



## Ordinary Meeting

## BUSINESS PAPER

**Tuesday, 28 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)  
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[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.



## AGENDA

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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 28 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, 28 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
- 8      General Manager's Report

CL01	p22	Election of Deputy Mayor - October 2025
CL02	p33	Annual Financial Statements - Statements Under Section 413(2)(C) of the Local Government Act, 1993
CL03	p38	Alteration - Methodology Change for Levying Stormwater Management Charge to Business Rating Category
CL04	p47	Delegation of Authority - General Manager

CL05	p51	Western Riverina Regional Drought Resilience Plan
CL06	p54	Request for Rental Assistance - Multicultural Council of Griffith (MCOG)
CL07	p61	Proposed Council Meeting Schedule for 2026
CL08	p64	Quick Turn Around Grant Application Riverina Tongan Community Association Inc
CL09	p72	New Lease Agreement - Gillmartin Holdings Pty Ltd - Lot 433 DP 1262282 Gillmartin Drive, Griffith
CL10	p78	Authorisation to use Council Seal on Access Licence Deed Poll
CL11	p93	2025 National Local Roads, Transport & Infrastructure Congress
9		Information Reports
CL12	p113	Investments as at 30 September 2025
CL13	p123	Responses to Councillor Questions Taken on Notice
10		Adoption of Committee Minutes
	p125	Minutes of the Scenic Hill User Group Meeting held on 23 September 2025
	p131	Minutes of the Floodplain Management Committee Meeting held on 9 October 2025
	p135	Minutes of the New Cemetery Masterplan Committee Meeting held on 15 October 2025
11		Business with Notice – Rescission Motions
12		Business with Notice – Other Motions
	p138	Notice of Motion - Councillor Mark Dal Bon
	p141	Notice of Motion - Councillor Mark Dal Bon
	p144	Notice of Motion - Councillor Doug Curran
13		Outstanding Action Report
	p148	Outstanding Action Report
14		Matters to be dealt with by Closed Council

**Scott Grant**

**GENERAL MANAGER**



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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 14 OCTOBER 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, Director Sustainable Development, Joe Rizzo and Minute Takers Leanne Austin and Antoinette Galluzzo

**MEDIA**

Nil.

**1 COUNCIL ACKNOWLEDGEMENTS**

The Meeting opened with Councillor Tony O'Grady reading the Opening Affirmation and the Acknowledgement of Country.

A Minute's silence was held in respect of the recent passing of Professor Maxwell Hopp.

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

No apologies or requests for leave of absence were received.

**3 CONFIRMATION OF MINUTES**

25/297

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 23 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

Against

Councillor Tony O'Grady  
Councillor Christine Stead  
Councillor Laurie Testoni

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

#### **4 BUSINESS ARISING**

Nil

#### **5 DECLARATIONS OF INTEREST**

##### **Pecuniary Interests**

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

Councillor Shari Blumer  
CL03 Licence Agreement Renewal - Western Riverina Community College - 23 Hickey Crescent, Griffith  
Reason - Pecuniary, the business that I work for and have an interest in, often drafts the documents for these matters.

Councillor Shari Blumer  
CL04 Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith  
Reason - Pecuniary, the business that I work for and have an interest in, often drafts the documents for these matters.

Councillor Shari Blumer  
CL05 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  
Reason - The business that I work for and have an interest in, often drafts the documents for this type of matter and is listed within the documents.

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

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

There were no significant non-pecuniary interests declared.

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

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

Councillor Mark Dal Bon  
CL04 Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith  
Reason – I do know these people. We do not have personal or business interests together.

## **6 PRESENTATIONS**

Nil

## **7 MAYORAL MINUTES**

### **MM01 CHANGE OF COUNCIL MEETING DATE**

25/298

**RESOLVED** on the motion of Councillors Shari Blumer and Tony O'Grady that 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.

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

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

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

### **CL01 ANNUAL CLOSURE OF THE ADMINISTRATIVE OFFICE AND COUNCIL FACILITIES 2025-2026**

25/299

**RESOLVED** on the motion of Councillors Christine Stead and Shari Blumer that:

- (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

Wednesday 24 December	6am – 8pm
Thursday 25 December – Christmas Day	CLOSED

Friday 26 December – Boxing Day	12pm – 5pm (Pool Only) *subject to staff availability
Saturday 27 December	8am – 6pm
Sunday 28 December	10am – 5pm
Monday 29 December	6am – 8pm
Tuesday 30 December	6am – 8pm
Wednesday 31 December	6am – 8pm
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.

#### Tharborgang 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.

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

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

**CL02 ENDORSEMENT OF ARTIFICIAL INTELLIGENCE (AI) POLICY FOR PUBLIC EXHIBITION**

25/300

**RESOLVED** on the motion of Councillors Shari Blumer and Laurie Testoni that:

- (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.

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

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

Councillor Shari Blumer left the meeting having declared a pecuniary interest, the time being 7:17pm.

**CL03 LICENCE AGREEMENT RENEWAL - WESTERN RIVERINA COMMUNITY COLLEGE - 23 HICKEY CRESCENT, GRIFFITH**

25/301

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

- (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.

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.**

**CL04 LICENCE AGREEMENT RENEWAL - ROMEO & GIULIETTA RESTAURANT - 40 MACKAY AVENUE, GRIFFITH**

25/302

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

- (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.

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.**

**CL05 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**

25/303

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

- (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.

For

Councillor Doug Curran  
Councillor Jenny Ellis  
Councillor Scott Groat  
Councillor Anne Napoli  
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 Dal Bon requested an update on the Community Hub adjacent to Dave Taylor Park. This was TAKEN ON NOTICE.

Councillor Shari Blumer returned to the meeting at 7:22pm.

## **9 INFORMATION REPORTS**

### **CL06 ANNUAL DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURNS - 30 JUNE 2024 TO 30 JUNE 2025**

25/304

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that the report be noted by Council.

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

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

### **CL07 RESPONSES TO COUNCILLOR QUESTIONS TAKEN ON NOTICE**

25/305

**RESOLVED** on the motion of Councillors Jenny Ellis and Tony O'Grady that the report be noted by Council.

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

**The division was declared PASSED by 7 votes to 2.**

## **10 ADOPTION OF COMMITTEE MINUTES**

### **MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 9 SEPTEMBER 2025**

25/306

**RESOLVED** on the motion of Councillors Tony O'Grady and Anne Napoli that the recommendations as detailed in the Minutes of the Traffic Committee meeting held on 9 September 2025 be adopted.

For	Against
Councillor Doug Curran	
Councillor Shari Blumer	

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

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

**MINUTES OF THE DISABILITY INCLUSION & ACCESS COMMITTEE MEETING HELD ON 17 SEPTEMBER 2025**

25/307

**RESOLVED** on the motion of Councillors Shari Blumer and Laurie Testoni that the recommendations as detailed in the Minutes of the Disability Inclusion & Access Committee meeting held on 17 September 2025 be adopted.

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

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

**MINUTES OF THE LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE MEETING HELD ON 18 SEPTEMBER 2025**

25/308

**RESOLVED** on the motion of Councillors Laurie Testoni and Tony O'Grady that the recommendations as detailed in the Minutes of the Lake Wyangan & Catchment Management Committee meeting held on 18 September 2025 be adopted.

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

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

**MINUTES OF THE ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE MEETING HELD ON 25 SEPTEMBER 2025**

25/309

**RESOLVED** on the motion of Councillors Shari Blumer and Jenny Ellis that the recommendations as detailed in the Minutes of the Roads, Parks & Pathways Enhancement

Committee meeting held on 25 September 2025 be adopted.

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

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

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

Nil

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

Nil

## **13 OUTSTANDING ACTION REPORT**

25/310

**RESOLVED** on the motion of Councillors Christine Stead and Laurie Testoni that the report be noted.

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

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

## **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.**

25/311

**RESOLVED** on the motion of Councillors Christine Stead and Shari Blumer 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. 4-25/26 - SPRAYED BITUMINOUS SURFACING**

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

**CC02 TENDER NO. 6-25/26 - GRIFFITH WATER RECLAMATION PLANT - MEMBRANE REPLACEMENT**

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

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

**REVERSION TO OPEN COUNCIL**

25/312

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

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

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

Open Council resumed at 7:49pm.

Livestream was reconnected.

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

**MATTERS DEALT WITH IN CLOSED COUNCIL**

**CC01 TENDER NO. 4-25/26 - SPRAYED BITUMINOUS SURFACING**

25/313

**RESOLVED** on the motion of Councillors Tony O'Grady and Shari Blumer that:

(a) Council accepts the tenders received from:

- 1) Downer Edi Works Pty Ltd
- 2) Menz Plant Pty Ltd
- 3) Fulton Hogan Industries Pty Ltd

for panel contract, Tender No. 4-25/26 - Sprayed Bituminous Surfacing, subject to monthly rise & fall for bitumen products and annual rise & fall for other contract items, for period of three (3) years.

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

- 1) Bitupave Ltd T/A Boral Asphalt
- 2) Central Vic Stabilising Pty Ltd
- 3) Country Wide Asphalt Pty Ltd

submitted for Tender No. 4-25/26 - Sprayed Bituminous Surfacing, due to non-compliant tender requirements.

- (c) The General Manager is endorsed to approve expenditure in accordance with the annual budget allocation.
- (d) Council authorise the contract documents to be signed by the General Manager.

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

Against  
Councillor Mark Dal Bon

**The division was declared PASSED by 8 votes to 1.**

Director Economic & Organisational Development, Shireen Donaldson left the meeting at 7:36pm and returned at 7:40pm.

**CC02 TENDER NO. 6-25/26 - GRIFFITH WATER RECLAMATION PLANT -  
MEMBRANE REPLACEMENT**

25/314

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

- (a) Council, in accordance with Section 178(1) (b) of the Local Government (General) Regulation 2021, reject all tenders submitted for Tender No. 6-25/26: Griffith Water Reclamation Plant - Membrane Replacement due to tenders received being non-compliant.
- (b) Council, in accordance with Section 178(4) (a) of the Local Government (General) Regulation 2021, does not need to call fresh tenders for Tender No. 6-25/26: Griffith Water Reclamation Plant - Membrane Replacement as the 2 tenders are suitably qualified and experienced to negotiate with.
- (c) At the completion of negotiations, a further report to be presented to Council recommending the preferred contractor.

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.**

There being no further business the meeting terminated at 7:55pm.

Confirmed: .....

CHAIRPERSON

**CLAUSE** CL01

**TITLE** **Election of Deputy Mayor - October 2025**

**FROM** **Scott Grant, General Manager**

**TRIM REF** **25/99260**

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### **SUMMARY**

Section 231 of the Local Government Act 1993 states that Councillors have the discretion to elect a Deputy Mayor from among their number for a term to be determined by Council.

Under Local Government (General) Regulation 2021 - Regulation 394 - the election is to be carried out in accordance with Schedule 7 of the General Regulation, with the Returning Officer to be the General Manager.

### **RECOMMENDATION 1**

**Council resolve to elect the Deputy Mayor for a period of .....**

### **RECOMMENDATION 2**

(Following recommendation only required more than one Councillor is nominated)

**In the event that more than one nomination is received, Council determine the format of the election for the office of Deputy Mayor, either by:**

- **Open Voting (by show of hands),**
- **Ordinary Ballot (secret ballot) or**
- **Preferential Ballot.**

### **REPORT**

Under Section 231 of the Local Government Act 1993, Councillors may elect a person from among their number to be the Deputy Mayor for a term determined by the Council. The Deputy Mayor may exercise the functions of the Mayor if the Mayor is prevented by illness, absence or otherwise from exercising the function.

Under Local Government (General) Regulation 2021 - Regulation Clause 394), an election is to be carried out in accordance with Schedule 7 of the Regulations, with the Returning Officer to be the General Manager. Nominations for election of Deputy Mayor are to be made in writing by two or more Councillors and the nominee must indicate consent to the nomination in writing.

Nomination forms have been distributed to Councillors and a blank nomination form has also been enclosed separately with this business paper (Attachment a). Nominations must be submitted to the General Manager (Returning Officer) prior to the commencement of the Ordinary Meeting of Council, **28 October 2025** at 7.00 pm.

Council is to determine the term for the Deputy Mayor.

If more than one candidate has been nominated, Council must determine by resolution, the method of voting for the position of Deputy Mayor, by way of one of the following methods:

- Open voting (by show of hands)
- Ordinary ballot – (a secret ballot - place an “X” against the candidate of their choice)
- Preferential ballot – (place 1, 2, 3 etc. against each candidate).

Due to the provision for Councillors to be able to participate in Council Meetings by audio visual link, Open voting is the preferred method of voting if any Councillors are attending via audio-visual link as it would not be possible to facilitate Ordinary ballot or Preferential ballot voting methods without Councillors being physically present in the Council Chamber.

The OLG Factsheet – Election of Mayor and Deputy Mayor by Councillors Elections (Attachment b) provides guidance for the conduct of the Deputy Mayoral elections in accordance with Clause 394 and Schedule 7 of the Local Government (General) Regulation 2021.

## **OPTIONS**

### **OPTION 1**

Council determine the term of the Deputy Mayor and format of the election as per the above recommendations.

### **OPTION 2**

Council may resolve not to appoint a Deputy Mayor.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

There are no financial implications. There is no legal or statutory requirement to appoint a Deputy Mayor.

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

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

### ***Local Government Act 1993 Section 231 Deputy Mayor***

- (1) *The councillors may elect a person from among their number to be the deputy mayor.*
- (2) *The person may be elected for the mayoral term or a shorter term.*
- (3) *The deputy mayor may exercise any function of the mayor at the request of the mayor or if the mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of mayor.*
- (4) *The councillors may elect a person from among their number to act as deputy mayor if the deputy mayor is prevented by illness, absence or otherwise from exercising a function under this section, or if no deputy mayor has been elected.*

### ***Local Government (General) Regulation 2021 Section 394 Election of mayors by councillors***

*If a mayor or deputy mayor is to be elected by the councillors of an area, the election is to be in accordance with Schedule 7 (Election of mayor by councillors).*

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

Not applicable

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

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

Not applicable

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

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

Not applicable

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

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

Not applicable

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

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 2.3 Mayor and Councillors represent the community, providing strong, proactive leadership.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

(a)	Memo & Nomination Form - Election of Deputy Mayor - Oct 2025 <a href="#">Download</a>	25
(b)	Election of Mayor and Deputy Mayor by Councillors Fact Sheet <a href="#">Download</a>	27

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**M E M O R A N D U M**

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**DATE:** 1 October 2025  
**TO:** Councillors  
**FROM:** Leanne Austin, Governance Manager  
**RE:** **Election of Deputy Mayor 2025**

A report regarding the election for the position of Deputy Mayor will be presented at the Ordinary Meeting of Council on **Tuesday, 28 October 2025**.

Please find attached nomination form in relation to any Councillor wishing to nominate for that role.

In accordance with the Local Government (General) Regulation 2021, two or more Councillors may nominate a Councillor (one of whom may be the nominee) for the position of Deputy Mayor.

Nominations must be in writing and the nominee must consent to their nomination in writing.

Nominations are to be submitted to the Returning Officer, Mr Scott Grant before the commencement of the Council meeting at **7:00 pm on Tuesday, 28 October 2025**.

**Leanne Austin**  
**GOVERNANCE MANAGER**



## **NOMINATION FOR POSITION OF DEPUTY MAYOR OCTOBER 2025**

We hereby nominate Councillor \_\_\_\_\_ for the position of Deputy Mayor of Griffith City Council commencing **28 October 2025**.

---

Councillor

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Councillor

I hereby consent to my nomination for the position of Deputy Mayor of Griffith City Council for the period commencing **28 October 2025**.

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Councillor

### **Local Government Regulation 2021 Schedule 7 - 2 Nomination**

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor.
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

## Fact Sheet

# ELECTION OF MAYOR AND DEPUTY MAYOR BY COUNCILLORS



## Summary

Councillors must elect a mayor from among their number every two years unless they have a popularly elected mayor.

Councillors may also elect a deputy mayor. The deputy mayor may be elected for the mayoral term or a shorter term.

The election of the mayor and the deputy mayor must be conducted in accordance with section 394 and Schedule 7 of the *Local Government (General) Regulation 2021* (the Regulation).

The purpose of this document is to assist councils to conduct mayoral and deputy mayoral elections in accordance with these requirements. It includes scripts for key activities to help returning officers exercise their functions. These scripts are provided in the text boxes inserted in the relevant parts of this document.

## How can councils use this document?

Electing a mayor is an important activity. It is vital that the process is smooth, open and easy to follow and not rushed or confusing. Where necessary, it may be appropriate to stop and provide clarification for the benefit of councillors, staff or the gallery.

Returning officers can circulate this document prior to the meeting to help councillors understand the election process.

## Election of a mayor after an ordinary election of councillors

An election for mayor must be held within three weeks of the declaration of the ordinary election at a meeting of the council.

The returning officer is to be the general manager or a person appointed by the general manager.

As no mayor or deputy mayor will be present at the start of the meeting, the first business of the meeting should be the election of a chairperson to preside at the meeting. Alternatively, the returning officer may assume the chair for the purpose of conducting the election.

## Mid-term election of a mayor

A mayor elected by councillors holds office for two years. A mid-term mayoral election must be held in the September two years after the ordinary election of councillors or the first election of a new council following its establishment.

## Procedures

### Prior to the meeting

Before the council meeting at which the election is to be conducted, the returning officer will give notice of the election to the councillors.

The notice is to set out how a person may be nominated as a candidate for election as chairperson.

*As returning officer, I now invite nominations for the position of mayor/deputy mayor for [name of council] for a two year period.*

*In accordance with the Local Government (General) Regulation 2021, two or more councillors may nominate a councillor (one of whom may be the nominee) for the position of mayor/deputy mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.*

A councillor may be nominated without notice for election as mayor or deputy mayor. The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The returning officer checks the nomination forms and writes the nominees' names on a candidates' sheet.

### At the meeting

At the start of the first meeting after an ordinary election, in the absence of a chairperson, the returning officer assumes the chair and announces that the first item of business is to be the election of a mayor.

If a chairperson is present, they announce that the first item of business is the election of the mayor then vacates the chair for the returning officer who will then conduct the election.

The returning officer reads out the names of the nominees and seeks confirmation that the nominee has accepted the nomination.

If only one councillor has been nominated for the position of mayor/deputy mayor, the nominee is elected.

*As there is only one nominee for the role of mayor/deputy mayor, I declare that [name of successful candidate] is elected as mayor/deputy mayor for the ensuing two years.*

If more than one candidate has been nominated, the council must determine by resolution, the method of voting for the position of mayor/deputy mayor, by way of one of the following methods:

- Open voting – i.e. by show of hands
- Ordinary ballot – i.e. a secret ballot (place an "X" against the candidate of their choice)
- Preferential ballot – i.e. place 1, 2, 3 etc. against each candidate.

