



## Ordinary Meeting

# BUSINESS PAPER

**Tuesday, 12 April 2022 at 7:00pm**

Griffith City Council Chambers

Phone: 1300 176 077

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

Doug Curran (Mayor)  
Glen Andreazza (Deputy Mayor)  
Shari Blumer  
Simon Croce  
Jenny Ellis  
Manjit Singh Lally  
Melissa Marin  
Anne Napoli  
Christine Stead  
Christopher Sutton  
Laurie Testoni  
Dino Zappacosta

[dcurran@griffith.com.au](mailto:dcurran@griffith.com.au)  
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## MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

Council generally meets every second and fourth Tuesday of the month at 7.00 pm in the Council Chambers.

### Addressing the Council on Business Paper matters

Members of the public are welcome to attend Council Meetings and address the Council on agenda items provided proper notice is given. Visit Council's website for more information. To apply to address Council on Business Paper matters, please complete an online [Public Address to Council Declaration Form](#) before 12:00 noon on 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 1300 176 077.

### Direct correspondence to the General Manager

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

For more information on public participation refer to [Council's Agency Information Guide](#).

## **Councillors' obligations under the Oath or Affirmation of Office are as follows:**

### **Oath**

I [*name of Councillor*] swear that I will undertake the duties of the office of Councillor in the best interests of the people of Griffith and the Griffith City Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

### **Affirmation**

I [*name of Councillor*] solemnly and sincerely declare and affirm that I will undertake the duties of the office of Councillor in the best interests of the people of Griffith and the Griffith City Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the [Local Government Act 1993](#) or any other Act to the best of my ability and judgment.

## **Councillors' obligations under the Code of Conduct in relation to conflicts of interest include:**

### [What is a pecuniary interest?](#)

A pecuniary interest is an interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you or a person referred to in clause 4.3 of the Code of Conduct.

### [Disclosure of pecuniary interests at meetings](#)

A Councillor who has a pecuniary interest in any matter with which Council is concerned, and who is present at a meeting of Council at which the matter is being considered, must disclose the nature of the interest to the meeting as soon as practicable.

The Councillor must not be present at, or in sight of, the meeting of Council:

- (a) at any time during which the matter is being considered or discussed by Council, or
- (b) at any time during which the Council is voting on any question in relation to the matter.

### [What is a non-pecuniary conflict of interest?](#)

Non-pecuniary interests are private or personal interests a Council official has that do not amount to a pecuniary interest as defined in clause 4.1 of the Code of Conduct. A non-pecuniary conflict of interest exists where a reasonable and informed person would perceive that you could be influenced by a private interest when carrying out your official functions in relation to a matter.

### [Managing non-pecuniary conflicts of interest](#)

Where Councillors have a non-pecuniary conflict of interest in a matter they must disclose the relevant private interest they have in relation to the matter fully and in writing as soon as practicable after becoming aware of the non-pecuniary conflict of interest.

[Click here to lodge and online Conflict of Interest Form.](#)

How Councillors manage a non-pecuniary conflict of interest will depend on whether or not it is significant.

A non-pecuniary conflict of interest will be significant where it does not involve a pecuniary interest, but it involves:

- (a) ***a relationship between a Councillor and another person who is affected by a decision or a matter under consideration that is particularly close, such as a current or former spouse or de facto partner, a relative or another person from the Councillor's extended family that the Councillor has a close personal relationship with, or another person living in the same household***
- (b) other relationships with persons who are affected by a decision or a matter under consideration that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of contact and the duration of the friendship or relationship.
- (c) an affiliation between the Councillor and an organisation (such as a sporting body, club, religious, cultural or charitable organisation, corporation or association) that is affected by a decision or a matter under consideration that is particularly strong. The strength of a Councillor's affiliation with an organisation is to be determined by the extent to which they actively participate in the management, administration or other activities of the organisation.
- (d) membership, as the Council's representative, of the board or management committee of an organisation that is affected by a decision or a matter under consideration, in circumstances where the interests of Council and the organisation are potentially in conflict in relation to the particular matter
- (e) a financial interest (other than an interest of a type referred to in clause 4.6 of the Code of Conduct) that is not a pecuniary interest for the purposes of clause 4.1 of the Code of Conduct
- (f) the conferral or loss of a personal benefit other than one conferred or lost as a member of the community or a broader class of people affected by a decision.

If the significant non-pecuniary conflict of interest arises in relation to a matter under consideration at a Council meeting, Councillors must manage the conflict of interest as if a Councillor had a pecuniary interest in the matter by complying with clauses 4.28 and 4.29 of the Code of Conduct. That is, a Councillor who has a significant non-pecuniary interest in a matter under consideration at a Council meeting must disclose the nature of the interest to the meeting as soon as practicable. The Councillor must not be present at, or in sight of, the meeting of Council:

- (a) at any time during which the matter is being considered or discussed by Council, or
- (b) at any time during which the Council is voting on any question in relation to the matter.

***If Councillors determine that they have a non-pecuniary conflict of interest in a matter that is not significant and does not require further action, when disclosing the interest they must explain in writing why they consider that the non-pecuniary conflict of interest is not significant and does not require further action in the circumstances.***

Councillors should refer to Council's Code of Conduct policy for further information in relation to managing conflicts of interest at Council Meetings.

# REPORT AUTHORS AND AREAS OF RESPONSIBILITY

## Senior Management Team

General Manager  
Director Economic & Organisational Development  
Director Business, Cultural & Financial Services  
Director Infrastructure and Operations  
Director Sustainable Development  
Director Utilities

Brett Stonestreet  
Shireen Donaldson  
Max Turner  
Phil King  
Phil Harding  
Graham Gordon

## Economic & Organisational Development

Governance Manager/Public Officer and Right to Information Officer  
HR & Risk Manager  
Workforce Planning Manager  
IT Manager  
Tourism Manager  
Information Manager  
Acting Information Management Administrator

Leanne Austin  
Kylie Carusi  
Nick DeMartin  
Mike Gaze  
Mirella Guidolin  
Joanne Savage  
Jeanette Franco

## Business, Cultural & Financial Services

Finance Manager  
Asset Management Coordinator  
Library Manager  
Griffith Regional Arts and Museum Manager  
Leisure Services Manager

Vanessa Edwards  
Andrew Keith  
Karen Tagliapietra  
Margaret Andreazza  
Alan Anderson

## Infrastructure & Operations

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

Manjit Chugha  
Shree Shrestha  
Peter Craig  
Steve Croxon

## Sustainable Development

Planning & Environment Manager  
Acting Development Assessment Coordinator  
Senior Development Assessment Planner  
Urban Strategic Design & Major Projects Manager  
Project Planner  
Environmental Health & Compliance Coordinator  
Principal Officer – Environment  
Corporate Property Officer & Native Title Coordinator  
Building Certification Coordinator  
Airport Facility Coordinator

Carel Potgieter  
Kerry Rourke  
Patterson Ngwira  
Peter Badenhorst  
Melanie Vella  
Merryn Benham  
Vacant  
Daphne Bruce  
Vacant  
Alan Buckley

## Utilities

Engineering Design & Approvals Manager  
Waste Operations Manager  
Water & Wastewater Manager

Joe Rizzo  
John Roser  
Durgananda Chaudhary

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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 12 APRIL 2022 AT 7:00PM**

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### MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 12 April 2022**.

In accordance with Griffith City Council's Code of Meeting Practice and as permitted

under the Local Government Act 1993, this meeting is being live streamed and recorded by Council staff for minute taking and webcasting purposes.

No other webcasting or recording by a video camera, still camera or any other electronic device capable of webcasting or recording is permitted without the prior approval of Council.

Those that are participating in this meeting are advised that your image and what you say will be broadcast live to the public and will also be recorded. You should avoid making statements that might defame or offend and note that Council will not be responsible for your actions and comments.

Members of the public may address Council in relation to the items listed in this Agenda by contacting Council on 1300 176 077 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 Applications for a Leave of Absence or Attendance by Audio-visual Link by Councillors
  - 3 Confirmation of Minutes
  - 4 Business Arising
  - 5 Declarations of Interest
  - 6 Presentations
  - 7 Mayoral Minutes
  - 8 General Manager's Report
- 
- |      |     |   |
|------|-----|---|
| CL01 | p22 | Agritourism Definitions and Clauses - Department of Planning Reforms      |
| CL02 | p25 | Short Term Licence Agreement - Griffith Rodeo Club Inc.                   |
| CL03 | p31 | Griffith City Council - Special Rate Variation Application 2022/23 Budget |



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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 22 MARCH 2022 COMMENCING AT 7:00PM**

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**PRESENT**

The Mayor, Doug Curran in the Chair; Councillors, Anne Napoli, Dino Zappacosta, Shari Blumer, Melissa Marin, Simon Croce, Manjit Singh Lally, Christine Stead, Glen Andreazza, Laurie Testoni, Jenny Ellis and Chris Sutton

**STAFF**

General Manager, Brett Stonestreet, Director Economic & Organisational Development, Shireen Donaldson, Director Utilities, Graham Gordon, Director Sustainable Development, Phil Harding, Director Infrastructure & Operations, Phil King, Director Business, Cultural & Financial Services, Max Turner and Minute Taker, Brittany Everett

**MEDIA**

Cai Holroyd, The Area News

**1 COUNCIL PRAYER AND ACKNOWLEDGEMENT OF COUNTRY**

The Meeting opened with Councillor Simon Croce reading the Council prayer and the Acknowledgement of Country.

**2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS**

No apologies or requests for leave of absence were received.

**3 CONFIRMATION OF MINUTES**

22/076

**RESOLVED** on the motion of Councillors Dino Zappacosta and Laurie Testoni that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 8 March 2022, having first been circulated amongst all members of Council, be confirmed.

For  
Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally

Against

Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

#### **4 BUSINESS ARISING**

Nil

#### **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**

There were no significant non-pecuniary interests declared.

#### **6 PRESENTATIONS**

22/077

**RESOLVED** on the motion of Councillors Christine Stead and Glen Andreazza that the meeting suspend standing orders.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

Mayor Doug Curran presented Certificates of Service to former Councillors Deb Longhurst and Eddy Mardon.

Mayor Doug Curran presented a Local Government Outstanding Service Award, Certificate of Service and Local Government Medals to former Councillor and Mayor, John Dal Broi.

The General Manager, Brett Stonestreet presented a Local Government Merit Award to Mayor Doug Curran.

22/078

**RESOLVED** on the motion of Councillors Christine Stead and Glen Andreazza that the meeting resume standing orders.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

## **7 MAYORAL MINUTES**

Nil

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

### **CL01 FLOODPLAIN MANAGEMENT AUSTRALIA NATIONAL CONFERENCE 2022**

22/079

**RESOLVED** on the motion of Councillors Manjit Singh Lally and Christine Stead that:

- (a) Council be represented at the 2022 Floodplain Management Australia National Conference to be held in Toowoomba from 17 – 20 May 2022.
- (b) Councillor Dino Zappacosta and General Manager (or delegate) attend the Conference.
- (c) Expenses to attend the Conference be paid by Council in accordance with the Councillors Payment of Expenses and Provision of Facilities Policy.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

## **CL02 2022 FEDERAL ELECTION CAMPAIGN**

22/080

**RESOLVED** on the motion of Councillors Anne Napoli and Simon Croce that:

- (a) Council supports the national funding priorities of the Australian Local Government Association (ALGA), which would contribute an estimated \$6.46 billion per year to Australia's GDP and create 43,444 jobs; and
- (b) Council agrees to support and participate in the Australian Local Government Association's advocacy for their endorsed national funding priorities by writing to the local Federal Member(s) of Parliament, all known election candidates in local Federal electorates and the President of the Australian Local Government Association to:
  - i. Express support for ALGA's funding priorities
  - ii. Identify priority local projects and programs that could be progressed with the additional financial assistance from the Federal Government being sought by ALGA, and
  - iii. Seek funding commitments from the members, candidates and their partners for these identified local projects and programs.

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

## **CL03 SUPERANNUATION CONTRIBUTIONS FOR COUNCILLORS**

22/081

**RESOLVED** on the motion of Councillors Glen Andreazza and Christine Stead that:

- (a) Council determine to make superannuation contribution payments to Councillors starting 1 July 2022 in accordance with the Superannuation Guarantee requirements.
- (b) Superannuation contribution payments for Councillors be taken into account when developing and adopting the 2022/2023 Annual Budget and Long Term Financial Plan.
- (c) Councillors' superannuation contribution payments be included in the draft Councillors Payment of Expenses and Provision of Facilities policy prior to going on public exhibition.

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer

Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

**CL04 ENDORSEMENT OF DRAFT COUNCILLOR PAYMENT OF EXPENSES AND PROVISION OF FACILITIES POLICY FOR PUBLIC EXHIBITION**

22/082

**RESOLVED** on the motion of Councillors Simon Croce and Glen Andreazza that:

- (a) Council place the draft revised Councillors Payment of Expenses and Provision of Facilities Policy (GC-CP-407) on public display for 28 days.
- (b) If any submissions are received, a further report be prepared for Council.
- (c) If no submissions are received, the draft policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

**CL05 ENDORSEMENT OF DRAFT MODEL CODE OF MEETING PRACTICE POLICY FOR PUBLIC EXHIBITION**

22/083

**RESOLVED** on the motion of Councillors Glen Andreazza and Christine Stead that:

- (a) Council endorse the draft Model Code of Meeting Practice, Attachment (a) of the report, including the supplementary provisions.
- (b) The draft Model Code of Meeting Practice be placed on public exhibition 28 days and provide members of the community at least 42 days in which to comment on the draft Code.
- (c) If any submissions are received, a further report be prepared for Council.
- (d) If no submissions are received, the draft Model Code of Meeting Practice policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

**CL06 DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN - MARCH 2022**

22/084

**RESOLVED** on the motion of Councillors Glen Andreazza and Chris Sutton that the Disclosures by Councillors and Designated Persons Return for Councillors elected for the 2021-2024 term be noted.

