



Ordinary Meeting

BUSINESS PAPER

Tuesday, 22 April 2025 at 7:00 PM

Griffith City Council Chambers

Phone: 1300 176 077

Web: www.griffith.nsw.gov.au Email: admin@griffith.nsw.gov.au



COUNCILLORS

Councillor Doug Curran (Mayor)
Councillor Shari Blumer
Councillor Mark Dal Bon
Councillor Jenny Ellis
Councillor Scott Groat
Councillor Anne Napoli (Deputy Mayor)
Councillor Tony O'Grady
Councillor Christine Stead
Councillor Laurie Testoni

dcurran@griffith.com.au
sblumer@griffith.com.au
mdalbon@griffith.com.au
jellis@griffith.com.au
sgroat@griffith.com.au
anapoli@griffith.com.au
togrady@griffith.com.au
cstead@griffith.com.au
ltestoni@griffith.com.au

MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

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

Addressing the Council on Business Paper matters

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

Notice of Motion via Councillor

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

Petition

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

Customer Request Management system

The Customer Request Management system (CRM) manages the processing of customer requests. Customer requests can be then easily responded to, allocated to responsible officers and checked. The system will automatically escalate requests that have not been actioned. To log a request, please contact Council's Customer Service Team on 1300 176 077.

Direct correspondence to the General Manager

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

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

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

Oath

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

Affirmation

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

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

[What is a pecuniary interest?](#)

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

[Disclosure of pecuniary interests at meetings](#)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Opening Affirmations

Option 1

Let us meet in this Council Chamber in a spirit of fellowship and goodwill to represent all the members of our community in its cultural and religious diversity.

To be honest and objective in all our deliberations.

To respect the views of the residents, the rights of all Councillors to express their opinions without fear or favour and to make decisions for the common good of our community.

Option 2

Almighty God

We ask that you guide us in our decision making.

Protect us and the community we serve.

Direct our deliberations for the progress of this City and the true welfare of its people.

Option 3

I ask those gathered to join us now for a few moments of silence as we reflect on our roles in this Chamber. Please use this opportunity for reflection, prayer or thought, to focus on our shared intention to work respectfully together for the well-being of our whole community.

Acknowledgment 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.

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 22 APRIL 2025 AT 7:00 PM**

MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 22 April 2025**.

In accordance with Griffith City Council's Code of Meeting Practice and as permitted under the Local Government Act 1993, this meeting is being live streamed and recorded by Council staff for minute taking and webcasting purposes.

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

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

Members of the public may address Council in relation to the items listed in this Agenda by contacting Council on 1300 176 077 by 12.00 pm on the day of the meeting.

The agenda for the meeting is:

- 1 Council Acknowledgments
 - 2 Apologies and Applications for a Leave of Absence or Attendance by Audio-visual Link by Councillors
 - 3 Confirmation of Minutes
 - 4 Business Arising
 - 5 Declarations of Interest
 - 6 Presentations
 - 7 Mayoral Minutes
 - 8 General Manager's Report
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- | | | |
|------|-----|---|
| CL01 | p17 | DA 141/2024 - Review of Determination of Refusal to Grant Consent - Free-Standing Digital Advertising Structure |
| CL02 | p27 | Disability Inclusion Action Plan - Check-in & Review |
| CL03 | p29 | Review of Council's Agency Information Guide 2025 |

- CL04 p31 Renewal of Licence Agreement for Occupation of Road Reserve for the Display of Vehicles - Dasat Pty Ltd (ACN 681432593) (Griffith City Volkswagen) - 126 Mackay Avenue, Yoogali
- CL05 p43 Neighbourhood House Update and Council Owned Properties
- 9 Information Reports
- 10 Adoption of Committee Minutes
- p46 Minutes of the Airport Committee Meeting held on 26 March 2025
- p49 Minutes of the New Cemetery Masterplan Committee Meeting held on 2 April 2025
- p52 Minutes of the Audit, Risk and Improvement Committee Meeting held on 10 April 2025
- 11 Business with Notice – Rescission Motions
- 12 Business with Notice – Other Motions
- p57 Notice of Motion - The Mayor, Councillor Doug Curran
- 13 Outstanding Action Report
- p60 Outstanding Action Report
- 14 Matters to be dealt with by Closed Council
- CC01 Tender No. 10-24/25 - Provision of Development Planning and Assessment
- commercial information of a confidential nature that would, if disclosed:
- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret 10A(2) (d)

Brett Stonestreet

GENERAL MANAGER

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 8 APRIL 2025 COMMENCING AT 7:00 PM**

PRESENT

The Mayor, Doug Curran in the Chair; Councillors, Shari Blumer, Mark Dal Bon, Jenny Ellis, Scott Groat, Anne Napoli, Tony O'Grady, Christine Stead and Laurie Testoni

STAFF

General Manager, Brett Stonestreet, Director Economic & Organisational Development, Shireen Donaldson, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Acting Director Business, Cultural, Financial Services, Max Turner, Director Sustainable Development, Joe Rizzo and Minute Takers, Leanne Austin and Antoinette Galluzzo

MEDIA

Cai Holroyd, The Area News

1 COUNCIL ACKNOWLEDGEMENTS

The Meeting opened with Councillor Mark Dal Bon reading the Opening Affirmation and the Acknowledgement of Country.

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

No apologies or requests for leave of absence were received.

3 CONFIRMATION OF MINUTES

25/087

RESOLVED on the motion of Councillors Christine Stead and Tony O'Grady that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 25 March 2025, having first been circulated amongst all members of Council, be confirmed.

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

Against

The division was declared PASSED by 9 votes to 0.

4 BUSINESS ARISING

Nil

5 DECLARATIONS OF INTEREST

Pecuniary Interests

Councillors making a pecuniary interest declaration are required to leave the meeting during consideration of the matter and not return until the matter is resolved.

Councillor Shari Blumer

CC01 Enter into Lease Agreement for Operation of a Cremator

Reason – Pecuniary Conflict of Interest as I am employed by and have an interest in the firm which prepared the Lease.

Significant Non-Pecuniary Interests

Councillors making a significant non-pecuniary interest declaration are required to leave the meeting during consideration of the matter and not return until the matter is resolved.

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

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

Councillor Anne Napoli

Notice of Motion – Councillor Jenny Ellis

Reason – I have been lobbied in regards to this Motion. The outcome of this Report will have no effect to my family or to myself.

6 PRESENTATIONS

Nil

7 MAYORAL MINUTES

Nil

8 GENERAL MANAGER'S REPORT

CL01 BOORGA ROAD R5 - LARGE LOT RESIDENTIAL DEVELOPMENT CONTROL PLAN

25/088

RESOLVED on the motion of Councillors Tony O'Grady and Jenny Ellis that:

- (a) Council endorse the public exhibition of proposed Section 12.3 of the Griffith Residential Development Plan for a period of 28 days.

- (b) Should submissions be received, a report with recommendations be presented back to an Ordinary Council Meeting for final endorsement.
- (c) Should no submissions be received, the amendments to the Griffith Residential Development Control Plan are considered endorsed the day after the close of the public exhibition period.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Jenny Ellis
Councillor Scott Groat
Councillor Anne Napoli
Councillor Tony O'Grady
Councillor Laurie Testoni

Against
Councillor Mark Dal Bon
Councillor Christine Stead

The division was declared PASSED by 7 votes to 2.

CL02 NSW SUSTAINABLE COMMUNITIES PROGRAM - EARLY INVESTMENT ROUND

25/089

RESOLVED on the motion of Councillors Tony O'Grady and Jenny Ellis that:

- (a) Council submit an application under the NSW Sustainable Communities Program - Early Investment Round.
- (b) The project to be submitted is the "Griffith City Beautification & Tourism Enhancement Project Stage 1" and as detailed in this report.

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

Against

The division was declared PASSED by 9 votes to 0.

9 INFORMATION REPORTS

Nil

10 ADOPTION OF COMMITTEE MINUTES

MINUTES OF THE LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE MEETING HELD ON 19 MARCH 2025

25/090

RESOLVED on the motion of Councillors Tony O'Grady and Laurie Testoni that the recommendations as detailed in the Minutes of the Lake Wyangan & Catchment Management Committee meeting held on 19 March 2025 be adopted.

For

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

Against

The division was declared PASSED by 9 votes to 0.

**MINUTES OF THE ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE
MEETING HELD ON 26 MARCH 2025**

25/091

RESOLVED on the motion of Councillors Christine Stead and Shari Blumer that the recommendations as detailed in the Minutes of the Roads, Parks & Pathways Enhancement Committee meeting held on 26 March 2025 be adopted.

For

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

Against

The division was declared PASSED by 9 votes to 0.

MINUTES OF THE SCENIC HILL USER GROUP MEETING HELD ON 25 MARCH 2025

25/092

RESOLVED on the motion of Councillors Jenny Ellis and Laurie Testoni that the recommendations as detailed in the Minutes of the Scenic Hill User Group meeting held on 25 March 2025 be adopted.

For

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

Against

The division was declared PASSED by 9 votes to 0.

11 BUSINESS WITH NOTICE – RESCISSION MOTIONS

Nil

12 BUSINESS WITH NOTICE – OTHER MOTIONS

25/093

RESOLVED on the motion of Councillors Tony O'Grady and Christine Stead that the meeting suspend standing orders to allow Brain Sainty to address Council.

For

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

Against

The division was declared PASSED by 9 votes to 0.

25/094

RESOLVED on the motion of Councillors Christine Stead and Tony O'Grady that the meeting resume standing orders.

For

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

Against

The division was declared PASSED by 9 votes to 0.

NOTICE OF MOTION - COUNCILLOR JENNY ELLIS

25/095

RESOLVED on the motion of Councillors Jenny Ellis and Tony O'Grady that Council allocate sufficient funds from the cash reserves set aside for the Regional Art Gallery project (currently at \$109K) based on quotes received for the following items and report back to Council:

- (a) Signage for the front of the Gallery - to be designed, manufactured, and installed. (Approximately \$5K)
- (b) New hanging track system - to enhance the display and functionality of exhibition spaces. (Approximately \$10K)
- (c) Repainting of the walls and ceiling of the whole gallery - To refreshen and cover water damaged ceilings (National average: \$60-\$100/ sqm; Gallery is 422sqm therefore up to \$42K).

For

Councillor Doug Curran
Councillor Shari Blumer

Against

Councillor Mark Dal Bon

Councillor Jenny Ellis
Councillor Scott Groat
Councillor Anne Napoli
Councillor Tony O'Grady
Councillor Christine Stead
Councillor Laurie Testoni

The division was declared PASSED by 8 votes to 1.

13 OUTSTANDING ACTION REPORT

25/096

RESOLVED on the motion of Councillors Laurie Testoni and Tony O'Grady that the report be noted.

For

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

Against

The division was declared PASSED by 9 votes to 0.

14 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2021, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

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

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than Councillors)**
- (b) the personal hardship of any resident or ratepayer**
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business**
- (d) commercial information of a confidential nature that would, if disclosed:**
 - (i) prejudice the commercial position of the person who supplied it, or**
 - (ii) confer a commercial advantage on a competitor of the Council, or**
 - (iii) reveal a trade secret**
- (e) information that would, if disclosed, prejudice the maintenance of law**
- (f) matters affecting the security of the Council, Councillors, Council staff or Council property**
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege**

- (h) **information concerning the nature and location of a place or an item of Aboriginal significance on Community land.**
- (i) **alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993.**

25/097

RESOLVED on the motion of Councillors Christine Stead and Jenny Ellis that:

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

For

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

Against

The division was declared PASSED by 9 votes to 0.

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

CC01 ENTER INTO LEASE AGREEMENT FOR OPERATION OF A CREMATOR

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

Council closed its meeting at 7:38pm. The public and media left the Chamber. Livestream was disconnected.

REVERSION TO OPEN COUNCIL

25/098

RESOLVED on the motion of Councillors Christine Stead and Laurie Testoni that Open Council be resumed.

A division was called for, voting on which was as follows:

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Mark Dal Bon
Councillor Jenny Ellis
Councillor Scott Groat
Councillor Anne Napoli
Councillor Tony O'Grady

Against

Councillor Christine Stead
Councillor Laurie Testoni

The division was declared PASSED by 9 votes to 0.

Open Council resumed at 8:34pm.

Livestream was reconnected.

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

MATTERS DEALT WITH IN CLOSED COUNCIL

25/099

RESOLVED on the motion of Councillors Jenny Ellis and Tony O'Grady that the meeting suspend standing orders to allow Daniel Calabro, Peter and Michelle Woodward to speak.

For

Against

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

The division was declared PASSED by 9 votes to 0.

25/100

RESOLVED on the motion of Councillors Christine Stead and Scott Groat that the meeting resume standing orders.

For

Against

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

The division was declared PASSED by 9 votes to 0.

CC01 ENTER INTO LEASE AGREEMENT FOR OPERATION OF A CREMATOR

Councillors Jenny Ellis and Laurie Testoni moved the following MOTION:

- (a) Council enter into a lease agreement with Griffith Regional Funeral Services and the Landowner of 172-174 Wakaden Street, Griffith for the operation of a Cremator. Refer Attachment A, subject to an amendment to the term of the Lease being 3 years from the commencement date with the first option 1 year and second option 1 year.
- (b) Council authorise the Mayor and General Manager to sign the Cremator Lease

Agreement under Council Seal.

- (c) Council commence the tender process to procure a cremator in 2025/26 subject to approving funding to purchase the cremator in the final 2025/26 budget.

Councillors Scott Groat and Tony O'Grady moved the following AMENDMENT that Council commence the tender process to procure a cremator in 2025/26 subject to approving funding to purchase the cremator in the final 2025/26 budget.

The amendment was PUT and LOST.

