
**FLOODPLAIN MANAGEMENT COMMITTEE
TO BE HELD IN MURRAY ROOM ON
THURSDAY, 6 MARCH 2025 AT 2:00 PM**

- 1 Apologies
- 2 Confirmation of Minutes
- 3 Business Arising
- 4 Declarations of Interest
- 5 Items of Business
 - CL01 p6 Induction of Committee Members - Mandatory
 - CL02 p54 Terms of Reference
 - CL03 p61 Proposed Meeting Dates 2025
 - CL04 p62 Review of Lake Wyangan Flood Study and Floodplain Risk Management Study and Plan
 - CL05 p63 Project Update - Hanwood Stormwater Pump and Levee Project
 - CL06 p65 Project Update - McCormack Road Yoogali Levee - Stage 2 Project
 - CL07 p68 Response to Letter Received From Yenda Progress Association
- 6 p87 Outstanding Action Report
- 7 General Business
- 8 Matters to be dealt with by Closed Committee
 - CC01 Applications for Membership
 - personnel matters concerning particular individuals (other than councillors) 10A(2) (a)
- 9 Next Meeting

DISTRIBUTION LIST

Councillor Scott Groat (Chair), Laurie Testoni (Councillor - Alternate), Steve Manwaring (DCCEEW), Craig Ronan (NSW SES), Stephen Mortlock (Community Representative), Ian Parisotto (Community Representative), Paul Rossetto (Community Representative), Ema Munro (Community Representative), John Kerrigan (Community Representative).

General Manager, Brett Stonestreet; Director Utilities, Graham Gordon; Water & Wastewater Manager, Durgananda Chaudhary and Minute Secretary, Joanne Bollen

Quorum = 3

If you are unable to attend this meeting please notify the Minute Secretary prior to commencement of the meeting by email or by telephoning Council on 1300 176 077.

This Committee meeting may be attended remotely and recorded by audio or audio-visual means for administrative purposes. No other recording is permitted.

Acknowledgement of Country

Griffith City Council acknowledges the Wiradjuri people as the traditional owners and custodians of the land and waters, and their deep knowledge embedded within the Aboriginal community.

Council further pays respect to the local Wiradjuri Elders, past, present and those emerging, for whom we acknowledge have responsibilities for the continuation of cultural, spiritual and educational practices of the local Wiradjuri people.

**FLOODPLAIN MANAGEMENT COMMITTEE
HELD IN THE MURRAY ROOM ON
THURSDAY, 5 DECEMBER 2024 COMMENCING AT 2:00 PM**

PRESENT

Councillor Scott Groat (Chair), Laurie Testoni (Councillor - Alternate), Luigi Forner (Community Representative), Steve Mortlock (Community Representative), Steve Manwaring (Department Planning, Industry & Environment), Michael Borg (SES), Chris Palmer (Murrumbidgee Irrigation)

Quorum = 3

STAFF

Director Utilities, Graham Gordon, Water and Wastewater Manager, Durgananda Chaudhary, and Minute Secretary, Joanne Bollen

1 APOLOGIES

RECOMMENDED on the motion of Steve Mortlock and Luigi Forner that apologies be received from General Manager, Brett Stonestreet, Engineering Design & Approval Manager, Jason Carrozza, Joseph Dal Broi (Community Representative), Susanne Skof (SES) and Joshua Stanbury (SES).

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Luigi Forner and Steve Mortlock that the minutes of the previous meeting held on 8 August 2024, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Nil.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 PROJECT UPDATE - HANWOOD STORMWATER PUMP AND LEVEE PROJECT

Director Utilities, Graham Gordon, provided an update to the Committee on the Hanwood Stormwater Pump and Levee Project.

Drainage works have been completed, four pumps are installed with power supply, with one pump being commissioned today and works on the road construction will commence this week.

The project is nearing completion and the aim is to have it finalised prior to Christmas.

RECOMMENDED on the motion of Steve Mortlock and Luigi Forner that the information be received.

CL02 PROJECT UPDATE - MCCORMACK ROAD YOOGALI LEVEE - STAGE 2 PROJECT

Director Utilities, Graham Gordon, provided an update to the Committee on the McCormack Road Yoogali Levee, Stage 2 Project.

Stage 1 of the project has been completed with culvert upgrades. Stage 2 and 3 incorporates the levee construction along McCormack Road and Burley Griffin Way up to the Yoogali intersection.

Council has consulted extensively with Transport for NSW about the design and asset requirements as well as future plans for Transport for NSW to widen Burley Griffin Way.

At this point in time Stage 3 of the project has been put on hold.

With the funding that is available Council will progress with Stage 2a and 2b, which is McCormack Road element of the levee. A tender report will be presented to the Council Meeting on Tuesday, 10 December 2024.

RECOMMENDED on the motion of Steve Mortlock and Luigi Forner that funding information for Stage 2a and Stage 2b be sent to Steve Manwaring for clearance to commence works.

Stage 3 of the project has been put on hold due to funding constrictions. Steve Manwaring advised that applications for funding will open in March 2025.

RECOMMENDED on the motion of Steve Mortlock and Luigi Forner that Council investigate other options for Stage 3 and present a report to the Committee in February 2025.

CL03 PROJECT UPDATE - REVIEW OF LAKE WYANGAN FLOOD STUDY AND FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN BY TORRENT CONSULTING

Dan Williams from Torrent Consulting provided an update to the Committee on the Review of Lake Wyangan Flood Study and Floodplain Risk Management Study and Plan that is currently being undertaken.

RECOMMENDED on the motion of Steve Mortlock and Luigi Forner that the Data Collection Report be presented to the Committee in February 2025.

6 OUTSTANDING ACTION REPORT

The Outstanding Action Report was noted.

Councillor Laurie Testoni left the meeting, the time being 4:07pm.

7 GENERAL BUSINESS

7.1 Piping of North Merribee Supply Canal

Murrumbidgee Irrigation (MI) has commenced works on the North Merribee Channel and an update on the progress was provided to the Committee by Chris Palmer from MI.

The Committee discussed the works and some concerns of community members regarding flood waters were also addressed.

7.2 Letter received from Yenda Progress Association

A letter received from the Yenda Progress Association was tabled in the Committee meeting. The letter was regarding:

1. North Merribee Channel Realignment;
2. Emergency Main Canal Breaching Protocol;
3. Upgrade EMR Flood Gates option.

The Committee noted the letter and responses to the Yenda Progress Association will be drafted and presented at the next meeting, prior to the responses being sent to the Yenda Progress Association.

8 NEXT MEETING

The next meeting of the Floodplain Management Committee is to be held in February 2025 (date TBC).

There being no further business the meeting terminated at 4:32pm.

CLAUSE CL01

TITLE **Induction of Committee Members - Mandatory**

FROM **Joanne Bollen, Governance Officer**

TRIM REF **25/19423**

SUMMARY

Community members appointed to Council Committees are required to undertake the Committee Induction process as outlined in this report.

RECOMMENDATION

The Committee members note the Committee Induction requirements and complete induction process outlined in this report.

REPORT

Members appointed to Council Committees are required to undertake the Committee Induction process as outlined below:

Mandatory Induction Requirements:

Step 1: Read the following Policies and Information on the [Committee Webpage Committee Member Induction](#)

- Code of Conduct Policy
- Model Code of Conduct at a Glance Committee Members & Delegates
- Code of Meeting Practice Policy
- Statements to the Media Policy
- Social Media Policy
- Information Protection Principles
- Child Safe Policy and Code of Conduct

Step 2: Complete the online [Committee Acknowledgment of Policies Form](#) after reading the above policies.

Conflicts of Interest

Your obligations to disclose and manage conflicts of interest that arise in your role will depend on what type of conflict of interest you have. Part 4 & 5 of the Code of Conduct policy describes Committee members' responsibilities for declaring Pecuniary and Non-Pecuniary conflicts of interests.

[Conflicts of interest forms](#) may be filled in on-line prior to the meeting or completed in writing at the meeting.

Gift and Benefits Register

Part 6 of the Code of Conduct policy deals with gifts and benefits and outlines requirements for Committee members to submit a [Gift and Benefits form](#).

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.

ATTACHMENTS

- | | | |
|-----|--|----|
| (a) | Model Code of Conduct at a Glance ↓ | 8 |
| (b) | Code of Conduct Training Committee Members Delegates ↓ | 14 |

MODEL CODE OF CONDUCT FOR LOCAL COUNCILS IN NSW

'AT A GLANCE' GUIDE FOR COUNCIL COMMITTEE MEMBERS AND DELEGATES



Introduction

This guide summarises the key elements of the *Model Code of Conduct for Local Councils in NSW* that apply to committee members and delegates of councils and joint organisations.

The Model Code of Conduct is available at www.olg.nsw.gov.au.

Each council's and joint organisation's code of conduct must reflect the requirements of the Model Code of Conduct and may contain additional requirements.

While this guide refers to "councils" for simplicity, all references in it to "councils" are to be taken as including local and county councils and joint organisations.

Committee members and delegates should familiarise themselves with their council's code of conduct and understand their obligations and the obligations of others.

Who is a committee member?

A council committee member is any person (other than a councillor or council staff member) who is a member of a council committee that exercises functions of the council under delegation. It may also include members of advisory committees if your council has extended the application of its code of conduct to members of advisory committees.

Who is a delegate?

A delegate of a council is any person (other than a councillor or council staff member) who exercises a council function under delegation.

General Conduct

It is important that the local community has confidence in the council and those that serve it, whether as elected representatives, members of staff or as delegates or committee members.

As a committee member or a delegate of the council, you must ensure that your conduct and behaviour towards others meets the high standards that the community is entitled to expect of all council officials.

What conduct is expected of council committee members and delegates?

(Clauses 3.1 - 3.21)

You **must**:

- act lawfully and honestly and exercise care and diligence in undertaking your functions
- consider matters consistently, promptly and fairly and in accordance with established procedures
- ensure land use planning, development assessment and other regulatory decisions are properly made and that all parties are dealt with fairly, and
- comply with your duties under the *Work Health and Safety Act 2011* and take care of your own and others' health and safety.

You **must not** conduct yourself in a way that:

- will bring the council into disrepute
- is contrary to law and council policies
- is improper, unethical or an abuse of power
- involves misuse of your position for personal benefit
- constitutes harassment or bullying or is unlawfully discriminatory, or
- is intimidating or verbally abusive.

Submitting returns of interests

Delegates of councils or members of committees that exercise functions of the council that may give rise to conflicts of interest are required to disclose their personal interests in publicly available returns of interests.

These operate as a key transparency mechanism for promoting community confidence in council decision making, whether by councillors or by staff or others under delegation.

Do I need to submit a written return of interests?

(Clauses 4.8 – 4.10)

Delegates or committee members who are “designated persons” must complete and submit returns of their interests to the general manager.

When do I need to submit a written return of interests?

(Clause 4.21)

If you are a designated person, you must submit a return of interests within three months of your appointment and submit a new return annually (within three months of the start of each financial year).

If you become aware of any new interest that needs to be disclosed in the return, you must submit a new return within three months of becoming aware of the interest.

What interests do I need to disclose?

(Schedule 1)

If you are a designated person you will be required to disclose, among other things, the following types of interests in your return:

- interests in real property
- gifts
- contributions to travel
- interests and positions in corporations
- whether you are a property developer or a close associate of a property developer
- positions in trade unions and professional or business associations
- dispositions of real property
- sources of income, and
- debts.

Conflicts of interest

As a member of the local community, it is inevitable that at some point you will have a conflict of interest in a matter that you are dealing with. What is important is that you are able to identify that you have a conflict of interest and that you disclose and manage it appropriately.

There are two types of conflicts of interest – pecuniary and non-pecuniary. Your obligations to disclose and manage conflicts of interest will depend on what type of conflict of interest you have.

What is a pecuniary conflict of interest?

(Clauses 4.1 – 4.5)

You will have a pecuniary interest in a matter you are dealing with where there is a reasonable likelihood or expectation that you or a related person (eg a relative, your employer or business partner or a company you hold shares in), will gain or lose financially appreciably as a result of any decision made in relation to the matter.

How do I manage pecuniary conflicts of interest that I have in matters I am dealing with?

(Clauses 4.10, 4.12 and 4.18)

You must disclose in writing any pecuniary interest you may have in a matter you are dealing with as soon as you become aware of it.

The general manager will decide how the matter will be dealt with.

If you are a member of a committee, you must disclose any pecuniary interest you have in any matter being dealt with by the committee at each committee meeting that the matter arises and leave the meeting while the matter is being considered and voted on.

What is a non-pecuniary conflict of interest?

(Clauses 5.1, 5.2 and 5.8)

Non-pecuniary interests are private or personal interests that are not pecuniary interests.

You will have a non-pecuniary conflict of interest in a matter you are dealing with if a reasonable and informed person would perceive that you could be influenced by a private interest that you have in that matter. This is also known as the “pub test”.

How you deal with a non-pecuniary conflict of interest will depend on whether it is significant.

How do I know if I have a significant non-pecuniary conflict of interest in a matter I am dealing with?

(Clause 5.9)

You will have a significant non-pecuniary conflict of interest in a matter you are dealing with where you have a:

- close relationship (including a business relationship) with a person who will be affected by any decision made in relation to the matter
- strong affiliation with an organisation that will be affected by any decision made in relation to the matter, or
- financial interest in the matter that is not a pecuniary interest, or you otherwise stand to gain or lose a personal benefit as a result of a decision made in relation to that matter.

How do I manage significant non-pecuniary conflicts of interest that I have in matters I am dealing with?

(Clauses 5.9 and 5.10)

If you have a significant non-pecuniary conflict of interest in a matter you are dealing with, you must:

- disclose it in writing to the general manager
- disclose it on each occasion the matter arises, and
- not participate in any consideration of the matter.

If you are a member of a council committee you must also disclose your interest at each committee meeting that the matter arises and leave the meeting while the matter is being considered or voted on.

How do I manage non-pecuniary conflicts of interest that are not significant?

(Clauses 5.6, 5.7 and 5.11)

If you believe that you have a non-pecuniary conflict of interest in a matter you are dealing with that is not significant and that does not require further action, you must still disclose your interest in writing to the general manager as soon as possible and explain why you believe it is not significant.

The general manager will help you decide how to manage your interest.

If you are a member of a committee, you must also disclose your interest at each committee meeting the matter arises and explain why you believe it is not significant and no further action is necessary to manage it.

What if I am not sure?

(Clause 5.4)

Remember, no one knows your personal circumstances better than you and for that reason, the onus is on you to identify and disclose any potential conflict of interest you may have in a matter you are dealing with and to manage it appropriately.

If you are not sure whether you have a conflict of interest in a matter you are dealing with or what type of conflict of interest it is, always err on the side of caution. Disclose the interest in writing to the general manager and discuss with them whether you should continue to deal with the matter.

How do I deal with council in my private capacity as a resident or ratepayer?

(Clauses 5.28 and 5.29)

As a member of the community, it is inevitable that you will need to deal with your council in your private capacity. Where this occurs, you should deal with the council in the same way as other members of the public. You should not expect or seek any preferential treatment.

