed that there are no known aboriginal sites in or near the location of the development nor has there been any declared aboriginal place. On the basis that the land is disturbed as a result of agricultural farm management practices and is greater than 200 metres from a natural waterbody, and not on a ridge top or ridgeline, there is unlikely to be any evidence of Aboriginal cultural material on the site.

(e) *Additional Local Provisions*

(i) Earthworks

The objective of this clause is to ensure that earthworks for which development consent is required will not have a detrimental impact on environmental functions and processes, neighbouring uses, cultural or heritage items or features of the surrounding land.

(ii) Flood Planning

The objectives of Griffith Local Environmental Plan 2014 in respect to flood planning are as follows:

- (a) *to minimise the flood risk to life and property associated with the use of land;*
- (b) *to allow development on land that is compatible with the land's flood hazard, taking into account projected changes as a result of climate change,*
- (c) *to avoid significant adverse impacts on flood behaviour and the environment.*

The subject site has not been identified as being flood prone, therefore the provisions of clause 7.2 do not apply.

(iii) Terrestrial Biodiversity, Groundwater Vulnerability, Riparian Land, Watercourse & Wetlands & Salinity

The subject site has not been identified on the Terrestrial Biodiversity, Ground Water Vulnerability, Riparian Land, or the Watercourse, Wetlands and Salinity maps and therefore the provisions of clauses 7.3 to 7.7 are not relevant.

(iv) Essential Services

Clause 7.10 states that development consent must not be granted to development unless the consent authority is satisfied that any of the following services that are essential for the development are available or that adequate arrangements have been made to make them available when required:

- (a) *the supply of water,*
- (b) *the supply of electricity,*
- (c) *the disposal and management of sewage,*
- (d) *stormwater drainage or on-site conservation,*
- (e) *suitable vehicular access.*

The proposed development does not require the amplification of Council's services nor does it propose a new access way. Part of the development will involve internal changes to the manoeuvring and circulation of vehicles and will use an existing access way to the site.

It should be noted that Council's sewer infrastructure does not service the subject allotment and that part of the ongoing issues with the Tree Tops facility has been the failure to properly manage waste, which in turn has been a nuisance for neighbours. Council has over a number of years had to follow up on complaints and initiate enforcement action for breaches of the Environmental Planning and Assessment Act, 1979 and Protection of the Environment Operations Act, 1997 because of the current tenant's failure to properly manage the operation of the site.

**State Environmental Planning Policies**

The proposed development does not result in any inconsistency with any State Environmental Planning Policy that would apply.

**SECTION 79C(1)(a)(ii) any draft environmental planning instrument**

There are no draft environmental planning instruments of relevance to the proposed development.

**SECTION 79C(1)(a)(iii) any development control plan**

The following development control plans have some relevance and have been taken into consideration in assessing the application:

- Development Control Plan No. 3: Industrial Development
- Development Control Plan No. 25: Public Notification of Development Applications

(i) *Development Control Plan No. 3: Industrial Development*

DCP No. 3 applies to industrial zoned land or to areas where industries are permissible and on the basis that rural industries are permissible within the RU1 Primary Production zone, it

is considered reasonable to draw upon the provisions of DCP to formulate a view as to an acceptable built form. Given that there are no building works it can be considered that the proposal deems to accord with the DCP.

*(iii) Development Control Plan No. 25: Public Notification of Development Applications*

The application was notified in accordance with the Environmental Planning and Assessment Regulations, 2000 and the provisions of Development Control Plan No. 25: Public Notification of Development Applications.

The submissions received in response to the notification are dealt with later in this report.

**SECTION 79C(1)(a)(iia) any planning agreement**

There is no planning agreement in place

**SECTION 79C(1)(a) (iv) the regulations**

Section 79C(1)(a)(iv) requires Council to take into consideration the provisions of clauses 92-94 of the Environmental Planning and Assessment Regulation 2000.

Clause 92(1)(b) of the Environmental Planning & Assessment Regulation 2000 requires the consent authority to consider the provisions of Australian Standard AS 2601-1991: The Demolition of Structures. In this instance no demolition is proposed.

Clauses 93 and 94 of the Environmental Planning and Assessment Regulation 2000 require that Council take into consideration fire safety provisions. Given that there is no change of use nor is there any building works proposed then no upgrade to the existing building is considered necessary.

**SECTION 79C(1)(b) the likely impacts of the development**

In considering the provisions of Section 79C(1)(b) of the Environmental Planning and Assessment Act, 1979 a consent authority must evaluate the likely impact of the development on the built and natural environment and the social and economic impacts on the locality.

The proposed use of the northern most access and use the area under the awing for loading and unloading purposes would not have any detrimental impact on the natural environment and if the operation of the site was diligently managed, then the retention and placement of additional olive storage and maturation tanks should also have little or no impact on the natural environment. Unfortunately the operation of the site has resulted in Council having to intervene and undertake enforcement action as a consequence of poor operating management practices. As a consequence Council must question the ability that the use of the tanks can be carried out without impact on the site.

In terms of the impact the proposed development has on the built environment Council has considered that the use of the northern most driveway and loading dock would have limited impact on the amenity of the locality as this is an adjustment to the current operation of the premises. The siting of the tanks is visually unappealing however it is in keeping with the nature of the site. Screening of the tank farm would reduce the visual impact to a degree.

Conditions of consent to mitigate the impact of noise, odour and the management of waste and other emissions from the processing operations and deliveries to the site were imposed on previous consents with a view that compliance with these conditions would prove to be an acceptable mechanism to reduce the impact on neighbours. Through compliance and

enforcement Council has endeavoured to achieve an outcome which would adequately mitigate the impact of the development on immediate neighbours however the operators of the facility have not been able to consistently comply with the conditions. This raises the main concern regarding the application and whether the failure to adhere to past conditions would only be exacerbated if the unauthorised tanks were legitimised through this development application.

### **SECTION 79C(1)(c) the suitability of the site**

The subject site is zoned RU1 Primary Production and given that a *rural industry* is a permissible under Griffith Local Environmental Plan 2014 and also an existing activity provides a broad indication that the site is suitable for the proposed development.

There are no constraints posed by adjacent developments and there are no hazardous land uses or activities nearby that would impact upon the use of the subject site.

The subject site is not subject to natural hazards such as bush fire, subsidence, slip, mass or flooding.

Based on the assessment under this and other sections within this report it is considered that the proposed development generally fits the locality and that the site is suitable for the proposed development.

### **SECTION 79C (1) (d) any submissions made in accordance with the Act or the Regulations**

The provisions of the Environmental Planning and Assessment Act 1979, the Environmental Planning and Assessment Regulation 2000 and Development Control Plan 25 – Notification of Development Applications set down consultation, concurrence and advertising requirements for specific types of development applications and taking into consideration any submissions received in response to the notification process.

Two (2) submissions (refer to Attachments “E” and “F”) were received objecting to the development. The issues raised are as follows:

#### Operational Noise

As with previous modifications to DA 365/2009, concerns about operational noise have been raised again, and specifically the concerns relate to part of the processing operations that occur outside the building (under the existing awning).

*Comment:* The area under the awning was approved under previous development consent (DA 126/2007) and its purpose was essentially for the handling of primary produce (receiving and despatch of citrus). In this regard the unloading and/or loading of trucks in this location as part of the current development are considered reasonable.

#### Odours

Ongoing concerns regarding odours emanating from the site have been raised in the submissions.

*Comment:* The applicant in their Statement of Environmental Effects states that the “*proposed development will not result in an increase in the volume or type of waste generated from the site or a change in the arrangements for the storage, collection and disposal of waste from the site*”. In their view the preparation of a waste management plan was not considered necessary.



Council, in considering the original development application for the site, considered a waste management plan would, if properly maintained and implemented, would result in minimal impact on the surrounding development in terms of odour. As a consequence of poor onsite management practices, odour problems have arisen which has required Council to undertake enforcement action. This has been an ongoing problem, one which has required Council to set aside a considerable amount of resources to follow up.

Existing issues cannot be readily addressed when imposing conditions of consent. The validity of conditions is addressed later in this report.

### Visual Impact

One submission considers the existing tanks to be unsightly.

*Comment:* The visual impact of the existing olive storage and maturation tanks have been considered previously in this report and it is agreed that they do not make any aesthetic contribution to the site, however the entire site is poorly maintained which contributes to the visual impact. The visual impact of the tanks can be addressed in two ways. The first would be to reposition all tanks so they are located behind the main shed or provide landscaping around these storage areas. Should it be the intention for Tree Tops to remain at the site on a permanent basis, the second option would be more appropriate. If their plan is to relocate, then an interim solution would be to reposition the tanks to the rear of the site.

In light of conflicting information provided to Council from the applicant and the operators of the premises, any approval for the proposed development will result in conditions being imposed on the consent with the following intent:

- Tanks being repositioned so they are located at the rear of the existing buildings when viewed from Murray Road.
- The operators of the site being required to carry out a clean-up of the site by removing all rubbish and over grown vegetation.
- Submitting a comprehensive landscape plan and installing landscaping along the perimeter of the site.

### Non-Compliance with Existing Conditions

Concerns have been raised that the operators are not complying with conditions of Development Consent No. 365/2009 (Attachment G).

*Comment:* Council's Planning and Environment Compliance Officer has confirmed that a number of complaints have been received over the lifetime of the development. A summary of these complaints are listed in Attachment 'B'.

## **SECTION 79C (1) (e) the public interest**

The public interest is best served by the consistent application of the requirements of the relevant Environmental Planning Instruments, and by Council ensuring that any adverse effects on the surrounding area and the environment are mitigated. The application has been considered in relation to the relevant Environmental Planning Instruments.

As reported previously to Council, in approving any application for this site it has the potential to impact upon neighbours, however refusing it also poses broader implications and the economic impact it may have on the olive industry in the region. In trying to balance the concerns raised by the neighbours with the need for a sustainable olive processing industry,

Council in the past has opted to grant consent subject to conditions and has done so with the reasonable expectation that the operators of the premises would proactively comply with any terms of an approval. A litany of complaints from nearby residents, a number of which have been substantiated, suggest that even the best intended conditions, if not complied with, are unsuccessful in ensuring compliance. Unfortunately, the history of development of the site, and more so the operator's general disregard for conditions of consent, is in itself not a sole means of refusing a development applicant. Similarly, imposing conditions which do not relate to what consent is being sought can also be seen to be invalid.

Council, should it be inclined to grant conditional consent, needs to be mindful when it comes to imposing conditions of consent. The Land and Environment Court has adopted the approach taken in *Newbury DC v Secretary of State for the Environment (1981)* regarding the validity of conditions of consent.

- The condition must be imposed for a planning purpose;
- The condition must fairly and reasonably relate to the development for which permission is given; and
- The condition is to be reasonable, that is, be a condition which a reasonable local authority, properly advised, might impose.

By way of example a condition of consent which requires a new waste water and waste management plan for the entire development could not be considered valid in light of what consent is being sought for – that being the use of an alternate means of access to the site and the provision of additional storage tanks. However given that the tanks have been installed without first obtaining consent and that there is evidence that the use of these tanks contribute to the waste management and odour issues associated with the site, it is considered reasonable to require the approved waste treatment systems to be upgraded or amended to reflect the changes to the site. It should be noted that the applicant, in an e-mail dated 22 June 2017, also suggested that Council, should it approve the application, use the opportunity to impose conditions requiring the submission of more detailed documentation and cited an example of the submission of an environmental operational management plan relating to the operations on the site that can address current issues.

## **OPTIONS**

### **Option 1:**

- (a) Council pursuant to the provisions of Sections 80(1)(a) of the Environmental Planning and Assessment Act, 1979, grant consent to Development Application No. 255/2016 for the installation and use of 80 olive storage and maturation tanks and relocation of the unloading facilities at an approved rural industry involving olive processing at Lot 415 DP 751709, Murray Road, Yoogali subject to conditions including those set out in Attachment 'A':
- (b) That Development Application No. 255/2016 be referred to the Director Sustainable Development for the issue of the Notice of Determination.

### **Option 2:**

- (a) Council pursuant to the provisions of Sections 80(1)(b) of the Environmental Planning and Assessment Act, 1979, refuse Development Application No. 255/2016 for the installation and use of 80 olive storage and maturation tanks and relocation of the unloading facilities at an approved rural industry involving olive processing at Lot 415 DP 751709, Murray Road, Yoogali for the following reasons:



- a) That the proposed development is unsatisfactory in terms of Section 79C(1)(b) of the Environmental Planning & Assessment Act, 1979 in that the application fails to provide measures for mitigating environmental impacts that are caused as a result of current operations and are likely to be exacerbated by the cumulative impact of increasing olive storage capacity.
  - b) The proposed development is unsatisfactory in terms of Section 79C(1)(e) of the Environmental Planning & Assessment Act, 1979 in that it is not in the public interest to grant retrospective consent to the increased storage capacity and a history of enforcement action under the Protection of the Environment Operations Act, 1997.
- (b) That Development Application No. 255/2016 be referred to the Director Sustainable Development for the issue of the Notice of Determination.

**Option 3:**

Any other resolution of Council.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**LEGAL/STATUTORY IMPLICATIONS**

The applicant if dissatisfied with the determination may lodge a review of determination pursuant to Section 82A of the Environmental Planning and Assessment Act, 1979 or lodge an appeal with the NSW Land and Environment Court.

Council needs to be made aware that the applicant has already indicated the proponents for the development have indicated that Court action is a strong possibility.

**ENVIRONMENTAL IMPLICATIONS**

These are addressed in the report.

**COMMUNITY IMPLICATIONS**

Objections from members of the community have been addressed.

**LINK TO STRATEGIC PLAN**

This report links to the Community Strategic Plan – 9.1 Encourage considered planning, balanced growth and sustainable design.

**CONSULTATION**

Senior Management Team

**ATTACHMENTS**

- (a) Attachment A - Council Report DA 255-2016 - Recommended Conditions of

Consent (under separate cover) [⇒](#)

- (b) Attachment B - Council Report DA 255-2016 - History of Complaints (under separate cover) [⇒](#)
- (c) Attachment C - Council Report DA 255-2016 - Statement of Environmental Effects (under separate cover) [⇒](#)
- (d) Attachment D - Council Report DA 255-2016 - Drawings As Submitted (under separate cover) [⇒](#)
- (e) Attachment E - Council Report DA 255-2016 - Submission - Objection Letter (Reginato) (under separate cover) [⇒](#)
- (f) Attachment F - Council Report DA 255-2016 - Submission - Objection Letter (Devery) (under separate cover) [⇒](#)
- (g) Attachment G - Council Report DA 255-2016 - Current Consent (DA 365/2009) (under separate cover) [⇒](#)

<b>CLAUSE</b>	<b>CL02</b>
<b>TITLE</b>	<b>Griffith Skate Park - Amended Plan</b>
<b>FROM</b>	<b>Nathan Farnell, Project Planner</b>
<b>TRIM REF</b>	<b>17/63423</b>

---

### **SUMMARY**

The proposed design and site location for a new skate park has been prepared by En:Locus Pty Ltd (skate park design specialists) following extensive consultation. The skate park is to be located adjacent the PCYC building in the Olympic Street youth precinct and placed on a 45° angle to accommodate existing trees and utilise a portion of the existing bicycle training track.