The returning officer must ask for a motion to be put to the meeting by one of the councillors on the preferred method of voting for the election of a chairperson. This must then be seconded and voted on by the councillors.

**Note:** In the event of a tie, if there is a chairperson, they may use their casting vote. If there is a tie and no chairperson, an election for the role of chairperson should be conducted. Then the election for mayor resumes.

### Open voting (show of hands)

Open voting is the most transparent method of voting. It is also the least bureaucratic method and reflects normal council voting methods.

The returning officer will advise the meeting of the method of voting and explains the process.

*It has been resolved that the method of voting for the position of mayor/deputy mayor will be by show of hands.*

*Each councillor is entitled to vote for only one candidate in each round of voting.*

*I will now write each candidate's name on a slip of paper and deposit it in a barrel. The first name out of the barrel will be written first on the tally sheet, with second name out being written second on the tally sheet, etc.*

When all candidates' names have been written on the tally sheet, the returning officer announces the names of the candidates and, commencing with the first candidate, states the following:

*Would those councillors voting for [name of candidate] please raise your hand.*

The returning officer records the number of votes for each successive candidate on the tally sheet and announces the number of votes received for each candidate.

The minute taker records the vote of each councillor.

The returning officer should check with the minute taker that each councillor has voted. If a councillor has not voted it should be confirmed that they are abstaining (an informal vote).

#### Two candidates

If there are only two candidates for the position of mayor/deputy mayor and the voting is higher for one candidate than another (number of formal votes recorded on the tally sheet), the returning officer then announces the result.

*[Name of candidate] has the higher number of formal votes and as a result I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote**, the returning officer will advise the meeting of the following process.

*In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the*

*names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

#### Three or more candidates

If there are three or more candidates, the candidate with the lowest number of votes for the position of mayor/deputy mayor is excluded.

*[Name of candidate], having the lowest number of votes, is excluded.*

The voting continues as above until there are only two candidates remaining (see voting for **two candidates** above).

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

*In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

*I declare that [name of candidate] is excluded.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

### Ordinary ballot – (secret ballot)

The returning officer advises the meeting of the method of voting and explains the process.

*It has been resolved that the method for voting for the position of mayor/deputy mayor will be by ordinary ballot, in other words by placing an "X" against the candidate of the councillor's choice.*

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

It will be necessary to have a number of blank papers as this process may require more than one round of voting.

The returning officer writes the names on one set of the ballot papers and initials the front of each ballot paper.

A staff member distributes the ballot papers and collects them into the ballot box when completed and gives it to the returning officer who counts the votes and records them on the tally sheet.

The returning officer announces the results.

*[Name of candidate], having the lowest number of votes, is excluded.*

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

*In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

*I declare that [name of candidate] is excluded.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

The returning officer writes the names of the remaining candidates on a further set of the ballot papers and initials the front of each ballot paper.

The staff member distributes ballot papers listing the remaining candidates and collects them into the ballot box when completed and gives it to the returning officer who again counts the votes and records them on the tally sheet and announces the results.

The process continues until two candidates remain, where a final vote takes place.

*[Name of candidate] has the higher number of votes and I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote** between the two remaining candidates, the returning officer makes the following statement and announces the process.

*The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel.*

*Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

### Preferential ballot

The returning officer explains the process.

*It has been resolved that the method for voting for the position of mayor/deputy mayor will be by preferential ballot, i.e. placing 1, 2 and so on against the candidate of the councillor's choice in order of preference for all candidates.*

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each candidate's name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

The returning officer writes the names on the ballot papers and initials the front of each ballot paper. This method of voting requires only one set of ballot papers.

A staff member distributes the ballot papers and collects them when completed and gives them to the returning officer who counts the first preference votes and records them on the tally sheet.

If a candidate has an absolute majority of first preference votes (more than half), the returning officer declares the outcome.

*[Name of candidate], having an absolute majority of first preference votes, is elected as mayor/deputy mayor for the ensuing two years.*

If no candidate has the absolute majority of first preference votes, the returning officer excludes the candidate with the lowest number of first preference votes.

*[Name of candidate], having the lowest number of first preference votes, is excluded.*

The preferences from the excluded candidate are distributed. This process continues until one candidate has received an absolute majority of votes, at which time the returning officer announces the result.

*[Name of candidate], having an absolute majority of votes, is elected as mayor/deputy mayor for the ensuing two years.*

In the event of a **tied vote** where there are only two candidates remaining in the election, the returning officer explains the process.

*The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel. The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

In the event that the **lowest number of votes are tied** and where there are three or more candidates remaining in the election, the returning officer advises the meeting of the process.

*In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded and their preferences distributed.*

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

*I declare that [name of candidate] is excluded and any votes cast for them will be distributed by preference.*

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

## Schedule 7 - Election of Mayor by Councillors

### Part 1 Preliminary

#### 1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

#### 2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

#### 3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section:

*ballot* has its normal meaning of secret ballot.

*open voting* means voting by a show of hands or similar means.

### Part 2 Ordinary ballot or open voting

#### 4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

#### 5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

#### 6 Count—2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

#### 7 Count—3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

### Part 3 Preferential ballot

#### 8 Application of Part

This Part applies if the election proceeds by preferential ballot.

#### 9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The Councillors are to mark their votes by placing the numbers "1", "2" and so on against the various names so as to indicate the order of their preference for all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

#### 10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.
- (4) In this section, "**absolute majority**", in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

#### 11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

### Part 4 General

#### 12 Choosing by lot

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

#### 13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- b) to be delivered or sent to the Secretary and to the Chief Executive of Local Government NSW.

**CLAUSE** CL02

**TITLE** Annual Financial Statements - Statements Under Section 413(2)(C) of the Local Government Act, 1993

**FROM** Vanessa Edwards, Finance Manager

**TRIM REF** 25/113734

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### **SUMMARY**

Certain documentation is required to be signed by nominated Councillors and Management in completing the Annual Financial Statements for Council. Section 413 of the Local Government Act, 1993, requires two Councillors, the General Manager and the Responsible Accounting Officer to sign statements declaring that the Financial Statements were prepared in accordance with the Local Government Act, Local Government Regulations, Accounting Standards, Local Government Code of Accounting Practice and Financial Reporting for the period between 1 July 2024 to 30 June 2025. This requirement is a procedural one to enable the completion of the final set of audited accounts and no adverse issues have been raised in regards to the manner in which the Financial Statements have been prepared.

Council staff prepare the accounts in the prescribed manner and will need to submit them for finalisation of the auditing process prior to lodgement with the Office of Local Government. A Council report will be prepared at the completion of the audit process on the results of the 2024-25 financial year.

The statements are expected to be signed off by the NSW Audit Office by no later than 30 October 2025. The ARIC reviewed the draft statements at its meeting held 22 October 2025 and have endorsed them for submission to audit.

### **RECOMMENDATION**

- (a) In accordance with Section 413 of the Local Government Act, 1993, Council forward to the Auditor the Financial Statements for the year ending 30 June, 2025.**
- (b) Council delegate authority to the following people to sign the Statement by Councillors and Management for the General Purpose Financial Statements and the Special Purpose Financial Statements:**
  - (i) Councillor Doug Curran in his capacity as Mayor or nominee;**
  - (ii) Councillor ..... in their capacity as the Deputy Mayor or nominee;**
  - (iii) The General Manager, Scott Grant; and**
  - (iv) Council's Responsible Accounting Officer, Matthew Hansen.**

### **REPORT**

In accordance with Section 413 of the Local Government Act, 1993, Council must prepare financial statements for each year and must refer them for audit as soon as practicable after the end of that year.

A Council Financial Statements must include:

- (a) A general purpose financial statement; and
- (b) any special schedules prescribed by the regulations; and
- (c) a statement in approved form by council as to its opinion on the general purpose financial statements and any such special schedules.

The financial statements must be prepared in accordance with the Local Government Act, 1993, the regulation and the requirements of:

- (a) The publications issued by the Australian Accounting Standards Board, as in force for the time being, subject to the regulations; and
- (b) such other standards as may be prescribed by the regulations.

The provisions of Section 413(1) of the Local Government act, 1993, requires council, and not the General Manager, to refer the statements to council's auditor.

A formal resolution of Council is required to sign the appropriate statements, as tabled.

## **OPTIONS**

### **OPTION 1**

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**

The provisions of Section 413(1) of the Local Government act, 1993, requires Council, and not the General Manager, to refer the statements to Council's Auditor.

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

## **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 3.2 Ensure Council's financial sustainability through effective financial management that is transparent and accountable.

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

(a) Draft GPFS Statement by Councillors and Management <a href="#">↓</a>	36
(b) Draft SPFS Statement by Councillors and Management <a href="#">↓</a>	37

Griffith City Council

General Purpose Financial Statements  
for the year ended 30 June 2025

Statement by Councillors and Management

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Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (NSW)

The attached General Purpose Financial Statements have been prepared in accordance with:

- the *Local Government Act 1993 (NSW)* and the regulations made thereunder,
- the Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board, and
- the *Local Government Code of Accounting Practice and Financial Reporting*.

To the best of our knowledge and belief, these statements:

- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 October 2025.

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Doug Curran  
**Mayor**  
30 October 2025

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[Councillor]  
**Deputy Mayor**  
30 October 2025

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Scott Grant  
**General Manager**  
30 October 2025

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Matt Hansen  
**Responsible Accounting Officer**  
30 October 2025

Griffith City Council

Special Purpose Financial Statements  
for the year ended 30 June 2025

Statement by Councillors and Management

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Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached special purpose financial statements have been prepared in accordance with:

- NSW Government Policy Statement, *Application of National Competition Policy to Local Government*
- Division of Local Government Guidelines, *Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality*
- The Local Government Code of Accounting Practice and Financial Reporting
- Sections 3 and 4 of the NSW Department of Climate Change, Energy, the Environment and Water's (DCCEEW) *Regulatory and assurance framework for local water utilities, July 2022*

To the best of our knowledge and belief, these statements:

- present fairly the operating result and financial position for each of Council's declared business activities for the year,
- accord with Council's accounting and other records; and
- present overhead reallocation charges to the water and sewerage businesses as fair and reasonable.

We are not aware of any matter that would render these statements false or misleading in any way.

Signed in accordance with a resolution of Council made on 28 October 2025.

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Doug Curran  
**Mayor**  
30 October 2025

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[Councillor]  
**Deputy Mayor**  
30 October 2025

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Scott Grant  
**General Manager**  
30 October 2025

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Matt Hansen  
**Responsible Accounting Officer**  
30 October 2025

**CLAUSE** CL03**TITLE** Alteration - Methodology Change for Levying Stormwater Management Charge to Business Rating Category**FROM** Matthew Hansen, Director Business, Cultural & Financial Services**TRIM REF** 25/70664**SUMMARY**

The following Notice of Motion was received from Councillor Tony O'Grady on Wednesday, 21 May 2025.

**RECOMMENDATION**

- (a) *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) *Identify any other issues that may arise relating to these changes including timing of when any change could be implemented.*

The Notice of Motion was endorsed at the Council meeting on 10 June 2025 with this report prepared in response.

**RECOMMENDATION****Council:**

- (a) **note the report, and**
- (b) **incorporate the model below for the Stormwater Management Charge for business properties in its draft 2026/27 Revenue Policy, Operational Plan and Operating Budget, and**

Property size	Number of properties	Charge	Capped charge
Less than 350m <sup>2</sup>	56	\$25	\$25
Between 350m <sup>2</sup> and 1ha	538		\$150
Between 1ha and 2ha	30	\$25 per 350m <sup>2</sup> or part thereof	\$250
Greater than 2ha	17		\$500

- (c) **inform affected property owners of the proposed model, noting a formal exhibition period will be required as part of the adoption of the 2026/27 suite of integrated plans.**

## **REPORT**

Since the inception of the Stormwater Management Charge in 2006, Council has implemented a flat rate of \$25 per residential or business assessment (\$12.50 for Strata title units and \$5 for strata title businesses) within the urban areas of the LGA with this charge raising approximately \$200K per annum with which to address various stormwater related activities (maintenance and capital upgrades) in accordance with the requirements for how the funds may be spent by Council.

Council has discussed issues around the ongoing ownership and maintenance of various detention basins in the LGA and the differing treatment of residential based detention basins as opposed to industrial or business generated development of detention basins and how to potentially fund the ongoing maintenance of these if they are all transferred to Council's control.

### **Regulatory environment**

Council is bound by the following regulatory environment when considering its stormwater management charge

- [s496A – Local Government Act 1993](#)  
This is the statutory basis allowing council to apply the charge. The details on how the charge is applied and maximum charges calculated
- [c125A - Local Government \(General\) Regulation 2021](#)

This regulates how the charge is applied and how the funds can be used.

In order for the charge to apply to a parcel of land, the following criteria need to be met:

1. **Is the land urban?**  
→ No → **Charge cannot be levied**  
→ Yes → Proceed to 2.
2. **Is the land categorised as residential or business for rating purposes?**  
→ No → **Charge cannot be levied**  
→ Yes → Proceed to 3
3. **Is the land vacant?**  
→ Yes → **Charge cannot be levied**  
→ No → Proceed to 4
4. **Is the land already subject to a special rate or charge for stormwater services?**  
→ Yes → **Charge cannot be levied**  
→ No → Proceed to 5
5. **Has the Minister issued an instrument under Section 508 or 508A with a condition that the income variation is for stormwater services?**  
→ Yes → **Charge cannot be levied**  
→ No → Proceed
6. **What is the anticipated cost of providing stormwater services to the parcel?**  
→ *Less than the maximum annual charge* →  **Charge must not exceed the anticipated cost**  
→ *Equal to or greater than the maximum annual charge* →  **Charge must not exceed the maximum annual charge**

- [c/125AA – Local Government \(General\) Regulation 2021](#)

This sets the maximum charge to apply. For residential parcels the maximum annual charge is a flat \$25. For residential strata titles, the maximum annual charge is \$12.50.

The maximum annual charge for stormwater management services for business land is calculated based on the size of the parcel:

- A base charge of \$25 applies to any parcel of business land up to 350 square metres.
- For every additional 350 square metres or part thereof, an extra \$25 is added.

This means that even if the land exceeds 350 m<sup>2</sup> by just a few square metres, it still attracts the full \$25 increment.

The table below shows the **maximum** charge applicable.

Parcel Size (m <sup>2</sup> )	Base Charge	Additional Area	Additional Charge	Total Maximum Charge
<b>0–350</b>	\$25	–	–	<b>\$25</b>
<b>351–700</b>	\$25	1 × 350 m <sup>2</sup>	\$25	<b>\$50</b>
<b>701–1,050</b>	\$25	2 × 350 m <sup>2</sup>	\$50	<b>\$75</b>
<b>1,051–1,400</b>	\$25	3 × 350 m <sup>2</sup>	\$75	<b>\$100</b>
<b>1,401–1,750</b>	\$25	4 × 350 m <sup>2</sup>	\$100	<b>\$125</b>

And so on, increasing by \$25 for each additional 350 m<sup>2</sup> or part thereof.

For business lots in a strata scheme, the maximum charge is the greater of:

- \$5, or
- The relevant proportion of the charge that would apply to the entire parcel if it were assessed under the business land formula above.
- [cl217\(1\)\(e\) – Local Government \(General\) Regulation](#)

If Council applies the stormwater management charge, it must report on its stormwater activities in its Annual Report.

- The [Stormwater Management Service Charge Guidelines](#)

The Guidelines describe in detail the requirements associated with levying the charge and other administrative requirements.

### Cost

The Guidelines provide a model to calculate the cost of providing stormwater services to each property. The model uses the annual cost of providing stormwater management services to the council area. As well as maintenance, this cost incorporates depreciation of the existing assets (kerb and channel etc.) providing the service. It does not incorporate the capital cost of new stormwater assets.

Using this model, the estimated **annual cost** of the service in 2025/26 is:

- Residential property - \$84
- Business property - \$84 per 350m<sup>2</sup>.

Again, this is **not** the cost of connecting each property initially, which would be much larger.

### Impact

At the time of writing, there are 641 assessments which meet the criteria (non-vacant urban land categorised as Business) to which Council could apply a “stepped” stormwater charge applied.

If the maximum charge allowed by regulation was applied, a total of 585 assessments would be impacted. Of these:

- 248 assessments would incur a charge of less than \$100, indicating a relatively minor financial impact for the majority.

- 29 assessments would exceed \$1,000, reflecting a more significant burden for those properties.
- 2 assessments would be subject to charges exceeding \$5,000.
- The highest individual charge would be \$6,900, affecting a property located in Beelbangera.

These figures highlight the potential variability in financial impact across the community and underscore the importance of considering equitable measures when determining a potential cap for the stormwater charge.

The table below shows how total revenue changes if the stepped charge was introduced at the maximum rate allowed by regulation, and with a cap on the maximum charge.

Current Charge	No cap applied	Cap					
		\$100	\$200	\$300	\$400	\$500	\$1000
\$16,025	\$181,800	\$64,000	\$81,350	\$99,800	\$112,600	\$121,225	\$144,300

Currently, the flat \$25 charge for business stormwater raises \$16,025, but if a stepped charge was applied, revenue would jump significantly to \$181,800.

However, if a cap on the maximum charge to any one assessment is introduced – starting at \$100 and increasing gradually – the revenue also increases, but at a slower rate.

In short, the table highlights a trade-off: higher caps bring in more money, but the extra revenue gets smaller with each increase.

It is also important to note that the \$25 per 350m<sup>2</sup> is the **maximum** charge council can apply. Council can choose to vary the \$25 increase per “step” or the 350m<sup>2</sup> “step” so long as it doesn’t exceed the maximum charge allowed in the Regulation.

## Benchmarking

A review of charging methodologies for a selection of neighbouring LGAs and other inland regional cities is shown in the table below, along with an outer Sydney LGA as a reference.

Council	Methodology	Cap
<b>Temora</b>	Stepped charge	\$300
<b>Bathurst</b>	Stepped charge	\$100
<b>Orange</b>	Stepped charge	\$100
<b>Dubbo</b>	s510 charge	N/A
<b>Tamworth</b>	Stepped charge	No cap
<b>Leeton</b>	Flat fee	\$25
<b>Narrandera</b>	Stepped charge	\$425
<b>Campbelltown</b>	Stepped charge	\$1,000

## Consultation and implementation

The stormwater management charge can only be applied through the annual rates notice, meaning the earliest it could take effect is July 2026, for the 2026/27 financial year.