You must not use your position to obtain a private benefit for yourself or for someone else or to influence others in the performance of their functions to obtain a private benefit for yourself or for someone else.

Gifts and benefits

In the course of performing your duties you may be offered a gift or a personal benefit. There are strict rules that govern what gifts or benefits you may accept and those that you must refuse.

These rules are informed by the following principles:

- you must not benefit personally from the performance of your duties on behalf of the council other than through the remuneration and any other benefits you receive as a delegate or committee member, and
- you must not be influenced or be seen to be influenced in the performance of your duties as a result of the receipt of a gift or personal benefit.

What is a gift or benefit?

(Clauses 6.1 and 6.2)

A gift or benefit is something offered to or received by you or someone closely associated with you for personal use or enjoyment.

Gifts and benefits do not include:

- items with a value of \$10 or less
- a gift or benefit provided to the council as part of a cultural exchange or sister city relationship (provided it is not used for your personal use and enjoyment)
- attendance at a work-related event or function for the purpose of undertaking your council duties, or
- meals, beverages or refreshments that are provided to you while you are carrying out your council duties.

What gifts or benefits must I refuse?

(Clause 6.5)

You **must not**:

- seek or accept bribes
- seek gifts or benefits of any kind
- accept any gift or benefit that may create a sense of obligation, or that may be perceived as intended or likely to influence you in undertaking your duties
- accept any gift or benefit that is worth more than \$100
- accept tickets to major sporting or cultural events with a ticket value of over \$100 or corporate hospitality at such events
- accept cash or cash-like gifts (such as gift vouchers, credit cards, debit cards with credit on them, phone or internet credit, lottery tickets etc) of any amount
- participate in competitions for prizes where eligibility is based on the council being a customer of the competition organiser, or
- personally benefit from reward points programs when purchasing on behalf of council.

What if I can't refuse a gift or benefit?

(Clause 6.7)

If you are offered a gift or benefit that is worth more than \$100 that cannot be reasonably refused, you must surrender it to the council.

What gifts can I accept and who must I report this to?

(Clauses 6.6, 6.8 and 6.11)

You may accept gifts with a value of under \$100. However, if you receive further gifts from the same person or another person associated with them in the next 12 months with a value which, when combined with the value of the first gift exceeds \$100, you must refuse to accept the additional gifts.

If you accept a gift of any value above \$10, you must disclose this promptly to the general manager in writing. The following details must be recorded in the council's gift register:

- the nature of the gift or benefit
- the estimated monetary value of the gift or benefit
- the name of the person who provided the gift or benefit, and
- the date on which the gift or benefit was received.

Use of council information and resources

Council resources (including council information) are public resources. You must use council resources ethically, effectively, efficiently and carefully when performing your duties.

You must not use council resources for private purposes, or convert council property for your own use unless you are authorised to do so.

What records should I keep?

(Clauses 8.21 – 8.24)

All information created, sent or received in your official capacity (whether or not stored on a council device or a council email account) and any information stored in either soft or hard copy on council resources is considered to be a council record and must be kept in accordance with the *State Records Act 1998* and your council's records management policy.

Do not destroy, alter or dispose of records unless authorised to do so.

What are my obligations in relation to the use of council information?

(Clauses 8.9 – 8.11)

You can only access and use council information for council business. You must not use council information for private purposes and you must not seek to privately benefit from any council information you have obtained in your role as a delegate or committee member.

You must only release council information in accordance with established council policies and procedures and in compliance with relevant legislation (including privacy legislation).

You must maintain the integrity and security of any confidential or personal information you have access to. In particular, you must:

- only access confidential or personal information that you have been authorised to access and only for the purposes of performing your duties
- protect confidential and personal information
- only release confidential or personal information if authorised to do so
- only use confidential or personal information for the purpose for which it is intended to be used
- not use confidential or personal information to obtain a private benefit for you or for someone else
- not use confidential or personal information to cause harm to the council or anyone else, and
- not disclose confidential information discussed during a closed session of a council or committee meeting or any other confidential forum (such as councillor workshops or briefing sessions).

What are my obligations when using my council computer or mobile device?

(Clause 8.20)

You must not use council's computer or mobile devices to access, download or communicate any material that is offensive, obscene, pornographic, threatening, abusive or defamatory or could lead to civil or criminal liability and/or damage council's reputation.

Making code of conduct complaints

Your council's code of conduct is the key mechanism for promoting and enforcing the ethical and behavioural standards the community rightly expects of those who serve the council.

For this reason, it is important that your council's code of conduct is correctly used and that code of conduct processes are respected and complied with.

How do I make a code of conduct complaint?

(Part 4 of the Procedures)

Complaints alleging breaches of the code of conduct must be made in writing to the general manager. Complaints about the general manager must be made in writing to the mayor. Complaints must be made within 3 months of the conduct occurring or you becoming aware of the conduct.

To be dealt with under the council's code of conduct, a complaint must show or tend to show conduct by a member of staff, a councillor or a person exercising council functions under delegation or who is otherwise subject to the council's code of conduct in connection with their official role or the exercise of their official functions that would constitute a breach of the council's code of conduct if proven.

The following types of complaints must not be dealt with under a council's code of conduct and should instead be dealt with under the council's routine complaints management processes:

- complaints about the standard or level of service provided by the council or a council official
- complaints that relate solely to the merits of a decision made by the council or a council official or the exercise of a discretion by the council or a council official
- complaints about the policies or procedures of the council, and
- complaints about the conduct of a council official arising from the exercise of their functions in good faith, whether or not involving error, that would not otherwise constitute a breach of the council's code of conduct.

Model Code of Conduct for Local Councils in NSW – 'At a Glance' Guide for Council Committee Members and Delegates

6

What happens if a code of conduct complaint is made about me?

(Clauses 5.10 – 5.17 of the Procedures)

The general manager (or another member of staff authorised by the general manager) is responsible for dealing with code of conduct complaints about committee members and delegates.

In dealing with a complaint, the general manager may determine to take no action, to resolve it informally or to take disciplinary action. Prior to taking disciplinary action, the general manager must comply with certain procedural fairness requirements.

Where proven, code of conduct complaints may result in:

- censure
- requirement for an apology
- prosecution for any breach of the law
- removal or restriction of a delegation, and/or
- removal from membership of a committee

What are my responsibilities in relation to code of conduct complaints?

(Clauses 9.1 – 9.7, and 9.13)

You have certain obligations in relation to any code of conduct complaints that you make or that are made about you. These obligations are designed to safeguard the integrity of your council's code of conduct and the processes for investigating and dealing with alleged breaches by ensuring code of conduct matters are dealt with in a manner that is robust, fair and confidential. Breaches of these obligations may themselves constitute a breach of your council's code of conduct.

In particular you must not:

- make code of conduct complaints for an improper purpose
- take or cause reprisal action to be taken against someone for making or dealing with a code of conduct complaint
- disclose any information about a code of conduct complaint you have made or that has been made about you except for the purpose of seeking legal advice, or
- impede or disrupt the consideration of a code of conduct complaint and you must comply with any reasonable and lawful requests.



Model Code of Conduct Training

Committee Members and Delegates




Office of
Local Government



Overview

- General conduct
- Submitting returns of interest
- Conflicts of interest
- Gifts and benefits
- Use of council information and resources
- Code of conduct complaints





What is the code of conduct?

- A council's code of conduct sets the minimum standards of conduct for all council officials.
- Every council and joint organisation must adopt a code of conduct that incorporates the provisions of the Model Code of Conduct.
- It is important that the local community has confidence in the council and you.





General Conduct





You must:

- act lawfully and honestly and exercise care and diligence
- consider matters consistently, promptly and fairly and in accordance with procedures
- ensure regulatory decisions are properly made and that all parties are dealt with fairly
- take care of your own and others' health and safety





General Conduct

you must not...

You **must not** conduct yourself in a way that:

- will bring the council into disrepute
- is contrary to law and council policies
- is improper, unethical or an abuse of power
- involves misuse of your position for personal benefit
- constitutes harassment or bullying or is unlawfully discriminatory
- is intimidating or verbally abusive.



Returns of Interests





Returns of interests

disclosures by “designated persons”

- People who exercise council functions that may give rise to conflicts of interest (ie “designated persons”) are required to disclose their personal interests in publicly available returns of interests.
- “Designated persons” must complete and submit returns of their interests to the general manager.
- A return of interest must be submitted:
 - within 3 months of appointment and then annually
 - within 3 months of becoming aware of any new interest.



Returns of interests

What interests do I need to disclose?

A designated person is required to disclose:

- interests in real property
- gifts
- contributions to travel
- interests and positions in corporations
- whether you are a property developer or a close associate of a property developer
- positions in trade unions and professional or business associations
- dispositions of real property
- sources of income
- debts





Conflicts of Interest





Conflicts of Interest

- There are two types of conflicts of interest:
 - pecuniary and
 - non-pecuniary.
- Your obligations to disclose and manage conflicts of interest will depend on what type of conflict of interest you have.





Conflicts of Interest

What is a pecuniary interest?

You will have a **pecuniary interest** in a matter where there is a reasonable likelihood or expectation that you or a related person will gain or lose financially as a result of any decision made in relation to that matter.






Conflicts of interest

managing pecuniary interests

- Where you have a pecuniary interest in a matter you are dealing with, you must disclose it as soon as you become aware of it in writing to the general manager.
- The general manager will decide how the matter will be dealt with.
- If you are a member of a committee, you must disclose any pecuniary interest you have in any matter being dealt with by the committee at each committee meeting that the matter arises and leave the meeting while it is being considered and voted on.



Conflicts of Interest

What is a non-pecuniary interest?

- **Non-pecuniary interests** are private or personal interests that are not pecuniary interests.
- You will have a non-pecuniary conflict of interest in a matter you are dealing with if a reasonable and informed person would perceive that you could be influenced by a private interest that you have in that matter.
- How you deal with a non-pecuniary conflict of interest will depend on whether it is **significant**.



Conflicts of Interest

significant non-pecuniary conflicts of interest

You will have a **significant non-pecuniary conflict of interest** in a matter where you have:

- a close relationship (including a business relationship) with a person who will be affected by a decision
- a strong affiliation with an organisation that will be affected by a decision
- a financial interest in the matter that is not a pecuniary interest, or you otherwise stand to gain or lose a personal benefit as a result of a decision



Conflicts of Interest

managing significant non-pecuniary conflicts of interest

- Disclose it in writing to the general manager as soon as possible,
- disclose it on each occasion the matter arises, and
- do not participate in any consideration of the matter.
- If you are a member of a council committee you must also disclose your interest at each committee meeting that the matter arises and leave the meeting while the matter is being considered and voted on.



Conflicts of Interest

managing non-pecuniary conflicts of interest
that are not significant

- A **non-pecuniary conflict of interest will not be significant** where it arises from a relationship or affiliation that is not particularly strong.
- You must still disclose your interest in writing to the general manager as soon as possible and explain why you believe it is not significant. They will help you decide how to manage it.
- If you are a member of a committee, you must also disclose your interest at each committee meeting the matter arises and explain why you believe it is not significant and no further action is necessary to manage it.



Conflicts of Interest

What if I am not sure?

- The onus is on you to identify and disclose any potential conflict of interest you may have in a matter you are dealing with and to manage it appropriately.
- If you are not sure, always err on the side of caution. Disclose the interest in writing to the general manager and discuss it with them.



Conflicts of Interest

dealing with council as a resident

- You should deal with the council in the same way as other members of the public.
- You should not expect or seek any preferential treatment.
- You must not use your position to obtain a private benefit for yourself or for someone else or to influence others to obtain a private benefit for yourself or for someone else.



Gifts and Benefits





Gifts and Benefits

- **A gift or benefit is** something offered to or received by you, or someone closely associated with you, for personal use or enjoyment.
- Key principles:
 - You must not benefit personally from your work other than through the remuneration and any other benefits you receive as a delegate or committee member.
 - You must not be influenced or be seen to be influenced as a result of the receipt of a gift or personal benefit.



Gifts and Benefits

What is not a gift or a benefit?

Gifts and benefits **do not** include:

- items with a value of \$10 or less
- a gift or benefit provided to the council as part of a cultural exchange or sister city relationship
- attendance at a work-related event for the purpose of undertaking your council duties
- meals, beverages or refreshments that are provided to you while you are carrying out your council duties.



Gifts and Benefits

you must not...

You must not:

- seek or accept bribes
- seek gifts or benefits of any kind
- accept any gift or benefit that may create a sense of obligation, or that may be perceived as intended or likely to influence you
- accept any gift or benefit that is worth more than \$100
- accept tickets to major sporting or cultural events with a ticket value of over \$100 or corporate hospitality at such events
- accept cash or cash-like gifts of any amount
- participate in competitions for prizes where eligibility is based on the council being a customer of the competition organiser
- personally benefit from reward points programs when purchasing on behalf of council.



Gifts and Benefits

What if you can't refuse?

If you are offered a gift or benefit that is worth more than \$100 that cannot be reasonably refused, you must surrender it to the council.





Gifts and Benefits

What you can accept?

- You can accept gifts valued under \$100.
- **But**, if the same person, or someone associated with them, offers you another gift in the next 12 months, which, if added to the value of the first gift, has a value that exceeds \$100, you must refuse to accept the additional gift.
- You must promptly disclose any gift of any value over \$10 to the general manager in writing for entry into council's gift register.



Use of Council Resources





Use of Council Resources

- Council resources are public resources.
- You must use council resources ethically, effectively, efficiently and carefully when performing your duties.
- You must not use council resources for private purposes, or convert council property for your own use unless you are authorised to do so.





Use of Council Resources

What records should be kept?

- All information created, sent or received in your official capacity and any information stored on council resources is considered to be a council record and must be kept in accordance with the *State Records Act 1998* and the council's records management policy.
- Do not destroy, alter or dispose of records unless authorised to do so.





Use of Council Resources using council information

- You can only access and use council information for council business.
- You must not use council information for private purposes.
- You must not seek to privately benefit from any council information you have obtained in your role.
- You must only release council information in accordance with council policies and procedures and in compliance with relevant legislation.



Use of Council Resources

protecting council information

You must maintain the integrity and security of any confidential or personal information you have access to. In particular, **you must:**

- only access confidential or personal information that you have been authorised to access and only for the purposes of performing your functions
- protect confidential and personal information
- only use confidential or personal information for the purpose for which it is intended to be used
- only release confidential or personal information if authorised



Use of Council Resources

protecting council information

You must not:

- use confidential or personal information to obtain a private benefit for you or for someone else
- use confidential or personal information to cause harm to the council or anyone else
- disclose confidential information discussed during a closed session of a council or committee meeting or any other confidential forum.



Office of
Local Government



Use of Council Resources

using council devices

You **must not** use council's computer or mobile devices to access, download or communicate any material that is:

- offensive
- obscene
- pornographic
- threatening
- abusive or defamatory
- could lead to civil or criminal liability and/or damage council's reputation.