For
Councillor Mark Dal Bon
Councillor Scott Groat
Councillor Anne Napoli

Against
Councillor Doug Curran
Councillor Shari Blumer
Councillor Jenny Ellis
Councillor Tony O'Grady
Councillor Christine Stead
Councillor Laurie Testoni

The division was declared LOST by 3 votes to 6.

25/101

RESOLVED on the motion of Councillors Jenny Ellis and Laurie Testoni that:

- (a) Council enter into a lease agreement with Griffith Regional Funeral Services and the Landowner of 172-174 Wakaden Street, Griffith for the operation of a Cremator. Refer Attachment A, subject to an amendment to the term of the Lease being 3 years from the commencement date with the first option 1 year and second option 1 year.
- (b) Council authorise the Mayor and General Manager to sign the Cremator Lease Agreement under Council Seal.
- (c) Council commence the tender process to procure a cremator in 2025/26 subject to approving funding to purchase the cremator in the final 2025/26 budget.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Jenny Ellis
Councillor Tony O'Grady
Councillor Christine Stead
Councillor Laurie Testoni

Against
Councillor Mark Dal Bon
Councillor Scott Groat
Councillor Anne Napoli

The division was declared PASSED by 6 votes to 3.

There being no further business the meeting terminated at 8:36pm.

Confirmed:

CHAIRPERSON

CLAUSE	CL01
PROPOSAL	DA 141/2024 - REVIEW OF DETERMINATION OF REFUSAL TO GRANT CONSENT - FREE-STANDING DIGITAL ADVERTISING STRUCTURE
PROPERTY	Lot 101 DP 1115198, No. 10-12 Yambil Street
LOCATION	GRIFFITH
ZONING	E1 – Local Centre
APPLICABLE PLANNING INSTRUMENT	Griffith Local Environmental Plan, 2014
EXISTING DEVELOPMENT	Griffith Central Shopping Complex
APPLICANT	REGIONAL DOOH PTY LTD – James Course
OWNER	F & L Violi Pty Ltd
DIRECTORS OF COMPANY (IF APPLICABLE)	Frank Paul Violi
APPLICATION DATE	28 February 2025
REASON FOR REFERRAL	Review of Determination previously refused by Director – Sustainable Development
FROM	Pat Ngwira, Senior Development Assessment Planner Kerry Rourke, Development Assessment Planner
TRIM REF	25/42676

SUMMARY

Proposal

- Development Application 141/2024 was determined on 14 November 2024 with a refusal to grant consent (Attachment (a)). A summary of the reasons for refusal are:
 - The location of the proposed sign at a roundabout constitutes a risk to public safety;
 - It is assessed that the signage is not in compliance with Clause 3.21 and Clause 3.6 of the State Environmental Planning Policy (SEPP) which relates to the scale, proportion and form of the sign in relation to the streetscape and setting.
- DA 141/2024 was for the installation of an 8.1m wide x 2.2m high freestanding digital advertising structure (with an overall height of 7m to the top of the structure from street level) adjacent to the entrance of Griffith Central shopping complex on the corner of Yambil St and Jondaryan Ave Griffith.
- The applicant has lodged a request pursuant to Section 8.2 of the Environmental Planning and Assessment Act for Council to review its determination of refusal (Attachment (b)).

- The application has been reviewed and further assessment undertaken (Attachment (c)).
- The review application was notified and one submission was received raising concerns (Attachment (d)).

Type of Development

Local

Main Issues

As the application was refused by the Director Sustainable Development pm 14 November 2024, the applicant has requested the determination be reviewed under Section 8.3 of the Environmental Planning & Assessment Act, 1979, which requires:

- (4) *The review of a determination or decision made by a delegate of a council is to be conducted—*
- (a) *by the council (unless the determination or decision may be made only by a local planning panel or delegate of the council), or*
 - (b) *by another delegate of the council who is not subordinate to the delegate who made the determination or decision.*

The application is therefore to be determined by Councillors as a determining authority higher than the Director Sustainable Development.

RECOMMENDATION

- (a) **Council as the consent authority pursuant to Section 8.4 of the Environmental Planning and Assessment Act, 1979, confirm the original determination to refuse Development Application 141/2024(2) for the construction of a free-standing digital advertising structure at 10-12 Yambil St Griffith for the following reasons:**
- i. **That the application is deemed unsatisfactory with regard to the provisions of Section 4.15(d) & (e) of the Environmental Planning & Assessment Act, 1979, in that it is contrary to provisions of Clause 3.21(1) of State Environmental Planning Policy (Industry and Employment) 2021.**
 - ii. **That the application is deemed unsatisfactory as it is not considered to be within the public interest as it fails to satisfy Clause 3.6 of State Environmental Planning Policy (Industry and Employment) 2021 by not satisfying the assessment criteria specified in Schedule 5 of the above Policy.**
- (b) **Council advise the proponent of its decision to maintain the original determination.**

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

SITE DESCRIPTION

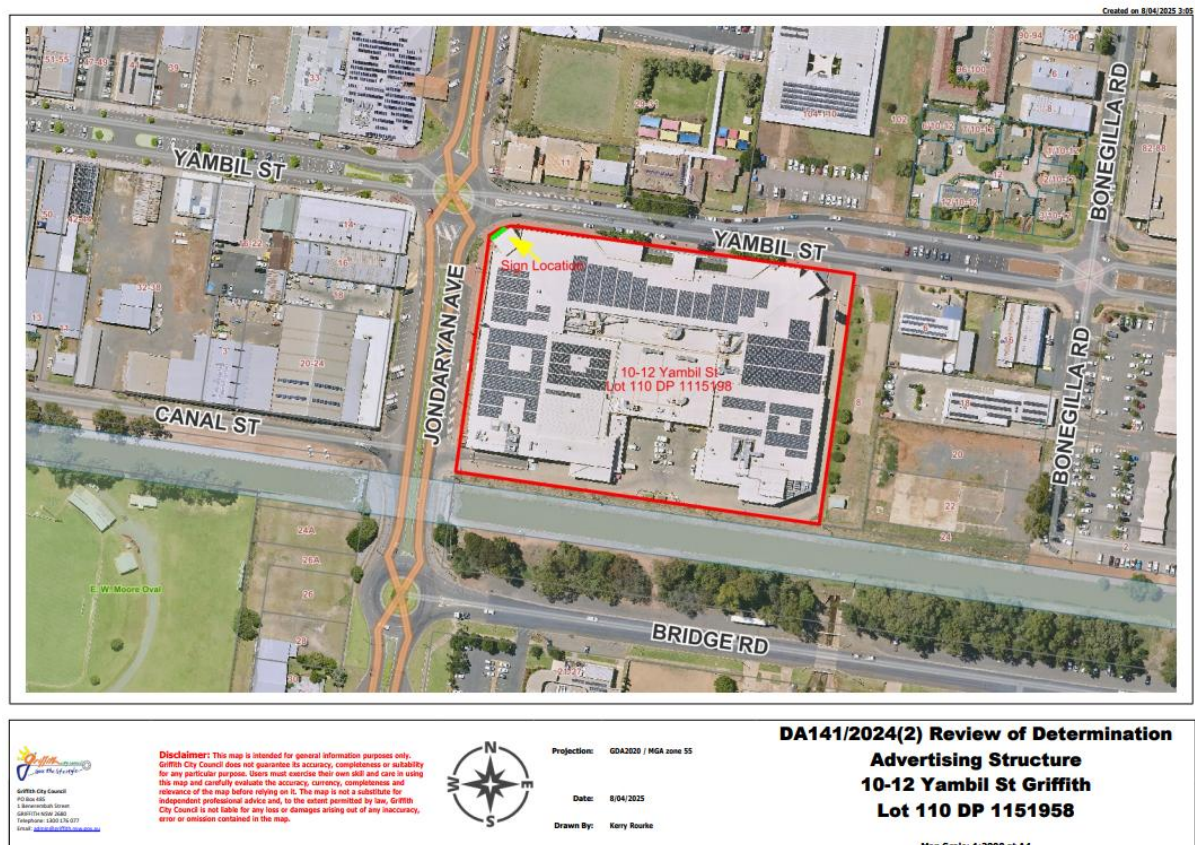
The site is located on the eastern side of Jondaryan Avenue at the roundabout controlled intersection of Yambil Street at the main pedestrian entrance to Griffith Central shopping centre. The subject land is Lot 101 DP 1115198, known as 10-12 Yambil Street Griffith.

The site is occupied by a large commercial building with multiple tenancies, primarily retailing with a number of food and drink premises also.

The site adjoins business premises to the east and west, a licensed club to the north-west and the Griffith Fire Station to the north. The main canal forms the southern boundary of the site.

The advertising structure was proposed to be located on the corner of the property's splay at the intersection of Yambil St and Jondaryan Avenue, illustrated on the following location map in green.

LOCATION MAP



BACKGROUND

Timeline of Events Pertaining to the Development Application

DA 141/2024 was lodged with Council 26 September 2024 and referred to an external planner for assessment. The application was notified 11 October – 25 October 2024 and referred to Transport for NSW (TfNSW) for comment 2 October, and their response was received on 29 October 2024.

The notice of determination refusing to grant consent was issued on 14 November 2024 (Attachment (a)).

The applicant subsequently submitted the Section 8.2 request (i.e., this application – Attachment (b)) for Council to review its determination on 28 February 2025. The application was referred to TfNSW on 4 March 2025 and again notified on 7 March 2025 for 14 days, with one submission received raising concerns with the location of the advertising structure.

ASSESSMENT UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

In determining this review of determination application, a consent authority is to take into consideration Section 8.3 of the Environmental Planning and Assessment Act, 1979. The following matters are of relevance to the development the subject of the development application.

Section 8.2 Review of Determination

With the exception of determinations involving a complying development certificate; designated development and Crown development, sections 8.2(1)(a) & (2)(a) - (c) of the Act enable Council, at the request of the applicant (s8.3(1)) to review the determination of an application for development consent.

Furthermore, section 8.3 the Act states that:

(2) A determination or decision cannot be reviewed under this Division:

- (a) after the period within which any appeal may be made to the Court has expired if no appeal was made, or*
- (b) after the Court has disposed of an appeal against the determination or decision.*

The original development application, 141/2024(1) was determined on 14 November 2024 and the time for making an appeal to the Land and Environment Court expires on 14 May 2025. The application for the Section 8.2 review was lodged on 28 February 2025 and therefore was made within the prescribed time period. It should be noted that Council must also determine the Section 8.2 review within the same timeframe, i.e., prior to 14 May 2025. In addition, no appeal has yet been made to the Land and Environment Court against the original determination, however the opportunity remains for the applicant to undertake such within the relevant timeframe.

Section 8.3(3) states that:

"In requesting a review, the applicant may amend the proposed development the subject of the original application for development consent or for modification of development consent. The consent authority may review the matter having regard to the amended development, but only if it is satisfied that it is substantially the same development."

The applicant has provided additional information as follows:

"We are open to a range of outcomes to service this issue. As follows:

- Hours of Operation: We are negotiable on the hours the sign is running to tie in with the surrounding businesses and uses.*
- Brightness: We have the ability to change the toggles for the sign, to have it running at lower brightness compared to the external environment it sits within.*
- Content: In order to be deemed of public interest, we would be open to having over 50% of the space dedicated to businesses who operate within Griffith CC. We would be open to donating 10% of the space to local events/charities etc. Then, we are also open to having a percentage of the space dedicated to council initiatives (i.e. waste, tourism etc).*

We believe that the implementation of some key operational criteria on the sign will ensure that the Griffith public will be positively impacted by this development".

Comments:

The Applicant has suggested to change hours of operation to tie in with the surrounding businesses and uses; reduce the brightness of the signage and dedicate 50% of space for local business which would include 10% of space to be dedicated to local events/charities and Council's initiatives. The applicant's suggestions are considered in light of the original reasons for refusal as follows:

- 1) With regard to the first reason for refusal, Council had referred the review application to Transport for NSW which in its response had reconsidered its original position of not supporting the proposed development due to the proposed digital advertising structure being less than 20m² and less than 8m high.

The reason also referred to section 4.15(1)(d) & (e) of the Environmental Planning and Assessment Act, 1979, which refer to any submissions made in accordance with this Act or the Regulations and the public interest respectively. One submission was received during the notification period, raising concerns relating to traffic safety. The public interest is discussed under reason 2 below.

With regard to Clauses 3.15 and 3.16 of the *State Environmental Planning Policy (Industry and Employment) 2021* (SEPP), those Clause relate for advertising signs which are greater than 20 square metres and within 250 metres of, and visible from, a classified road. While the proposed structure is adjacent to and visible from a classified road, the proposed structure has an area of less than 20m² at 17.83m² and it also has a maximum height less than 8m above ground.

Further, a Consent authority may grant consent to the display of a freestanding advertisement only if the advertising structure on which the advertisement is displayed does not protrude above the dominant skyline, including any building, structures or tree canopies, when viewed from ground level within a visual catchment of 1 kilometre in accordance with Clause 3.21 of the above SEPP. In this instance, it is considered that the proposed digital advertising structure protrudes from and above the building when viewed from street perspective (refer Figures 1 & 2 below) and such it fails to comply with this provision of the SEPP.

- 2) With regard to the second reason for the refusal to grant consent, consideration has been given to the applicant's representation stated above in this report and it has been found unsatisfactory, as they don't alleviate public interest in terms of safety.

Clause 3.6 of the above SEPP stipulates that a consent authority must not grant development consent to an application to display signage unless the consent authority is satisfied the signage the subject of the application satisfies the assessment criteria specified in Schedule 5.

In assessing the application, staff have noted that the scale, proportion and form of the proposal is inappropriate for the streetscape and setting as it distracts from the architectural façade design forming one of the main entrances. The signage is not supported in this regard as the entrance façade design of the Griffith Central building, forms a key element of the overall architectural design of that building. Furthermore, the entrance façade plays a positive role in enhancing the streetscape around the roundabout and the proposed signage will downgrade the streetscape and setting. It should also be noted that other options against the northern and western exterior of the building exists as an option.