Under the Integrated Planning and Reporting guidelines, Council must consult the community on its rates, fees, and charges as part of the annual Operational Plan. This includes placing the proposed Revenue Policy – incorporating the revised stormwater charge – on public exhibition for at least 28 days before adoption.

Council staff have begun preparing the 2026/27 budget and Revenue Policy. To ensure timely development of exhibition materials, a decision to include the revised charge should ideally be made by March 2026. Council retains the flexibility to amend the Revenue Policy following public consultation and prior to final adoption.

Additional community engagement may also be considered before the charge is provisionally included in the draft Revenue Policy.

### **Rationale for implementation**

The justification for applying an additional charge to urban business properties is outlined in the Stormwater Management Service Charge guidelines. These guidelines explain that:

*Business and commercial lots generally have a much higher impervious surface area than residential lots. In addition, the total area of business lots is considerably more variable than for residential lots, ranging from a size equivalent to a residential lot to a number of hectares.*

To establish a fair maximum charge for business lots, the guidelines introduce the concept of an “equivalent residential lot.” This model assumes a typical residential lot has 320 m<sup>2</sup> of impervious surface. Given that business lots are typically 90% impervious, the equivalent area used for charging purposes is 350 m<sup>2</sup>.

Based on this framework, the Council’s current approach – applying the same charge to both residential and business properties – may unintentionally result in a cross-subsidy. In effect, residential ratepayers are contributing proportionally more, despite business properties placing greater demand on stormwater services.

In the 2025/26 financial year, Council has raised approximately \$198,000 through stormwater management service charges. Of this amount, around \$16,000 was contributed by business properties, with the remainder paid by residential ratepayers.

The remaining cost of delivering stormwater services is primarily covered by council’s general rates. Increasing stormwater charges would reduce reliance on these funds, freeing them up to support other essential services where direct user charges are not feasible.

### **OPTIONS**

There are a range of options available to Council.

#### **OPTION 1**

**Maintain the status quo.** This would leave in place the implicit cost subsidy and not generate additional direct revenue to reduce general rate income spent on stormwater.

#### **OPTION 2**

**Charge the maximum charge applicable.** As described above this would raise \$181,800. It would see significant increases in charges paid for some larger business properties.

#### **OPTION 3**

**A mix of capped and/or stepped charges.** This would aim to generate additional revenue to offset the use of general rates for stormwater and reduce the implicit cost subsidy while not exposing business properties to an unreasonable increase.

- These models mitigate the impact of applying the maximum charge across all property owners, while generating additional revenue
- Larger business properties – over 1 ha (10,000m<sup>2</sup>) – will contribute proportionally more

Staff have calculated a range of options for consideration. In all of these models, the overwhelming majority (92%) of business properties will not pay more than \$250 per year and just under half (47%) of business properties would pay no more than \$100.

**Option 3a: Raise approximately \$107,000 from business properties, an increase of \$91,000 from 2025/26**

Property size	Number of properties	Charge	Uncapped charge	Capped charge
Less than 350m <sup>2</sup>	56	\$25	\$25	\$25
Between 350m <sup>2</sup> and 1ha	538	\$25 per 350m <sup>2</sup> or part thereof	Between \$50 to \$725	\$250
Between 1ha and 2ha	30		\$750 to \$1,425	\$500
Greater than 2ha	17		\$1,450 to \$6,900 (or higher)	\$750

**Option 3b: Raise approximately \$104,000 from business properties, an increase of \$88,000 from 2025/26**

Property size	Number of properties	Charge	Uncapped charge	Capped charge
Less than 350m <sup>2</sup>	56	\$25	\$25	\$25
Between 350m <sup>2</sup> and 1ha	538	\$25 per 350m <sup>2</sup> or part thereof	Between \$50 to \$725	\$200
Between 1ha and 2ha	30		\$750 to \$1,425	\$500
Greater than 2ha	17		\$1,450 to \$6,900 (or higher)	\$1,000

**Option 3c - Raise approximately \$86,500 from business properties, an increase of \$70,500 from 2025/26**

Property size	Number of properties	Charge	Uncapped charge	Capped charge
Less than 350m <sup>2</sup>	56	\$25	\$25	\$25
Between 350m <sup>2</sup> and 2ha	568	\$25 per 350m <sup>2</sup> or part thereof	Between \$50 to \$1,425	\$200
Greater than 2ha	17		\$1,450 to \$6,900 (or higher)	\$500

**Option 3d: Raise approximately \$78,000 from business properties, an increase of \$62,000 from 2025/26**

Property size	Number of properties	Charge	Uncapped charge	Capped charge
Less than 350m <sup>2</sup>	56	\$25	\$25	\$25
Between 350m <sup>2</sup> and 1ha	538		Between \$50 to \$725	\$150
Between 1ha and 2ha	30	\$25 per 350m <sup>2</sup> or part thereof	\$750 to \$1,425	\$250
Greater than 2ha	17		\$1,450 to \$6,900 (or higher)	\$500

These models can be adjusted or other models can be considered.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS AND RISK**

Any changes to the methodology of levying the stormwater management charges would result in additional revenue to Council with which to enable more services to be undertaken for managing stormwater issues in the LGA.

**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**

Any changes to the methodology of levying the stormwater management charges would result in additional revenue to Council with which to enable more services to be undertaken for managing stormwater issues in the LGA.

The charging of additional fees and charges is likely to be regarded unfavourably by the community nonetheless the additional revenue would provide greater consistency in the ownership and maintenance of detention basins and provide a higher level of service in undertaking stormwater management overall.

**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**

(a) Stormwater Management Levy Guidelines (under separate cover) [↗](#)

**CLAUSE** CL04

**TITLE** Delegation of Authority - General Manager

**FROM** Leanne Austin, Governance Manager

**TRIM REF** 25/122454

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### **SUMMARY**

At the Meeting of 22 October 2024, Council reviewed the Delegation of Authority to the General Manager.

Subsequently, the NSW Audit Office's external auditors have recently identified an issue regarding the authorisation of invoices exceeding \$250,000, of which there is no clear delegation to sign, notwithstanding limitations of other delegations.

This report proposes an amendment to the previously adopted delegation, which currently states:

**“Council delegate Purchasing Authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager’s absence, up to \$250,000 in accordance with Section 55 Local Government Act 1993 – Requirements for tendering.”**

It is proposed that this delegation be replaced with the following (refer Recommendation (k)):

**“Council delegate purchasing authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager’s absence, to commit and authorise expenditure within the area of operation and budget for which the delegate is responsible, subject to the limitations of other delegations, and in accordance with Council policies. Limit unlimited.”**

This amendment will allow the General Manager to authorise invoices greater than \$250,000, provided tendering and procurement policy provisions inside legislation and Council Policy are complied with.

Council is undertaking a further revision and review of the General Manager's delegations, with any further anomalies to be reported to Council.

Delegations may also be reviewed by Council at any time as required.

### **RECOMMENDATION**

**(a) The General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager’s absence, is delegated authority under Section 377 of the Local Government Act 1993, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council subject to the following:**

- (i) The General Manager is restrained from carrying out any of those functions of Council excluded from delegation by operation of Section 377 (1) of the Act; and
- (ii) The General Manager is entitled to carry out any functions delegated to the Council by the Departmental Chief Executive or the Minister, subject to any express limitations imposed by the Departmental Chief Executive or Minister.

(b) If a function is conferred or imposed on an employee of Council under any other legislation, the function is deemed to be conferred or imposed on the Council and is delegated to the General Manager and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence.

(c) Council delegate to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, all delegations made to Council by the Minister, Planning Ministerial Corporation or Planning Secretary under the Environmental Planning Assessment Act 1979. Note that where resolution cannot be reached with respect to objections to a Development Application, the application will be referred to an Ordinary Meeting of Council for determination.

(d) In accordance with Section 166, of the Local Government (General) Regulation 2021, that Council delegate to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, the authority to decide which tender method to use, open or selective tendering.

(e) In accordance with Sections 171 and 172 of the Local Government (General) Regulation 2021, that Council delegate to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, the authority to shorten or extend a tendering period when the circumstances justify such action being taken.

(f) Council delegate authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to approve Councillor travel in conjunction with the Mayor in accordance with GC-CP-407, "Councillors Payment of Expenses and Provision of Facilities Policy".

(g) Council delegate authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to authorise the write off of outstanding rates and charges (including fees), sundry debtors and accrued interest on individual amounts up to and including \$5,000 (excluding GST) and in accordance with Section 131 of the Local Government (General) Regulation 2021.

(h) Council delegate authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to carry out a range of powers, duties and functions in accordance with the Biosecurity Act 2015 and associated Regulation.

(i) Council delegate authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to approve the use of Council firearms subject to the following:

- (i) That the staff member is required to hold a firearms licence as specified in their position description and for the purposes of undertaking their duties.

- (ii) That the staff member is licenced to use firearms in accordance with the provisions of the Firearms Act 1996.
- (j) Council delegate its powers under Section 21, Plumbing & Drainage Act 2011 to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence.
- (k) Council delegate purchasing authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to commit and authorise expenditure within the area of operation and budget for which the delegate is responsible, subject to the limitations of other delegations, and in accordance with Council policies. Limit unlimited.
- (l) Council notes that the General Manager may delegate his or her powers, authorities, duties and functions at his or her discretion.
- (m) The delegations of Council to the General Manager will remain in force until they are revoked or amended by a resolution of Council.

## **REPORT**

Section 377 of the Local Government Act 1993 (the Act) allows the elected Council to delegate, by Council resolution, authority to the General Manager to make decisions and perform functions required for Council to operate on a day to day basis. In turn, Council's General Manager may sub-delegate certain functions to Council staff.

## **OPTIONS**

Any other resolution of Council.

## **POLICY IMPLICATIONS**

Delegations Policy

## **FINANCIAL IMPLICATIONS AND RISK**

**Moderate Low Risk: Minor financial loss > \$10,000 to \$1 million.**

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

Local Government Act 1993

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

## **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** CL05**TITLE** Western Riverina Regional Drought Resilience Plan**FROM** Shireen Donaldson, Director Economic & Organisational Development  
Karly Sivewright, Economic Development Coordinator**TRIM REF** 25/119237

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The Western Riverina Regional Drought Resilience Plan (WRRDRP) is a consortium collaboration lead by Narrandera Shire Council between Griffith City, Leeton Shire, Murrumbidgee, and Narrandera Shire Councils, and their communities.

This report seeks Council's endorsement to place the draft Western Riverina Stormwater and Wastewater Management Strategy (The Strategy) on public exhibition. This document is part of the implementation of the Western Riverina Regional Drought Resilience Plan (RDRP) which was adopted by Council in November 2024 (see attached Report).

Stage One of the project developed the Resilience Plan (Attachment (c)) and Stage Two (Attachments (a) & (b)) covers the implementation of the plan.

At the Meeting of 13 May 2025, Council endorsed the Stage Two activity, being Action 1.4 of the Plan – *'Councils to review stormwater management and town sewerage discharge strategies and approaches to maximise opportunities for reuse of water resources' as part of the implementation phase'*.

Following collaborative exercises between the member Councils, the Final Draft of the Western Riverina Stormwater and Wastewater Management Strategy is now ready for public display. The Western Riverina Stormwater and Wastewater Management Strategy is a collaborative plan developed by the four councils of the Western Riverina to deliver on Action 1.4 of the Regional Drought Resilience Plan.

A stakeholder engagement program was developed and co-designed across each local government, which included a comprehensive in-region engagement program, supplemented by additional targeted conversations and bolstered by a community wide survey, for both community members and business operators. In addition to this stakeholder engagement, significant background research was undertaken to inform preparation of the Western Riverina Resilience Assessment.

### **RECOMMENDATION**

- (a) Council place the draft Western Riverina Stormwater and Wastewater Management Strategy (for Action 1.4 of the WR Drought Resilience Plan) on public exhibition for 28 days.**
- (b) If any submissions are received, a further report be prepared for Council.**
- (c) If no submissions are received, the reviewed policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.**

## **REPORT**

### **Background Information: The Western Riverina Regional Drought Resilience Plan**

The consortium has been working together to advance the region's resilience to the impacts of drought in the Western Riverina. The Regional Drought Resilience Planning Program is being delivered as part of the Future Ready Regions Strategy, with joint funding from the Australian Government's Future Drought Fund and the Department of Regional NSW.

A total amount of \$350,000 was allocated to Stage 2 implementation of the plan to be acquitted by November 2025.

The purpose of the Strategy was to review and improve stormwater and sewerage systems across the region, with a focus on maximising water reuse, strengthening water resilience and preparing for future dry periods. The strategy was shaped through technical analysis and extensive collaboration, identifying and prioritising practical opportunities that balance economic sustainability, community liveability, environmental health, and long-term water security.

Fourteen new and existing strategies were assessed, with four early priorities selected for further exploration (see page 15 of the Strategy.) The four strategies explored further included; Recommissioning the Narrandera Reuse Scheme, Fivebough Wetlands Protection by STP Optimisation, Murrami Water Security and Lake Jerilderie Stormwater Harvesting. The Strategy sets out a practical roadmap for implementation, guiding decision-making at both regional and local levels. The Strategy is designed to help the Western Riverina absorb pressures from climate variability, adapt to uncertainty, and transform water management practices for the future.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Amend the Draft Western Riverina Stormwater and Wastewater Management Strategy (for Action 1.4 of the WR Drought Resilience Plan) prior to endorsement and adoption following the submission period.

### **OPTION 3**

Any other resolution of Council.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

**Moderate Low Risk: Minor financial loss > \$10,000 to \$1 million.**

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

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

## **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**

**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 8.1 Investigate and adopt environmentally sustainable practices.

## **CONSULTATION**

Senior Management Team  
Community consultations  
Council meetings  
Project Control Group regular meetings

## **ATTACHMENTS**

- (a) Western Riverina Stormwater and Wastewater Management Strategy – Final Draft (under separate cover) [↗](#)
- (b) Infographic - Western Riverina Stormwater and Wastewater Management Strategy – Final Draft (under separate cover) [↗](#)
- (c) Drought Resilience Plan as adopted November 2024 (under separate cover)  
[↗](#)

**CLAUSE** CL06**TITLE** Request for Rental Assistance - Multicultural Council of Griffith (MCOG)**FROM** Shireen Donaldson, Director Economic & Organisational Development**TRIM REF** 25/114148**SUMMARY**

A request has recently been received from the Multicultural Council of Griffith (MCOG), seeking: (Attachment (a)).

1. Recognition of the vital contribution of MCOG in supporting community members, strengthening service delivery, and enhancing Griffith's multicultural identity
2. Approval of the continuation of the MCOG office with the Griffith Community Centre to ensure ongoing accessibility, service provision, and event delivery
3. Support for MCOG as a trusted partner in advancing social harmony, inclusion and community welling in Griffith

At the Meeting of 28 January 2025, Council resolved that:

- (a) *Council support the rental of an office in the Griffith Community Centre for a nominated period of 12 months at a value of \$1,248 (ex. GST) per month for the Multicultural Council of Griffith.*
- (b) *Council investigate further funding options for Multicultural Council of Griffith at a Council Workshop during the 2025/26 budget process.*

This resolution will conclude in October 2025 given that the previous arrangement concluded and subsequently re-commenced in October 2024:

*At the Meeting of 26 March 2024, Council resolved to support the Multicultural Council of Griffith for a period of six months rental at the Griffith Community Centre for a rental space at \$7,700 (inclusive of GST). The Council resolution therefore subsidised the rent which concluded in October 2024.*

In the 2025/2026 Budget, there is currently approximately \$50,000 allocated for Community Grants which is yet to be distributed in funding rounds for the 2025/26 Community Grants Program, that could be utilised to contribute to rental assistance for the Multicultural Council of Griffith to remain in the Griffith Community Centre.

Should Council decide to support the continued payment of the office space rental for the Griffith Multicultural Council, these funds will reduce the amount of funds available to other community organisations.

**RECOMMENDATION**

- (a) **Council support 50% of the cost of rental of an office in the Griffith Community Centre for a nominated period of 12 months (commencing November 2025) at a value of \$750 (inc. GST) per month for the Multicultural Council of Griffith.**

**(b) Council provide a Letter of Support to the Multicultural Council of Griffith to seek further funding from Multicultural NSW.**

## **REPORT**

The Griffith Community Centre was constructed by and is owned by Council. The current tenant is Griffith Community Centre Inc. who have entered a peppercorn lease arrangement with Griffith City Council. The lease arrangement allows the head tenant, Griffith Community Centre Inc. to lease out office space to any organisation, including to community/not-for-profit organisations to recoup operational costs of the Centre.

There are a multitude of non-for-profit organisations in Griffith who rent office space to conduct their operations. Council does not support payment of office space rental for any other community/not-for-profit organisation in either the Griffith Community Centre or other location. Support of this proposal, for the Multicultural Council of Griffith, may set a precedent for other organisations to seek rent assistance from Council.

The Multicultural Council of Griffith has not indicated if they have been able to identify an alternate source of funding to contribute to the monthly rental at the Community Centre or if they have identified an alternate premises should they be required to re-locate.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

- i. Council support the rental of an office in the Griffith Community Centre for a nominated period of 12 months (commencing November 2025) at a value of \$1,248 (ex. GST) per month for the Multicultural Council of Griffith.
- ii. Council investigate further funding options for Multicultural Council of Griffith at a Council Workshop during the 2026/27 budget process.
- iii. Council provide a Letter of Support to the Multicultural Council of Griffith to seek further funding from Multicultural NSW.

### **OPTION 3**

Council does not support the ongoing monthly rental payment for the Multicultural Council of Griffith in the Griffith Community Centre.

## **POLICY IMPLICATIONS**

Council has a Community Grants Program Policy to provide direction for Councillors and the community seeking funding support from Council.

## **FINANCIAL IMPLICATIONS AND RISK**

In the 2025/2026 Budget, there is currently approximately \$32,000 allocated for Community Grants which is yet to be allocated to a funding round for Community Grants (anticipated Round 1 in March 2025).

Should Council decide to support the continued payment of the office space rental for the Griffith Multicultural Council, these funds will reduce the amount of funds available to other community organisations.

**Moderate Low Risk: Minor financial loss > \$10,000 to \$1 million.**

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

Council has a tenant, Griffith Community Centre Inc. who sub-lease to other community organisations, such as the Multicultural Council of Griffith.

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

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

The Griffith Community Centre Inc. offers office space and community gathering spaces for community organisations.

**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**

Reduction of funding for other community groups.

#### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 2.1 Develop and maintain partnerships with community, government and non-government agencies to benefit our community.