### **RECOMMENDATION**

**Council place the draft Griffith Skate Park Concept Design on public exhibition for a minimum of 14 days**

### **REPORT**

The need for a new skate park has risen from the Griffith Regional Aquatic & Leisure Centre (GRALC) Masterplan requiring the land accommodating the existing skate park to develop a 50m pool. Council engaged En:Locus to prepare an initial concept design of a new skate park and conduct stakeholder consultation for the purpose of applying for grant funding. Council were successful in being awarded grant funding through the Public Reserve Management Funding Program (PRMFP) in August 2016.

Since receiving the funding, En:Locus and Council have been conducting extensive consultation throughout the community. In April, we facilitated a skate park event involving a competition and demonstration by Totem Skateboarding, combined with a consultation workshop by En:Locus representatives. The designers have also met with the Skate Park Focus Group (a group of key stakeholders and interest groups).

Using data collected from the consultation workshop and focus group, the designers have amended the initial design to reflect the desires of a wide range of users. The 45° angle of the proposed skate park is a result of wanting to retain the existing trees but also attempting to get as much of a north-south orientation as possible.

The Skate Park Focus Group met on 19 June 2017 to discuss the amended design and have raised several issues, including:

- Removing the landscaping from the central planter box as it is perceived to be an ongoing maintenance issue and the plants are unlikely to survive;
- Consider moving the shelter located skate bowl to have a more northern orientation;
- Incorporate more seating and a water bubbler in the park; and

- Consider installing lighting and CCTV to mitigate any potential for antisocial behaviour (a grant application through NSW Community Safety Fund 2017 has been made for providing lighting and CCTV through the skate but Council is still awaiting confirmation on the status of the application).

After further consultation with students at Wade High School and Griffith High School and conducting an online survey, the consultants will amend the skate park design to reflect any issues raised by stakeholders. This will be the final consultation stage, allowing the consultants to prepare design specifications that will inform a construction tender.

### **OPTIONS**

- (a) Council place the draft concept design of the Griffith Skate Park on public exhibition for 14 days (as recommended in the report); or
- (b) Council may believe that the consultation already conducted does not warrant the concept design going on public exhibition.

Please note that the skate park does not require a development application and therefore there is no statutory requirement for the project to be placed on public exhibition.

### **POLICY IMPLICATIONS**

Not applicable

### **FINANCIAL IMPLICATIONS**

To date, the design costs and cost estimate of the project are within budget.

### **LEGAL/STATUTORY IMPLICATIONS**

Not applicable

### **ENVIRONMENTAL IMPLICATIONS**

There are no significant environmental implications. The design has been located in such a position to retain all the trees in the vicinity and maintain the character of the precinct.

### **COMMUNITY IMPLICATIONS**

The location of the skate park will utilise a portion of the existing bicycle training track. The bicycle training track is a large facility that is underutilised and it is believed that using a portion of the track will not significantly compromise the facility. It is planned that the bicycle training facility be incorporated into the skate park and that both facilities complement each other.

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 5.3 Plan for and provide sporting and recreational facilities to encourage an active lifestyle and wellbeing.

### **CONSULTATION**

Senior Management Team

As described in the main body of the report, extensive consultation has been conducted, including school workshops, stakeholder and focus group meetings, a skate park competition and consultation workshop and community media releases.

## **ATTACHMENTS**

- (a) Griffith Skate Park - Amended Design [!\[\]\(2824aab9645d9fab95bae27ff6828dab\_img.jpg\)](#) 30









GRIFFITH SKATEPARK & YOUTH SPACE  
OLYMPIC STREET  
GRIFFITH  
GRIFFITH CITY COUNCIL

1707\_DD01\_Rev A street course

CONCEPT DESIGN // 08 JUNE 2017  
CONCEPT // SCALE: N.T.S.







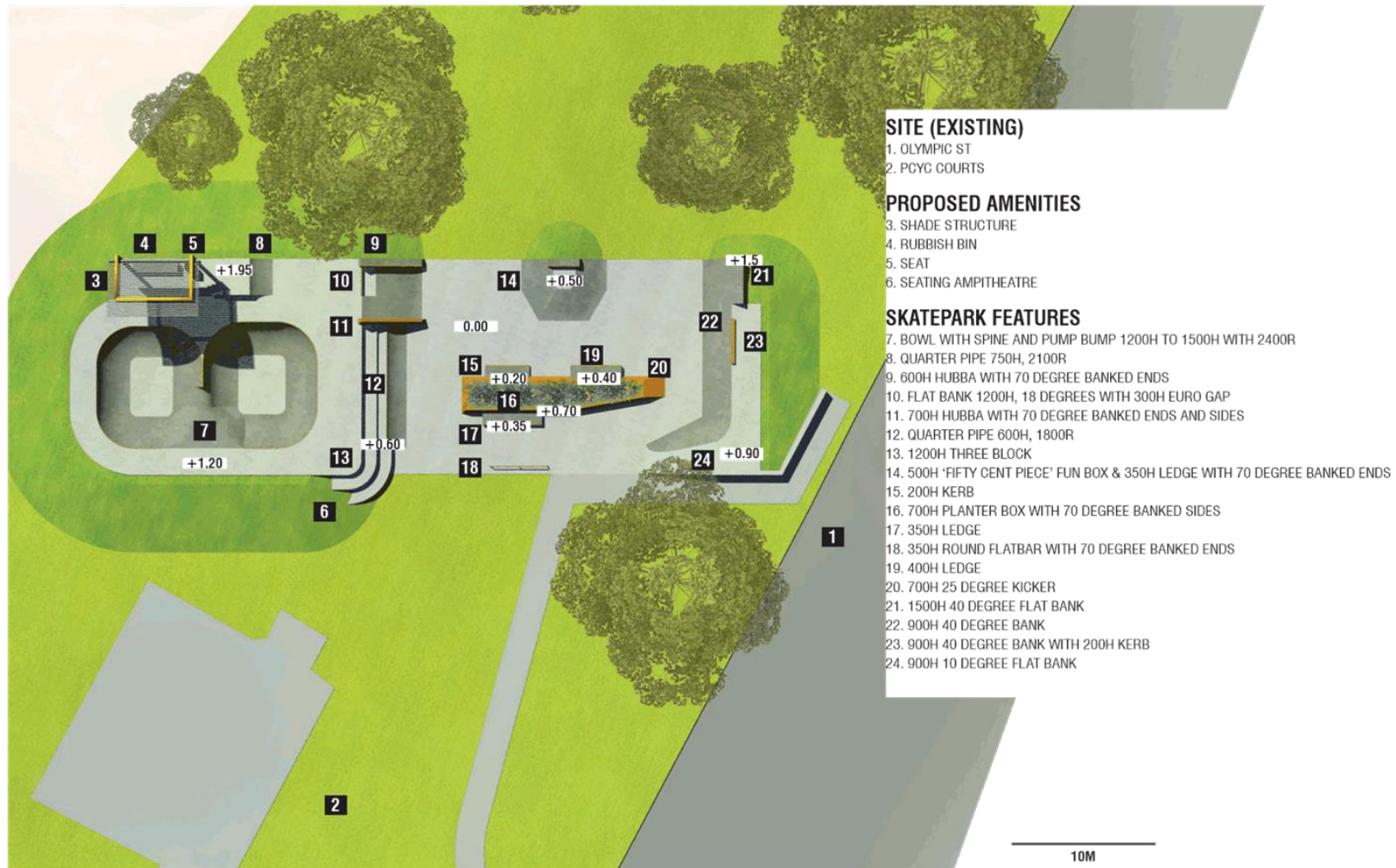
GRIFFITH SKATEPARK & YOUTH SPACE  
OLYMPIC STREET  
GRIFFITH  
GRIFFITH CITY COUNCIL

1707\_DD01\_Rev A\_psc aerial view

CONCEPT DESIGN // 08 JUNE 2017  
CONCEPT // SCALE: N.T.S.





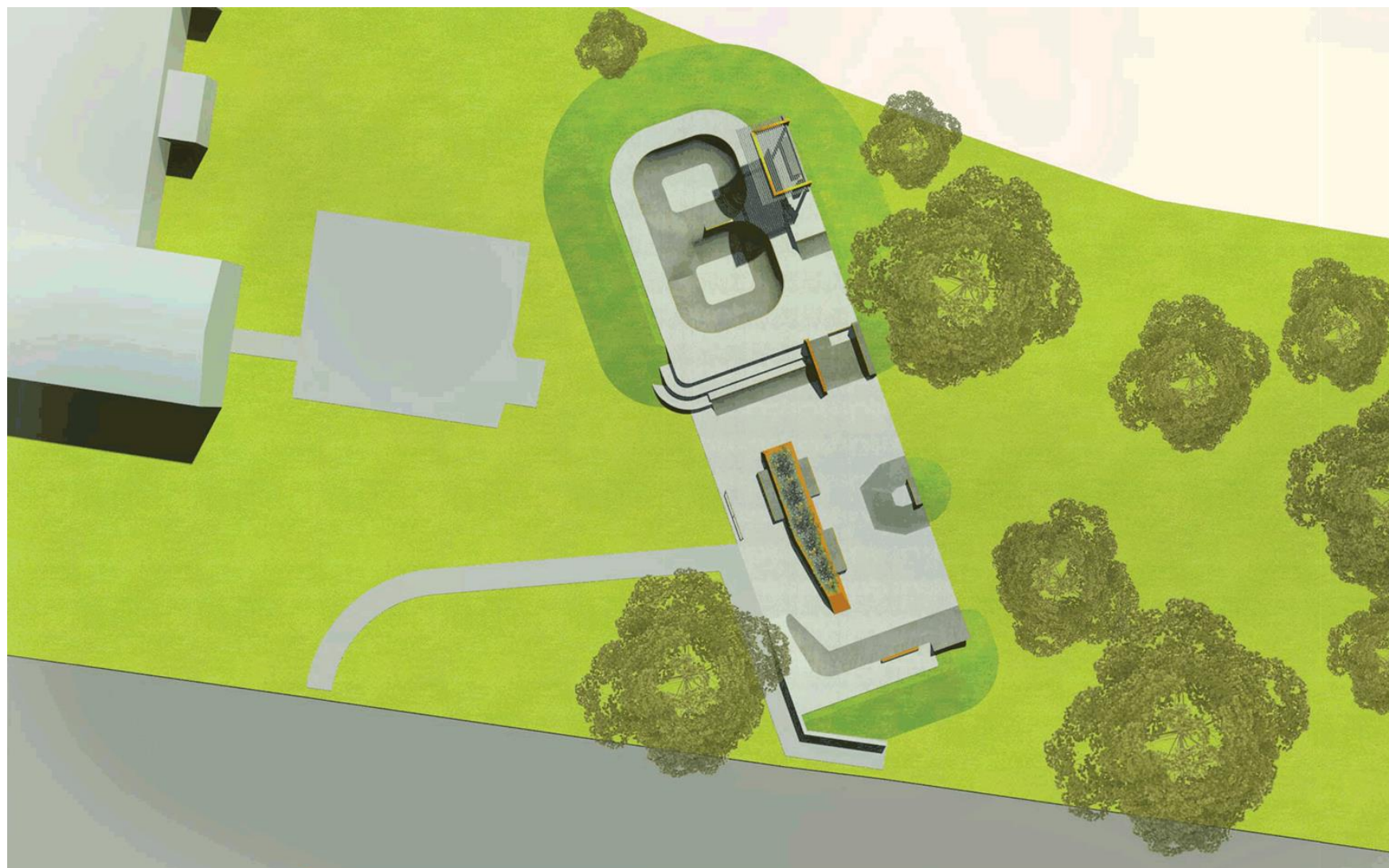


GRIFFITH SKATEPARK & YOUTH SPACE  
OLYMPIC STREET  
GRIFFITH  
GRIFFITH CITY COUNCIL

1707\_DD01\_Rev A site plan

CONCEPT DESIGN // 06 JUNE 2017  
CONCEPT // SCALE: N.T.S.





GRIFFITH SKATEPARK & YOUTH SPACE  
OLYMPIC STREET  
GRIFFITH  
GRIFFITH CITY COUNCIL

**1707\_DD01\_Rev A plan view**

CONCEPT DESIGN // 08 JUNE 2017  
CONCEPT // SCALE: N.T.S.



<b>CLAUSE</b>	<b>CL03</b>
<b>TITLE</b>	<b>Renewal of Licence Agreement for Car Parking with NSW Rural Fire Service - Griffith Aerodrome</b>
<b>FROM</b>	<b>Daphne Bruce, Corporate Property Officer</b>
<b>TRIM REF</b>	<b>17/64078</b>

---

### **SUMMARY**

A report to Council's Ordinary Meeting of 9 May 2017 resolved to:

- (a) Council enter into a licence agreement with NSW Rural Fire Service for 113.6m<sup>2</sup> of land adjoining Hangar Site 7 Griffith Aerodrome for a term of 2 years commencing 1 March 2017.

This report is to rescind Minute Number 17/096(a) and amend the licence area to 240.95m<sup>2</sup>.

### **RECOMMENDATION**

- (a) Council rescind Minute Number 17/096(a)
- (b) Council enter into a licence agreement with NSW Rural Fire Service for 240.95m<sup>2</sup> of land adjoining Hangar Site 7 Griffith Aerodrome for a term of 2 years commencing 1 March 2017.

### **REPORT**

A report to Council at the Ordinary Meeting of 9 May 2017 resolved to enter into a licence agreement with NSW Rural Fire Service for an area of 113.6m<sup>2</sup>. The area to be held under the licence agreement is 240.95m<sup>2</sup> of land adjoining Hangar Site 7 Griffith Aerodrome.

Because of a misunderstanding of the building intentions of the applicant, this report is requesting to rescind Minute Number 17/096(a) to correct the area to be licenced.

On expiry of the current lease agreement for Hangar 7 Griffith Aerodrome in 2019, both areas will be combined into one formal lease agreement covering the Hangar and car parking area.

### **OPTIONS**

- (a) The above recommendation is preferred to correct the area to be held under a licence agreement from 113.6m<sup>2</sup> to 240.95m<sup>2</sup>.
- (b) Council may determine an alternate option.

### **POLICY IMPLICATIONS**

Griffith Aerodrome Security Requirements – Hangar Operations



Policy – BUF - 501

### **FINANCIAL IMPLICATIONS**

The annual fee for Aerodrome lease areas of <1000sq. metres – Landside is \$3.00 square metre for 2017/2018. Hangar site 7 and the car parking area has a combined area of 825.15m<sup>2</sup> = \$2475.45. Council will also charge an Administration Fee with the applicant responsible for all legal costs.

### **LEGAL/STATUTORY IMPLICATIONS**

Not applicable.

### **ENVIRONMENTAL IMPLICATIONS**

All environmental implications were considered during the assessment of the Development Application and any further modifications to the development.

### **COMMUNITY IMPLICATIONS**

The community would expect Council to support the development of the hangar and car parking area at site 7 Griffith Aerodrome in support of the NSW Rural Fire Service whilst also receiving an income for the occupation of the land, towards future upgrades to the Aerodrome.

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 2.2 Partner with and provide support to organisations who deliver services and programs locally.