Council's Development and Traffic Coordinator (refer to Appendix B below in this report) is concerned about the proximity of the proposed advertising structure to a road conflict point – namely, the 4-way roundabout controlled intersection of Yambil Street and Jondaryan Avenue. A driver's priority when approaching any conflict point is the

driving task where critical decisions are made to ensure the safe traversing of vehicles through that intersection without posing a risk to themselves or other road users. A driver's attention must not be drawn away from that task for any period of time by any distractions such as an illuminated advertising structure displaying non-road/driving related information.

In addition, pedestrian attractions such as the nearby shopping mall and a large registered club means the Yambil Street / Jondaryan Avenue area sustains a high number of pedestrian and vehicular traffic movements within the CBD area. The proposed development has the potential to also distract pedestrian traffic approaching the subject site (Griffith Central). The intersection is also a major crossing point for pedestrians and their focus must not detract from their immediate environment where inattention could lead to unsafe crossings.



Figure 1: Existing Perspective View provided by Applicant – Southbound Traffic



Figure 2: Proposed Perspective View – Southbound Traffic

Furthermore, Council has previously been approached by residents with concerns on the potential for pedestrian / vehicle conflict on the approaches to, and at the intersection of, Yambil Street and Jondaryan Avenue. Infrastructure such as fencing, multiple pedestrian refuges and parking restrictions to mitigate adverse sight distances have been installed around the site. It is deemed any additional distraction in the form of an illuminated advertising structure aimed at road users will increase the risk of pedestrian/vehicle conflict.

On the basis of the above analysis, it is considered that the proposed development remains unsatisfactory in terms of streetscape, setting, architectural attributes and safety aspects of Schedule 5 and as such it is unsatisfactory as it is not considered to be within the public interest.

The applicant's suggested outcomes are considered not to outweigh these concerns and for this reason, the proposed development should be refused as originally recommended.

Clause 8.3(4) of the EP&A Act provides:

The review of a determination or decision made by a delegate of a council is to be conducted—

- (a) by the council (unless the determination or decision may be made only by a local planning panel or delegate of the council), or*
- (b) by another delegate of the council who is not subordinate to the delegate who made the determination or decision.*

As stated previously, the determination of the development application was made by Council's Director Sustainable Development on 14 November 2024, therefore, the review of the determination is to be conducted and determined by Council. It should be noted that the original application was assessed by one of Council's external Planning Contractors, thus this application has been assessed by Council's Senior Development Application Planner.

Section 8.5(1) states *that the regulations may make provision for or with respect to reviews which may include the following:*

- (a) specifying the person or body with whom applications for reviews are to be lodged and by whom applications for reviews and the results of reviews are to be notified, and*
- (b) setting the period within which reviews must be finalised, and*
- (c) declaring that a failure to finalise a review within that time is taken to be a confirmation of the determination or decision subject to review.*

Section 244 of the *Environmental Planning and Assessment Regulation 2021* (Regulation) deals with reviews of section 8.2 in the Act. An application for review of consent authority' determination follows:

- (1) An application for review must be—*
 - (a) in the approved form, and*
 - (b) submitted on the NSW planning portal.*

This application for review was lodged on an approved form and submitted on the NSW planning portal. Therefore, the application for review has been made and submitted in accordance with the Regulation.

Section 244(2) of the Regulation is not applicable to this application for review of determination.

Sections 244(3) & (4) of the Regulation gives guidance as to where, how and when the fees are determined and paid. The prescribed fee must be paid in connection with a request for a review. The applicant has paid the prescribed fee in connection with the request for the review.

Submission Received

This request for review of determination was notified in accordance with Section 245 of the Regulation. The notification period started on 7 March 2025 in the Council Catch-up and Facebook an was continued until 21 March 2025. Council received one (1) submission raising concerns about the impact of the proposed advertising structure on safety of drivers and pedestrians using the roundabout.

The one (1) submission raised the following concerns about the impact this advertising structure could have on both the safety of drivers and pedestrians that use this roundabout to gain access to facilities in this precinct. The main issues raised in the submission include:

Concerns & <u>Council Assessment of Issue</u>

<p>Issue: Having been a long-term resident and business manager, I have noticed a significant increase in foot and vehicle traffic in and around this very busy intersection and feel that a sign of this magnitude could easily distract drivers from watching out for pedestrians and / or distract pedestrians watching out for vehicles, while attempting to cross the road. I don't think that this has been addressed properly in the statement of environmental effects, given the nearest pedestrian crossing is some distance away at the Banna Avenue roundabout.</p>
--

<p><u>Council Staff Assessment:</u></p>

<p>The submitter's concerns are shared by the Council's Development and Traffic Coordinator as discussed above in this report. The submitter suggested the applicant conduct a traffic and pedestrian flow assessment of the area, regardless. As stated by the Development and Traffic Coordinator, it is deemed any additional distraction in the form of an illuminated advertising structure aimed at road users will increase the risk of pedestrian / vehicle conflict. It is also deemed that any additional distraction in the form of an illuminated advertising structure aimed at road users will increase the risk of pedestrian / vehicle conflict. For these reasons, it is considered that such a traffic and pedestrian flow assessment may not alleviate the safety of pedestrians and motorists using the area including the imposition of additional cost to the applicant.</p>
--

Pursuant to section 246 of the Regulation, the applicant (through the NSW planning portal) and the submitter will be notified of the determination and in the approved form.

Pursuant to section 8.5(2) of the Act, the functions of Council as a consent authority in relation to refusal of the application which is under review are the same as the functions in connection with the original application or determination.

CONCLUSION

This application has been assessed pursuant to Section 8.2 and 8.3 of the Environmental Planning and Assessment Act and as a consequence of the review it is considered that the proposed development is still deemed to be unsatisfactory. In accordance with Section 8.4, it is recommended that Council confirms the original determination, and that the application be refused for the reasons discussed in this report.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Approval of the development subject to conditions provided by Council.

OPTION 3

Any other recommendation.

POLICY IMPLICATIONS

This application doesn't include any policy variations, and there are no adverse policy implications for Council.

FINANCIAL IMPLICATIONS AND RISK

There are no adverse financial implications for Council through adopting the recommendation, however, the application has been refused and the applicant or owner has the lawful ability to pursue an appeal through the Land & Environment Court.

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

There are no reasonably anticipated legal or statutory implications arising from not supporting the recommendation, other than the abovementioned potential for legal action in the Land & Environment Court.

ENVIRONMENTAL IMPLICATIONS AND RISK

There are no reasonably anticipated adverse environmental implications through maintaining the refusal to grant consent to this application.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

There are reasonably considered positive community implications from maintaining the original decision to refusal the granting of development consent, in terms of maintaining a safe environment for pedestrians and motorists using the road network and also through maintaining an attractive streetscape.

SERVICE DELIVERY IMPLICATIONS AND RISK

WHS / HR IMPLICATIONS AND RISK

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 4.1 Make our community safer.

CONSULTATION

Senior Management Team, Director Sustainable Development, Planning & Environment Manager, Acting Development Assessment Coordinator, Senior Development Assessment Planner, the community and the applicant.

ATTACHMENTS

- (a) Refusal Notice of Determination (under separate cover)
- (b) Review of Determination Application (under separate cover)
- (c) Review of Determination Assessment Report (under separate cover)
- (d) Submission Received (under separate cover)

CLAUSE CL02**TITLE Disability Inclusion Action Plan - Check-in & Review****FROM Shireen Donaldson, Director Economic & Organisational Development****TRIM REF 25/38030**

SUMMARY

Council adopted the original Disability Inclusion Action Plan (DIAP) on 27 June 2017. A review was undertaken in 2021, with the 2021-2025 Disability Inclusion Action Plan being adopted on 9 November 2021. The Plan must be reviewed every 4 years and be “remade” within 12 months of the review. This report seeks to place the current adopted Plan Attachment (a) on exhibition to allow consultation to be undertaken by Council to complete a review and check-in on the current Plan in preparation for a remade Plan in 2026.

Results of consultation and any submissions received will allow Council to review the existing DIAP and modify accordingly for adoption by June 2025 and then allow commencement of the remade Plan in late 2025 for adoption by June 2026. The community will have opportunity to provide further feedback in the preparation of the “remade” Plan.

The reviewed DIAP (including submissions as received and incorporated where possible) will be presented to Council for adoption June 2025.

RECOMMENDATION

- (a) Council place the 2021-2025 Disability Inclusion Action Plan on public exhibition until 30 May 2025 to seek submissions from members of the community for inclusion in a reviewed Plan.**
- (b) Council refer the 2021-2025 Disability Inclusion Action Plan to the Disability Inclusion & Access Committee for review and submission.**
- (c) Council engage with the community to seek feedback for inclusion in the reviewed Plan.**
- (d) Council amend the existing 2021-25 Disability Inclusion Action Plan and present to Council for adoption in June 2025 pending a remake of the Plan by June 2026.**

REPORT

Council is required to have a Disability Inclusion Action Plan setting out measures that are put in place so that people with disability can access general supports and services available in the community. The plan must specify how Council proposes to have regard to disability principles in its dealings with matters relating to people with disability and include strategies to support people with disability including providing access to buildings, events & facilities; providing access to information; accommodating specific needs of people with disability; supporting employment of people with disability; encouraging opportunities for people with disability to access the full range of services and activities available in the community and how the Plan supports the goals of the State Disability Inclusion Plan.

OPTIONS

OPTION 1

As per the recommendation.

(A public authority, such as a Council, must as soon as practicable after preparing its annual report, give the Minister a copy of the part of the annual report relating to the council's report on the implementation of its disability inclusion action plan – Local Government Act 1993).

POLICY IMPLICATIONS

Council has recently adopted a public Policy – Anti-Discrimination & Equal Employment Opportunity that was previously an internal only Policy.

FINANCIAL IMPLICATIONS

Staff expenses to conduct community engagement exercises and preparation and publication of a reviewed 2021-2025 DIAP.

LEGAL/STATUTORY IMPLICATIONS

Council is required to have a Disability Inclusion Action Plan. The Plan must be reviewed every 4 years and a be “remade” within 12 months of the review - Local Government Act 1993 Division 3 (12).

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

Council has a Disability & Inclusion Access Committee to oversight the review and development of the DIAP.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 4.1 Make our community healthy and safe.
This item links to Council's Strategic Plan item 4.2 Encourage an inclusive community that celebrates social and cultural diversity.

This item links to Council's Strategic Plan item 4.3 Provide and promote accessibility to services.

CONSULTATION

Senior Management Team
Community

ATTACHMENTS

- (a) 2021-2025 Griffith City Council Disability Inclusion Action Plan (under separate cover)

CLAUSE **CL03**

TITLE **Review of Council's Agency Information Guide 2025**

FROM **Leanne Austin, Governance Manager**

TRIM REF **25/38361**

SUMMARY

The Government Information (Public Access) Act 2009 (GIPA Act) requires that Council must review and adopt a new Agency Information Guide at intervals of not more than 12 months.

The purpose of this report is to endorse amendments made to Council's Agency Information Guide as per the requirements of the GIPA Act.

RECOMMENDATION

Council adopt the revised Agency Information Guide 2025 as per the requirements of the Government Information (Public Access) Act 2009.

REPORT

The GIPA Act requires that Council must have an Agency Information Guide which describes Council's structure, functions, how those functions affect the public, ways in which the public can participate in Council policy and the exercise of its functions, the type of information held and how it is made publicly available. Council's Agency Information Guide promotes the object of the GIPA Act by opening government information to the public and encouraging public participation in Council's decision-making and functions.

The GIPA Act requires that Council must review and adopt a new Agency Information Guide at intervals of not more than 12 months. A review of Council's Information Guide (last adopted 26 April 2023) has been carried out taking into consideration feedback from staff, members of the public and the Information Commissioner.

The Information Commissioner has been notified of the proposed amendments to the Information Guide in accordance with the GIPA Act. Council's draft Agency Information Guide (Attachment A) has been assessed against the requirements of the Government Information (Public Access) Act 2009 (GIPA Act), and [Information Access Guideline 6 – Agency Information Guides](#) published by the [Information and Privacy Commission](#).

The feedback provided by the Information Commissioner is attached (Attachment B). The draft Information Guide has been marked up to show new changes in red text and strikethrough has been applied to text to be deleted.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Should Council wish to make any further changes to the draft attached document, Council is required to notify the Information Commissioner before adoption of the Information Guide.

POLICY IMPLICATIONS

Related documents include:

- Access to Information Policy GOV-CP-605
- Privacy Policy GOV-CP-602
- Privacy Management Plan

FINANCIAL IMPLICATIONS

Not Applicable

LEGAL/STATUTORY IMPLICATIONS

[Government Information \(Public Access\) Act 2009 – Part 3 Division 2 Agency Information Guides](#)

- Section 20 - Agencies must have agency information guide
- Section 21 - Adoption and review of agency information guide
- Section 22 - Role of Information Commissioner.

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

The community expects Council to be open, transparent and accountable and to proactively make available and release information.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 3.1 Undertake Council activities within a clear framework of risk management, strategic planning, policies, procedures and service standards to enhance accountability, resilience and informed decision making.

CONSULTATION

Senior Management Team
Information Privacy Commission

ATTACHMENTS

- (a) Draft Agency Information Guide 2025 (under separate cover)
- (b) Agency Information Guide Checklist (under separate cover)

CLAUSE CL04**TITLE** **Renewal of Licence Agreement for Occupation of Road Reserve for the Display of Vehicles - Dasat Pty Ltd (ACN 681432593) (Griffith City Volkswagen) - 126 Mackay Avenue, Yoogali****FROM** **Amanda Vardanega, Corporate Property Officer & Native Title Coordinator****TRIM REF 25/42953**

SUMMARY

Current licence agreement with Arkean Pty Ltd t/as Griffith City Volkswagen expired as at 31 January 2024. The agreement has continued under the 'holding over' clause on a month-to-month agreement between the parties.