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

**CL07 ADOPTION OF COUNCIL COMMITTEES POLICY**

22/085

**MOVED** on the motion of Councillors Shari Blumer and Jenny Ellis that Council adopt the Council Committees policy attached to the report with an amendment made to delete the section 3.28 Media in its entirety.

Councillor Simon Croce **FORESHADOWED** the **MOTION** to remove 3.28 Media in its entirety however, include a section that states that any statements made to the media representing the Committee in its entirety must be made directly from the Chair, personal statements and/or opinions can be made to the media whilst acknowledging membership on the Committee.

**RESOLVED** on the motion of Councillors Shari Blumer and Jenny Ellis that Council adopt the Council Committees policy attached to the report with an amendment made to delete the section 3.28 Media in its entirety.

For  
Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against  
Councillor Simon Croce

**The division was declared PASSED by 12 votes to 0.**

Mayor Doug Curran advised that as the original Motion was carried the Foreshadowed Motion does not require a vote.

### **CL08 FINALISATION OF 2021/22 COMMUNITY GRANT FUNDS**

22/086

**RESOLVED** on the motion of Councillors Dino Zappacosta and Christine Stead that Council allocate unsubscribed funding from the Community Grants budget for:

- (a) NSW Rural Doctors Network Bush Bursary (\$3,000).
- (b) Individual applications for Sporting Achievement (National or State).
- (c) Small assistance payments (up to \$200) to community groups seeking assistance with planned events by application until funds are exhausted.

For  
Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

### **CL09 2021 - 2024 COUNCIL COMMITTEE STRUCTURE**

22/087

**RESOLVED** on the motion of Councillors Shari Blumer and Manjit Singh Lally that:

- (a) Council appoint Councillor representatives to each of the Community Strategic Plan themes (Attachment a of the Agenda) as follows:

Leadership Theme: Mayor & Councillors

Love the Lifestyle Theme: Councillors Laurie Testoni, Jenny Ellis, Shari Blumer & Manjit Singh Lally

Growing Our City Theme: Councillors Christine Stead, Simon Croce, Mel Marin & Anne Napoli

Valuing Our Environment Theme: Councillors Dino Zappacosta, Doug Curran, Chris Sutton & Glen Andreazza.

- (b) Council adopt the proposed Committee Restructure for 2021-2024 (Attachment b of the Agenda) to align with the Community Strategic Plan and confirm the following Committees of Council:

Council Committee:

- (i) Community Opinion Group (COG)
- (ii) Cultural Precinct Masterplan Committee
- (iii) Pioneer Park Museum Committee
- (iv) Memorial Park Gardens Embellishment Committee
- (v) Disability Inclusion & Access Committee
- (vi) New Cemetery Masterplan Committee
- (vii) Lake Wyangan and Catchment Management Committee

Statutory Committees:

- (i) Floodplain Management Committee
- (ii) Traffic Committee
- (iii) Local Emergency Management Committee
- (iv) Audit Risk & Improvement Committee

- (c) Council appoint one Councillor to each Council Committee as Chairperson for the current term of Council and one Councillor as Alternate Member as listed in Attachment (b) Councillor Nominations for Committee Membership.

- Community Opinion Group: Mayor Doug Curran (Chair) & All Councillors
- Audit, Risk & Improvement Committee (Independent Chair): Cr Manjit Singh Lally & Alternate Cr Christine Stead
- Cultural Precinct Masterplan Committee: Cr Jenny Ellis (Chair) & Alternate Cr Shari Blumer
- Pioneer Park Museum Committee: Mayor Doug Curran (Chair), Cr Anne Napoli (as per Minutes of 8 March 2022)
- Memorial Park Gardens Embellishment Committee: Cr Lauri Testoni (Chair) & Alternate Cr Jenny Ellis
- Disability Inclusion & Access Committee: Cr Shari Blumer (Chair) & Alternate Cr Laurie Testoni
- Traffic Committee: Cr Anne Napoli (Chair) & Alternate Cr Simon Croce
- New Cemetery Masterplan: Cr Croce (Chair) & Alternate Cr Mel Marin
- Lake Wyangan and Catchment Management Committee: Mayor Doug Curran (Chair) & Alternate Cr Chris Sutton
- Floodplain Management Committee: Cr Dino Zappacosta (Chair) & Alternate Cr Glen Andreazza.

- (d) Council appoint one Councillor to the Western Riverina Arts Board Cr Jenny Ellis.

- (e) Council appoint two Councillors to the Western Riverina Libraries Committee (Councillors Christine Stead (delegate) & Shari Blumer (alternate)).

- (f) Council establish an Aboriginal Advisory Committee under advice from and in partnership with local Aboriginal agencies.

- (g) Council write to all previous Committee members to advise of the new Committee

structure and of the forthcoming opportunity to nominate for memberships to the new Council Committees.

- (h) Council advertise for community representation on the Council Committees, with nominations being considered by the Councillors appointed to each Committee prior to recommendation to Council in a further report with the exception of:
- Pioneer Park Museum Committee: Community representatives be appointed as per resolution of Council 26 October 2021.
  - Traffic Committee: Statutory Committee with prescribed stakeholder membership.
  - Aboriginal Advisory Committee: Community representation to be determined in consultation with local Aboriginal agencies.
- (i) At the first meeting of each new Committee, the Committee review the draft Terms of Reference for recommendation to Council for adoption.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

#### **CL10 FINAL ENDORSEMENT OF COMMUNITY STRATEGIC PLAN 2022-2032**

22/088

**RESOLVED** on the motion of Councillors Simon Croce and Manjit Singh Lally that Council endorse the Community Strategic Plan 2022-2032 as attached to the report including proposed amendments in below table.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

**CL11 RENEWAL OF LICENCE AGREEMENT FOR SIX CAR PARK SPACES - YENDA PRESCHOOL KINDERGARTEN INC.**

22/089

**RESOLVED** on the motion of Councillors Laurie Testoni and Christine Stead that:

- (a) Council enter into a licence agreement with Yenda Preschool Kindergarten Inc. for six car parking spaces located on the road reserve adjoining Lot 979 DP 751728, Bingar Street Yenda.
- (b) Yenda Preschool Kindergarten Inc. pay all applicable costs and charges associated with preparing the licence agreement together with Council's Administration Fee of \$467.
- (c) Council not charge an annual licence fee for the car parking spaces on Council's road reserve.
- (d) Council authorised the Mayor and General Manager to sign and seal the licence agreement under the common seal, if so required.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

**CL12 ENDORSEMENT TO REFINANCE LOAN & AUTHORISATION TO USE COUNCIL SEAL ON LOAN DOCUMENTS**

22/090

**RESOLVED** on the motion of Councillors Shari Blumer and Simon Croce that:

- (a) Council endorse the refinancing of a loan of \$3,653,000 in relation to the Griffith Water Reclamation Plant.
- (b) Council authorise the use of the Council Seal and the signing of the loan documents with National Australia Bank.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni

Against

Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

## **9 INFORMATION REPORTS**

Nil

## **10 ADOPTION OF COMMITTEE MINUTES**

### **MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 8 FEBRUARY 2022**

22/091

**RESOLVED** on the motion of Councillors Anne Napoli and Chris Sutton that the recommendations as detailed in the Minutes of the Traffic Committee meeting held on 8 February 2022 be adopted.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

## **11 BUSINESS WITH NOTICE – RESCISSION MOTIONS**

Nil

## **12 BUSINESS WITH NOTICE – OTHER MOTIONS**

Nil

## **13 OUTSTANDING ACTION REPORT**

22/092

**RESOLVED** on the motion of Councillors Glen Andreazza and Melissa Marin that the report be noted.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce

Against

Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

#### **14 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.**

22/093

**RESOLVED** on the motion of Councillors Anne Napoli 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.**

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

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 CONTRIBUTION OF LAND TOWARDS BOORGA ROAD REALIGNMENT -  
FRANCESCO & RUTH SCARFONE**

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

Council closed its meeting at 7:36pm. The public and media left the Chamber. Livestream was disconnected.

**REVERSION TO OPEN COUNCIL**

22/094

**RESOLVED** on the motion of Councillors Christine Stead and Glen Andreazza that Open Council be resumed.

For

Against

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

**The division was declared PASSED by 12 votes to 0.**

Open Council resumed at 7:45pm. Livestream was reconnected.

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

**MATTERS DEALT WITH IN CLOSED COUNCIL**

**CC01 CONTRIBUTION OF LAND TOWARDS BOORGA ROAD REALIGNMENT -  
FRANCESCO & RUTH SCARFONE**

22/095

**RESOLVED** on the motion of Councillors Glen Andreazza and Laurie Testoni that:

- (a) Council acknowledge and accept the contribution of land from Francesco and Ruth Scarfone, towards the project for realignment of Boorga Road, being part Lot 162 DP 751730.
- (b) All costs and charges in relation to the transfer of land be payable by Council.
- (c) The Mayor and General Manager be authorised to sign and seal all documents in relation to the transfer of the land to Council, under Common Seal, if required.

For

Councillor Doug Curran  
Councillor Anne Napoli  
Councillor Dino Zappacosta  
Councillor Shari Blumer  
Councillor Melissa Marin  
Councillor Simon Croce  
Councillor Manjit Singh Lally  
Councillor Christine Stead  
Councillor Glen Andreazza  
Councillor Laurie Testoni  
Councillor Jenny Ellis  
Councillor Chris Sutton

Against

**The division was declared PASSED by 12 votes to 0.**

There being no further business the meeting terminated at 7:47 pm.

Confirmed: .....

CHAIRPERSON

**CLAUSE** CL01**TITLE** Agritourism Definitions and Clauses - Department of Planning Reforms**FROM** Kelly McNicol, Consultant Planner**TRIM REF** 22/36117

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### **SUMMARY**

The Department of Planning and Environment (the Department) has introduced state-wide amendments to Local Environmental Plans to support agritourism. The Department has asked Council's if they would like to opt-in to the proposed amendments and nominate standard clauses to support agritourism and suitable zones for the carrying out of this type of development.

### **RECOMMENDATION**

**That Council delegate the Director of Sustainable Development to send the nomination form at Attachment 1 to the Department of Planning and Environment.**

### **REPORT**

The Department has prepared a draft of the Standard Instrument (Local Environmental Plans) Amendment (Agritourism) Order 2021 (LEP Order) (See Attachment 2).

The changes to the planning system in the LEP Order include introducing new land use terms into the *Standard Instrument – Principal Local Environmental Plan* (SI LEP) for 'agritourism', 'farm gate premises' and 'farm experience premises' and changes to the definition of 'farm stay accommodation'.

One of the main purposes of the Order is to permit these type of agritourism uses in suitable locations which they were previously prohibited across the State. However, in Griffith, the Local Environmental Plan was drafted in 2014 to ensure agritourism uses were permissible in Griffith's agricultural areas including the RU1 Zone and the RU4 – Primary Production Small Lots zone. As such, the following uses are presently permissible in Griffith's rural zones:

- Cellar door premises;
- Restaurants and cafes;
- Bed and breakfast accommodation;
- Eco-tourist facilities;
- Farm stay accommodation;
- Function centres; and

- Roadside stalls.

The effect of the Order for Griffith will be to better define small scale agritourism uses and permit these with development consent based on some standard development standards. However, should a larger agritourism facility be proposed in a suitable location which is larger than the stipulated in the development standards, a development application for a 'function centre' or 'Restaurant or café' could be submitted. As such, the Order would not limit a landowner's ability to develop their land for larger wedding or event venues subject to the submission and determination of a development application.

The Department requires Council to fill in a nomination form which is provided at Attachment 1 to nominate zones to which the new uses would be permissible. As the uses must be intrinsically related to agriculture, the zones in which agriculture are permissible with or without consent have been nominated.

The maximum development standards for each of the new uses have also been nominated so as not to restrict the development potential of agritourism in Griffith.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

Any other resolution of Council.

### **POLICY IMPLICATIONS**

The nomination form directs the Department to amend the Griffith Local Environmental Plan 2014 through a State Environmental Planning Policy.

### **FINANCIAL IMPLICATIONS**

Not Applicable

### **LEGAL/STATUTORY IMPLICATIONS**

The nomination form at Attachment 1 directs the Department to amend the Griffith Local Environmental Plan 2014 through a State Environmental Planning Policy.

### **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

### **COMMUNITY IMPLICATIONS**

Not Applicable

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 6.5 Promote Griffith as a desirable visitor and tourism destination.

