



## Ordinary Meeting

# BUSINESS PAPER

**Tuesday, 14 October 2025 at 7:00 pm**

Griffith City Council Chambers

Phone: 1300 176 077

Web: [www.griffith.nsw.gov.au](http://www.griffith.nsw.gov.au) Email: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au)



## COUNCILLORS

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](mailto:dcurran@griffith.com.au)  
[sblumer@griffith.com.au](mailto:sblumer@griffith.com.au)  
[mdalbon@griffith.com.au](mailto:mdalbon@griffith.com.au)  
[jellis@griffith.com.au](mailto:jellis@griffith.com.au)  
[sgroat@griffith.com.au](mailto:sgroat@griffith.com.au)  
[anapoli@griffith.com.au](mailto:anapoli@griffith.com.au)  
[tograd@griffith.com.au](mailto:tograd@griffith.com.au)  
[cstead@griffith.com.au](mailto:cstead@griffith.com.au)  
[ltestoni@griffith.com.au](mailto: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](mailto:admin@griffith.nsw.gov.au) or mail correspondence to: The General Manager, PO Box 485 Griffith NSW 2680.

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

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

### **Oath**

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

### **Affirmation**

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

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

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

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

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

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

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

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

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

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

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

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

[Click here to lodge 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.

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## ORDINARY MEETING OF GRIFFITH CITY COUNCIL TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON TUESDAY, 14 OCTOBER 2025 AT 7:00 PM

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### MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 14 October 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
- MM01 p24 Change of Council Meeting Date
- 8 General Manager's Report
- CL01 p26 Annual Closure of the Administrative Office and Council Facilities 2025-2026
- CL02 p30 Endorsement of Artificial Intelligence (AI) Policy for Public Exhibition
- CL03 p38 Licence Agreement Renewal - Western Riverina Community College - 23 Hickey Crescent, Griffith

- CL04          p44          Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith
- CL05          p49          Permanent Road Closure of Lots 41 & 42 DP 1308674 and Consolidation of Lots 40 & 41 DP 1308674 and Lots 34 & 42 DP 1308674 Thomas Place, Griffith
- 9              Information Reports
- CL06          p55          Annual Disclosures by Councillors and Designated Persons Returns - 30 June 2024 to 30 June 2025
- CL07          p59          Responses to Councillor Questions Taken on Notice
- 10             Adoption of Committee Minutes
- p61          Minutes of the Traffic Committee Meeting held on 9 September 2025
- p66          Minutes of the Disability Inclusion & Access Committee Meeting held on 17 September 2025
- p69          Minutes of the Lake Wyangan & Catchment Management Committee Meeting held on 18 September 2025
- p72          Minutes of the Roads, Parks & Pathways Enhancement Committee Meeting held on 25 September 2025
- 11             Business with Notice – Rescission Motions
- 12             Business with Notice – Other Motions
- 13             Outstanding Action Report
- p76          Outstanding Action Report
- 14             Matters to be dealt with by Closed Council
- CC01                      Tender No. 4-25/26 - Sprayed Bituminous Surfacing
- 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)
- CC02                      Tender No. 6-25/26 - Griffith Water Reclamation Plant - Membrane Replacement
- 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)

**Scott Grant**

**GENERAL MANAGER**



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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 23 SEPTEMBER 2025 COMMENCING AT 7:00 PM**

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**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, Scott Grant, Director Business, Cultural, Financial Services, Matthew Hansen, Director Economic & Organisational Development, Shireen Donaldson, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Acting Director Sustainable Development, Carel Potgieter and Minute Taker, Joanne Bollen

**MEDIA**

Allan Wilson and Liam Warren, The Area News

**1 COUNCIL ACKNOWLEDGEMENTS**

The Meeting opened with Councillor Scott Groat 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**

25/280

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that an apology be received from Director Sustainable Development, Joe Rizzo.

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.**

### **3 CONFIRMATION OF MINUTES**

25/281

**RESOLVED** on the motion of Councillors Jenny Ellis and Christine Stead that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 9 September 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 Laurie Testoni  
MM01 Governance of Health Services in the Western Riverina  
Reason – Family members work for MLHD.

Councillor Shari Blumer  
CL03 Renewal of Lease Agreement to Country Universities Centre Western Riverina (CUC Western Riverina) – Part Lot 2 DP 1272062, Crown Reserve 85064, 2/1 Olympic Street, Griffith  
Reason – The business I work for, and have an interest in, often does the work for this type of clause.

Councillor Anne Napoli  
Notice of Motion – Councillor Christine Stead  
Reason – I own a property along McCormack Road, Yoogali

Director Utilities, Graham Gordon  
CC01 Tender No. 1 -25/26 – Plant, Equipment & Professional Services for Lake Wyangan and Water/Sewer Projects  
Reason – I have a business that has dealt with one of the companies named in the report and therefore I would like to declare a Pecuniary Conflict of Interest, leave the meeting during the discussion and not return until the matter is resolved.

Director Infrastructure & Operations, Phil King  
CC01 Tender No. 1 -25/26 – Plant, Equipment & Professional Services for Lake Wyangan and Water/Sewer Projects  
Reason – I have a family member that works for one of the businesses mentioned in the report.

### **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.*

Director Utilities, Graham Gordon  
CC01 Tender No. 1 -25/26 – Plant, Equipment & Professional Services for Lake Wyangan and Water/Sewer Projects  
Reason – I am a close family friend of the owners of one of the businesses named in the report and therefore I would like to declare a Significant Non-Pecuniary Conflict of Interest, leave the meeting during the discussion and not return until the matter is resolved.

### **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 Laurie Testoni  
CL01 Ted Scobie Oval Masterplan – Endorsement Following Public Exhibition  
Reason – I am chairman of the Griffith City Sports Council.

Councillor Tony O'Grady  
Notice of Motion – Councillor Christine Stead  
Reason – I have been contacted by the owner of the property.

## **6 PRESENTATIONS**

Nil

## **7 MAYORAL MINUTES**

*Councillor Laurie Testoni left the meeting, having declared a Pecuniary Conflict of Interest, the time being 7:09pm.*

### **MM01 GOVERNANCE OF HEALTH SERVICES IN THE WESTERN RIVERINA**

Councillors Doug Curran and Jenny Ellis moved the following MOTION that Council:

- (a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.
- (b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.
- (c) Undertake community and stakeholder engagement, including a survey of residents and consultation with local health professionals and First Nations leaders, to obtain evidence of community preferences regarding governance of Griffith Base Hospital and health services in the Western Riverina, to close Friday 31 October 2025.

- (d) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the current Murrumbidgee Local Health District to:
- Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable
  - Advise them of Council's concerns and the actions it is taking to gather evidence; and
  - Request that the State Government commit to an independent review into the governance of health services in the Western Riverina.
- (e) Receive a report within two months outlining the results of the community engagement and consultation, and consider at that time whether to adopt a formal advocacy position in favour of the establishment of a Western Riverina Local Health District.

Councillor Anne Napoli moved the following AMENDMENT that Council:

- (a) Acknowledge and support the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.
- (b) Support the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.
- (c) Undertake community and stakeholder engagement, and consultation with local health professionals and First Nations leaders, to obtain evidence of community preferences regarding governance of Griffith Base Hospital and health services in the Western Riverina, to close Friday 31 October 2025.
- (d) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the current Murrumbidgee Local Health District to:
- Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable
  - Advise them of Council's concerns and the actions it is taking to gather evidence; and
  - Request that the State Government commit to an independent review into the governance of health services in the Western Riverina.
- (e) Receive a report within two months outlining the results of the community engagement and consultation, and consider at that time whether to adopt a formal advocacy position in favour of the establishment of a Western Riverina Local Health District.

The AMENDMENT had no seconder so therefore LAPSED.

Councillors Scott Groat and Mark Dal Bon moved the following AMENDMENT that Council:

- (a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.
- (b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.
- (c) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the

current Murrumbidgee Local Health District to:

- Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable
- Advise them of Council's concerns and the actions it is taking to gather evidence; and
- Request that the State Government commit to an independent review into the governance of health services in the Western Riverina.

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

**The division was declared LOST by 3 votes to 5.**

25/282

**RESOLVED** on the motion of Councillors Doug Curran and Jenny Ellis that Council:

- (a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.
- (b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.
- (c) Undertake community and stakeholder engagement, including a survey of residents and consultation with local health professionals and First Nations leaders, to obtain evidence of community preferences regarding governance of Griffith Base Hospital and health services in the Western Riverina, to close Friday 31 October 2025.
- (d) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the current Murrumbidgee Local Health District to:
  - Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable
  - Advise them of Council's concerns and the actions it is taking to gather evidence; and
  - Request that the State Government commit to an independent review into the governance of health services in the Western Riverina.
- (e) Receive a report within two months outlining the results of the community engagement and consultation, and consider at that time whether to adopt a formal advocacy position in favour of the establishment of a Western Riverina Local Health District.

For

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

Against

Councillor Mark Dal Bon  
Councillor Scott Groat  
Councillor Anne Napoli

**The division was declared PASSED by 5 votes to 3.**

*Councillor Laurie Testoni returned to the meeting, the time being 7:39pm.*

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

### **CL01 TED SCOBIE OVAL MASTERPLAN - ENDORSEMENT FOLLOWING PUBLIC EXHIBITION**

25/283

**RESOLVED** on the motion of Councillors Christine Stead and Anne Napoli that:

- (a) Council notes the submissions at Attachment (a) of the report.
- (b) Council endorse the amended Ted Scobie Masterplan, see Attachment (b) of the report.
- (c) The following additional items be included in the Ted Scobie Masterplan – bollard lighting around the perimeter pathway, a fence on the perimeter of the hard stand multi-purpose courts and a grass volleyball court nearby, the installation of additional water taps and power points for large scale events near to the carpark.

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.**

### **CL02 ENDORSEMENT OF CODE OF MEETING PRACTICE POLICY FOR PUBLIC EXHIBITION**

25/284

**RESOLVED** on the motion of Councillors Tony O'Grady and Laurie Testoni that:

- (a) Council endorse the attached draft Model Code of Meeting Practice Policy and place on public display for 28 days and provide members of the community at least 42 days in which to comment on the draft Code.
- (b) Following the public consultation period, a further report be presented to Council for final adoption.

For

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

Against

Councillor Shari Blumer

**The division was declared PASSED by 9 votes to 0.**

*Councillor Shari Blumer left the meeting, having declared a Pecuniary Conflict of Interest, the time being 7:43pm.*

**CL03 RENEWAL OF LEASE AGREEMENT TO COUNTRY UNIVERSITIES CENTRE  
WESTERN RIVERINA (CUC WESTERN RIVERINA) - PART LOT 2 DP 1272062, CROWN  
RESERVE 85064, 2/1 OLYMPIC STREET, GRIFFITH**

25/285

**RESOLVED** on the motion of Councillors Christine Stead and Scott Groat that:

- (a) Council enters into a new lease term with the CUC Western Riverina over Part Lot 2 DP 1272062, 2/1 Olympic Street, Griffith for occupation of part of the Griffith Community Centre building, for a term of 5 years with a further option of 5 years, with a commencement date of 7 September 2025.
- (b) Council advertises its intention to enter into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 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 enters into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a term of 5 years, with a further option of 5 years.
- (d) CUC Western Riverina are responsible to pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's administration fee.
- (e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$26,891.92 for the 25/26FY which is invoiced monthly by Council to CUC Western Riverina in the amount of \$2,241, together with rates and charges as applicable.
- (f) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.

For  
Councillor Doug Curran  
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 8 votes to 0.**

*Councillor Shari Blumer returned to the meeting, the time being 7:45pm.*

**CL04 ADOPTION OF PLAN OF MANAGEMENT - BAGTOWN HISTORIC CEMETERY  
CROWN RESERVE 52849**

25/286

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

- (a) Council adopt the Plan of Management – Bagtown Historic Cemetery Crown Reserve pursuant to Section 40 of the Local Government Act 1993, and in accordance with



Section 3.23(6) of the Crown Land Management Act, 2016.

- (b) Council give public notice of the adoption of the Plan of Management – Bagtown Historic Cemetery Crown Reserve.

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**

### **CL05 RESPONSES TO COUNCILLORS QUESTIONS TAKEN ON NOTICE**

25/287

**RESOLVED** on the motion of Councillors Shari Blumer and Christine Stead that the report be noted by 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.**

### **CL06 INVESTMENTS AS AT 31 AUGUST 2025**

25/288

**RESOLVED** on the motion of Councillors Tony O'Grady and Scott Groat that the report be noted by 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.**



## **10 ADOPTION OF COMMITTEE MINUTES**

### **MINUTES OF THE AIRPORT COMMITTEE MEETING HELD ON 27 AUGUST 2025**

25/289

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that the recommendations as detailed in the Minutes of the Airport Committee meeting held on 27 August 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 LANDFILL FOGO COMMITTEE MEETING HELD ON 3 SEPTEMBER 2025**

25/290

**RESOLVED** on the motion of Councillors Laurie Testoni and Christine Stead that the recommendations as detailed in the Minutes of the Landfill FOGO Committee meeting held on 3 September 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**

*Councillor Anne Napoli left the meeting, having declared a pecuniary conflict of interest, the time being 8:06pm.*

### **NOTICE OF MOTION - COUNCILLOR CHRISTINE STEAD**

25/291

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that Council

provides in-principle support for a Planning Proposal for landowners of Lot 379 DP751709 for endorsement prior to a submission to the Department of Planning, Housing and Infrastructure for a Gateway Determination.

For

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

Against

Councillor Mark Dal Bon

**The division was declared PASSED by 7 votes to 1.**

*Councillor Anne Napoli returned to the meeting, the time being 8:06pm.*

### **13 OUTSTANDING ACTION REPORT**

25/292

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

Councillor Jenny Ellis requested an update on the cost and feasibility of the removal of the western amphitheatre wall. This was **TAKEN ON NOTICE**.