February 2024, Arkean Pty Ltd, trading as Griffith City Volkswagen commenced the Development Application process for demolition; alterations and additions to the existing vehicle sales premises.

March 2025, Arkean Pty Ltd have confirmed transfer of the business to Dasat Pty Ltd, with settlement taking effect on 21 March 2025. The new owners of Griffith City Volkswagen are Damian and Sarah Taranto t/as Dasat Pty Ltd.

Damian and Sarah have confirmed with Council that they wish to proceed with the proposed alterations and additions to the existing premises and have confirmed their intention to renew the current licence agreement with the commencement date to reflect the settlement date of the business transfer being 21 March 2025.

RECOMMENDATION

- (a) Council enters into a licence agreement with Dasat Pty Ltd over that part of Council's road reserve being an area of 351m² adjoining 126 Mackay Avenue, Yoogali, to be used as a vehicle display area for a term of 10 years, with a commencement date of 21 March 2025.**
- (b) Council advertise its intention to enter into a licence agreement with Dasat Pty Ltd for the use of Council's road reserve adjoining 126 Mackay Avenue, Yoogali for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.**
- (c) Should no submissions be received, Council will enter into a licence agreement with Dasat Pty Ltd for the use of Council's road reserve adjoining 126 Mackay Avenue, Yoogali for a term of 10 years.**
- (d) Dasat Pty Ltd will be required to pay all applicable costs and charges associated with the renewal of the licence agreement, together with Council's administration fee, as per Council's adopted Revenue Policy**
- (e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, for leasing of road reserves for business purposes, where the lease forms an integral part of the business. Amount of \$1,333.47 has been invoiced for the**

2024/2025 financial year, in addition to rates and charges. The annual fee to increase with CPI thereafter.

- (f) Council authorise the Mayor and General Manager to execute the licence renewal on behalf of the Council under the Common Seal.**

REPORT

Griffith City Volkswagen (Arkean Pty Ltd) directors, Mark and Dean Owen completed their development at 126 Mackay Avenue, Yoogali. As a condition of the Development Application 99/2012(2) for the construction of a motor vehicle showroom the applicant entered into an agreement with Council for the display of vehicles on Council's road reserve.

The area of road reserve is estimated at 351m² fronting Mackay Avenue.

The current agreement expired as at 31 January 2024. Council wrote to Arkean Pty Ltd advising of the expiry of the agreement and that Council proposed to renew the agreement in line with the requirements of the Development Application. Arkean Pty Ltd advised at this time that they were submitting to Council a new Development Application for alterations and additions to the current building and were hoping to extend the use of Council's road reserve as part of these works and therefore, sought to enter into only 1 agreement with Council rather than having 2 separate agreements. This approach seemed logical.

The expired agreement, has continued on a month-to-month arrangement between the parties. During this time the Development Application has been lodged with Council and has been approved as at 7 July 2024.

Following approval of the Development Application, Arkean Pty Ltd advised that they were in negotiations to sell the business and if possible, for the new agreement be in the name of the new owners, pending settlement.

Settlement of the business transaction took effect on 21 March 2025. The new owners of Griffith City Volkswagen are Damian and Sarah Taranto t/as Dasat Pty Ltd (ACN 681432593).

Damian and Sarah have advised that they wish to pursue the proposed alterations and additions to the existing premises and have confirmed their intention to renew the current licence agreement for the occupation of Council's road reserve for the display of vehicles, with the licence commencing 21 March 2025, in accordance with the settlement date.

There is a proposal as part of the new Development Application to extend the use of Council's road reserve to facilitate the need for second-hand vehicle display area. Subject to the completion of these works it is proposed for the current agreement to include this area.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Council may determine an alternate option but this is not preferred as the applicants require a licence over Councils road reserve for the display of vehicles to continue with their business.

POLICY IMPLICATIONS

Road Reserves – Lease for commercial purposes.

FINANCIAL IMPLICATIONS AND RISK

Council's current Revenue Policy 2024/2025 fee for 'Lease of road reserve, drainage reserves etc for business purposes' – where the lease forms an integral part of the business, including of provision carparking - has a fee of 5% of current land, plus rates. (Minimum amount to be charged is \$500.00 per annum).

The current licensed area is 351m². The annual fee for the 2024/2025 FY has been invoiced in the amount of \$1,333.47 and will increase annually in accordance with the CPI.

The area of Council's road reserve proposed for future occupation will be calculated once the works are completed and will be added to the 'licensed area' at a later stage; and will be charged in accordance with Council's Revenue Policy.

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Roads Act 1993

ENVIRONMENTAL IMPLICATIONS AND RISK

All environmental implications were considered as part of the development approval process.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The community would expect Council to encourage new development to the city and the opportunities that may occur to increase employee numbers and business to the town.

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

Minor Low Risk: No injuries/Nil impact to service delivery.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 5.3 Promote opportunities for business to establish and grow.

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) Renewal of Licence Agreement - Taranto - 126 Mackay Avenue, Yoogali [↓](#) 35



Griffith City
Volkswagen

6 March 2024

General Manager
Griffith City Council
PO Box 485
Griffith NSW 2680

CC: Amanda Vardanega, Corporate Property Officer & Native Title Coordinator

Dear Sir,

**Re: Licence Agreement Renewal – Road Reserve
126A Mackay Avenue Yoogali, NSW**

I received the dated 1 March 2024, advising that our agreement to occupy the road reserve fronting Lot 5 DP:226372 Mackay Avenue Yoogali had expired as of 31 January 2024.

I do wish to renew our road reserve licence agreement for the further ten (10) year term. However, our company details have since changed, so the new lease will need to be established with our new company details below.

Also, I have recently lodged with Council a new development application (PAN-413766) for 126 Mackay Avenue Yoogali. This proposed development will see the Griffith City VW site extend all the way across the northern frontage of Lot 5 DP:226372. Consequently, this would require another licence agreement to occupy this additional road reserve area.

Therefore, it would be my preference to have our new licence agreement include this additional area as proposed in our recently submitted development application. This of course would require the determination of the development application before this licence agreement could be finalised.

If you could advise if this is possible? Otherwise, I will complete the new licence information sheet and return that to you.

Regards,

Dean Owen
Director

Eanark Pty Ltd Trading as
Griffith City Volkswagen
ABN: 57 671 059 555
126 Mackay Avenue, YOOGALI NSW
Ph: (02) 6962 8811
mail@griffithvw.com.au

griffithvw.com.au

Amanda Vardanega

From: Peter Budd <architect@budd.net.au>
Sent: Friday, 31 January 2025 12:19 PM
To: Amanda Vardanega
Subject: Griffith City VW - renewal of road reserve lease agreement.

Hello Amanda,

As discussed this email is to advise that the Licence agreement with Council for the occupation of the road reserve adjoining Lot 5 DP: 226372 MacKay Avenue, Yoogali has expired and requires renewal in accordance with your letter to Arkean Pty Ltd dated 1 March 2024.

As you are aware there was a development application pending at that time which was going to require the extension of that occupied road reserve area. The development has been approved and is DA 23/2024.

Also as discussed there is likely to be a new owner of both the business and the property. This will be confirmed all being well in the next month. It would make sense to have the renewed licence agreement in the "new" owners name.

If you have any questions please let me know.

Regards,

Peter Budd

Architect (reg no: 5331)
Budd & Partners Architects
Griffith NSW 2680

Phone:
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Amanda Vardanega

From: Dean Owen - [REDACTED]
Sent: Wednesday, 12 March 2025 11:37 AM
To: Amanda Vardanega
Cc: Joe Rizzo
Subject: RE: Road Reserve Licence Agreement Renewal - 126 Mackay Avenue, Yoogali

Hi Amanda,

Thank you for the update.

The contract of sale regarding 126 Mackay Avenue has exchanged and settlement is due to take place on Friday 21st March.

I believe it would be best to go with option B, with the new owners commencing a new licence with Council upon settlement. If you would like to contact the new owners to get this organised, their email addresses are:

[REDACTED]

I will let Damian & Sarah know that someone from Council will be in contact with them regarding this. Let me know if I can be of any further assistance.

Regards,

Dean Owen
Dealer Principal

Griffith City VOLKSWAGEN
126 Mackay Avenue, GRIFFITH NSW 2680
PO Box 5060, GRIFFITH NSW 2680

[REDACTED]

From: Amanda Vardanega [REDACTED]
Sent: Tuesday, 11 March 2025 1:35 PM
To: Dean Owen [REDACTED]
Cc: Joe Rizzo [REDACTED]
Subject: RE: Road Reserve Licence Agreement Renewal - 126 Mackay Avenue, Yoogali

Hi Dean,

By way of update ..

Further to my email of 12 February 2025, I have made further inquiries regarding the current (expired) agreement.

Whilst it would be up to you to seek your own advice as to what is required for the sale of the business; The current (expired) agreement contains a holding over condition, where, by agreement between the Licensor and the Licensee, the Licence agreement will remain in place as a periodic licence on a month-by-month basis, pending the sale of the business.

Amanda Vardanega

From: Sarah Taranto [REDACTED]
Sent: Thursday, 3 April 2025 1:20 PM
To: Amanda Vardanega
Cc: Damian Taranto
Subject: RE: Road Reserve - Licence Agreement Renewal - 126 Mackay Avenue, Griffith
Attachments: Dasat Pty Ltd.pdf

Hello Amanda,

I can confirm that the property settlement was 21st March 2025.

The property was purchased by 'Dasat Pty Ltd' (ACN 681432593)

Directors:

1. Sarah-Anne Taranto, [REDACTED]
2. Damian Taranto, [REDACTED]

Many thanks,

Sarah Taranto
General Manager

Griffith City Volkswagen
126 Mackay Avenue, GRIFFITH NSW 2680



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From: Amanda Vardanega - [REDACTED]
Sent: Thursday, 3 April 2025 12:59 PM
To: Damian Taranto [REDACTED] Sarah Taranto [REDACTED]
Subject: Road Reserve - Licence Agreement Renewal - 126 Mackay Avenue, Griffith

Hi Damian & Sarah,

Hope all is well.

I am following up on this matter and note the last advice I received from Dean Owen was that the property transfer of 126 Mackay Avenue was due to take place on 21 March 2025.

Are you able to confirm that settlement has taken effect..? If so, I can proceed to renewing the existing agreement into your name/s.

Certificate of Registration of a Company

This is to certify that

DASAT PTY LTD

Australian Company Number 681 432 593

is a registered company under the Corporations Act 2001 and
is taken to be registered in New South Wales.

The company **is limited by shares.**

The company is a **proprietary** company.

The day of commencement of registration is
the tenth day of October 2024.



ASIC

Australian Securities & Investments Commission

Issued by the
Australian Securities and Investments Commission
on this tenth day of October, 2024.



Joseph Longo
Chair

CERTIFICATE

LEASE / LICENCE INFORMATION SHEET

Please complete the following:-



Details of the Licensee

Lease/ Licence Contact person: Sarah-Anne Taranto
Postal Address: [REDACTED]
Contact Number: [REDACTED]
Email Address: [REDACTED]
Occupation: General Manager

Lease/Licence to be in the name of: Dasat Pty Ltd
Lessees/ Licensees address for service of Notices: [REDACTED]

Registered Company Name: Dasat Pty Ltd
Address of Registered Office: [REDACTED]
ABN: 99 681 432 593
ACN: 239 850 951

Name of all Directors:
Sarah-Anne Taranto, Damian Taranto

Address of all Directors:
[REDACTED]

Contact Number of all Directors:
[REDACTED]

Do you wish to enter into NEW Lease/ Licence Agreement? (Tick box if yes) ☐

Do you wish to **RENEW** a Lease/ Licence Agreement? (Tick box if yes) ☐

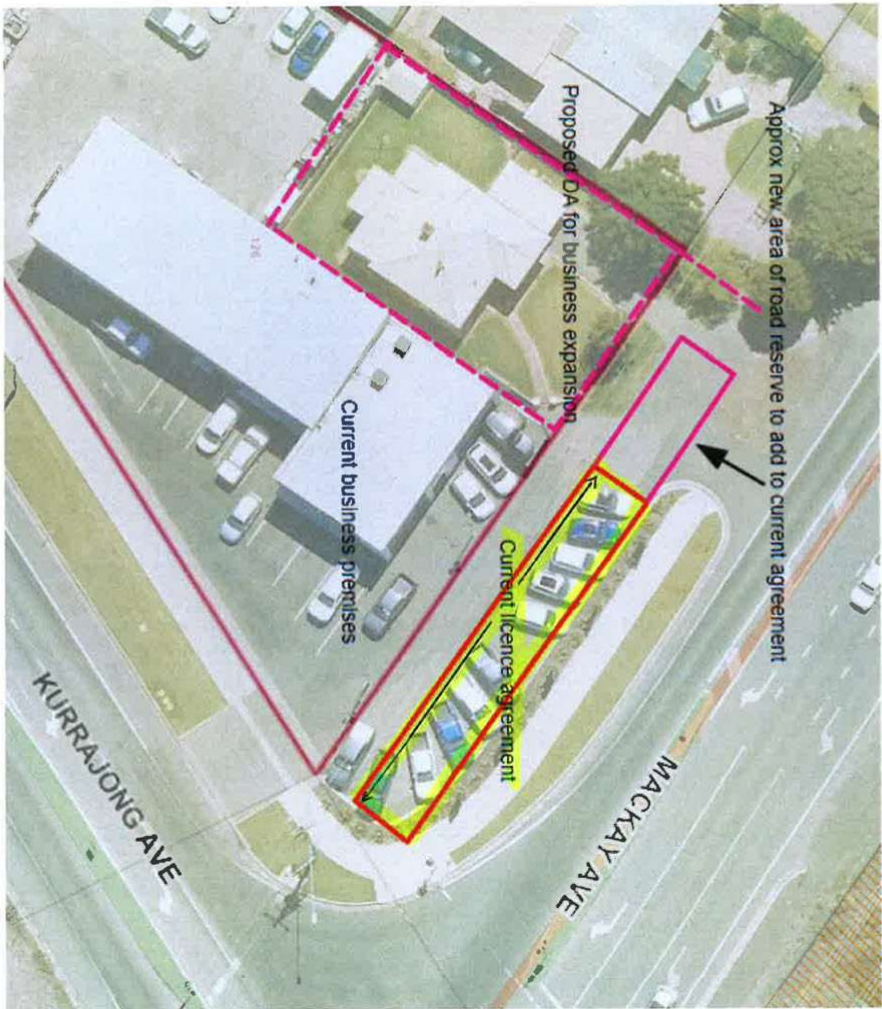
If you do not wish to renew the lease/license agreement, a formal letter will need to be provided to Council.