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

- (a) Attachment 1 - Agritourism Nomination Form (under separate cover) [⇒](#)
- (b) Attachment 2 - Standard-Instrument-LEP-Amendment-Agritourism-Order-2021 (under separate cover) [⇒](#)
- (c) Attachment 3 - Agritourism Fact Sheet and FAQ (under separate cover) [⇒](#)

<b>CLAUSE</b>	<b>CL02</b>
<b>TITLE</b>	<b>Short Term Licence Agreement - Griffith Rodeo Club Inc.</b>
<b>FROM</b>	<b>Daphne Bruce, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>22/35711</b>

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### **SUMMARY**

Griffith Rodeo Club Inc. are seeking approval to enter into a short term licence agreement over part Lot 563 DP 751743 (Crown Reserve 88420) for grazing, and part Lot 7008 DP 1024076 (Crown Reserve 56353) for Griffith Rodeo Grounds, Scenic Hill, Griffith.

Under the Crown Land Management Act 2016, Crown reserves are to have a Plan of Management (PoM) prepared for the land. An approved PoM would permit a longer term licence agreement. A draft PoM has been prepared, inclusive of Lot 563 only, and is waiting on approval of the Minister administering the Crown Land Management Act 2016 to place on public exhibition and thereafter final approval of Council. A PoM for the remainder of Scenic Hill, inclusive of Lot 7008, is still to be prepared.

### **RECOMMENDATION**

- (a) Council enter into a short term licence agreement with Griffith Rodeo Club Inc. for 47.5 hectares of part Lot 563 DP 751743 for grazing and 7.9 hectares of part Lot 7008 DP 1024076 for Griffith Rodeo Grounds, Scenic Hill, Griffith.**
- (b) The short term licence agreement be charged in accordance with Council's adopted Revenue Policy, currently \$588 pa for the 2021/2022 financial year together with rates and charges, if applicable.**
- (c) Council authorise the General Manager to execute the short term licence agreement on behalf of Council.**

### **REPORT**

At the Ordinary Meeting of Council on the 10 December 2019 it was resolved to enter into a short term licence agreement with Griffith Rodeo Club Inc. for a term of 1 year over part Lot 563 DP 751743 (Crown Reserve 88420) for grazing and part Lot 7008 DP 1024076 (Crown Reserve 56353) for Griffith Rodeo Grounds, Scenic Hill, Griffith.

With the introduction of the Crown Land Management Act 2016 (CLM Act 2016) a Plan of Management (PoM) is to be prepared for all Crown reserves under management of Council. As there was no licence in place prior to the introduction of the CLM Act 2016, a short term licence agreement is only permitted, until such time as a PoM is prepared for the reserve authorising leasing/licensing of the reserve.

A draft PoM has been prepared for part of Scenic Hill (Scenic Hill (Zone 1)), inclusive of Lot 563, and is waiting on the Ministers administering the Crown Land Management Act 2016 approval to place on public exhibition and thereafter final approval of Council. A PoM is still to be prepared for the remainder of Scenic Hill, inclusive of Lot 7008.

The licence agreement approved in 2019 was not executed by Griffith Rodeo Club Inc. at the time, as the Club were unable to source Public Liability Insurance over the land.

The Club is now requesting Council to enter into a further 1 year short term licence agreement as insurance cover has now been provided.

The Griffith Rodeo Club Inc. have occupied Crown land on Scenic Hill for over 50 years. Part Lot 563 DP 751743 is utilised for grazing, and part Lot 7008 DP 1024076 has constructed on it the rodeo grounds and amenities.

At some time in the past there was an agreement in place with the Club over the land. Council had attempted prior to 2019 to have the Club enter into an agreement. The Club continued to pay all fees and charges.

The area to be held under short term licence for part Lot 563 DP 751743 for grazing is estimated at 47.4 hectares, and part Lot 7008 DP 1024076 being the area containing the rodeo grounds, is estimated at 7.9 hectares.

Council is required to validate all activities on Crown reserves under their control for compliance with the Native Title Act 1993. Native title rights and interest cannot be extinguished contrary to the Native Title Act 1993. Council is to assume that Native Title exists on Crown land in Griffith until such time as a Federal Court determination of extinguishment.

It is assessed that entering into a short term licence agreement with Griffith Rodeo Club Inc. is consistent with the reserve purpose of Public Recreation over Reserve 88420. Although it is not consistent with the reserve purpose of Reserve 56353, for Preservation and Growth of Timber, the occupation of the land by Griffith Rodeo Club Inc. is considered to have no greater impact on native title, as the area has been continuously occupied by the Club for over 50 years.

It is therefore assessed that the issue of the short term licence agreement to Griffith Rodeo Club Inc. satisfies the requirements of Subdivision J.

J	Subdivision J deals with future acts done in good faith under or in accordance with a reservation, dedication, condition, permission or authority made on or before 23 December 1996 which require the land to be used for a particular purpose, or the future act otherwise had no greater an impact on native title than any act that could have been done that was under or in accordance with the reservation.
---	--

Reserve 88420 (Lot 563 DP 751743) was reserved from sale for the public purpose of Public Recreation by Government Gazette 17 December 1971. Reserve 56353 (part Lot 7008 DP 1024076) was reserved from sale for the public purpose of Preservation and Growth of Timber by Government Gazette 31 August 1923.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

## OPTION 2

As determined by Council.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS**

The Griffith Rodeo Club Inc. have continued to pay annual fees as per the adopted Revenue Policy for Leases/Licences of Crown Reserves and Council Owned Reserves to Non-Profit Organisations, currently \$588 per annum for 2021/2022. The Club also receives a Sporting Bodies Subsidy from Council for ordinary rates. Levied rates were \$3540.20 for 2021/2022.

Council will prepare the short term licence agreement in-house utilising a standard template and therefore not charge a fee for the preparation of the agreement. Any future formal licence agreement will be prepared by Council's legal representative at Griffith Rodeo Club cost. Council will also charge an Administration fee at that time.

### **LEGAL/STATUTORY IMPLICATIONS**

Crown Land Management Act 2016 – Section 3.22

Local Government Act 1993 – Section 46 & 46A

Crown Land Management Regulation 2018 (NSW) – part 7, Clause 70

### **ENVIRONMENTAL IMPLICATIONS**

Lot 563 DP 751743 has the reserve purpose of Public Recreation and occupation by Griffith Rodeo Club Inc. is consistent with the reserve purpose. Lot 7008 DP 1024076 has a reserve purpose of Preservation and Growth of Timber and located on part of the land is an arena, amenities and other structures which had been constructed over previous years with approval of Council.

Any future works proposed by Griffith Rodeo Club Inc. will require development approval and only be permitted if consistent with the reserve purpose and zoning. All environmental implications would be considered as part of the assessment.

### **COMMUNITY IMPLICATIONS**

The community would expect Council to encourage the development of varied sporting groups whilst receiving an income for the occupation of the land.

### **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

## **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | Letter from Griffith Rodeo Club Inc. Redacted <a href="#">↓</a> | 29 |
| (b) | Map - Licence Area Griffith Rodeo Club Inc. <a href="#">↓</a>   | 30 |



PO Box 1785  
GRIFFITH NSW 2680  
President: Martin Ebbsworth  
Secretary:  
Treasurer: Annette Coates



22 February 2022

Griffith City Council  
PO Box 485  
GRIFFITH NSW 2680

Dear Sir

**Application for Short Term Licence**

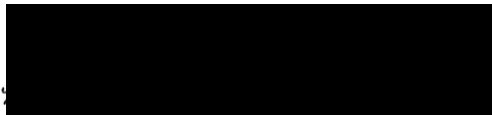
Griffith Rodeo Club would like to make application to Council for a short term licence for –

Part Lot 7008, DP 1024076, Crown Reserve 56353, known as the Griffith Rodeo Grounds

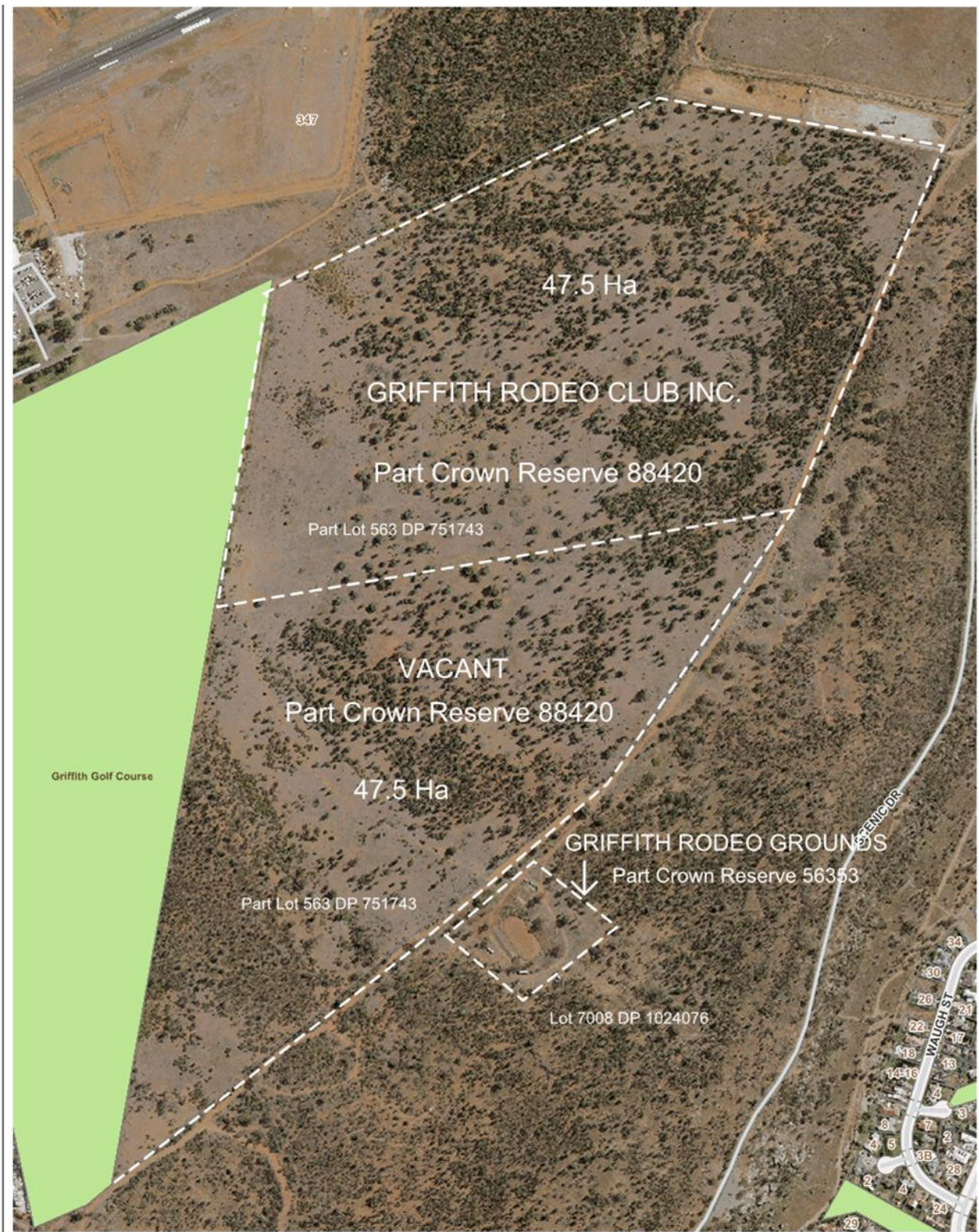
Part Lot 563, DP 751743, Crown Reserve 88420, for grazing purposes.


Attached please find Certificate of Currency for Public Liability insurance for \$20m.

Regards




Martin Ebbsworth  
President





Griffith City Council  
PO Box 485  
1 Benemah Street  
GRIFFITH NSW 2680  
Telephone: 3300 176 077  
Email: [info@griffith.nsw.gov.au](mailto:info@griffith.nsw.gov.au)

**Disclaimer:** This map is intended for general information purposes only. Griffith City Council does not guarantee its accuracy, completeness or suitability for any particular purpose. Users must exercise their own skill and care in using this map and carefully evaluate the accuracy, currency, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracy, error or omission contained in the map.



Drawn By: Daphne Bruce  
Projection: GDA94 / MGA zone 55  
Date: 31/03/2022 11:44 AM

**Map Scale: 1:7666 at A4**

**CLAUSE** CL03**TITLE** Griffith City Council - Special Rate Variation Application 2022/23 Budget**FROM** Max Turner, Director Business, Cultural and Financial Services**TRIM REF** 22/34798

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### **SUMMARY**

This report is prepared for Council to consider the application for a one-off special rate variation for the 2022/23 financial year as outlined in OLG Circular No: 22-07/6 April 2022/A815377 - Guidelines for Additional Special Variation (ASV) Process for 2022-23 (as attached to this report).

The recommendation is to apply for an additional 1.3% increase to rates in addition to the 0.7% rate pegging increase already announced via Independent Pricing and Regulatory Tribunal (IPART).

### **RECOMMENDATION**

**Griffith City Council resolve to apply to the Independent Pricing and Regulatory Tribunal for a Special Rate Variation of 1.3% in addition to the approved rate pegging increase of 0.7% for the 2022/23 financial year.**

### **REPORT**

The Independent Pricing and Regulatory Tribunal (IPART) annually determines the maximum % by which Councils in NSW may increase notional rate income without making a Special Rate Variation application. This process is referred to as "Rate Pegging".

Early this calendar year IPART set the 2022/23 Rate Pegging % at 0.7%. This decision caused great concern for all Councils in NSW. In response to this situation, the Minister for Local Government requested IPART to consider a one off additional percentage increase for all Councils. In response, IPART advised that all Councils may apply to increase rates by the % published in their Delivery Plan for 2022/23 adopted last year i.e. in June 2021 up to a maximum of 2.5%. In Griffith City Council's case, 2.0% is the maximum increase that can be applied for given 2.0% was included in Council's Delivery Plan as adopted in June 2021.