### **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.**

25/293

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady 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 TENDER NO. 1-25/26 - PLANT, EQUIPMENT & PROFESSIONAL SERVICES FOR LAKE WYANGAN, AND WATER/SEWER PROJECTS**

Reason: Commercial Advantage 10A(2)(d)

**CC02 TENDER NO. 3-25/26 - SUPPLY OF MATERIALS FOR LAKE WYANGAN & WATER/SEWER PROJECTS**

Reason: Commercial Advantage 10A(2)(d)

Council closed its meeting at 8:12pm.

The public and media left the Chamber.

Livestream was disconnected.

### **REVERSION TO OPEN COUNCIL**

25/294

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

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.**

Open Council resumed at 8:20pm.

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**

*Director Utilities, Graham Gordon, and Director Infrastructure & Operations, Phil King, left the meeting, having declared Pecuniary Conflicts of Interest, the time being 8:12pm.*

*Works Manager – Maintenance, Manjit Chugha entered the meeting, the time being 8:12pm.*

### **CC01 TENDER NO. 1-25/26 - PLANT, EQUIPMENT & PROFESSIONAL SERVICES FOR LAKE WYANGAN, AND WATER/SEWER PROJECTS**

25/295

**RESOLVED** on the motion of Councillors Tony O'Grady and Christine Stead that:

(a) Council accepts the tenders received from:

- 360 Engineering Pty Ltd
- ABS Hydro Pty
- A & M Reno Trading Pty Ltd
- A & T Crotty Pty Ltd t/a Crotty's Excavations
- A & K Plant Hire Pty Ltd
- Armstrongs Plant Hire Pty Ltd
- B&C Plumbing Pty Ltd
- Blumec
- Boots Civil Pty Ltd
- Boschetti
- CK Cranes Pty Ltd TA Griffith Mobile Cranes

- Cleanaway Industrial Solutions Pty Ltd
- Conplant Hire
- Davey Grinter Civil Constructions Pty Ltd
- Environmental Facility Services Pty Ltd
- Interflow Pty Limited
- JPS Engineering Consultants Pty Ltd
- JRC Electrical Services Pty Ltd
- Kennards Hire Pty Limited
- Kirkman Excavations Pty Ltd
- KLC Solutions Pty Ltd
- Litchfield Locate Vac Bore Pty Ltd
- MIA Directional Drilling (Harpsbry Family Trust trading as MIA Directional Drilling)
- Muirhead Excavations
- Phillip Mulligan & Anna Booth TA P & A Bulk Haulage
- Premise Australia Pty Ltd
- Pressure System Solutions Pty Ltd
- Riverina Engineering Consulting Services Pty Ltd TA Xeros Piccolo Consulting Engineers
- Rollers Australia Pty Ltd
- SAFEgroup Automation
- Stabilfix Pty Ltd
- Stugutz Pty Ltd
- Talis Consultants Pty Ltd ATF Talis Unit Trust
- Technocrete Structural & Durability Consulting Engineers Pty Ltd
- Trazibat Pty Ltd
- Yoogali Concrete Constructions.

for Tender No. 1-25/26 - Plant, Equipment & Professional Services for Lake Wyangan, and Water/Sewer Projects contract panel for three (3) years, with two 1 year extension options available at the discretion of the Council, commencing upon signed instrument of agreement, and

- (b) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2021, reject tenders received from:

- Aaron Tarbit TA AT Welding Services Pty Ltd
- Aitken Rowe Testing Laboratories
- CBR Consulting Pty Ltd
- Country Cranes Pty Ltd t/as MIA Crane Service
- Custom Ag
- Liftek Australia Pty Ltd
- The Trustee for Pandolfo Family Trust Trading as JLP Consult
- Tyndall Electrical Pty Ltd.

submitted for Tender No. 1-25/26 - Plant, Equipment & Professional Services for Lake Wyangan, and Water/Sewer Projects due to submitting non-compliant tenders.

- (c) The General Manager is endorsed to approve expenditure in accordance with the current budget parameters for these projects.
- (d) Council authorise the contract documents to be signed by the General Manager.

For  
Councillor Doug Curran

Against

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.**

*Director Utilities, Graham Gordon, and Director Infrastructure & Operations, Phil King returned to the meeting, the time being 8:16pm.*

**CC02 TENDER NO. 3-25/26 - SUPPLY OF MATERIALS FOR LAKE WYANGAN & WATER/SEWER PROJECTS**

25/296

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

(a) Council accept the tenders received from:

- Armstrong's Plant Hire Pty Ltd
- Australian Concrete Mats Pty Ltd
- Bruno Altin & Co Pty Ltd
- Imtreach Pty Ltd
- KLC Solutions Pty Ltd
- McIntosh Fencing Pty Ltd
- Spray Grow Hydroseeding Pty LTD
- Vinindex Pty Ltd

for Tender No. 3-25/26 - Supply of Materials for Lake Wyangan & Water/Sewer Projects contract panel for three (3) years, with two 1 year extension options available at the discretion of the Council, commencing upon signed instrument of agreement, and

(b) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2021, reject tenders received from:

- Aitken Rowe Testing Laboratories
- Iplex Pipelines Australia Pty Ltd
- E.B Mawsons & Sons Pty Ltd
- Reece Australia Pty Ltd

submitted for Tender No. 3-25/26 - Supply of Materials for Lake Wyangan & Water/Sewer Projects due to submitting non-compliant tenders.

(c) The General Manager is endorsed to approve expenditure in accordance with the current budget parameters for these projects.

For

Councillor Doug Curran  
Councillor Shari Blumer  
Councillor Mark Dal Bon  
Councillor Jenny Ellis  
Councillor Scott Groat  
Councillor Anne Napoli

Against

Councillor Tony O'Grady  
Councillor Christine Stead  
Councillor Laurie Testoni

**The division was declared PASSED by 9 votes to 0.**

There being no further business the meeting terminated at 8:26pm.

Confirmed: .....

CHAIRPERSON

**CLAUSE**      **MM01**

**TITLE**        **Change of Council Meeting Date**

**FROM**        **Doug Curran, Mayor**

**TRIM REF**    **25/113631**

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### **SUMMARY**

This report proposes that the Council Meeting scheduled to be held on Tuesday, 25 November 2025 be held on Wednesday, 26 November 2025 due to a number of Councillors and the General Manager attending the 2025 Local Government NSW Annual Conference.

### **RECOMMENDATION**

**Council amend its adopted Council Meeting Schedule for 2025 to reschedule the Ordinary Meeting of Council originally set for Tuesday, 25 November 2025, to be held on Wednesday, 26 November 2025.**

### **REPORT**

Council adopted its Council Meeting Schedule for 2025 at the Ordinary Meeting held 10 September 2024.

At the Ordinary Meeting of Council held 22 July 2025, Council resolved that the Mayor, Councillor Doug Curran, Councillors Tony O’Grady and Jenny Ellis and the General Manager, attend the 2025 Local Government NSW Annual Conference in Penrith from Sunday 23 to Tuesday 25 November 2025.

To enable those Councillors and the General Manager to participate in both the Conference and the scheduled Council Meeting, this report recommends rescheduling the Ordinary Meeting of Council from Tuesday, 25 November 2025 to Wednesday, 26 November 2025.

### **OPTIONS**

Any other resolution of Council.

### **POLICY IMPLICATIONS**

Code of Meeting Practice Policy

### **FINANCIAL IMPLICATIONS AND RISK**

**Minor Low Risk: Low financial loss <\$10,000**

### **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

Local Government Act 1993

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



### **ENVIRONMENTAL IMPLICATIONS AND RISK**

**Minor Low Risk:** Minimal environmental impact handled internally.

### **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.

### **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

### **ATTACHMENTS**

Nil

**CLAUSE**      **CL01**

**TITLE**            **Annual Closure of the Administrative Office and Council Facilities 2025-2026**

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

**TRIM REF**      **25/99360**

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### **SUMMARY**

Council has adopted the practice of closing the Administrative Office in Benerembah Street and Council Depot/Workshop between Christmas and New Year with staff utilising accrued Time in Lieu or Annual Leave.

The proposed dates for closure for **2025/26** are from **1pm Wednesday, 24 December 2025** to **Thursday, 1 January 2026** inclusive. The closure period includes public holidays for Christmas Day, Boxing Day and New Year's Day.

The Council Administration Office and Depot/Workshop will re-open **Friday, 2 January 2026**. Various Council facilities are also closed for trading over the Christmas/New Year period each year. This report proposes the dates for closure for each nominated facility over this period.

### **RECOMMENDATION**

- (a) Council's Administrative Office at 1 Benerembah Street and the Council Depot/Workshop be closed from 1pm Wednesday, 24 December 2025 to Thursday, 1 January 2026 inclusive and will re-open for business on Friday, 2 January 2026.**
- (b) Each of the nominated Council facilities operate in accordance with the times detailed as follows:**

#### **Griffith Regional Art Gallery**

**Closed from 2pm Sunday, 21 December 2025 and will re-open 10am Wednesday, 7 January 2026.**

#### **Griffith Regional Theatre**

**Closed from 5pm Monday, 22 December 2025 and will reopen 10am Monday, 19 January 2026.**

#### **Griffith Regional Aquatic Leisure Centre**

<b>Wednesday 24 December</b>	<b>6am – 8pm</b>
<b>Thursday 25 December – Christmas Day</b>	<b>CLOSED</b>
<b>Friday 26 December – Boxing Day</b>	<b>12pm – 5pm (Pool Only)</b>
	<b>*subject to staff availability</b>
<b>Saturday 27 December</b>	<b>8am – 6pm</b>
<b>Sunday 28 December</b>	<b>10am – 5pm</b>
<b>Monday 29 December</b>	<b>6am – 8pm</b>
<b>Tuesday 30 December</b>	<b>6am – 8pm</b>
<b>Wednesday 31 December</b>	<b>6am – 8pm</b>

**Thursday 1 January 2026 – New Year’s Day****12pm – 5pm**

Creche will be closed Wednesday, 24 December 2025 until Monday, 5 January 2026. From Friday, 2 January 2026 normal summer trading hours resume. Check with the centre regarding Aerobics classes during the school holidays.

**Pioneer Park Museum**

Closed from Monday, 22 December 2025 and re-open Monday, 5 January 2026.

**Griffith Regional Sports Centre**

Last day of opening is Saturday, 23 December 2025 (normal trading hours) and will reopen Friday, 2 January 2026 (normal trading hours).

**Griffith Tourism Hub**

Wednesday 24 December	9am – 3pm
Thursday 25 December – Christmas Day	CLOSED
Friday 26 December – Boxing Day	CLOSED
Saturday 27 December	10am – 3pm
Sunday 28 December	10am – 3pm
Monday 29 December	10am – 3pm
Tuesday 30 December	10am – 3pm
Wednesday 31 December	10am – 3pm
Thursday 1 January 2026 – New Year’s Day	CLOSED

**Griffith City Library**

Closed from 1pm Wednesday, 24 December 2025 to Thursday, 1 January 2026 inclusive and will re-open for business on Friday, 2 January 2026.

**Griffith City Pound and Rehoming Centre**

Closed from 1pm Wednesday, 24 December 2025 to Thursday, 1 January 2026 inclusive and will re-open for business on Friday, 2 January 2026.

After hours emergencies for serious dog attacks and straying stock only contact our afterhours service on 0408 210 196. If the matter is urgent you will be directed to contact the Griffith Police Station.

**Griffith Livestock Marketing Centre**

Closed from Saturday, 13 December 2025 and will re-open Friday, 9 January 2026.

**Tharbogang Waste Management Centre**

Thursday 25 December – Christmas Day	CLOSED
Friday 26 December – Boxing Day	CLOSED
Thursday 1 January 2026 – New Year’s Day	CLOSED

**Yenda Waste Management Centre**

Yenda Landfill will be opened as per usual.

All domestic recycling and commercial garbage collections will be as per normal over the Christmas/New Year period, i.e. garbage will still be collected on Christmas Day, Boxing Day and New Year's Day holidays. Garbage bins need to be put out the night before as usual.

## **REPORT**

Council has for many years closed the Administrative Office and Council Depot/Workshop between Christmas and New Year. Council facilities also shut down for various lengths of time over the Christmas/New Year period. In addition to the closure of the Administration Office and Depot/Workshop, this report also proposes the closure of each of the nominated Council facilities in accordance with the times in the above recommendation.

Staff may use accrued time in lieu or annual leave for the three working days that occur from 29 December 2025 to 31 December 2025. Public holidays account for 25, 26 December 2025, and 1 January 2026. The Council Administration Office and Depot/Workshop will reopen on **Friday, 2 January 2026**.

The practice of closing the Council Administration Office, Depot/Workshop and nominated facilities over the Christmas and New Year period in recent years has proven to be effective as most businesses have a Christmas/New Year shutdown period and the month of January is largely recognised as a time when many families come together as part of the school holidays. Business activity during this period also reduces. As a result, it is expected that attendances at Council Administration Office, Council Depot/Workshop and facilities will be lower than normal.

Arrangements for outdoor staff will remain similar to other years whereby a minimum staff situation will apply.

Council's facilities will advertise opening times on the Council website and in Council newsletters prior to the Christmas/New Year holidays.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Council could choose to open the Administration Office and Council Depot/Workshop from 29 December 2025 to 31 December 2025. The level of telephone calls and counter enquiries received by the Council would most likely be minimal during this period.

### **OPTION 3**

Alternative options for Council's facility operating times could be determined by Councillors.

## **POLICY IMPLICATIONS**

Not Applicable.

## **FINANCIAL IMPLICATIONS AND RISK**

If additional opening hours are provided on public holidays, penalty rates of pay will apply at a rate two and a half (2.5) times normal rates of pay as per Local Government State Award.

**Minor Low Risk: Low financial loss <\$10,000**

### **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

Appropriate staff and community notification will be required.

**Moderate Low Risk: Minor policy or regulatory breach resolved through amended practices.**

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

Essential services will continue to be provided over the annual closure period. Emergency contact numbers will be available on Council's website.

**Minor Low Risk: Minimal environmental impact handled internally.**

### **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

Essential services will continue to be provided over the annual closure period. Emergency contact numbers will be available on Council's website.

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

### **SERVICE DELIVERY IMPLICATIONS AND RISK**

Essential services will continue to be provided over the annual closure period. Emergency contact numbers will be available on Council's website.