Code of Conduct Complaints





Code of Conduct Complaints

- The council's code of conduct is the key mechanism for promoting and enforcing ethical and behavioural standards.
- It is important that the council's code of conduct is correctly used and that code of conduct processes are respected and complied with.





Code of Conduct Complaints

How are code of conduct complaints made?

To be dealt with under the code of conduct, complaints must:

- be made in writing to the general manager, or if about the general manager, to the mayor
- be made within 3 months
- show conduct that would constitute a breach of the council's code of conduct if proven





Code of Conduct Complaints

What is not a code of conduct complaint?

Complaints about the following **are not** “code of conduct complaints” and should not be dealt with under the council’s code of conduct:

- the standard or level of service provided by the council
- the merits of a decision
- policies or procedures of the council
- conduct in good faith, that would not otherwise constitute a breach of the council’s code of conduct.



Code of Conduct Complaints

How are complaints about delegates and committee members dealt with?

- The general manager is responsible for dealing with code of conduct complaints about committee members and delegates.
- The general manager may determine to take no action, to resolve the complaint informally or to take disciplinary action.
- Prior to taking disciplinary action, the general manager must comply with certain procedural fairness requirements.



Code of Conduct Complaints

How are complaints about delegates and committee members dealt with?

Where proven, code of conduct complaints about delegates and members of committees may result in:

- censure
- requirement for an apology
- prosecution for any breach of the law
- removal or restriction of a delegation
- removal from membership of a committee





Code of Conduct Complaints

your obligations

You **must not**:

- make code of conduct complaints for an improper purpose
- take reprisal action for making or dealing with a code of conduct complaint
- disclose any information about a code of conduct complaint
- impede or disrupt the consideration of a code of conduct complaint and comply with any reasonable and lawful requests



Questions?



CLAUSE **CL02**

TITLE **Terms of Reference**

FROM **Joanne Bollen, Governance Officer**

TRIM REF **25/19424**

SUMMARY

Committee to review the Terms of Reference attached.

RECOMMENDATION

The Committee adopt the Terms of Reference attached to the report.

REPORT

Not Applicable

LINK TO STRATEGIC PLAN

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

ATTACHMENTS

- (a) Terms of Reference\Draft (TOR-012) Floodplain Management Committee - [↓](#) 55



DRAFT Committee Terms of Reference 2024 - 2028

FLOODPLAIN MANAGEMENT COMMITTEE

(TOR-012)

1. Establishment and Guidelines:

1.1 The Floodplain Management Committee is established under section 355 of the Local Government Act 1993 which states:

*A function of Council may, subject to this Chapter, be exercised:
(b) By a committee of the council*

1.2 The Floodplain Management Committee and its members are bound by practices as established in Council policies including:

- GC-CP-402 – Council Committees
- GC-CP-404 – Code of Conduct
- GC-CP-413 – Code of Meeting Practice
- COMM-CP-401 - Media Policy
- COMM-PO-401 - Social Media Policy
- GOV-CP-316 – Child Safe Policy

Each Committee member will be required to sign an acknowledgment form indicating their acceptance of the above policies which are available on [Council’s Committee Induction webpage](#).

2. Authority to Act:

- 2.1 The Floodplain Management Committee does not have authority to implement actions in areas over which management has responsibility. The Committee does not have any management functions and is therefore independent of management.
- 2.2 The Floodplain Management Committee has no delegated authority to make decisions, it can only refer or recommend matter to the Council for consideration. The Committee forwards the Minutes of every meeting, including any specific recommendations, to the next practicable Ordinary Meeting of the Council for determination.
- 2.3 The Floodplain Management Committee does not have any authority to commit or expend any Council funds that are not contained within an adopted budget or subsequent variation to that budget via resolution of Council.
- 2.4 Any recommendation for expenditure other than within an adopted budget must be endorsed by Council through adoption of Committee minutes at the next practicable Ordinary Meeting of Council and cannot be acted upon until the adoption of Committee Minutes at the next Ordinary Meeting of Council.

3. Purpose & Scope:

- 3.1 To oversee and guide the progress and findings of any Study being undertaken as part of the Floodplain Management Plans.
- 3.2 To provide a forum for discussion of technical, social, economic and environmental issues arising from the Floodplain Management Plans.
- 3.3 To consider:
 - 3.3.1 Existing flood risk
 - 3.3.2 Flood mitigation measures

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FLOODPLAIN MANAGEMENT COMMITTEE

(TOR-012)

- 3.3.3 Community awareness
- 3.3.4 Floodplain Management Manual
- 3.4 To facilitate and seek community input and engagement in the gathering of data and views in respect to the development and strategy for implementation of the Floodplain Management Plans.
- 3.5 To provide Council with sustainable, integrated Floodplain Management Plans with recommendation as to the management of the risk of flooding to enable the reduction of damage from flooding as required as per Guidelines NSW Floodplain Development Manual.
- 3.6 Review the Floodplain Risk Plans and Studies Plans as required **including:**
 - Aerodrome Overland Flow Flood Study 2010
 - Aerodrome Overland Flow Floodplain Risk Management Study and Plan 2011
 - CBD Overland Flow Flood Study (2012)
 - CDB Overland Flow Floodplain Risk Management Study and Plan (2013)
 - Lake Wyangan Flood Study (2012)
 - Lake Wyangan Floodplain Risk Management Study and Plan (2013)
 - Griffith Main Drain J and Mirrool Creek Flood Study 2015 Vol 1
 - Griffith Main Drain J and Mirrool Creek Flood Study 2015 Vol 2
 - Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan (2015)
 - Griffith Main Drain J and Mirrool Creek Flood Study Update 2021 Vol 1 - Yenda Flood Mapping Update
 - Griffith Main Drain J and Mirrool Creek Flood Study Update 2021 Vol 2 - Yenda Flood Mapping update - Flood Mapping Compendium
 - Mirrool Creek Rural Floodplain Plan (currently being developed by DCCEEW)

View the above Flood Studies and Plans here: [Flood Information | GCC](#)

4. Alignment to Community Strategic Plan

Objective 1.2 Actively engage with and seek direction from our community and stakeholders.

Objective 6.1 Provide, renew and maintain a range of quality infrastructure, assets, services and facilities.

Objective 7.4 Reduce the risk and impacts of natural disasters on our community.

5. Frequency of Meetings:

5.1 Meetings will be held quarterly at dates and times as determined.

The Committee may also call a special meeting in extraordinary circumstances where a majority of members believes this to be necessary.

5.2 Meetings will normally be held at either the Council Administration Building at 1 Benerambah Street, Griffith, or at another accessible venue.

6. Membership and Quorum:

6.1 The membership of the Committee will be:

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FLOODPLAIN MANAGEMENT COMMITTEE

(TOR-012)

- 1 Mayor**
- 1 Councillor – Scott Groat (Chair) – Alternate Councillor Laurie Testoni**
- 6 Community Representatives**

- 6.2 Membership shall be appointed by resolution of Council.
- 6.3 The Mayor, by virtue of holding the office of Mayor, is appointed as a member to all Committees established by Council.
- 6.4 Minimum number for quorum will be 3.
- 6.5 Number of Voting Members will be **xx** (including the Mayor if in attendance).
- 6.6 A quorum is not required for meetings to take place. However, for a decision to be made at a meeting, a quorum of members must be present. If a quorum is not reached, the meeting can be held for information purposes only and discussion recorded as a Report of the Meeting (in lieu of Minutes of the Meeting).

7. Voting:

- 7.1 For the vote to be carried, a majority (more than half) of the voting members present is required.
- 7.2 In the event of a tied vote, the Chair will have the casting vote.
- 7.3 The Mayor will have a voting right at any meeting the Mayor attends.
- 7.4 Council staff do not have the authority to move or second motions nor vote on issues.

8. Chairperson:

- 8.1 Councillor appointed Chairperson is **Councillor Scott Groat**
- 8.2 Duties of the Chairperson:
 - 8.2.1 Ensure preparation of agenda before the meeting.
 - 8.2.2 Chair meetings in accordance with Council’s Code of Meeting Practice and agreed Terms of Reference. Ensure agenda items are discussed, decisions are made and recorded, as appropriate.
 - 8.2.3 Approve draft meeting minutes.
 - 8.2.4 Represent the Committee as spokesperson.
 - 8.2.5 Comment to the media on minor matters only. Media contact on larger projects are to be channelled through the Mayor’s Office.
 - 8.2.6 The Chairperson may cancel scheduled meetings if there are no scheduled Agenda items for consideration.

9. Directorate and Staff Support

- 9.1 The Responsible Directorate is: Utilities.

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FLOODPLAIN MANAGEMENT COMMITTEE

(TOR-012)

9.2 The Director Utilities will determine staff support to the Committee.

9.3 Duties of the Director:

- Be the nominated contact officer for the Committee.
- Be the main conduit between the Committee and Council.
- Be the custodian of information required for the Committee.
- Coordinate meetings.
- Provide and or collect reports for inclusion in the Agenda.
- Approve items for inclusion in Agenda.
- Monitor and follow-up Action Report.

10. Secretary:

10.1 Griffith City Council Governance staff will provide a secretary and administrative support to the Committee for the purpose of preparing Agendas, Minutes and Action Reports.

10.2 Duties of the Secretary:

- Preparation and distribution of agendas.
- Issuing notices for meetings (Agendas) at least three days prior to the meeting, ensuring all necessary documents requiring discussion or comment are attached to the Agenda.
- Taking minutes and notes of proceedings and preparing and distributing minutes of the meeting. Minute taking at Meetings may be shared among Governance staff and technical staff attending the meeting depending on staff loads.
- Update Action Report and distribute to responsible officer for action.

11. Responsibility of Committee Members:

11.1 Attend meetings and be punctual.

11.2 Send an apology if unable to attend a meeting.

11.3 Read business papers in advance and undertake necessary research.

11.4 Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members.

11.5 Participate in discussions and decision making.

11.6 Follow through actions minuted and subsequently adopted by Council.

11.7 It is the responsibility of all Committee members to familiarise themselves with and follow practices as contained in the governing Council policies. Refer to Council policies - Section 1.2.

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(TOR-012)

11.8 Members must declare any real or perceived conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest are to be recorded in the minutes. **If members or those invited to Committee meetings find they do have a real or perceived conflict of interest or pecuniary interest they are not allowed to be a part of Committee discussions on the issue.** Refer to Council's Code of Conduct for management of conflicts of interest.

11.9 Members must only use Council and Committee information for Council purposes and for the purposes for which it was collected. Members are required to maintain the integrity and security of confidential information for which they are responsible.

12. Attendance at Meetings

Attendance at meetings may be by audio visual (such as Zoom).

13. Other Attendees:

Members of the public/agency representatives who are not Committee members may attend Committee meetings by invitation of the Chairperson or Committee only. Such persons shall not be entitled to vote on any decision arising out of that meeting. It is preferred that if a member of the public/agency representative wish to attend a meeting that they address the Committee in relation to the item and leave the meeting before any vote is taken on the matter.

~~The Committee may invite appropriate persons to attend any meeting but such persons shall not be entitled to vote on any decision arising out of that meeting.~~

14. Term of Office:

The term of office for Section 355 committees will be the same term as the current Council, unless established as a sunset committee i.e. with a finite time specified.

15. Reporting Framework:

The Committee will report to Griffith City Council via minutes presented to Ordinary Council Meetings.

16. Media Contact

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 Council's Communications and Integrated Planning team of any contact with the media that relates to Council matters.

Committee members may not speak to the media on behalf of the Committee or Council without approval in advance from Council's Communications and Integrated Planning team.

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:

- (a) cause significant damage or distress to a person;**

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- (b) damage to 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; and
- (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).

17. Expenses of Committee Members

Council will not generally authorise payment or provide remuneration to Committee members.

18. Insurance

Committee members are covered by Council's public liability and professional indemnity insurance.

19. Recording of Meetings

Meetings may be recorded by audio or audio-visual means for administrative and minute taking purposes. No other recording is permitted.

20. Review of Terms of Reference

The Terms of Reference for the Committee will be adopted for the duration of the Council Term. Any amendment to the Terms of Reference as accepted by the Committee shall be forwarded to Council for consideration but cannot be applied until adopted by Council.

Adopted: Council Meeting 28 February 2017 Minute No. 17/049
 Adopted: Council Meeting 24 May 2022 Minute No: 22/134

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CLAUSE **CL03**

TITLE **Proposed Meeting Dates 2025**

FROM **Joanne Bollen, Governance Officer**

TRIM REF **25/19431**

SUMMARY

The proposed meeting dates for 2025 are:

Thursday, 5 June

Thursday, 4 September

Thursday, 4 December.

RECOMMENDATION

The Committee note the proposed meeting dates for 2025.

REPORT

As above.

ATTACHMENTS

Nil

CLAUSE	CL04
TITLE	Review of Lake Wyangan Flood Study and Floodplain Risk Management Study and Plan
FROM	Durgananda Chaudhary, Water & Wastewater Manager
TRIM REF	25/24217

SUMMARY

Torrent Consulting will provide the Committee with an update.

RECOMMENDATION

The Committee note the report.

REPORT**LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information.

ATTACHMENTS

- (a) Progress Report - Review of the Lake Wyangan Flood Study and FRMS&P Update (under separate cover) (confidential)

CLAUSE **CL05**

TITLE **Project Update - Hanwood Stormwater Pump and Levee Project**

FROM **Durgananda Chaudhary, Water & Wastewater Manager**

TRIM REF **25/24071**

SUMMARY

The Hanwood Stormwater Pump and Levee Project has reached near completion stage.

An update is given in the report.

RECOMMENDATION

The Committee note the information.

REPORT

The following major works have been completed:

- Earthen levee along DC DA and DC HANDEPOT completed.
- Kidman Way raised a levee and as per TfNSW requirements.
- Drainage network along Kidman Way, Mallee Street, and service lane between Mallee Street and Wattle Street.
- Drainage pump installed and integrated with Council's SCADA system.
- One pump commissioned for emergency.

Two additional TfNSW projects were also completed:

- Hanwood school crossing and drainage system across and along Kidman Way to link into the flood mitigation project at Wilga Street.
- Upgrade of culvert near Leonard Road.