This report is seeking an initial resolution of Council in relation to whether it will be applying for the additional 1.3% Additional Special Variation or only applying the 0.7% as initially approved by IPART.

The budget documents will be presented at workshop on 19 April 2022 on the basis of the decision made by Council in this report and will comprise the following possible scenarios;

1. Scenario 1 – 0.7% rate pegging applied. Relatively normal capital expenditure projects included but no additional major projects included in the budgets going forward.
2. Scenario 2 – Further 1.3% Additional Special Rate Variation with same level of capital expenditure as scenario 1.

3. Scenario 3 – Further 1.3% Additional Special Rate Variation plus a Special Rate Variation (Environmental Levy) over 10 or 20 years for additional major capital projects.

Any decision of Council in regards to the imposition of either an additional or special rate variation needs to be considered in light of the ability to fund future major capital projects and also the likelihood of any future applications being successful. Not seeking an additional 1.3% when this has been made available would likely be reviewed negatively by IPART when considering any future SRV applications.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Council could resolve to not apply for the additional 1.3% Additional Special Variation however this may have adverse implications on the ability to apply for any future Special Rate Variations and also the funding of additional future capital works projects.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS**

The additional 1.3% rate variation will provide an additional \$240,000 in the 2022/23 year and a further \$2.7M approximately over the next 10 years due to the compounding effect of this one-off increase available to the rating base. This funding will be vital in Council striving to remain viable and continue to fund ongoing service levels into the future.

## **LEGAL/STATUTORY IMPLICATIONS**

Not Applicable

## **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

## **COMMUNITY IMPLICATIONS**

In the 2021/22 budget, Council advertised its intention to levy a rate pegging increase for the 2022/23 year of 2.0% therefore the community have already noted this as the intended increase notwithstanding that IPART have since only approved an initial rate peg of 0.7% for 2022/23 until notification of the availability of the Additional Special Variation.

## **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

Office of Local Government

## **ATTACHMENTS**

- |     |  |    |
|-----|--|----|
| (a) | Circular 22-07 - Guidelines for the Additional Special Variation (ASV) for 2022-23 <a href="#">↓</a> | 34 |
| (b) | 2021-22 Consolidated Income Statement Report <a href="#">↓</a>                                       | 37 |



Office of  
Local Government

## Circular to Councils

<b>Circular Details</b>	22-07/6 April 2022/A815377
<b>Previous Circular</b>	22-03 Guidelines for Additional Special Variation (ASV) Process for 2022-23
<b>Who should read this</b>	Councillors / General Managers / Rating and Finance Staff
<b>Contact</b>	Policy Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Information

### Subject

#### Guidelines for Additional Special Variation (ASV) Process for 2022-23

**\*\*\* The ASV Guidelines set out in this circular apply in place of, and supersede, the ASV Guidelines issued in Circular 22-03 \*\*\***

#### What's new or changing

- The Independent Pricing and Regulatory Tribunal (IPART) will accept and process an additional round of 2022-23 Special Variation (ASV) applications from councils.
- For applications made under the ASV process, the ASV Guidelines set out in this circular apply in place of the [Guidelines for the preparation of an application for a special variation to general income](#) issued by the Office of Local Government in 2020.
- The ASV Guidelines set out in this circular apply in place of, and supersede, the ASV Guidelines issued in Circular 22-03.
- For more information on when these ASV Guidelines apply, please see 'What this will mean for your council' below.
- This one-off ASV round is available for the 2022-23 financial year only.
- This one-off ASV round is for councils that can show that the special variation will enable them to meet the obligations they set for 2022-23 in their 2021-22 Integrated Planning and Reporting (IP&R) documentation.
- Councils seeking a permanent special variation will also need to demonstrate the need for the special variation to be included in their rate base on an ongoing basis.
- Separately, IPART has also agreed to undertake a broader review of its rate peg methodology, including the Local Government Cost Index, with outcomes from the review expected to shape rate peg determinations in future years.

#### What this will mean for your council

- The ASV Guidelines set out in this Circular apply where council is applying for:
  - a temporary or permanent single year special variation for 2022-23 under section 508(2) of the *Local Government Act 1993* (the Act), AND
  - the percentage sought in the application is the lower of:
    - 2.5% (including population factor) or

Office of Local Government  
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Locked Bag 3015 NOWRA NSW 2541  
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E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

- the council's assumed 2022-23 rate peg as set out in its 2021-22 IP&R documentation (including population factor)
- For ASV applications made under the Guidelines set out in this Circular, councils will need to provide IPART with the following information:
  - Council's 2021-22 IP&R documentation identifying that council budgeted for an income increase above the percentage specified for the council for 2022-23 under section 506 of the Act; and
  - Where councils are applying for a permanent special variation, in addition to the above information, the council's 2021-22 IP&R documentation identifying that the council forecast an average Operating Performance Ratio (OPR) of 2% or lower over the next 5 years or, alternatively, evidence of need, for example, but not limited to, that the council needs to maintain a higher OPR so it can meet its capital funding requirements; and
  - Council has resolved to apply for the special variation under section 508(2) of the Act and that the resolution clearly states:
    - whether the resolution is for a temporary or permanent special variation under section 508(2) of the Act; and
    - the additional income that council will receive if the special variation is approved; and
    - why the special variation is required; and
    - that the council has considered the impact on ratepayers and the community in 2022-23 and, if permanent, in future years if the special variation is approved and considers that it is reasonable.
- The ASV application process is a simpler more targeted application process.
- IPART will not require councils to demonstrate community consultation or criteria outside of the processes outlined above. To demonstrate community consultation, IPART will consider the consultation undertaken through the IP&R process and consider the resolution to apply for a ASV meets the requirements outlined above.
- Revised application forms and further information will be released by IPART shortly.
- Under this ASV round of applications:
  - IPART will accept applications until 29 April 2022;
  - IPART will publish applications to enable community consultation for a period of at least three weeks; and
  - IPART will notify councils of its decision no later than 21 June 2022.

#### Key points

- In late 2021, IPART announced the rate peg for the 2022-23 financial year was set at an increase of between 0.7% and 5.0%.
- Special variations provide an opportunity for councils to vary general income by an amount greater than the annual rate peg. However IPART's normal period for special variation applications in relation to the 2022-23 rate peg has now passed.
- The Office of Local Government and IPART recognise that, due to the delayed council elections and the determination of the 2022-23 rate peg at a lower rate than councils had forecast, councils may not have had sufficient time to prepare special variation application within the normal timeframe.

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

This may result in some councils not having sufficient funds to pay for required infrastructure and services.

- As such the NSW Government and IPART have agreed to a one-off ASV round for the 2022-23 financial year only.
- This process is not intended to address applications from councils that require a special variation (above 2.5%) to achieve long term financial sustainability for reasons other than those set out in the criteria above, which should be addressed through the standard special variation process.
- [IPART's website](#) will be updated with revised application forms and information papers shortly.

**Where to go for further information**

- For further information please contact IPART on 02 9290 8400 or by email to [ipart@ipart.nsw.gov.au](mailto:ipart@ipart.nsw.gov.au).

**Melanie Hawyes**

**Group Deputy Secretary, Crown Lands and Local Government**

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
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## Griffith City Council

## 10 Year Financial Plan for the Years ending 30 June 2031

## INCOME STATEMENT - CONSOLIDATED

	Actuals 2019/20 \$	Revised Budget 2020/21 \$	2021/22 \$	2022/23 \$	2023/24 \$	2024/25 \$	Projected Years					
							2025/26 \$	2026/27 \$	2027/28 \$	2028/29 \$	2029/30 \$	2030/31 \$
<b>Income from Continuing Operations</b>												
<b>Revenue:</b>		<b>Rate Pegging Increase:</b>	<b>2.0%</b>	<b>2.0%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>	<b>2.5%</b>
Rates & Annual Charges	32,496,000	32,267,566	33,066,366	33,898,250	34,832,822	35,791,603	36,776,748	37,789,057	38,834,895	39,909,599	41,008,551	42,141,447
User Charges & Fees	15,080,000	17,012,592	17,792,303	18,941,753	19,574,590	20,084,837	20,753,033	21,299,733	22,005,509	22,590,951	23,336,669	23,963,288
Interest & Investment Revenue	949,000	1,562,643	937,526	978,385	980,644	998,222	1,010,750	1,143,229	1,155,657	1,178,033	1,210,356	1,227,628
Other Revenues	3,497,000	1,915,531	1,988,504	1,928,817	1,940,161	1,971,408	2,003,721	2,037,322	2,071,702	2,107,439	2,147,334	2,194,068
Grants & Contributions provided for Operating Purposes	8,269,000	12,376,487	14,013,200	11,914,520	8,438,966	9,490,175	9,723,672	9,964,173	10,211,889	10,467,517	10,730,813	11,002,008
Grants & Contributions provided for Capital Purposes	7,320,000	21,527,312	30,410,333	4,902,342	1,635,321	2,545,056	1,897,848	2,321,015	1,707,070	1,996,018	1,745,370	1,772,228
<b>Other Income:</b>												
Net gains from the disposal of assets	-	-	-	-	-	-	-	-	-	-	-	-
Joint Ventures & Associated Entities	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Income from Continuing Operations</b>	<b>67,611,000</b>	<b>86,662,131</b>	<b>98,208,232</b>	<b>72,564,067</b>	<b>67,402,504</b>	<b>70,881,301</b>	<b>72,165,772</b>	<b>74,554,528</b>	<b>75,986,723</b>	<b>78,249,557</b>	<b>80,179,094</b>	<b>82,300,658</b>
<b>Expenses from Continuing Operations</b>												
Employee Benefits & On-Costs	24,029,000	26,814,621	27,527,586	27,952,014	28,375,699	28,798,827	29,444,322	30,177,864	30,929,742	31,700,419	32,571,205	33,465,157
Borrowing Costs	1,274,000	1,215,992	1,190,555	1,141,487	1,428,674	1,294,436	1,153,805	1,006,938	846,957	680,950	506,255	331,987
Materials & Contracts	12,941,000	15,074,344	16,797,226	17,093,208	13,935,498	14,323,188	14,757,833	14,958,093	15,357,135	15,949,728	16,151,552	16,185,357
Depreciation & Amortisation	14,471,000	13,012,415	14,558,869	14,814,016	15,087,677	15,351,711	15,620,366	15,893,722	16,171,863	16,454,870	16,742,830	17,035,830
Other Expenses	4,508,000	5,298,713	5,110,373	5,143,832	5,260,236	5,804,599	5,728,312	5,850,688	5,728,421	5,856,580	5,988,406	6,123,310
<b>Total Expenses from Continuing Operations</b>	<b>57,223,000</b>	<b>61,416,085</b>	<b>65,184,609</b>	<b>66,144,557</b>	<b>64,087,785</b>	<b>65,572,761</b>	<b>66,704,638</b>	<b>67,887,305</b>	<b>69,034,118</b>	<b>70,642,547</b>	<b>71,960,249</b>	<b>73,141,640</b>
<b>Operating Result from Continuing Operations</b>	<b>10,388,000</b>	<b>25,246,046</b>	<b>33,023,622</b>	<b>6,419,510</b>	<b>3,314,719</b>	<b>5,308,540</b>	<b>5,461,134</b>	<b>6,667,223</b>	<b>6,952,604</b>	<b>7,607,010</b>	<b>8,218,845</b>	<b>9,159,018</b>
Discontinued Operations - Profit/(Loss)	-	-	-	-	-	-	-	-	-	-	-	-
<b>Net Profit/(Loss) from Discontinued Operations</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Operating Result for the Year</b>	<b>10,388,000</b>	<b>25,246,046</b>	<b>33,023,622</b>	<b>6,419,510</b>	<b>3,314,719</b>	<b>5,308,540</b>	<b>5,461,134</b>	<b>6,667,223</b>	<b>6,952,604</b>	<b>7,607,010</b>	<b>8,218,845</b>	<b>9,159,018</b>
<b>Net Operating Result before Grants and Contributions provided for Capital Purposes</b>	<b>3,068,000</b>	<b>3,718,734</b>	<b>2,613,289</b>	<b>1,517,168</b>	<b>1,679,398</b>	<b>2,763,484</b>	<b>3,563,286</b>	<b>4,346,208</b>	<b>5,245,534</b>	<b>5,610,992</b>	<b>6,473,475</b>	<b>7,386,799</b>

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**CLAUSE** CL04**TITLE** Draft Amended Policy (COMM-CP-401) - Statements to the Media (Mayor & Councillors)**FROM** Shireen Donaldson, Director Economic & Organisational Development**TRIM REF** 22/35024

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**SUMMARY**

Recently adopted changes (Ordinary Meeting 22 March 2022) to Council's Committee Policy have impacted Council's Statements to the Media Policy (COMM-CP-401).

The existing Statements to the Media Policy has been revised and amended so as to create a public policy for the Mayor, Councillors and General Manager (major amendments made) and an internal policy for Council staff (no amendment to current requirements).

**RECOMMENDATION**

- (a) Council place the revised draft Policy (COMM-CP-401) - Statements to the Media (Mayor & Councillors) on public exhibition for 28 days to provide members of the community to comment on the draft Policy.
- (b) If any submissions are received, a further report be prepared for Council.
- (c) If no submissions are received, draft Policy (COMM-CP-401) - Statements to the Media (Mayor & Councillors) be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.