**Moderate Low Risk: Short term interruption of services or operations. Limited impact to staff and service standards. Short term contractor performance affected.**

### **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 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

Council facility managers

### **ATTACHMENTS**

Nil

**CLAUSE**      **CL02**

**TITLE**            **Endorsement of Artificial Intelligence (AI) Policy for Public Exhibition**

**FROM**            **Shireen Donaldson, Director Economic & Organisational Development**

**TRIM REF**      **25/112132**

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### **SUMMARY**

This report recommends that Council endorse the Artificial Intelligence (AI) Policy for public exhibition.

### **RECOMMENDATION**

- (a) Council endorse the Artificial Intelligence (AI) policy to go on public exhibition for a period of 28 days.**
- (b) Should no submissions be received, the draft policy be considered adopted as at the completion of the exhibition period.**
- (c) If submissions are received, a further report is to be provided to Council.**

### **REPORT**

Artificial Intelligence (AI) technologies are increasingly being used across government and industry to improve efficiency, decision-making and service delivery. While AI provides opportunities to enhance operations, it also introduces ethical, legal and privacy risks that must be proactively managed.

In line with best practice, it is recommended that Council adopt a policy framework to guide the use of AI tools and systems.

The policy will provide a framework for the safe, ethical and responsible use of AI across Council operations.

The policy establishes clear principles for ethical use, data protection, transparency, accountability, education, adaptability and community benefit. It also sets governance, risk management and oversight mechanisms to ensure compliance with relevant legislation.

### **OPTIONS**

It is recommended that Council adopt an AI Policy to proactively manage ethical, legal and privacy risks that may arise through use of AI.

### **POLICY IMPLICATIONS**

This is a new policy. Other Council policies may require future review to incorporate management of AI risks.

## **FINANCIAL IMPLICATIONS AND RISK**

There are no direct financial implications associated with the adoption of this policy. Any future costs relating to training, system development, or compliance will be considered within existing budgets or reported to Council as required.

**Minor Low Risk: Low financial loss <\$10,000**

## **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

The AI Policy has been developed with regard to:

- Privacy and Personal Information Protection Act 1998 (NSW)
- Privacy Act 1988 (Cth) and Australian Privacy Principles
- NSW Information and Privacy Commission guidance
- Council's Risk Management Framework

**Serious Moderate Risk: Significant policy or regulatory breach/s, resolved through negotiation or remedial action. Exposure to possible litigation risks. Most exposures covered by Insurance.**

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

**Minor Low Risk: Minimal environmental impact handled internally.**

## **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

The policy supports community expectations for transparency, accountability and fairness in Council's use of AI. By embedding ethical and human-centred principles, the policy promotes trust and ensures that AI use delivers measurable benefits to the Griffith community.

**Serious Moderate Risk: Significant adverse public/staff reaction and/or significant negative publicity. Director intervention required over one to two weeks. Limited impact on staff morale.**

## **SERVICE DELIVERY IMPLICATIONS AND RISK**

Service delivery could be impacted by the introduction of new AI systems and processes. Risk assessments and monitoring required for AI systems and use.

**Moderate Low Risk: Short term interruption of services or operations. Limited impact to staff and service standards. Short term contractor performance affected.**

## **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 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

IT Manager, Information Manager, Governance Manager

### **ATTACHMENTS**

(a) Draft Griffith City Council Artificial Intelligence Policy [↓](#)

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## Artificial Intelligence (AI) Policy

### IT-CP-102 (PUBLIC POLICY)

## 1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	dd/mm/yyyy	xx/xxxx	dd/mm/yyyy

## 2 Policy Objective

The Griffith City Council Artificial Intelligence (AI) Policy aims to maximise efficiency and innovation while mitigating risks associated with misuse, inaccuracies, and potential data security concerns.

Griffith City Council's approach to AI is guided by the following principles:

### 1. Ethical Use

- AI must align with community values of fairness, inclusiveness, sustainability, and respect for privacy.
- AI will support, not replace, human decision-making. Human oversight will always be maintained.
- AI outputs will be monitored and reviewed to prevent bias or discrimination.

### 2. Privacy and Data Protection

- Personal, sensitive, or confidential information must not be shared with public AI tools unless explicitly authorised and safeguarded.
- All AI use must comply with the Privacy Act 1988, Australian Privacy Principles, and other relevant privacy legislation.
- Council will ensure AI systems meet internal data protection standards through regular compliance checks by nominated Council staff.

### 3. Transparency

- The use of AI and its role in supporting decisions will be openly communicated to staff, Councillors, and the community.
- AI-generated content must be fact-checked and verified before being used.

### 4. Accountability

- Council remains fully responsible for all AI-assisted decisions and outcomes.
- Clear roles and responsibilities will be defined for AI oversight and ethical decision-making.
- The impact of AI on staff, operations, and the community will be regularly assessed.

### 5. Education and Training

- Council will provide training to ensure staff use AI responsibly, ethically, and effectively.



## Artificial Intelligence (AI) Policy

### IT-CP-102 (PUBLIC POLICY)

- Best practice guidance will be shared, including how to craft prompts and validate AI responses.
- Ongoing awareness initiatives will highlight the benefits and risks of AI.

#### 6. Adaptability

- Council's AI practices and policies will evolve with technological developments, community expectations, and regulatory changes.

#### 7. Community Benefit

- AI will be used to improve Council services, making them more efficient, accessible, and responsive to community needs.

### 3 Policy Scope

This policy applies to:

- All Councillors Council staff, contractors, volunteers using AI in any capacity.
- AI tools and systems deployed by Council for internal and external purposes.

Council is dedicated to ensuring AI technologies are used responsibly and in ways that respect community values. Council may use AI to improve services, solve problems and enhance its operations.

Non-compliance with this policy will be addressed through appropriate disciplinary measures.

### 4 Policy Statement

#### Strategy and Governance

Griffith City Council is committed to implementing robust accountability mechanisms to ensure the safe and responsible use of AI. This will involve:

1. Appointing AI strategy leaders to oversee the integration of AI within the organisation, ensuring ethical standards and strategic alignment are maintained.
2. Establishing an AI Taskforce to supervise AI initiatives, define risk tolerance and set operational standards.
3. Integrating AI strategy with organisational goals to ensure AI initiatives support business outcomes and reflect Council's core values and the *Community Strategic Plan*.



## Artificial Intelligence (AI) Policy

### IT-CP-102 (PUBLIC POLICY)

4. Providing training, resources and education to support safe and responsible use.
5. Ensuring all AI initiatives comply with federal and state laws, including the Privacy and Personal Information Protection Act 1998 (NSW) and related legislation.
6. Ensuring practices align with guidelines from relevant oversight bodies such as the NSW Information and Privacy Commission, promoting trust and consistency.

### Risk Management and Compliance

Council will apply its Enterprise Risk Management Framework to all AI initiatives to assess potential risks before deploying AI technologies. This includes:

- Conducting impact assessments to evaluate ethical considerations, data protection concerns and potential biases.
- Assessing long-term implications of AI use on public services and community trust
- Ensuring AI systems are safe, secure, and used as intended under Council's AI Standard Operating Procedures (SOPs).

The AI risk management framework encompasses:

- AI system inventory
- Risk assessment practices
- Defined risk tolerance levels.

### Continuous Improvement Principles

Griffith City Council will develop a robust monitoring and review program of the AI systems in use. This will include:

- Regular testing and assessment to ensure AI systems meet organisational standards and remain accurate, ethical and compliant.
- A formal review and approval process before implementing new or evolving AI technologies, including consideration of:
  - Security & privacy risks – ensuring compliance with privacy laws, cybersecurity policies and data protection regulations.
  - Ethical & legal compliance – evaluating AI tools for bias, fairness and adherence to anti-discrimination laws.
  - Operational alignment – confirming that AI technologies support Council objectives, service delivery and community values.
  - Transparency & accountability – verifying that AI usage is clearly communicated to staff and residents.



## Artificial Intelligence (AI) Policy

### IT-CP-102 (PUBLIC POLICY)

#### Human Oversight

Human judgement and oversight are fundamental to the responsible use of AI. Council will ensure that AI-assisted decisions, particularly those impacting individuals' rights or access to services, will always involve a human review.

Council will:

- Ensure all AI outputs, whether used for decision-making, public communication, or internal operations, are reviewed, validated, or approved by a designated human officer before implementation or dissemination.
- Council staff are trained to verify AI outputs and apply professional judgment to prevent unintended harm. Decisions with significant impacts on individuals or groups will always involve human review.
- Establish and communicate procedures for reporting issues with AI use to encourage proactive management and transparent handling of any concerns or incidents involving AI tools.
- Maintain consistent engagement with internal and external stakeholders, ensuring that AI initiatives are in-line with organisational objectives, values and community expectations.

## 4 Definitions

#### Artificial Intelligence (AI)

Technology that mimics human intelligence by enabling machines to learn, reason, and make decisions.

#### AI System

Any technology solution that employs AI algorithms, including machine learning models, predictive analytics tools, and decision-support systems.

#### Bias

A systematic error introduced into data or algorithms that leads to unfair outcomes, often disadvantaging certain groups of people.

#### Compliance

Adherence to laws, regulations, and organisational policies governing the use of AI and data.



## Artificial Intelligence (AI) Policy

### IT-CP-102 (PUBLIC POLICY)

#### **Ethical Use**

Principles of fairness, accountability, transparency, and responsibility as they relate to the use of AI.

#### **Human Oversight**

The involvement of human judgement and intervention in the deployment and use of AI systems to ensure ethical and responsible outcomes.

## 6 Legislation

Privacy and Personal Information Protection Act 1998 (NSW) (PPIP Act)  
Government Information Public Access (GIPA) Act 2009  
Anti-Discrimination Act 1977 (NSW)  
Australian Human Rights Act

## 7 Related Documents

Griffith City Council Privacy Management Policy GOV-CP-602  
Griffith City Council Privacy Management Plan  
Griffith City Council IT Acceptable Usage Policy IT-PO-001  
Griffith City Council Records & Information Management Policy IM-PO-201

## 8 Directorate

Economic & Organisational Development

<b>CLAUSE</b>	<b>CL03</b>
<b>TITLE</b>	<b>Licence Agreement Renewal - Western Riverina Community College - 23 Hickey Crescent, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/109046</b>

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### **SUMMARY**

The licence agreement with Western Riverina Community College Inc. (WRCC) for one car parking space adjoining their property 23 Hickey Crescent, Griffith has expired as of 30 June 2025.

The requirement for a licence agreement for one car parking space was a condition of Development Approval 233/2009(1) for Demolition of Existing Building and Erection of an Educational Establishment for Use by Griffith Adult Learning Association.

WRCC has requested Council to renew the licence agreement for a further term of five years.

### **RECOMMENDATION**

- (a) Council enters into a licence agreement with Western Riverina Community College Inc. for one car parking space located on the road reserve adjoining 23 Hickey Crescent, Griffith for a term of five years commencing 1 July 2025.**
- (b) Council advertise its intention to enter into a licence agreement with Western Riverina Community College Inc. for one car parking space adjoining 23 Hickey Crescent, Griffith 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 Western Riverina Community College for one car parking space located on the road reserve adjoining 23 Hickey Crescent, Griffith for a term of five years commencing 1 July 2025.**
- (d) Western Riverina Community College Inc. pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee of \$566.**
- (e) The licence fee be charged in accordance with Council's adopted Revenue Policy reviewed annually, currently \$67.60 per car space per annum, plus rates and charges if applicable.**
- (f) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Council Seal if required.**

## **REPORT**

Development Approval 233/2009(1) For Demolition of Existing Building and Erection of an Educational Establishment for Use by Griffith Adult Learning Association required the applicant, WRCC (formerly Griffith Adult Learning Association Incorporated), to enter into a licence agreement for one car parking space located on Council's Road reserve.

The licence agreement expired as of 30 June 2025. Council advised of the expiry of the licence by letter dated 30 June 2025. WRCC replied via email on 1 July 2025 requesting to renew the agreement.

WRCC provides accredited vocational courses and creative classes for all age groups.

The building is owned by WRCC with the land under licence from the Crown. There are no outstanding fees and charges associated with the licence for car parking.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

As determined by Council.

## **POLICY IMPLICATIONS**

Road Reserves – Lease for Commercial Premises UD-CP-301

## **FINANCIAL IMPLICATIONS AND RISK**

The applicant is responsible for all fees and charges associated with the preparation of the licence agreement. Council will also charge an Administration Fee of \$566. The annual fee were approved on-street car parking on the footpath verge is endorsed (per car space) is currently \$67.60 per space plus rates and charges.

**Minor Low Risk: Low financial loss <\$10,000**

## **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

### **Roads Act 1993**

#### **Section 153 Short-term leases of unused public**

- (1) A roads authority may lease land comprising a public road (other than a Crown Road) to the owner or lessee of land adjoining the public road if, in its opinion, the road is not being used by the public.

#### **Section 154 Public notice to be given of proposed lease**

#### **Section 155 Public Submissions**

#### **Section 156 Decision on proposed lease**

#### **Section 157 Special provisions with respect to short term leases**

- (1) The term of a lease, together with any option to renew, must not exceed—
- (a) except as provided by paragraph (b), 5 years, or

- (b) in the case of a lease of land that has been acquired by the roads authority under Division 3 of Part 12, 10 years.

**Moderate Low Risk: Minor policy or regulatory breach resolved through amended practices.**

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications were considered during the original development application assessment.

**Minor Low Risk: Minimal environmental impact handled internally.**

### **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

The community expects Council to support educational facilities while ensuring appropriate use and financial return from public assets.

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

### **SERVICE DELIVERY IMPLICATIONS AND RISK**

Licence expired as at 30 June 2025. The Licence has continued to operate under the 'Holding Over' clause, on a month-to-month arrangement between the parties.