Comments *

Are we able to renew the lease that was in place prior to expiry?

***Please provide a current Certificate of Insurance/ Currency noting Griffith City Council as an interested party.**





CLAUSE **CL05**

TITLE **Neighbourhood House Update and Council Owned Properties**

FROM **Amanda Vardanega, Corporate Property Officer & Native Title Coordinator**

TRIM REF **25/42207**

SUMMARY

This report is prepared in response to the following resolution of Council 25 March 2025.

NOTICE OF MOTION - THE MAYOR, COUNCILLOR DOUG CURRAN - NEIGHBOURHOOD HOUSE UPDATE AND COUNCIL OWNED PROPERTIES
25/001

RESOLVED on the motion of Councillors Scott Groat and Mark Dal Bon that:

- (a) Council prepare a report regarding the status of the building before pending demolition.
- (b) Council request the General Manager prepare a report detailing the progress on demolition of the old neighbour house located at 80 Benerembah St.
- (c) Council request the General Manager prepare a report detailing all properties owned by Council in the LGA.

RECOMMENDATION

That Council note the report.

REPORT

(a) Status of the building before pending demolition

A report was presented to Council 11 April 2023 describing issues relating to the condition of the Neighbourhood House building. The report included details of the condition of the building and as included in Council's Asbestos Register. Refer Attachments ((a), (b) and (c)).

Also attached to this report is a copy of Resolutions of Council in relation to Neighbourhood House for Councillors information. Refer Attachment (d).

(b) Progress on the demolition of the Neighbourhood House building

The 2023/2024 Crown Reserves Improvement Fund (CRIF) Round for Applications opened on 16 October 2023. Council submitted an application in November 2023 seeking the full amount of funds for the demolition of the Neighbourhood House building – Total cost of project \$54,929 – amount sought \$65,000.

30 May 2024 – A response was received from the Dept of Planning, Housing & Infrastructure advising that Council's application was unsuccessful. The merit of the application was acknowledged however it was of the view of the Department that with limited funds available it was of a lesser priority relative to other applications.

During November 2024 the next round of CRIF Applications opened.

The eligibility criteria to submit an application under this round required a minimum grant of \$100K. Further, the 'demolition only' of the building would not constitute an eligible application. For an application to be considered the project would need to: 1) demolish the building; and 2) construct a new building.

When applying for the CRIF funding the Department prioritises applications where the applicant makes a considerable co-contribution of up to 50%. Should Council consider a future application under the CRIF then the scope of works would need to include the demolition of the existing building and the construction of a replacement building. A co-contribution by Council towards the total project of up to 50% would be required.

(c) Schedule of properties owned by Council in the LGA

Attached to this Report is a copy of Council's, Council Owned or Controlled Property Register. This Register includes land with buildings and vacant land. The Register includes land owned by Council and Crown Land under Council's control. Refer Attachment (e).

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Other Resolution of Council.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS AND RISK

As at August 2023 an indicative cost to demolish the building was \$44,000 (Exc GST). A current estimate to demolish the building would be in the order of \$50,000 to \$55,000 (Exc GST).

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Minor Low Risk: Policy or regulatory breach has no impact.

The land is Crown Reserve 240007 and Council is the appointed Crown Land Manager of the reserve on behalf of the Crown Land Management Act 2016.

Any works in relation to this building would require strict compliance adhering to the current Australian Building Code Standards.

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

All environmental implications would need to be considered as part of any improvements or demolition of the building. Demolition of the building will require a development application. Asbestos removal will form part of the Development Application requirements.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

Minor Low Risk: Limited adverse public/staff reaction and/or negative publicity.

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

Minor Low Risk: No injuries/Nil impact to service delivery.

The risk in this category remains low provided the building is not accessed by the public. The building would require substantial renovation in order to make it safe and this is not recommended.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item; 1.1 Provide clear, accessible, relevant information; 6.1 Provide, renew and maintain a range of quality infrastructure, assets, services and facilities.

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) Neighbourhood House - Report to Council 2023 (under separate cover)
- (b) Asbestos Register - Neighbourhood House - 2021 (under separate cover)
- (c) Neighbourhood House Photos 2023 (under separate cover)
- (d) Neighbourhood House - History (under separate cover)
- (e) Council Owned and Trustee Land Updated April 2024 (under separate cover)

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

PRESENT

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

Quorum = 3

STAFF

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

1 APOLOGIES

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

2 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

3 ITEMS OF BUSINESS

CL01 INDUCTION OF COMMITTEE MEMBERS - MANDATORY

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

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

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

CL02 TERMS OF REFERENCE

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

CL03 PROPOSED MEETING DATES 2025

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

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

4 GENERAL BUSINESS

4.1 Airport Masterplan

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

4.2 Leases and Leaseholders

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

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

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

5 MATTERS TO BE DEALT WITH BY CLOSED COMMITTEE

CC01 GRIFFITH AIRPORT PAID CARPARKING

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

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

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

consideration:

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

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

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

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

6 NEXT MEETING

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

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

**NEW CEMETERY MASTERPLAN COMMITTEE
HELD IN THE MURRAY ROOM, GRIFFITH ON
WEDNESDAY, 2 APRIL 2025 COMMENCING AT 12:00 PM**

PRESENT

Councillor Jenny Ellis (Chair), Councillor Mark Dal Bon, Anthony Kidman (Community Representative) (ZOOM), Pamela Kensett-Smith (Community Representative), Virginia Tropeano (Community Representative), Wendy Collis (Community Representative)

Quorum = 3

STAFF

Director Infrastructure & Operations, Phil King, Parks & Gardens Manager, Peter Craig, Minute Secretary, Joanne Bollen and Governance Manager, Leanne Austin

1 APOLOGIES

RECOMMENDED on the motion of Virginia Tropeano and Wendy Collis that an apology be received from Jake Hubbard (Community Representative), Bruno Guidolin (Community Representative), Daniel Calabro (Community Representative) and Peter Woodward (Community Representative).

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Wendy Collis and Virginia Tropeano that the minutes of the previous meeting held on 7 March 2024, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

3.1 Cemetery Signage

It was raised that the signage, outlining the cemetery guidelines, has not been updated in Section 4 of the Griffith Cemetery.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

Members making a pecuniary interest declaration are required to leave the meeting during consideration of the matter and not return until the matter is resolved.

Committee Member Peter Woodward

New Cemetery Masterplan Committee Meeting
Reason – Matters relating to the Council based crematorium

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 INDUCTION OF COMMITTEE MEMBERS - MANDATORY

Leanne Austin, Governance Manager, provided an overview of the Committee induction process which Committee members may access on Council's website. Committee members are required to read the Code of Conduct policy and procedures, Code of Meeting Practice policy, Statements to the Media Policy, Social Media Policy, Information Protection Principles and Child Safe policy. Committee members are also required to complete the online policy acknowledgment form. Explanation was provided in relation to the requirement to declare any Conflicts of Interest Committee members may have in their consideration of Committee matters.

RECOMMENDED on the motion of Councillor Mark Dal Bon and Wendy Collis that the Committee members note the Committee Induction requirements and complete the induction process outlined in this report.

CL02 PROPOSED MEETING DATES 2025

RECOMMENDED on the motion of Councillor Mark Dal Bon and Virginia Tropeano that the Committee note the proposed meeting dates for 2025.

CL03 TERMS OF REFERENCE

RECOMMENDED on the motion of Virginia Tropeano and Wendy Collis that the Committee adopt the Terms of Reference attached to the report, with the following addition to the Purpose & Scope:

3.3 Provide Community Feedback, at a high level, in relation to the operation of the current cemeteries.

CL04 UPDATE ON CREMATOR EXPRESSION OF INTEREST

At the New Cemetery Masterplan Committee meeting held on 7 March 2024, the one submission received through the Expression of Interest (EOI) process was referred to the Committee. At that meeting the Committee recommended that the report be noted, Council proceed with a land use application and commence the tender process for purchasing a cremator. Council moved in favour of supporting the recommendation upon the adoption of the Committee minutes.

Director of Infrastructure and Operations, Phil King, updated the Committee on the process for the lease agreement and installation of the cremator.

RECOMMENDED on the motion of Councillor Mark Dal Bon and Wendy Collis that the report be noted.

CL05 DRAFT MASTERPLAN PREPARED FOR NEW CEMETERY

Director of Infrastructure and Operations, Phil King, discussed the Draft Masterplan that was prepared for the proposed new cemetery located on Rifle Range Road, Griffith.

Several reports, assessments and plans are required to complete the Draft Masterplan. Currently Council has no budget set aside for the preparation and completion of these reports.

RECOMMENDED on the motion of Anthony Kidman and Councillor Mark Dal Bon that:

- (a) The report be noted.
- (b) A budget bid of \$40,000 to undertake the recommended detailed analysis of the site be included in the 2025/26 budget.

6 GENERAL BUSINESS

6.1 See It, Report It!

Councillor Dal Bon mentioned Council's new initiative, See It, Report It!, as a way that members of the community can report any concerns at the local cemeteries.

6.2 Privacy in Cemetery

Councillor Jenny Ellis (Chair) reported that she had been approached by a community member who expressed concerns regarding a lack of privacy in the section of Griffith Cemetery near the Blumer Avenue/Wakaden Street roundabout. It was suggested that planting additional vegetation at this corner of the Cemetery could help improve privacy in the area.

6.3 Offer of seating

Councillor Ellis reported that an offer of seating has been made for an area of the Cemetery that currently lacks seating. Further investigation into this matter will be conducted.

6.4 Map of Cemetery

Pamela Kensett-Smith requested that a map of the cemetery be sent to all Committee members.

7 NEXT MEETING

The next meeting of the New Cemetery Masterplan Committee is to be held on Wednesday, 2 July 2025 at 12:00pm.

There being no further business the meeting terminated at 2:00pm.

**AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD IN THE MURRAY ROOM, GRIFFITH ON
THURSDAY, 10 APRIL 2025 COMMENCING AT 5:00 PM**

PRESENT

Stuart Heffer (Chair) (Community Representative), Helen Brill (Community Representative), Dorian Radue (Community Representative)

Agency Representatives (non-voting) National Audits Group, Stephen Prowse (Zoom), NSW Audit Office, Nicky Rajani (Zoom)

Quorum = 2

STAFF

General Manager, Brett Stonestreet, Acting Director Business, Cultural & Financial Services, Max Turner, Director Economic & Organisational Development, Shireen Donaldson, Senior WHS & Risk Coordinator, Raymond McCloy, Governance Manager & Minute Secretary, Leanne Austin

1 APOLOGIES

An apology was received from Councillor Christine Stead.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Stuart Heffer and Helen Brill that the minutes of the previous meeting held on 17 February 2025, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

3.1 Annual Financial Statements

Ms Radue enquired if Council had documented the accounting process required for the Griffin Green project? Mr Turner advised that while the matter has been discussed, the documentation has not been finalised due to resourcing constraints.

3.2 Statewide Mutual Contiguous Improvement Pathway

Ms Radue enquired if Council intends to review high risk areas on an annual basis?

Mrs Donaldson responded that Council will be testing and reviewing its disaster recovery response later this year. Mr McCloy provided an update on work being done to implement

Council's risk management framework advising that risk assessments throughout the organisation have almost been completed and will be subject to ongoing monitoring.

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

Clause CL02 was brought forward.

CL02 NSW AUDIT OFFICE - ANNUAL ENGAGEMENT PLAN AND MANAGEMENT PLAN

Mr Rajani provided an overview of the Annual Engagement Plan advising that the Audit Office will work with management on key issues including:

- revaluation of infrastructure, property, plant and equipment,
- assessing fair value of infrastructure, property, plant and equipment,
- grant income,
- quality and timeliness of financial reporting,
- AASB 13 Fair Value measurement,
- cybersecurity and IT controls.

Mr Rajani suggested Council prepare a set of proforma financial statements to assist with compliance with the latest Code. The interim audit will be performed in June. Mr Rajani advised it would be preferable if the Audit Risk Improvement Committee would review the draft financial statements prior to the audit occurring later in the year.

Mr Stonestreet entered the meeting at 5:22 pm.

Mr Rajani provided an overview of the Final Management Letter highlighting areas for improvement. Mr Rajani enquired if Council had a transition plan in place for the vacancy of the Director Business Cultural Financial Services? Mrs Donaldson advised that recruitment for the position has commenced. Mr Stonestreet advised that it would be difficult to find suitably qualified, experienced applicants and that Council would be losing a lot of corporate knowledge with Mr Turner's departure. Mr Turner advised he would assist as much as possible in the lead up to the interim audit.

Mr Rajani made reference to the cost overrun of last year's audit advising that the Auditor General approved that additional costs be written off. In relation to some of the management responses in the Management Letter, Council should look at setting an Action Date for completion where possible. The Committee is to identify and nominate policies considered to be of high importance that may warrant review on an annual basis.