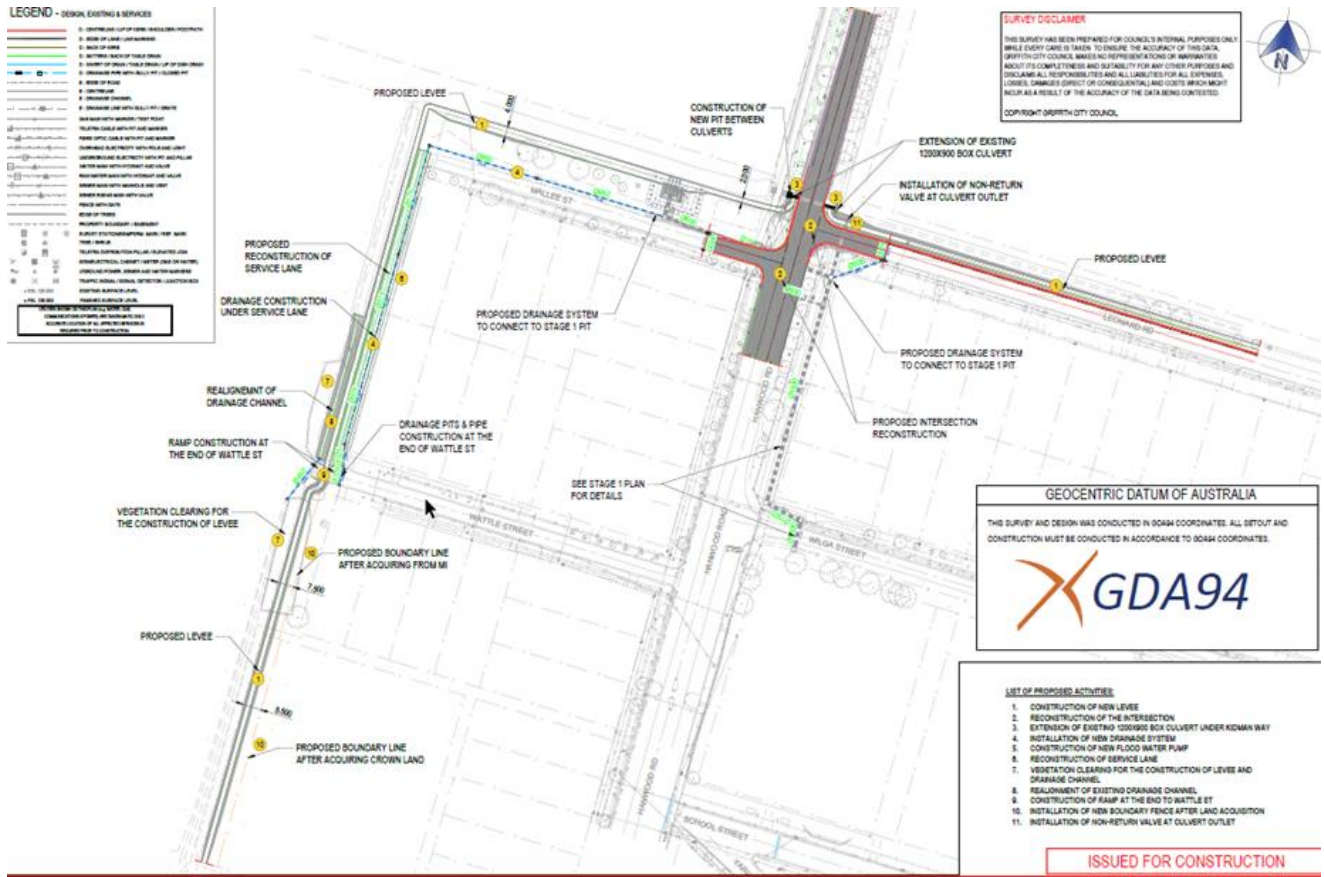
Works to be completed

- Pump outlet pipes and commissioning of 3 remaining pumps.
- Shed and fencing of pumping station site.
- Surface restoration of Mallee Street and tidying up works.

The project is scheduled to be completed by March 2025.

Project was funded by the State and the Commonwealth.

The main objective of the project is to provide the 1% AEP flood immunity to Hanwood community.



[LINK TO STRATEGIC PLAN](#)

This item links to Council’s Strategic Plan item 1.1 Provide clear, accessible, relevant information.

[ATTACHMENTS](#)

Nil

CLAUSE **CL06**

TITLE **Project Update - McCormack Road Yoogali Levee - Stage 2 Project**

FROM **Durgananda Chaudhary, Water & Wastewater Manager**

TRIM REF **25/24145**

SUMMARY

This report gives an update on the McCormack Road Yoogali Levee – Stage 2 Project.

RECOMMENDATION

The Committee note the report.

REPORT

Stage 1 of the project which consisted of upgrading DC605J culverts at Bosanquet Road and Burley Griffin Way has been completed.

Stage 2 and Stage 3 works consist of levee along McCormack Road and Burley Griffin Way from McCormack Road to Railway line respectively.

Council has received \$1,040,000 funding under National Flood Mitigation Infrastructure Program (NFMIP) and with 1/3rd Council contribution (\$520,000), the total budget for Yoogali flood mitigation work is \$1,560,000.

Council requested Transport for NSW (TfNSW) if they could do the Stage 3 work (raising of Burley Griffin Way as a levee) as part of their asset renewal and future plans for widening Burley Griffin Way. Their estimated cost for Stage 3 work was over \$5,000,000. So, at this point in time Stage 3 work has been put on hold.

With the funding that is available, Council progressed with Stage 2 work which consists of two parts (i) raising of McCormack Road from Bosanquet Road to Newman Road – Stage 2a, and (ii) raising DC605J channel bank as levee from Bosanquet Road to Burley Griffin Way – Stage 2b. A tender report was presented to the Council meeting on Tuesday 10 December 2024, and the project (Stage 2a & Stage 2b) was awarded to B&C Plumbing Pty.

Minutes of Ordinary Meeting of Council 10 December 2024

24/366

RESOLVED on the motion of Councillors Christine Stead and Scott Groat that Council proceeds with Yoogali Levee Upgrade – Stage 2a & 2b construction with B&C Plumbing Pty Ltd based on the revised project cost as shown in Figure 1 of this report.

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Mark Dal Bon
Councillor Jenny Ellis
Councillor Scott Groat
Councillor Tony O'Grady
Councillor Christine Stead
Councillor Laurie Testoni

Against

The division was declared PASSED by 8 votes to 0.

Pre-construction planning e.g. media release, letter drop to the affected community, raising of powerline as per the requirements of Essential Energy etc. has been completed, and the works are scheduled to commence in the next few weeks.

The project will be completed by June 2025.



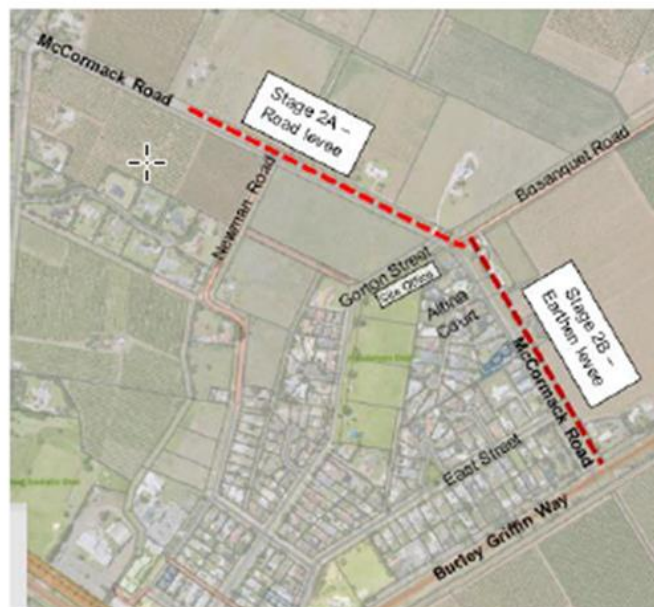
24 February 2025

YOOGALI LEVEE – STAGE 2A & 2B Commencement of Works

As part of Griffith City Council's flood mitigation measures, construction works on the Yoogali Levee Stage 2A and 2B in McCormack Road are scheduled to commence in the next few weeks.

The levee works will involve raising the road from Bosanquet Road to Newman Road (Stage 2A) and an earthen levee on the channel bank from Burley Griffin Way to Bosanquet Road (Stage 2B). Two culverts in this area have already been upgraded to increase their capacity in preparation for these works.

During the levee works there will be road restrictions and heavy machinery in operation. Please use an alternate route where possible. Council will liaise with affected residents in the coming weeks in particular where driveway access is directly impacted by the works. Bin collection will continue as usual unless otherwise notified.



This project is funded by the Commonwealth Government under the National Flood Mitigation Infrastructure Program (NFMIP) and with the support of the NSW Government Department of Climate Change, Energy, the Environment and Water (DCCEEW).

Please contact Council's Project Administration Support Officer on 0439 573 671 if you have any enquiries or concerns regarding the Yoogali Levee project. Thank you.

For media enquiries, please email communications@griffith.nsw.gov.au.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information.

ATTACHMENTS

Nil

CLAUSE **CL07**

TITLE **Response to Letter Received From Yenda Progress Association**

FROM **Graham Gordon, Director Utilities**

TRIM REF **25/24166**

SUMMARY

A letter from Mr. Paul Rossetto, dated 5 December 2024, from the Yenda Progress Association Inc. Mirrool Creek Flood spokesman was tabled at the Floodplain Management Committee Meeting on the 5 December 2024, refer to Attachment (a).

At the meeting the Committee noted the letter and asked that responses to the Yenda Progress Association be drafted and presented at the next meeting, prior to the responses being sent to the Yenda Progress Association.

The following information and attachments are provided as a draft response to the Yenda Progress Association as requested.

RECOMMENDATION

The Floodplain Management Committee endorse the draft letter of response to Mr. Paul Rossetto of the Yenda Progress Association Inc. Mirrool Creek Flood spokesman.

REPORT

This report provides background information on the issues raised by Mr. Paul Rossetto in his letter dated 5 December 2024. The information is so the Floodplain Committee can absorb and understand the processes carried out which has led to the current adopted Flood Mitigation Strategies within the Yenda area.

North Merribee Channel Realignment and Emergency Main Canal Breaching Protocol.

The North Merribee Channel is a supply offtake from the Main irrigation Supply Canal and is located approximately 6.6km South East of the East Mirrool Regulator (EMR). The North Merribee Channel supplies irrigation water to farm land heading back to the EMR and adjacent to and bordering the Mirrool Creek. The North Merribee Channel crosses the formed floodway which was constructed on Mr. John Halse's property in the late 1970's and the North Merribee Channel obstructs floodwater, due to its elevated bank levels, in times of minor and major flooding.

The formed floodway's upstream of the EMR have been constructed on and around properties in the late 1970's and have been done in accordance with the Guidelines for Mirrool Creek Flood Plain Development, Barellan to Yenda. The report for these guidelines was carried out by the Water Resources Commission – New South Wales in July 1978 and issued to landowners as a Mirrool Creek Flood Mitigation Scheme, refer to Attachment (b). Griffith City Council was made aware of these Guidelines after the 2012 Yenda flooding and obtained a copy for future reference.

After the devastating 2012 Griffith floods with saw the Township of Yenda totally inundated with flood waters, Griffith City Council consulted and worked with the Yenda community,

Murrumbidgee Irrigation, Bureau of Metrology (BOM) State Emergency Services (SES) Water NSW and relevant State bodies that could provide funding to develop and construct a flood mitigation system for Yenda.

Griffith City Council followed the Floodplain Risk Management Process outlined in the NSW Floodplain Development Manual: the management of flood liable lands refer to Attachment (c), and developed flood mitigation strategies for the Griffith LGA.

One of the flood mitigation strategies for Yenda, adopted by Griffith City Council on 13 November 2018 was the **EMR Emergency Breaching Protocols and Decision Support Framework – 2018**. refer to Attachment (d).

The EMR Emergency Breaching Protocols and Decision Support Framework – 2018 has been supported by Griffith City Council (GCC), Murrumbidgee Irrigation (MI), Bureau of Meteorology (BOM), State Emergency Service (SES), and WaterNSW. The EMR Emergency Breaching Protocols and Decision Support Framework – 2018 is also supported by the majority of Yenda residents who now receive reduced insurance premiums due to this innovative engineering solution which has been collaborated by many agencies to achieve a cost-effective solution in flood mitigation.

Griffith City Council received funding from the State and the Commonwealth Governments for (i) installation of flood warning system at Barellan Bridge and at the EMR site, and (ii) upgrade of floodgates at the EMR site, both providing crucial information for making an informed decision on managing flood within Griffith LGA.

Upgrade of the EMR flood gates downstream was completed in 2019 with funding provided by State and Local Governments and works in kind by Murrumbidgee Irrigation. The upstream flood gates used by MI for operational and maintenance work were also upgraded by MI to improve the function of these gates in times of flood.

The EMR Emergency Breaching Protocols and Decision Support Framework – 2018 project received a 'Special Commendation Award' in Floodplain Risk Management as the Project of the Year at the Floodplain Management Australia (FMA) Conference in 2018.

A letter of response to Yenda resident Mr. Ian Parisotto, dated 8 July 2019, is provided in Attachment (e), this provides a good history on the EMR timelines for the Committees Information.

The Mirrool Creek Floodway Network detailed in Figure 3.3 on page 15 of the EMR Breaching protocols report was developed based on the information in the Guidelines for Mirrool Creek Flood Plain Development, Barellan to Yenda 1978, community consultation and analysis of the current floodway's as constructed at the time of writing the report. As clearly depicted in Figure 3.3 there is a significant flow along the floodway in which the North Meribee Channel obstructs.

On numerous occasions Griffith City Council, as the Flood Authority, has had to instruct Murrumbidgee Irrigation to remove / breach the North Meribee Channel across the existing floodway in order to protect neighbouring properties and convey floodwaters to the EMR so it could be managed in accordance with the EMR Breaching Protocols. These works and reinstatement of the North Meribee Channel were at the cost to the Yenda / Griffith rate payer.

In order to improve the floodway system and prevent the costs associated with the temporary removal of the channel works, Griffith City Council consulted with Murrumbidgee Irrigation on a solution which would see the construction of a permanent system for this part of the North Meribee Channel and allow for the unobstructed flow of flood water along the floodway. In April 2024, Griffith City Council provided written endorsement to Murrumbidgee Irrigation for the works proposed on the North Meribee Channel, refer to Attachments (f) & (g). These works will not cost the Griffith / Yenda rate payer anything as they are fully funded by Murrumbidgee Irrigation.

The North Meribee Channel realignment works will allow passage of approximately 55 m³/s (4,752 ML/d) of flow and prevents flooding of farms upstream of the East Mirrool Regulator (EMR). This new permanent work will allow flood water to pass through the identified floodway / dedicated flow path unobstructed. This therefore prevents floodwater going through farms, and utilises Halse Road as a flood conduit instead of uncontrollably letting it go through private property.

Given the adopted EMR Emergency Breaching Protocols and Decision Support Framework – 2018 calculated the 55 m³/s flow towards the EMR there was no further additional analysis required.



Photo of the pipes from the Main Canal for the North Meribee Channel Realignment.
Photo taken 28th February 2025.



Photo of the pipes from the Main Canal for the North Merribee Channel Realignment. Photo taken 28th February 2025.



Photo looking North along the existing floodway on the Halse property. On the left is the bank protection provided by the MI North Merribee Channel Realignment. Photo taken 28th February 2025.



Photo looking North along the existing floodway on the Halse property.
On the left is the bank protection provided by the MI North Merribee Channel Realignment.