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

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

- (a) Letter to WRCC / Email from WRCC / Location Map - 23 Hickey Crescent [↗](#)

41





30 June 2025

[REDACTED]  
Western Riverina Community College  
[REDACTED]  
GRIFFITH NSW 2680

By Email: [REDACTED]

Dear [REDACTED]

**RE: LICENCE AGREEMENT RENEWAL – 23 HICKEY CRESCENT, GRIFFITH**

I am writing to advise that the current licence agreement between Griffith City Council and the Western Riverina Community College (WRCC) for the occupation of Council's road reserve to facilitate 1 parking space for WRCC's business operations is due to expire on 30 June 2025.

Council kindly requests confirmation as to whether WRCC wishes to renew this agreement beyond the current expiry date. If so, please advise at your earliest convenience so that the necessary arrangements and documentation can be prepared in a timely manner.

Should you have any questions or require further information, please do not hesitate to contact Council.

Yours Sincerely,



**AMANDA VARDANEGA**  
**CORPORATE PROPERTY OFFICER & NATIVE TITLE COORDINATOR**

Griffith City Council, PO Box 485, Griffith NSW 2680, 1 Benerambah Street, Griffith NSW 2680  
• Ph: 02 6962 8100 • Fax: 02 6962 7161

[REDACTED]

**Amanda Vardanega**

---

**From:** [REDACTED]  
**Sent:** Tuesday, 1 July 2025 1:18 PM  
**To:** Amanda Vardanega  
**Subject:** Re: Licence Agreement Renewal - Road Reserve - 23 Hickey Crescent, Griffith

Dear Amanda,  
Thank you for your email, regarding the road reserve lease, we are happy to renew.  
Thanks  
[REDACTED]  
[REDACTED]

On 30 Jun 2025, at 2:12 PM, Amanda Vardanega [REDACTED] > wrote:

You don't often get email from [REDACTED] [Learn why this is important](#)

EXTERNAL EMAIL: Caution: This email came from outside WRCC & WRCS. Do not open attachments or click on links if you do not recognize the sender, if in doubt contact the Office Manager

Hi [REDACTED]

Please see attached letter outlining expiry of current licence agreement with Griffith City Council. Please let me know if you wish to renew same.

Thank you.

Regards,  
Amanda.

**Amanda Vardanega**  
Corporate Property Officer & Native Title Coordinator  
p 1300 176 077

<mime-attachment.png>

Griffith City Council acknowledges and respects the Wiradjuri people as the traditional custodians and ancestors of the land and waters where we work.

There is no expectation for you to read or respond to this email outside of your normal working hours

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The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this



City of Chilliwack  
10000 148th Street  
Chilliwack, BC V3P 6M1  
Tel: 604.853.1000  
Fax: 604.853.1001  
www.cityofchilliwack.ca

**Disclaimer:** This map is provided for general information purposes only. It is not intended to be used as a legal document. The City of Chilliwack does not warrant the accuracy or completeness of the information contained in this map, and it is not responsible for any errors or omissions. Users of this map should consult the official records of the City of Chilliwack for the most accurate and up-to-date information. The map is not a substitute for a professional survey or other legal document. The City of Chilliwack is not liable for any loss or damage arising out of any inaccuracy, error or omission contained in this map.



Projection: GDA2011 / WGS 84  
Date: 17/09/2025  
Drawn By: Aerial Photography

Map Scale: 1:613 at A4



Created on: 17/09/2025 12:25 PM

<b>CLAUSE</b>	<b>CL04</b>
<b>TITLE</b>	<b>Licence Agreement Renewal - Romeo &amp; Giulietta Restaurant - 40 Mackay Avenue, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/110344</b>

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### **SUMMARY**

The licence agreement with Mr Paul Romeo for the 16 car spaces adjoining his business on Farronato Road has expired as at 30 June 2025.

The requirement of a licence agreement was a condition of Development Consent DA 300530/1998. Mr Romeo has advised Council that he would like to renew the licence agreement for a further term of 10 years.

### **RECOMMENDATION**

- (a) Council enters into a licence agreement with Mr Paul Romeo for 16 car parking spaces adjoining Lot 1 DP 413530, Farronato Road, Griffith for a term of ten years commencing 1 July 2025 and expiring 30 June 2035.**
- (b) Council advertises its intention to enter into a licence agreement with Mr Paul Romeo for 16 car spaces adjoining Farronato Road (40 Mackay Avenue, Griffith) 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 Mr Paul Romeo for 16 car spaces located on the road reserve adjoining Farronato Road for term of 10 years commencing 1 July 2025.**
- (d) Mr Paul Romeo will be responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee of \$566.**
- (e) The licence fee be charged in accordance with Council's adopted Revenue Policy reviewed annually, currently \$67.60 per car space per annum, plus rates and charges if applicable.**
- (f) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Common Seal.**

### **REPORT**

A licence agreement was previously in place with Paul Romeo for 16 car parking spaces on Council's road reserve in Farronato Road, Griffith. The licence was a condition of the original development consent for the Romeo & Giulietta Restaurant.

The licence expired on 30 June 2025. Mr Romeo is now requesting a new licence agreement to formalise the ongoing use of the car parking area.

Mr Romeo has met all obligations under the previous agreement. The car parking area was constructed by Mr Romeo for use by restaurant patrons and remains essential due to the limited on-site parking availability.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

As determined by Council.

### **POLICY IMPLICATIONS**

Policy UD-CP-301 – Road Reserves Lease for Commercial Purposes

### **FINANCIAL IMPLICATIONS AND RISK**

The licensee is responsible for all fees and charges associated with the preparation of the licence agreement. Council will also charge an administration fee of \$566. The annual fee were approved on-street parking on the footpath verge is endorsed (per car space) is currently \$67.60 per space plus rates & charges.

**Minor Low Risk: Low financial loss <\$10,000**

### **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

#### **Roads Act 1993**

**Moderate Low Risk: Minor policy or regulatory breach resolved through amended practices.**

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications were considered during the original development consent process.

**Minor Low Risk: Minimal environmental impact handled internally.**

### **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

The community expects Council to support local business development while ensuring appropriate use and financial return from public assets.

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

### **SERVICE DELIVERY IMPLICATIONS AND RISK**

Licence expired as at 30 June 2025. The licence has continued to operate under the 'Holding Over' clause, on a month-to-month arrangement between the parties.

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

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

- |     |  |    |
|-----|--|----|
| (a) | Letter to Licensee dated 30 June 2025 <a href="#">↓</a>                  | 47 |
| (b) | Car parking layout - Farronato Road, Romeo & Giulietta <a href="#">↓</a> | 48 |





30 June 2025

Mr Paul Romeo  
[REDACTED]  
GRIFFITH NSW 2680

Dear Paul,

**RE: LICENCE AGREEMENT RENEWAL – 40 MACKAY AVENUE, GRIFFITH**

I am writing to advise that the current licence agreement between Griffith City Council and yourself for the occupation of Council's road reserve to facilitate 16 car parking spaces for the business operations for Romeo & Giulietta Restaurant is due to expire on 30 June 2025.

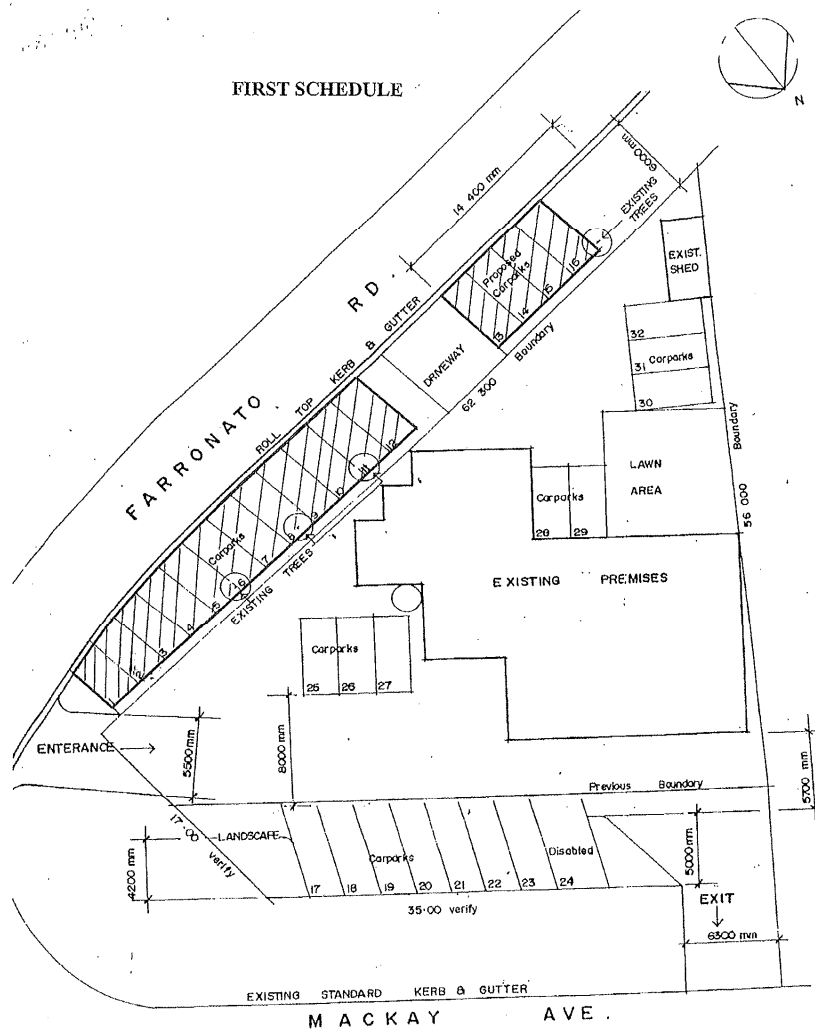
Council kindly requests confirmation as to whether you wish to renew this agreement beyond the current expiry date. If so, please advise at your earliest convenience so that the necessary arrangements and documentation can be prepared in a timely manner.

Should you have any questions or require further information, please do not hesitate to contact Council.

Yours Sincerely,

[REDACTED]  
**AMANDA VARDANEGA**  
**CORPORATE PROPERTY OFFICER & NATIVE TITLE COORDINATOR**

Griffith City Council, PO Box 485, Griffith NSW 2680, 1 Benerambah Street, Griffith NSW 2680  
• Ph: 02 6962 8100 • Fax: 02 6962 7161  
Email: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au) • Web: [www.griffith.nsw.gov.au](http://www.griffith.nsw.gov.au)





<b>CLAUSE</b>	<b>CL05</b>
<b>TITLE</b>	<b>Permanent Road Closure of Lots 41 &amp; 42 DP 1308674 and Consolidation of Lots 40 &amp; 41 DP 1308674 and Lots 34 &amp; 42 DP 1308674 Thomas Place, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/115033</b>

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### **SUMMARY**

As part of the Griffin Green Housing Project subdivision, Argyle Housing are seeking Council's assistance in finalisation of the consolidation of Lots 40 & 41 and Lots 34 & 42 Thomas Place, Griffith in order to extinguish the creation of a cul-de-sac and amalgamate the Lots, as identified in the attached plan.

This report seeks Council's endorsement to proceed with the permanent closure of a public road of Lots 41 & 42 Thomas Place, Griffith to progress the amalgamation of the Lots and the registration of the Plan of Consolidation.

### **RECOMMENDATION**

- (a) Council commences the public notification process associated with the closure of a public road in accordance with the Roads Act 1993 of Lots 41 & 42 DP 1308674 Thomas Place, Griffith.**
- (b) Council advertises its intention to proceed with the road closure of Lots 41 & 42 DP 1308674 Thomas Place, Griffith for a period of 28 days. Should any submissions be received, a report will be prepared to Council for consideration.**
- (c) Council to notify any relevant authorities and adjoining landowners of the proposed road closure.**
- (d) Should no submissions be received at the expiry of the public notification period, Council resolves to proceed with the road closure process.**
- (e) Council authorises the execution, under its Common Seal where required, of all associated transaction documentations necessary to affect the transfer and consolidation of the part closure of the road Lots 41 & 42 DP 1308674 Thomas Place, Griffith.**

### **REPORT**

The Griffin Green affordable housing project was delivered in stages.

As part of Stage 2, being DA 185/2021 which included 38 Lots Torrens Title subdivision including 32 single dwelling Lots, 3 Multi Dwelling Lots, 2 Open Space Lots & 1 Lot for a Community Centre, together with the following: -

- Partial closure of Thomas Place (end of cul-de-sac).
- Construction of a new road commencing at Thomas Place, wrapping around the proposed community park and ending at Heath Crescent.
- Construction of a road extension from Snaith Place to the new road.

Argyle Housing is now seeking Council's assistance in finalising the closure of road lots 41 & 42 DP 1308674 Thomas Place, Griffith. This action will extinguish the existing cul-de-sac and enable the amalgamation of the identified lots, as shown in the attached plan.

This report seeks Council's endorsement to proceed with the permanent closure of the public road comprising Lots 41 & 42 DP 1308674 Thomas Place, Griffith and to facilitate the registration of the Plan of Consolidation and progress the land ownership outcomes aligned with the Griffin Green Housing Project.

Upon registration of the plan, Lot 41—currently identified on title as 'Public Road' and classified as Council 'operational land'—will be reclassified and transferred to Griffith City Council as 'Community Land' in accordance with the Local Government Act 1993.

Lot 42, also identified on title as 'Public Road', will be vested in Argyle Community Housing upon registration of the plan, consistent with the intended land use and transfer arrangements, for a Community Centre. Please see attachments.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

As otherwise determined by Council.

## **POLICY IMPLICATIONS**

Roads Act 1993

## **FINANCIAL IMPLICATIONS AND RISK**

Council and Argyle Housing have received funding from the Federal Government through the Building Better Regions Fund for this development and the broader Griffin Green Affordable Housing Project. All costs associated with this development would be paid for through this funding.

Griffith City Council will be responsible to pay for all fees associated with the road closure and the lodgement and registering of the Plan of Consolidation for Lots 41 & 42 DP 1308674 and Lots 34 & 42 DP 1308674, Thomas Place, Griffith.

Griffith City Council to pay for the Application Fee to the Crown Lands Department – NSW Trade and Investment requesting permanent closure of a Public Road, currently \$476.90.