**REPORT**

Council reviews public policies every term of Council. Policies can also be brought forward for review by a Notice of Motion by a Councillor at any time during the term. The Statements to the Media Policy was last reviewed and adopted by Council in 2017. Since that time, the media landscape around Council has significantly changed:

- Area News ceased print production during COVID-19, returning to print with a revised format and content distribution.
- Council commenced self-producing and printing a weekly 4xA4 Council Catchup in 2020 featuring a weekly Mayor or Councillor Column (on rotation). CatchUp is distributed online and in many local outlets.
- Legislation amended to no longer require Councils to advertise in local newspaper.
- Office of Local Government announces Model Statements to the Media Policy template to be produced for all NSW Councils in 2020 – there is no date for release of draft Policy for public submission.
- New Council body elected December 2021.

The original Statements to the Media Policy has been divided into a public Policy (covering roles and responsibilities for Mayor and Councillors) and an internal Policy (covering roles and responsibilities for staff). The Public Policy gives guidance to media staff (both Council

and other) for the process of attributing quotations in Media Releases. The Internal Policy gives guidance for staff when managing media requests received.

The Statements to the Media Policy does not have the ability to override any provisions regarding the preservation of confidentiality as included in the Model Code of Conduct or Procedures for the Administration of the Model Code of Conduct and as adopted by Council.

Pending the release of the draft Model Statements to the Media Policy by the Office of Local Government (there is no release time stated by the Office for the draft versions of this Policy), a revised Policy - Statements to the Media (Mayor & Councillors) has been presented for consideration by Council. It should be noted, depending on any mandatory provisions included in a forthcoming Model Statements to the Media Policy issued by the Office of Local Government, Council's adopted Statements to the Media Policy may require further review and amendment.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation with attached revised Draft Statements to the Media Policy for Mayor and Councillors.

### **OPTION 2**

As per the Recommendation with further amendments by Council to the draft Statements to the Media Policy prior to release for public exhibition.

## **POLICY IMPLICATIONS**

Amendments have been made to the existing policy for Council consideration and endorsement for public exhibition.

## **FINANCIAL IMPLICATIONS**

Not Applicable

## **LEGAL/STATUTORY IMPLICATIONS**

Not Applicable

## **ENVIRONMENTAL IMPLICATIONS**

Council produces an online newsletter (over 2,000 online subscriptions) as well as hardcopy (600 copies per week) to ensure Council messaging is distributed as sustainably as possible.

## **COMMUNITY IMPLICATIONS**

Not Applicable

## **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

## **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | DRAFT (COMM-CP-401) Statements to the Media (Mayor & Councillors)<br>Policy - Public Policy <a href="#">↓</a> | 42 |
|-----|---|----|



## DRAFT Statements to the Media – Mayor & Councillors COMM-CP-401 (PUBLIC POLICY)

### 1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	14/01/2003	25	14/01/2003
2	30/09/2008	0393	30/09/2008
3	11/05/2010	0142	11/05/2010
4	09/06/2015	15/161	09/06/2015
5	11/04/2017	14/15160	11/04/2017
6	12/04/2022	xxx	xxx

### 2 Policy Objective

- ~~To Maintain effective communication between Council and the community as well as improve communication within the organisation.~~
- ~~To Ensure information is provided by those who are authorised to speak on Council matters.~~
- ~~To Maintain community confidence in the processes of Council by:~~

### 3 Policy Statement

~~The media provides an important link between Griffith City Council and the community as a means of promoting the activities, projects and initiatives of Council.~~

~~The policy is designed to strengthen and build on Council's existing relationship with the media and to ensure there is consistency in the way that Councillors and Council staff deals with the media on a day to day basis.~~

~~Councillors and Council staff are encouraged to cooperate at all times with media outlets requests for interviews/photographs in line with the following policy.~~

### 4 Policy Purpose

- ~~4.1 To Ensuring all communication with the media is consistent, well informed, timely and appropriate and is a true representation of Council.~~
- ~~4.2 To Clearly identifying Council's authorised spokespersons and also identify the subjects on which they are able to comment.~~
- ~~4.3 To Improving communication with internal and external customers and enhance Council's public image.~~
- ~~4.4 To establish protocols and consistent methods for managing and monitoring communication to the media to ensure relevant and approved comments.~~



~~4.5 To Positively promoting Council's role in the community and to assist the community to better understand that role.~~

### **3 Roles and Responsibilities of the Mayor and Councillors**

#### **3.1 Mayor**

The Mayor is the official spokesperson of Council on matters concerning policy and decision making. This includes making major Council announcements, speaking at civic occasions and community events and chairing public meetings.

Contact with the media should be done in the first instance (when possible) by Media Release.

The Mayor may delegate this authority to another Councillor.

~~Whilst representing Council within a media interview, the Mayor shall not express a personal point of view but rather a view that is the general consensus of Council. When approached by the media to speak on issues not of a Council nature, the Mayor is required to indicate whether they are speaking as a Councillor in accordance with this policy or if they are presenting their personal viewpoint as an individual.~~

#### **5.2 Councillors**

Contact with the media should be done in the first instance (when possible) by Media Release.

When communicating with the media, Councillors are not to use or disclose information gained during the ordinary course of business of Council in a way that may:

- a) cause significant damage or distress to a person;
- b) damage the interests of Council or a person; or
- c) confer an unfair commercial or financial advantage on a person or business when dealing with the media; or
- d) ~~disclose~~ any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, Workshops or briefing sessions).

All Councillors should notify the Communications Officer of any contact with the media that relates to Council matters.

The Councillor Chairperson of a Council Committee is the primary spokesperson on matters that have been discussed by a Committee. Priority should be given to the Chairperson to



comment on Council decisions, projects and initiatives associated to the relevant Committee unless the Mayor elects to do so.

Unless requested by the Mayor or Deputy Mayor (in the Mayor's absence) Councillors should not write Letters to the Editor on behalf of Council. ~~Councillors are, however, free to write as individuals—providing in doing so they do not use the opportunity to discuss Council related matters.~~

~~Councillors are, as individuals, free to talk to the media at any time on issues of interest. However, they should always do so with the best interests of the organisation in mind.~~

~~Councillors may communicate with the media as private individuals with the following restrictions:~~

- ~~• That they do not comment on Council business or policy~~
- ~~• That they are not identified as Councillors by the media organisation~~
- ~~• That their comments are not perceived as representing official Council position or policy.~~

~~When speaking with the media, Councillors are required to indicate whether they are speaking as a Councillor in accordance with this policy or if they are presenting their personal viewpoint as an individual.~~

### **5.3 Council Committee Chairpersons**

The Chairperson of a Council Committee is the primary spokesperson on matters that have been discussed by a Committee. Priority should be given to the Chairperson to comment on Council decisions, projects and initiatives associated to the relevant Committee unless the Mayor elects to do so.

Contact with the media should be done in the first instance (where possible) by Media Release. All Chairpersons should notify the Council Corporate Communications Officer of any contact with the media that relates to Council matters.

### **5.4 Council Committee Members**

The Chairperson of a Council Committee is the primary spokesperson on matters that have been discussed by a Committee.



When communicating with the media, Council Committee members are not to use or disclose information gained during the ordinary course of business of Council in a way that may:

- e) cause significant damage or distress to a person;
- f) damage to the interests of Council or a person; or
- g) confer an unfair commercial or financial advantage on a person or business when dealing with the media; and
- h) disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, Workshops or briefing sessions).

All Committee members should notify the Communications Officer of any contact with the media that relates to Council matters.

## 7 Council Committee Members

~~Members of Council's Committees are also bound by this policy. For the purposes of consistency, the nominated spokesperson for all council committees shall be the Chair.~~

~~Council committee members are not to use or disclose information gained during the ordinary course of their committee duties in a way that may cause significant damage or distress to a person; damage to the interests of Council or a person; or confer an unfair commercial or financial advantage on a person or business when dealing with the media.~~

~~Committee members may communicate with the media as private individuals with the following restrictions:~~

- ~~• That they do not comment on Council business or policy~~
- ~~• That they are not identified as Council Committee members by the media organisation~~
- ~~• That their comments are not perceived as representing official Council position or policy~~

~~All council committee members must notify the Communications Officer of any contact with the media where such contact relates to committee business.~~

~~As members of the community, Committee members are entitled to enter into public debate in their private capacity and make comment, provided they clearly state that such public comment reflects their own personal opinion and is not the view of Council or the committee on which they sit.~~



## 8 Letters to the Editor

Relocated to 5.2

## 6 Role and Responsibilities of the General Manager

The General Manager is the official Council spokesperson on all matters concerning Council's operations including staff, administrative, election and industrial issues. In addition, the General Manager may act as the Council spokesperson in regard to technical or legislative matters and all issues relating to the day to day management of Griffith City Council.

At the General Manager's discretion, the approval of media releases or responding to enquiries on routine operational issues may be delegated to Directors or facility managers. In addition to this, the General Manager may delegate authority for other officers to communicate with the media on specific issues. All media requests are to be referred the Communications Officer.

Contact with the media should be done in the first instance (where possible) by Media Release. The Corporate Communications Officer should be notified of any contact with the media that relates to Council matters.

When communicating with the media, the General Manager is not to use or disclose information gained during the ordinary course of business of Council in a way that may:

- i) cause significant damage or distress to a person;
- j) damage the interests of Council or a person; or
- k) confer an unfair commercial or financial advantage on a person or business when dealing with the media; or
- l) disclose any confidential information discussed during a confidential session of a council or committee meeting or any other confidential forum (such as, but not limited to, Workshops or briefing sessions).

## 7 Related Documents

GOV-CP-404 – Code of Conduct  
GOV-CP-402 – Council Committees

## 8 Directorate

Economic & Organisational Development



### ***Council official acknowledgement***

I acknowledge and confirm:

- receiving a copy of Council's Statements to the Media Policy;
- I have read and will comply with the Policy; and
- I understand there may be disciplinary consequences if I fail to comply the Statements to the Media Policy, including up to termination of my employment.

Name:

---

Signed:

---

Date:

---

**CLAUSE**      **CL05**

**TITLE**        **Adoption of Internal Audit Recommendations**

**FROM**        **Leanne Austin, Governance Manager**

**TRIM REF**    **22/35957**

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### **SUMMARY**

Due to the lack of quorum at the Audit, Risk & Improvement Committee meeting held 22 March 2022, Internal Audit Reports for Review of Councillors' Payment of Expenses and Provision of Facilities Policy, Pecuniary Interests, Credit Card and Gifts & Benefits Review and Contract Management Processes Review are attached to this report for the consideration of Council.

### **RECOMMENDATION**

**Council adopt the recommendations of the following Internal Audit reports: Review of Councillors' Payment of Expenses and Provision of Facilities Policy, Pecuniary Interests, Credit Card and Gifts & Benefits Review and Contract Management Processes Review as attached to the report, Confidential Under Separate Cover.**

### **REPORT**

The Audit, Risk & Improvement Committee met on 22 March 2022 to consider reports prepared by the Internal Auditor. Due to lack of quorum, the reports regarding Review of Councillors' Payment of Expenses and Provision of Facilities Policy, Pecuniary Interests, Credit Card and Gifts & Benefits Review and Contract Management Processes Review are attached to this report, Confidential Under Separate Cover, for consideration of Council.

Members of the Committee in attendance recommended the endorsement of recommendations made by the Internal Auditor.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

Council could resolve not to adopt the recommendations as presented.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS**

Financial implications are dependent on the adoption of the recommendations and whether additional resources may be required.

### **LEGAL/STATUTORY IMPLICATIONS**

Not Applicable

### **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

### **COMMUNITY IMPLICATIONS**

The Audit, Risk & Improvement Committee provides assurance for the community by monitoring the risk management framework, financial reporting processes, compliance processes and overseeing the audit program.

### **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

Internal Auditor

Audit, Risk & Improvement Committee Chair

### **ATTACHMENTS**

- (a) Councillors' Expenses and Provision of Facilities Review (under separate cover) (confidential)
- (b) Corporate Credit Cards, Gifts & Benefits and Pecuniary Interest Review (under separate cover) (confidential)
- (c) Contract Management Review (under separate cover) (confidential)

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**TRAFFIC COMMITTEE  
HELD IN MURRAY ROOM, GRIFFITH ON  
TUESDAY, 8 MARCH 2022 COMMENCING AT 10:30 AM**

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**PRESENT**

Councillor Anne Napoli (Chair) (via Zoom), Colin Lonsdale (Police), Jason Hinson (Police Representative), Greg Minehan (Transport for NSW), Michael Crump (Member for Murray Representative)

Quorum = 3

**STAFF**

Engineering Design & Approvals Manager, Joe Rizzo, Road Safety & Traffic Officer, Greg Balind and Minute Taker, Brittany Everett

**1 APOLOGIES**

No apologies were received.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Greg Minehan and Jason Hinson that the minutes of the previous meeting held on 8 February 2022, 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.

*Joe Rizzo entered the meeting, the time being 10:32 am.*

## **5 ITEMS OF BUSINESS**

### **CL01 TRAFFIC MANAGEMENT - BANNA LANE ART EVENT - APRIL/MAY 2022**

Mr Balind provided an overview of the event and advised that the traffic control plan is required to separate the vehicles and the artists painting the murals. There are only three confirmed locations requiring traffic management at present and the event organiser will advise if any further locations are confirmed.