#### **CONSULTATION**

Senior Management Team

#### **ATTACHMENTS**

(a) Request for continued rental support from MCOG [↓](#)

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**To: General Manager Scott Grant, Mayor and Councillors**

**From: Multicultural Council of Griffith (MCOG)**

**Re: Continued Use of Office Space at Griffith Community Centre**

**Dear Mr. Grant,**

Welcome to Griffith. We look forward to working with you in your new role and continuing our shared commitment to a strong, inclusive community.

The Multicultural Council of Griffith (MCOG) respectfully seeks your support for the continued use of our office space within the Griffith Community Centre. This space is not just a room—it is the operational heart of our work, a place where volunteers gather, resources are stored, and vital services are delivered to the people of Griffith.

#### **MCOG's Contribution to Griffith**

MCOG plays a vital role in shaping Griffith as a welcoming, inclusive, and socially cohesive city. Through tireless volunteer efforts, we deliver essential services that support newly arrived residents, protect vulnerable workers, and foster cultural understanding across the region. Our work strengthens the social fabric of Griffith, actively promotes social cohesion across the diverse communities in Griffith and enhances the wellbeing of all who call it home.

We assist residents with immigration and visa processes, link them with qualified migration agents and legal services, and provide support with housing, employment, Centrelink, Medicare, and access to health and education. These services help individuals and families build safe, stable, and productive lives in Griffith.

Our volunteers—many of whom speak multiple languages and understand the cultural nuances of our community—extend the reach of government and Council services.

We've helped bring critical services to Griffith that would otherwise be confined to metropolitan centres, including:

- **Refugee Advice and Casework Service (RACS)**
- **Migration legal advice**
- **Staying Home Leaving Violence resolution visits**
- **Settlement services**

We also organise guest speakers and information sessions on health, legal rights, financial literacy, and community safety—empowering people to live informed, safe, and connected lives.

#### **Advocacy and Systemic Impact**

MCOG has been pivotal in exposing risks of exploitation under the Pacific Australia Labour Mobility (PALM) scheme and advocating for stronger safeguards. Our efforts contributed to the establishment of the NSW Anti-Slavery Commissioner's office. We welcomed and met with the United Nations Special Rapporteur, ensuring international attention was drawn to issues affecting Griffith, which was identified as a hotspot of concern. These actions demonstrate our unique capacity to protect rights both locally and systemically.

#### **Events and Social Cohesion**

We host a wide range of events that celebrate diversity and strengthen community bonds, including:

- **Monthly meetings**
- **Harmony Day celebrations**
- **Refugee Week activities**
- **Cultural roundtables which we are planning to start**

- **Community festivals and parade – with the opportunity for community, youth and family participation and engagements**
- **Assist community groups on all manner of issues**

These events reinforce Griffith's reputation as a welcoming and inclusive regional city.

### **Infrastructure Needs**

The office space at the Griffith Community Centre is not only a working hub but also provides secure storage for community resources and event equipment. Without this storage, it would be difficult for MCOG to maintain the scale of community activities and outreach currently delivered.

In addition to the activities listed above, MCOG delivers many other services too numerous to mention—all aimed at breaking down barriers, supporting inclusion, and improving wellbeing for Griffith's diverse communities.

### **Recommendation**

We respectfully ask that Griffith City Council:

1. Recognise the vital contribution of MCOG in supporting community members, strengthening service delivery, and enhancing Griffith's multicultural identity.
2. Approve the continuation of the MCOG office within the Griffith Community Centre to ensure ongoing accessibility, service provision, and event delivery.
3. Support MCOG as a trusted partner in advancing social harmony, inclusion, and community wellbeing in Griffith.

Thank you for your time and consideration. We look forward to continuing our partnership with Council and building a stronger, more inclusive Griffith together.

**Carmel La Rocca - President**

**and committee**

**Multicultural Council of Griffith (MCOG)**

CLAUSE CL07

TITLE Proposed Council Meeting Schedule for 2026

FROM Leanne Austin, Governance Manager

TRIM REF 25/99330

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## SUMMARY

The proposed Council Meeting Schedule for 2026 is attached to this report for adoption by Council.

## RECOMMENDATION

**Council adopt the proposed Council Meeting Schedule for 2026 as attached to the report (Attachment (a)).**

## REPORT

Section 365 of the Local Government Act 1993 requires that Council meet at least 10 times each year, with each meeting held in a different month.

Ordinary Meetings of Griffith City Council are currently scheduled for the second and fourth Tuesday of each month. Meetings commence at 7.00 pm in the Council Chambers.

The proposed Council Meeting Schedule for the 2026 calendar year is presented for adoption by Council.

It is proposed that:

- No Ordinary Meeting of Council be held on **13 January 2026**, due to the Christmas/New Year holiday period, which is consistent with previous practice.
- The second December Council Meeting, which would fall on **22 December 2026**, be cancelled due to its proximity to the Christmas holiday period.

## OPTIONS

Any other resolution of Council.

## POLICY IMPLICATIONS

Council's Code of Meeting Practice policy.

## FINANCIAL IMPLICATIONS AND RISK

Not applicable

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

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

### ***Local Government Act 1993***

#### **9 Public notice of meetings**

- (1) *A council must give notice to the public of the times and places of its meetings and meetings of those of its committees of which all the members are councillors.*
- (5) *A notice given under this section or a copy of an agenda or of a business paper made available under this section may in addition be given or made available in electronic form.*

#### **365 How often does the council meet?**

*The council is required to meet at least 10 times each year, each time in a different month.*

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

## **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**

- (a) Council Meeting Schedule 2026 [↓](#)

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Council Meeting Schedule 2026		
Meeting	Date	Time
Ordinary Meeting of Council	Tuesday, 27 January 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 10 February 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 24 February 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 10 March 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 24 March 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 14 April 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 28 April 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 12 May 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 26 May 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 9 June 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 23 June 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 14 July 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 28 July 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 11 August 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 25 August 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 8 September 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 22 September 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 13 October 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 27 October 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 10 November 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 24 November 2026	7:00pm (or at the conclusion of Public Forum if required)
Ordinary Meeting of Council	Tuesday, 8 December 2026	7:00pm (or at the conclusion of Public Forum if required)

**CLAUSE** CL08

**TITLE** Quick Turn Around Grant Application Riverina Tongan Community Association Inc

**FROM** Melissa Canzian, Community Development Coordinator

**TRIM REF** 25/121622

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### **SUMMARY**

A Quick Turn Around Grant was received from Riverina Tongan Community Association (RTCA).

### **RECOMMENDATION**

**Council approve the application for the Quick Turnaround Grant from Riverina Tongan Community Association Inc, for the amount of \$2,500.**

### **REPORT**

The Community Grant Program supports applications from organisations that address the needs of the community as outlined in Council's Strategic Plan 'We Are Griffith 2025-2035'. The program aims to support new initiatives, activities and projects that increase community capacity to address unmet needs, improve well-being and harmony, and reduce isolation of disadvantaged groups and improve social wellbeing.

The RTCA is a new association, having been established less than one year ago. Despite this short period, they have successfully coordinated many community events, demonstrating our commitment to fostering cultural connection and community engagement in the Riverina.

Last year, the association proudly celebrated Tonga Day in Griffith for the first time ever, marking a significant milestone for our community. Tonga Day, held in conjunction with the Multicultural Council of Griffith (MCOG), is an important annual event marking the signing of the Tongan Constitution and celebrating Tongan heritage, unity, and identity.

The Tonga Day festivities will lead up to the MCOG night markets, further enriching the cultural calendar for Griffith and providing extended opportunities for community connection and celebration.

For the Riverina's Tongan and Pacific Islander communities, it is a day of pride, reflection, and cultural exchange. For the wider Griffith community, it offers a unique opportunity to experience the richness of Tongan culture through traditional dance, music, food, and storytelling.

This year, Tonga Day has been widely promoted across the Riverina region - including Gundagai, Temora, Hay, Hillston, Leeton, and Wagga Wagga - encouraging participation from both Tongan and non-Tongan communities. This regional promotion helps to position Griffith as a hub for multicultural celebration and inclusion, attracting visitors who contribute to the local economy and community vitality.

Quick Turn Around Grants are for requests that arise during the year outside of the normal Community Grants timeframe subject to available funding and applications meeting Eligibility Criteria (Refer to 3.5 Terms and Conditions and 3.6 Eligibility Criteria in FS-CP-601). Applications are capped at \$2,500. Eligible applications will be considered as per the Eligibility Criteria, available Council grant funding and endorsed by a report to Council.

The event will be taking place from Saturday, 1 November 2025. This falls outside of the Community Grant rounds, hence the reason for this application of a Quick Turn Around Grant.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Council decline the Quick Turn Around Grant Application.

### **OPTION 3**

Council supports an amended amount of funding for the grant.

## **POLICY IMPLICATIONS**

Community Grant Program applications are governed by Community Grant Program Policy FS-CP-601.

## **FINANCIAL IMPLICATIONS AND RISK**

The 2025/2026 amount of funding available in Council's Community Organisation Assistance budget is \$47,347.00. Currently there have not been any subscriptions through any grants.

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

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

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

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

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

The spirit of the Community Grant Program is to support organisations/groups/individuals whose applications address the priorities as articulated in Council's Community Strategic Plan.

The purpose of the Program is to:

- Provide seed funding for new initiatives which will benefit the community
- Facilitate Cultural and Arts events/activities/services

- Assist fund research into local service requirements
- Provide financial assistance to enhance social wellbeing
- Provide assistance to elite sports persons, artists, musicians, students selected to represent NSW or Australia at significant events.

The Community Grant Program Policy (FS-CP-601) brings available Council funds in line with best practice and ensures that grants awarded are done so transparently and are strategic in nature.

**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

2.1 Develop and maintain partnerships with community, government and non-government agencies to benefit our community.

2.2 Maximise opportunities to secure external funding for partnerships, projects and programs.5.6 Promote Griffith as a desirable visitor destination.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

(a) Assessment Matrix Tonga Day Community Grant <a href="#">1</a>	67
(b) MIA Party Hire Quote Tonga Day (under separate cover) (confidential)	
(c) Sound Quote Tonga Day (under separate cover) (confidential)	
(d) Certificate of Currency Riverina Tonga Community Association (under separate cover) (confidential)	

**Community Grant Program****Eligibility Assessment Matrix**

<b>Applicant-</b> Riverina Tongan Community Association Inc.	<b>Amount Requested-</b> \$2500.00
<b>Project –</b> Griffith Tonga Day Celebrations	
<p><b>Description –</b> Tonga Day is a special yearly event that celebrates the day the Tongan Constitution was signed. It honours Tongan culture, unity, and identity. In Griffith, Tonga Day celebrations will continue with the MCOG Night Markets, adding more fun and chances for the community to come together. For the Tongan and Pacific Islander communities in the Riverina, it is a proud day to remember their culture and share it with others. For everyone in Griffith, it is a great chance to enjoy Tongan culture through dance, music, food, and stories.</p>	
<p><b>How –</b> To host Tonga Day, our 'Oketi Academy, a traditional dance group composed of school students, will showcase the dance items they have learned throughout the year. Invitations have been sent to various Tongan church groups and local Pasifika community groups to participate with performance items and market stalls. Members of the RTCA have been assigned specific roles for the day, including managing stage area and concert, monitoring stall areas, the setup and pack-up of equipment, tents, and chairs, as well as rubbish clearing to ensure the site remains tidy.</p> <p>Also involves:</p> <ul style="list-style-type: none"> <li>• Costume creation working bees</li> <li>• Dance rehearsals</li> <li>• Sound system organisation</li> <li>• Invites and marketing</li> </ul>	
<p><b>Partnerships –</b> Since the Night Markets are already scheduled to take place at the park in the evening, our Tonga Day celebrations will lead directly into the Night Markets to attract more visitors and potential customers. The Night Markets are coordinated by the Multicultural Council of Griffith, who had originally booked the Memorial Park for the entire day. The RTCA successfully requested a partnership with the MCOG, allowing us to use the park during the afternoon for our celebrations.</p> <p>Invitations to our event have been sent to:</p> <ul style="list-style-type: none"> <li>• Griffith City Council Councillors</li> <li>• Multicultural Council of Griffith</li> <li>• Multicultural Council of Leeton.</li> <li>• Griffith Uniting Church</li> <li>• Griffith Tongan Catholic</li> <li>• Griffith Tongan Wesleyan</li> <li>• Griffith Tongan Wesleyan Methodist</li> <li>• Griffith Church of Latter Day Saints</li> <li>• Griffith Free Church of Tonga</li> <li>• Griffith Tongan Assemblies of God</li> <li>• Griffith Fijian Community</li> <li>• Griffith PNG Community</li> </ul>	

Community Grants 2025/2026

<ul style="list-style-type: none"><li>• Griffith Vanuatu Community</li><li>• Griffith Solomon Islands Community</li><li>• Griffith Cook Island Community</li></ul>
<b>Where</b> – Griffith Memorial Park, 306 Banna Avenue – including stage.
<b>Dates</b> – Saturday 1 November 2025 12pm – 7pm
<b>Additional Information –</b> <ul style="list-style-type: none"><li>• Tonga Day is celebrated across major cities, and we are hopeful that Griffith's Tonga Day celebrations will become a national attraction for Tongans around Australia.</li><li>• Looking ahead to 2027, we hope that our 'Oketi Academy's performance at Tonga Day will serve as a preparatory event for our intended participation in the Canberra Multicultural Festival, where we plan to represent Griffith on the community stage.</li></ul>
<b>Linked to GCC Strategic Direction – Love The Lifestyle</b> <ul style="list-style-type: none"><li>• Connection - Tonga Day celebrates Tongan culture, unity, and identity, reflecting Griffith's commitment to fostering a diverse, inclusive, and connected community. The event provides opportunities for cultural expression and sharing, which aligns with the Council's goals to support multiculturalism and community engagement.</li><li>• How - The involvement of local school students through the 'Oketi Academy dance group supports education and youth development, a key direction of the Council. Inviting Tongan church groups and Pacific Islander community groups encourages active community participation and strengthens social connections. The organised roles for setup, pack-up, and cleanup demonstrate responsible event management and community stewardship, which align with the Council's focus on sustainable and well-managed public spaces.</li><li>• Partnership - Partnering with the Multicultural Council of Griffith to combine Tonga Day with the existing Night Markets exemplifies effective collaboration between community groups and Council. This partnership enhances cultural celebration opportunities, boosts local economic activity, and maximises the use of community spaces, reflecting Strategic Directions around strong partnerships, economic growth, and vibrant public places.</li></ul> <p>Tonga Day supports Griffith City Council's Strategic Directions by promoting cultural diversity, community engagement, youth development, sustainable event management, and collaborative partnerships within the city.</p>
<b>Link to GCC Strategic Direction – Growing Our City</b> <ul style="list-style-type: none"><li>• Tonga Day celebrates the rich cultural heritage of the Tongan community, enhancing Griffith's attractiveness as a diverse and vibrant city. By bringing together the Tongan and Pacific Islander communities and the wider Griffith population, the event fosters a strong sense of community and belonging—key factors that make Griffith a welcoming place to live, work, and visit. The celebrations combined with the MCOG Night Markets help to boost local tourism and support the city's economic growth by attracting more visitors.</li><li>• How - Involving the 'Oketi Academy school group and local cultural and church groups helps to develop local talent and leadership within the community, which strengthens the city's social fabric and human capital. The coordinated event management and community</li></ul>

Community Grants 2025/2026

<p>participation demonstrate effective use of resources and contribute to a well-organised, family-friendly event that encourages ongoing community growth and engagement.</p> <ul style="list-style-type: none"><li>Partnership - The collaboration between the RTCA and the Multicultural Council of Griffith to align Tonga Day with the Night Markets maximises the use of public spaces and draws increased visitor numbers to the park. This partnership supports local businesses and market vendors by extending customer reach and contributes to the city's economic vibrancy. By combining cultural celebration with market activity, the event supports Griffith's growth through cultural tourism and economic development.</li></ul> <p>Tonga Day and associated activities align with the "<b>Growing Our City</b>" strategic direction by promoting community inclusion, cultural tourism, local economic opportunities, and effective partnerships, all of which contribute to Griffith's social and economic growth.</p>
<p><b>Project Budget</b> – Attached, however the sound system invoice has yet to be received. An sms was sent from Marcus Doven Audio Hire for the amount of \$980.</p>
<p><b>Other –</b></p>
<p><b>Attachments – Budget</b></p>

Community Grants 2025/2026

Yes	No	Criteria
X		Is the applicant based in, affiliated with and/or service clients within the Griffith City Council Local Government Area?
X		Does the application align with Griffith City Council's Community Strategic Plan?
X		Is the Applicant a not for profit incorporated body registered with Fair Trade / Committee of Council / ATO Registered Charity / Auspice committee or project?
	✗	Has the applicant provided a copy of their most recent annual report and a current liability insurance certificate? <b>Comment: Event has liability insurance but not annual report as have only been operating for 10 months.</b>
X		Has the applicant provided a budget?
X		Has the applicant included quotes for major expense items over \$500?
X		Does the project identify with one or more of the following? <ul style="list-style-type: none"> <li><b>Community capacity building - developing and strengthening the skills, abilities, processes and resources that communities need to survive, adapt, and thrive.</b></li> <li><b>Reconciliation and/or social inclusion.</b></li> <li>Accessibility for people with disability.</li> <li><b>Capacity building of disadvantaged groups and/at risk demographics.</b></li> <li>Promotes environmental sustainability.</li> <li><b>Promotes neighborhood/community safety.</b></li> <li>Community development research/pilot program/new initiative.</li> <li><b>Social Wellbeing - feel a sense of belonging and social inclusion in your community.</b></li> </ul>
X		Have previous applications from this organisation been acquitted?
X		Does the application duplicate existing projects/services/activities within Griffith LGA?
X		Is the application for fundraising purposes only?
X		Will this application be a Federally or State funded project or program?
X		Is funding for ongoing administrative or operational costs?
X		Will the applicant use the funding to solely award scholarships, grants, gifts or donations?
X		Is the application for Capital Works?

**Recommendation:**

<b>Is the application eligible, as per the Community Grant Program Public Policy?</b>	Yes- The organisation does not have any financial statements as per the Community Grants Policy as it has only been registered in the last few months.
<b>What is the funding amount being applied for?</b>	\$2500

Community Grants 2025/2026

<b>Addition Information:</b>	The organisation does not have any financial statements as per the Community Grants Policy as it has only been registered in the last few months.
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**CLAUSE** CL09

**TITLE** New Lease Agreement - Gillmartin Holdings Pty Ltd - Lot 433 DP 1262282 Gillmartin Drive, Griffith

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

**TRIM REF** 25/116278

### **SUMMARY**

Council has approved Development Consent (DA 66/2025) for the establishment of a childcare centre at Lots 413 & 400 DP 1272706, 77 & 83 Gillmartin Drive, Griffith.

