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**AIRPORT COMMITTEE  
HELD IN THE MURRAY ROOM ON  
WEDNESDAY, 26 MARCH 2025 COMMENCING AT 5:02PM**

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**PRESENT**

Councillor Christine Stead (Chair), Councillor Tony O'Grady, Councillor Anne Napoli, Garry Harriman (Community Representative), Jason Gordon (ZOOM) (Community Representative), Michael Borg (Community Representative), Peter Little (Community Representative), Robert Ryan (Community Representative), Roslyn Frawley (Community Representative)

Quorum = 3

**STAFF**

Director Sustainable Development, Joe Rizzo, Urban Strategic Design & Major Projects Manager, Peter Badenhorst and Minute Secretary, Joanne Bollen

**1 APOLOGIES**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Michael Borg that an apology be received from Councillor Anne Napoli and Airport Facility Coordinator, Graham Slingsby.

**2 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.

**3 ITEMS OF BUSINESS**

**CL01 INDUCTION OF COMMITTEE MEMBERS - MANDATORY**

An overview of the Committee induction process which Committee members may access on the Council website was provided. Committee members are required to read the Code of Conduct policy and procedures, Code of Meeting Practice policy, Statements to the Media Policy, Social Media Policy, Information Protection Principles and Child Safe policy.

Committee members are also required to complete the online policy acknowledgment form.

A more in-depth explanation in relation to the requirement to declare any Conflicts of Interest will be covered in the next Committee meeting.

## **CL02 TERMS OF REFERENCE**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Roslyn Frawley that the Committee adopt the Terms of Reference attached to the report.

## **CL03 PROPOSED MEETING DATES 2025**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Jason Gordon that the Committee note the proposed meeting dates for 2025, the dates being:

- Wednesday, 4 June 2025;
- Wednesday, 27 August 2025;
- Wednesday, 26 November 2025.

## **4 GENERAL BUSINESS**

### **4.1 Airport Masterplan**

Director Sustainable Development, Joe Rizzo, informed the Committee that the Council currently has budget allocated to develop an Airport Masterplan. The Masterplan will address various elements, including leases and security upgrades. The current version of the Masterplan will be emailed to Committee members for their review and the matter to be discussed at the next Committee meeting.

### **4.2 Leases and Leaseholders**

Several items were raised regarding leases and leaseholders. The items were as follows:

- Committee members expressed a preference for 5-year lease terms over 12-month leases.
- The availability of leases was discussed, noting that there are currently no leases available, and concerns were raised about leases not being used for aviation purposes, such as hangars being used for storage.
- Work Health and Safety (WH&S) issues at the hangars were highlighted.
- The issue of off-lead dogs at the aerodrome was raised, with concerns about the risk to the public and potential Civil Aviation Safety Authority (CASA) compliance issues.

*Garry Harriman arrived at the meeting, the time being 6:30pm.*

## **5 MATTERS TO BE DEALT WITH BY CLOSED COMMITTEE**

### **CC01 GRIFFITH AIRPORT PAID CARPARKING**

Urban Strategic Design & Major Projects Manager, Peter Badenhorst presented an overview of the proposal for implementing paid parking at Griffith Regional Airport. Council has obtained quotes from three suppliers for two ticketless parking systems and various lane configurations.

Funds for the installation of the ticketless parking system have been allocated in the 2024/25

budget.

The Committee discussed the proposal and noted the following items for further consideration:

- A review of emergency access to the airport.
- Implementation of parking restrictions outside the airport to protect parking availability for nearby businesses and to prevent parking on verges.
- A review of walkways and all accessibility requirements.

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Michael Borg that the licence plate recognition ticketless parking system with 3 lanes with the card only system be approved.

**SMT COMMENT:** The Griffith Airport Paid Parking Project has been workshopped with Councillors on several occasions. A workshop held Tuesday, 4 March 2025 requested that this item be referred to the Airport Committee for consideration and recommendation to Council.

Should Council endorse to accept the recommendations in these minutes, inclusive of CC01 Griffith Airport Paid Carparking, staff will obtain updated quotations for the cost to implement the ticketless parking system. Options will also be investigated for the parking fees at the airport. A report will be presented to the next meeting of the Committee following the adoption of the 2025/26 budget. It is anticipated that this procurement process will be via public tender.

## **6 NEXT MEETING**

The next meeting of the Airport Committee is to be held on Wednesday, 4 June 2025 at 5:00pm.

There being no further business the meeting terminated at 6:58pm.