**RECOMMENDED** on the motion of Greg Minehan and Michael Crump that:

- (a) The Traffic Committee support the installation of traffic control associated with the Banna Lane Art painting phase.
- (b) The approval be conditional on the provision to the Traffic Committee by the event organiser of a valid Certificate of Currency Public Liability Policy prior to the commencement of the event.

Mr Balind noted that information was received in relation to an additional phase to the Banna Lane Art event. Pending approval of the Development Application, on Saturday, 7 May 2022 a launch event for Banna Lane Festival is proposed. This event will be similar to the events held in previous years where Banna Lane is closed from Jondaryan Avenue to Daines Street. Supplementary to this closure, it is proposed to close the Don Isle car park for a feature of the event which was previously held in Kooyoo Street. The proposed Traffic Management Plan was presented to the Committee.

Mr Balind advised an electronic copy of the report presented will be distributed to the Committee.

**RECOMMENDED** on the motion of Michael Crump and Jason Hinson that:

- (a) The Traffic Committee support in principal the implementation of Traffic Control relevant to the Community Event on Banna Lane and in Don Isles Car Park on Saturday 7 May 2022 as per the plan presented to the Committee.
- (b) The approval be conditional on the provision to the Traffic Committee by the event organiser of a valid Certificate of Currency Public Liability Policy prior to the commencement of the event.

The Certificate of Currency Public Liability will be emailed to all members of the Committee when received.

### **CL02 TRAFFIC MANAGEMENT - 2022 SHAHEEDI TOURNAMENT SIKH GAMES**

Mr Balind advised there is a potential attendance of up to 15,000 people. Traffic Control to be implemented to mitigate the congestion of vehicles and buses which will be transporting people to and from the temple and hotels in town. A speed zone reduction and bus zones are included in the Traffic Management Plan.

Mr Minehan enquired if the traffic will impact the State Road outside temple? Greg Balind advised it is hard to determine the amount of traffic or impacts to traffic however, in previous years the event did not appear to impact the State road as the main additional traffic to the temple will be the bus which will be running on a 30 minute rotation.

Mr Lonsdale noted that complaints had previously been received from churches in the area due to participants utilising church car parks for the event which impacts their Sunday services and enquired what the Sikh Committee has implemented to mitigate this? Mr Balind

advised he will pass this enquiry on to the Sikh Committee.

Mr Crump enquired about compliance for illegal parking in front of driveways, Mr Lonsdale advised that NSW Police will monitor for illegal parking.

Mr Rizzo advised both Council and the Sikh Committee promote and advertise penalties for illegal parking.

**RECOMMENDED** on the motion of Greg Minehan and Jason Hinson that the Traffic Committee:

- (a) Support the implementation of Traffic Control Plan as attached to the report in principal.
- (b) Note the Traffic Management Plan associated with the Shaheedi Tournament as attached to the report.

## **6 OUTSTANDING ACTION REPORT**

Joe Rizzo advised the traffic light phasing issue at the Banna /Blumer Avenue intersection has been resolved, the left turn arrow has been implemented and phasing is good.

**RECOMMENDED** on the motion of Greg Minehan and Jason Hinson that the report be noted.

## **7 GENERAL BUSINESS**

### **7.1 Dangerous Road Surfaces**

Mr Crump advised there are two areas of road surface that require attention. One area is at the bottom of Old Willbriggee Road near Mirrool Branch Creek Road and due to the road being narrow it is hard for vehicle to avoid the damaged area if passing another vehicle.

In addition, an area approximately 15km northbound on Kidman Way heading toward Hillston.

Mr Minehan advised Kidman Way will be reviewed by Transport for NSW (TfNSW).

Mr Balind encouraged the Committee to ring the Council Switch and log a Customer Request Management (CRM) for any observed road damages.

### **7.2 Hanwood School Crossing**

Mr Balind requested clarification from TfNSW in relation to the approved for construction plan for the Hanwood School Crossing. The Plan notes the blisters on the external sides of the road as 'existing' yet the overlay shows modified blisters that are different in size to those currently at the site. Mr Balind enquired if these existing blisters are going to be removed and replaced? If so – dimensions will be required for the proposed blisters.

In addition, the cross section does not match the proposed overlay design.

Mr Minehan will review and advise Mr Balind.

### **7.3 Bacchus Fun Run**

Mr Balind advised that in previous years Council has conducted traffic management for the Bacchus Fun Run however, due to the upgrade to the shared path traffic management is not required for the 2022 event.

## **8 NEXT MEETING**

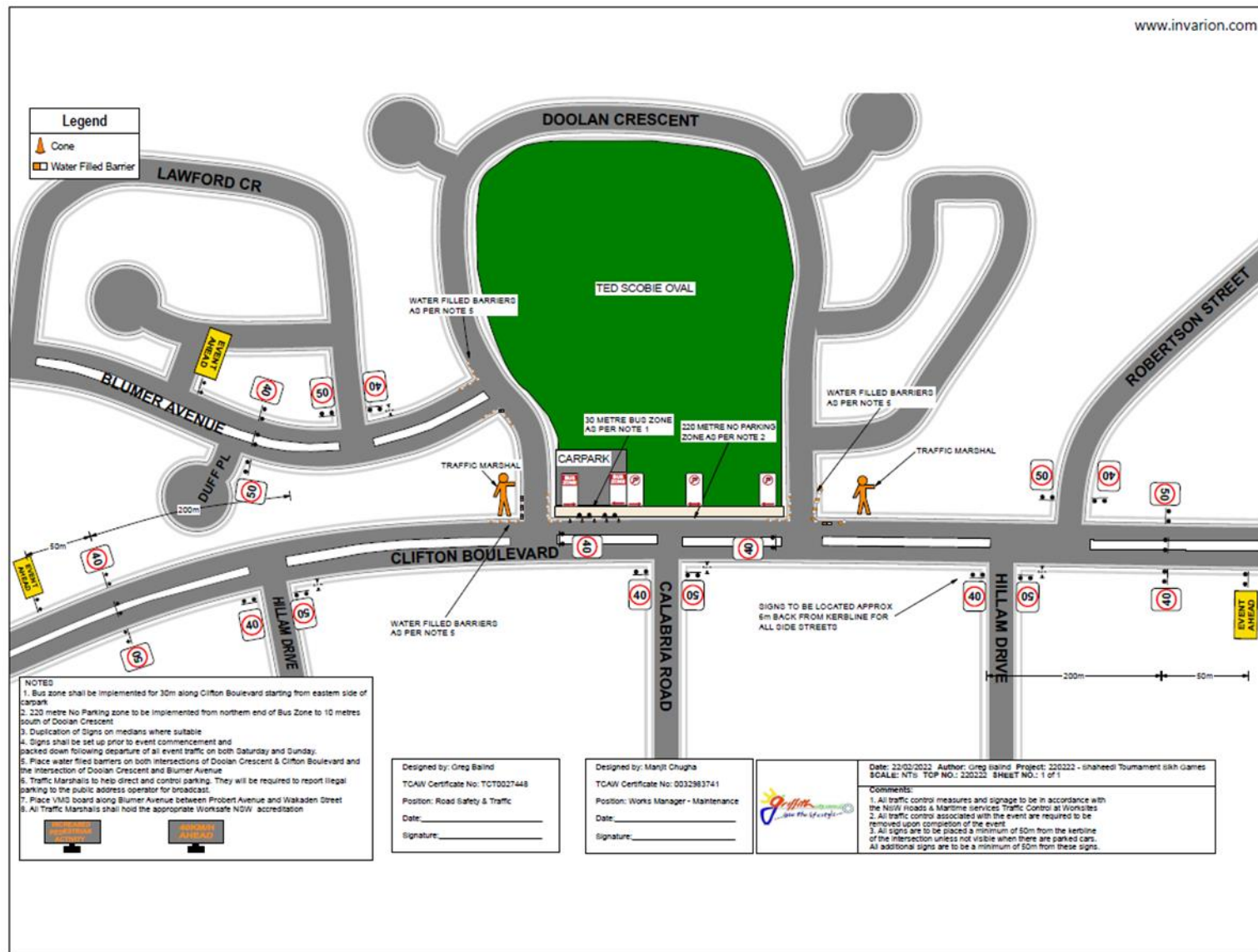
The next meeting of the Traffic Committee is to be held on Tuesday, 12 April 2022 at 10:30 am.

There being no further business the meeting terminated at 10:57 am.

Confirmed: .....

CHAIRPERSON

## Traffic Control Plan





*Sikh Games  
Traffic Management Plan*

*28 February 2022*

28 February 2022

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Author: Greg Ballind  
Position: Road Safety and Traffic  
Signed: .....

*Sikh Games  
Traffic Management Plan*

28 February 2022

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## **1. Event**

The following Traffic Management Plan has been prepared by Griffith City Council on behalf of the Gurdwara Singh Sabha Society Griffith. The traffic management plan incorporates recommendations that shall be applied to the annual Sikh Games – Shaheedi Tournament proposing to be held at Ted Scobie Oval (LOT 1 DP 40048). The event is set to take place between 8:00am and 6:00pm on Saturday 11 and Sunday 12 June 2022.

The event will involve various sports and is expected to attract approximately 15,000 people.

Setting up of the event will take place over several days leading up to the event with pack down taking place immediately after the event.

## **2. Traffic Data**

The event is to be held at the Ted Scobie Sports Oval which is located in the centre of the Collina area. Ted Scobie Sports Oval is surrounded by Doolan Crescent and Clifton Boulevard.

Doolan Crescent is a two (2) lane, two (2) way bitumen sealed road with kerb and gutter located along both sides of the road. Doolan Crescent is classified as an "Access road" as specified on *Council's Road Hierarchy Plan*. Doolan Crescent has a speed limit of 50km/h. Griffith City Council conducted a traffic count along Doolan Crescent in March 2021. The average daily traffic count for that period was 1036 vehicles per day.

Clifton Boulevard is a two lane, two way bitumen sealed road with kerb and gutter located along both sides of the road and a central splitter island. Clifton Boulevard is classified as a "collector road" as specified on *Council's Road Hierarchy Plan*. Clifton Boulevard has a speed limit of 50km/h. Griffith City Council conducted a traffic count along Clifton Boulevard in March 2021 between Hillam Drive and Doolan Crescent. The average daily traffic count for that period was 2252 vehicles per day.

## **3. Traffic Management**

Due to the large amount of spectators and the existing car parking at Ted Scobie Oval, the traffic management for the event will consist of; measures to mitigate excessive amount of parking in the immediate locality, increase safety for pedestrians, as well as traffic control devices to warn road users of increased traffic in the area. The following measures are described in this section below.

### 3.1 Traffic Control

A Traffic control plan, as attached, has been prepared by Griffith City Council's Engineering Department, detailing the traffic control measures to be installed for the event. The plan conforms to the requirements of AS 1742.3 and the RMS' Guide to Traffic Control at Worksites.

The traffic control measures will be implemented and taken down by accredited individuals who have completed the two day Traffic Control for Worksites course. Provisions to ensure that the signs are not altered or removed during the day will be established. The following traffic control (as per the attached plan) will be in place;

- A drop off/pick up area for a bus service along Clifton Boulevard will be established to ensure a safe and manoeuvrable area for buses to pick up and drop off patrons. To facilitate a suitable area for this process to occur a temporary Bus Zone area is proposed to be implemented along Clifton Boulevard for approximately 30 metres of the event site.
- A No Parking zone to the north of the bus zone that extends along the entire Clifton Boulevard frontage of Ted Scobie Oval. This area will facilitate a vehicle drop off/pick up area.
- A speed reduction to 40km/h zone on all approaches to Ted Scobie Oval. The 40km/h zone will increase safety for pedestrians and drivers in the immediate locality of the event. The 40km/h zone shall be set up at 8:00am Saturday and Sunday and shall be packed down 6:00pm Saturday and Sunday.
- Warning signage shall also be erected to complement the 40km/h zone and remind drivers of the event ahead and the increased pedestrian activity in the area.
- \*Parking Compliance Officers will monitor illegal parking in and around the vicinity.

### 3.2 Pedestrian & Cyclists

Pedestrians are considered a high risk user group in road safety terms, especially with the inclusion of children and the elderly, therefore to minimise risk to the participants and public – the event organisers will promote the use of existing pedestrian facilities including the adjacent shared paths, footpaths and refuges as a preferred route by all pedestrians. It is anticipated the event will have little impact on (or attract) cyclists.

A 2.5 metre shared path is located along the western side of Clifton Boulevard between Sanders Street and Doolan Crescent. A 1.5 metre footpath is located around the perimeter of Ted Scobie Oval. Pedestrians and cyclists utilising the facilities will be required to give way to the approaching traffic as per the NSW Road Rules 2014.

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\*Subject to availability

### 3.3 Parking

Onsite parking is available at Ted Scobie Oval but is limited to approximately 136 parking spaces and 4 disabled parking spaces. Parking is also available along the street in the vicinity of the oval, due to the amount of spectators and participants, this is insufficient. In previous year's parking has been a major concern with Council receiving numerous complaints from the public regarding illegal parking. As such a recommendation within this Traffic Management Plan is to incorporate a bus service to be run from Ted Scobie Oval along a prescribed route through Griffith to the Sikh temple at 895 Kidman Way.