Mrs Donaldson enquired if the requirement for an Information Asset Register encompasses paper assets as well as digital assets. Mr Rajani confirmed that only digital assets would

need to be captured in an Information Asset Register.

Mr Rajani advised that the recent Local Government 2024 report issued by the Audit Office mentioned Griffith City Council as being one of 16 least liquid councils in NSW. This is based on calculation at 30 June 2024 whether councils' available cash and investments (not subject to external restrictions) were sufficient to meet three months of general fund expenses (excluding depreciation and borrowing costs).

Mr Stonestreet advised that Council had been invited to make comment regarding this issue however, Council's comments had not been included in the commentary of the report. Council's liquidity had been impacted by the timing of cash receipt for the Griffin Green project. Council has since received over \$4.5M which has significantly improved Council's position. In addition to this, Council has implemented Year 1 of a two year Special Rate Variation to address the financial sustainability of the General Fund. Mr Stonestreet voiced his concerns that the commentary Council provided was not made publicly available in the report.

Mr Rajani advised that there is a formal process Council may undertake should it wish to address the statements in the report.

Mr Rajani raised the issue regarding the materiality classification of the Rural Fire Service red fleet assets, noting that changes to the materiality benchmark methodology have resulted in the treatment of the red fleet assets no longer being subject to a qualified audit opinion.

Mr Stonestreet expressed his concerns that Council's reputation may have been adversely affected by previously issued qualified audit opinions, particularly in light of the Audit Office's recent change in assessment methodology.

Mr Rajani advised he would provide the formal feedback process to Mr Stonestreet.

The Chair invited Mr McCloy to provide an update on Council's Risk Management Framework. Mr McCloy advised progress is being made and once documentation has been finalised, training will be provided to Council staff and compliance with processes monitored. There has already been an improvement in managing risk in areas such as projects and design. Council has recently implemented a risk assessment component within the Council Report templates to support decision-making on a risk-informed approach.

CL01 INTERNAL AUDIT REPORT - ASSET MANAGEMENT

Mr Prowse provided an overview of the internal audit of Council's asset management systems which included review of Council's Asset Management Framework (integrated Planning and Reporting requirements) and Asset Maturity Assessment/ratings.

Mr Prowse advised Council has an asset management system in place and an overarching Asset Management Plan however current plans for each classification are required. In practical terms, Council is managing assets effectively however Council should work towards finalisation of asset management plans and implementation using a systematic approach. Mr Prowse advised that the asset management framework is not capturing processes such as communicating deficiencies from staff utilising the assets.

Mr Turner commented that monitoring the condition of Council's assets is resourcing issue. Mr Prowse recognised that the asset management role is an important one and this position is also required to provide asset values for financial reporting which is a complex process extracting data from one system to another. Council should look at ways in which staff using

the assets can provide information through the system.

Mr Turner acknowledged the challenges in meeting timeframes for asset valuations and the coordination of Council's asset management functions, advising that resourcing constraints are a contributing factor.

Ms Brill enquired about the functionality of Council's asset management software?

Mr Prowse advised that the current system used by Council functions primarily as a database focused on valuations and depreciation. He noted that a different system may be required to effectively support broader asset management functions.

Mr Turner advised Council uses Authority software which does not provide a good asset management system.

Mr Rajani enquired how often the asset register and general ledger are reconciled? Mr Turner advised this is done on an annual basis. Whilst Mr Rajani recognised Council has limited resources, he suggested more frequent reconciliation on Council's asset register.

Mr Stonestreet highlighted Council's current financial constraints and emphasised the importance of adopting the second step of the Special Rate Variation to ensure the continued resourcing of Council's essential services and functions.

Mr McCloy left the meeting the time being 6:35 pm.

Mr Prowse suggested that Recommendation 1.5 "That Council investigates whether Asset Valuer Pro can be integrated with Civica Authority. Should this not be practical, consideration should be given to acquiring a dedicated asset management system which is compatible with Civica Authority", be amended to include that Council should investigate potential revenue streams to fund a dedicated asset management system to ensure assets are managed accordingly.

Ms Radue enquired as to the status of Council's long term financial plan? Mr Stonestreet responded that Council is in the process of preparing the 2025/26 draft budget as well as the ten year long term financial plan. Mr Stonestreet reiterated the importance of Councillors adopting the second year Special Rate Variation to ensure financial sustainability of the General Fund or nominate which Council services would require to be cut.

Mr Stonestreet highlighted that most NSW councils were facing similar financial constraints mainly as a result of decreased Federal Assistance Grants and cost shifting by the State government. Rate pegging set by IPART has also impacted local councils' abilities to remain financially sustainable.

Mr Rajani enquired if Council management assess unrestricted cash on a monthly basis? Mr Turner advised that while a full reconciliation is conducted at year end, managers receive monthly actual versus budget reports, which serve as a useful indicator of spending across each fund.

RECOMMENDED on the motion of Dorian Radue and Stuart Heffer that the Committee endorse the Asset Management audit report, recommendations and action plan as attached to the report with the addition to Recommendation 1.5 that Council identify funding sources to improve asset management systems.

CL03 REVIEW TERMS OF REFERENCE AND CHARTER

RECOMMENDED on the motion of Dorian Radue and Stuart Heffer that the report be considered at the next Committee meeting.

Ms Radue is to provide feedback to be included as an attachment to the report.

CL04 INTEGRATED PLANNING AND REPORTING - UPDATE

Mrs Austin provided an overview of Council's compliance with the integrated planning and reporting requirements noting that the Community Strategic Plan had recently been adopted and Council will be considering other key draft documents at the first Council Meeting in May 2025. Members of the public will be invited to provide submissions during the public exhibition period prior to adoption before 30 June 2025.

CL05 CORE REQUIREMENTS - OLG GUIDELINES

RECOMMENDED on the motion of Dorian Radue and Stuart Heffer that in compliance with the Office of Local Government Guidelines:

- (a) The Audit Risk Improvement Committee meet with the internal and external auditors without the General Manager present on an annual basis, preferably in October.
- (b) The Chairperson meet with the General Manager on a quarterly basis to discuss key issues and review performance.

CL06 EMAIL FROM GEORGE YOUSSEF

RECOMMENDED on the motion of Stuart Heffer and Dorian Radue that the request from George Youssef to join the Committee as a community representative be approved.

6 GENERAL BUSINESS

Nil.

7 NEXT MEETING

The next meeting of the Audit, Risk and Improvement Committee is to be held on Wednesday, 7 May 2025 at 5:00 pm.

There being no further business the meeting terminated at 7:15 pm.

TITLE Notice of Motion - The Mayor, Councillor Doug Curran

FROM Doug Curran, Mayor

TRIM REF 25/43886

SUMMARY

The following Notice of Motion was received from The Mayor, Councillor Doug Curran on Tuesday, 15 April 2025.

Further information can be found in Attachment (a).

RECOMMENDATION

- (a) Griffith City Council investigate and identify the best location for safety, security and community awareness for a 24/7 Automated External Defibrillator (AED) in our Main Street area.**
- (b) SMT identify a funding source for the purchase of the AED, (approximately \$2,000) and install the 24/7 AED in the nominated location.**
- (c) Griffith City Council partner with Heart of the Nation (HOTN) to register the location of the 24/7 AED in our Main Street area.**
- (d) Griffith City Council partner with Sorooptimist International Griffith Inc to;**
 - i. Hold a public meeting to educate community members on the use of the 24/7 AED.**
 - ii. Encourage local businesses and organisations to purchase and register 24/7 AEDs at their locations.**
 - iii. Publicise the HOTN app and encourage residents of Griffith to install the app on their phones.**

SENIOR MANAGEMENT TEAM COMMENT

Should Council support the Notice of Motion, SMT will investigate and report back to Council regarding part (a) for Councillor's information. Parts (b), (c) and (d) will then be implemented.

ATTACHMENTS

- (a)** Notice of Motion - The Mayor, Councillor Doug Curran - 15 April 2025 [↓](#)

58



Notice of Motion

Notice of Motion

Councillor's Name * Mayor Doug Curran

Date * 15-Apr-25

Time * 11:13:06 AM

Brett Stonestreet
General Manager
Griffith City Council
GRIFFITH NSW 2680

Dear Mr Stonestreet, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: *

- a) That Griffith City Council investigate and identify the best location for safety, security and community awareness for a 24/7 AED in our Main Street area.
- b) That SMT identify a funding source for the purchase of the AED, (approximately \$2,000) and install the 24/7 AED in the nominated location.
- c) That Griffith City Council partner with Heart of the Nation to register the location of the 24/7 AED in our Main Street area.
- d) That Griffith City Council partner with Soroptimist International Griffith Inc to;
 1. hold a public meeting to educate community members on the use of the 24/7 AED.
 2. encourage local businesses and organisations to purchase and register 24/7 AEDs at their locations.
 3. publicize the HOTN app and encourage residents of Griffith to install the app on their phones.

Additional Information

Attachments

Council Meeting Date: * 22-Apr-25

Signature *

Doug Curran

Extract from Griffith City Council's Code of Meeting Practice:

Giving notice of business to be considered at Council Meetings

3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 12 pm, five business days before the meeting is to be held.

3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

3.12 If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.

3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:

(a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or

(b) by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

3.14 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.

3.15 A councillor is not permitted to ask a question with notice under clause 3.14 that comprises a complaint against the general manager or a member of staff of the council, or a question that implies wrongdoing by the general manager or a member of staff of the council.

3.16 The general manager or their nominee may respond to a question with notice submitted under clause 3.14 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

In relation to Section SMT to review

**3.13 - Please identify
the source of funding
for expenditure if
applicable: ***

Privacy Protection Notice

- This information is being collected to process your notice in accordance with Council's Code of Meeting Practice policy.
- This information is voluntarily required to process your request and will not be used for any other purpose without seeking your consent, or as required by law.
- Your information may comprise part of a public register related to this purpose.
- This form will be retained in Council's Records Management System and disposed of in accordance with the Local Government Disposal Authority.
- You can access and correct your personal information at any time by contacting Council.
- For further details on how the Griffith City Council manages personal information, please refer to our Privacy Management Plan.

TITLE Outstanding Action Report

TRIM REF 25/10681

RECOMMENDATION

The report be noted.

ATTACHMENTS

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

61

OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
25 March 2025	NOTICE OF MOTION - COUNCILLOR TONY O'GRADY	DU	158009	25/076	RESOLVED on the motion of Councillors Tony O'Grady and Scott Groat that the Onsite Detention Policy CS-CP-404 be reviewed by the Director and be brought before Council for comment.	14/04/2025: To be discussed at Council Workshop.
25 March 2025	NOTICE OF MOTION - THE MAYOR, COUNCILLOR DOUG CURRAN - NEIGHBOURHOOD HOUSE UPDATE AND COUNCIL OWNED PROPERTIES	GM	158011	25/077	RESOLVED on the motion of Councillors Scott Groat and Mark Dal Bon that: (a) Council prepare a report regarding the status of the building before pending demolition. (b) Council request the General Manager prepare a report detailing the progress on demolition of the old neighbour house located at 80 Benerembah St. (c) Council request the General Manager prepare a report detailing all properties owned by Council in the LGA.	10/04/2025: Report will be presented to Council 22 April 2025.
25 March 2025	NOTICE OF MOTION - THE MAYOR, COUNCILLOR DOUG CURRAN - NAMING OF MEDIAN STRIP	IMA OP&G DIO	158169	25/078	RESOLVED on the motion of Councillors Doug Curran and Christine Stead that: (a) Council include the name 'Goslett' for the purpose of naming the Median Strip between the 2 sections of Ortella Street into the Griffith City Council Road and Park Names Register; (b) 25 Council approves the name of 'Goslett' and advertise as required; (c) Council staff liaise with the Goslett family about the location of a donated seat in the	02/04/2025: "Goslett" has been added in the Road and Parks Name Register. On public exhibition. If submissions received a further report will be presented to Council.

OUTSTANDING ACTION REPORT

					park and provide a concrete base for the seat to be placed on.	
25 March 2025	NOTICE OF MOTION - THE MAYOR, COUNCILLOR DOUG CURRAN - WATER USE CHARGES	DBCF	158012	25/081	RESOLVED on the motion of Councillors Doug Curran and Tony O'Grady that Council request the General Manager prepare a report detailing the water use charges for registered sporting organisations and not for profit organisations in the Griffith LGA for FY24.	14/04/2025: A report will be presented to Council in May 2025.
25 March 2025	NOTICE OF MOTION - THE MAYOR, COUNCILLOR DOUG CURRAN - BACK YOUR NEIGHBOUR	DEOD	158013	25/082	RESOLVED on the motion of Councillors Doug Curran and Anne Napoli that Griffith City Council make application to become a 'Supporter Council' of the 'Back Your Neighbour' campaign.	14/04/2025: Back Your Neighbour has been notified, Council has become a member and a Media Release has been circulated.
11 March 2025	CL03 PETITION FOR CLEANLINESS & REVITALISATION OF OUR CITY	GM	157363	25/064	RESOLVED on the motion of Councillors Anne Napoli and Tony O'Grady that the petition be received and noted. Councillor Testoni requested the petition be referred to the Roads, Parks and Pathways Enhancement Committee.	13/03/2025: Scheduled for workshop and Roads, Parks and Pathways Enhancement Committee. 31/03/2025: Considered in Roads, Parks and Pathways Enhancement Committee 26 March 2025. 14/04/2025: Committee recommended that Council make an application under Sustainable Communities Fund prior to 30 April 2025
25 February 2025	NOTICE OF MOTION - COUNCILLOR SHARI BLUMER	GM	156778	25/051	RESOLVED on the motion of Councillors Shari Blumer and Jenny Ellis that: (a) Council agrees to the creation of an overarching 'Strategic Water' policy. (b) The draft policy document be reported to Council for consideration during April 2025.	17/03/2025: Draft Strategic Water policy being prepared. Report to Council April 2025.