This development includes the proposed use of the adjacent Council-owned public reserve to support the operation of the centre.

The purpose of this report is to seek Council's approval to enter into a lease agreement with Gillmartin Holdings Pty Ltd over Lot 433 DP 1262282, being the Council-owned public reserve adjacent to Lot 413 DP 1272706; the leased area is intended to complement the external play space of the childcare centre, enhancing its functionality and amenity.

### **RECOMMENDATION**

- (a) Council enters into a lease agreement with Gillmartin Holdings Pty Ltd over Lot 433 DP 1262282 for an initial term of 15 years with 3 further options of 10 years. This arrangement will align with the agreed tenure of the incoming operator. Commencement date to be determined.
- (b) Council advertises its intention to enter into a lease agreement with Gillmartin Holdings Pty Ltd over Lot 433 DP 1262282 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 Gillmartin Holdings Pty Ltd over Lot 433 DP 1262282 for a term of 15 years, with 3 further options of 10 years.
- (d) Gillmartin Holdings Pty Ltd 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 lease fee be calculated in accordance with Council's adopted Revenue Policy, based on the current land value provided by the Valuer General, in addition to Council rates and charges as applicable.
- (f) Council authorise the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.

## **REPORT**

Development Consent (DA 66/2025) has been granted for the construction of a new single-storey childcare centre at 77 and 83 Gillmartin Drive, Griffith. The approved facility will accommodate up to one hundred and twenty-six (126) children, comprising fifty-six (56) infants aged 0–2 years, thirty (30) children aged 2–3 years, and forty (40) children aged 3–6 years. The centre will be staffed by twenty-four (24) employees.

The development includes associated infrastructure such as car parking, waste storage, fencing, landscaping, and signage. The approved site encompasses Lots 400 and 413 DP 1272706 and Lot 433 DP 1262282. The identified area of the adjacent Council-owned public reserve on Lot 433 will form part of the external play area comprising an area of approx. 508m<sup>2</sup>.

This report seeks Council's approval to enter into a lease agreement with Gillmartin Holdings Pty Ltd for the use of the Council-owned public reserve.

Gillmartin Holdings Pty Ltd have requested a lease term of 15 years with 3 consecutive options to renew of 10 years. It is suggested that this length of term would provide a level of certainty and correspond with the operational terms of the incoming operator of the childcare centre.

From Council's perspective and previous advice provided in this matter, it is noted that Gillmartin Holdings Pty Ltd had expressed their intention to potentially purchase Lot 433 DP 1262282, however, as the land is currently classified as a public reserve, it would require reclassification to 'operational land' before any sale could be considered. Therefore the request of a long term lease agreement is sought.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

By not adopting the proposed recommendation, the applicant will be unable to proceed with the development as the use of the adjacent Council-owned land is necessary to meet the required outdoor play space provisions for the proposed childcare centre.

### **OPTION 2**

As otherwise determined by Council.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

In accordance with Council's Revenue Policy for the 2025/26 financial year, the annual lease fee is calculated at 5% of the current land value, where the lease forms an integral part of the business.

Based on the current land value of \$69,700 as provided by the Valuer General, the annual lease fee amounts to \$3,485. In addition, Council rates are approximately \$857.64 (Business Rates).

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

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

Local Government Act 1993

Council's Solicitors, Cater & Blumer will be engaged to prepare the lease agreement.

**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**

Not Applicable.

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

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

Not Applicable.

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

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

(a) Letter from Applicants - Approved Plan and Location Map [↓](#)

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[REDACTED]  
Corporate Property Officer & Native Title Coordinator

Griffith City Council  
[REDACTED]

E: [REDACTED]

Re: Lease of Lot 433 DP 1262282

Dear Amanda,

Thank you for your assistance and correspondence regarding the proposed lease of Council owned land at Lot 433 on DP 1262282, Gillmartin Drive Griffith NSW 2680, in respect of Development Application Number 66/2025(1)

As per Section 75 of the Notice of Determination, we are to into a lease with Griffith City Council for Lot 433 on DP1262282. Further to this and previous dialogue regarding the length of the proposed lease, we would much appreciate consideration and confirmation from Griffith City Council for the length of the lease agreement matching the agreed tenure of the incoming operator.

As previously discussed, we would propose an initial term of 15 years, with three further options of 10 years, which we understand would be at the relevant Council classified land use for lease. We note this area will be used for external play scape/play area/landscaping, with no structures to be built on or any car parking to be associated with this land.

Once again, we much appreciate the dialogue from Griffith Cuoncil and yourself, and the working relationship to date.

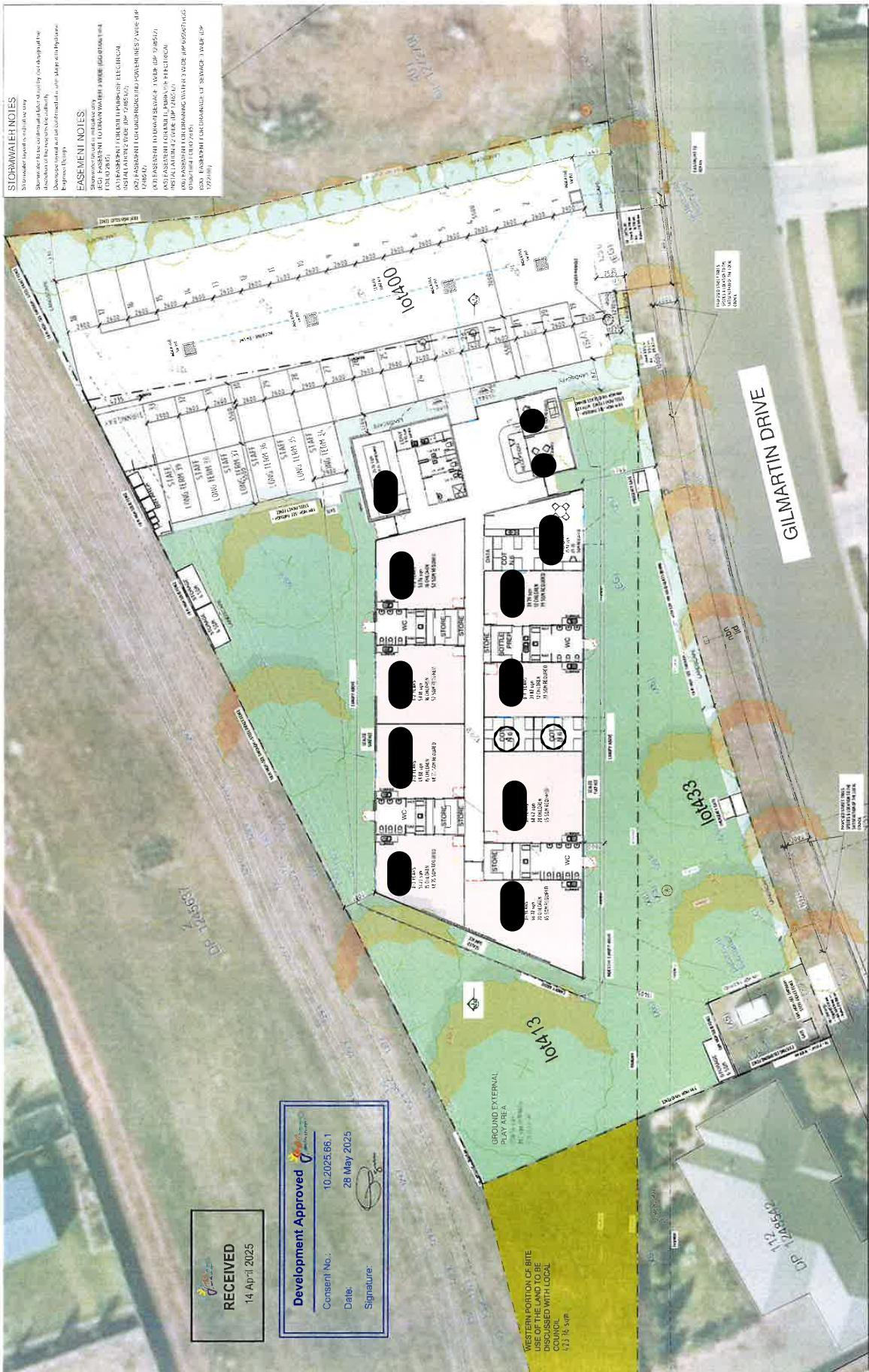
Warm Regards

David Farley & Mark Farronato

Directors of GILLMARTIN HOLDINGS PTY LTD  
[REDACTED]

ABN 82678469639

## CL09 Attachment (a) Letter from Applicants - Approved Plan and Location Map



Architecton

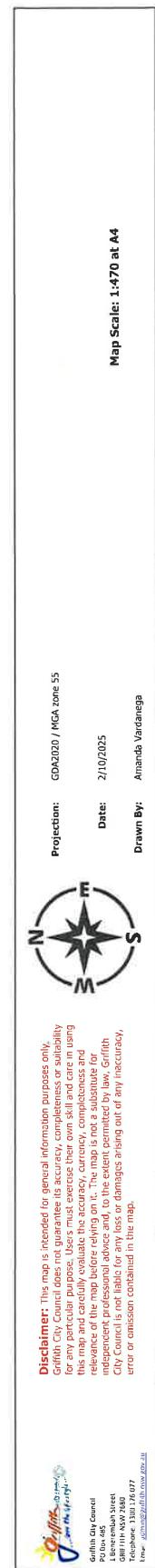
## Notes

17-03 Chin Tattu Drive, Quinton		Ground Floor Plan	
Plot No	Area (sq.m)	Dim X	Dim Y
2411976	1,150 <sup>Seal@A1</sup>	TP2-101	Dwg No

Revision

On 27 January 1945, the 10th Armored Division, 3rd Armored Corps, 6th Army, crossed the Rhine at Remagen, and advanced into the Ruhr area.

Created on 2/10/2025 10:00 AM



**CLAUSE** CL10

**TITLE** Authorisation to use Council Seal on Access Licence Deed Poll

**FROM** Phil King, Director Infrastructure and Operations

**TRIM REF** 25/122846

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### **SUMMARY**

This report is provided in to order to allow the use of the Council Seal on the Access Licence Deed Poll associated with works on the Twigg Road Railway Crossing.

### **RECOMMENDATION**

**Council authorise the use of the Council Seal and the signing of the Access Licence Deed Poll AGR-30503.**

### **REPORT**

This report is procedural in nature to allow the Council Seal to be affixed to the Access Licence Deed Poll AGR-30503.

### **OPTIONS**

**OPTION 1**

A per the Recommendation

**OPTION 2**

Any other resolution of Council

Should Council resolve not to affix the seal to the Access Licence Deed Poll, works will not be permitted to be undertaken within the Rail Corridor in order to improve safety at the Twigg Road Railway Crossing.

### **POLICY IMPLICATIONS**

Council is required to have all proposed works approved by the appropriate authorities and stakeholders where required.

### **FINANCIAL IMPLICATIONS AND RISK**

The proposed works are being 100% funded by TfNSW as part of a grant commitment to upgrade the road surface at the Twigg Road Railway level crossing.

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

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

Not applying the seal to the Access Licence Deed Poll would result in Major High Risk to Council and would result in the inability to complete works associated with a grant. Further, if works were to proceed without a signed Access Licence Deed Poll, Council will have breached a significant number of legislative requirements from five (5) separate pieces of legislation.

The Local Government regulation (General) clause 400 (4) states *The seal of a council must not be affixed to a document unless the document relates to the business of the council and the council has resolved (by resolution specifically referring to the document) that the seal be so affixed.* The report recommends that Council resolves, specifically referring to AGR-30503, that the seal be affixed.

**Major High Risk: Significant policy or regulatory breach/s including court proceedings. Material fines and penalties and restrictions to Council operations due to non-compliance. Significant exposure not covered by insurance.**

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

Not applying the seal to the Access Licence Deed Poll would have minor to low risk

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

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

Not applying the seal to the Access Licence Deed Poll would have major high-risk exposure to Council. A fatality occurred more than 12 months prior at this level crossing and much time has been spent coordinating the appropriate licences and approvals in order to complete the proposed works upgrade the road surface and replace the line marking. UGLRL have completed the sign upgrade to the level crossing.

**Major High Risk: Extreme adverse public/staff reaction and/or major widespread negative publicity. GM or Council intervention required up to a month. Low staff morale.**

## **SERVICE DELIVERY IMPLICATIONS AND RISK**

Not applying the seal to the Access Licence Deed Poll would have major high-risk exposure to Council's ability to deliver road rail interface upgrade works. Proposed works at the Twigg Road railway level crossing would be delayed until the seal is applied by resolution of Council, this would result in a flow on effect on the availability of contractors for this site and possibly of works

**Serious Moderate Risk: Significant degradation of prolonged interruption of services or operations over one to two weeks. Significant impact to staff and service standards. Significant impact to contractor performance and delivery.**

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

There is Minor Low Risk when considering WHS and HR implications for not applying the seal to the Access Licence Deed Poll. Council staff would mitigate risk by not commencing works without the signed Access Licence Deed Poll

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

## **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 6.2 Maintain and develop an effective transport network (airport, public roads, pathways, pedestrian accesses and transport corridors) for Griffith and villages.

## **CONSULTATION**

Senior Management Team

Transport for NSW (TfNSW)

UGL Regional Linx Pty Ltd (UGLRL)

## **ATTACHMENTS**

(a) Access Licence Deed Poll - AGR-30503 [↓](#)

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# Access Licence Deed Poll

## Details

<b>Agreement</b>	Number	AGR-30503
<b>Licensee</b>	Name	Griffith City Council
	ABN	81 274 100 792
	Address	1 Benerembah Street, Griffith NSW 2680
<b>In favour of the Permitting Parties</b>	Short name	UGLRL
	Name	UGL Regional Linx Pty Ltd
	ACN	646 771 011
	Address	161 Kite Street, Orange NSW 2800
<b>AND</b>		
	Short name	TAM
	Name	Transport Asset Manager of New South Wales
	ABN	59 325 778 353
	Address	Level 15, 130 Pitt Street, Sydney NSW 2000
<b>AND</b>		
	Short name	TfNSW
	Name	Transport for NSW
	ABN	18 804 239 602
	Address	231 Elizabeth Street, Sydney NSW 2000
<b>Governing law</b>	State of New South Wales	
<b>Date of deed poll</b>	See Signing page	

## Access Licence Deed Poll

### General terms

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#### 1 Performance

- (a) This deed poll is made by the Licensee in favour of the Permitting Parties. The Licensee will perform the Agreed Terms in favour of the Permitting Parties in accordance with this deed poll.
- (b) This document is executed as a deed poll. Accordingly, each Permitting Party has the benefit of, and is entitled to enforce this deed poll in respect of matters under this deed poll arising after the date of this deed poll even though it is not a party to this deed poll.

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#### 2 Agreement to be bound

With effect on and from the date of this deed poll, the Licensee irrevocably agrees to perform all Agreed Terms under deed poll.

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#### 3 Governing law

This deed poll is governed by the laws in force stated in the Details.

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#### 4 Definitions and interpretation

##### 4.1 Definition

The following words have these meanings in this deed poll unless the contrary intention appears.

**Access Licence** means the terms of access set out in this deed poll.

**Accreditation** means the accreditation under Division 4 of Part 3 of the Rail Safety National Law.

**Agreed Terms** means the terms and conditions of this deed poll including the licence terms set out in **Schedule 1**.

**Compliance Documents** means:

- (a) Rail Rules; and
- (b) other requirements of access set out in Attachment B, or otherwise notified to the Licensee from time to time.

**CRN** means the Country Regional Network.

**Network Rules and Procedures** means the NSW network rules and procedures for the CRN, as published by UGLRL from time to time.

**Rail Infrastructure Facilities** has the meaning given in the Transport Administration Act.

**Rail Laws** means all laws governing the design, construction, operation and maintenance of rail infrastructure, including the Rail Safety National Law and the Transport Administration Act.

**Rail Safety National Law** means the *Rail Safety National Law (NSW)*, and all regulations made under that law.

**Rail Rules** means all of the Permitting Parties' rules, procedures, standards, protocols and manuals relating to rail safety from time to time, including the Network Rules and Procedures and Safety Protocol, and any other rules in respect of rail safety training, competencies and or certification attached to this deed poll or as otherwise notified to the Licensee from time to time.

**Safety Protocols** means the procedures, rules and protocols in relation to safety as set out in Attachment A (as amended by UGLRL from time to time).

**Track Possession** means an arrangement where rolling stock operations on a section of railway are suspended for a defined period of time, normally to allow work to be carried out.

**Transport Administration Act** mean the *Transport Administration Act 1988 (NSW)*.

**WHS Act** means the *Work Health and Safety Act 2011 (NSW)*.

**WHS Law** means the WHS Act and the WHS Regulation.

**WHS Regulation** means the *Work Health and Safety Regulation 2017 (NSW)*.

#### 4.2 Interpretation

(a) In this deed poll unless the contrary intention appears:

- (i) a reference to a clause, schedule or annexure is a reference to a clause of or schedule or annexure to this deed poll and references to this deed poll include any schedule or annexure;
- (ii) the singular includes the plural and vice versa;
- (iii) the word person includes a firm, a body corporate, an unincorporated association or an authority; and
- (iv) a reference to a person includes a reference to the person's executors, administrators, successors, substitutes (including, but not limited to, persons taking by novation) and assigns, and in the case of the Licensee, includes its employees, contractors and agents.

(b) The Licensee acknowledges and agrees that:

- (i) nothing in this deed poll grants the Licensee a Track Possession; and
- (ii) any request for a Track Possession must be submitted by the Licensee in accordance with the Permitting Parties' relevant track access procedures.

#### 4.3 Meaning not limited

In this deed poll, the words "including", "include", "includes", "in particular", "such as" and "for example" are not to be construed as words of limitation.

**4.4     Headings**

Headings are inserted for convenience and do not affect the interpretation of this deed poll.