**Minor Low Risk: Low financial loss <\$10,000**

## **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

There are no legal or statutory implications for Council in this matter.

Council's Solicitors, Cater & Blumer will be engaged to submit the required document/s to the Land Registry Services so as to affect the amendment/s in Schedule 2 of the Title/s for Lots 41 & 42 DP 1308674 – noting the removal of reference 'Land described as Public Road'.

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications have been assessed during the assessment process of the proposed development.

**Minor Low Risk: Minimal environmental impact handled internally.**

### **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

There are no community implications for Council in this matter.

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

### **SERVICE DELIVERY IMPLICATIONS AND RISK**

Council to proceed with road closure.

**Minor Low Risk: Nil impact to service delivery.**

### **WHS / HR IMPLICATIONS AND RISK**

Nil.

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

### **LINK TO STRATEGIC PLAN**

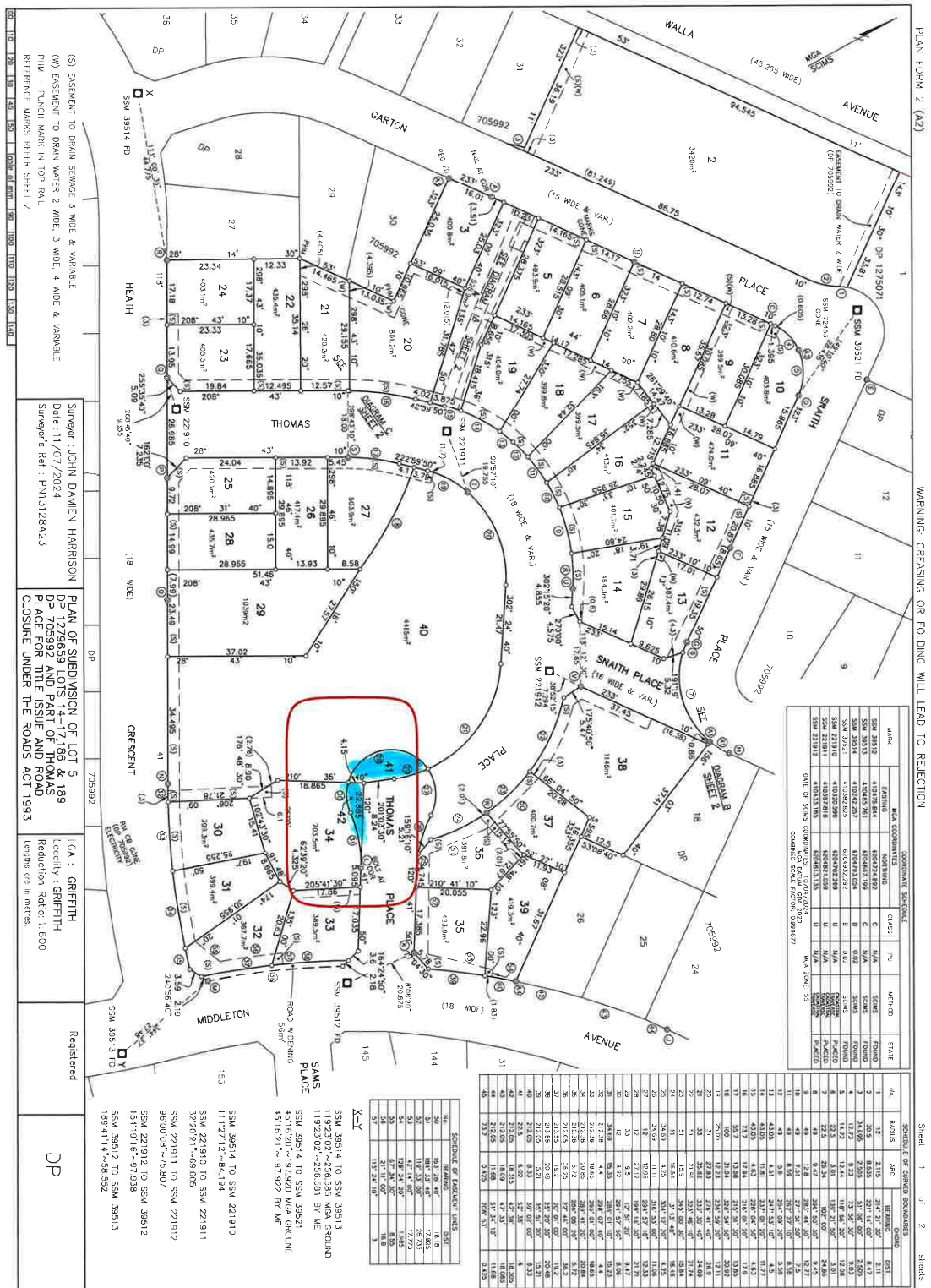
This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information.

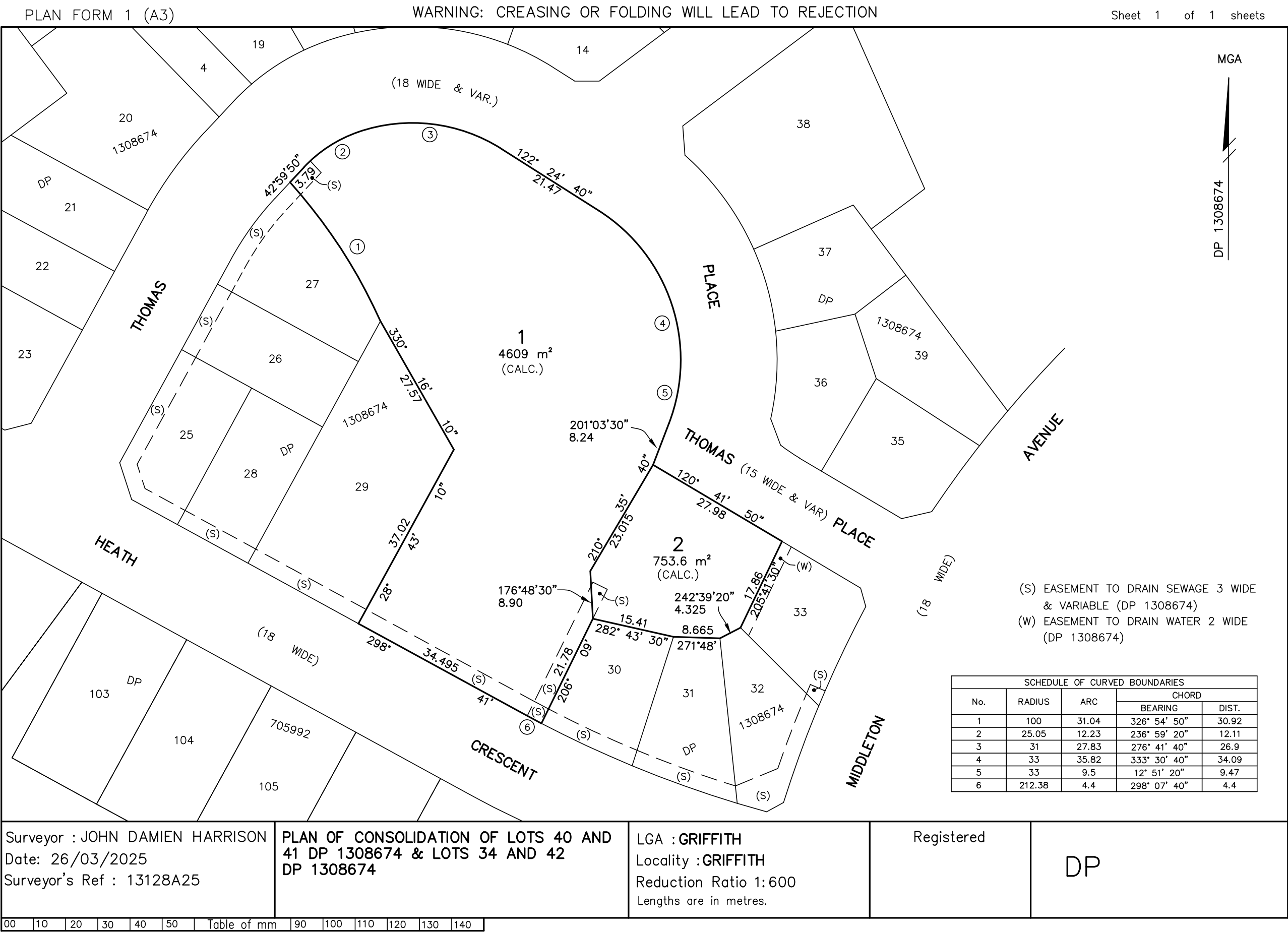
### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

- |     |  |    |
|-----|--|----|
| (a) | Plan of Subdivision - Thomas Place, Griffith <a href="#">↓</a>   | 52 |
| (b) | Plan of Consolidation - Thomas Place, Griffith <a href="#">↓</a> | 53 |





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**CLAUSE** CL06**TITLE** Annual Disclosures by Councillors and Designated Persons Returns - 30 June 2024 to 30 June 2025**FROM** Leanne Austin, Governance Manager**TRIM REF** 25/105494

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**SUMMARY**

Section 4.21 of Council's Code of Conduct policy (the Code) requires that a Councillor or Designated Person must make and lodge with the General Manager a "Disclosures by Councillors and Designated Persons' Return" (Schedule 2 of the Code) disclosing the Councillor's or Designated Person's interests (as specified in Schedule 1 of the Code) at 30 June each year.

**RECOMMENDATION**

**The report be noted by Council.**

**REPORT**

Disclosures by Councillors and Designated Persons Returns have been lodged by the due date by Councillors and Designated Persons in the appropriate format. Returns for the period 30 June 2024 to 30 June 2025 are tabled for information as required by the Code of Conduct.

Section 4.8 of the Model Code of Conduct, states that designated persons include:

- (a) *The general manager.*
- (b) *Other senior staff of the council for the purposes of section 332 of the LGA.*
- (c) *A person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest.*
- (d) *A person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.*

Council's Internal Policy - Designated Persons (GOV-PO-701) further specifies Council's designated persons are as follows:

- *General Manager*
- *Directors*
- *Planning and Environment Manager*
- *Building Certification Coordinator*
- *Senior Building Surveyor*
- *Building Surveyor*

- *Building Surveyor (Trainee)*
- *Contract Building Surveyor*
- *Environment & Health Coordinator*
- *Environmental Health Officer*
- *Public Health Officer*
- *Animal Control and Parking Compliance Coordinator*
- *Compliance Officer*
- *Casual Compliance Officer – On Call*
- *Planning & Environment Compliance Officer*
- *Development Assessment Coordinator*
- *Senior Development Assessment Planner*
- *Development Assessment Planner*
- *Trainee Development Assessment Planner*
- *Assessment Officer*
- *Urban Strategic Design & Major Projects Manager*
- *Project Planner*
- *Relief Planner Development Assessment*
- *Contract Strategic Planning Support*
- *Engineering Design & Approvals Manager*
- *Audit, Risk & Improvement Committee Independent Committee Member*

Information contained in returns made and lodged under clause 4.21 are to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2018 and guidelines issued by the Information Commissioner. The returns of Councillors and Designated Persons will be published on Council's website with details of 'Residential Address' and signatures having been redacted from the published document.

## **OPTIONS**

Not Applicable

## **POLICY IMPLICATIONS**

Code of Conduct Policy

## **FINANCIAL IMPLICATIONS AND RISK**

**Minor Low Risk: Low financial loss <\$10,000**

## **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

### **LOCAL GOVERNMENT ACT 1993 NO 30**

Chapter 14 Honesty and disclosure of interests

### **MODEL CODE OF CONDUCT**

**4.21** *A councillor or designated person must make and lodge with the general manager a return in the form set out in schedule 2 to this code, disclosing the councillor's or designated person's interests as specified in schedule 1 to this code within 3 months after:*

- (a) becoming a councillor or designated person;*
- (b) 30 June of each year; and*



- (c) *the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).*
- 4.22 *A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:*  
 (a) *they made and lodged a return under that clause in the preceding 3 months; or*  
 (b) *they have ceased to be a councillor or designated person in the preceding 3 months.*
- 4.23 *A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.*
- 4.24 *The general manager must keep a register of returns required to be made and lodged with the general manager.*
- 4.25 *Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.*
- 4.26 *Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.*
- 4.27 *Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.*

**Serious Moderate Risk: Significant policy or regulatory breach/s, resolved through negotiation or remedial action. Exposure to possible litigation risks. Most exposures covered by Insurance.**

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

**Minor Low Risk: Minimal environmental impact handled internally.**

### **REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

**Moderate Low Risk: Minor adverse public/staff reaction and/or negative publicity. Resolved with Manager or Director Comment. No impact on staff morale.**

### **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 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

## **ATTACHMENTS**

Nil

**CLAUSE**      **CL07**

**TITLE**            **Responses to Councillor Questions Taken on Notice**

**FROM**            **Peter Badenhorst, Urban Strategic Design & Major Projects Manager**

**TRIM REF**      **25/112846**

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### **SUMMARY**

At the Ordinary Meeting of Council held on Tuesday, 23 September 2025, there was one question Taken on Notice.

This report outlines the response.

### **RECOMMENDATION**

The report be noted by Council.

### **REPORT**

#### **OUTSTANDING ACTION REPORT – COMMUNITY GARDENS LARGE SCALE EVENT MASTERPLAN**

*Councillor Jenny Ellis requested an update on the cost and feasibility of the removal of the western amphitheatre wall.*

#### **Response:**

The estimated costs for the removal of the of the western amphitheatre wall is \$80,000 (this cost excludes irrigation redesign and repatriation of the surface and turf etc).