After the Griffith Floodplain Committee Meeting on the 5th December 2024, Griffith City Council received an email on the 6th December 2024 from Sally Jones, property owner along Halse Road, refer to Attachment (h). The email had a link to a Figure 3, refer to Attachment (i), which was a modified version of Figure 3 out of the Guidelines for Mirrool Creek Flood Plain Development, Barellan to Yenda 1978 report. The figure provided by Ms. Jones does not have a date on it but Ms. Jones believes this was the final approved floodway plan. Ms. Jones provided this new information as an objection to the works Council endorsed MI to do on the North Merribee Channel. Whilst the newly presented information indicates a possibility for alternate floodways, the reality is that the main floodway was constructed on John Halse's property to direct floodwater around his house and down to the EMR via Halse Road. The works proposed by MI on the North Merribee Channel will ensure this floodway operates as constructed and as calculated in the EMR Breaching Protocols.

Levee Works in Mirrool Creek Catchment

After the 2016 flood, it was brought to Council's attention that levee works were being carried out along Mirrool Creek within the Griffith LGA. Council acted upon the information, met with the farm owners, and requested them to stop levee works. We also sought legal advice, refer to Attachment (j), on this matter and presented the outcome to the community in a public forum in 2019.

In March 2024, Griffith City Council lodged objections to eight (8) levee works applications with WaterNSW, refer to Attachment (k), and suggested that WaterNSW should develop 'floodplain management plans' for the entire Mirrool Creek catchment. The plans should contain rules and set out management zones to coordinate approval of new flood works or approval of amendments to existing flood works.

Griffith City Council also raised this issue during the information session of the Southern Floodplain Management Plans in Darlington Point on 27 June 2023.

Griffith City Council has been lobbying the Department of Climate Change, Energy, the Environment and Water (DCCEEW) for the development of floodplain management plans for Mirrool Creek since the 2012 flood.

New Siphon under the Main Canal

The existing siphons under the main supply canal at the EMR are MI's asset and Council understands that MI has carried out structural integrity assessment of the structures and carries out necessary maintenance work.

This work has not been recommended in Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan 2015. Council will consult MI and look into the option of a new siphon for flood mitigation purpose in the next review of 'Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan'.

Upgrade EMR Flood Gates Option

Suggestion noted and for discussion by the Floodplain Committee.

[LINK TO STRATEGIC PLAN](#)

This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information.

[ATTACHMENTS](#)

- (a) Paul Rossetto letter dated 5 Dec 2024 [↓](#) 74
- (b) Mirrool Creek Guidelines Flood Plain Development Barellan to Yenda Report - 1978 (under separate cover) [⇄](#)
- (c) 2005 floodplain-development-manual - OEH website version (under separate cover) [⇄](#)
- (d) EMR - Emergency Breaching Protocols - Final Document - Adopted on 13 Nov 2018 (under separate cover) [⇄](#)
- (e) Response Letter to Ian Parisotto letters - Mirrool Creek Floodplain - EMR Breaching Protocols - July 2019 (under separate cover) [⇄](#)
- (f) MI North Merribee Channel Realignment Approval Letter - 18 Apr 2024 [↓](#)
- (g) North Merribee Supply - Piping by MI - MI-AST-4738-2022_OT-2-442_A - Mar 2024 [↓](#)
- (h) Sally Jones email - Mirrool Creek Flood Plain 1970s Map - emailed 6-12-2024 GG (under separate cover) [⇄](#)
- (i) Mirrool Creek Flood Plain 1970s Map - as emailed by Sally Jones on 6-12-2024 (under separate cover) [⇄](#)
- (j) Mirrool Creek Levees - Investigation - Legal Advice - BAL Lawyers - 5 Oct 2018 (under separate cover) (confidential)
- (k) Water NSW Form_Lodge-an-objection-to-the-granting-of-an-application - levee works objections (under separate cover) [⇄](#)

Yenda Progress Association Inc.

"Proudly lobbying Council for Yenda & District residents"

5th December 2024

The General Manager

Mr Brett Stonestreet

Griffith City Council

For dissemination to Floodplain Management Committee and all Councillors ASAP

Re: 1. North Merribee Channel realignment. 2. Emergency Main Canal Breaching Protocol
3. Upgrade EMR Flood Gates Option

Dear Brett,

1. Yenda Progress Association Inc. committee is extremely concerned about
 - a) new earthworks upstream of the EMR that could potentially speed up the flow of Mirrool Creek floodwaters to the EMR. (FMC Feb 2024 minutes)
 - b) No apparent flood impact analysis on downstream properties and EMR undercanal siphon design capacity. Even though DCCEEW officer asked for an analysis.
 - c) The North Merribee Realignment line item introduced to the committee as a General Business item not allowing committee members time to read and assess the impacts on downstream properties and Council infrastructure of a significant change to Upper Mirrool Creek floodplain catchment.

The North Merribee Channel banks act as a levee holding back Mirrool Creek floodwaters for a couple of hours allowing other flood water to clear the EMR siphon. Minor Mirrool Creek floods inundate and damaging Halse Road causing significant costs to Council for repairs, \$100k after the 2021 & 2022 14 minor floods. The inundation of Halse road also prevents access to properties, trapping residents in their properties for months on end preventing normal farming activities Could you please ask the Floodplain Management Committee to provide more information on the North Merribee Channel realignment. I believe Murrumbidgee irrigation provided a report which I couldn't find in the FMC minutes. Therefore could you please provide The Yenda Progress Association with the following information showing Council's due diligence on this matter:-

- The scope of works
- Flood flow design characteristics,
- increased speed of flood flow
- impact analysis on downstream residents and the EMR.
- Any other information relevant to this matter

2. Emergency Main Canal Breaching Protocol is a dud, a furphy designed in theory to meet NSW Floodplain 1:100 ARI minimum design flow parameters. The Emergency Main Canal Breaching Protocol is only a temporary measure and not listed as Recommended Flood Plan Option Table E-2 in the Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan.

Council's Emergency Main Canal Breaching Protocol has several foreseeable failings.

- a) It relies on a BOM forecast of a large rain event. In 2012 BOM was several days late forecasting 300mm of rain after the event occurred. Originally BOM had predicted 100mm for the 2012 March 5 Yenda flood event. Subsequently BOM deleted the 100mm forecast.
- b) As a back up Council has installed measuring stations on Mirrool Creek at Barellan Bridge and Yenda EMR, (1.8m the trigger point) There are no flood measuring stations on the other sources of flood inflows; Binya Creek, Sandy Creek and Colinroobie Runner. In 2012 the storm centre was Colinroobie Ranges receiving 406 mm of rain in 18 hours. The measuring station at Barellan would not have measured all this runoff and the station at EMR would have been under a metre of floodwater before Council realised.
- c) The Protocol relies on human intervention organising excavators in time to travel to the EMR, walk their machines into position. Immediately after heavy rain low loaders would not be able deliver an excavator to the southern bank, it would have to walk in approximately 3 kms begin breaching the canal before the flood waters rise to a dangerous level. (2.3M) In 2012 Mirrool Creek floodwaters took 6 ½ hours to rise from just overtopping the Northern Branch Canal at 10.30am to 600mm above the siphon headwall at the EMR by 5.00pm. That's a rise of 1 ½ metres in 6 ½ hours.
- d) Significant new earthworks (15 levees NSW water public exhibition) in the Upper Mirrool creek catchment have seriously altered Mirrool Creek flood path, flood flows and arrival times at the EMR since the 2014 Main Drain J and Mirrool Creek Floodplain Risk Management Study was commissioned. In 2021 and 2022 14 minor floods inundated Halse Road, trapping residents, washing out driveway culverts and causing significant damage to the road costing Council app. \$100 k to repair. These minor floods seriously tested the design capacity of the under canal siphon 2500 ML - 3000ML per day. The rainfall events were not significant but caused significant disruption to lives and work schedules of property owners impacted.
- e) Another foreseeable problem is the ageing undercanal siphon. At 103 years it is well past it's use by date. Needless to say if it collapses unexpectedly during irrigation season MI will be forced to very quickly blocked it with 100s of tonnes of dirt to contain irrigation water in the Main Canal necessary to sustain hundreds of millions of dollars worth of crops. This means the will be no minor flood mitigation capability until it gets rebuilt in the winter, irrigation off season. An excellent idea would be to build a new siphon upstream of the layback sluice gates equal in size to the existing siphon 1:20 ARI in preparedness for the day the old siphon collapses. In the meantime the increased design capacity of both siphons 1:40 ARI would alleviate a lot of Halse Road flood inundation. With good planning there will still be room for the Upgrade Floodgates Option in the future.

3. The committee also noticed in February 2024 FMC Minutes DCCEEW Officer, Mr Steve Manwaring informing the FMC about a new round of funding commencing in March 2024 and asking if Council investigate if any recommendations made in existing plans need to be implemented and apply for funding to complete these. I wish to remind the FMC about the August 2015 Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan Executive Summary Step 2 EMR Flood Gate Upgrade-

“The EMR Flood Gate Upgrade considers the construction of new flood escapes with increased discharge capacity. The Upgrade works require new enhanced structures on both right and left banks of the Main Canal to provide conveyance of the Mirrool Creek flows. The minimum design capacity to be considered would be 1% AEP plus appropriate freeboard.”

We earnestly hope and urge the Floodplain Committee to consider putting an application for the Upgrade EMR Floodgate Option mention above and recommended by consultants BMT WBM listed as Step 2 I the Executive Summary of the August 2015 Final Report of Griffith Main Drain J and Mirrool Creek Floodplain Management Risk Study and Plan.

Yours Faithfully

Paul Rossetto

Yenda Progress Association Inc. Mirrool Creek Flood spokesman



18 April 2024

Murrumbidgee Irrigation Ltd
Locked Bag 6010
GRIFFITH NSW 2680

Dear Sir/Madam

NORTH MERRIBEE CHANNEL PIPING AND REALIGNMENT

Council acknowledges Murrumbidgee Irrigations (MI) proposal to pipe and realign the North Meribee channel across the existing floodway on Lot 109 DP751746, Halse Road, Yenda. Refer to attached drawings by Murrumbidgee Irrigation - MI-AST4738-2022 Sheets 1 to 7.

This proposal was presented to the Floodplain Management Committee meeting on the 8th February 2024, the Committee has endorsed these works and the Floodplain Management Committee minutes were adopted by Griffith City Council at the Ordinary Meeting of Council on the 27th February 2024. The MI proposal is also supported by the inclusion of this floodway in the EMR Emergency Breaching Protocols and Decision Support Framework (adopted 13th November 2018), with the floodway required to convey 55 m³/s of unrestricted floodwater towards the EMR (refer figure 3-3 of the document as attached below).

In regards to any approvals required for the proposed work; the following legislation permits the work proposed by MI on the North Meribee Channel to be carried out without consent:

- (1) Under the Griffith LEP water reticulation systems are permitted without consent in the RU1 zone.
water reticulation system means a building or place used for the transport of water, including pipes, tunnels, canals, pumping stations, related electricity infrastructure and dosing facilities.
Note - Water reticulation systems are a type of **water supply system**.
- (2) Under the Division 24 of State Environmental Planning Policy (SEPP) Transport & Infrastructure 2021 and given MI is a public Authority for the purpose of the SEPP, water reticulation systems are also permitted without consent as per:

Division 24 Water supply systems – 2.159 Development permitted without consent:

- (1) Development for the purpose of water reticulation systems may be carried out by or on behalf of a public authority without consent on any land.

Even though consent is not required a Review of Environmental Factors (REF) will still be required in relation to the proposed works.

Griffith City Council, Wiradjuri Country, PO Box 485, Griffith NSW 2680, 1 Benerembah Street, Griffith NSW 2680
Ph: 1300 176 077 • ABN: 81 274 100 792
Email: admin@griffith.nsw.gov.au • Web: www.griffith.nsw.gov.au



Please contact the undersigned if you require any further information.

Yours faithfully


GRAHAM GORDON
DIRECTOR UTILITIES



- NOTE:**
1. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE.
 2. TBM SHALL BE TOP OF EXISTING OT-2-442
 3. MINIMUM THICKNESS OF ROADBASE TO BE 300mm FOR ROADWAY WIDTH INCLUDING SHOULDERS. ROADBASE MATERIAL TO BE COMPACTED FOR THE FULL WIDTH OF THE ROADWAY.
 4. ROADBASE MATERIAL SHALL BE CRUSHED STONE AND COMPACTED TO MIN 100% (STANDARD PROCTOR), MAX OMC TO BE ±2%.
 5. GEOTEXTILE FABRIC TO BE LAID FULL WIDTH OF THE ROADWAY BEFORE PLACEMENT OF ROADBASE. FABRIC TO BE CHECKED BY THE WORKS SUPERVISOR FOR DAMAGE SUCH AS TEARING BEFORE LAYING.
 6. HDPE PIPES TO BE LAID IN ACCORDANCE WITH MANUFACTURERS INSTRUCTION MANUAL AND IN ACCORDANCE WITH AS3675-2007. PIPE LAYING MATERIAL TO BE CLEAN RIVER SAND AND SHALL BE USED AND COMPACTED TO MIN 98% (STANDARD PROCTOR), MAX OMC TO BE ±2%.
 7. MOISTURE CONTENT OF BACKFILL SHALL BE MAINTAINED WITHIN THE OPTIMUM LIMIT DURING PLACEMENT AND COMPACTION. ALLOWABLE VARIATION IN OMC TO BE (±3%).
 8. ENQUIRIES SHOULD BE DIRECTED TO LOCAL AUTHORITIES FOR LOCATIONS OF UNDERGROUND SERVICES IN THE VICINITY OF THE PROPOSED STRUCTURE PRIOR TO COMMENCEMENT OF CONSTRUCTION AND CONTACT DIAL BEFORE YOU DIG BEFORE EXCAVATION TAKES PLACE.
 9. BENTONITE MIX SHALL BE BLENDED TO A RATIO OF ONE BAG SODIUM BENTONITE (SP GRADE) PER CUBIC METRE OF NATURAL CLAY AND SHALL BE PLACED IN AREAS SHOWN ON PLAN.
 10. WHEN OUTLET PIPELINE IS TO CROSS UNDER AN ACCESS TRACK, OVERLAY ZONE MUST BE AS PER TRENCH DETAIL 1 ONLY FOR THE ENTIRE CARRIAGE WAY WIDTH (ROAD SHOULDER TO SHOULDER). USE TRENCH DETAIL 2 OTHERWISE.
 11. COUNCIL APPROVAL IS REQUIRED FOR ANY CASE WHERE THE OUTLET PIPELINE IS TO CROSS UNDER A ROAD.
 12. REFER TO MI EARTH CHANNEL SPECIFICATIONS FOR EARTHWORKS
 13. NOTES ON REFERENCE DRAWINGS ARE VALID WHERE APPLICABLE

LEVEL TABLE

TBM LOCATION: REFER TO NOTE 2
TBM LEVEL: 135.984
UPSTREAM OPERATING WATER LEVEL: 135.399
TOP OF BANK UPSTREAM:

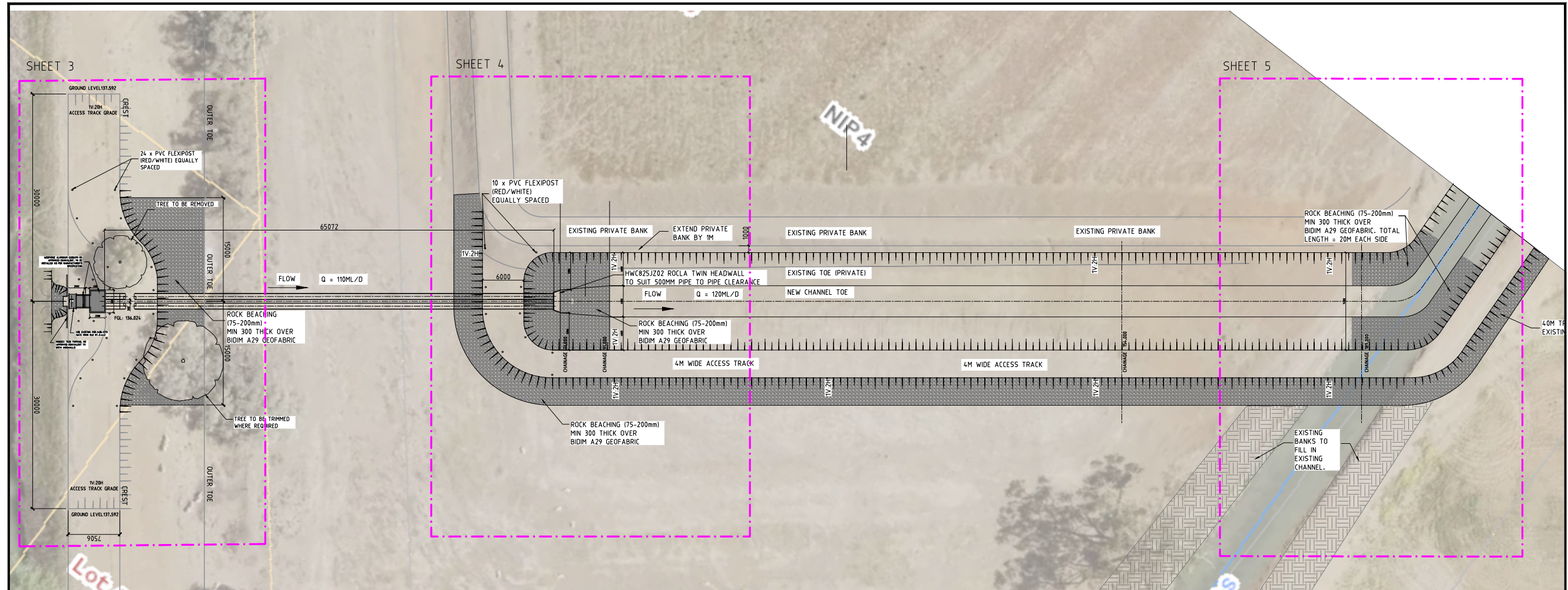
BILL OF MATERIALS

ITEM	DESCRIPTION	QUANTITY
1	RECOVERED FGB-1485-1273 WITH SOLAR PANEL FROM OLD OT-2-442	1
2	MILCAST PRECAST FLUME	1
3	MILCAST PRECAST WINGWALLS	2
4	MILCAST PRECAST TRANSITION SUMP	1
5	DN900 PE100 PN6.3 HDPE PIPE x 65M	1
6	ROCLA MODIFIED HEADWALL HWC825JZ02 (500MM PIPE CLEARANCE)	1
7	WEBFORGE ALUMINIUM C655APM SUMP COVERS	4
8		
9		

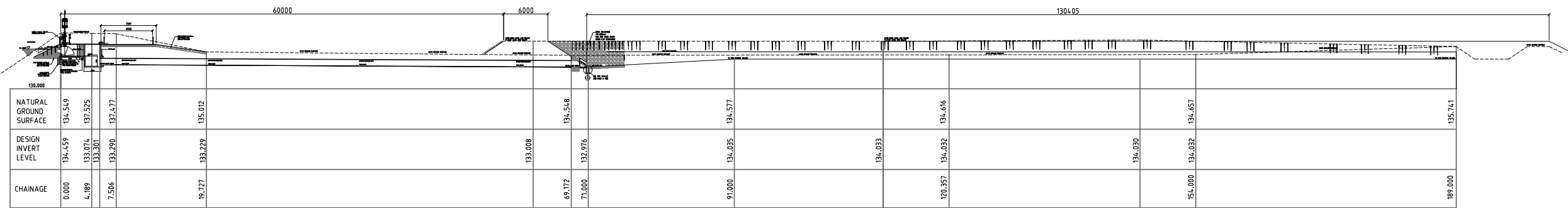
SITE LOCATION PLAN

FOR REVIEW
PLOT DATE - Aug 15, 2022 - 4:47pm

ASSET INFORMATION: ASSET ID: OT-2-442 NEW ASSET ID: CHANNEL ID: S-2-MC-620E SYSTEM ID: 96876		REVISION A 12/08/22 ISSUED FOR REVIEW ER SC		PREPARED FOR MI BY: PROJECT: DRAFTING OFFICE:		TITLE DRAWN: ER 12/08/22 DRAFT CHECK: SC 12/08/22 DESIGNER: ER 12/08/22 DESIGN CHECK: SC 12/08/22		MI APPROVALS SENIOR DESIGN ENGINEER: NAME: SALIM CHOUDHURY DATE: SIGNATURE: ASSET MANAGEMENT ENGINEER: NAME: ERICSON REYES DATE: SIGNATURE:		TITLE OT-2-442 RELOCATION NORTH MERRIBEE OFFTAKE SITE LOCATION PLAN SHEET 1 OF 7		DRAWING No.: MI-AST-4738-2022 PROJECT No.: REVISION No. A SCALE: NTS A3	
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GENERAL LAYOUT PLAN

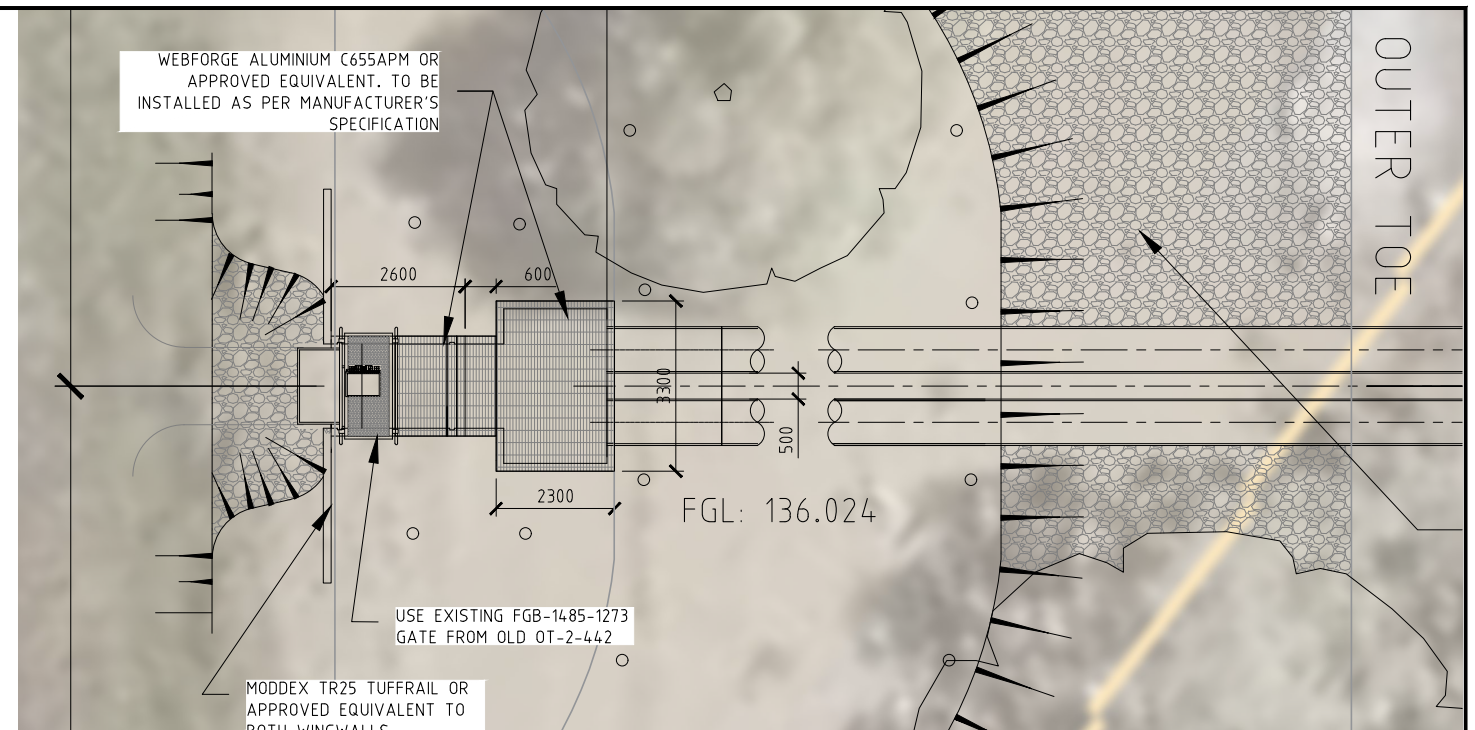
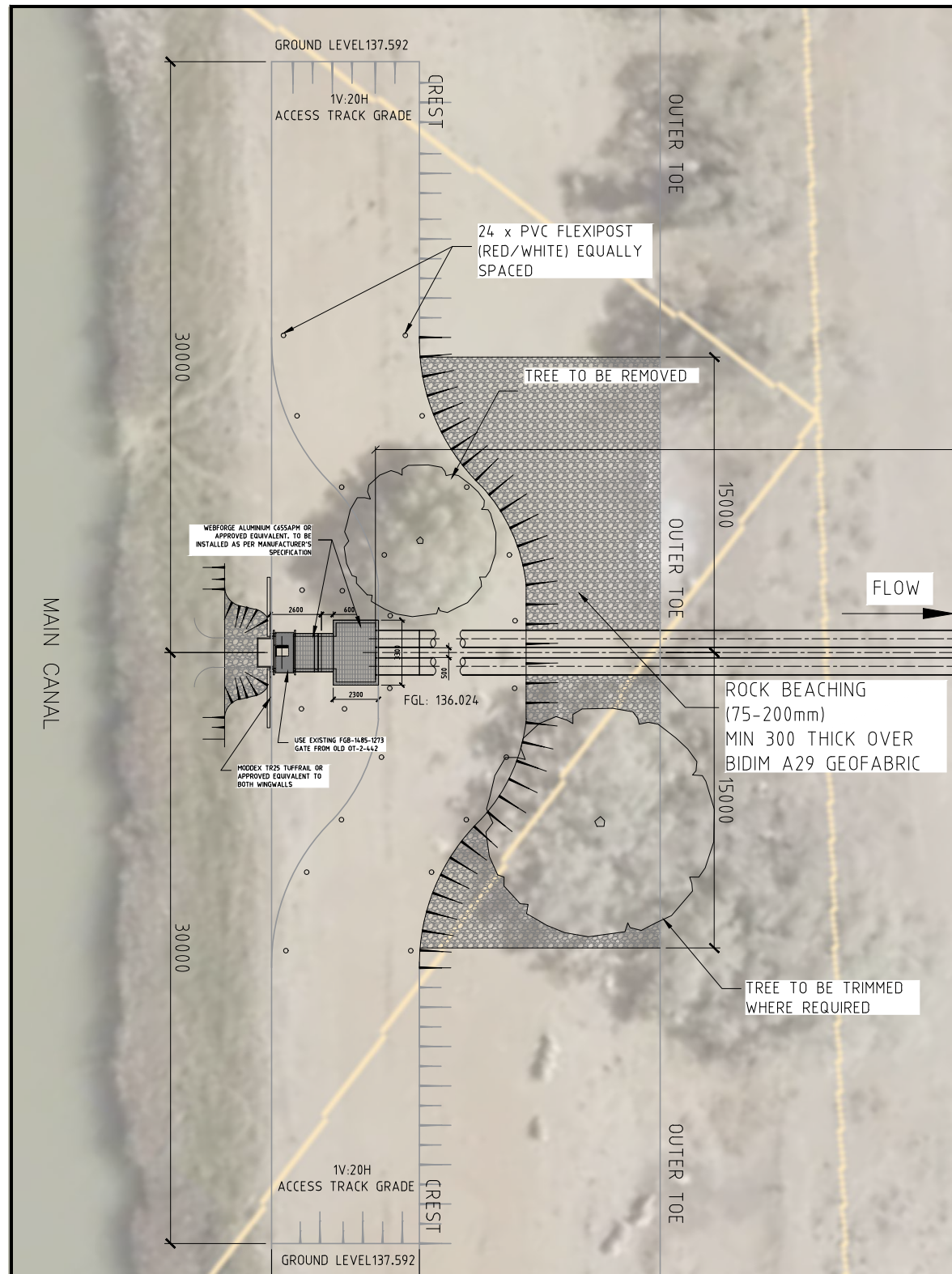


LONGITUDINAL SECTION

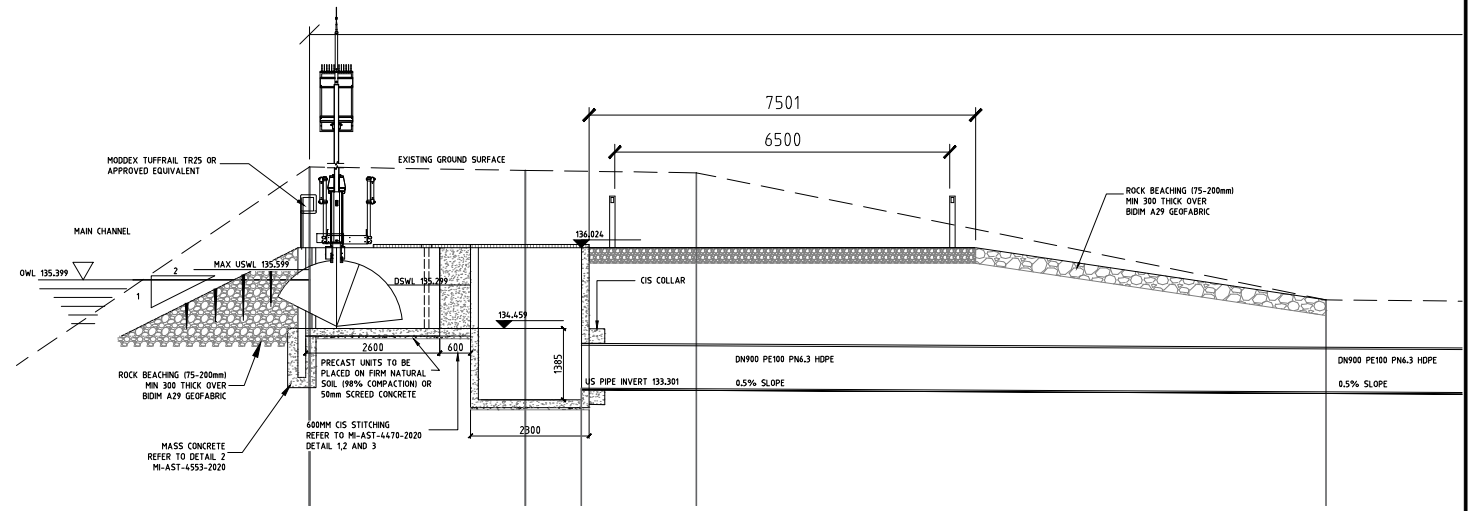
FOR CONSTRUCTION
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PLAN VIEW