### **CONSULTATION**

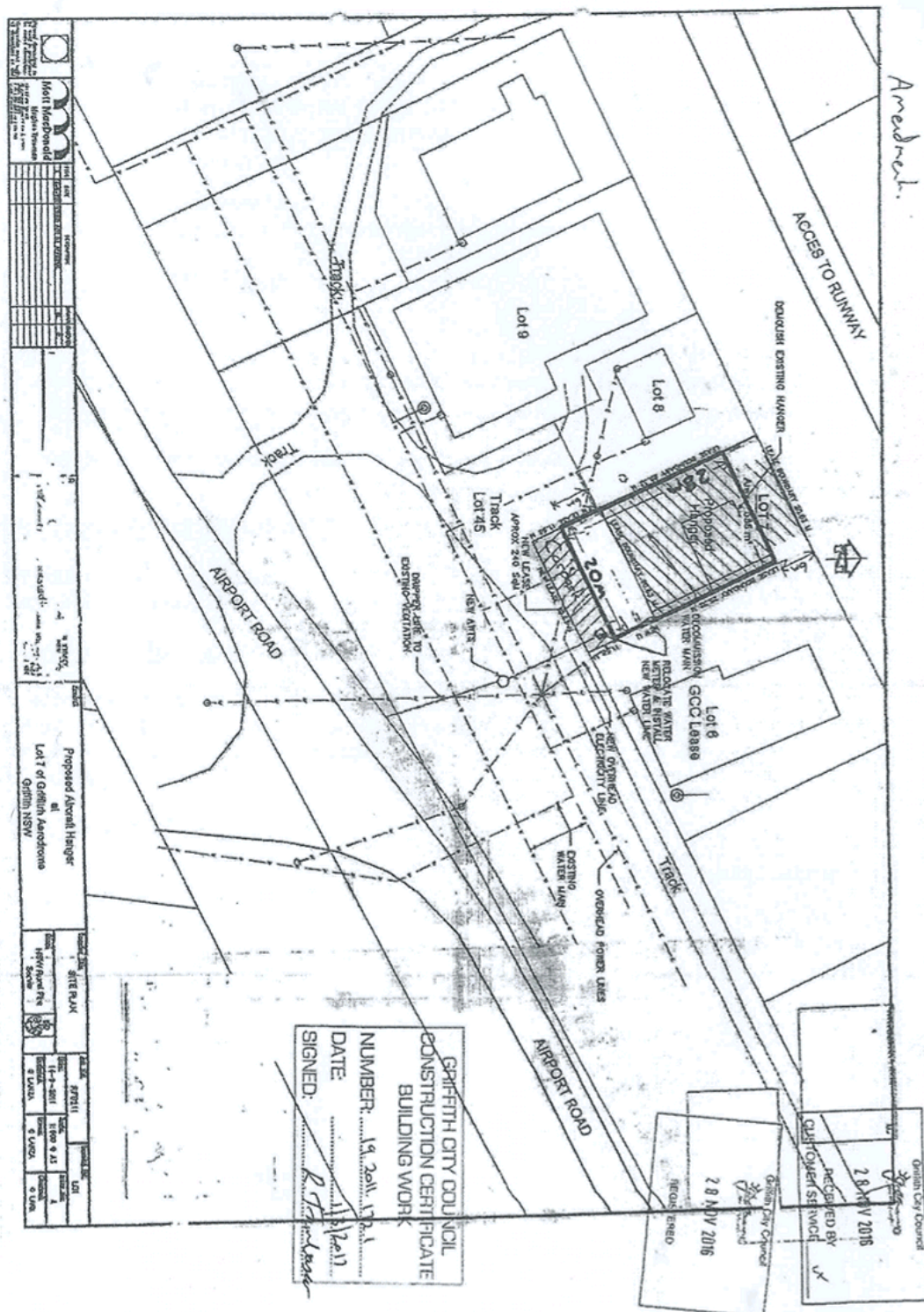
Senior Management Team

### **ATTACHMENTS**

(a) Plan of Licence Area [!\[\]\(4f6bf54ae7e4144a72d78316053e412d\_img.jpg\)](#)

37

0.0 Attachment (b) Plan - Car Parking Area Hangar Site 7



<b>CLAUSE</b>	<b>CL04</b>
<b>TITLE</b>	<b>Livestreaming of Council Meetings</b>
<b>FROM</b>	<b>Brett Stonestreet, General Manager</b>
<b>TRIM REF</b>	<b>17/62344</b>

---

### **SUMMARY**

A report investigating potential options for the livestreaming via the Council website of Ordinary Council Meetings has been requested by Council.

Livestreaming allows the broader community the opportunity to view Council Meeting proceedings via the internet without the need to physically attend the Ordinary Meeting.

### **RECOMMENDATION**

**Council postpone livestreaming of Ordinary Council Meetings for the 2017/18 year and consider this project alongside other capital project bids for the 2018/19 Budget.**

### **REPORT**

The Ordinary Meeting of Council is the forum for formal, documented decisions made by Council. Ordinary Meetings are open to the public (excluding those matters as deemed applicable for closure to the public as per Section 10B of the Local Government Act, 1993). Meetings are currently audio recorded to assist minute-takers and to be available should any person require a copy of the proceedings of a Council Meeting. Copies are distributed on a CD on request for a nominal fee.

There are some councils in NSW who have exercised the option to livestream Ordinary Meetings of Council via their council website to enable persons who are unable to attend the meeting to view the Council decision making process as it occurs. The digital recording is then also available on the Council website to view at a later date.

Upon investigation, it became apparent that although increasing accessibility, online streaming of Council Meetings is not an interactive process and does not accommodate participation of the online audience. The physical absence of the online audience removes the “presence” of proponents and objectors in the Chamber public audience and does not indicate to Councillors the importance of particular matters to the community. Even though individual “views” to the website during the Meeting can be counted, this does not indicate why a particular viewer chose to view the meeting and if there was a particular item on the Agenda that carried some importance for them. It should also be noted that the geographic size of the Griffith City boundaries are not excessive and do not require lengthy travel distances to attend Meetings.

Importantly, the presentation of Council Meetings online via the Council website should be professionally presented and technologically reliable with efficient broadband transmission.

The current seating arrangement of the Council Chambers would require a 3 camera minimum to capture all Councillors simultaneously, it should also be noted the current lighting is poor in the Chambers and may affect recording quality. Noise generated by current heating and cooling devices in the Chamber may also cause interference with the quality of audio recording. The Council Chambers is budgeted for upgrade in 2017/18 (floors, ceilings, heating & cooling). Any camera installations made prior to this would be required to be de-mounted, re-wired and re-mounted.

There are two companies known to Council who market meeting livestream options. The two companies have been approached for quotations.

One company made an onsite visit to evaluate the Griffith site and then provided a suitable quotation. This company will install all audio-visual equipment required. After the livestream of the Meeting, the company also then loads a bookmarked digital version of the Meeting to the Council website to enable future ease of viewing of a particular clause. The quotation provided by this company included the initial installation and setup cost of audio-visual equipment and ongoing monthly fees. (Quotation provided to Councillors as "Commercial In Confidence")

The other company has not yet responded to request for quotation so does not give a good first impression of ongoing reliable service. An indicative comparative costing was obtained from councils using this supplier (Quotation provided to Councillors as "Commercial In Confidence")

Another option is to use a third party audio-visual retailer to install a 3 camera setup with recordings imbedded into the Council website via YouTube. The main issue with this option is that a Council IT staff member would be required for system operation before, during and after every Meeting as this type of system is labour intensive and high maintenance, and requires a lot of technical on-the-fly attention.

The Council Meeting could alternatively be setup as a Voice-only Web Broadcast (Podcast) on the Council website. Voice stream from speakers could be fed to the website and broadcast live or downloadable after Meeting. This would be a quicker and more cost effective setup, however, listeners would not know who or how many Councillors voted which way on matters (except for DA or other matters when votes are called in a division).

## **OPTIONS**

- i. Council postpone livestreaming of Ordinary Council Meetings for the 2017/18 year and consider this project alongside other capital project bids for the 2018/19 Budget.
- ii. Council install suitable audio-visual technology to enable livestreaming of Ordinary Meetings of Council during programmed capital project renovations of the Council Chamber in 2017/18 as an additional amendment to the budget allocated to this project.
- iii. Council enable live voice-only broadcasting of Ordinary Council Meetings to the Council website as an amendment to the 2017/18 allocated budget or any other year.
- iv. Any other resolution of Council

## **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

Initial installation and setup cost of audio-visual equipment and ongoing monthly fees. Staff time to administer the website and recording process.

A livestreaming option has been quoted at approximately \$18,000 for initial setup and an approximate service fee of \$13,000 per month ongoing.

### **LEGAL/STATUTORY IMPLICATIONS**

Any participants in the Meeting being broadcast need to be made aware of this and acknowledge any Council waivers to this.

### **ENVIRONMENTAL IMPLICATIONS**

Not applicable.

### **COMMUNITY IMPLICATIONS**

The community would be able to view the Council decision making process from an offsite location.

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 1.1 Provide clear and transparent communication to the community.

### **CONSULTATION**

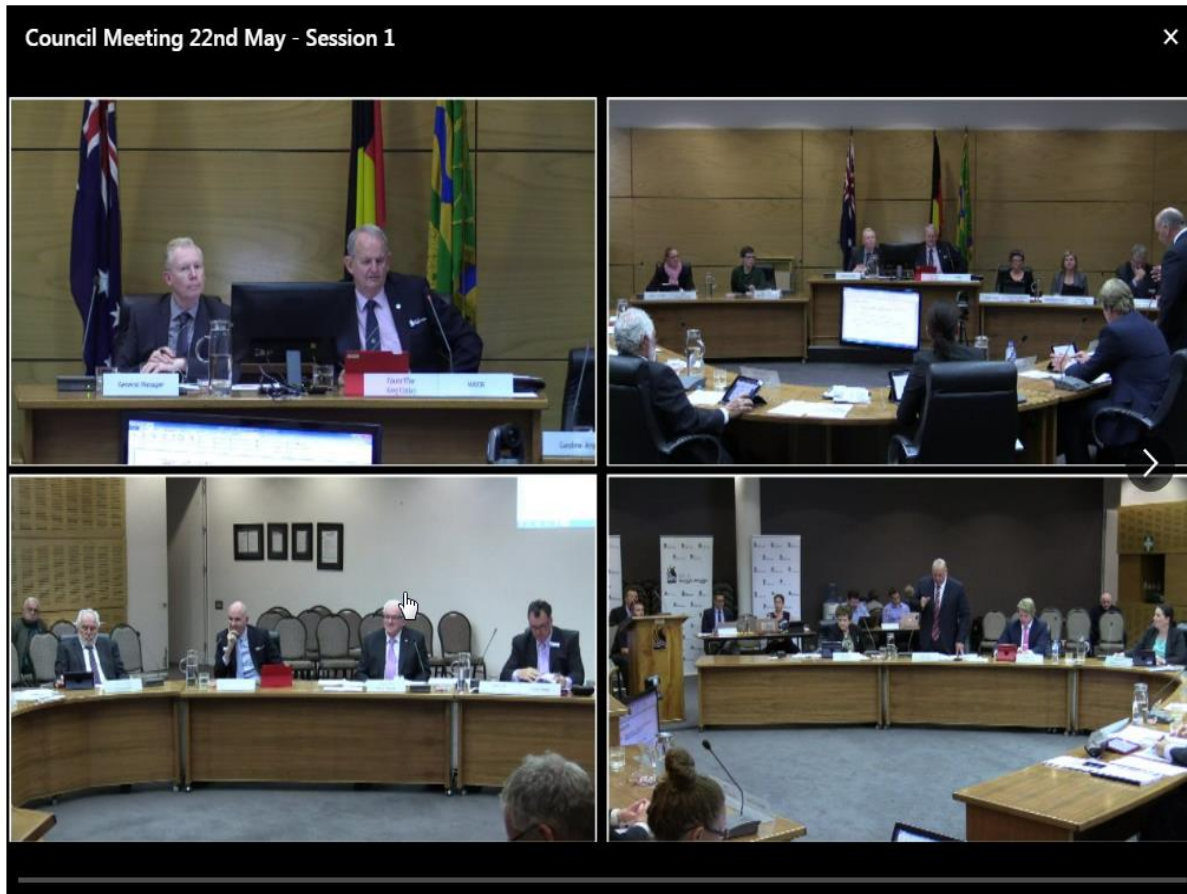
Senior Management Team

Councillors

### **ATTACHMENTS**

- |  |    |
|--|----|
| (a) Livestream snapshots from Wagga Wagga, Wollongong and Albury City Councils <a href="#">↓</a> | 41 |
|--|----|





Wollongong City Council Ordinary Meeting Livestream snapshot



Wollongong City Council – Digital recording post-Meeting on website bookmarked

## Council Meeting

Date: 29 May 2017, 6pm, Filesize: 669mb [Download Meeting](#)

To use HTML5 Video player [click here to view Frequently Asked Questions](#). For any assistance viewing the video, please read our

[Frequently Asked Questions](#).

## Agenda

- [Apologies](#)
- [Disclosures of Interest](#)
- [Confirmation of Minutes](#)
- [Public Access Forum](#)
- [Call of the Agenda 3, 6, 7 & 9-21](#)
- Matter of Great Urgency – Safety concerns at Unanderra Skate Park
- [A Notice of Motion – Councillor Merrin - Business Case: Rail vs F6](#)
- [B Notice of Motion – Councillor Merrin - Council to Join the Global Covenant of Mayors for Climate and Energy](#)
- [C Notice of Motion – Councillor Merrin - Privatisation of Shellharbour and Port Kembla Hospitals](#)
- [D Item Laid on Table – Ordinary Meeting of Council – 8 May 2017 – Illawarra Performing Arts Centre Limited 2018-21 Funding and Service Level Agreement](#)
- [1 Beaton Park Draft Plans – For Exhibition](#)
- [2 Contamination and DCP Chapter Updates: For Exhibition](#)
- [4 Sale of Land for Unpaid Rates](#)
- [5 Policy Review – Access to Council Information and Staff by Councillors Council Policy](#)
- [8 Policy Review – Wollongong Memorial Gardens, Crematorium and Cemeteries Council Policy](#)



**CLAUSE**      **CL05****TITLE**            **Contaminated Land Management Policy - Policy Amendments****FROM**            **Fiona de Wit, Environmental, Health & Sustainability Coordinator****TRIM REF**      **17/63727**

---

### **SUMMARY**

The GCC “Policy Document – Contaminated Land Management Policy” (CLM Policy) was approved by Council to go out on Public Exhibition commencing the 9 May 2017. Since conclusion of the Public Exhibition period three tranches of amendments have since been received and incorporated into the exhibited CLM Policy. This amended CLM Policy is now ready for progression to Council for formal adoption.

### **RECOMMENDATION**

**Council adopts the Contaminated Land Management Policy as per attachment (a) of this report.**

### **REPORT**

Council on the 9 May 2017 recommended the CLM Policy be placed on Public Exhibition for a period of twenty eight days. This CLM Policy was subsequently placed on Public Exhibition, at the conclusion of which, no Public Exhibition submissions had been received by GCC.

Whilst the CLM Policy was out on Public Exhibition, and post the twenty eight day Public Exhibition period a number of amendments to the policy were directed through to Griffith City Council from the RAMROC / REROC Project Officer, Contaminated Land, requesting GCC include three tranches of amendments (See Excel Spreadsheets attached) into Council’s CLM Policy post Public Exhibition.