OUTSTANDING ACTION REPORT

					(c) Council make a submission to the Legislative Assembly Committee on Investment, Industry and Regional Development inquiry into the Impacts of the Water Amendment (Restoring Our Rivers) Act 2023 on NSW regional communities. The closing date for submissions is 14 April 2025.	
28 January 2025	CL03 RENEWAL OF LICENCE AGREEMENT - MURRUMBIDGEE LOCAL HEALTH DISTRICT (MLHD) - 78 KOOKORA STREET, GRIFFITH	CPO	155433	25/005	<p>RESOLVED on the motion of Councillors Jenny Ellis and Christine Stead that:</p> <p>(a) Council enters into a licence agreement with Murrumbidgee Local Health District over part Lot 3 Section 125 DP 758476 for a term of 2 years, backdated, commencing 1 January 2024, with an optional third year in Council's favour.</p> <p>(b) Council advertises its intention to enter into a licence agreement with Murrumbidgee Local Health District over part Lot 3 Section 125 DP 758476 for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.</p> <p>(c) Should no submissions be received, Council enters into a licence agreement with Murrumbidgee Local Health District over part Lot 3 Section 125 DP 758476 for a further term of 2 years, backdated, commencing 1 January 2024,</p>	<p>12/02/2025: Council will instruct solicitors to prepare draft licence agreements as per resolution.</p> <p>17/03/2025: With Council's solicitor.</p>

OUTSTANDING ACTION REPORT

					<p>with an optional third year in Council's favour.</p> <p>(d) Murrumbidgee Local Health District pay all applicable costs and charges associated with preparation of the licence agreement together with Council's Administration Fee.</p> <p>(e) The licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$686 per annum for the 2024/2025 financial year, together with rates and charges if applicable.</p> <p>(f) Council authorises the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal, if required.</p>	
28 January 2025	CL05 REQUEST FOR FUNDING - MULTICULTURAL COUNCIL FOR RENTAL AT GRIFFITH COMMUNITY CENTRE	GM	155437	25/009	<p>RESOLVED on the motion of Councillors Shari Blumer and Scott Groat that:</p> <p>(a) Council support the rental of an office in the Griffith Community Centre for a nominated period of 12 months at a value of \$1,248 (ex. GST) per month for the Multicultural Council of Griffith.</p> <p>(b) Council investigate further funding options for Multicultural Council of Griffith at a Council Workshop during the 2025/26 budget process.</p>	17/02/2025: The tax invoice for rental support from Nov 2024 till 30 June 2025 has been charged to the Community Grants Budget allocation. Councillors will consider draft budget for 2025/26 during April 2025 and determine source of funds for rental until October 2025.
12 November 2024	CL12 GRIFFITH WORKER AND HOUSING SHORTAGE TASKFORCE	GM	152784	24/299	<p>RESOLVED on the motion of Councillors Tony O'Grady and Scott Groat that:</p> <p>(a) Council note the submission as received and included in this</p>	2/12/2024: Report referred to PSA consultants for consideration as part of Griffith Housing Strategy.

OUTSTANDING ACTION REPORT

					report in regard to the draft Griffith Worker and Housing Shortage Taskforce. (b) Council refer the submission as referred to in (a) above to PSA Consultants to inform the review of the Griffith Housing Strategy 2019.	13/01/2025: Consultants to hold public forum on 18 February 2025. 17/03/2025: Councillor briefing 23 April 2025.
12 November 2024	NOTICE OF MOTION - COUNCILLOR SHARI BLUMER - 5 NOV 2024	GM DSD	152783	24/298	RESOLVED on the motion of Councillors Scott Groat and Tony O'Grady that: (a) Council agrees to additional wording in recommendation 14 to the 'Report on Strategies to Increase Housing Supply August 2024', seeking input from staff and the community more widely'; (b) A report be prepared by the Directorate of Sustainable Development and be provided to Council at a meeting in May 2025.	2/12/2024: Report to be presented in May 2025. 3/02/2025: Workshop held 21 February 2025 developer forum to be Scheduled April 2025. 31/03/2025: Developer forum scheduled 10 April 2025. Report to Council May 2025.
26 March 2024	CL02 COMMUNITY GARDENS LARGE SCALE EVENT MASTERPLAN	USD	144180	24/075	RESOLVED on the motion of Councillors Shari Blumer and Glen Andreazza that: (a) Council adopts the Community Gardens Large Scale Event Masterplan as exhibited. (b) Council finalise the estimated costing and implement permanent power supply to service food vans adjacent to Willandra Avenue, relocation of existing backstage storage container to be permanently located behind Stuart McWilliam Stage subject to existing budget allocation of \$50,000.	12/4/2024: Manager of Urban Design to arrange meeting with relevant staff to discuss fencing. 06/05/2024: Meeting held on site to discuss fencing on Thursday, 2 May 2024. Costing of fencing being prepared. 20/05/2024: Draft Costing will be presented to Council at a meeting in June. 04/06/2024: Draft Costing will be presented to Council at a meeting in July. 15/07/2024: Draft Costing will be presented to Council meeting 10 September 2024.

OUTSTANDING ACTION REPORT

					(c) Council finalise a staged design of fencing for the Community Gardens site.	<p>05/08/2024: Meeting held with contractor to obtain quotes for shade sails over stage area.</p> <p>19/08/2024: No quote received as yet.</p> <p>02/09/2024: Initial quote received. Requires further clarification.</p> <p>14/10/2024: Draft design received. Quotation to be obtained and schedule for Council Workshop in January 2025.</p> <p>13/01/2025: Scheduled for Council Workshop on 18 February 2025.</p> <p>3/02/2025: Scheduled for Council Workshop on 20 May 2025.</p>
26 March 2024	MINUTES OF THE NEW CEMETERY MASTERPLAN COMMITTEE MEETING HELD ON 7 MARCH 2024	DIO		24/084	<p>RESOLVED on the motion of Councillors Simon Croce and Christine Stead that the recommendations as detailed in the Minutes of the New Cemetery Masterplan Committee meeting held on 7 March 2024 be adopted, including the SMT Comment as printed below:</p> <p>SMT Comment: Should Council support the above recommendation it is proposed that Council should adopt the following in lieu of the recommendation above.</p> <p>(a) Council invite Griffith Regional Funerals to submit a Development Application for assessment with respect to the installation and operation of a cremation service to be located at Lot 4 DP775986 Wakaden St, Griffith and that the owner of the</p>	<p>15/04/2024: Funeral Directors have been advised.</p> <p>17/06/2024: DA has been lodged.</p> <p>1/07/2024: Council's legal representatives have been requested to draft a Deed of Agreement.</p> <p>02/09/2024: Council staff met with Council's legal representatives the week commencing 26 August 2024. DA's have been submitted and Council's planning staff have requested additional information.</p> <p>14/10/2024: Report to Council Meeting 10 December 2024, for both DA's.</p> <p>15/01/2025: Waiting on Council solicitor to provide update on licence agreement.</p>

OUTSTANDING ACTION REPORT

					<p>property sign the Development Application.</p> <p>(b) Council appoint an external planner to assess the development application with the determination remaining with Griffith City Council. The assessment report of the development application to be determined by a meeting of Council.</p> <p>(c) In the event that Griffith City Council approved the development application that a deed of agreement be drafted between Griffith City Council and Griffith Regional Funeral Services detailing the lease and conditions of use of the cremator. The documentation is to include reference to the owner of the property and their concurrence to the installation and use of the cremator. Further, that the owner concurs to the circumstances that the cremator may be removed from the property. Legal costs to prepare the above documentation are the responsibility of Griffith Regional Funeral Services.</p> <p>(d) Subject to a, b and c above being completed, that Council proceed to acquire and install the cremator.</p> <p>(e) Funding to be drawn from the long-term financial plan 2025/26 approximately \$400,000 installed.</p>	<p>20/01/2025: Draft lease has been provided to Council staff to review.</p> <p>19/03/2025: Draft lease document has been finalised.</p> <p>Next steps:</p> <ol style="list-style-type: none"> 1. Status report for New Cemetery Masterplan Committee Wednesday, 2 April 2025. For Information only. 2. Draft lease report to Council Tuesday, 8 April 2025. 3. Lease executed. 4. Council adoption of 2025/26 Budget and Revenue Policy Tuesday, 24 June 2025. 5. July 2025 Council to call for tenders for provision and installation of cremator unit. <p>14/04/2025: From the minutes of the Council Meeting held 08/04/2025.</p> <p>RESOLVED on the motion of Councillors Jenny Ellis and Laurie Testoni that:</p> <p>(a) Council enter into a lease agreement with Griffith Regional Funeral Services and the Landowner of 172-174 Wakaden Street, Griffith for the operation of a Cremator. Refer Attachment A, subject to</p>
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OUTSTANDING ACTION REPORT

					<p>(f) The fees applicable to the lease of the cremator as detailed in confidential attachment A as previously reported to Council and the Committee will be included in Council's revenue policy and are subject to annual review.</p>	<p>an amendment to the term of the Lease being 3 years from the commencement date with the first option 1 year and second option 1 year.</p> <p>(b) Council authorise the Mayor and General Manager to sign the Cremator Lease Agreement under Council Seal.</p> <p>(c) Council commence the tender process to procure a cremator in 2025/26 subject to approving funding to purchase the cremator in the final 2025/26 budget.</p> <p>It is anticipated that the lease document will be executed prior to the Council Meeting of 22 April 2025.</p>
12 March 2024	NOTICE OF MOTION - UPGRADE TO ORIGINAL BAGTOWN'S FIRST BLACKSMITH STORE SITE	DI&O DSD	143524	24/066	<p>RESOLVED on the motion of Councillors Dino Zappacosta and Simon Croce that Council upgrade the original Bagtown's first Blacksmith Store site at the Intersection of Old Wilbriggie (sic) Road and Research Station Road.</p>	<p>18/03/2024: Councillors and SMT inspecting site 19/03/2024 to discuss scope.</p> <p>02/04/2024: Site inspection completed. Project scope to be referred to Council Workshop on 21 May 2024.</p> <p>03/06/2024: Scope of works were determined at Council Workshop.</p> <ol style="list-style-type: none"> 1. Survey site; 2. Install gravel surface in a safe location to provide access to site;

OUTSTANDING ACTION REPORT

						<p>3. Remove vegetation that surrounds identified tree; and</p> <p>4. Install sign with narrative depicting historical significance of site.</p> <p>Plan of Scope of works to be discussed at Council Workshop on 29 October 2024.</p> <p>22/10/2024: Project rescheduled for presentation to 18 February 2025 Workshop.</p> <p>13/01/2025: Rescheduled to be presented to Council Workshop 18 March 2025.</p> <p>31/03/2025: Discussed at workshop 18 March, Matter referred to the Roads, Parks and Pathways Enhancement Committee 8 May 2025.</p>
12 July 2022	NOTICE OF MOTION – COUNCILLOR TESTONI – YENDA MASTERPLAN	GM	119905	22/167	<p>RESOLVED on the motion of Councillors Laurie Testoni and Glen Andreazza that:</p> <p>(a) Council undertake a master planning exercise for the village of Yenda. Factors such as future residential sub divisions, lifestyle blocks and rural residential to be considered along with future amenities for the village, such as sporting infrastructure to be considered. With a number of major projects nearing completion the time is right to focus on what opportunities are there for our region with growth and development. Yenda has a lot of potential for growth and by investigating strategies for the future it would benefit the growth</p>	<p>01/08/2022: This matter will be scheduled for discussion at Council Workshop 16 August 2022.</p> <p>05/09/2022: Council to submit an application to NSW Department of Planning and Environment for grant funding under Regional Housing Strategic Planning Fund Round 1 to complete a Yenda Masterplan. Application close 30 September 2022.</p> <p>04/10/2022: Grant application submitted.</p> <p>03/01/2023: NSW Government advised the Grant application successful on 30 November 2022. Expressions of Interests invited to coordinate and</p>

OUTSTANDING ACTION REPORT

					<p>on not only the village but that of the ever-expanding Griffith City limits. It would be important for community engagement and with the next Community Opinion Group meeting to be held in Yenda it is a great opportunity for Griffith City Council to engage with community.</p> <p>(b) Council schedule a Councillor Workshop to refine the scope of the Master Plan.</p> <p>(c) Staff prepare the scoping document and report to Council for consideration of source of budget resources, time line, amendment and adoption of scoping document.</p>	<p>undertake the Yenda Masterplan.</p> <p>13/02/2023: Tender awarded to CBRE.</p> <p>01/05/2023: Site inspection and survey completed. Landowner, MI and staff consultation completed. Draft Masterplan presentation to 20 June Council Workshop.</p> <p>17/07/2023: Draft Masterplan to go to Council in September/October 2023.</p> <p>03/10/2023: Draft Masterplan to go to Council 14 November 2023.</p> <p>06/11/2023: Draft Masterplan to go to Council Meeting in December 2023.</p> <p>04/12/2023: Draft Masterplan to go to Council Meeting in February 2024.</p> <p>15/01/2024: Report to March 2024 Council Meeting.</p> <p>18/03/2024: Council Meeting for 14 May 2024.</p> <p>06/05/2024: Consultant engineers will be invited to address Councillors at Council Workshop on 18 June 2024 regarding engineering challenges with respect to management of drainage.</p> <p>01/07/2024: Meeting being arranged with property owner of Stage 1 of the Masterplan.</p> <p>05/08/2024: Property owners will be contacted again seeking meeting.</p>
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OUTSTANDING ACTION REPORT