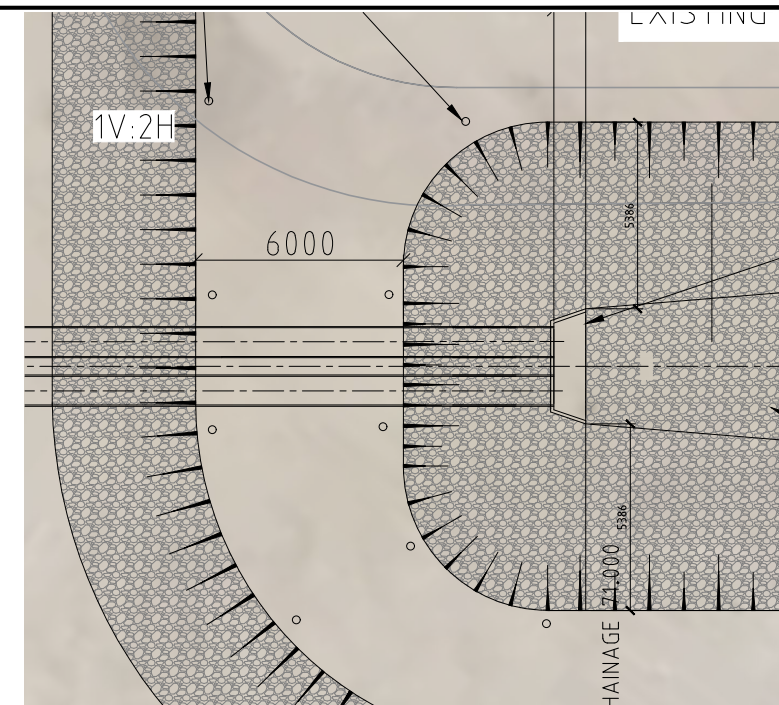
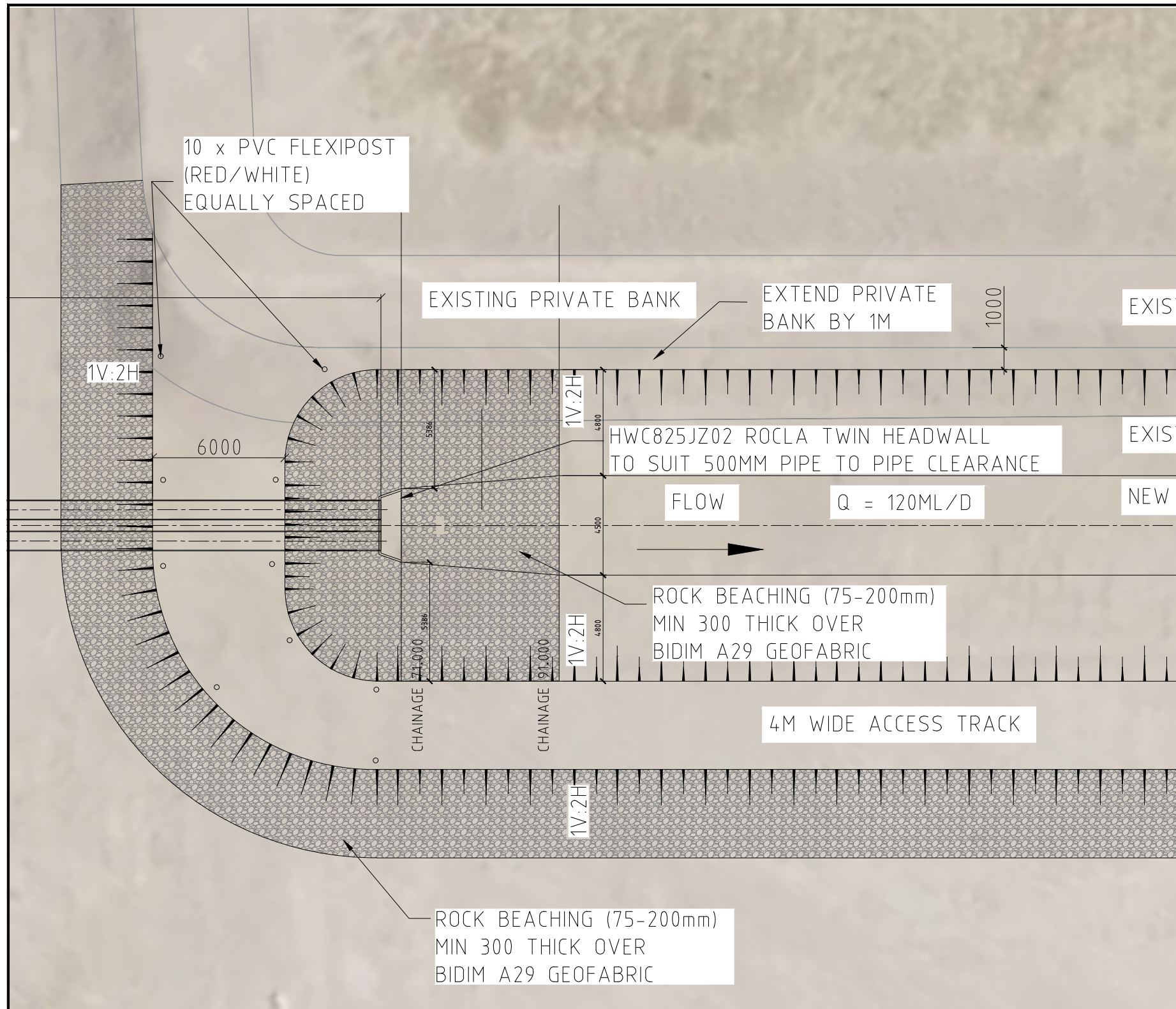
SECTIONAL ELEVATION

OT-2-442 GENERAL ARRANGEMENT PLAN

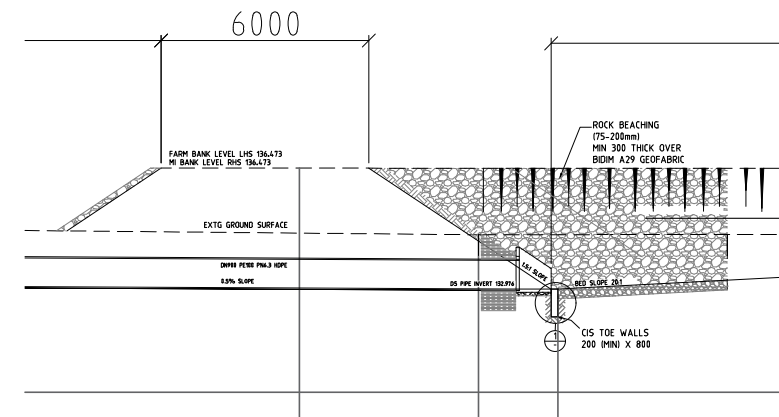


FOR CONSTRUCTION
PLOT DATE - Aug 15, 2022 - 4:48pm

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PLAN VIEW

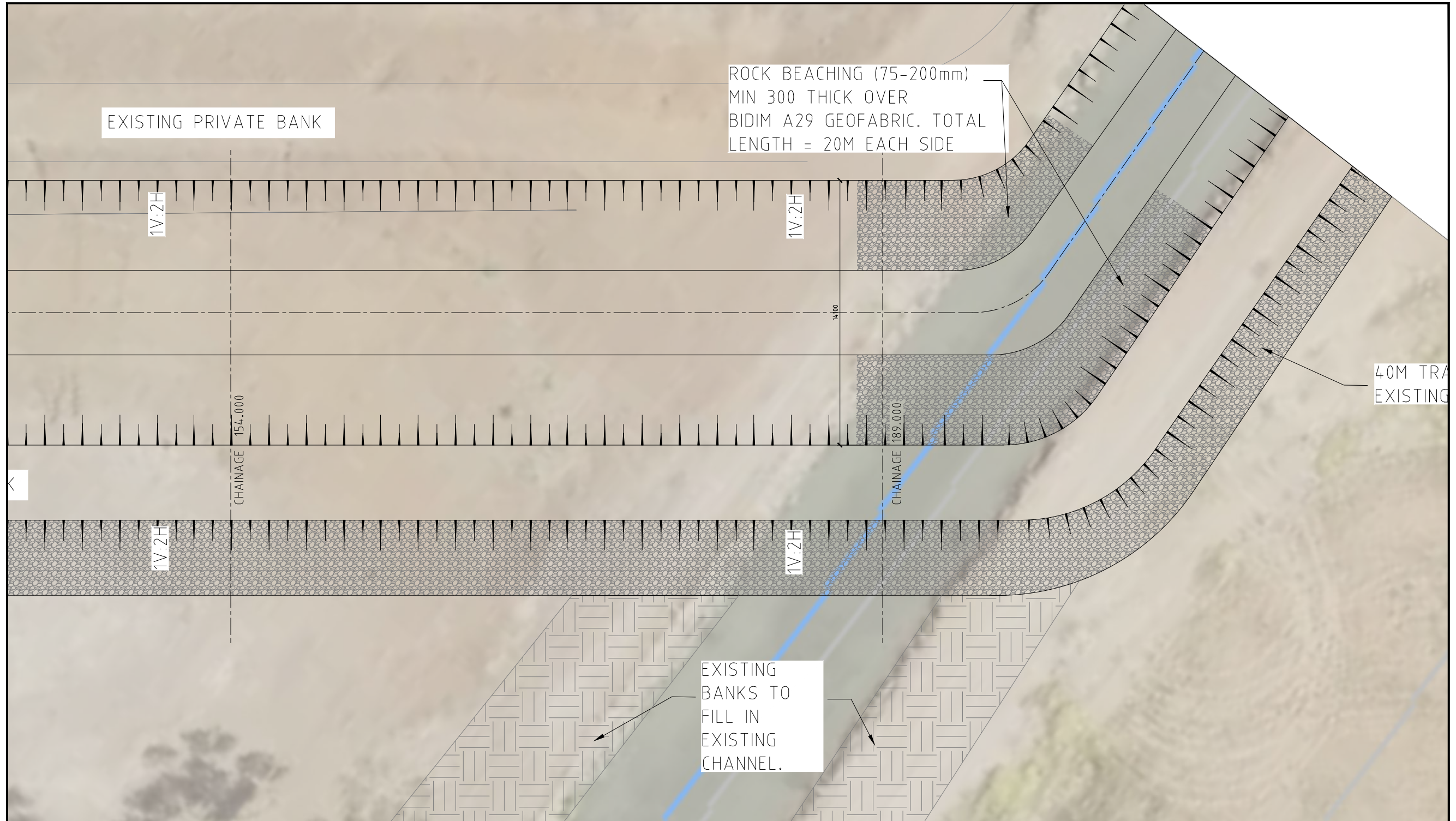


SECTIONAL ELEVATION

OT-2-442 DOWNSTREAM GENERAL ARRANGEMENT PLAN



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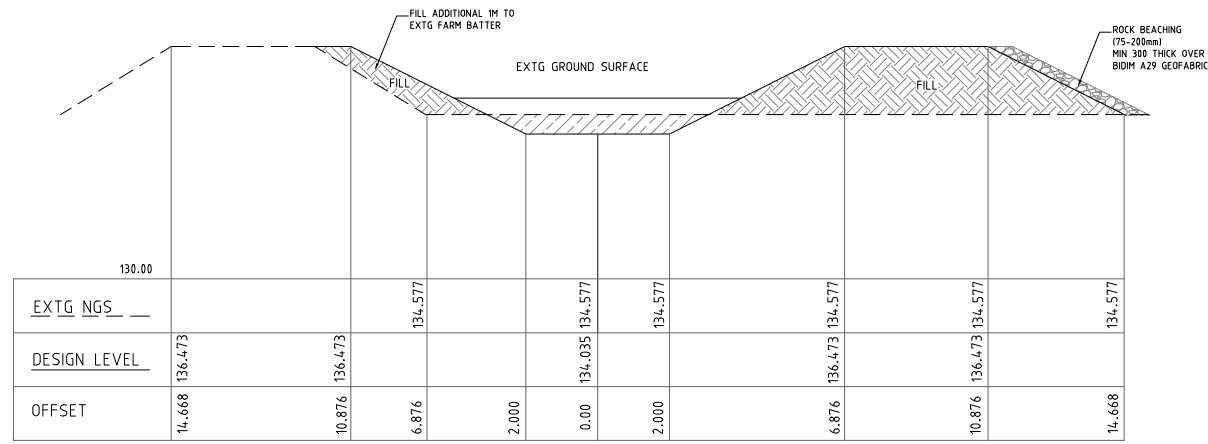
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PLOT DATE - Aug 15, 2022 - 4:49pm