The amendments requested to be made to the GCC’s CLM Policy are all considered to be appropriate for inclusion. Of the three tranches of amendments forwarded through to GCC, all tranches have now been included into this revised GCC’s CLM Policy (See attached) now further strengthening and ensuring the legislative and operational rigour of this policy.

### **OPTIONS**

No other option other than to formal adoption of this CLM Policy is recommended. In adopting this CLM Policy, Council will be able to demonstrate and meet its legislative obligations in relation to contaminated land management issues on non-regulated land as required.

## **POLICY IMPLICATIONS**

Council currently does not have a CLM Policy. As nominated within the CLM policy, the policy will be fully reviewed every five years or as legislation and regulations are updated. Any change must be made in accordance with the relevant legislation and regulations applicable at the time, and/or any regulatory changes.

## **FINANCIAL IMPLICATIONS**

Providing Council observes and fulfils the requirements of the *CLM Act and SEPP 55* and ensures it is fulfilling the requirements of behaving in “Good faith” through its planning functions Council is unlikely to incur financial loss or implications due to liability and litigation.

## **LEGAL/STATUTORY IMPLICATIONS**

The following Acts, Policy and Guidelines underpin this Contaminated Land Management Policy and the requirement for a Contaminated Land Management Register (CLM Register):

- NSW Contaminated Land Management Act 1997
- State Environmental Planning Policy No 55 – Remediation of Land
- Managing Land Contamination, Planning Guidelines SEPP 55 – Remediation of Land
- Environmental Planning and Assessment Act

Implementation of the CLM Register will encompass the second stage of the CLM process.

## **ENVIRONMENTAL IMPLICATIONS**

Land contamination is most often the result of past uses. It can arise from activities that took place on or adjacent to a site and be the result of improper chemical handling or disposal practices, or accidental spillages or leakages of chemical during manufacturing or storage. Activities not directly related to the site may also cause contamination. This CLM Policy will provide Council with a document that will significantly assist identification of contaminated sites, remediation of sites enhancing environmental values while reducing detrimental effects on the biophysical environment and ensuring changes to land use will not increase risk to human health or the environment.

## **COMMUNITY IMPLICATIONS**

The *CLM Act* requires persons to notify the EPA if they become aware that their activities have contaminated land or that their land has been contaminated so as to present an unacceptable risk of harm to human health or the environment. This requirement applies whether the contamination occurred before or during the current owner’s tenure of the land and the notification must be made as soon as practicable after becoming aware of the risk.

## **LINK TO STRATEGIC PLAN**

This item links to Council’s Strategic Plan item 9.5 Improve sustainable land use.

## **CONSULTATION**

The following consultation has been undertaken to date:

- Info Council Report previously submitted to Senior Management Team on both the 3 April 2017 and the 2 May 2017.
- CLM Policy went to Ordinary Meeting of Council on the 9 May 2017.

- CLM Policy, prior to amendments, placed on Public Exhibition for 28 days from 9 May 2017 to 6 June 2017. No Public Exhibition responses were received back to Council.

## **ATTACHMENTS**

- (a) Griffith City Council Contaminated Lands Policy final, Amendments, 22 June 2017 (under separate cover) ➡
- (b) Edits to CLM Procedure Appendices 28 April 2017 (under separate cover) ➡
- (c) Changes to CLM Policy and Procedure 28 November 2016 (under separate cover) ➡
- (d) Preliminary Investment Process for Planning Proposals November 2016 (under separate cover) ➡
- (e) Consideration of Development Applications November 2016 (under separate cover) ➡
- (f) Edits3 to CLM Policy 26 May 2017 (under separate cover) ➡



**CLAUSE      CL06****TITLE            Australia Day National Conference 2017****FROM            Peta Dummett, Community Development Coordinator****TRIM REF      17/62283**

---

**SUMMARY**

This report seeks Council approval to nominate delegate(s) to attend the 2017 National Australia Day Conference to be held in Adelaide from Tuesday 25 to Wednesday 26 July 2017.

**RECOMMENDATION**

- (a) The Mayor and General Manager (or their delegates) attend the 2017 National Australia Day Conference in Adelaide.**
- (b) Expenses for attendance at the 2017 National Australia Day Conference be paid in accordance with Council policy.**

**REPORT**

The National Australia Day Conference is an opportunity for event organisers from around the nation to share ideas and learn how to grow and enhance local Australia Day events. The conference agenda is aimed at community event organisers, local government representatives and members of the Australia Day National Network.

The National Australia Day Conference covers topics such as:

- Tackling emerging issues related to Australia Day including the call to change the date
- Build skills and gain practical tips and resources to make event planning and implementation smoother
- Discover new ways to engage local audiences and grow local Australia Day events
- Network with likeminded professionals and learn what's working for them.

**OPTIONS**

- (a) As per recommendations above.**
- (b) That Council note the report.**

### **POLICY IMPLICATIONS**

Councillors Payment of Expenses and Provision of Facilities Policy.

### **FINANCIAL IMPLICATIONS**

Conference registration per delegate = \$715.00. Plus travel, meals and accommodation.

### **LEGAL/STATUTORY IMPLICATIONS**

Not applicable.

### **ENVIRONMENTAL IMPLICATIONS**

Not applicable.

### **COMMUNITY IMPLICATIONS**

Australia Day is a significant Community event for our Multicultural Community.

### **LINK TO STRATEGIC PLAN**

These items link to Council's Strategic Plan item:

1.2 Be well informed, proactive and responsive to current issues that impact our community.

4.5 Plan for, develop and provide a suitable range of cultural and art facilities, engaging programs and diverse events.

### **CONSULTATION**

Senior Management Team.

### **ATTACHMENTS**

(a) 2017 National Australia Day Conference Program [!\[\]\(83bbbd261710c59db0214aa27b2edc0d\_img.jpg\)](#)

49



## MENU

# Program

## PRELIMINARY CONFERENCE PROGRAM

The below is a preliminary version of the conference program and may be subject to change. The final program will be available closer to the event date.

### DAY ONE – TUESDAY 25 JULY

Time	Session
From 9.30am	<b>Arrival and registration</b>  Join us from 9.30am to register and enjoy a welcome refreshment before the program kicks-off.
10.00am	<b>Open and Welcome</b>  Leesa Shannon <i>Master of Ceremonies</i>
10.05am	<b>Welcome to Country</b>  Mickey O'Brien  MickeyO, as he is called, is a descendant of the Kurna (Adelaide Plains) and Nurrunga (York Peninsula) peoples. MickeyO will share the stories of his ancestors and welcome us to Kurna country.

10.15am	<b>Anh Do – My Story</b>  Anh Do  Born in Vietnam in 1977, Anh Do's family fled the country in 1980, landing in Australia after a harrowing journey. Since then Anh has made a name for himself as one of Australia's most well-known comedians, authors, and actors. Anh will share his inspiring and unique life story with us.
11.00am	<b>Morning tea</b>
11.30am	<b>The Vision for Australia Day</b>  Chris Kirby <i>Chief Executive Officer, National Australia Day Council</i>  Darren Kemp <i>Partner, Fiftyfive5</i>  During this session Darren will present findings from recent research into attitudes towards Australia Day and Australian values. The research will highlight some key differences between perceived public opinion and actual attitudes when it comes to our national day. The research will lead into broader discussion about the vision for Australia Day in 2018 and beyond.
1.00pm	<b>Lunch</b>

2.00pm	<p><b>Panel Discussion: National Days &amp; National Identity</b></p> <p><u>Facilitator:</u> Chris Kirby <i>Chief Executive Officer, National Australia Day Council</i></p> <p><u>Panellists:</u> Dr Tim Soutphommasane <i>Race Discrimination Commissioner, Australian Human Rights Commission</i></p> <p>Angelos Frangopoulos <i>Chief Executive Officer, Sky News</i></p> <p>Rachel Jayne Porter <i>Author and Australia Day Ambassador</i></p> <p>Clr Houssam Abiad <i>Councillor, Adelaide City Council</i></p> <p>During this session, panellists will discuss the meaning of Australia Day past, present and future. Is it a day for all Australians? Is it a celebration of nationalism? Or a demonstration of togetherness? How do national days celebrate unity and the values we share?</p>
3.00pm	<b>Afternoon tea</b>
3.30pm	<p><b>Australia Day for all Australians: How to make your Australia Day activity culturally inclusive</b></p> <p>Paula Masselos <i>Managing Director, Embrace Society</i></p> <p>Australia is a culturally diverse nation with people from over 250 countries, speaking 230 languages, living here. However, while people agree that Australia is a multicultural society, most events do not reflect this diversity; in part because organisers do not know how to access Culturally and Linguistically Diverse (CALD) communities, nor how to market to them. Paula's presentation will explore how to make your event more culturally inclusive and attractive to CALD communities, as well as strategies for increasing the cultural diversity of your attendees.</p>



4.15pm	<p><b>Engaging a remote community: Australia Day in Tennant Creek, a success story</b></p> <p>Stephen Dawkins <i>Director Community Services, Barkley Regional Council</i></p> <p>This case study session will take you on a journey through the organisation and delivery of the major annual event on the community of Tennant Creek's calendar. Australia Day is highly anticipated and well supported by this remote town of 3000 people. The day is all about good planning and organisation...and fun!</p>
4.45pm	<b>Day One Close</b>
6.30pm	<p><b>Gala Dinner</b></p> <p>Venue: Adelaide Town Hall</p> <p>Dress: Cocktail</p> <p>With the spectacular Adelaide Town Hall as our backdrop and some of Adelaide's famous food and wine on offer, this is an evening not to be missed. We'll be joined by special guest and 2017 Young Australian of the Year, Paul Vasileff and local band The Baker Boys will have you dancing the night away!</p>

**DAY TWO – WEDNESDAY 26 JULY**

Time	Session
9.00am	<p><b>Open and Welcome</b></p> <p>Leesa Shannon <i>Master of Ceremonies</i></p>

9.05am	<p><b>Inclusive Australia</b></p> <p>Sarah Rush <i>Partnerships Manager, Australia Post</i></p> <p>Australia is a country where everyone has a chance to belong, succeed and contribute. To be a proud Australian. But at times we seem to have lost touch with what Australia stands for. There are Australians who feel they don't belong and those being treated unfairly because of their difference. And there are some that simply don't have a voice. It's time to change that. Inclusive Australia is a project aimed at empowering every Australian to accept, value and celebrate our differences. To amplify our diversity and allow it to build upon our vibrant and interesting society.</p>
9.30am	<p><b>Interactive Session: Generating Ideas for your Events</b></p> <p>Damian Tunney <i>Director Communications and Content, National Australia Day Council</i></p> <p>As event organisers we face many challenges when it comes to delivering Australia Day events. So let's put our collective brains together to solve some of these common challenges by generating new and exciting event ideas. It'll be a fun and interactive session where you can share your expertise and learn from others.</p>
10.00am	<p><b>Panel Discussion: Indigenous Perspectives on Australia Day</b></p> <p><u>Facilitator:</u> Chris Kirby <i>Chief Executive Officer, National Australia Day Council</i></p> <p><u>Panellists:</u> Chris Spencer <i>General Manager, Saltwater Freshwater Arts Alliance</i></p> <p>Benson Saulo <i>Group Indigenous Opportunities Manager, Australian Unity</i></p> <p>Dr Robert Isaacs <i>Executive Manager, Keystart</i></p> <p>During this session, Indigenous panellists will discuss their personal opinions on Australia Day. They'll share how they spend the day and provide advice on how we can ensure our councils and regions are marking the day in a way that is respectful.</p>

11.00am	<b>Morning tea</b>
11.30am	<p><b>Breakout sessions</b></p> <p><b>Celebrating Community: how to recognise members of the community with Australia Day Awards</b></p> <p>Emma Chidlow <i>Interim Executive Officer, Australia Day Council of South Australia</i></p> <p>Celebrating and showcasing local achievements is very important to foster pride in the community, to recognise people making a real difference, and give people something to strive towards. This session will explore the importance of celebrating community and what to do with recipients following the ceremony.</p> <p><b>Engagement between Australia Day organisers and Aboriginal Stakeholders</b></p> <p>Yvonne Weldon <i>Chairperson, Metropolitan Local Aboriginal Land Council (Sydney)</i></p> <p>Mathew Jones <i>Executive Director, Strategic Communications and Events, NSW Department of Premier and Cabinet</i></p> <p>Australia Day is not a day of celebration for many Aboriginal Australians, but to not include Aboriginal people, perspectives and culture in Australia Day activity is unthinkable for event organisers. How can this be done in a sensitive and respectful way, given the contested environment? Yvonne Weldon from the Metropolitan Local Aboriginal Land Council and Mathew Jones from the NSW Department of Premier and Cabinet talk about their experiences collaborating on Australia Day in Sydney 2017.</p> <p><b>More sessions to be announced.</b></p>
1.00pm	<b>Lunch</b>

2.00pm	<p><b>Plan B - When the Show Simply Can't Go On</b></p> <p>Annaliese Battista <i>Director, Economic Development and Activation, City of Perth</i></p> <p>Annaliese will present a case study on the City of Perth's 2017 Australia Day celebrations, during which a light aircraft crashed into the Swan River and killed two people. The incident caused the cancellation of the annual Skyworks show which attracts more than 300,000 visitors. Annaliese will provide practical advice on risk management and how you can ensure your team is properly equipped to deal with unexpected events.</p>
2.30pm	<p><b>The Power of Communities</b></p> <p>Vicki Jellie <i>2017 Australia's Local Hero</i></p> <p>After her husband died of cancer in 2008, Vicki initiated "Peter's Project", a community group dedicated to fighting for improved cancer services for South West Victoria. Despite being told that a cancer centre in Warrnambool would "never happen", Vicki, with the help of her community, secured \$30 million combined funding from State and Federal governments and the community that brought that dream to life. Vicki's story demonstrates why volunteers are the core of our nation's community and that 'nothing is impossible'.</p>
3.15pm	<p><b>Closing remarks</b></p> <p>Leesa Shannon <i>Master of Ceremonies</i></p>
3.30pm	<p><b>Afternoon tea on departure</b></p>

*The Australia Day National Conference 2017 is proudly supported by*



**AUSTRALIA  
POST**

[\(https://auspost.com.au/\)](https://auspost.com.au/)

**CLAUSE** CL07**TITLE** Comparison of Fees and Charges, Chicken Shed Developments**FROM** Neil Southorn, Director Sustainable Development**TRIM REF** 17/63473

---

### **SUMMARY**

Following a question from Councillor Snaidero raised at the Ordinary meeting of 13 June 2017, the following information is reported to Council. The report summarises the fees and charges applied to two particular chicken shed developments, one in the City of Griffith Local Government area (LGA), the other in Carrathool Shire. In addition, the report comments on the standard fees and charges for development in both areas and related matters.

### **RECOMMENDATION**

**The report be noted by Council.**

### **REPORT**

Councillor Snaidero raised the following matter during question time at the Ordinary meeting of Council on 13 June 2017:

*"I have (had) a discussion with a Developer, whom has developed land in both Griffith City Council and Carrathool Shire. In Griffith City the alleged fees were \$125K for 12 sheds, in Carrathool \$25K for 18 sheds. Could a report be supplied to Council with a fee comparison."*

Case Study 1 – 12 shed chicken growing facility, Testini Lane, Warburn (Griffith LGA reference DA 107/2015)

Information provided by the applicant is that the proposed cost of the development is \$11m with DA fee, PlanFIRST fee and Advertising fee amounting to \$21,984. Construction Certificate application fees, inspection fees and sewer diagram fee amounts to \$32,322. There are additional fees paid to the State Government for building industry long service levy. A s94A contribution of \$110,000 (being 1% of the cost of the development) has been required as a condition of consent but not yet paid.