						<p>19/08/2024: Further attempts to contact owners continuing.</p> <p>14/10/2024: Council staff met with owner representatives on 20 September 2024. Awaiting on refined design from Council consultant.</p> <p>3/02/2025: Consultant provided feedback Wednesday 29 January 2025. Report to be presented to Council in March 2025.</p> <p>17/03/2025: 13 Feb 2025 Consultant has submitted plans for Masterplan for Council Review.</p> <p>01/04/2025: Report to Council Meeting May 2025.</p>
22 February 2022	NOTICE OF MOTION – YOOGALI SHARED BICYCLE PATH	DIO	114000	22/057	<p>RESOLVED on the motion of Councillors Simon Croce and Anne Napoli that:</p> <p>(a) Council consider the construction of the Griffith to Yoogali shared bicycle track as a priority.</p> <p>(b) Council undertake a full costing of the track and bridge as to facilitate funding opportunities to contribute towards the new construction.</p>	<p>14/03/2022: Funding estimate for Path and Bridge: \$1.4 million. 100% funding request submitted to Transport for NSW Active Transport Program.</p> <p>16/01/2023: TfNSW has informed Council that its application for 2.5m shared pathway is unsuccessful. Council has been invited to make a submission to TfNSW Active Transport for a 4.5m wide shared pathway for scoping and design. Submission lodged by Council.</p> <p>05/06/2023: Funding application successful. Design to commence.</p> <p>17/07/2023: Inception meeting scheduled for 18 August 2023. Project to be completed 20 June 2025.</p>

OUTSTANDING ACTION REPORT

						<p>18/09/2023: Ongoing consultation being held with stakeholders.</p> <p>04/12/2023: Staff updated realignment of plans and have sent to TfNSW representatives for review. Draft tender documents have been prepared. Majority of vegetation removed on proposed pathway.</p> <p>04/03/2024: Tree removal nearing completion.</p> <p>18/03/2024: Tree clearing complete. Tenders for bridge to be called for in March 2024.</p> <p>06/05/2024: Tenders close on Monday, 13 May 2024. Councillor briefing Tuesday, 21 May 2024.</p> <p>03/06/2024: Report to Council 11 June 2024.</p> <p>17/06/2024: Contract awarded. Tenderer advised.</p> <p>13/01/2025: Concrete footings for the bridge complete. Further construction to take place from February 2025.</p> <p>3/03/2025: Construction of bridge commenced 4 March 2025.</p> <p>17/03/2025: Contractors completed installation of bridge. Approaches under construction.</p> <p>01/04/2025: Ramps for the bridge will be complete, by the week commencing 19 May. Public access to the bridge as from the following week. The remaining works include; final seal of path, lighting, line</p>
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OUTSTANDING ACTION REPORT

						marking, intersection treatments and signage.
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
28 May 2024	MINUTES OF THE LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE MEETING HELD ON 15 MAY 2024 DRAFT PLAN OF MANAGEMENT – LAKE WYANGAN	CPO	146292 /2024	24/156	RECOMMENDED on the motion of Tom Mackerras and Frank Battistel that: (a) Council refer the Draft Plan of Management for Lake Wyangan, incorporating Jack Carson Wildlife Reserve (Crown Reserve 159017) and North Lake Wyangan (Crown Reserve 1002998) to the Minister administering the Crown Land Management Act 2016 for approval. (b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management Lake Wyangan if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993. (c) Native Title advice has been approved. (d) A report be presented to Council to adopt the final Plan of Management for Lake Wyangan on completion of the exhibition period, to consider all submissions.	28/05/2024: Draft PoM emailed to Councillors. 03/06/2024: Sent to Minister for approval to be exhibited. 17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office. 3/03/2025: Crown Lands Dept has reviewed the draft PoM – pending some minor amendments – the draft PoM can be placed on public exhibition – Staff working through the requested amendment/s.
28 May 2024	CL02 DRAFT PLAN OF MANAGEMENT - SOUTH-WEST GRIFFITH PRECINCT PARKS	CPO	146289 /2024	24/154	RESOLVED on the motion of Councillors Christine Stead and Shari Blumer that: (a) Council refers the draft Plan of Management for South-West Griffith Precinct Parks to the Minister administering the	03/06/2024: Sent to Minister for approval to be exhibited. 17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested

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

					<p>Crown Land Management Act 2016 for approval. Property details being Crown Reserves Griffith Regional Sports Centre (66750), Beilby Park (74741), Kooragee Park (77295), Willow Park, Venetian Park, I.O.O F Park and City Park (Prt R.81439), Yarrabee Park (90788) and Perre Park (90942) together with Council owned land Borland Leckie Park, Yawarra Three Ways Park, Burley Griffin Community Gardens, Public Reserve Park, Locklea Park, Cappello Close and Lanza Grove Public Reserve</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the draft Plan of Management for South-West Griffith Precinct Parks if required, and places it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for South-West Griffith Precinct Parks on completion of the public exhibition period, to consider all submissions.</p>	<p>urgent attention of Minsters Office.</p> <p>3/03/2025: Crown Lands Dept has reviewed the initial draft PoM – they have requested some updates / amendments be made to the PoM. Staff working through the requested amendment/s with consultant.</p>
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

28 May 2024	CL01 DRAFT PLAN OF MANAGEMENT - GRIFFITH CBD PRECINCT	CPO	146288	24/153	<p>RESOLVED on the motion of Councillors Shari Blumer and Melissa Marin that:</p> <p>(a) Council refer the Draft Plan of Management for the Griffith CBD Precinct Crown Reserves to the Minister administering the Crown Land Management Act 2016 for approval. Property details being R.74539 – Lot 1 Sec 43 DP758476 (Visitor's Centre and Carpark and Old Bowling Club) R.83521 – Lot 1 DP 87811 (Carpark Visitor's Centre) R.61588 – Lots 2 & 4 Sec 8 DP 758476 and Lot 7 Sec 9 DP 758476 (CWA Park and Memorial Park) R.159000 – Lots 2 & 8 Sec 9 DP 758476 (Griffith Library) R.85064 – Lots 19 & 20 Sec 7 DP 758476 and Lot 1 DP 1272062 (Banna Park) R.82722 – Lots 1, 8-9 Sec 15 DP 758476 (Couchman Carpark) R.1003025 – Lot 1 DP 1035387 (Aquatic Centre).</p> <p>(b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for the Griffith CBD Precinct Crown Reserves if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p>	<p>03/06/2024: Sent to Minister for approval to be exhibited.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p>3/03/2025: Crown Lands Department has requested amendments – Staff working through these, draft PoM will then be referred back to Crown Lands for review.</p>
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

					<p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for the Griffith CBD Precinct Crown Reserves on completion of the exhibition period, to consider all submissions.</p>	
23 April 2024	CL03 DRAFT PLAN OF MANAGEMENT - MISCELLANEOUS CROWN RESERVES	CPO	144994	24/115	<p>RESOLVED on the motion of Councillors Christine Stead and Laurie Testoni that:</p> <p>(a) Council refer the Draft Plan of Management for the Miscellaneous Crown Reserves, Kart Club - Reserve 64662 (Lot 96 DP 756035), Wumbulgal Recreation Reserve – Reserve 64911 (Lot 106 DP 751679), Rankins Springs Camping Area – Reserve 65432 (lot 7003 DP 1001194) and Dave Wallace Range – Reserve 1003005 (Lot 2 DP 48802) to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Miscellaneous Crown Reserves if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p>	<p>20/05/2024: Awaiting approval from Minister.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Minsters Office.</p> <p>3/03/2025: Exhibition period completed, Report for adoption to be presented at a future Council Meeting.</p> <p>02/04/2025: Report to Council 22 April 2025.</p>

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

					<p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for the Miscellaneous Crown Reserves on completion of the exhibition period, to consider all submissions.</p>	
23 April 2024	CL05 DRAFT PLAN OF MANAGEMENT - BAGTOWN CEMETERY	CPO	144997	24/117	<p>RESOLVED on the motion of Councillors Dino Zappacosta and Laurie Testoni that:</p> <p>(a) Council refer the Draft Plan of Management for the Bagtown Historic Cemetery - Crown Reserve 52849 (Part Lot 731 DP 751709) to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for the Bagtown Historic Cemetery and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Bagtown Historic Cemetery on completion of the exhibition period, to consider all submissions.</p>	<p>06/05/2024: Awaiting approval from Minister.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p>3/03/2025: Crown Lands Department has requested amendments –Staff working through these, draft PoM will then be referred back to Crown Lands for review.</p>

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

12 December 2023	CL04 COMPULSORY ACQUISITION - AFFECTING LOT 27 DP751709 - BEAUMONT ROAD, HANWOOD - HANWOOD LEVY	CPO	140274	23/303	<p>RESOLVED on the motion of Councillors Glen Andreazza and Melissa Marin that:</p> <p>(a) Council approves the acquisition of Crown Land, shown as Lot 1 DP 1296073 in Plan of Acquisition affecting Lot 27 DP 751709 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Local Government Act 1993 Section 186.</p> <p>(b) Council make application to the Minister and/or Governor of the Local Government Act 1993 for approval to acquire Lot 1 DP 1296073 as shown in plan of acquisition affecting Lot 27 DP 751709 by compulsory acquisition process under Section 187 of the Local Government Act 1993.</p> <p>(c) Council continues to negotiate with Department of Planning & Environment to acquire the land by agreement, or as determined by the Valuer General as defined in Section 55 of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(d) Following receipt of the Governor's approval, Council give effect to the acquisition by publication of an Acquisition Notice in the NSW</p>	<p>15/01/2024: Application preparation in progress.</p> <p>03/06/2024: Application submitted.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Requested urgent attention of Minsters Office.</p>
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

					<p>Government Gazette and such other publication as may be required by law.</p> <p>(e) Upon acquisition of the land, Council resolves to classify the acquired land as operational land pursuant to Section 31 of the Local Government Act 1993.</p> <p>(f) Council pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(g) Council delegate authority to the General Manager to execute the documents on behalf of Council under the Common Seal if required.</p>	
12 December 2023	CL05 COMPULSORY ACQUISITION - AFFECTING LOT 7322 DP1164483, MALLEE STREET, HANWOOD - WATER DRAINAGE WORKS	CPO	140275	23/304	<p>RESOLVED on the motion of Councillors Glen Andreazza and Melissa Marin that:</p> <p>(a) Council approves the acquisition of Crown Land, shown as Lot 1 DP 1295951 in Plan of Acquisition affecting Lot 7322 DP 1164483 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Local Government Act 1993 Section 186.</p> <p>(b) Council make application to the Minister and/or Governor of the Local Government Act 1993 for approval to acquire</p>	<p>15/01/2024: Application preparation in progress.</p> <p>03/06/2024: Application submitted.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Requested urgent attention of Ministers Office.</p>

20 of 23

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

					<p>Lot 1 DP 1295951 as shown in plan of acquisition affecting Lot 7322 DP 1164483 by compulsory acquisition process under Section 187 of the Local Government Act 1993.</p> <p>(c) Council continues to negotiate with Department of Planning & Environment to acquire the land by agreement, or as determined by the Valuer General as defined in Section 55 of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(d) Following receipt of the Governor's approval, Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law.</p> <p>(e) Upon acquisition of the land, Council resolves to classify the acquired land as operational land pursuant to Section 31 of the Local Government Act 1993.</p> <p>(f) Council pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(g) Council delegate authority to the General Manager to</p>	
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

					execute the documents on behalf of Council under the Common Seal if required.	
14 February 2023	CL03 PCYC PROPOSAL TO ERECT AND FITOUT AN INTEGRATED GYMNASICS AND COVERED OUTDOOR MULTI-SPORTS COMPETITION FACILITY - OLYMPIC STREET, GRIFFITH	GM	128874	22/034	<p>RESOLVED on the motion of Councillors Jenny Ellis and Simon Croce that:</p> <p>(a) Council endorse in principle the lease of (Part Lot 1 DP1272062. Crown Reserve 85064, 3 Olympic Street, Griffith) to PCYC NSW for a period of 20 years.</p> <p>(b) The annual lease fee be in accordance with Council's adopted Revenue Policy (Schedule of Fees and Charges) as at the date of execution of the Lease. 2022/23 annual lease fee to Not for Profit Organisations is \$607.</p> <p>(c) PCYC pay all applicable costs and charges associated with the preparation of the lease agreement (this would include the survey plan preparation for leasing and registration fees if required). Also, an Administration Fee of \$481 (page 13 Revenue Policy) will be applicable.</p> <p>(d) Council communicate the above terms to PCYC NSW and subject to their agreement, Council advertise the proposed lease for a period of 28 days seeking public submissions.</p>	<p>06/03/2023: Letter written to PCYC advising terms of proposed lease. Letter of response received accepting terms. Proposed lease to be prepared by Council and publicly exhibited.</p> <p>4/07/2023: Council staff have obtained a quote for subdivision from PHL. Once the Survey Plan has been finalised a Two (2) Lot subdivision is required to create a Lot for PCYC and a Lot for the remaining land.</p> <p>31/07/2023: PCYC finalising planned subdivision.</p> <p>04/12/2023: Council seeking additional information from PCYC prior to lodgement of their DA.</p> <p>29/04/2024: PCYC contacted 24/4/24. PCYC considers current scope of project will exceed allocated budget. Currently reviewing scope to align with budget. PCYC anticipate lodging a DA with Council July 2024."</p> <p>19/08/2024: PCYC advised DA will be submitted by November 2024.</p>

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

					<p>(e) All public submissions be reported to Council for consideration. Should no submissions be received, Council authorise the General Manager and the Mayor to sign the lease under Council seal.</p> <p>(f) Council progress the subdivision of the subject land and authorise the General Manager and Mayor the authority to sign documents under Council seal as required. All costs in relation to the subdivision to be paid by the PCYC NSW.</p>	<p>2/12/2024: PCYC advised a DA will be submitted Jan 2025.</p> <p>17/02/2025: Meeting held on 9 Dec 2024.</p> <p>3/03/2025: Meeting was held between Council staff and PCYC reps on 19 February 2025 with further amendments required to the draft proposal.</p>
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