NEW CHANNEL TRANSITION PLAN

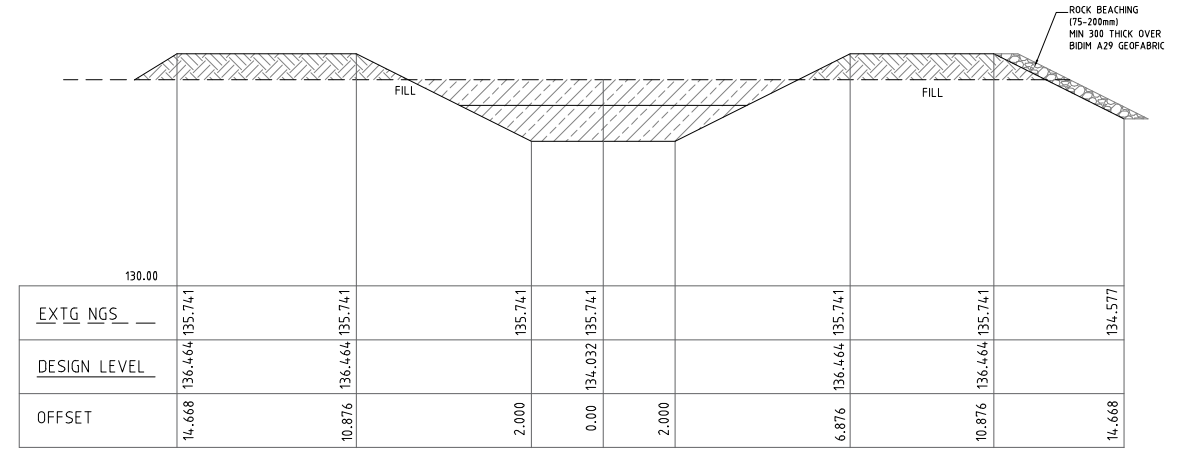
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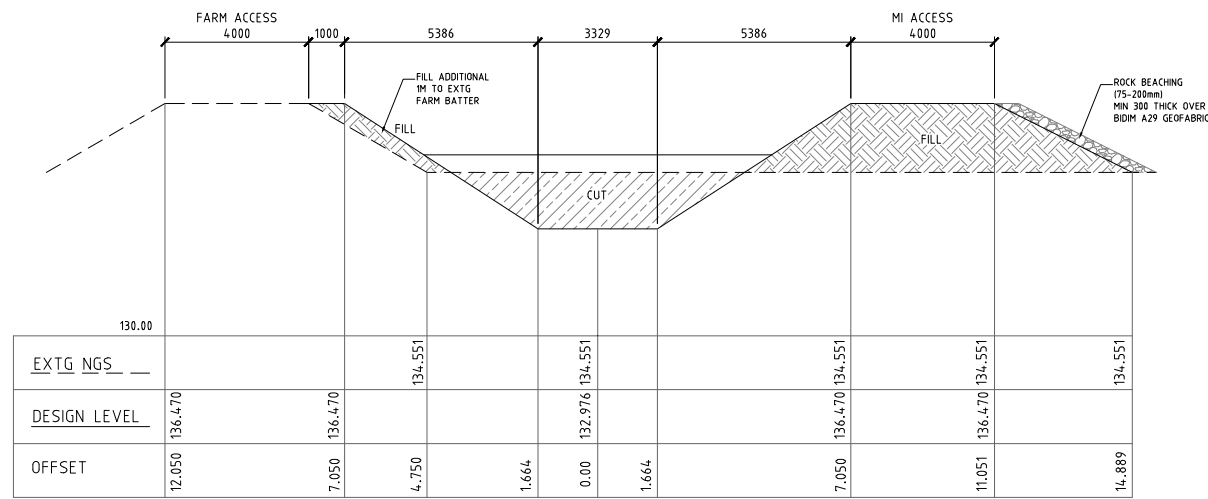
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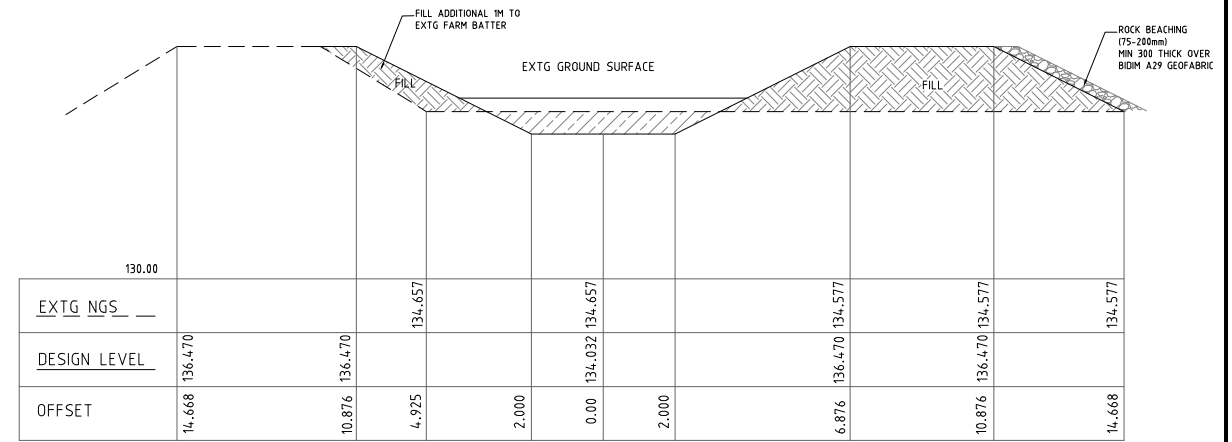
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CHAINAGE 189.000



CHAINAGE 71.000

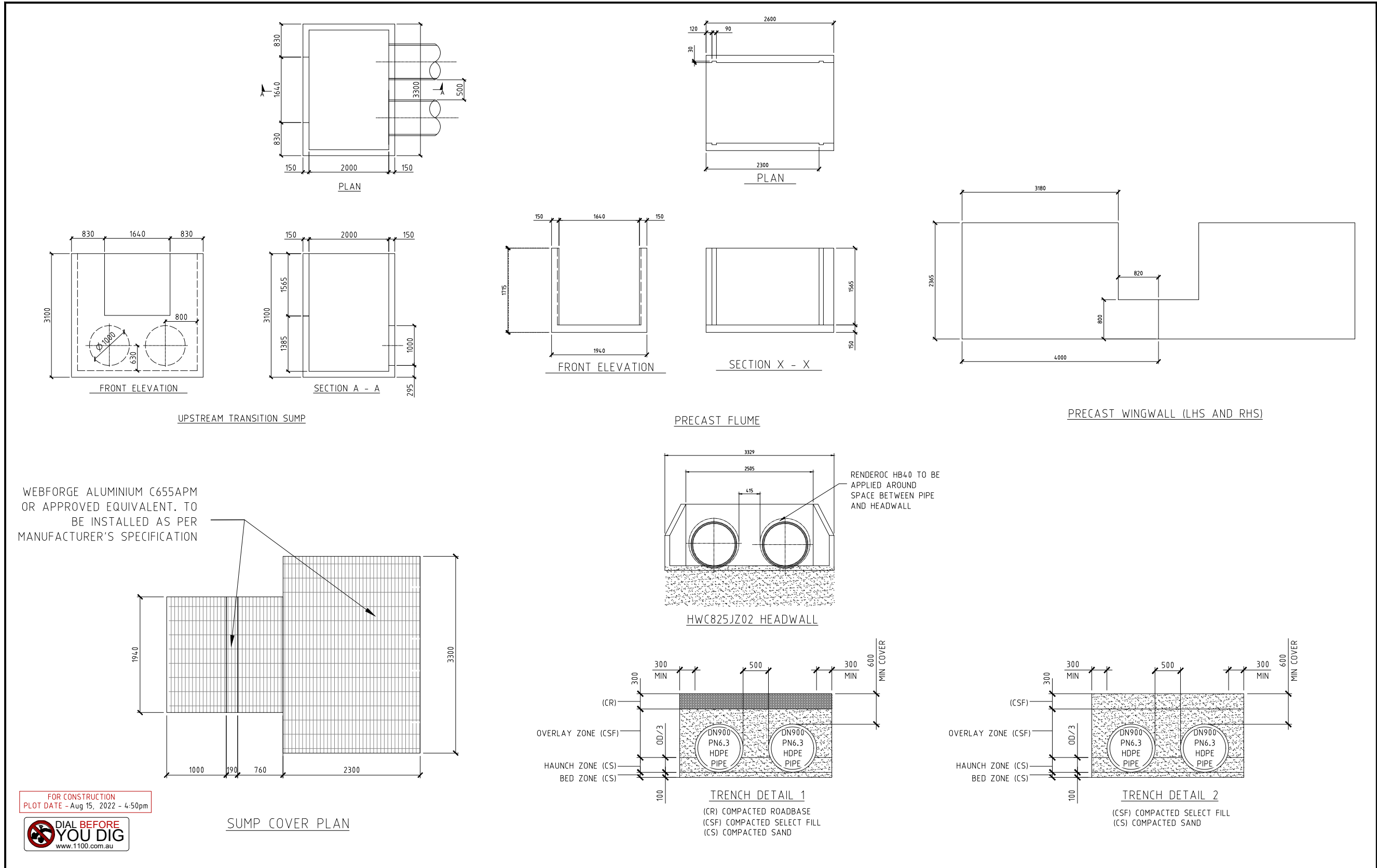


CHAINAGE 154.000

FOR CONSTRUCTION
PLOT DATE - Aug 15, 2022 - 4:49pm



ASSET INFORMATION ASSET ID: OT-2-442 NEW ASSET ID: CHANNEL ID: S-2-MC-620E SYSTEM ID: 96876		REVISION <table border="1"> <tr> <th>REV</th> <th>DATE</th> <th>REVISION DESCRIPTION</th> <th>DRAWN</th> <th>CHKD</th> </tr> <tr> <td>A</td> <td>12/08/22</td> <td>ISSUED FOR REVIEW</td> <td>ER</td> <td>SC</td> </tr> </table>		REV	DATE	REVISION DESCRIPTION	DRAWN	CHKD	A	12/08/22	ISSUED FOR REVIEW	ER	SC	PREPARED FOR MI BY: PROJECT: DRAFTING OFFICE:		<table border="1"> <tr> <th>TITLE</th> <th>NAME</th> <th>SIGNATURE</th> <th>DATE</th> </tr> <tr> <td>DRAWN</td> <td>ER</td> <td></td> <td>12/08/22</td> </tr> <tr> <td>DRAFT CHECK</td> <td>SC</td> <td></td> <td>12/08/22</td> </tr> <tr> <td>DESIGNER</td> <td>ER</td> <td></td> <td>12/08/22</td> </tr> <tr> <td>DESIGN CHECK</td> <td>SC</td> <td></td> <td>12/08/22</td> </tr> </table>		TITLE	NAME	SIGNATURE	DATE	DRAWN	ER		12/08/22	DRAFT CHECK	SC		12/08/22	DESIGNER	ER		12/08/22	DESIGN CHECK	SC		12/08/22	MI APPROVALS SENIOR DESIGN ENGINEER NAME: SALIM CHOUDHURY SIGNATURE: _____ DATE: _____ ASSET MANAGEMENT ENGINEER NAME: ERICSON REYES SIGNATURE: _____ DATE: _____		TITLE OT-2-442 RELOCATION NORTH MERRIBEE OFFTAKE CROSS SECTIONS SHEET 6 OF 7		DRAWING No. MI-AST-4738-2022 PROJECT No. REVISION No. A SCALE: NTS A3	
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TITLE Outstanding Action Report

TRIM REF 25/16564

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Action Report - Floodplain Management Committee - 20 Feb 2025 [↓](#) 88

ACTION REPORT**FLOODPLAIN MANAGEMENT COMMITTEE 20 February 2025**

Date of Meeting	Agenda Item	Action	Action Officer	Comments
8 August 2024	CL02 Griffith City Flood Emergency Sub Plan	<p>RECOMMENDED on the motion of Joseph Dal Broi and Steve Manwaring that:</p> <p>(a) The Committee note the report.</p> <p>(b) The following wording be added to page 26 of the sub plan regarding responsibilities of Griffith City Council under the dot point "<i>Operate flood mitigation works including critical structures such as detention basins and levees and advise NSW SES regarding their operation</i>":</p> <ul style="list-style-type: none"> • Council will follow the EMR Emergency Breaching Protocols and Decision Support Framework as adopted November 2018 and published on Council's website. • Council will determine, in consultation with Murrumbidgee Irrigation, when infrastructure intervention at Barren 	SES	

		Box Swamp is required.		
8 February 2024	North Merribee Channel Realignment	RECOMMENDED on the motion of Steve Manwaring and Luigi Forner that Council: (a) Endorse the report presented by Murrumbidgee Irrigation. (b) Look for funding opportunities to implement a permanent solution on the bypass channel downstream of Barren Box Storage and Wetlands. (c) Endorse the works proposed for the North Merribee Channel Realignment.	Graham Gordon	13/08/2024: Council has given approval for the work. MI is to carry out the work.
8 February 2024	CL02 Yoogali Levee Project	RECOMMENDED on the motion of Steve Mortlock and Joshua Stanbury that Council go out for tender and compare costings for: (a) Stage 2 only (McCormack Road Levee). (b) Stage 2 (McCormack Road Levee) & Stage 3 (Raising of Burley Griffin Way as a levee).	Durganda Chaudhary	13/08/2024: Council is in discussions with TfNSW and DCCEEW regarding utilisation of funding.
23 November 2023	CL01 Community Opinion Group Meeting 1 November 2023	RECOMMENDED on the motion of Louie Forner and Steven Mortlock that: (a) Council request Murrumbidgee Irrigation to have trees removed from the Mirrool Creek riparian zone and the removal of	Graham Gordon	13/08/2024: Council has asked MI to remove trees from drainage channels. Funding is not currently available for a flood study for the Mirrool Creek Catchment. Council will continue to liaise with DCCEEW regarding this request.

		<p>trees in any identified drainage channels.</p> <p>(b) Council advocate to the NSW Government to undertake a Flood Study for the entire Mirrool Creek Catchment.</p> <p>(c) Council contact the Natural Resource Access Regulator (NRAR) in relation to retrospectively unapproved earth works in Mirrool Creek, requesting that they support a study of the entire Mirrool Creek rural catchment area, so they can base their assessments on an actual model and facts.</p>		
20 July 2023	General Business	Council to discuss the obstruction of willow trees at the inflow channel of Barren Box Swamp.	Graham Gordon	13/08/2024: Council to raise with MI.
20 July 2023	General Business	Council discuss ownership and maintenance of the drainage channel on Crook Road, Hanwood with Murrumbidgee Irrigation, accounting for the 86ML/day of water that the new Hanwood pump station has the potential to pump.	Graham Gordon	13/08/2024: This issue has been resolved.
4 May 2023	EMR Regulator and Barellan water level sensors	RECOMMENDED on the motion of Joe Dal Broi and Steve Manwaring that Council write to Water NSW for justification of services rendered for the fee in the vicinity of \$17,000 that	GM	20/07/2023: Report to Committee on 20/07/2023. Council to pursue potential to transfer ownership of devices due to funding through

		Council currently pay for the monitoring of water level sensors at the East Mirrool Regulator and in Barellan.		BoM, or Council negotiate the frequency of device monitoring.
17 November 2022	Lake Wyangan Flood Mitigation Action Update	RECOMMENDED on the motion of Councillor Glen Andreazza and Steven Mortlock that Council apply for funding to review the Lake Wyangan Flood Study (2012) and Lake Wyangan Floodplain Risk Management Study and Plan (2013).	Graham Gordon	13/08/2024: Council has received funding from DCCEEW and engaged Torren Consulting to review the flood study and plan.
5 August 2021	Education Strategy and Display Board	RECOMMENDED on the motion of Councillor Dino Zappacosta and Sally Jones that Council investigate the feasibility of establishing an education program highlighting the history of the Mirrool Creek catchment area.	Durgananda Chaudhary	13/08/2024: This will be done once flood mitigation works are completed.
27 February 2020	Hanwood Stormwater Pump and Levee	Mr Mortlock enquired if Council had adequate generators available? Mr Gordon advised this should be investigated further in relation to emergency management.	Graham Gordon / Durgananda Chaudhary	13/08/2024: Under investigation.
20 June 2019	Farm Levees Mirrool Creek Floodplain – Illegal Levy Banks	RECOMMENDED on the motion of Peter Budd and Joe Dal Broi that the Committee endorse the Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan be reviewed and that investigations are carried out to identify any illegal works taken out such as levy banks and appropriate	Graham Gordon	Ongoing.

		action taken. The review is to take into consideration flows from adjoining Council areas and consultation to occur with those Councils in relation to what action Griffith City Council will be undertaking.		
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