### **OPTIONS**

As per the Recommendation.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS AND RISK**

**Minor Low Risk: Low financial loss <\$10,000**

### **COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK**

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

**Minor Low Risk: Minimal environmental impact handled internally.**

### **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.

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

Nil

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**TRAFFIC COMMITTEE  
HELD IN THE MURRAY ROOM, GRIFFITH ON  
TUESDAY, 9 SEPTEMBER 2025 COMMENCING AT 10:33 AM**

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**PRESENT**

Councillor Tony O'Grady (Chair), Wade Sheales (Transport for NSW Representative, via Zoom), Kerry Lippold (Member for Murray Representative, via Zoom), Greg Lynch (Police Representative)

**STAFF**

Director Infrastructure & Operations, Phil King, Development & Traffic Coordinator, Greg Balind, Development & Traffic Engineer, Ronelle Green and Minute Secretary, Melanie Hebrok

**1 APOLOGIES**

Apologies were received from Councillor Anne Napoli, Tony Leadbitter, Greg Minehan, Graham Gordon and Jason Carrozza.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Kerry Lippold and Councillor Tony O'Grady that the minutes of the previous meeting held on 8 July 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

**3.1 Business Arising – Speed Zone Reviews**

Mr Balind asked for an update regarding the current suspension of speed zone reviews, with Mr Sheales stating that TfNSW were still awaiting advice from the Centre for Road Safety regarding priority of reviews.

Mr King expressed ongoing frustration with delays from the state government and TfNSW in reviewing and implementing speed zones, particularly on new roads. The lack of formalised speed limits leaves local police without clear guidance and creates potential safety risks. Council has delegation to implement temporary speed zones which may be used as an interim safety measure to prevent dangerous conditions.

Mr King noted that if no response or action is received from TfNSW by early in the new year, Council may need to proceed independently with temporary speed zones to ensure public safety and to avoid accountability for inaction in the event of an incident.

Mr Sheales to take Council's concerns and proposals back to the department and provide a response, with the issue to be revisited at the next Traffic Committee meeting in October.

### **3.2 Business Arising – Request for 40km/h School Zone – Western Riverina Community School**

Mr Balind asked for an update on the request. Mr Sheales advised that TfNSW has communicated with the school that a school zone will not be implemented at this time but the area will be observed and inspected at a later date.

### **3.3 Business Arising – Probert Avenue Car Park**

Mr Balind tabled the 2012 design for a single-lane roundabout on the Macarthur Street / Probert Avenue intersection, as requested by Councillor Napoli at the previous meeting. He noted that traffic volumes have increased significantly since then and the design would not be suitable for current requirements around the intersection. A new design request has been raised with the design team and will be presented to the Committee once drafted, however this may be a little while away due to current workloads.

## **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 less than significant non-pecuniary interests declared.

## **5 ITEMS OF BUSINESS**

### **CL01 NEW AUTHORISATION AND DELEGATION INSTRUMENT - PRESCRIBED TRAFFIC CONTROL DEVICES AND REGULATION OF TRAFFIC**

Mr Balind presented TfNSW's new authorisation and delegation document and noted that Council was given only 4 working days' notice before the instrument came into effect. No prior consultation was held with Griffith City Council regarding the changes.

The new instrument provides increased delegation and flexibility to Councils in managing traffic control devices on local road networks. Some matters are still required to be reported to the Traffic Committee. The changes significantly alter the role of the Traffic Committee and the nature of discussions that must come before it.

Mr Balind further noted that the instrument recommends renaming the Traffic Committee to 'Local Transport Forum', however 'transport' may be too narrow a term and does not reflect the full scope of local road network management. Council prefers to retain a more inclusive and accurate name e.g., Traffic Forum.

Mr Sheales will seek clarification on the ability to change the name proposed in the new instrument.

Mr King argued that ambiguities remain around the definition of State roads versus local

roads and with it the exact delegation boundaries between Council and Transport for NSW. For example, what constitutes the 'State Road Asset' where ownership lies with Council but management/control may rest with the State. The lack of clarity could lead to misinterpretation or overreach by Councils.

Mr Balind advised a number of recommendations regarding the changes came from the NSW Bus Industry Taskforce – an organisation Griffith City Council has no part of.

Mr Sheales to clarify delegations, especially in relation to the State Road Network and report back at the next Committee meeting.

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Lynch that the information be noted and included as a standing item on the Traffic Committee agenda until further advice is received from TfNSW.

#### **CL02 TRAFFIC MANAGEMENT - GRIFFITH CYCLE CLUB 2026 SUNDAY EVENTS**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Lynch that:

- (a) The Traffic Committee note the Event Management Plan and Traffic Guidance Schemes for the Griffith Cycle Club Road Race Season 2026.
- (b) Griffith City Council endorse the event on the condition that Council is provided with an updated Public Liability Certificate of Currency by the Griffith Cycle Club prior to the close of business on 14 February 2026.

#### **CL03 TRAFFIC CONTROL - GRIFFITH CYCLE CLUB DEAN CARTER MEMORIAL EVENT 2026**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Lynch that the Traffic Committee endorse the Event Management Plan and Traffic Guidance Schemes for the Griffith Cycle Club's Dean Carter Memorial Road Race 2026.

#### **CL04 REQUEST TO INSTALL PICKUP/DROP OFF ZONE AND CHILDREN'S SCHOOL CROSSING - ST PATRICK'S SCHOOL**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Lynch that the report be raised from the table for discussion.

Mr Balind advised that since the last Traffic Committee meeting in July, Council representatives and Ms Lippold met with the school and reviewed the Quantum traffic report provided by the school regarding proposed changes to the Noorebar Avenue car park site (Council-owned land). Council provided initial feedback to the school at that meeting, raising concerns about works already implemented without Council consent and aspects of the school's future development proposal. No formal response has been received from the Wagga Diocese or the school since that meeting.

The Committee agreed that the item will be held over until further information is received. An update will be provided at the next meeting, if available.

**RECOMMENDED** on the motion of Councillor Tony O'Grady that the report be laid back on the table.

## **CL05 NOOREBAR AVENUE ROAD RESERVE - ST PATRICK'S PRIMARY SCHOOL REQUEST**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Wade Sheales that the report be raised from the table for discussion.

The school requested a review of the current signage restricting right turns from the Noorebar Avenue carpark between 3:00 PM and 3:30 PM on school days, suggesting it be extended to cover all school hours due to observed morning right turns.

Mr Balind noted that the current restriction is when congestion is at its highest due to school pickup however morning drop-off is more staggered, with fewer traffic issues. The restriction was originally introduced based on observed safety and congestion concerns during the afternoon peak. No recent evidence, incidents, or complaints have been received to warrant a change.

Concerns were raised about potential unintended impacts of an all-day restriction (e.g., non-school events such as funerals requiring access to the cemetery).

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Lynch that the status quo remains and the school's request to extend the 'no-right-turn' restriction out of the Noorebar Avenue carpark to school hours is denied.

## **6 OUTSTANDING ACTION REPORT**

The Committee discussed and updated the Outstanding Action Report.

### **3.1 Yenda Railway Crossing Update**

Mr King provided the following update:

- Council has received works approval from Transport to proceed with surface upgrades at the rail crossing.
- Contractors are scheduled to begin works in October.
- Delays are being caused by UGL requiring rail induction training for contractors, despite Council's exemption. Council is addressing these issues.
- The planned works involve a surface upgrade only, with no changes to existing signage - the crossing will remain a passive crossing.
- Completion is expected by the end of the second week in October.

## **7 GENERAL BUSINESS**

### **7.1 Abattoir Road**

Ms Lippold asked for an update regarding recent correspondence between Council, residents and the local member's office. Mr King stated that Council's current position is to adhere to Australian standards and proceed with the existing design, which aligns Abattoir Road directly north to intersect with New Mallinson Road. Residents have expressed concerns about vegetation and safety related to the proposed alignment. Council is continuing consultation with affected property owners to explore alternative designs.

A meeting involving elected representatives, Council staff, and property owners is planned for later this week to discuss the options. Correspondence updates will be shared with the Local Member.



**8      NEXT MEETING**

The next meeting of the Traffic Committee is to be held on Tuesday, 14 October 2025 at 10:30 am.

There being no further business the meeting terminated at 11:16 am.

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**DISABILITY INCLUSION & ACCESS COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY, 17 SEPTEMBER 2025 COMMENCING AT 4:00 PM**

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**PRESENT**

Councillor Shari Blumer (Chair), Councillor Laurie Testoni, Geoff Tarr (Community Representative) (Zoom), Jodie Ridge (Community Representative), Marilyn Hams (Community Representative), Ralph Twaddell (Community Representative), Soheil Derakhshan (Community Representative), Suzanne Biondo (Community Representative), Lindsay Wickey (Invited Guest)

Absent: Rocco Catanzariti (Invited Guest) and Dene Caterina Beltrame (Invited Guest)

Quorum = 3

**STAFF**

Director Economic & Organisational Development, Shireen Donaldson, Urban Strategic Design & Major Projects Manager, Peter Badenhorst, Community Development Coordinator, Melissa Canzian and Minute Secretary, Antoinette Galluzzo

**1 APOLOGIES**

An apology was received from Jaimee Damini (Community Representative).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Laurie Testoni and Ralph Twaddell that the minutes of the previous meeting held on 21 May 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.

**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.*

There were no pecuniary interests declared.

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

*Members 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**

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

There were no less than significant non-pecuniary interests declared.

## **5 ITEMS OF BUSINESS**

### **CL01 COMMITTEE APPLICATION**

**RECOMMENDED** on the motion of Jodie Ridge and Marilyn Hams that the Committee accept Lindsay Wickey, Rocco Catanzariti and Dene Caterina Beltrame as members of the Disability Inclusion and Access Committee, and the Terms of Reference be updated.

### **CL02 DISABILITY INCLUSION ACCESS PLAN 2026-2030**

Soheil Derakhshan entered the meeting at 4:13pm.

Ms Canzian provided an overview of the Disability Inclusion Access Plan, outlining its key components and objectives. She informed the Committee that a review of the Plan was undertaken last year following community consultation. It is now required that the plan be “remade” and adopted by 30 June 2026. Further community consultation will be required.

Ms Canzian also suggested that a walk event be organised to take place on 3 December 2025 in celebration of the International Day of Persons with Disabilities. The Committee discussed potential locations, times, and activities for the event, recognising it as a valuable opportunity for community consultation. Councillor Blumer noted that service providers, schools and relevant organisations and individuals within the sector be invited to participate.

Councillor Blumer raised the idea, that a Committee meeting be held at Kurrajong Lifestyle Choices during the consultation period of the DIAP.

Ms Biondo enquired about the focus of the consultation, asking whether there would be specific questions or targeted areas of concern. In response, Councillor Blumer explained that the consultation process involves engaging with various community groups using different consultation methods, with various questions. Feedback gathered including ideas, actions, themes, and concerns will be compiled into a report with recommendations for further consideration.

**RECOMMENDED** on the motion of Suzanne Biondo and Soheil Derakhshan that:

- (a) Community consultation for the new Disability Inclusion Access Plan to commence in October 2025.
- (b) The Committee bring forward their next Committee Meeting, to be held on the Wednesday 19 November, from 4 - 6pm, at Kurrajong Lifestyle Choices.

- (c) A walk be organised on Wednesday, 3 December 2025 at 10:00am, celebrating International Day of Persons with Disabilities. The walk will take place at Memorial Park and aims to promote awareness and inclusion, while encouraging community consultation for the new DIAP.

### **CL03 PROCEDURE FOR SUBMITTING ITEMS TO THE COMMITTEE MEETING AGENDA**

**RECOMMENDED** on the motion of Ralph Twaddell and Jodie Ridge that the Committee note the information.

Councillor Blumer highlighted if Committee members wish to propose an item for inclusion on the agenda, that they email the Committee Secretary no later than two weeks before the meeting. This allows sufficient time for consultation, review and inclusion in the agenda.

## **6 OUTSTANDING ACTION REPORT**

Ms Ridge requested if regular checks can be completed at the Kooyoo Kiosk Power Access Box to charge mobility scooters as cobwebs build up in there.

In relation to CL07 Items Raised by Committee Member on 28 May 2025, Councillor Blumer suggested a letter to be sent on behalf of the Committee to Service NSW and the Yenda Post Office and be recorded on a Correspondence Register.

The Committee discussed the adult change facilities item from the 2 February 2023, suggesting different locations and areas to upgrade or install a 24-hour accessible adult change facility with a hoist. The Committee requested a report be presented at the next Committee Meeting highlighting costings and options and the matter be referred to the Roads, Parks and Pathways Enhancement Committee.

The Committee noted the report.

## **7 GENERAL BUSINESS**

Nil.

## **8 NEXT MEETING**

The next meeting of the Disability Inclusion & Access Committee is to be held on Wednesday, 19 November 2025 at 4:00pm.

There being no further business the meeting terminated at 5:10pm.

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**LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE  
HELD IN COUNCIL CHAMBERS ON  
THURSDAY, 18 SEPTEMBER 2025 COMMENCING AT 5:00PM**

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**PRESENT**

Councillor Doug Curran (Chair), Councillor Tony O'Grady, Councillor Laurie Testoni, Mark Dal Bon (Councillor - Alternate), Ema Munro (Community Representative), Frank Battistel (Community Representative), Jade Salvestro (Community Representative), Kelvin Williams (Community Representative), Reginald Brown (Community Representative), Scott Collis (Community Representative), Franco Pistillo (Member for Murray Representative) (ZOOM)

Quorum = 3

**STAFF**

General Manager, Scott Grant, Director Sustainable Development, Joe Rizzo, Environment & Health Coordinator, Vanessa Johns and Minute Secretary, Joanne Bollen

**ABSENT**

Urban Strategic Design & Major Projects Manager, Peter Badenhorst, John Tagliapietra (Community Representative), Lisa Parker (Community Representative) and Saroja Nagaraj Gurazada (Community Representative).

**1 APOLOGIES**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Scott Collis that apologies be received from Matthew Woodward (Community Representative) and Lindsay Golsby-Smith (Murrumbidgee Irrigation).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Kelvin Williams and Frank Battistel that the minutes of the previous meeting held on 17 July 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil

#### **4 DECLARATIONS OF INTEREST**

##### **Pecuniary Interests**

There were no pecuniary interests declared.

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

There were no significant non-pecuniary interests declared.

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

There were no less than significant non-pecuniary interests declared.

#### **5 ITEMS OF BUSINESS**

##### **CL01 MI SUPPLY & DRAINAGE CHANNELS SURROUNDING LAKE WYANGAN**

Information was provided to the Committee identifying the Murrumbidgee Irrigation Supply and Drainage Network in the area surrounding Lake Wyangan.