**EXECUTED** as a **DEED POLL** on the..... day of ..... 20.....

**Signed sealed and delivered** for and on behalf of Griffith City Council (ABN 81 274 100 792) by its authorised signatory in the presence of:

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**Signature of witness**

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**Name of witness** in full

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**Signature of authorised signatory**

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**Name of authorised signatory** in full

## Schedule 1 – Access Licence Terms

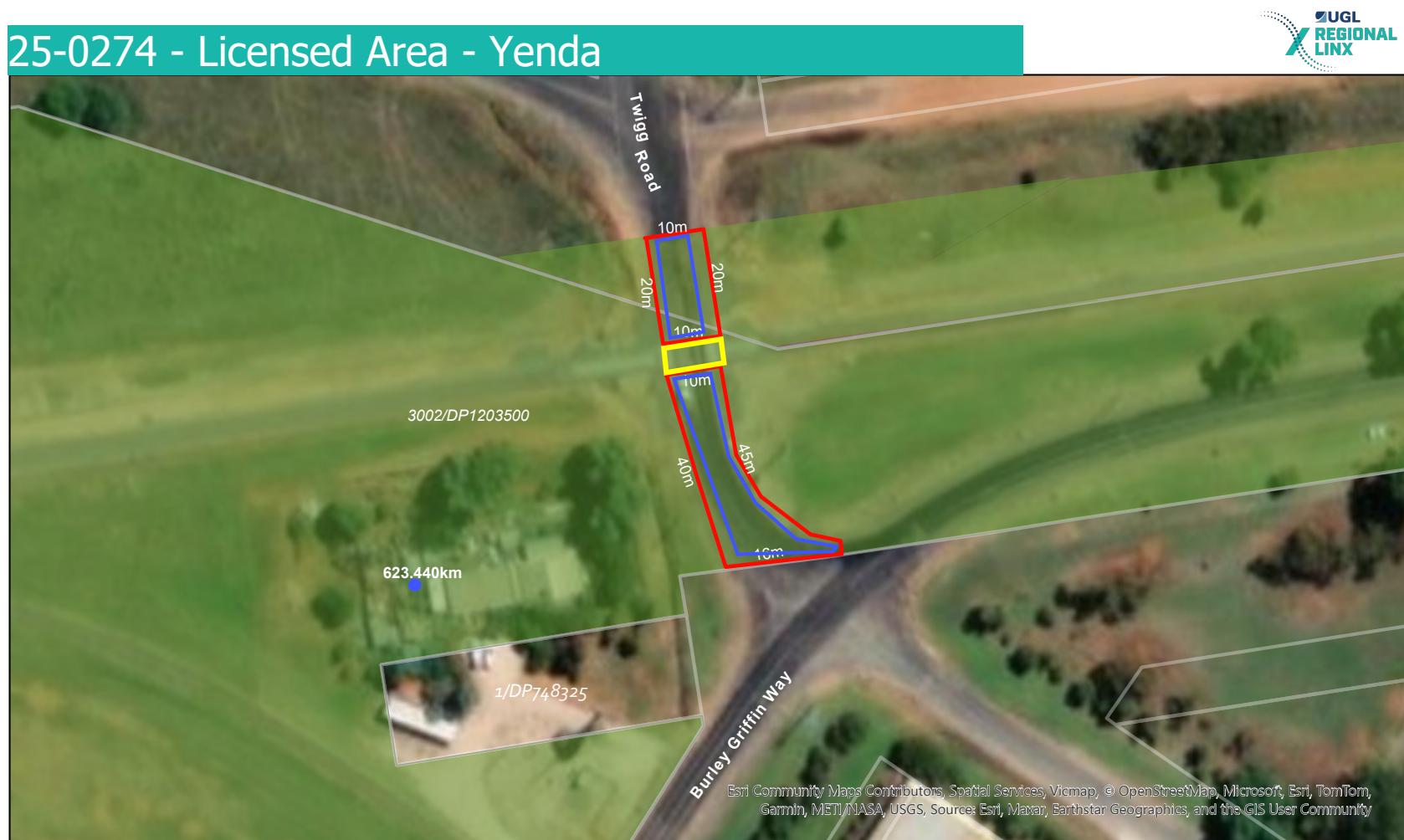
1	<b>Licensed Area</b>	The Licensed Area outlined in red on the plan annexed at <b>Schedule 2</b> , [being 952 square metres and at 623.370 kilometres to 623.430 kilometres, and excluding any Rail Infrastructure Facilities.
2	<b>Term</b>	<p>The Term of the Access Licence:</p> <p>(a) commences on 3 November 2025 (<b>Commencement Date</b>); and</p> <p>(b) expires on 3 March 2026 (<b>Expiry Date</b>).</p>
3	<b>Licence Fee</b>	The Licensee must pay the Permitting Parties a licence fee of \$1 on the Commencement Date and on each anniversary of the Commencement Date.
4	<b>Permitted Use</b>	Non-exclusive use and occupation by the Licensee of the Licensed Area only as far as is necessary for the Licensee to perform vegetation control.
5	<b>Use of Licensed Area</b>	<p>(a) Subject to the terms of the Access Licence, the Licensee may only use the Licensed Area for the Permitted Use during the Term and must not use (or allow to be used) the Licensed Area for any other use.</p> <p>(b) Notwithstanding any other provision of this deed poll, the Licensee's use of the Licensed Area for the Permitted Use does not grant the Licensee a Track Possession.</p>
6	<b>Restrictions on use</b>	<p>The Licensed Area must not be used for:</p> <p>(a) construction works;</p> <p>(b) intrusive works (except where expressly allowed in the Permitted Use, and using hand tools only);</p> <p>(c) the installation of structures; or</p> <p>(d) any other purpose or activity that is not the Permitted Use.</p>
7	<b>Access Licence</b>	<p>The Licensee:</p> <p>(a) acknowledges that it is being granted access to the Licensed Areas as invitee of UGLRL, subject to and in consideration for entry into and compliance with this deed poll in favour of the Permitting Parties; and</p> <p>(b) must comply with all terms of the Access Licence, and any breach of the Access Licence by the Licensee will constitute a breach of an essential term of this deed poll.</p>
8	<b>Insurance, Care and Risk</b>	<p>(a) The Licensee must take out and maintain, at all times during the Term, public liability insurance in respect of the Licensed Area for an amount no less than \$50,000,000 that:</p>

		<ul style="list-style-type: none"> <li>(i) contains all provisions insuring against any loss or damage which is commonly covered by public risk;</li> <li>(ii) notes Transport Asset Manager of New South Wales and UGL Regional Linx Pty Ltd; and</li> <li>(iii) covers death or injury to any person and damage to property of any person sustained when that person is using or entering the Licensed Area.</li> </ul> <ul style="list-style-type: none"> <li>(b) The Licensee uses the Licensed Area at its sole risk.</li> <li>(c) The Licensee assumes, and is subject to, the same responsibilities and obligations to which it would be subject in respect of injury or death to persons and damage to property if, during the Term, it was the owner and occupier of the Licensed Area and the Licensee indemnifies and will keep indemnified the Permitting Parties in that regard.</li> <li>(d) The Licensee must repair any damage done to the Licensed Area as a result of using or occupying the Licensed Area.</li> </ul>
9	<b>General obligations</b>	<ul style="list-style-type: none"> <li>(a) The Licensee must comply with: <ul style="list-style-type: none"> <li>(i) all laws (and obtain all authorisations) which may from time to time apply to the Licensed Area or the Permitted Use, including WHS Laws, and all other laws relating to work health and safety and the environment; and</li> <li>(ii) all reasonable directions provided from time to time by a Permitting Party on access to and use of the Licensed Area.</li> </ul> </li> <li>(b) Without limiting paragraph (a), the Licensee has management and control for all Workplaces (as defined in the WHS Act) where works are carried out on the Licensed Area, subject to UGLRL's right to management and control of Rail Infrastructure Facilities within the Licensed Area.</li> <li>(c) The Licensee must not install or bring onto the Licensed Area: <ul style="list-style-type: none"> <li>(i) any electrical, gas powered or other machinery or equipment; or</li> <li>(ii) any chemicals or other dangerous or illegal substances or hazardous chemicals,</li> </ul> <p>which may pose a danger, risk or hazard to any person, the environment or Rail Infrastructure Facilities.</p> </li> <li>(d) The Licensee must: <ul style="list-style-type: none"> <li>(i) comply with; and</li> <li>(ii) not cause a Permitting Party to breach, the Compliance Documents.</li> </ul> </li> <li>(e) Upon expiry of the Term, or earlier termination of the Access Licence, the Licensee must: <ul style="list-style-type: none"> <li>(i) vacate, and remove any Equipment from, the Licensed Area; and</li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>(ii) make good all damage (including any damage caused by the removal of the Equipment), and reinstate the Licensed Area, to the condition it was in immediately prior to the Commencement Date.</li> <li>(f) The Licensee acknowledges and agrees that: <ul style="list-style-type: none"> <li>(i) nothing in this deed poll grants the Licensee a Track Possession; and</li> <li>(ii) any request for a Track Possession must be submitted by the Licensee in accordance with the Permitting Parties' relevant track access procedures.</li> </ul> </li> </ul>
10	<b>Rail Safety National Law</b>	The Licensee must not do or omit to do anything which may cause the Permitting Parties to breach the Rail Safety National Law or any other applicable Rail Laws.
11	<b>Release and indemnity</b>	<p>The Licensee indemnifies and releases the Permitting Parties in respect of any claim, action, damage, loss, liability or cost of, made against or incurred by the Permitting Parties arising out of or in connection with:</p> <ul style="list-style-type: none"> <li>(a) a breach by the Licensee of this deed poll;</li> <li>(b) any act, omission or negligence of the Licensee in exercising its rights under the Access Licence or otherwise accessing the Licensed Area; or</li> <li>(c) occupation of, use of or interference with the CRN, Licensed Area, rail infrastructure or Rail Infrastructure Facilities by the Licensee,</li> </ul> <p>including (without limitation) in respect of:</p> <ul style="list-style-type: none"> <li>(d) delay or disruption to the operation of the CRN or to the use of the Licensed Area, CRN, rail infrastructure or Rail Infrastructure Facilities;</li> <li>(e) accident, damage to, destruction or loss of real or personal property, including the property of third parties;</li> <li>(f) injury or death suffered by any person arising in or near the Licensed Area or the CRN; and</li> <li>(g) any other claims by third parties.</li> </ul>
12	<b>Costs</b>	<p>The Licensee agrees to pay or reimburse the Permitting Parties upon written demand for:</p> <ul style="list-style-type: none"> <li>(a) all of the Permitting Parties' costs in connection with the Licensee's default, including enforcing rights (or considering doing so);</li> <li>(b) if applicable, all duties in connection with this deed poll (including fees and penalties, except to the extent they are imposed because of the Permitting Parties' delay); and</li> <li>(c) everything the Licensee must do under this deed poll.</li> </ul>
13	<b>Confidentiality</b>	The terms of this deed poll are confidential and the Licensee agrees not to disclose information provided in this deed poll that is not otherwise publicly available except:

		<ul style="list-style-type: none"> <li>(a) to any person in connection with an exercise of rights or a dealing with rights or obligations under this deed poll;</li> <li>(b) disclosures to solicitors or other professional advisers under a duty of confidentiality; or</li> <li>(c) as required by any law or stock exchange.</li> </ul>
14	<b>Special conditions</b>	<p>The Licensee must comply with the following special conditions:</p> <ol style="list-style-type: none"> <li>1. The Licensee is to contact David Scealy on 0418 761 471 five (5) business days prior to the commencement date of the Permitted Use. The Permitted Use cannot commence on the day if David Scealy has not been contacted.</li> <li>2. No access or work in the Rail Corridor is permitted at any time until the qualified Protection Officer has communicated with South West Control on 02 4028 9502.</li> <li>3. The Licensee must liaise with the resident of the property located adjacent to the Licensed Area prior to the accessing the Licensed Area annexed at <b>Schedule 2</b>.</li> <li>4. Notify Emergency Network Control on 02 4028 9542 in the event of an emergency.</li> <li>5. The Licensee is required to comply with UGLRL's Environmental Protection Licence <a href="#">13421 ViewPOEOLicence.aspx (nsw.gov.au)</a>.</li> <li>6. The Licensee must effect a policy of professional indemnity insurance to cover liability for breach of professional duty (whether owed in contract or otherwise) by the Licensee in performing the Permitted Use. The insurance policy must: <ul style="list-style-type: none"> <li>(a) provide cover of not less than \$20,000,000 per claim and in aggregate annually; and</li> <li>(b) be maintained for the duration of the Licensee's potential liability at law.</li> </ul> </li> </ol>

## Schedule 2 – Licensed Area



**Legend**

- Rail Corridor
- Licensed Area ( $525m^2$ ) (623.370km to 623.390km)
- Existing Road
- Interface Area

Kilometrage

- Existing Road
- Interface Area

Data displayed in this map may be subject to copyright Earthstar Geographics | Esri, HERE, Garmin, FAO, NOAA, USGS



km  
0 0.01 0.02 0.04 0.06 0.08

DISCLAIMER: While every care is taken to ensure the accuracy of the data within this product, the providers of the data do not make any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose.

## Attachment A – Safety Protocols

<https://edge.sitecorecloud.io/cimicgroup/634d-cimicxmcloud-production-16eb/media/project/cimic/countryregionalnetwork/pdfs/external--accessing-the-country-regional-network.pdf>

## Attachment B – Compliance Documents

Network Rules and Procedures - [Network rules procedures and forms | UGL Regional Linx](#)

Track Possessions Manual -

<https://www.uglregionallinx.com.au/api/getdocument?document=60B43ECF09904BBBAFDBF5DF5A177122>

**CLAUSE** CL11**TITLE** 2025 National Local Roads, Transport & Infrastructure Congress**FROM** Phil King, Director Infrastructure and Operations**TRIM REF** 25/119529**SUMMARY**

This report seeks Council approval to nominate delegate(s) to attend the 2025 Australian National Local Roads, Transport & Infrastructure Congress in Bendigo, Victoria from 11 to 12 November 2025

**RECOMMENDATION**

- (a) Two Councillors (Cr ..... and ..... ) and the General Manager (or his delegate) attend the 2025 National Local Roads, Transport & Infrastructure Congress in Bendigo, from 11 to 12 November 2025.
- (b) Expenses for attendance at the 2025 National Local Roads, Transport & Infrastructure Congress be paid in accordance with Council policy.

**REPORT**

The Australian National Local Roads, Transport and Infrastructure Congress is an opportunity to engage with the Government on how its policies will impact on the provision and maintenance of local roads as well as the broader infrastructure and transport agenda. The Congress will feature national and international speakers along with Government and Opposition representatives.

At both the 2022 and 2023 congress the Gratten Institute presented papers relating to National Project Funding and the now seminal “Pothole and Pitfalls: How to fix Local Roads”. In the past there have been presentations on waste and recycling, disaster mitigation, renewable energy, active transport, and using artificial intelligence to improve local liveability.

It is important for Griffith to be represented at this major conference as Council ought to be keep abreast of policy announcements and available grant opportunities. Council has been successful with several funding opportunities for a number of large scale road projects over the past 6 years.

In the past this Congress has directly influenced national road funding including the Roads to Recovery Program (R2R) and also promoting the introduction of the National Heavy Vehicle Law.

**OPTIONS****OPTION 1**

As per the Recommendation

## OPTION 2

Council note the report

## OPTION 3

Any other resolution of Council, for example only one Councillor delegate attend the congress.

It is acknowledged that there is a cost associated with attendance at these conferences although it should be noted that Council opted not to attend the 2024 National Local Roads, Transport and Infrastructure Congress.

## **POLICY IMPLICATIONS**

Councillors Payment of Expenses and Provision of Facilities' Policy (GC-CP-407).

## **FINANCIAL IMPLICATIONS AND RISK**

Registration fee is \$1,075.00 and includes all Congress sessions, welcome reception, Congress dinner and other meals as per the Congress program.

Travel, accommodation and other expenses will be as per Council policy. It is proposed to drive from Griffith to Bendigo in one vehicle noting accommodation will be required on Monday 10, Tuesday 11 and Wednesday 12 November 2025. Travel days will be Monday 10 November and Thursday 13 November 2025. It is estimated that travel costs would be approximately \$200. Accommodation costs is approximately \$200 to \$250 per night per room.

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

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

Council's attendance is contingent on compliance with Council's policies. Further, Council being made aware of national transport policy decisions is of great value.

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

Attendance to the conference has a very low environmental implication.

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

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

Attendance or non-attendance would have minor low risk. There is a balance between the investment of attending the congress and value that is gained when compared with not spending the money to attend

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

## **SERVICE DELIVERY IMPLICATIONS AND RISK**

Attendance to the National Local Roads, Transport & Infrastructure congress has moderate low risk, while the General Manager or their delegate is attending the congress and not at work.

**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**

Attendance to the National Local Roads, Transport & Infrastructure congress has minor WHS / HR implication 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 2.1 Develop and maintain partnerships with community, government and non-government agencies to benefit our community. This item links to Council's Strategic Plan item 6.2 Maintain and develop an effective transport network (airport, public roads, pathways, pedestrian accesses and transport corridors) for Griffith and villages.

Council's participation in the National Congress provides an excellent measure to determine if Council's usual practice is consistent with national best practice.