Figure 1- Bus Service Route from Sikh Temple to Ted Scobie Oval

The proposed bus service will pick up and drop off spectators and participants of the event. The bus service will encourage the event community to park at designated areas (such as the Sikh temple) along the above prescribed route. This will alleviate on street parking concerns around Doolan Crescent and Clifton Boulevard. The bus service will begin at the

*Sikh Games  
Traffic Management Plan*

28 February 2022

Sikh Temple located at 895 Kidman Way. Participants and spectators will be encouraged to park their vehicles at the temple and catch the bus to Ted Scobie Oval. The bus service will travel along Kidman Way, Jondaryan Avenue, Banna Avenue, Blumer Avenue and Clifton Boulevard before returning to the temple. The bus service may stop to pick up or drop off the event community along the prescribed route when needed. There should be a minimum of two buses in operation during the event with 30 minute intervals of leaving Ted Scobie Oval. A designated bus zone is incorporated in the Traffic Control Plan.

In addition, the bus service will be able to pick up or drop off spectators and participants of the event at major tourist attractions, shopping centres or accommodation venues when requested. This will encourage event patrons to utilise the bus service.



Figure 2 – Sikh Temple Lot (Ample Parking available onsite)

The Griffith Visitors Information Centre carpark has approximately 150 parking spaces. In addition, there is a significant amount of on street parking available along Banna Avenue between Jondaryan Avenue and Bonegilla Road. The existing parking facilities will be able to cater for the vehicles associated with the event.

Sikh Games  
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Figure 3 - Existing Parking around Griffith Visitors Information Centre

### 3.4 Heavy Vehicles

The location of the event is not on a restricted access heavy vehicle route therefore it will not have any impact on heavy vehicle travel.

### 3.5 Emergency Services

The event will not require the closure of any roads and minimal effect will occur for emergency service vehicles across the Griffith Local Government Area. Copies of relevant Traffic Management and Traffic Control Plans will be provided to Police, Ambulance, NSW Fire and Rescue, NSW Rural Fire Service and the State Emergency Service by the event organisers well in advance of the proposed date.

#### 3.5.1 Police

Griffith Police Station is located at 47 Railway Street between Kooyoo Street and Tranter Place. Access to Ted Soobie Oval will be available at all times.



Figure 4 - Griffith Police Station

#### 3.5.2 Ambulance

Griffith Ambulance Station is located at 192-196 Wakaden Street. Access to Ted Scobie Oval will be available at all times.



Figure 5 – Griffith Ambulance Station

#### 3.5.3 Fire Brigade

Griffith Fire Station is located at 11 Jondaryan Avenue at the corner of Jondaryan Avenue and Yambil Street. Access to Ted Scobie Oval will be available at all times.



Figure 6 – Griffith Fire Station

### 3.6 Public Transport

Griffith Buslines currently provides a public bus service for Griffith and the surrounding area accessing Griffith's suburbs Monday to Friday and Saturday morning. There will be no impact on the public bus service in Griffith.

Griffith City Taxi's operators and Griffith Buslines will be required to follow the provided traffic control measures (Speed Reduction) around Doolan Crescent, Clifton Boulevard and Blumer Avenue.

### 3.7 Contingency Plan

If the event cannot occur on this date due to inclement weather or another unforeseen circumstance the event shall be cancelled.

### 3.8 Advertising of Traffic Management

The event organiser is to advertise the context of traffic control/management in local media no less than seven (7) days prior to the event. This is beyond any promotional advertising for the event itself.

**TITLE** Outstanding Action Report

**TRIM REF** 22/35908

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**RECOMMENDATION**

The report be noted.

**ATTACHMENTS**

(a) Outstanding Action Report - Council Meeting [↓](#)

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**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
08 March 2022	<b>CL02 DECLARED ALCOHOL PROHIBITED AREAS - AMENDMENTS FOR ADDITIONAL AREAS FOR CONSIDERATION</b>	DE&OD	114647	22/069	<p><b>RESOLVED</b> on the motion of Councillors <u>Manjit Singh Lally</u> and <u>Laurie Testoni</u> that:</p> <p>(a) Council declare, in principle, the parks known as "IOOF Park", "Willow Park", "Venetian Park", <u>Beilby Park</u> and "<u>Yarrabee Reserve</u>" to be Alcohol Prohibited Areas between the hours of 10.00pm to 6.00am for a maximum duration of three years, 22 March 2022 to 12 February 2025 (to be in alignment with other Alcohol Prohibited Areas), in accordance with Sections 644, 644A-c and 632A of the Local Government Act, 1993 and that:</p> <p>(i) A notice in terms of Section 644A of the Local Government Act, 1993 be published on the Council website and associated Council newsletters, inviting representations or objections within 28 days from the date of publication;</p> <p>(ii) A copy of this resolution be provided to the Griffith Local Area Command of the NSW Police Service inviting representations or objections within 28 days from the date of notification;</p> <p>(iii) A copy of this resolution be provided to liquor licenses and secretaries of registered clubs whose premises border on or</p>	<b>28/03/2022:</b> On Exhibition.

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**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					<p>adjoin or are adjacent to the proposed Alcohol Free Zones and Alcohol Prohibited Areas inviting representations or objections within 28 days from the date of notification; and</p> <p>(b) This matter be referred to Council with all representations and objections received for a final resolution in terms of Section 644B of the Local Government Act, 1993 subsequent to resolution (a).</p>	
08 March 2022	<b>CL03 NSW REGIONAL HOUSING FUND - GRANT APPLICATION</b>	GM	114648	22/070	<p><b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Dino Zappacosta that:</p> <p>(a) Council submit an Expression of Interest to the NSW Government under the NSW Regional Housing Fund Program.</p> <p>(b) The Expression of Interest is to part fund the Residential Housing Enabling Infrastructure Project. The scope of the project includes: the extension of Clifton Boulevard east to the intersection with Rifle Range Road, upgrade of that intersection and provision of necessary utilities (water sewer, drainage and street lighting).</p> <p>(c) The Expression of Interest to be the maximum allowed under the guidelines being \$1,400,000.</p> <p>(d) Should Council be invited to progress to a Stage 2 Application, that Council authorise the General Manager to submit an application in this regard.</p>	<b>04/04/2022:</b> Application submitted.

**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					(e) The Mayor and General Manager be authorised to sign any relevant documents in relation to this Expression of Interest/Application process.	
08 March 2022	<b>MINUTES OF THE GRIFFITH PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 17 FEBRUARY 2022</b>	DBC&FS	114652	22/074	<p><b>RESOLVED</b> on the motion of Councillors Anne Napoli and Christine Stead that the recommendations as detailed in the Minutes of the Griffith Pioneer Park Museum Committee meeting held on 17 February 2022 be adopted.</p> <p>The below recommendation was endorsed:</p> <p><b>RECOMMENDED</b> on the motion of Denis Couch and Jenna Thomas that Council recruit a fulltime manager for Griffith Pioneer Park Museum and that Council consider the Pioneer Park cottage be made available to assist in the recruitment of the position.</p>	<b>01/04/2022:</b> Wages Budget for 2022/23 includes the Managers position.
22 February 2022	<b>NOTICE OF MOTION - COUNCILLOR SIMON CROCE</b>	DI&O	114000	22/057	<p><b>RESOLVED</b> on the motion of Councillors Simon Croce and Anne Napoli that:</p> <p>(a) Council consider the construction of the Griffith to Yoogali shared bicycle track as a priority.</p> <p>(b) Council undertake a full costing of the track and bridge as to facilitate funding opportunities to contribute towards the new construction.</p>	<p><b>14/03/2022:</b> Funding estimate for Path and Bridge: \$1.4 million.</p> <p>100% funding request submitted to Transport for NSW Active Transport Program.</p>

**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

22 February 2022	<b>CC01 CREMATORIUM FEASIBILITY STUDY</b>	DI&O	114001	22/061	<p><b>RESOLVED</b> on the motion of Councillors Simon Croce and Manjit Singh Lally that:</p> <p>(a) Council call an Expression of Interest from interested parties for a period of 60 days to seek interest in entering into a partnership arrangement with Griffith City Council to construct and operate a crematorium facility.</p> <p>(b) The feasibility study completed by the consultants regarding construction and operation of a crematorium be considered by Councillors in conjunction with the review of the 10 Year Capital Expenditure Plan and Draft Budget 2022/2023.</p> <p>(c) Following the adoption of the new Committee Structure by Council during March 2022, the final report by the consultants be referred to the relevant committee seeking a firm recommendation to Council regarding a preferred location for a crematorium.</p>	<p><b>14/03/2022:</b> Expression of Interest document being drafted.</p> <p><b>08/04/2022:</b> Expression of Interest document on Exhibition. Expression of Interest to close 7 June 2022.</p>
8 February 2022	<b>CL07 AUSTRALIAN GOVERNMENT - BUILDING BETTER REGIONS FUND (ROUND 6) GRANT APPLICATION</b>	GM	113316	22/027	<p><b>RESOLVED</b> on the motion of Councillors Dino Zappacosta and Christine Stead that:</p> <p>(a) Council endorse the lodgement of an application for grant funding to the Australian Government Building Better Regions Fund (Round 6) by the closing date of Thursday 10 February 2022.</p>	<p><b>28/02/2022:</b> Application submitted.</p> <p><b>14/03/2022:</b> Letter written to MAAS Properties and Griffith Local Aboriginal Lands Council inviting parties to commence negotiations with Council.</p>

**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					<p>(b) The purpose of the application is to accelerate or bring forward additional developed residential housing lots in Collina, Griffith thus enabling more housing construction.</p> <p>(c) The scope of works to include the acquisition of land to construct an extension of Clifton Boulevard by approximately 850m to the intersection of Rifle Range Road, the upgrade of that intersection and provision of utilities i.e. water, sewer, drainage and street lighting.</p> <p>(d) The General Manager be authorised to sign the Grant Funding Application.</p> <p>(e) The Mayor and General Manager be authorised to commence negotiations with the Griffith Local Aboriginal Land Council for the acquisition (by agreement) of land required for the extension of Clifton Boulevard to the intersection with Rifle Range Road. A further report be presented to Council for consideration following negotiations.</p> <p>(f) The Mayor and General Manager be authorised to commence negotiations with the Griffith Local Aboriginal Land Council and the MAAS Property Group with a view to preparing a Voluntary Planning Agreement with each party. A further report be prepared for</p>	
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## OUTSTANDING ACTION REPORT

### FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					<p>Council consideration following negotiations.</p> <p>(g) Should Council be invited to submit a formal application for grant/loan funds by the National Housing Finance and Investment Corporation then the General Manger be authorised to prepare and lodge that application.</p>	
8 February 2022	<b>CC01 COUNCIL PURCHASE OF LAND FROM MURRUMBIDGEE IRRIGATION LIMITED- LOT 230 DP 1196370, HANWOOD AND SALE OF PART TO DANIEL GAFFEY</b>	CPO	113319	22/035	<p><b>RESOLVED</b> on the motion of Councillors Glen Andreazza and Laurie Testoni that:</p> <p>(a) Council approve the purchase of drainage reserve Lot 230 DP 1196370 from Murrumbidgee Irrigation Limited.</p> <p>(b) Council approve the sale of part of Lot 230 DP 1196370 to the adjoining landowner as outlined in the report.</p> <p>(c) Council pay all costs and charges in relation to the purchase of Lot 230 DP 1196370 from Murrumbidgee Irrigation Limited and sale of part Lot 230 DP 1196370 to the adjoining landowner, as outlined in the report.</p> <p>(d) Lot 230 DP 1196370 be classified as operational land on transfer to Council.</p> <p>(e) Council give public notice of the proposal to classify Lot 230 DP 1196370 as operational land allowing 28 days to receive submissions.</p>	<p><b>11/02/2022:</b> MI notified of Council approval to proceed to purchase MI land for levy at Hanwood. Confirmed with MI solicitor to proceed with Contract of Sale and Council solicitor advised will received Contract of Sale. Advertisement to classify the land as Operational land will commence on Monday 14 February 2022 allowing 28 days to receive submissions till 14 March 2022. Sale of part of the land to the adjoining neighbour will not commence until purchase of land from MI completed and subdivision of part of the land completed.</p>

## OUTSTANDING ACTION REPORT

### FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					<p>(f) Should submissions be received as part of the notification process, a separate report be presented to Council for consideration.</p> <p>(g) Should no submissions be received as part of the notification process Lot 230 DP 1196370 be declared operational land.</p>	
9 November 2021	<b>NOTICE OF MOTION - COUNCILLOR NEVILLE</b>	DIO	109781	21/409	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Doug Curran that Council:</p> <p>a) Prepare a scoping document for the construction of a road bridge across the main canal in Ulong Street and the associated approaches, pedestrian access and necessary alignment works in Ulong Street.</p> <p>b) That the scoping of this project be considered by the Transport Committee and recommendation to Council.</p>	<p><b>17/01/2022:</b> Feasibility and draft scoping document to be considered by Transport Committee May 2022.</p> <p><b>04/04/2022:</b> Council's new Committee Structure does not include a Transport Committee therefore this scoping document will be discussed at Workshop with a view to report to Council.</p>
26 October 2021	<b>CC06 TENDER NO. 8-21/22 - KOOYOO STREET RECONSTRUCTION WORKS - BANNA AVENUE TO YAMBIL STREET</b>	DU	109150	21/393	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Glen Andreazza that:</p> <p>(a) Council accept the tender from B&amp;C Plumbing for Tender No. 8-21/22: Kooyoo Street Reconstruction Stage 1 (Banna Avenue to Banna Lane only as referred to in the Financial Implications section of this report.</p> <p>(b) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2005, reject all tenders submitted for Tender No. 8-21/22</p>	<p><b>10/11/2021:</b> Tender awarded for Stage 1, awaiting completion of negotiations with B&amp;C Plumbing in relation to Stage 2. Report to be prepared for Council.</p> <p><b>15/11/2021:</b> Letters have been sent out to successful and unsuccessful tenders. Works to commence on site Monday 22 November 2021.</p> <p><b>17/01/2022:</b> Works commenced.</p> <p><b>28/02/2022:</b> Council has received approval to utilise LRCIP funding</p>