Councillor Dal Bon asked whether the level of the North Lake was decreasing, as it appeared to have dropped. In response, Mr Rizzo noted that any perceived drop could be attributed to recent dry weather. However, Ms Johns clarified that as of 12 September 2025, the lake level was 105.73, compared to a previous level of 105.66, indicating a slight increase.

*Councillor Tony O'Grady left the meeting, the time being 5:11pm.*

*Councillor Tony O'Grady returned to the meeting, the time being 5:13pm.*

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Scott Collis that the information be received.

##### **CL02 PRESENTATIONS FOR POTENTIAL SOLUTIONS FROM CONSULTANTS AIMED AT IMPROVING LAKE WYANGAN'S WATER QUALITY**

Griffith City Council has received multiple enquiries from consultants and organisations offering to present potential solutions aimed at improving the water quality of Lake Wyangan. Council staff will coordinate and schedule these presentations to take place during the upcoming Committee meetings if the Committee wishes to proceed.

**RECOMMENDED** on the motion of Councillors Tony O'Grady and Laurie Testoni that the Committee agrees to receive presentations from interested consultants and organisations regarding potential solutions to improve the water quality of Lake Wyangan, and Council staff be authorised to schedule these presentations during upcoming Committee meetings.

The Committee discussed the future direction of its efforts to improve the water quality of Lake Wyangan. The Chair highlighted the need to establish a clear path forward to ensure Council staff receive appropriate guidance.

The Committee agreed that the following items be brought to the next meeting:

- The draft Lake Wyangan Strategic Plan, prepared by Mr. Tom Mackerras;
- Information regarding water levels at Tharbogang Swamp. The Committee request staff to investigate its potential as a constructed wetland;
- Expressions of Interest (EOIs) received for the Engineering Design Concept aimed at

- addressing sediment and nutrient discharge into North Lake; and
- A map outlining current land claims surrounding Lake Wyangan.

## **6 OUTSTANDING ACTION REPORT**

The Committee noted the Outstanding Action Report.

## **7 GENERAL BUSINESS**

### **MI Doppler**

Councillor Dal Bon requested that Council staff confirm with Murrumbidgee Irrigation whether the Doppler at the end of S-2-176-030P has been decommissioned, and ensure that Council is not being charged for any associated usage.

## **8 NEXT MEETING**

The next meeting of the Lake Wyangan & Catchment Management Committee is to be advised.

There being no further business the meeting terminated at 6:09pm.

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**ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
THURSDAY, 25 SEPTEMBER 2025 COMMENCING AT 3:30 PM**

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**PRESENT**

Councillor Shari Blumer (Chair), Councillor Mark Dal Bon, Councillor Jenny Ellis, Councillor Doug Curran, Amy Renouf (Community Representative), Anthony Kidman (Community Representative) (Zoom), Brian Savage (Community Representative), Elizabeth (Will) Mead (Community Representative), Ema Munro (Community Representative), Jenna Thomas (Community Representative) (Zoom), Kevin Taylor (Community Representative), Simone Murphy (Community Representative), Stephen Parker (Community Representative), Doreen Wood (Community Representative), Patricia Clarke (Community Representative)

Works Manager - Construction, Shree Shrestha, Carmel La Rocca (Community Representative) and Nicola Thoner (Community Representative)

Quorum = 3

**STAFF**

General Manager, Scott Grant, Director Infrastructure & Operations, Phil King, Director Economic & Organisational Development, Shireen Donaldson, Director Sustainable Development, Joe Rizzo, Director Utilities, Graham Gordon, Director, Business, Cultural and Financial Services, Matthew Hansen, Works Manager - Maintenance, Manjit Chugha, Parks & Gardens Manager, Peter Craig, Operations Assistant, Cheryl Tucker, Urban Strategic Design & Major Projects Manager, Peter Badenhorst, Open Space Planning Officer, Jason Bertacco and Minute Secretary, Antoinette Galluzzo and Leanne Austin

**1 APOLOGIES**

**RECOMMENDED** on the motion of Councillor Jenny Ellis and Elizabeth (Will) Mead that an apology be received from Libby Trembath,

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Jenny Ellis and Brian Savage that the minutes of the previous meeting held on 26 June 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.



## **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.*

There were no pecuniary interests declared.

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

*Members 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**

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

There were no less than significant non-pecuniary interests declared.

## **5 ITEMS OF BUSINESS**

The agenda items were discussed simultaneously.

### **NSW SUSTAINABLE COMMUNITIES PROGRAM - EARLY INVESTMENT ROUND**

Mr Grant began the presentation by providing the Committee with context of the NSW Sustainable Communities Program, including a brief overview of the CBD Strategy, the importance of community feedback, and details regarding the grant application.

Mr Badenhorst continued the presentation by highlighting the progress made under Griffith City Council's CBD Strategy. He outlined key achievements including the development of parking areas, pedestrian networks, cycle networks, creating areas to stay longer, nightlife improvements, placemaking and public benches and seating.

Simone Murphy entered the meeting at 3:38pm.

Councillor Dal Bon entered the meeting at 3:44pm.

Mr Grant informed the Committee that a range of ideas, submissions, and suggestions have already been received. Some of these ideas have been implemented, others are new or repeated, and a few fall outside the scope of the current grant and will need to be reserved for future stages/opportunities. He explained that the \$3 million in grant funding must be allocated across nine specific categories including:

1. Shared Pathways
2. Irrigation
3. Tree Maintenance and surrounds
4. Roundabout beautification
5. Modification of and additional tree lighting Banna
6. Replacement of banners
7. Memorial Gardens Entrance
8. Power and Data upgrades
9. Median Strip

Mr King entered the meeting at 3:55pm.

Mr King provided an overview each of the above-mentioned items in detail.

Mr Hansen left the meeting at 3:58pm and returned at 3:59pm.

Mr King advised that items 1, 2, 3, and 5 are fixed and limited to further consultation, due to Australian Standards and serviceability requirements. Items 4, 6, 7, 8, and 9 require input from the Committee and community, to help create the best possible outcome.

Mr King provided a brief overview of Stage 2, which includes the upgrade of existing footpaths within the CBD and is dependent on further funding. He also informed the Committee that as part of the Sustainable Communities project, \$1 million has been allocated to Lake Wyangan. This funding will be used to enhance infrastructure, upgrade irrigation systems and improve amenities at the Lake.

Mr Savage requested if he could include Entrances to the City as a category for the grant. In response Mr King informed the Committee this funding is not proposed to extend out to the city entrances.

Following the presentation and a series of questions and responses, Councillor Blumer invited the Committee to share their thoughts and ideas regarding items 4, 6, 7, 8, and 9. The following key themes emerged:

**Item 4 - Roundabout Beautification** – Suggestions focused on reducing maintenance requirements while incorporating vibrant colours, shade-providing trees, drought-tolerant plants (such as pigface), varied plant heights, natural elements and designs that reflect local heritage and include public artwork. Cooling the areas through strategic planting was also suggested.

**Item 6 - Replacement of Banners** – The Committee expressed interest in introducing a more diverse and seasonal rotation of flags and banners throughout the year.

**Item 7 - Memorial Gardens Entrance** – Ideas included increasing shade structures and seating, as well as installing solar-powered infrastructure to support irrigation and night-time lighting.

**Item 8 - Power and Data Upgrades** – Wi-Fi access, solar panels, digital notice boards, a PA system, and ambient music in key public areas. Need to consult shop owners.

**Item 9 - Median Strip Enhancements** – Options for the median strip along Crossing Street to Blumer Avenue were discussed.

Councillor Dal Bon suggested that community members submit photos of roundabouts from other towns for inspiration. Photos can be uploaded through the Connect Griffith website on the Invigorate Griffith page. Additionally, Councillor Blumer also requested a media release to be issued.

Councillor Blumer asked Ms Donaldson for suggestions on how to best engage the community. In response, Ms Donaldson outlined several approaches, including initiatives such as a walk shop and open meetings in addition to the Connect Griffith Website and Invigorate Griffith Platform. Councillor Blumer noted the Committee could endorse a community engagement strategy.

Ms Munro requested Mr Phil King provide a map to highlight the streets and areas in discussion.

### **SMT COMMENT**

The next Meeting of the Roads Parks & Pathways Enhancement Committee is scheduled for 23 October 2025 to discuss standard Agenda items carried over from the September Meeting. An Extraordinary Committee Meeting will be scheduled 26 November 2025 at which concept designs will be provided for the Sustainable Communities Grant scope. This will be an opportunity for the Committee to comment and finalise drafts prior to community consultation.

A communications plan can developed following the Extraordinary Meeting to include consultation processes, website enhancement and community engagement activities. At the conclusion of the consultation period, a final summary of submissions will be collated and reported back to the committee for recommendation to proceed with detailed design.

The below Table outlines the proposed timeframe for activities associated with the Grant:

Define scope of deliverables to RPPC	25 September 2025
Concept designs to RPPEC	26 November 2025
Council to endorse concept designs for public exhibition	9 December 2025 Council Meeting
Exhibition Period	Extended to end February 2026
RPPEC meeting to consider submissions and 60% complete designs based on submissions received for recommendation to Council	April 2026
RPPEC Minutes to Council	May 2026
Detailed design for construction	June 2026
Obtain Quotations and engage contractors	TBC
Project Completion	December 2027

## **6 GENERAL BUSINESS**

Nil.

## **7 NEXT MEETING**

The next meeting of the Roads, Parks & Pathways Enhancement Committee is to be held on Thursday, 23 October 2025 at 4:00 pm.

There being no further business the meeting terminated at 5:02pm.

**TITLE** Outstanding Action Report

**TRIM REF** 25/79726

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**RECOMMENDATION**

The report be noted.

**ATTACHMENTS**

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

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### OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
23 September 2025	<b>MM01 GOVERNANCE OF HEALTH SERVICES IN THE WESTERN RIVERINA</b>	GM/CC	165171	25/282	<p><b>RESOLVED</b> on the motion of Councillors Doug Curran and Jenny Ellis that Council:</p> <p>(a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.</p> <p>(b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.</p> <p>(c) Undertake community and stakeholder engagement, including a survey of residents and consultation with local health professionals and First Nations leaders, to obtain evidence of community preferences regarding governance of Griffith Base Hospital and health services in the Western Riverina, to close Friday 31 October 2025.</p> <p>(d) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the current Murrumbidgee Local Health District to:</p> <ul style="list-style-type: none"> <li>Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable</li> </ul>	<b>25/09/2025:</b> Survey live until Friday, 31 October 2025. Letter sent to Minister for Health on Friday 3 October 2025.

### OUTSTANDING ACTION REPORT

					<ul style="list-style-type: none"> <li>Advise them of Council's concerns and the actions it is taking to gather evidence; and</li> <li>Request that the State Government commit to an independent review into the governance of health services in the Western Riverina.</li> </ul> <p>(e) Receive a report within two months outlining the results of the community engagement and consultation, and consider at that time whether to adopt a formal advocacy position in favour of the establishment of a Western Riverina Local Health District.</p>	
23 September 2025	<b>CL02 ENDORSEMENT OF CODE OF MEETING PRACTICE POLICY FOR PUBLIC EXHIBITION</b>	SGO	165172	25/284	<p><b>RESOLVED</b> on the motion of Councillors Tony O'Grady and Laurie Testoni that:</p> <p>(a) Council endorse the attached draft Model Code of Meeting Practice Policy and place on public display for 28 days and provide members of the community at least 42 days in which to comment on the draft Code.</p> <p>(b) Following the public consultation period, a further report be presented to Council for final adoption.</p>	<b>25/09/2025:</b> On public exhibition. Submissions will be received until 4pm, 5 November 2025.
23 September 2025	<b>CL03 RENEWAL OF LEASE AGREEMENT TO COUNTRY UNIVERSITIES CENTRE WESTERN RIVERINA (CUC WESTERN RIVERINA) - PART LOT 2</b>	CPO & NTC	165173	25/285	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Scott Groat that:</p> <p>(a) Council enters into a new lease term with the CUC Western Riverina over Part Lot 2 DP</p>	<b>7/10/2025:</b> Council staff have emailed Council solicitors to prepare the new lease agreement.

### OUTSTANDING ACTION REPORT

	<b>DP 1272062, CROWN RESERVE 85064, 2/1 OLYMPIC STREET, GRIFFITH</b>				<p>1272062, 2/1 Olympic Street, Griffith for occupation of part of the Griffith Community Centre building, for a term of 5 years with a further option of 5 years, with a commencement date of 7 September 2025.</p> <p>(b) Council advertises its intention to enter into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 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 lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a term of 5 years, with a further option of 5 years.</p> <p>(d) CUC Western Riverina are responsible to pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's administration fee.</p> <p>(e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$26,891.92 for the 25/26FY which is invoiced monthly by Council to CUC Western Riverina in the amount of \$2,241, together with rates and charges as applicable.</p> <p>(f) Council authorises the Mayor and General Manager to execute the lease agreement on</p>	
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### OUTSTANDING ACTION REPORT

					behalf of Council under the Common Seal, if required.	
9 September 2025	<b>CC01 COMPLIANCE ISSUE - ONGOING HOARDING IN RESIDENTIAL AREA</b>	P&EM	164598	25/277	<b>RESOLVED</b> on the motion of Councillors Laurie Testoni and Tony O'Grady that: (a) Council engage legal counsel to ensure legal compliance and manage any risk. (b) The Director Sustainable Development be delegated to engage legal support to prepare and file the necessary court documents pending legal advice.	<b>30/09/2025:</b> Director Sustainable Development has engaged legal support and now waiting on feedback.
9 September 2025	<b>CC02 TENDER NO. 15-24/25 - SUPPLY/INSTALLATION OF BIRD-PROOF SPORTS LIGHTING TO THE ATHLETICS TRACK/HOCKEY FIELD LIGHTING AT GRIFFITH REGIONAL SPORTS CENTRE (GRSC)</b>	DBCF	164599	25/278	<b>RESOLVED</b> on the motion of Councillors Laurie Testoni and Tony O'Grady that: (a) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2021, reject all tenders submitted for Tender No. 15-24/25 Supply/Installation of BirdProof Sports Lighting to the Athletics Track/Hockey Field Lighting at Griffith Regional Sports Centre (GRSC) due to the need to clarify and negotiate on critical elements and inclusions provided by tenderers. (b) Council, in accordance with Section 178(4) (a) of the Local Government Regulation 2021, does not need to call fresh tenders for Tender No. 15-24/25 as there are suitably qualified and experienced tenderers available to negotiate with. (c) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, enter into negotiations with all tenderers, being: - Central West Electrical - Ellistricity - Green Energy Qld - GS &	<b>30/09/2025:</b> Negotiations with contractors underway with a report scheduled to be presented to council on 28 October 2025.