This development also sought approval for ancillary infrastructure.

Council has recently received an application to modify the development to include an additional two sheds and an expansion of gas storage on the property, which has been placed on public exhibition.

Case Study 2 – 18 shed chicken growing facility, Tabbita Lane, Tabbita (Carrathool LGA reference DA2017/03)



I am advised this development is not by the same developer as for case study 1. Information provided by the applicant is that the proposed cost of the development is \$13m with DA fee, PlanFIRST fee and Advertising fee amounting to \$19,945. The development has not progressed to construction so fees for construction certificate application and related matters is not known. Although the application has not yet been determined, and therefore conditions of consent are not yet known, it is expected the s94A contribution will be \$25,000. This is the amount the Carrathool Shire Council determined be required by special resolution. It is less than the amount of section 94A contribution prescribed in the Carrathool Shire Council Contributions Plan, which would be approximately \$65,000.

There are other chicken shed developments in Carrathool Shire that have been approved and with all fees and charges known but it was requested only the 18 shed development be reported for comparison.

#### Comparison of section 94A Contributions Plans

The Griffith Contributions Plan defines the s94A contribution to be 1% of the cost of development above \$300,000, and 0.5% for a cost of development between \$100,000 and \$300,000.

The Carrathool Contributions Plan defines the s94A contribution to be 0.5% of the cost of the development above \$200,000, to a maximum levy of \$100,000. Single dwellings are exempt.

For CSC DA 2017/03, this 18 shed development is one of four that Carrathool Shire Council has resolved be given a discount on the section 94A contributions. The Council resolved that all four developments could be considered one development with contributions capped at \$25,000 each (representing the maximum of \$100,000 prescribed in their Contributions Plan for any one development), even though they are on different properties and for different developers. It is assumed that CSC considered the contribution unreasonable if the Contributions Plan was applied. It does not appear to be the result of a wider Program adopted by the Council. A Council which provides a one-off discount to certain developments and not others, contrary to the adopted Contributions Plan, is likely to face criticism from developers who are not granted a discount, so such an approach is not recommended for Griffith City Council.

In Griffith, the section 94A contribution has been rebated in full in recent years under the Griffith Local Economic Assistance Program. This program has been available to all developers in Griffith, including those developing chicken sheds. If Council accepts the recommendation to this meeting from the Business, Development and Major Projects Committee, the rebate will continue for developments that have a Construction Certificate by 30 June 2017 and an Occupation Certificate or other certificate of completion by 30 June 2018. This means the 12 shed development at Testini Lane is likely to have a refund of \$110,000. There is no refund possible for developers in Carrathool Shire, nor any other local government area in NSW that requires a s94 or s94A contribution. If Council extends the rebate scheme as recommended by Committee, it means the fees and charges of the development in Griffith will be significantly less than those for the development in Carrathool.

Further, Griffith City Council accepts payment of the contribution at completion of the development, that is, upon issue of the final certificate by Council (which would be an Occupation Certificate). Carrathool Shire, like most other Councils, requires the contribution to be paid before issue of the first certificate (which would be a Construction Certificate) unless otherwise agreed. This is a generous gesture by Griffith City Council that is largely unrecognised by Council's critics.

It should also be noted that GCC DA 107/2015 in Testini Lane has not obtained their final Occupation Certificate and has not paid the section 94A contribution (which might still be rebated) but is operating in what appears to be full production and possibly with ancillary

infrastructure in use, all without occupation approval. The outstanding conditions of consent relate to unfinished road works external to the development, resulting in heavy vehicles using Cuninghame Road and Testini Lane without the required road improvements in place. This is a breach of the Environmental Planning and Assessment Act and potentially a safety issue for road users, including passing traffic on Kidman Way, although it is noted that 19m semi-trailers have unrestricted access on these roads. The developer has argued that Council should upgrade the road and these discussions are continuing.

#### Standard fees and charges for development

I am advised that the Revenue Policy for each Council indicates quite similar fees and charges for development applications. There is a statutory maximum a Council can charge for these types of fees.

#### Section 64 charges

These are headworks charges for water and sewer imposed as a condition of consent on development. These charges did not apply to GCC DA 107/2015 (Testini Lane) and are therefore not included in this report.

#### Comment on conditions of consent that might require external works

Councillor Snaidero's question related to fees and charges. A difference in the cost of the two developments will also occur depending on the specific conditions of consent that might require external works for one development (for example, the upgrading of Cuninghame Road for GCC DA 107/2015) but not another.

#### Infrastructure needs of the two Council areas

Because the demands on and for infrastructure are different between Griffith and Carrathool LGA's, it is difficult to determine the reasonableness of each Council's respective Contributions Plans without an assessment of how the contributions are spent.

### **OPTIONS**

Not applicable.

### **POLICY IMPLICATIONS**

Council's section 94A Contributions Plan and Local Economic Assistance Program apply.

### **FINANCIAL IMPLICATIONS**

The implications of the section 94A rebate scheme were debated at the meeting of the Business, Development and Major Projects Committee, the Minutes of that meeting reported elsewhere in this Agenda.

Should Council adopt the recommendation of the Committee in this regard, the Griffith development will have significantly lower fees and charges than the development in Carrathool should it be completed by 30 June 2018.

A consequence will be a reduction in income for Griffith City Council that would otherwise be applied to essential public infrastructure.

### **LEGAL/STATUTORY IMPLICATIONS**

Section 94A falls under the Environmental Planning and Assessment Act.

## **ENVIRONMENTAL IMPLICATIONS**

Not applicable.

## **COMMUNITY IMPLICATIONS**

Section 94A contributions provide for public infrastructure in the Griffith local government area. The rebate of the contribution has been designed to stimulate economic activity in Griffith, but it has also resulted in a reduction in Council income to apply to public works.

Councillors are reminded that Council staff able to provide information to Councillors without the need to wait until question time at a Council meeting, but happy to report these matters in the public domain.

## **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan items:

- 1.1 Provide clear and transparent communication to the community.
- 1.2 Be well informed, proactive and responsive to current issues that impact our community.
- 6.2 Promote opportunities to assist existing businesses to grow.
- 8.1 Provide, renew and maintain a range of quality infrastructure, assets, services and facilities delivered in a cost effective and sustainable manner.
- 9.1 Encourage considered planning, balanced growth and sustainable design.

## **CONSULTATION**

Senior Management Team

Applicant for the developments mentioned in this report.

## **ATTACHMENTS**

Nil

**CLAUSE**      **CL08**

**TITLE**            **Disclosure by Councillors and Designated Persons Return - June 2017**

**FROM**            **Shireen Donaldson, Manager Executive Services**

**TRIM REF**      **17/57187**

---

### **SUMMARY**

A Disclosure by Councillors and Designated Persons Return is to be tabled before Council for the newly appointed Compliance Officer.

### **RECOMMENDATION**

**The Disclosure by Councillors and Designated Persons Return for Compliance Officer be tabled and noted.**

### **REPORT**

In accordance with the provisions of the Local Government Act 1993, Section 449, a Disclosure by Councillors and Designated Persons Return for newly appointed Compliance Officer, Mark Enness, will be tabled before Council.

### **OPTIONS**

Designated staff are to comply with the requirements of the Local Government Act 1993 regarding returns disclosing interests.

### **POLICY IMPLICATIONS**

Code of Conduct Policy.

### **FINANCIAL IMPLICATIONS**

Not Applicable.

### **LEGAL/STATUTORY IMPLICATIONS**

#### **LOCAL GOVERNMENT ACT 1993 - SECT 449**

#### **449 Returns disclosing interests of councillors and designated persons**

(1) A councillor or designated person must complete and lodge with the general manager, within 3 months after becoming a councillor or designated person, a return in the form prescribed by the regulations.

(1A) A person must not lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.

(2) A person need not lodge a return within the 3-month period after becoming a councillor or designated person if the person lodged a return in that year or the previous year or if the person ceases to be a councillor or designated person within the 3-month period.

(3) A councillor or designated person holding that position at 30 June in any year must complete and lodge with the general manager within 3 months after that date a return in the form prescribed by the regulations.

(4) A person need not lodge a return within the 3-month period after 30 June in a year if the person lodged a return under subsection (1) within 3 months of 30 June in that year.

(5) Nothing in this section prevents a councillor or designated person from lodging more than one return in any year.

(6) Nothing in this section or the regulations requires a person to disclose in a return lodged under this section an interest of the person's spouse or de facto partner or a relative of the person.

## **LOCAL GOVERNMENT ACT 1993 - SECT 450A**

### **450A Register and tabling of returns**

(1) The general manager must keep a register of returns required to be lodged with the general manager under section 449.

(2) Returns required to be lodged with the general manager under section 449 must be tabled at a meeting of the council, being:

(a) in the case of a return lodged in accordance with section 449 (1)-the first meeting held after the last day for lodgement under that subsection, or

(b) in the case of a return lodged in accordance with section 449 (3)-the first meeting held after the last day for lodgement under that subsection, or

(c) in the case of a return otherwise lodged with the general manager-the first meeting after lodgement.

### **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

### **COMMUNITY IMPLICATIONS**

Not Applicable

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 3.1 Undertake Council activities within a clear framework of strategic planning, policies, procedures and service standards.

### **CONSULTATION**

Senior Management Team.

### **ATTACHMENTS**

Nil



---

**BUSINESS DEVELOPMENT & MAJOR PROJECTS COMMITTEE  
HELD IN COUNCIL CHAMBERS, GRIFFITH ON  
MONDAY, 19 JUNE 2017 COMMENCING AT 5:30 PM**

---

### **PRESENT**

Councillor John Dal Broi (Chair), Councillor Eddy Mardon, Rina Mercuri (Councillor Alternate), Peter Bonaventura (Community Representative), Robert Cappello (Community Representative), Domenic Guglielmino (Community Representative), Carmel La Rocca (Community Representative), Olga Forner (Community Representative Alternate), TAFE representatives: Anthony Ellis, Helen Cosgrove and Sara Morley.

Quorum = 3

### **STAFF**

General Manager, Brett Stonestreet, Director Sustainable Development, Neil Southorn, Marketing & Promotions Officer, Paige Campbell and Minute Secretary, Leanne Austin

### **1 APOLOGIES**

**RECOMMENDED** on the motion of Rina Mercuri and Councillor Eddy Mardon that an apology be received from Paul Pierotti (Community Representative).

### **2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Eddy Mardon and Peter Bonaventura that the minutes of the previous meeting held on 20 March 2017, having first been circulated amongst all members, be confirmed.

### **3 BUSINESS ARISING**

Nil.

### **4 DECLARATIONS OF INTEREST**

#### **Pecuniary Interests**

There were no pecuniary interests declared.

#### **Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

## **Less Than Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

## **5 ITEMS OF BUSINESS**

### **CL01 PRESENTATION ON TAFE SKILLSPPOINT BY ANTHONY ELLIS, HELEN COSGROVE AND SARAH MORLEY**

Mr Anthony Ellis, Ms Helen Cosgrove and Ms Sara Morley provided information to the Committee in relation to the Agribusiness SkillsPoint initiative being implemented at the Griffith TAFE campus.

TAFE is undergoing a modernisation program and organisational restructure, the largest change in business in the southern hemisphere with the aim of providing a better service to NSW employers and communities.

There are nine SkillsPoints being implemented across NSW with six in regional NSW and 3 metro. Each SkillsPoint headquarters has been aligned to industry and growth areas. TAFE has selected the Griffith campus to host the Agribusiness SkillsPoint. Agribusiness SkillsPoint will work with employers and industry partners to design training programs and provide resources across NSW. The programs will be tailored to industry needs and respond to emerging trends whilst addressing skills shortages in the industry.

Agribusiness SkillsPoint will provide skills training programs for industries including agriculture, horticulture, animal care, food production, food processing and wine processing to be delivered across NSW TAFE campuses. Agribusiness SkillsPoint will require between 10-20 new positions for the Griffith TAFE campus.

Mr Cappello enquired if Agribusiness SkillsPoint would be providing training for trade certificates. Mr Ellis responded that a range of qualifications would be offered including trade certificates, diplomas, advance diplomas, certificates and traineeships.

Mr Cappello enquired if the trades that are having difficulty in attracting skilled workers in this area have been considered. Ms Morley advised Agribusiness SkillsPoint is addressing future needs for agriculture based industry. Other SkillsPoint centres will provide programs for specific industries, for example, Dubbo SkillsPoint will look after automotive training requirements. There will, however, be collaboration across some areas.

Mr Ellis advised TAFE is already working with industry partners to provide customised training delivery methods. On-site training and assessment is the preferred delivery for a number of local businesses.

Mr Stonestreet expressed he was pleased that TAFE, a reputable brand, has acknowledged Griffith as the Agribusiness centre for NSW. He also enquired about the TAFE business case and report that TAFE produced to establish this outcome, and asked for a copy of the report to assist us with future grant applications. Helen Cosgrove suggested the report would be made available and provided Committee members with an information pack on the Agribusiness SkillsPoint initiative including why Griffith was chosen as the centre for Agribusiness SkillsPoint.

It is expected that Agribusiness SkillsPoint will be operational by the end of June 2018.

The Mayor thanked the TAFE representatives for their presentation.

Mr Ellis, Ms Cosgrove and Ms Morley left the meeting the time being 6:00 pm.

Ms Campbell left the meeting at 6:00 pm and returned at 6:03 pm.

## **CL02 APPRENTICES**

Mr Southorn advised that ongoing updates in relation to apprenticeship initiatives and funding opportunities will be provided to the Committee and that Council continues to work with TAFE, CSU, Deakin University, local businesses and training providers. The Grow Our Own Project is also continuing to provide assistance to the community and local businesses.

Mr Bonaventura stated it is disappointing there is a lack of interest in apprenticeships. Mr Southorn stated that the current trend is for students to remain at school and go on to University. Encouragement to consider a trade career or apprenticeships should be provided to students to help increase our skilled workforce.

## **CL03 SUMMARY OF PRIORITIES ARISING FROM COMMITTEE WORKSHOP**

Mr Southorn provided an overview of the priorities discussed by the Committee at the recent Workshop. These include:

- Supply of skilled workers – Council will continue with the Grow Our Own initiative, working with local schools, developing relationships with Deakin University, TAFE and CSU.
- Housing supply – there are sufficient parcels of land available for development however it is difficult for Council to influence the developers' timeframes. Council has been prepared to allow development out of sequence and has provided incentives such as the Section 94 rebate scheme.
- Freight – Council is continuing to improve road, rail and air access.
- Decentralisation – Council will continue to look at opportunities.
- Alternative energy hub – bioenergy options available to reduce energy costs.
- Social infrastructure – Council is working towards renewal of the Base Hospital, new High School infrastructure and new community centre development.

Mr Guglielmino enquired if Council representatives would be meeting with Wagner and Airnorth in Toowoomba regarding air freight opportunities.