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

(a)	2025 National Local Roads Transport and Infrastructure Congress Program	<a href="#"></a>	96
(b)	2025 National Local Roads Transport and Infrastructure Congress Speakers	<a href="#"></a>	99



## PROVISIONAL PROGRAM

Event Time - (UTC+10:00) Canberra, Melbourne, S... ▾

Monday, November 10, 2025

4:00 PM - 6:00 PM	<b>Registration   Arrival and check-in</b>
6:00 PM - 7:30 PM	<b>Welcome Reception</b> Congress Welcome Reception: The Capitol   50 View St, Bendigo

4:00 PM - 6:00 PM	<b>Registration   Arrival and check-in</b>
6:00 PM - 7:30 PM	<b>Welcome Reception</b> Congress Welcome Reception: The Capitol   50 View St, Bendigo

Tuesday, November 11, 2025

8:00 AM - 9:00 AM	<b>Registration   Arrival Tea and Coffee</b>

9:00 AM - 10:10 AM	<p><b>Conference Opening</b></p> <p><b>MC Welcome &amp; Introduction</b> Lyndsey Douglas</p> <p><b>Welcome to Country</b></p> <p><b>Bendigo Shire Mayor</b> Andrea Metcalf, Mayor, Bendigo Shire Council</p> <p><b>ALGA President Welcome</b> Matt Burnett, President, ALGA</p> <p><b>Opposition Address</b> Senator the Hon. Bridget McKenzie – Full title - Shadow Minister for Infrastructure, Transport and Regional Development, and the Leader of the Nationals in the Senate</p> <p><b>NBN Sponsor Address</b></p>
10:10 AM - 11:00 AM	<p><b>Round the Grounds</b> Presidents of the State Associations - LGAT, MAV, LGNSW, LGASA, LGAQ, WALGA Mayor Matt Burnett</p>
11:00 AM - 11:05 AM	<p><b>Remembrance Day Acknowledgement</b></p> 
11:05 AM - 11:35 AM	<p><b>Tuesday Morning Tea</b> SPONSORED BY O'BRIEN TRAFFIC</p>
11:35 AM - 1:00 PM	<p><b>Session 1:Road Funding, Maintenance and Productivity</b> William McDougall, VSc (CEng), MCILTA, Transport planner Jay Ellul, Director and Founder, HIGHER Corporate Consulting Ben Wood, Partner, Transport Professionals. Association Nicole McLean, Executive Director of Policy and Government Relations, Roads Australia</p>
1:00 PM - 2:00 PM	<p><b>Tuesday Lunch</b></p>
	<p><b>Session 2 - Concurrent Sessions</b></p>
2:00 PM - 3:00 PM	<p><b>Applying Ai for smarter transport investment</b> John Zannes MPE, MProjMgt, BEng, GradDipMin, FIEAust, CPEng, APEC, IntPE(AUS)</p> <p><b>Grants and Funding</b> Colin Steele, Managing Director of Section51</p>
3:00 PM - 3:30 PM	<p><b>Tuesday Afternoon Tea</b></p>
3:30 PM - 4:30 PM	<p><b>Session 3: Managing Local Governments Assets</b> Steve Verity, Principal Advisor Asset Management, IPWEA</p>
4:30 PM - 5:30 PM	<p><b>Session 4: Road Safety Leadership - Charting a Path to Vision Zero</b> Michael Nieuwsteeg, Austroads Dr Ingrid Johnston, ACRS Paul Durdin, Abley NZ</p>
5:30 PM - 5:35 PM	<p><b>Day 1 - Closing Remarks</b></p>
6:30 PM - 10:30 PM	<p><b>Congress Dinner</b> Congress Dinner: Bendigo Town Hall   189 - 193 Hargreaves St, Bendigo Coaches will collect delegates from all Congress Hotels at 6.15pm. A return service will commence at 10.00pm.</p>

Wednesday, November 12, 2025

8:00 AM - 9:00 AM	<b>Registration   Arrival Tea &amp; Coffee</b>	
9:05 AM - 10:00 AM	<b>Session 5: Keynote address - The Human Side of Infrastructure Leadership</b> Rupe Hoskin AM, Balance Partners	
10:00 AM - 10:30 AM	<b>Minister Address</b> The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government (Invited)	
10:30 AM - 11:30 AM	<b>Session 6: Circular Economy and Resilience in Road Construction</b> Karen Cogo Leader: Client Outcomes, COO Office National Transport Research Organisation	
11:30 AM - 12:00 PM	<b>Wednesday Morning Tea</b>	
	<b>Session 7 - Concurrent session</b>	
12:00 PM - 1:00 PM	<b>Behavioral Change and Road Space Reallocation</b> Associate Professor Ben Beck, Head of Sustainable Mobility and Safety Research in the School of Public Health and Preventive Medicine (SPHPM) Tegan Mitchell, Manager Major Transport Project, City of Sydney	<b>Managing Infrastructure &amp; Coastal Erosion</b> Robyn Daly, National Program Manager, Resilience, JLT Risk Solutions Pty Ltd Gary Okely, Head of Public Sector, Pacific, JLT Risk Solutions Pty Ltd
1:00 PM - 2:00 PM	<b>Wednesday Lunch</b>	
	<b>Session 8 - Concurrent Sessions</b>	
2:00 PM - 3:00 PM	<b>Transport Planning in Regional Cities</b> Dr Elliot Fishman, Director, Institute for Sensible Transport Ian McBurney, City of Greater Bendigo	<b>Freight and Logistics</b> Russell Hamilton, A/Project Director, Inland Rail Michael Stokoe – Former Director Urban Freight, TfNSW
Conf 3:00 PM - 3:30 PM dinator		<b>Wednesday Afternoon Tea</b>
3:30 PM - 4:30 PM		<b>Session 9: Roads Infrastructure &amp; Funding Programs for Local Government</b>
Phone: 02 6292 9000 Email: conference@confco.com.au		Department of Infrastructure, Transport, Regional Development, Communications, Sport and the Arts (DITRDCSA)
ALGA 4:30 PM - 5:00 PM		<b>President Closing Remarks</b> Mayor Matt Burnett

Phone: 02 6122 9400 Committee can change the program without notice.  
Email: alga@alga.asn.au

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## SPEAKERS



**The Hon. Minister Catherine King**  
*Minister for Infrastructure, Transport, Regional Development and Local Government*

**Presentation:**  
Minister's Address  
Wednesday, November 12, 2025  
10.00AM - 10.30AM

The Hon Catherine King MP is Australia's Minister for Infrastructure, Transport, Regional Development and Local Government. Representing Ballarat since 2001, she is the first woman to hold the seat. Before entering parliament, she was a social worker and later held senior roles in the Department of Health and Aged Care and at KPMG. Minister King holds degrees in social work, public policy, and law. She is a strong advocate for regional communities, infrastructure reform and sustainable transport.



**Senator the Hon. Bridget McKenzie**

*Shadow Minister for Infrastructure, Transport, Regional Development and Leader of the Nationals*

**Presentation:**

Opposition Address

Tuesday, November 11, 2025

9.45AM - 10.00AM

Bridget is the Shadow Minister for Infrastructure, Transport and Regional Development, and the Leader of the Nationals in the Senate. She is a former Cabinet Minister, and the first federal female Agriculture Minister and has held a number of portfolios including emergency management, national recovery and resilience, sport, regional communications, education and health. Bridget was elected Senator for Victoria in 2010. She holds a Bachelor of Applied Science and Education, specializing in mathematics and physical education. She lectured at Monash University.

Bridget is the author of a biography of former Country Party Prime Minister: John McEwen

– Right Man, Right Place, Right Time.



**Rupe Hoskin AM**

*Balance Partners*

**Presentation:**

Keynote Address - The Human Side of Infrastructure Leadership

Wednesday, November 12, 2025

9.05AM - 10.00AM

Rupe (Rupert) Hoskin will deliver a keynote on the human aspects of delivering community infrastructure. Technical expertise in governance and project management is essential, but true success relies on the human side: listening and communicating well, understanding the underlying issues, balancing competing priorities, and achieving results while

maintaining goodwill and trust. Rupe is a civil engineer, whose global career spans the military, diplomacy, humanitarian sector, and private industry. He served as a Brigadier in the Army, with deployments to Bosnia, PNG, Tonga, Timor Leste, Afghanistan, Kuwait and Iraq. He was the Commandant of the Royal Military College of Australia, and the Director-General of Army Leadership. He has been a diplomat in France, Algeria and Morocco, and a Parliamentary Adviser in Canberra. As a construction engineer, he worked on the London Underground's Jubilee Line Extension and on Woodside's North West Shelf project in Dampier. He has led major Defence infrastructure projects throughout Australia, all with environmental and cultural sensitivities. He worked in Niger for the UN, delivering essential water supplies for Touareg refugees. In 2020, he worked extensively with local governments and communities on bushfire recovery projects, as part of the Business Council of Australia's BizRebuild initiative. He then spent three years as an Associate Partner in McKinsey & Company, with the role of Senior Expert for Leadership and Culture. In 2024, Rupe co-founded the consulting firm Balance Partners, serving diverse clients on the topics of strategy, culture and leadership.

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**Associate Professor Ben Beck**

*Head of Sustainable Mobility and Safety Research in the School of Public Health and Preventive Medicine (SPHPM)*

**Presentation:**

Behavioral Change and Road Space Reallocation  
Wednesday, November 12, 2025  
11.30AM - 12.30PM

Associate Professor Ben Beck is Head of Sustainable Mobility and Safety Research in the School of Public Health and Preventive Medicine (SPHPM) at Monash University.

Ben works at the intersection of transport, public health and climate change. He is an internationally renowned leader in active transport research. He established and leads an interdisciplinary program of research that brings together experts in public health, urban and transport planning, engineering, complex systems science, behaviour change and road safety to advance the safety, accessibility and equity of active mobility. Ben's program of research is underpinned by developing world-leading data systems, cutting-edge methods and data-driven solutions, and partnering with government, industry, not-for-profit organisations and the community to untap the potential of active transport to transform population and planetary health.

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**Tegan Mitchell**  
*Manager, Major Transport Projects, City of Sydney*

**Presentation:**  
Behavioral Change and Road Space Reallocation  
Wednesday, November 12, 2025  
11.30AM - 12.30PM

Tegan Mitchell is Manager Major Transport Projects at the City of Sydney, working within the Transport and Access team. She has delivered pop-up cycleways, contributed to city centre public domain improvement plans, and strategic bike network planning.

A strategic transport planner, organisational leader, and influencer, Tegan has focused her career on road network planning and investment. She played a key role in the development and implementation of the NSW Movement and Place framework, contributed to the NSW Government's *Design of Roads and Streets*, and supported Austroads' review of its *Guide to Movement and Place*.

With extensive experience across urban, regional, and rural road infrastructure, as well as broader corporate strategic planning, Tegan has held senior roles at the NSW Roads and Maritime Authority, Transport for NSW, and Sydney Water. She is currently a member of the Peer Review Advisory Group for the NSW Roads Act review.



**Jay Ellul**  
*MAICD, MMkt*

**Presentation:**  
Road Funding, Maintenance and Productivity  
Tuesday, November 11, 2025  
11.35AM - 1.00PM

Jay is an organisational success specialist. He has had two decade-long careers that share a common path, strategy and leadership, and the skills required to achieve highly in both. He applies focus and integrity that he learned through his time as Australian Army Officer, and a pragmatic and contemporary approach that he learned through his time working with local councils. He has completed the Company Directors Course, and recently commenced a PhD to determine the impact unmanaged trauma has on leadership decision-making. Jay has assisted and advised councils on their governance, budgets and financial management, council reports, infrastructure and assets management, and policies procedures. With his professional experience, Jay has developed a planning process that combines strategic analysis, outputs, costs, and enterprise risk management to assist organisations with their future direction, budgets and other required resources. He was inspired to create this planning process because he observed organisations that spent too much time planning and not doing – and – organisations that spent too little time planning and not knowing what they were doing. Jay is now a Director at HIGHER Corporate Consulting that provide governance and financial services. HIGHER provides trusted, tailored solutions to improve an organisation's performance.

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**William McDougall**  
*BSc (CEng), MCILTA*

**Presentation:**  
Road Funding, Maintenance and Productivity  
Tuesday, November 11, 2025  
11.35AM - 1.00PM

William McDougall is a transport planner and engineer with over 50 years' experience in the UK, Australasia, Middle East, and Asia. He has worked in consulting companies, doing transport project feasibility studies, and developing strategies and policy at all levels of government. He has lived and worked in every mainland capital city except Darwin and has been in Melbourne for the last 25 years. He is particularly interested in the future challenges for local government in dealing with mobility whilst also leading on environmental issues, especially climate change and emissions elimination. He is also actively studying issues in public transport, freight, road safety, engineering, and maintenance.

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**Colin Steele**  
*Managing Director of Section51*

**Presentation:**  
Grants and Funding  
Tuesday, November 11, 2025  
2.00PM - 3.00PM

Colin Steele is the Managing Director of Section51, Grants Consultants. Prior to establishing Section51, Colin worked for over thirty years across three levels of government. Ten years as a local government planner in NSW, followed by eleven years in the NSW Government in Regional Planning and Premiers Department. He moved to Canberra to work for the Commonwealth Government with eleven years in assessing and managing grants in environment and infrastructure. Colin worked for four years as the manager of the team designing and delivering LG grant programs in the Department of Infrastructure for the then Minister Albanese. In the 15 years of Section51, the company has worked with a diverse range of councils to access funds for infrastructure, community, environment and economic development projects. The firm has advised more than 100 councils across every State and Territory and over 1,500 council representatives have attended Section51 grants and funding workshops.



**John Zannes**  
*MPE, MProjMgt, BEng, GradDipMin, FIEAust, CPEng, APEC, IntPE(AUS)*

**Presentation:**  
Appling Ai for smarter transport investment  
Tuesday, November 11, 2025  
2.00PM - 3.00PM

John is a senior executive and engineer with over 30 years of experience across government and private sectors, successfully leading departments and teams to deliver strategic and project outcomes. His expertise spans transport, water, energy, resources, buildings, and property, positioning him as a leader in shaping complex infrastructure and policy environments.

Passionate about community, John applies an integrated approach to infrastructure and investment decisions. He views leadership and engineering as levers to improve liveability, strengthen resilience, and enhance long-term social outcomes. This perspective ensures that his work advances not only organisational objectives but also broader societal value.

John is currently completing his PhD at Charles Sturt University, focused on developing evidence-based models that translate research into practice. His work aims to guide data-driven transport and infrastructure investment decisions that deliver lasting value for communities.



**Steve Verity**  
*Principal Advisor IPWEA*

**Presentation:**

Managing Local Government Assets  
Tuesday, November 11, 2025  
3.30PM - 4.30PM

Steve Verity is the Principal Advisor – Asset Management at the Institute of Public Works Engineering Australasia (IPWEA), a not-for-profit professional association supporting excellence in public works and infrastructure asset management. With a career spanning over 30 years in local government and the asset management sector, Steve has extensive experience in infrastructure planning, lifecycle management, and strategic investment decision-making. He has contributed to national and international initiatives focused on sustainable service delivery, data-informed policy, and capability building across government sectors. At IPWEA, Steve leads the technical development of tools and resources including the NAMS+ toolkit and plays a key role in national projects such as the ALGA National State of the Assets Report. His work supports councils and public sector organisations to strengthen long-term financial planning and resilience through improved infrastructure governance and evidence-based practice.

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**Ben Wood**

*Partner, Transport Professionals. Association*

**Presentation:**

Road Funding, Maintenance and Productivity

Tuesday, November 11, 2025

11.35AM - 1.00PM

Ben Wood is a Partner and Co-Founder of Hadron Group, an advisory firm helping local and state government turn policies, programs, and big ideas into results that matter for communities. Ben thrives on complex problem-solving — and the public sector offers no shortage of it. Passionate about transport, he champions better investment decision making, improving road safety and public transport, and greater support for local government to deliver outcomes on the ground.

He believes success comes from staying focused on priorities, ongoing and open stakeholder engagement, and then getting implementation right. Many stakeholders may appear resistant to change, but instead of going into battle, the key is to work with them to understand concerns and address them.

Outside Hadron, Ben is a Board Member of the AITPM, a Graduate of the Australian Institute of Company Directors (GAICD), and holds an Executive MBA from the AGSM.



**Nicole McLean**

*Executive director of Policy and Government Relations Roads Australia*

**Presentation:**

Road Funding, Maintenance and Productivity

Tuesday, November 11, 2025

11.35AM - 1.00PM

## CL11 Attachment (b) 2025 National Local Roads Transport and Infrastructure Congress Speakers

Nicole McLean is Executive Director of Policy and Government Relations at Roads Australia, the peak body for roads within an integrated transport system.

Her experience spans all aspects of public policy, government relations, media, advocacy, campaigns and stakeholder engagement. Nicole has worked in the private sector, in both small and large enterprises, and not-for-profit organisations.

Before joining Roads Australia, Nicole was Manager of Government and Public Relations at The Pharmacy Guild of Australia (Victoria Branch). Prior to that she was Principal Advisor of Policy and Advocacy at the Victorian Chamber of Commerce and Industry.

Nicole also serves as Board Director, Victoria at the Australia-Brazil Chamber of Commerce and holds a PhD in social and political sciences.



**Dr Elliot Fishman**  
*Director, Institute for Sensible Transport*

**Presentation:**

Transport Planning in Regional Cities  
Wednesday, November 12, 2025  
1.30PM - 2.30PM

Elliot has 20 years' experience as a sustainable mobility specialist. He completed his PhD at the Centre for Accident Research and Road Safety and is ranked by Stanford University in the top 2% of scientists globally for his contributions to transport. He leads the Institute's work on electric vehicle charging, integrated transport strategy and has advised the NYC Department of Transportation, the OECD and the Australian Prime Minister's Office on sustainable transport.



**Gary Okely**  
*Head of Public Sector - Pacific*  
JLT Public Sector

**Presentation:**

Managing Infrastructure and Coastal Erosion  
Wednesday, November 12, 2025  
11.30AM - 12.30PM

Gary is a prominent figure in the Australian insurance and risk advisory sectors with vast experience in alternative risk financing, insurance broking and risk management for Public Sector entities.

Key strengths: Extensive global experience (Australia, Asia, London), strategic risk advisory leadership, broking professionalism, re/insurance market, government advocacy.

As Head of JLT Public Sector, Pacific, (Marsh McLennan) Gary leads a national team supporting more than 500 local councils and government organisations across Australia with risk advisory, risk financing solutions and claims management.

Gary was appointed President of NIBA in February 2023. As President, he championed three strategic pillars: representation, professionalism and community - emphasising enhanced government advocacy, public/private partnerships and alternate funding models to challenge the insurance affordability and availability emergency.

Gary is a regular conference panel speaker for NIBA, Aust Local Govt Association, Governance Institute's Public Sector Forum, state local government associations, affiliated public sector entities - focusing on public trust, financial sustainability and resilience in governance



**Robyn Daly**

National Program Manager, Resilience, JLT Public Sector  
JLT Risk Solutions Pty Ltd, a business of Marsh and McLennan Companies (MMC)

**Presentation:**

Managing Infrastructure and Coastal Erosion  
Wednesday, November 12, 2025  
11.30AM - 12.30PM

After more than two decades in the specialist field of risk solutions and contributing to the evolution of the "mutuals" as a preferred financial model used by councils today for protection, she has a wealth of experience and expertise with a lens on local government.

More recently, Robyn has been instrumental in the design of the National Local Government Vulnerability Profile Program, from its inception, through its pilot phase and the national roll-out.

This program is designed to create new data and profiling information to underscore government decision-making around disaster risk management and mitigation investment. Under Robyn's guidance and supported by a team of specialists, this ambitious program is building the national vulnerability

profile, council-by-council.

Enabling access to this new evidence-based data will guide future capacity and capability-building decisions and shift the conversation from reactive disaster funding for recovery,

to proactive enhanced investment in disaster risk mitigation – driving the nation-wide approach to resilience.



**Michael Nieuwesteeg**  
*Program Manager - Road Safety & Design*

**Presentation:**

Road Safety Leadership - Charting a Path to Vision Zero  
Tuesday, November 11, 2025  
1.30PM - 2.30PM

Michael leads Austroads' road safety and design program, where he manages a portfolio of guidance, research and implementation projects.

He has a background in data and statistics and has worked in road safety since 2008, primarily in research and evaluation, strategy development and program management.