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### OUTSTANDING ACTION REPORT

					BD Electrics - Havencord - REES Electrical (d) At the completion of negotiations, a further report to be presented to Council recommending the preferred contractor.	
26 August 2025	<b>CL05 DRAFT HOUSING STRATEGY POST EXHIBITION PERIOD - REVIEW OF SUBMISSIONS</b>	DSD	164022	25/253	<b>RESOLVED</b> on the motion of Councillor Scott Groat that the report LAY ON THE TABLE.	<b>15/09/2025:</b> Consultants to be engaged to review the REMPLAN then considered at a future workshop.
26 August 2025	<b>MINUTES OF THE GRIFFITH PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 6 AUGUST 2025</b>	DBC&FS	164025	25/258	<p><b>RESOLVED</b> on the motion of Councillors Shari Blumer and Jenny Ellis that the recommendations as detailed in the Minutes of the Griffith Pioneer Park Museum Committee meeting held on 6 August 2025, incorporating Senior Management Teams comments, be adopted.</p> <p><b>RECOMMENDED</b> on the motion of Denis Couch and Jenna Thomas that:</p> <p>(a) A 12-month trial of free general admission for local residents to the Griffith Pioneer Park Museum be implemented. This trial will exclude special events, school excursions, annual members and user groups. At the six-month mark, a community-wide survey be conducted to assess the Museum's connection to and significance within the community.</p> <p>(b) A visitor survey be introduced for completion by patrons upon exiting the Griffith Pioneer Park Museum, to gather feedback on their experience.</p>	<b>15/09/2025:</b> GPPM staff are currently preparing an implementation plan for the Free General Admission trial. The implementation plan, accompanied by a thorough risk assessment, will be presented to the GPPM Committee meeting scheduled for 12 November 2025 for comment and advice.

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## OUTSTANDING ACTION REPORT

					<p>(c) A targeted marketing campaign be developed and delivered by the Visit Griffith team to promote and showcase the Griffith Pioneer Park Museum.</p> <p><u>SMT Comment</u></p> <p>Should Council support the above recommendations:</p> <p>(a) The following process should be used to implement the trial:</p> <ul style="list-style-type: none"> <li>• Council advertise an amendment to its adopted Revenue Policy for the 2025/26 making provision for the trial free general admission period for local residents (postcodes 2680 and 2681).</li> <li>• Staff prepare a report for the next meeting of the Griffith Pioneer Park Museum Committee scheduled for 12 November 2025 detailing; any submission received regarding the amendment to the Revenue Policy, financial implications for the trial period of free general admission, implications for existing members who have paid memberships for the 2025/26 year, staff resource implications, if any.</li> <li>• Trial to commence 1 January 2026.</li> </ul> <p>(b) Marketing activities for the Griffith Pioneer Park Museum are provided by the Marketing and Education Officer, Griffith Regional Theatre, Art Gallery</p>	
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### OUTSTANDING ACTION REPORT

					and Griffith Pioneer Park Museum. A specific marketing campaign would require an identified funding allocation.	
26 August 2025	<b>CC01 FIRE DAMAGED DWELLING</b>	DSD	164026	25/262	<p><b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Scott Groat that:</p> <p>(a) Council acquire the services of an asbestos removalist to provide temporary fencing, test for the presence of asbestos and apply encapsulant compound if required.</p> <p>(b) Staff investigate cost recovery for abovementioned services as part of the compliance action.</p>	<b>15/9/2025:</b> Council has proceeded to obtain costs.
22 July 2025	<b>NOTICE OF MOTION - COUNCILLOR JENNY ELLIS</b>	DBC&FS	163148	25/213	<p><b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Shari Blumer that Council:</p> <p>(a) Supports in principle the installation of a public, artist-painted community piano in Griffith, designed to enhance cultural vibrancy and community connection.</p> <p>(b) Requests Council staff to:</p> <ol style="list-style-type: none"> <li>i. Identify and assess suitable public locations that provide shelter, accessibility, and passive security for the installation of a community piano;</li> <li>ii. Provide advice on relevant approvals, maintenance</li> </ol>	<p><b>14/08/2025:</b> Report to Council Meeting 9 September 2025.</p> <p><b>1/09/2025:</b> Report to Council Meeting 23 September 2025.</p> <p><b>15/09/2025:</b> Preliminary information sourced. Further consultations to be undertaken. Report to Council in October 2025.</p>

### OUTSTANDING ACTION REPORT

					responsibilities, and any public liability considerations. (c) Explores partnership opportunities with Pianos for the People, the ABC, the Griffith Musicians Club, the Griffith Art Collective, and local businesses to support the sourcing, restoration, painting, promotion, and community activation of the piano. (d) Receives a further report outlining the next steps, including any costs or support that might be required from Council.	
10 June 2025	<b>NOTICE OF MOTION - COUNCILLOR TONY O'GRADY</b>	DBCF	160896	25/167	<b>RESOLVED</b> on the motion of Councillors Tony O'Grady and Christine Stead that: (a) Council request a report on the feasibility of charging the business rating category for the stormwater levy on the basis of land area and not a flat rate of \$25 per assessment as well as any statutory regulations we may need to follow. (b) Council identify any other issues that may arise relating to these changes including timing of when any change could be implemented.	<b>24/06/2025:</b> Council's rating staff are currently working through land areas for applicable business assessments in order to calculate the per assessment charges for the stormwater levy. Once the calculations have been completed, a report will be prepared for Council's consideration prior to the end of September 2025. <b>1/09/2025:</b> Calculations completed. Presentation at Workshop – 16 September 2025.
27 May 2025	<b>CL02 HANWOOD GROWTH AREA MASTER PLAN REQUEST FOR PUBLIC EXHIBITION</b>	SP	160425	25/138	<b>RESOLVED</b> on the motion of Councillors Tony O'Grady and Laurie Testoni that:	<b>03/06/2025:</b> On Public Exhibition until 27 June 2025. <b>30/06/2025:</b> Report back to Council 22 July 2025.

### OUTSTANDING ACTION REPORT

					<p>(a) Council adopt the draft Hanwood Growth Area Master Plan and place on public exhibition for a period of 28 days.</p> <p>(b) Should no submissions be received, the Hanwood Growth Area Master Plan is adopted and Council endorses the preparation of a Section 7.11 Contribution Plan to ensure the development of the growth area including the provision of roadworks, drainage network and open space proceeds on an equitable and fair basis for landowners and developers.</p> <p>(c) Should submissions be received, the Hanwood Growth Area Master Plan is to be reported back to Council including a report detailing any amendments to the Master Plan and a review of all submissions received.</p>	<p><b>14/07/2025:</b> Report back to Council August 2025.</p> <p><b>18/08/2025:</b> Report to Council September 2025.</p> <p><b>15/09/2025:</b> Report to Council dependant on outcome of landowner consultation.</p>
8 April 2025	<b>NOTICE OF MOTION - COUNCILLOR JENNY ELLIS</b>	DBC FM MA	158565	25/095	<p><b>RESOLVED</b> 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:</p> <p>(a) Signage for the front of the Gallery - to be designed, manufactured, and installed.(Approximately \$5K)</p>	<p><b>5/05/2025:</b> Staff investigating each of the items to establish accurate costing and to submit grant application to paint the War Memorial Museum, subject to negotiation of the War Memorial Trust. Anticipate items to be adjusted at September 2025/26 quarterly review when all issues have been resolved.</p> <p><b>19/05/2025:</b> Grant application to be submitted by War Memorial Trust end of June 2025.</p>

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### OUTSTANDING ACTION REPORT

					<p>(b) New hanging track system - to enhance the display and functionality of exhibition spaces. (Approximately \$10K)</p> <p>(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).</p>	<p><b>30/06/2025:</b> Part C contingent on completion of repairs to gutters and painting has been tentatively scheduled for October, contingent on Council and War Memorial Trust to finalise cost sharing arrangement of painting works.</p> <p><b>18/08/2025:</b> Roof repairs have been undertaken by War Memorial Trust. Waiting on quotes for painting. Painting work scheduled for annual shutdown period in October.</p> <p><b>30/09/2025:</b> Gallery maintenance is scheduled for 21-31 October 2025 including roof plastering, painting, replacement of the left wall gyprock and the gallery back door. Hanging track installation is scheduled for January 2026. A proposal for external signage is under development at present.</p>
12 November 2024	<b>NOTICE OF MOTION - COUNCILLOR SHARI BLUMER - 5 NOV 2024</b>	GM DSD	152783	24/298	<p><b>RESOLVED</b> on the motion of Councillors Scott Groat and Tony O'Grady that:</p> <p>(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';</p> <p>(b) A report be prepared by the Directorate of Sustainable Development and be provided to</p>	<p><b>2/12/2024:</b> Report to be presented in May 2025.</p> <p><b>3/02/2025:</b> Workshop held 21 February 2025 developer forum to be Scheduled April 2025.</p> <p><b>31/03/2025:</b> Developer forum scheduled 10 April 2025. Report to Council May 2025.</p> <p><b>5/05/2025:</b> The 'Report on Strategies to Increase Housing Supply August 2024 forms part of the Draft Housing Strategy to be placed on exhibition during June</p>

### OUTSTANDING ACTION REPORT

					<p>Council at a meeting in May 2025.</p> <p>2025, and endorsed by Council in July 2025. <u>It is proposed that the director of Sustainable Development report as part of the resolution part b, be presented to Council at a meeting in August in 2025.</u></p> <p><b>19/05/2025:</b> Draft Griffith Housing Strategy 2025 report to Council Meeting 27 May 2025.</p> <p><b>10/06/2025:</b> Draft Griffith Housing Strategy on Public Exhibition until 27 June 2025.</p> <p><b>30/06/2025:</b> Draft Housing strategy including review of submissions to reported to Council in 26 August 2025.</p> <p><b>18/08/2025:</b> Report to Council September 2025.</p> <p><b>15/09/2025:</b> Report to Council following adoption of Housing Strategy.</p>
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**OUTSTANDING ACTION REPORT**  
**COMPLETION BY OTHER AGENCIES PENDING**

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
12 Aug 2025	<b>NOTICE OF MOTION - COUNCILLOR CHRISTINE STEAD</b>	GM	163429	25/236	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Shari Blumer that:</p> <p>(a) Council request the General Manager prepare a report detailing outstanding debts owed to local contractors for the Hanwood Amenities Block. The report is to include options on how Council can assist resolving these debts after the Greenwich Voluntary Administration process.</p> <p>(b) Council staff review procurement processes and policies to prevent a recurrence of situations where local contractors remain unpaid for work undertaken due to a contractor's insolvency.</p>	<p><b>1/09/2025:</b> Report to Council 9 September 2025.</p> <p><b>12/09/2025:</b> GM to report to Council after the finalisation of the ASIC proceedings.</p>
28 May 2024	<b>CL02 DRAFT PLAN OF MANAGEMENT - SOUTH-WEST GRIFFITH PRECINCT PARKS</b>	CPO	146289/2024	24/154	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Shari Blumer that:</p> <p>(a) Council refers the draft Plan of Management for South-West Griffith Precinct Parks to the Minister administering the 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</p>	<p><b>03/06/2024:</b> Sent to Minister for approval to be exhibited.</p> <p><b>17/02/2025:</b> Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p><b>3/03/2025:</b> Crown Lands Dept has reviewed the initial draft PoM – they have requested some updates / amendments be made to the PoM. Staff working</p>



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

					<p>(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>through the requested amendment/s with consultant.</p> <p><b>5/05/2025:</b> Status remains unchanged.</p> <p><b>19/05/2025:</b> Status remains unchanged.</p> <p><b>10/06/2025:</b> Status remains unchanged.</p> <p><b>26/06/2025:</b> Status remains unchanged.</p> <p><b>1/07/2025:</b> Report to Council August 2025.</p> <p><b>14/08/2025:</b> Finalising amendments to the draft PoM which can then be referred back to Crown Lands Dept for review.</p> <p><b>30/09/2025:</b> Status remains unchanged.</p>
28 May 2024	<b>CL01 DRAFT PLAN OF MANAGEMENT - GRIFFITH CBD PRECINCT</b>	CPO	146288	24/153	<p><b>RESOLVED</b> 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</p>	<p><b>03/06/2024:</b> Sent to Minister for approval to be exhibited.</p> <p><b>17/02/2025:</b> Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p><b>3/03/2025:</b> Crown Lands Department has requested</p>

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

					<p>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 &amp; 4 Sec 8 DP 758476 and Lot 7 Sec 9 DP 758476 (CWA Park and Memorial Park) R.159000 – Lots 2 &amp; 8 Sec 9 DP 758476 (Griffith Library)  R.85064 – Lots 19 &amp; 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>(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>	<p>amendments – Staff working through these, draft PoM will then be referred back to Crown Lands for review.</p> <p><b>5/05/2025:</b> Status remains unchanged.</p> <p><b>19/05/2025:</b> Status remains unchanged.</p> <p><b>10/06/2025:</b> Status remains unchanged.</p> <p><b>26/06/2025:</b> Status remains unchanged.</p> <p><b>1/07/2025:</b> Report to Council August 2025.</p> <p><b>14/08/2025:</b> Draft Pom with Crown Lands Dept for further review following amendments suggested by the Dept.</p> <p><b>30/09/2025:</b> Crown Lands Dept has requested additional information.</p>
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