The Mayor advised Council has invited John Wagner to visit the local area. Most local exporters appear happy with their current arrangements. For the airport to be able to accommodate cargo planes the airstrip would need to be lengthened and widened and additional security would be required.

The Committee discussed rail link options including the inland rail link. Mr Stonestreet advised the location of the rail link is a Federal decision and Council's focus should be on lobbying and getting lines upgraded to be able to access the new line.

Maps of the current and proposed rail systems are to be provided to the Committee.

The Mayor stated that an EOI for purchase of Council land at Lake Wyangan has recently closed and a report will be presented to Council 25 July 2017. Council will also consider options for the Base Hospital renewal at a Workshop tomorrow with a view to developing a strategy to progress this issue.

## **CL04 ADDITIONAL ITEMS FOR DISCUSSION FROM COMMITTEE MEMBER PAUL PIEROTTI**

In Mr Pierotti's absence, Mr Southorn stated that items 2 – 8 of Mr Pierotti's list had been

covered. In relation to item 1, Workshops are to be held in between meetings to address the frequency of meetings. Mr Guglielmino advised the Griffith Business Chamber Trust Mark project is continuing.

#### **CL05 GRIFFITH BUSINESS EXCELLENCE AWARDS**

Mr Stonestreet stated that the Business Chamber Awards, which Griffith Business chamber hosted in 2014, were an important celebration of the excellence and success of our local businesses and suggested this event be reinstated.

**RECOMMENDED** on the motion of Councillor Eddy Mardon and Olga Forner that Council write to the Griffith Business Chamber seeking their intentions with regard to future Griffith Business Excellence Awards events.

#### **CL06 CORRESPONDENCE FROM GRIFFITH BUSINESS CHAMBER**

Mr Southorn advised correspondence had been received from the Griffith Business Chamber raising the issue that developers of new subdivisions are required to provide Telstra documentation to satisfy Council that telecommunications services are guaranteed. This matter was considered at the Council Meeting held 9 May 2017 where Council resolved to accept the availability of NBN wireless service as a substitute for Telstra fixed line connection to satisfy Council's requirement for the provision of telecommunications service in new subdivisions in areas where NBN wireless service is guaranteed and Telstra fixed wire service is not reasonably available.

The Mayor requested that Council write to the Chamber advising them of the Council resolution.

#### **CL07 AIR FREIGHT OPPORTUNITY**

**RECOMMENDED** on the motion of Rina Mercuri and Peter Bonaventura that:

- (a) The Committee note the information in the report and request the Manager Tourism & Economic Development continue discussions with John Wagner and others.
- (b) The Manager Tourism & Economic Development work on encouraging a meeting in Griffith with the Wagner Group and Airnorth.

#### **CL08 REVIEW OF GRIFFITH LOCAL ECONOMIC DEVELOPMENT ASSISTANCE PROGRAM - SECTION 94A REBATE SCHEME**

Mr Southorn provided an overview of options for the Local Economic Development Assistance program section 94A rebate scheme including an option to extend the program targeting affordable housing. Mr Bonaventura enquired how the definition of affordable housing is determined and how can development be assessed to comply. Mr Southorn advised that a Development Application would be assessed under the State Environmental Planning Policy (Affordable Rental Housing) 2009 and would need to meet the criteria for affordable housing development.

**RECOMMENDED** on the motion of Councillor Eddy Mardon and Rina Mercuri that:

- (a) Council continue the Local Economic Assistance Program to 30 June 2018 but limit its application to affordable housing only.
- (b) Developers who have applied for a Construction Certificate, Subdivision Certificate or

Occupation Certificate by 30 June 2017 retain eligibility for a rebate of the section 94A levy, the rebate made at the time an Occupation Certificate or equivalent is issued, provided that issue occurs on or before 30 June 2018.

- (c) A further report be prepared on the need and scope of a section 94 Contributions Plan for future greenfield land release areas.
- (d) The effectiveness of the Local Economic Assistance Program be reviewed in May 2018.

#### **CL09 GREAT WESTERN RAILROAD CORRIDOR RENEWAL PROJECT**

The Committee considered correspondence received from the Great Western Rail Road project which is investigating the establishment of a freight rail link between Adelaide and Sydney. The proposal involves constructing new infrastructure between Berri SA and Junee NSW, dedicated to freight transport.

The Committee agreed Council write a letter providing in principle support for the project.

#### **CL10 TOURISM AND ECONOMIC DEVELOPMENT SERVICE LEVEL REVIEW AND STAFFING UPDATE**

Mr Southorn advised Council previously resolved to conduct a service level review of the Tourism and Economic Development department. With the resignation of Manager Tourism and Economic Development, Mr Greg Lawrence, Council will engage an independent party to conduct the review prior to advertisement of this position. Mr Southorn advised Mr Lawrence will be replaced on a temporary basis in the interim. The position of Economic Development Officer is currently vacant due to secondment of Sarah Collis to the Community Development team. This position will also be filled as a term position. Mr Guglielmino stated that Council should not overlook local or internal people, with passion and commitment, for these positions.

#### **CL11 GRIFFITH CITY 2017 BUSINESS AUDIT**

Mr Southorn stated the 2017 Business Audit displays a reasonably good trend. Under the current retail climate, Banna Ave is showing slightly better occupancy than previous years. The Committee noted the report.

#### **CL12 RESIGNATION OF COMMITTEE MEMBER - BRUNO GUIDOLIN**

The Committee noted the resignation of Mr Guidolin who was an Alternate Community Representative.

#### **CL13 MINUTES OF THE GRIFFITH CBD UPGRADE WORKING GROUP**

The Committee noted the Minutes of the Griffith CBD Upgrade Working Group.

### **6 OUTSTANDING ACTION REPORT**

The Committee noted the Outstanding Action Report.

### **7 GENERAL BUSINESS**

#### **7.1 Relocation of Rail Hub**



Councillor Mardon enquired if Council has any plans for the land that may become available following relocation of the rail hub. Mr Southorn advised no masterplan has been prepared however a map outlining the boundaries and road reserves could be prepared for the Committee's information.

The Mayor requested this be provided at the next meeting and advised that discussions with Linx are continuing.

## **7.2 Council Owned Land Lake Wyangan**

Mr Cappello enquired if the Council owned land at Lake Wyangan is already subdivided? Mr Southorn advised the land comes with DA approval for subdivision however the purchaser has the option to review this and submit a modification to the existing approval.

The Mayor advised that a development application has been lodged to develop land at Lake Wyangan formerly known as Sunset Waters. Mr Southorn advised two subdivisions have also been approved for development at Collina with over 200 lots approved.

Mr Bonaventura enquired if traffic flow issues are considered when DAs are assessed particularly for heavy traffic areas such as Blumer Avenue and Wyangan Avenue. Mr Southorn advised master planning takes into consideration traffic movements.

## **7.3 Construction New Ambulance Station Wakaden Street**

Mr Cappello advised the fencing surrounding the construction site of the new ambulance station is restricting vision for drivers at the intersection of Wakaden Street and Macarthur Street. Mr Southorn advised this has been checked and approved by the Police.

## **8 NEXT MEETING**

The next meeting of the Business Development & Major Projects Committee is to be held on Monday, 18 September 2017 at 5:30 pm.

There being no further business the meeting terminated at 7.20 pm.

Confirmed: .....

CHAIRPERSON

---

**TOURISM AND EVENTS COMMITTEE  
HELD IN COUNCIL CHAMBERS ON  
THURSDAY, 15 JUNE 2017 COMMENCING AT 5.30 PM**

---

**PRESENT**

Councillor Christine Stead (Chair), Councillor Rina Mercuri, Cassandra Smeeth (Community Representative), Ricky Chugha (Community Representative), Lorraine Sutton (Community Representative), Roly Zappacosta (Community Representative), Denny Fachin (Community Representative Alternate)

Quorum = 3

**STAFF**

Director Sustainable Development, Neil Southorn, Manager Tourism & Economic Development, Greg Lawrence, Visitor Information Centre Coordinator, Mirella Guidolin, Marketing & Promotions Officer, Paige Campbell and Minute Secretary, Wendy Krzus

The Chair welcomed Mr Chugha to the Committee.

**1 APOLOGIES**

**RECOMMENDED** on the motion of Roly Zappacosta and Councillor Rina Mercuri that apologies be received from the Mayor, Councillor John Dal Broi, Linda Pasquetti (Community Representative), Robyn Turner (Community Representative) and Events Coordinator, Karly Sivewright.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Denny Fachin and Councillor Rina Mercuri that the minutes of the previous meeting held on 16 March 2017, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.

**4 DECLARATIONS OF INTEREST**

**Pecuniary Interests**

There were no pecuniary interests declared.

**Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

## **Less Than Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

## **5 ITEMS OF BUSINESS**

### **CL01 TOURISM AND ECONOMIC DEVELOPMENT QUARTERLY REPORT - JANUARY TO MARCH 2017**

Mr Lawrence presented the Quarterly Report for the past 3 months showcasing what the department has been involved in during this period.

Ms Campbell stated that the Visit Griffith Facebook page has reached 4,000 likes and is now steadily growing, likely to be 4,500 likes by the end of June. It was reported that there has been an increase in the number of people searching the website - particularly pleasing to see an extra 1,000 people looking at Visit Griffith in January 2017 compared with January 2016.

The Chair questioned page 15 of the Tourism & Economic Development Quarterly Report for the period January – March 2017 under the heading Grants – dot point 2 - page 20 of the Agenda.

#### **“Grants**

- *Applied for Building Better Regional Community Investment Stream for \$18,500 – confidential.”*

Mr Lawrence advised that he would take the question on notice and get back to the Committee with a response.

### **CL02 GRIFFITH SPRING FEST**

Councillor Mercuri advised that she had received a written report from the Events Coordinator, Ms Karly Sivewright and requested that she present the report to the Committee.

The following was reported – read aloud by Councillor Mercuri:

#### ***“Griffith Spring Fest Update 13/06/2017***

*For those that may not have seen the local news the other night. This year our Festival of Gardens Working Group has bundled all of our October festivities under a new umbrella name: Griffith Spring Fest. This way all events are captured in one stronger marketing campaign: The Griffith Garden Festival, The Real Juice Company Citrus Sculptures, the Multicultural Festival, the Paella Launch Party, Long Italian Table plus hopefully a market day and room for many other festivities. With seemingly more on offer, people from outside the region are more likely to firstly visit and secondly stay an extra day or two. I think we can all agree that the nicest time of year to visit Griffith is October. The weather is gorgeous, the gardens come alive, there are plenty of festivals and people are out and about.*

*Four new open gardens are in the mix this year and we have new Festival Ambassadors this year from Garden2Kitchen, Phil Dudman sponsored by Greengecko Garden Centre and Julie Ray sponsored by Debortoli Wines. Phil and Julie will share their secrets on growing your own organic food and cooking simple delicious meals with your home harvest. Phil will be visiting all the open gardens and providing garden workshops and Julie will be holding cooking demonstrations out at DeBortoli Wines. They will come together for combined*

*demos at the Paella Launch Party, the Greengecko Garden Centre, Long Italian Table and hopefully our new Spring Market.*

*Applications are open for the Real Juice Company Citrus Sculptures. We have also put out a call for Expressions of Interest for vendors who would like to have a food tent or van at our Paella Launch party."*

Mr Lawrence advised that the change, incorporating the overarching logo/branding was being embraced and commended Ms Sivewright on the good work that she has been doing.

Mr Lawrence stated that there is a need to think about moving Taste Riverina outside the month of October, perhaps sometime during the last 2 weeks in September would be a good time to hold the event.

Ms Campbell stated that it was pleasing to see that already a considerable amount has been received through sponsorship.

### **CL03 NEW GRIFFITH REGION VIDEO**

Ms Campbell screened the new 8 minute Griffith Region Video.

Discussion took place on the content of the video with the Committee congratulating Ms Campbell and those responsible for a very pleasing and enticing overview of what Griffith has to offer.

The new video will be distributed to the Visitor Information Centre, Airport, Pioneer Park, The Hon. Adrian Piccolo MP, The Hon. Sussan Lee MP, The Hon. Michael McCormack MP, will be placed on the Face Book page and copies can also be purchased.

Ms Campbell advised that the video has been designed in segments to allow for the various segments to be utilised on a broader basis.

Ms Campbell thanked Mr Lawrence and Ms Guidolin for their input and assistance with the new video.

### **CL04 GRIFFITH REGION 2017-19 GUIDE BOOK**

Ms Campbell stated that:

- The Guide Book is produced every 2 years.
- A prospectus was emailed out and delivered to all tourism businesses on 28 April, (plus a Media Release, Facebook and Enews)
- 90 businesses have subscribed to the Griffith Region Guide Book and program – bookings are now closed.
- This year's Guide Book is a move to be more a "coffee book style" rather than a brochure.
- The shopping section has expanded and now includes Banna Ave Boutiques.
- The Guide Book has increased by 10 pages in length.
- Guide Book will be launched at the end of August 2017.
- 40,000 copies are to be printed.
- Copies will be distributed through the Griffith Visitor Information Centre to Griffith's tourism businesses and advertisers, to other Visitor Information Centres within a catchment of approximately 4 hours' drive of Griffith. Guide Book will also be placed on the VisitGriffith website.
- Front cover was discussed and found to be appealing - very millennial - appealing to a younger and broader target market.

### **CL05 QUEEN'S BATON RELAY**

Mr Lawrence advised that the Queen's Baton Relay will visit Griffith on the 28 January 2018 after being included on the Queen's Baton Relay route to the Gold Coast 2018 Commonwealth Games.

The event, including numerous elements to the execution and planning of this event has been discussed by Council's Senior Management Team (SMT) making sure that each department has a clear path of what needs to be done for the event.

Ms Campbell advised that there will be 35 to 40 baton bearers from Griffith and the surrounding area, names have not yet been announced. Following the Relay there will be celebrations at the Community Gardens between 4.00 pm – 8.00 pm. Ms Campbell further advised that they have teamed up with Mrs Carmel LaRocca and the Multicultural Group who will assist with the celebrations which will include music, songs, flags, dancing and food.

Mr Zappacosta enquired how the celebrations will be communicated to the public. Ms Campbell advised that the event will be advertised.

### **CL06 SPORTS MARKETING**

Ms Campbell reported the following:

#### **Sports Tourism**

##### **NitroCircus Event**

- Held in Griffith on Friday 17 March 2017.

##### **Attendance:**

- 5,239
- 55% of people were from outside the region (not 2680 or 2681 postcode). That is 2,881 people came to Griffith as a result of the Nitro Circus.
- Other 45% were from Griffith.

##### **Key catchment areas:**

- 12% West Wyalong, Lake Cargelligo, Temora
- 11% Leeton
- 8% Darlington Point, Coleambally
- 6.5% Wagga Wagga area

##### **Economic Boost:**

- Based on Destination NSW research figures, overnight visitors to Griffith spend \$190 per night, and day trip visitors to Griffith spend \$157 per person.
- Of the 2,881 people from outside our region – if we say 30% were here for the day and 70% stayed the night, then the event stimulated the local economy through injecting \$518,868 dollars into our local businesses.
- Based on these figures, Council's Return on Investment (ROI) – 102.7%

##### **Partners:**

- The event was partnered by Griffith City Council and Griffith Leagues Club.

Discussion took place with Mr Zappacosta asking if he could generate a similar report for events such as the Riverina Field Days. If the Riverina Field Days go to an online ticketing system where postcodes are captured, then reports can be created.