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## OUTSTANDING ACTION REPORT

### FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

					<p>Kooyoo Street Reconstruction works Stage 2 (Banna Lane to Yambil Street) due to all tenders being over the allocated budget.</p> <p>(c) Council, in accordance with Section 178(4) (a) of the Local Government Regulation 2005, does not need to call fresh tenders for Stage 2 of Tender No. 8-21/22 as there are suitably qualified and experienced tenderers available to negotiate with.</p> <p>(d) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2005, enter into negotiations with B&amp;C Plumbing for Stage 2 only of the Kooyoo Street Reconstruction Works (Banna Lane to Yambil Street) as they are a suitably qualified local contractor who has experience in the work required under this contract.</p> <p>(e) Council authorise the contract documents (Stage 1 Banna Avenue to Banna Lane) to be signed by the General Manager.</p> <p>(f) At the completion of negotiations with B&amp;C Plumbing in relation to Stage 2 (Banna Lane to Yambil Street) of Tender 8-21/22, a further report be presented to Council.</p>	of \$2.06 million for Stage 2 Kooyoo Street.
8 December 2020	<b>CL03 - LOCAL ROADS AND COMMUNITY INFRASTRUCTURE</b>	DIO	95319	20/295	<b>RESOLVED</b> on the motion of Councillors Doug Curran and Christine Stead that Council submit the following projects to the Federal Government under the Local Roads and Community	<b>15/12/2020:</b> Submissions have been made to Fixing Local Roads. FLR200149 - Barber

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## OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

	<b>PROGRAM (EXTENSION)</b>				<p>Infrastructure (Extension) Program: Griffith City Council Allocation: \$1,397,601.</p> <p>(1) Railway Street Car Park (East End). Estimated Cost: \$500,000.</p> <p>(2) Jubilee Oval - Car Park adjacent to new amenities block. Estimated Cost: \$160,000.</p> <p>(3) Asphalt exiting shared path (4.7km) along Wyangan Avenue (from residential area) to Jones Road and then along Jones Road to Eastern side of causeway. Similar to Hanwood path asphalt surface. Estimated Cost: \$350,000</p> <p>(4) Barber Road Project Contribution. Estimated Cost: \$390,000.</p> <p>Should Council's application to seal Barber Road under Fixing Local Roads (Round 2) be unsuccessful, then Council submit Footpath between West End Oval and Jubilee Oval. Estimated Cost to \$390,000.</p> <p>(5) A costing for a Pedestrian Bridge over the canal on Mackay Avenue/ Macedone Road (northern side) and a costing for footpaths as per the Pedestrian Access and Mobility Plan (PAMP) designed for the area.</p> <p>Total Projects 1, 2, 3 and 4 - \$1,400,000.</p>	<p>Road FLR200101 - Bringagee Road.</p> <p><b>9/3/2021:</b> Awaiting funding announcement.</p> <p><b>14/04/2021:</b> Projects 1, 2 &amp; 3 designs finalised. Project 4 funding successful for Barber Road. Project 5 design nearing completion.</p> <p><b>02/08/2021:</b> Project has been completed in accordance with milestones.</p> <p><b>12/08/2021:</b></p> <p>Project 1: Preparation for earthworks underway.</p> <p>Project 2: Expected completion end of Aug 2021.</p> <p>Project 3: Awaiting quote through Local Government Procurement.</p> <p>Project 4: Barber road stakeholder engagement progressing</p> <p>Project 5: Awaiting quotes.</p> <p><b>20/09/2021:</b></p> <p>Project 1: Earthworks commenced</p> <p>Project 2: Final seal complete. Occupational Certificate expected 30 September.</p> <p>Project 3: Contractor engaged, works scheduled week commencing 20 Sep 2021.</p>
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**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

						<p>Project 4: Drainage pipes on order.</p> <p>Project 5: Awaiting finalisation on quotes.</p> <p><b>5/10/2021:</b> Deadline for completion of projects under Stage 1 and Stage 2 extended to 30 June 2022.</p> <p><b>17/01/2022:</b></p> <p>Project 1: Electrical installation commenced, pavement works continuing.</p> <p>Project 2: Completed.</p> <p>Project 3: Awaiting line-marking.</p> <p>Project 4: Drainage expected completion June 2022.</p> <p>Project 5: Awaiting finalisation on quotes.</p>
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**OUTSTANDING ACTION REPORT**  
FOR THE ORDINARY MEETING OF COUNCIL 12 APRIL 2022

**OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING**

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
9 March 2021	<b>CL02 - BENEREMBAH STREET - LIGHTING AND BEAUTIFICATION</b>	DIO	99137	21/081	<b>RESOLVED</b> on the motion of Councillors Brian Simpson and Rina Mercuri that Council proceed with the design and installation of 4 street lights in Benerembah Street to a maximum cost of \$60,000 and commence these works during the current financial year being 2020-2021.	<p><b>06/04/2021:</b> Installation of street lights progressing.</p> <p><b>14/04/2021:</b> Quotation received. Design commenced.</p> <p><b>20/09/2021:</b> Contractor engaged, awaiting certified design.</p> <p><b>01/11/2021:</b> Certified Design received.</p> <p><b>17/01/2022:</b> Proposed commencement date 7 Feb 2022.</p> <p><b>2/3/2022:</b> Awaiting approval from Essential Energy on modification to trench location due to hard rock being located as per original plans.</p>
26 October 2021	<b>CL01 GRANT APPLICATION ALLOCATION &amp; ENDORSEMENT</b>	DBCF	109140	21/375	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Dino Zappacosta that Council endorse a funding application of \$2.06m under the Local Roads &amp; Community Infrastructure Fund (Federal Government) for the following:</p> <ul style="list-style-type: none"> <li>- Part funding of Kooyoo Stage Reconstruction Works Stage 1 (Banna Avenue to Banna Lane) and balance funding towards Stage 2 (Banna Lane to Yambil Street).</li> </ul>	<b>05/11/2021:</b> Resolution noted, application will be submitted when funding body provide application documentation.

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14 September 2021	<b>CL03 DRAFT PLAN OF MANAGEMENT - SCENIC HILL ZONE 1 - FORMAL RECREATIONAL AREAS</b>	CPO	107480	21/290	<p><b>RESOLVED</b> on the motion of Councillors Doug Curran and Dino Zappacosta that:</p> <p>(a) Council refer the Draft Plan of Management for Scenic Hill Zone 1 – Formal Recreational Areas being Crown Reserves (83029) Clay Target Club, (83393) Dalton Park, (83394) Griffith Gun Club, (83395) Griffith Golf Course, (83396) Griffith Motorcycle Sports Club, (88420) Rodeo Grounds to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Scenic Hill Zone 1 – Formal Recreational Areas if required, and places it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Scenic Hill Zone 1 – Formal Recreational Areas on completion of the exhibition period, to consider all submissions.</p>	<p><b>16/09/2021:</b> Form and Draft Plan of Management submitted to the Crown for minister's consent to place on public exhibition.</p> <p><b>17/01/2022:</b> Council contacted Crown Lands for an update on PoM under review. Advice received was that PoM's under review should be finalised in the next few weeks.</p> <p><b>28/02/2022:</b> Meeting was held with Crown Lands on 5 February 2022 where it was confirmed that there is a backlog of PoM's to be reviewed. Crown Lands unable to give a date for when they will be completed.</p>
22 June 2021	<b>CL02 - DRAFT PLAN OF MANAGEMENT - THARBOGANG WETLANDS -</b>	CPO	103835	21/182	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Dino Zappacosta that:</p>	<p><b>30/06/2021:</b> Draft Plan of Management for Tharbogang Wetlands together with required form emailed to Crown Lands</p>

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	<b>CROWN RESERVE 1002928</b>				<p>(a) Council refer the draft Plan of Management for Tharbogang Wetlands (Crown Reserve 1002928) to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the draft Plan of Management for Tharbogang Wetlands if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Council confirm it has considered Native Title Managers advice in relation to the Plan of Management for Tharbogang Wetlands.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Tharbogang Wetlands on completion of the exhibition period and to consider all submissions.</p>	<p>seeking Minister's approval to advertise the draft Plan of Management.</p> <p><b>17/01/2022:</b> Council contacted Crown Lands for an update on PoM under review. Advice received was that PoM's under review should be finalised in the next few weeks.</p> <p><b>28/02/2022:</b> Meeting was held with Crown Lands on 5 February 2022 where it was confirmed that there is a backlog of PoM's to be reviewed. Crown Lands unable to give a date for when they will be completed.</p>
22 June 2021	<b>CL03 - DRAFT PLAN OF MANAGEMENT - COLLINA PRECINCT PARKS</b>	CPO	103837	21/183	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Christine Stead that:</p> <p>(a) Council refer the draft Plan of Management for Collina Precinct Parks, being Crown Reserves Mclvor (240001), Jiggins (240003), Manser and Jessie Farrell Parks (1039692) together with Council owned land Chandler and Dei Agnoli Parks, to the Minister</p>	<p><b>30/06/2021:</b> Draft Plan of Management for Collina Precinct Parks together with required form emailed to Crown Lands for Minister's approval of the draft Plan of Management.</p> <p><b>17/01/2022:</b> Council contacted Crown Lands for an update on PoM under review. Advice received was that PoM's under</p>

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					<p>administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the draft Plan of Management for Collina Precinct Parks if required, and place the plan on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Council confirm it has considered Native Title Manager advice in relation to the Plan of Management for Collina Precinct Parks.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Collina Precinct Parks on completion of the exhibition period and to consider all submissions.</p>	<p>review should be finalised in the next few weeks.</p> <p><b>28/02/2022:</b> Meeting was held with Crown Lands on 5 February 2022 where it was confirmed that there is a backlog of PoM's to be reviewed. Crown Lands unable to give a date for when they will be completed.</p> <p><b>17/03/2022:</b> Approval to place the Plan of Management for Collina Precinct Parks on public exhibition. Exhibition closing date: 27 April 2022.</p>
23 March 2021	<b>BUSINESS ARISING - MINUTES OF THE TRANSPORT COMMITTEE MEETING HELD ON 8 FEBRUARY 2021</b>	RS&TO	99774	21/001	<p><b>RESOLVED</b> on the motion of Councillors Dino Zappacosta and Simon Croce that Council follow up with Transport for NSW in relation to the upgrade of bridge north of the Kidman Way and Coppard Road intersection.</p>	<p><b>14/04/2021:</b> A report was presented to Transport Committee 12/04/2021 regarding site history with a recommendation that Transport for NSW be approached for an update. Subsequently the issue was also raised at the Traffic Committee 13/04/2021 and the matter was put to the Transport for NSW representative who advised they would investigate and report the outcome back to the Traffic Committee.</p>

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						<p><b>16/07/2021:</b> Minutes from the Traffic Committee Meeting 11 May 2021 'Mr Minehan has received advice from <u>TfNSW's</u> Asset Manager that the realignment works were a shovel ready project with the design finalised however no date has been set at this stage due to lack of funding'.</p> <p><b>3/08/2021:</b> Letter sent to the Local Member, Helen Dalton MP for support in requesting Transport for NSW proceed with plans of re-alignment of Willbriggie Bridge, Kidman Way.</p>
23 February 2021	<b>CL02 - DRAFT PLAN OF MANAGEMENT - CAMPBELL'S WETLAND - CROWN RESERVE 1002932</b>	CPO	98603	21/003	<p><b>RESOLVED</b> on the motion of Councillors Mike Neville and Brian Simpson that:</p> <ul style="list-style-type: none"><li>(a) Council refer the Draft Plan of Management for Campbell's Wetland (Crown Reserve 1002932) to the Minister administering the Crown Land Management Act 2016 for approval.</li><li>(b) Upon approval of the Minister administering the Crown Land Management Act 2016, Council amend the Draft Plan of Management for Campbell's Wetland and place it on public exhibition as per Section 38 of the Local Government Act 1993.</li><li>(c) Council confirm it has considered Native Title</li></ul>	<p><b>1/3/2021:</b> Draft Plan of Management email to the department for Minister administering the Crown Land Management Act 2016, for approval to place on public exhibition.</p> <p><b>17/01/2022:</b> Council contacted Crown Lands for an update on PoM under review. Advice received was that <u>PoM's</u> under review should be finalised in the next few weeks.</p> <p><b>28/02/2022:</b> Meeting was held with Crown Lands on 5 February 2022 where it was confirmed that there is a backlog of <u>PoM's</u> to be reviewed. Crown Lands unable to give a date for when they will be completed.</p>

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					<p>Managers advice in relation to the Plan of Management for Campbell's Wetland.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Campbell's Wetland, on completion of the public exhibition period and to consider all submissions.</p>	
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