## **CL07 MINUTES OF THE FESTIVAL OF GARDENS WORKING GROUP**

**RECOMMENDED** on the motion of Councillor Rina Mercuri and Cassandra Smeeth that the minutes of the Festival of Gardens Working Group Meetings held on 3 April 2017, 1 May 2017 and the minutes of the Extraordinary Meeting held on 17 May 2017, having first been circulated amongst all members, be confirmed.

## **6 OUTSTANDING ACTION REPORT**

### **Meeting of 16 March 2017 – Tourism & Economic Development Quarterly Report**

Report has been placed on Council's website under Economic Development on the home page. To be removed from the Outstanding Action Report.

## **CL09 TOURISM SIGNAGE**

Mr Southorn made reference to correspondence received from the Griffith Business Chamber, dated 1 May 2017 raising the issue of the condition of signage promoting Griffith on the Newell and Sturt Highways as well as other areas leading into Griffith.

Mr Southorn advised that the Chamber has expressed concern about the current condition of the signs and has requested that something be done about their condition. The signs are located near Ardlethan, Rankins Springs and Jerilderie.

Discussion took place on the tourism signage with the following points being raised:

- Council has no budget for the replacement of signs.
- Committee felt that before anything could be done a case would need to be put forward.
- May be an idea to take down the signs whilst deciding what to do in the longer term.
- Suggested that perhaps could look at getting some sponsorship for upgrading the signage (with sponsors to be listed on signs).
- Suggested that if the signs are replaced, new signs should be standardised.
- The question was raised if approval would be required to replace the signs.
- Suggested that quotes be obtained for the replacement of the signs.
- Process is not as easy as one thinks, RMS have rules and regulations that govern such signage.
- Stated that 3 signs would cost somewhere in the vicinity of \$15,000.
- The question was raised if \$15,000 could be spent more wisely in promoting Griffith.  
Asked if this could be explored and brought back to the next meeting.

Councillor Mercuri stated that she felt it is important to direct people to Griffith and that the signs do need to be updated.

The Chair suggested that perhaps grant funding could be sourced and that an enquiry be made with the Business Chamber to see if they would like to contribute to the cost of upgrading the signs.

A recommendation in relation to this matter was made at the conclusion of discussions regarding Clause 07 - the Future of the Side Walk Sale.

## **CL10 FUTURE OF THE SIDE WALK SALE**

Mr Lawrence referred to correspondence received from Griffith Business Chamber, dated 1 May 2017 regarding discussion by the Chamber at their recent Executive Meeting about the future of the Side Walk Sale.

Mr Lawrence stated that the Griffith Business Chamber would like to see Council take over

the running of the “Side Walk Sale”.

Discussion took place on this matter, with the following recommendation being made in relation to Clause 09 – Tourism Signage and Clause 10 – Future of The Side Walk Sale.

**RECOMMENDED** on the motion of Roly Zappacosta and Lorraine Sutton that a letter be drafted in response to correspondence received from the Griffith Business Chamber regarding Tourism Signage and the Future of the Side Walk Sale.

Mr Southorn to draft a response to the letters received from the Griffith Business Chamber for the Chair to sign.

#### **SMT COMMENT**

Should Council support the recommendation in CL10 above it is the understanding of the intent of the correspondence to be as follows:

That the Griffith Business Chamber be requested to continue to conduct the sidewalk sale and be asked to contribute to a review of Tourism signage and costs thereof.

## **7 GENERAL BUSINESS**

### **7.1 Riverina Field Days – Update**

Mr Zappacosta provided an update on the recent Riverina Field Days held on 12 and 13 May 2017 advising that the two day event was successful with approximately 10,000 to 12,000 people in attendance. Mr Zappacosta thanked Council for their in-kind support and advised that they are looking at expanding the event with the inclusion of a working dogs competition.

### **7.2 Lake Wyangan**

Mr Zappacosta asked what the current status is of Blue Green Algae in the Lake, given that the Lake features in the promotional video of Griffith.

Mr Zappacosta enquired if the bicycle track from Griffith to the Lake could be extended so that it goes all the way from Griffith to the Lake and that perhaps consideration could be given to constructing a bicycle track around the Lake foreshore.

Mr Southorn advised that the Lake Wyangan Catchment Management Committee has been established to consider the Lake Wyangan and Catchment Management Strategy which includes consideration to water quality management actions, ecosystem health management actions and community wellbeing management actions.

Mr Southorn suggested that he could arrange for the minutes of the Lake Wyangan Catchment Management Committee to be presented to this Committee for information.

Discussion took place on options to improve the quality of water and suggested infrastructure to improve the Lake facility.

Mr Lawrence stated that there is an opportunity to explore cycle tourism.

**RECOMMENDED** on the motion of Roly Zappacosta and Cassandra Smeeth that the extension of the Lake Wyangan bicycle track to the Lake and the staged construction of a bicycle track around the Lake be investigated.

### **7.3 Taste Riverina**

Ms Campbell stated that this year's Taste Riverina provides an opportunity for Griffith to get involved and promote themselves as a "new foodie place" and that the Sydney Weekender will be in Griffith on 27 August 2017 and that this would provide an opportunity to raise Griffith's profile.

### **7.4 Coming Events**

The Chair advised the following:

- There will be approximately 200 caravaners (convention) in Griffith next year utilising Woodside Hall and Pioneer Park.
- The Biggest Lap to be held on 30 September 2017 has enquired about holding a breakfast the following morning at Pioneer Park. Contact details have been provided to the organisers.
- Showground update – have applied for grant funding, funding notification expected in August 2017. Woodside Hall is in need of a new kitchen, new roofing and new toilet facilities.
- Long Table event will be held at the Woodside Hall.
- Enquiry has been made for the display and sale of French Provincial furniture at the Woodside Hall.

Ms Campbell made mention that Griffith City Council will be supporting the NSW Golf qualifying event to be held on 7 and 8 October 2017.

### **7.5 Millard's Caravan Park**

The Chair encouraged members to visit the display at Millard's Caravan Park and suggested that perhaps the next meeting of the Tourism and Events Committee could be held there.

### **7.6 Shear Outback**

The Chair suggested a bus trip to the Shear Outback, Shearers Hall of Fame at Hay, an award winning tourist and educational attraction, to see tourism at its best.

At this point of the meeting Mr Lawrence advised that this would be his last meeting and thanked everyone for their valued friendship, support and for their hard work and wished the Committee well for the future.

The Chair on behalf of the Committee and Council thanked Mr Lawrence for promoting Griffith in such a positive light whilst in his role as Manager Tourism and Economic Development and wished him all the best for the future.

Both Councillor Mercuri, Mr Zappacosta and Ms Smeeth conveyed their thanks to Mr Lawrence for his input to the Committee and his assistance during his time at Council.

Mr Southorn advised that the section would undergo a service level review and that an Acting Manager would be appointed whilst this process was being undertaken.

### **7.7 Promotional Merchandise**

Ms Guidolin advised that hessian bags with "Griffith" and the names of surrounding villages will soon be on sale for \$15 each. Ms Guidolin also advised that other merchandise such as drink bottles, mugs, hat pins, expresso cups/saucers, towels, stubby holders would be on sale soon (some samples were provided).

**8 NEXT MEETING**

The next meeting of the Tourism and Events Committee is to be held on Thursday, 21 September 2017 at 5.30 pm

There being no further business the meeting terminated at 7.37 pm.

Confirmed: .....

CHAIRPERSON

---

**GENERAL FACILITIES COMMITTEE  
HELD IN MURRAY ROOM ON  
TUESDAY, 13 JUNE 2017 COMMENCING AT 4.00 PM**

---

**PRESENT**

Councillor Doug Curran (Chair), Councillor Paul Snaidero, Eddy Mardon (Councillor - Alternate), Ronald Anson (Community Representative), Marilyn Hams (Community Representative), Virginia Tropeano (Community Representative)

Quorum = 3

**STAFF**

Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Manager Executive Services, Shireen Donaldson, Parks & Gardens Manager, Peter Craig, Team Leader Saleyards, Les Warren, Cemetery Team Leader, Paul Lewis and Governance Coordinator & Minute Secretary, Wendy Krzus

Mr Anson entered the meeting, the time being 4.01 pm.  
Councillor Snaidero entered the meeting, the time being 4.02 pm.

**1 APOLOGIES**

**RECOMMENDED** on the motion of Ron Anson and Councillor Paul Snaidero that apologies be received from Denis Conroy (Community Representative), Carolyn Kidd (Community Representative), Wayne Spencer (Community Representative) and Greg Collier (Community Representative)

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Paul Snaidero and Marilyn Hams that the minutes of the previous meeting held on 7 March 2017, having first been circulated amongst all members, be confirmed with the following amendment.

Item 7 – General Business – Point 7.3 Griffith Livestock Marketing Centre – remove item and add the following to Point 7.2 Dalton Park – Drainage & Fencing

*“Mrs Hams stated that she recently saw in book fencing and various species of trees with varying coloured foliage that could perhaps be considered in beautifying Remembrance Drive.”*

The Chair advised that the funding item (for planting of trees along Remembrance Drive) has been placed “below the line” in the 2017/18 budget which means that funding for this project will not be available in the coming budget.



### **3 BUSINESS ARISING**

#### **3.1 Information Packs**

Mrs Donaldson provided Mr Anson with an Information Pack as he was not present at the previous meeting when the packs were distributed.

### **4 DECLARATIONS OF INTEREST**

#### **Pecuniary Interests**

There were no pecuniary interests declared.

#### **Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

#### **Less Than Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

### **5 ITEMS OF BUSINESS**

#### **CL01 GRIFFITH LIVESTOCK MARKETING CENTRE**

Mr Gordon provided an update on the Griffith Livestock Marketing Centre.

- Operational expenditure \$417,954 versus budget of \$455,515.
- Operational income \$377,819 versus budget of \$363,592.
- Sheep sales numbers - 425,372.
- No cattle sales. Mr Warren advised that Mr Callum Stewart is working on organising a couple of Store Cattle sales to take place per year at the Griffith Livestock Marketing Centre.
- Recycling water project complete, still to be commissioned before using - some issues with the UV treatment, hoping to be resolved soon.
- Additional shade structure to be completed for the sheep yards - \$12,000
- Concreting sheep selling pens to be completed - \$33,120.
- Continual improvements (concreting) will occur each year to improve the complex.

Mr Warren advised that there is still hope in receiving grant funding as further announcements are still to be made (another 16 Saleyards are still to be advised of funding).

Mr Gordon enquired if there is a need to form a Saleyards Working Group given that staff interact and liaise with Saleyards users, including Agents on a weekly and regular basis where any issues and feedback are discussed and taken on board.

Mr Warren advised that prior to each sale on a Friday, WHS is communicated to the users and provides an opportunity for any issues, suggestions etc. to be addressed and given that this occurs a Working Group would be of no further benefit.

**RECOMMENDED** on the motion of Ron Anson and Marilyn Hams that the Committee note the information in the report and the financial position at the end of April 2017.

## **CL02 GRIFFITH POUND AND REHOMING CENTRE**

Mrs Donaldson reported the following.

- New Griffith Pound and Rehoming Centre operational, some minor outstanding issues to be actioned, funds to come from remaining budget.

Outstanding issues include:

- An additional stormwater pit to accommodate pooling water at the east end of the new Centre.
- A larger diameter pipe and booster pump to increase the pressure will be installed.
- Stainless steel cat cages need to be purchased to individually house cats. Currently getting quotes on the price of the cages.
- Installation of custom made dog beds with removable covers.
- Parking area and driveway need to be sealed.
- Exterior kennels for easy access of after-hours transport pickups. Will alleviate the need for staff to be onsite for pickups.
- Signage to be installed – to include contact details.

Concern was raised about the number of unrestrained dogs in the Griffith LGA. Staff encourage responsible pet ownership by undertaking the following activities:

- Microchipped animals – regular audits, unregistered animals owner issued with a warning, followed by Penalty Infringement Notice (PIN) if animal not subsequently registered.
- Media releases and Facebook campaigns to remind owners of their responsibilities.
- Issue of PINs – in last 12 months 500 PINs have been issued on Companion Animal matters.
- Information sheets regarding responsible pet ownership made available including 'Frequently Asked Questions & Answers' (FAQ) (information is available also on the NSW Department of Local Government's website).
- Compliance staff contact details provided on Council's website and local telephone directories and advertised in local media over Public Holidays.
- New Council website to include further improved information.
- The new Griffith Pound and Rehoming Centre provides amenity for staff to conduct free microchipping days and will work on promotion of de-sexing programs.

Mrs Donaldson advised that Council staff act quickly on dog attacks and that at the moment there is a need to maintain momentum regarding the control of dogs.

The Chair enquired if any consideration has been given to perhaps offering a period of reduced fees for microchipping and registering of animals.

Mrs Donaldson stated that the Community Animal Welfare Scheme (CAWS) could be explored again to see if there is any funding available for subsidising microchipping and desexing of dogs and cats in rural areas.

Mrs Tropeano stated that Council needs to be proactive to stop the root cause of increased numbers of dogs being placed at the Pound and suggested that dogs should not be released from the Pound unless they are desexed. Mrs Tropeano stated that perhaps a voucher system could be considered so that when dogs are released from the Pound the owner can arrange for the animal to be desexed at a reduced rate. Mrs Tropeano suggested that perhaps a Working Group could be formed to deal with such issues.

Councillor Snaidero suggested that perhaps there is a need of a policy regarding dogs leaving the Pound that could include, not to release dogs unless they are desexed.

Mrs Tropeano asked if she could obtain a copy of the FAQ's previously spoken about earlier in the meeting.

Mrs Tropeano enquired what the 500 PINS were issued for during the last 12 month period with Mrs Donaldson stating that she would arrange for a summary report to be provided.

Mrs Tropeano asked what the holdup was with the supply of dog beds. Mrs Donaldson advised that the holdup was with the supplier.

Mrs Tropeano enquired about the number of animals euthanised during the past 12 months with Mrs Donaldson stating that information will be provided in the form of a report to the next General Facilities Committee.

The Committee agreed that a Working Group be formed to investigate and address the issues discussed.

Mrs Tropeano stated that she would like to be involved on the Working Group.

**RECOMMENDED** on the motion of Virginia Tropeano and Councillor Paul Snaidero that the Committee note the information in the report and the financial position at the end of April 2017 and that a Working Group be formed to investigate and address the issues discussed in the report.

### **CL03 SENIOR CITIZENS CENTRE UPDATE**

Mr Anson provided an update on the storeroom development at the Senior Citizens Centre.

- Construction of storeroom is complete.
- Final inspection has been carried out.
- Flooring still to be installed – approximately \$3,000.
- Installation of storage cupboards - \$750. Materials were donated.
- Approx. 60 persons have donated their time to the storeroom development.
- Mr Anson is currently checking names/spelling of those that assisted, names will be included on the honour board.
- Appropriate signage is currently being looked into.
- Official opening of the storeroom extension is currently being planned.

The Chair congratulated Mr Anson for his dedication and the work and time he has put into the storeroom project.

The Chair advised that earlier in the day the Transport Committee met during which they discussed timed parking at the Senior Citizens Centre. The following was reported.

- 8 parking spaces (3 hour time limit) to be installed.
- In addition there will be 2 disabled parking spaces.
- Will be trialled for a period of 3 months, feedback to be provided.
- May need to gather statistics on the adequacy of the number of parking spaces.

**RECOMMENDED** on the motion of Ron Anson and Councillor Paul Snaidero that the Committee note the report.

### **CL04 GRIFFITH, YENDA & BAGTOWN CEMETERIES**

Mr Craig provided an update on the Griffith, Yenda and Bagtown Cemeteries.

- Income exceeding original budget.

- Operational budget is tracking as expected.
- Construction of below ground vaults is progressing, at this point of time unsure if the vaults will be completed by the end of the financial year.
- Bagtown Cemetery being maintained on a regular basis.
- Update:
  - Number of available plots - Lawn 4 – 577
  - Number of available plots - Lawn 5 – 136
  - Number of reserved plots – Lawn 4 – 51 (exclusive of the 577 available plots)
  - Number of reserved plots – Lawn 5 – 48 (exclusive of the 136 available plots)
  - Number of Lawn interments for 2016 – 56
  - Number of Lawn interments for 2017 (to date) - 38
  - Average number of Lawn interments – 60 p.a.

Councillor Snaidero enquired if the construction of inground vaults is not completed before the end of the financial year, if the remaining cost could be carried over into the next financial year.

Mr Craig advised that this would not be an issue and that the project costs would carry over.

**RECOMMENDED** on the motion of Councillor Eddy Mardon and Ron Anson that the information be received.

#### **CL05 REVIEW OF CEMETERY MANAGEMENT PLAN 2009**

The Chair advised that it has been a number of years since the Cemetery Management Plan has been reviewed and that the intention would be to form a Working Group to be part of the review process. It was suggested that the Working Group comprise a representative of each of the three local Funeral Directors, a number of Councillors and staff and a number of community members. Total membership number still to be determined.

The Director Infrastructure & Operations, Mr King stated that he encouraged Committee members to talk to members of the community who may be interested in joining the Working Group and encourage them to join.

Mrs Tropeano volunteered to be a member of the Working Group.

The Chair stated that the review process could take a number of months, given the time it would take to form the Working Group, hold meetings, review the Plan and exhibit the draft for public comment and adoption by Council.

Mr King stated that there would be a moratorium on the removal of ornaments from grave sites at the Cemeteries until the review process has been completed.

Mrs Tropeano enquired what had instigated Council in the first instance to remove the ornaments from the grave sites.

Mr King stated that there was not one particular thing or event and that the rules have always been in place.

Discussion took place on the placement of items on grave sites, including their proximity to the edge of the grave site, breakable and non-breakable items, and encroachment on nearby graves etc.

Mrs Tropeano stated that she could understand the removal of breakable items but could not understand why everything (which included non-breakable items) had to be removed and why Council's action was a 'blanket approach' and not just targeted to those that had placed

breakables and/or an excessive number of items on graves sites.

Councillor Snaidero stated that there have always been rules and that people have placed ornaments of grave sites for many years, however over time this has got 'out of hand' and it is now timely to review the Cemetery Management Plan and call for community consultation which will take on board safety issues, by laws, community comment etc.

The Chair displayed photographs of lawn grave sites at other Cemeteries such as Wagga, Albury and Shepparton and stated that although we are not trying to be like them there is a need to be consistent.

Mr King stated that staff notified the public (by the placement of cards on grave sites) and that in most instances this was positively received with approximately 80% removing ornaments and embellishments themselves.

Mrs Tropeano questioned the timing of the notification, being immediately after Mother's Day.

Mr King advised that the notification process had begun in April and that although it was stated that the ornaments and embellishments should be removed within 6 weeks, Council did not take any action until well after 8 weeks.

Mrs Tropeano stated the notification for interments in the Lawn 5 section was received around Mother's Day which was very upsetting and further stated that Council has contributed to the problem. Mrs Tropeano suggested that Council needs to do something about the vases that are provided in Lawn 5 as these are inadequate in size and design and that an alternative is needed.

The Chair advised that the different style of vases throughout the various lawn sections of the Cemetery has been recognised and suggested that Council needs to find something that can be respectfully used until the review process is complete.

**RECOMMENDED** on the motion of Councillor Paul Snaidero and Virginia Tropeano that the Cemetery Working Group as adopted at the 13 December 2016 Ordinary Meeting of Council (Minute No. 16/360) be activated to commence the review of the Cemetery Management Plan.

## **CL06 DALTON PARK**

Mr Craig provided an update on Dalton Park.

- Budget tracking well.
- Not a lot of activity at Dalton Park at the moment.
- Current condition of roads is good.
- A couple of dozen Crepe Myrtles are being planted on the inner boundary of the enclosure.
- Riding for Disabled - old cottage has been removed. Approval currently being sought from Council to erect a transportable structure.
- To date no formal bookings have been received for race days.

**RECOMMENDED** on the motion of Ron Anson and Councillor Paul Snaidero that the information be received.

## **6 OUTSTANDING ACTION REPORT**

Meeting Date 08.09.15 – Norwood Park Ltd – Crematorium & Cemetery  
Council has visited various Crematoriums. Ongoing.



Meeting Date 08.09.15 – Dalton Park – Plan for Fencing & Type of Fencing Preferred

Mrs Donaldson checked if cost of drainage and fencing at Dalton Park has been listed for budget consideration – has been placed “below the line”. Ongoing.

Meeting Date 08.09.15 – Review of Cemetery Management Plan

Discussed at this meeting. Ongoing.

Meeting Date 07.03.17 – Senior Citizens Centre Update – Parking

Currently being addressed. Remove from the Outstanding Action Report.

Meeting Date 07.03.17 – Acquisition of Defibrillator

Update provided at this meeting. Insurance being sorted. Ongoing.

Meeting of 07.03.17 – Request for Information re Number of Cremations

May fall under the review of the Cemetery Management Plan. Ongoing.

## **7 GENERAL BUSINESS**

### **7.1 Local Sport Defibrillator Grants Program**

Mrs Hams enquired if the Local Sport Defibrillator Grants Program 2017/18 which will allocate \$4 million over four years to assist sporting clubs across NSW to purchase and maintain Automatic External Defibrillators (AEDs) would be applicable to events held at Jubilee Oval and asked if this could be investigated.

### **7.2 Amenities Block – Pony Club**

Mrs Tropeano enquired if the amenities block at the Pony Club was the responsibility of Council or the Pony Club.

Mr Craig advised that the responsibility would be covered in the lease agreement.

Mrs Tropeano asked if perhaps any grants would be available for the upgrade of the amenities.

Mr Anson suggested that perhaps the Building Community Partnership Grants could be investigated for this purpose.

Mr King stated that he was not sure of the eligibility and that he would refer this matter to Council's Grants Officer.

## **8 NEXT MEETING**

The next meeting of the General Facilities Committee is to be held on Tuesday, 5 September 2017 at 4:00 pm

There being no further business the meeting terminated at 5.08 pm.

Confirmed: .....

CHAIRPERSON

**TITLE** Outstanding Action Report

**TRIM REF** 17/62469

---

**RECOMMENDATION**

The report be noted.

**ATTACHMENTS**

(a) Outstanding Action Report [↓](#)

84

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
13 June 2017	<b>QUESTION FROM COUNCILLOR SNAIDERO</b>	DSD	41472		<p><b>“I have a discussion with a developer, whom has developed land in both Griffith City Council and Carrathool Shire. In Griffith City the alleged fees were \$125k for 12 sheds, in Carrathool \$25k for 18 sheds. Could a report be supplied to Council with a fee comparison.”</b></p> <p>The General Manager stated that he welcomed the opportunity to bring a report before Council on this matter.</p>	28/06/2017: To be reported to Council 11 July.
13 June 2017	<b>NOTICE OF MOTION - CYCLEWAY PATH BETWEEN GRIFFITH AND HANWOOD</b>	DIO	41468	17/151	<p><b>RESOLVED</b> on the motion of Councillors Dino Zappacosta and Simon Croce that Council prepare a report on a cycleway path between Griffith and Hanwood ending at the intersection of Murphy Road and Kidman Way. Report to include approximate costs and possible placement of path along Kidman Way.</p>	3/07/2017: Report to be presented in August 2017.
13 June 2017	<b>MINUTES OF THE COMMUNITIES COMMITTEE MEETING HELD ON 16 MAY 2017</b>	CDC	41464	17/146	<p><b>RESOLVED</b> on the motion of Councillors Doug Curran and Anne Napoli that the Minutes of the Communities Committee meeting held on 16 May 2017 be adopted with the exception of the recommendation made in Clause 07 – Aboriginal Projects and Update, to lay on the table pending further information.</p>	22/06/2017: Comments noted regarding TSI flag.

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
13 June 2017	<b>REVIEW OF COUNCIL'S LOCAL POLICIES</b>	MES	41451	17/138	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Doug Curran that:</p> <p>(a) Council endorse the amended/reviewed local policies as per Attachment (A) to the report.</p> <p>(b) The draft local policies be placed on public exhibition for a period of 28 days allowing 42 days for submissions to be received from the date of advertising.</p> <p>(c) Following the public exhibition period, a further report be presented to Council to adopt the draft local policies or to consider submissions received.</p> <p>The General Manager asked if an enquiry could be made with the Department of Planning on how the suggested amendment put forward by Councillor Napoli would be interpreted by the Department. The response from the Department of Planning to be provided to Councillors and the information be taken into consideration during the policy review and exhibition period.</p>	15/06/2017: On submission until 28 July 2017. Further report to consider submissions and adopt.
			41454			
13 June 2017	<b>POLICY REVIEW: GIFTS &amp; BENEFITS POLICY; ACCESS TO</b>	MES	41447	17/134	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Christine Stead that:</p>	15/06/2017: On exhibition until 14 July 2017. If no submissions, date of

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
	<b>COUNCIL INFORMATION BY COUNCILLORS &amp; COUNCILLOR AND STAFF INTERACTION POLICY; COMPLAINTS MANAGEMENT POLICY</b>				<p>(a) Council place the following draft revised Policies on public exhibition for 28 days:</p> <p>i) (GC-CP-407) Gifts and Benefits Policy;</p> <p>ii) (GC-CP-415) Access to Council Information by Councillors &amp; Councillor and Staff Interaction Policy and</p> <p>iii) (GC-CP-601) Complaints Management Policy.</p> <p>(b) If any submissions are received, a further report be prepared for Council.</p> <p>(c) If no submissions are received, the draft policies be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.</p>	adoption will be 14 July 2017. If submissions, further report to be submitted.
13 June 2017	<b>NOTICE OF MOTION - POLICY ON ORNAMENTS PLACED AT CEMETERY GRAVE SITES</b>	DIO	41443	17/130	<p><b>RESOLVED</b> on the motion of Councillors Dino Zappacosta and Simon Croce that:</p> <p>(a) As a matter of urgency, Council review the policy on ornaments placed at grave sites at the Griffith and Yenda Cemeteries.</p> <p>(b) A moratorium be in place on the removal of ornaments placed on grave sites at Griffith and Yenda</p>	3/07/2017: Cemetery Working Group being established to undertake the review.

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
					<p>Cemeteries until the review process is completed.</p> <p>(c) Cemetery rules to apply to any new interments from this point forward until the review process is completed.</p>	
9 May 2017	<b>CONTAMINATED LAND MANAGEMENT POLICY</b>	EHSC	39919	17/097	<p><b>RESOLVED</b> on the motion of Councillors Simon Croce and Deb Longhurst that in accordance with Council's obligations described in this report that:</p> <p>(a) The "Policy Document – Contaminated Land Management Policy" be placed on public exhibition for a period of twenty eight days.</p> <p>(b) If submissions are received, a further report be prepared for Council. If no submissions are received, the policy be adopted.</p> <p>(c) The inclusion in the Contaminated Land Register of contaminated or potentially contaminated land sites within the Griffith LGA be delegated to the Director of Sustainable Development.</p>	<p>19/05/2017: On public exhibition until 9 June 2017.</p> <p>19/06/2017: Additional information from the department under consideration.</p> <p>3/07/2017: Report to be presented to the Council Meeting on 11 July 2017.</p>
28 March 2017	<b>PURCHASE OF LAKE WYANGAN FARMS - 2 SMEETH ROAD &amp; 77 MCCARTHY ROAD BY</b>	CPO	38347	17/073	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Rina Mercuri that:</p>	<p>2/5/2017: EOI documentation in preparation.</p>



Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
	<b>NORDCON LAND</b>				<p>(a) Council terminate negotiations with Nordcon Land over the sale of 2 Smeeth Road and 77 McCarthy Road, Lake Wyangan.</p> <p>(b) Council commence a new Expression of Interest process for the sale of 2 Smeeth Road and 77 McCarthy Road, Lake Wyangan.</p>	<p>15/5/2017: EOI advertised to close 4 pm 9 June 2017.</p> <p>19/06/2017: EOI to be reported to the Council Meeting 25 July 2017.</p>
28 February 2017	<b>REQUEST FOR COSTING FOR LIVE STREAMING COUNCIL MEETINGS</b>	MES	37001		The Mayor requested that the Manager Executive Services investigate the costs for live streaming of Council Meetings for the consideration of Councillors.	<p>2/3/2017: Meeting scheduled with IT to research options and approach suppliers for quotation.</p> <p>15/5/2017: One quotation received and seeking an alternate with a report to follow in due course.</p> <p>19/06/2017: To be presented at the 20 June 2017 Workshop.</p>
22 November 2016	<b>BUILDING PROFESSIONALS BOARD INVESTIGATION - INITIAL REPORT</b>	GM	33663	16/353	<b>RESOLVED</b> on the motion of Councillors Dino Zappacosta and Mike Neville that Council consider a submission to the Building Professionals Board at the Ordinary Meeting of 13 December 2016.	<p>5/12/2016: Presented at the Council Meeting 13 December 2016.</p> <p>16/12/2016: Response to BPB Report and Submission adopted by Council. Document forwarded to Board and Office of Local</p>

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
						<p>Government.</p> <p>6/2/2017: Recommendations being implemented. Progress will be reported to Council in conjunction with quarterly review of operations.</p> <p>2/5/2017: No further update received to date.</p> <p>19/06/2017: No further information received.</p>
25 October 2016	<b>QUESTION FROM COUNCILLOR PAUL SNAIDERO – WIDGELLI FREIGHT HUB</b>	GM	32598		<p><i>“Could an update be provided by the Economic Development Manager, re the establishment of the Widgelli Freight Hub; there is an issue now with increased container traffic movements, and plus coming from the users railway yard.”</i></p> <p>Mr Stonestreet advised a DA had been approved by Council for the Freight Hub, however it had not been acted upon. He added he would speak with the Economic Development Manager and report back to the Councillors.</p> <p>The Mayor, Councillor John Dal Broi stated the Developer had five years to enact on the approved development, adding negotiations were underway with the Wumbulgal consortium. He advised he was happy to make representations</p>	<p>09/11/2016: Update reported to Councillors via email. Col Rees group to visit Griffith week commencing 14 Nov 2016.</p> <p>20/03/2017: No further discussions held.</p>

Council Meeting Date	Meeting Item	Action Officer	CRM No.	Minute No.		Additional Information
					through the local member, Hon. Adrian Piccoli to have a meeting with the Minister for Roads, Maritime and Freight, Duncan Gay.	