**Paul Durdin**  
*Technical Director, Executive Director, Abley*

**Presentation:**

Road Safety Leadership - Charting a Path to Vision Zero  
Tuesday, November 11, 2025  
1.30PM - 2.30PM

## CL11 Attachment (b) 2025 National Local Roads Transport and Infrastructure Congress Speakers

Paul is a Technical Director and Board member of Abley Limited; a specialist New Zealand-owned transport and location intelligence consultancy that supplies professional services to all levels of government throughout New Zealand, Australia, SE Asia and North America.

Paul is a road safety expert. His main area of interest is helping transport agencies develop practical strategies and plans to transition existing road networks to a safe system through infrastructure and speed management. He has developed road safety strategies, policies, guidelines, technical assessment techniques and investment prioritisation methods that set transport agencies up to achieve their Vision Zero ambitions. Paul is actively involved in the road safety industry as co-chair of the NZ Chapter of the Australasian College of Road Safety and as an observer to the International Road Assessment Programme (iRAP) Global Technical Committee. Paul aspires to have his work influence the shape of road safety in Australasia and beyond for many years to come.



**Ingrid Johnston**  
ACRS

**Presentation:**

Road Safety Leadership - Charting a Path to Vision Zero  
Tuesday, November 11, 2025  
1.30PM - 2.30PM

Dr Ingrid Johnston is a passionate advocate for social justice and health. With an extensive network across government, academia and non-government organisations, Ingrid is an experienced and accomplished advocate and campaigner.

Ingrid was appointed as Chief Executive Officer of the Australasian College of Road Safety in May 2021 and is actively engaged in supporting the advocacy and knowledge sharing work of the College members. Ingrid was also a Director on the Board of the Climate and Health Alliance, a coalition of health care stakeholders with a mission to build a powerful health sector movement for climate action and sustainable healthcare.



**Russell Hamilton**  
*A/Project Director, Inland Rail*

**Presentation:**  
Freight and Logistics  
Wednesday, November 12, 2025  
1.30PM - 2.30PM

Russell Hamilton is a results-oriented engineer with over 14 years of comprehensive experience across the full project lifecycle—from tendering and design through to onsite construction, commissioning, and handover. He has successfully delivered complex projects across the mining, civil, and major transport infrastructure sectors, with a geographic footprint that includes metropolitan Melbourne, regional Victoria, and remote areas of northern Australia.

Russell is a confident and articulate communicator, adept at providing technical leadership and fostering collaboration across multidisciplinary teams, senior stakeholders, and high-profile clients. He is known for his ability to operate effectively under pressure, consistently maintaining a strong focus on safety, efficiency, and professional integrity in managing daily project interface challenges.

Outside of work, Russell enjoys spending time outdoors, particularly four-wheel driving and camping with his family.



**Michael Stokoe**  
*Urban Freight*

**Presentation:**  
Freight and Logistics  
Wednesday, November 12, 2025  
1.30PM - 2.30PM

Michael recently completed an 11-year role as Director Urban Freight in TfNSW. He started with the CBD transformation and development of Light rail in Sydney CBD focusing on the crucial tasks to ensure the CBD never ran out of beer, building materials or bread.

Michael and his team also undertook lots of transformative work with kerbside management, loading dock compliance in DAs, industrial land planning and advocacy and supported logistics innovation. Work that has gained national and global recognition and awards. This has all been documented and incorporated into various plans for NSW Government including the publication of the Last-Mile Toolkit.

The goal is always to ensure there is considered approaches for efficient freight that integrates into urban planning and contributes to successful places. As such, Michael continues to be involved with Austroads and chair their Technical Reference Group for Urban Freight.

Prior to joining TfNSW, Michael worked in Australia for AECOM, Australia Post and IBM. His previous logistics experience spans Europe, South-East Asia and the Middle East in operational, planning and logistics system roles.

Conference Co-ordinators



Phone: 02 6292 9000  
Email: conference@confco.com.au

ALGA

**Karen Cogo**

*BEng (Civil & Computing)(Hons), Dip PM, RPEV*

Phone: 02 6122 9400  
Email: alga@alga.asn.au

**Presentation:**

Circular Economy and Resilience in Road Construction

Wednesday, November 12, 2025

10.00AM - 11.00AM

**FOLLOW US**

Twitter icon: Karen Cogo is NTRO's Leader of Client Outcomes, with over 25 years' experience delivering road and rail-interface projects across local, arterial, and freeway corridors. She has worked in Victorian local and state government, and with private consultancies, leading transport safety teams and managing projects in road safety, congestion management, and intersection and corridor design.

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Karen has led evaluations of innovative solutions including compact roundabouts, pedestrian improvement programs, and Safe System treatments, delivering practical, cost-effective, and user-focused outcomes that enhance resilience, sustainability, and safety in transport infrastructure.

The National Transport Research Organisation (NTRO) is Australia's leading transport research organisation, developing innovative solutions across roads, rail, ports, and airports. NTRO combines research, technical expertise, and strategic advice to improve planning, operations, and infrastructure delivery, supporting safer, more efficient, and sustainable transport systems.

Karen will present on sustainable road construction, circular economy principles, and building resilience into road infrastructure.

**CLAUSE** CL12

**TITLE** Investments as at 30 September 2025

**FROM** Vanessa Edwards, Finance Manager

**TRIM REF** 25/118941

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### **SUMMARY**

This report details Council's investments performance at the month of September 2025.

### **RECOMMENDATION**

**The report be noted by Council.**

### **REPORT**

In accordance with Section 212 of the Local Government (General) Regulation 2021, it is hereby certified that the investments detailed in the attached schedules have been made in accordance with Section 625 of the Local Government Act 1993, its Regulations and Council's current Investment Policy and Strategy which were last amended and adopted on 14 July 2023.

Management is striving to continuously build up cash and investment returns to ensure ongoing financial stability, allocate funds to reserves and provide ongoing liquidity into the future.

**Note** - Of the cash and investments shown in this report:

- 90% is externally restricted, i.e., there are binding legal restrictions about how and where council can use these funds.
- 8.4% is internally restricted, i.e., council has made a decision to put these funds aside for a specific purpose
- 1.6% is unrestricted, i.e., council can use this money for discretionary projects or activities.

### **OPTIONS**

#### OPTION 1

As per the Recommendation.

#### OPTION 2

Any other Resolution of Council.

### **POLICY IMPLICATIONS**

The actions taken comply with Council's current investment policy and strategy, and the Ministerial Order as provided by the NSW Office of Local Government.

## **FINANCIAL IMPLICATIONS AND RISK**

As at the 30 September 2025, Council had received a total of \$859,871 in interest coupon payments.

The overall net interest income recognised (when combining both interest received and mark-to-market entries) at 30 September 2025 was \$1,159,195. The annual budget for 2025/26 is \$2,923,000.

Council has a mix of growth and fixed income investments in the portfolio and at certain times growth assets are exposed to equity market fluctuations (volatility) as well as rises in interest rates and may incur non-cash valuation reductions that can impact on reported profits. These are long term assets and Council has no intention of divesting any of these assets when at cyclical lows and therefore crystallising any losses. Invariably, these assets will regain and increase their values over time and they make up a valuable diversity in Council's portfolio overall.

Due to the high volatility across investment markets, it is difficult to obtain cash yields whilst maintaining appropriate diversification of investments and not be exposed to potential fluctuations in the carrying value of these assets. Council's investments are diversified primarily across TCorp Managed Funds, term deposits, fixed income bonds and floating rate notes which are largely determined by the restrictions in place by the Minister's Order. Council's investments are diversified, all highly rated and of high quality.

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

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

Section 212 of the Local Government (General) Regulation 2021.

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

## **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**

(a)	Statement of Funds at 30 September 2025 <a href="#">↓</a>	116
(b)	Investment Returns Analysis 12 Months Annualised Yields <a href="#">↓</a>	117
(c)	TCorp Monthly Economic Report <a href="#">↓</a>	118

# CL12 Attachment (a) Statement of Funds at 30 September 2025

## (a) Statement of Funds at 30 September, 2025

### GRIFFITH CITY COUNCIL Statement of Funds Invested under Section 625 of the Local Government Act, 1993 30 September, 2025

#### INVESTMENTS

Annual Return	Type	Valuation Balance as at 30 September, 2025	Interest Recognised September, 2025	Revaluation Movements Recognised September, 2025	Fund as a Percentage of Total Investments
<b>Cash/Managed Funds</b>					
5.250%	Pendal Institutional Cash Fund	9,073.50	38.08	0.01%	
8.900%	Perpetual Credit Income Fund	1,149,070.32	8,024.35	1.45%	
4.53%	NSW Treasury Corp -Long Term Growth Fund	2,016,547.81		34,536.64	2.54%
2.89%	NSW Treasury Corp -Medium Term Growth Fund	6,542,270.47		73,689.26	7.99%
1.21%	NSW Treasury Corp - Short Term Income Fund	4,152,743.87	13,369.77	2,660.41	5.23%
2.600%	UBS Cash Management Trust Account	76,076.71	294.41		0.10%
3.500%	ANZ Premium Business Saver Account	7,929.22	25.61		0.01%
<b>Term Deposits</b>					
4.000%	AMP 365 Day Term Deposit Maturity 5/6/26	2,000,000.00	6,666.66		2.52%
4.000%	BOQ 1 Year Term Deposit Maturity 10/6/2026	1,099,763.48	3,665.88		1.39%
4.480%	Westpac Bank 2 Yr Term Deposit Maturity 9/9/2026	3,000,000.00	11,107.95		3.78%
4.950%	NAB 1 Year Term Deposit Maturity 9/9/2025	2,000,000.00	8,250.00		2.52%
4.000%	BOQ 1 Year Term Deposit Maturity 10/6/26	2,000,000.00	6,666.67		2.52%
4.590%	Westpac Bank 18 Month Term Deposit Maturity 30/3/26	3,000,000.00	11,757.95		3.78%
4.880%	ING 3 Yr Term Deposit Maturity 8/11/2025	4,000,000.00	16,355.80		5.04%
4.050%	Westpac Bank Notice Saver 60 Day	2,798,972.24	9,903.10		3.53%
4.000%	Westpac Bank Notice Saver 31 Day	5,919,919.65	20,687.71		7.46%
5.000%	NAB 3 Yr Term Deposit Maturity 9/10/2026	3,500,000.00	14,583.33		4.41%
4.400%	Rabo Bank 5 Yr Term Deposit Maturity 26/6/2029	2,500,000.00	9,166.67		3.15%
4.430%	Rabo 4 Yr Term Deposit Maturity 2/7/2029	2,000,000.00	7,383.33		2.52%
4.580%	Rabo Bank 5 Yr Term Deposit Maturity 1/7/2030	2,000,000.00	7,633.33		2.52%
5.250%	Rabo Bank 4 Yr Term Deposit Maturity 25/07/2029	2,000,000.00	8,750.00		2.52%
5.190%	NAB 2 Year Term Deposit Maturity 29/6/2026	2,000,000.00	8,650.00		2.52%
5.300%	Rabo Bank 4 Yr Term Deposit Maturity 26/6/2028	2,500,000.00	11,041.66		3.15%
5.090%	Rabo Bank 5 Yr Term Deposit Maturity 14/1/2030	2,000,000.00	8,483.33		2.52%
3.750%	Bendigo Adelaide Bank 2 Month Term Deposit Maturity 29/10/2025	7,103,264.38	22,258.52		8.95%
<b>Bank Bonds/Floating Rate Notes #</b>					
1.250%	NSW Treasury Corp Bond (\$2M Face Value) Maturity 20/11/30	1,742,980.00		(5,380.00)	2.20%
2.000%	NSW Treasury Corp Bond (\$2M Face Value) Maturity 8/3/33	1,683,320.00	20,000.00	1,200.00	2.12%
1.750%	Government of the ACT Bond (\$600k Face Value) Maturity 17/5/30	540,900.00		(2,292.00)	0.68%
4.358%	NAB FRN (\$1.7M Face Value) Maturity 10/05/2027	1,707,106.00		391.00	2.15%
4.450%	NAB FRN (\$1.6M Face Value) Maturity 18/10/2027	1,614,000.00		(6,016.00)	2.03%
4.389%	NAB FRN (\$1.6M Face Value) Maturity 18/03/2030	1,609,408.00	18,266.51	2,208.00	2.03%
3.987%	WBC Floating Bond (\$2.5M Face Value) Maturity 12/12/2025	2,500,850.00	25,993.15	(275.00)	3.15%
4.521%	WBC Floating Bond (\$1.5M Face Value) Maturity 21/01/2030	1,510,170.00		2,190.00	1.90%
4.612%	Bendigo Adelaide Bank FRN (\$800k Face Value) Maturity 08/05/2027	805,472.00		408.00	1.01%
5.112%	Maitland Mutual Limited FRN (\$500k Face Value) Maturity 15/05/2028	500,655.00		(750.00)	0.63%
	<b>Total</b>	<b>79,390,492.65</b>	<b>270,961.34</b>	<b>110,632.74</b>	<b>100%</b>

\*YTD Fund Return

# Bank Bonds/Floating Rate Notes will have positive or negative revaluations from month to month. Upon maturity date the principal investment will be paid back in full.

Balance of Griffith City Council Trading Bank Account 20,648,701.88  
GHFL/HHF Bank Account Balances 24,252.59

**Total Cash & Investments at 30/09/2025**

**100,633,447.12**

#### RETURN ON INVESTMENTS

Return on Investments Analysis	Actual
Accumulated Return on Investments Brought Forward	721,129.61
Interest received on Griffith Health Facilities Limited Bank Accounts YTD September 2025	30.78
Return on Investments for the month of September 2025	381,594.08
Trading Bank Account Interest Received for the month of September 2025	56,440.34
<b>Total Return of Investments YTD September 2025</b>	<b>1,159,194.81</b>

Fund	Original Budget Annual Total	Budget YTD	Actual YTD
Ordinary Fund	1,150,000.00	291,000.00	410,432.39
Water Fund	1,020,000.00	255,000.00	415,719.52
Sewerage Fund	500,000.00	126,000.00	246,801.92
Waste Fund	250,000.00	62,499.00	84,598.91
Western Riverina Library	3,000.00	750.00	1,642.07
<b>Total</b>	<b>2,923,000.00</b>	<b>735,249.00</b>	<b>1,159,194.81</b>
		Percentage of Year at Report Date	16.67%

In accordance with Section 212 of the Local Government (General) Regulation 2021, I hereby certify that the investments detailed above are made in accordance with the Local Government Act, its regulations and Council's investment policy adopted on 14 July, 2023.

RESPONSIBLE ACCOUNTING OFFICER

**(b) Investments Returns Analysis - 12 month Annualised Yields**

INVESTMENT RETURNS ANALYSIS - 12 MONTH ANNUALISED YIELDS			
Month	Average Funds Invested for the month	Return on Investment/Revaluation Adjustments	Yield %
Oct-24	\$67,268,190	\$62,279	0.09%
Nov-24	\$66,657,673	\$448,748	0.67%
Dec-24	\$66,599,699	\$262,196	0.39%
Jan-25	\$69,757,354	\$321,937	0.46%
Feb-25	\$71,650,559	\$300,001	0.42%
Mar-25	\$71,236,835	\$170,445	0.24%
Apr-25	\$74,343,469	\$356,095	0.48%
May-25	\$78,289,264	\$467,698	0.60%
Jun-25	\$78,756,807	\$417,921	0.53%
Jul-25	\$78,909,976	\$296,953	0.38%
Aug-25	\$79,101,138	\$366,819	0.46%
Sep-25	\$79,313,036	\$381,594	0.48%
<b>12 Month Annualised Performance</b>			<b>5.21%</b>
<b>Current Year Performance Jul 25 - Jun 26</b>			<b>1.32%</b>
<b>(Cash basis only, net of fees)</b>			

## Monthly economic report

### The global economy

Economic data and the outlook for interest rates were the main drivers of financial markets in September, with tariff-related news largely ignored by investors.

US bond yields fell sharply in early September after weaker labour market data saw investors price in more rate cuts by the US Federal Reserve (Fed) this year. The Fed lowered interest rates by 25bps in September, its first rate cut in 2025. The Fed faces a difficult trade-off with inflation rising while employment slows, bringing the 2 parts of its dual mandate into direct conflict.

Higher US inflation is a result of tariffs, with the majority of the price increases faced by US importers expected to be gradually passed on to consumers. Despite this, the Fed has resumed rate cuts as it views the impact of tariffs as temporary, with inflation expected to resume falling thereafter. However, Fed policymakers only expect inflation to return to its 2% target in 2028, which underpins ongoing caution by most Fed policymakers to future rate cuts.

In contrast, some Fed policymakers are relatively more concerned about the labour market weakening and favour more aggressive rate cuts. In particular, President Trump's temporary appointee to the Fed – Stephen Miran – wants the Fed to cut rates by 150bps this year. Miran's extreme view highlights how Fed policy could evolve if the institution's independence is eroded.

Investors' expectations are closer to the projections of Fed policymakers, with 2 further rate cuts expected by the end of 2025 and 2 more in 2026.

The European central Bank (ECB) left interest rates unchanged at 2%. Investors are not expecting further rate cuts from the ECB, with inflation in Europe now around target. The Bank of Canada cut interest rates to 2.5%, with US tariffs causing a slowdown in economic activity.

China's economy slowed noticeably in July and August, following strong growth in the first half of this year. Authorities have announced further targeted stimulus measures to support the economy and meet their 5% annual GDP growth target.

### The Australian economy

The Reserve Bank of Australia (RBA) left interest rates unchanged in September, as was widely expected, but expressed some concern about the upside surprises to inflation in July and August. Although the surprises were partly due to the timing of electricity rebates, higher inflation in some domestic services components and housing construction costs has raised concerns that inflation may have accelerated in the September quarter.

Economic data released in September was also generally stronger than expected. The Australian economy grew by 0.6% in the June quarter, slightly above the consensus estimate of 0.5%. The upside surprise was driven by stronger consumer spending, which has been a very weak over the past few years. Although part of this strength was driven by idiosyncratic factors (e.g. people replacing items damaged by floods), more recent household spending data has provided more evidence that consumer spending is gradually recovering. Surveys of consumer and business sentiment have also contained encouraging signs that the Australian economy is starting to recover.

The housing market also looks to be strengthening. House prices have risen solidly in recent months and building approvals in some states – particularly NSW – have increased.

However, employment growth disappointed again in August, with hiring slowing in government-aligned sectors (e.g. healthcare) after rapid growth over the past few years. The unemployment rate remained steady, with the RBA still viewing the labour market as 'a little tight'.

Investors and many economists are now expecting only one more rate cut by the RBA this cycle, which is seen as most likely to occur in either February or May 2026.

## Financial market commentary

September was a positive month for equity investors. Moves across bond markets were mixed, reflecting divergent drivers across economies. Volatility in bond and equity markets remained low.

### Equity markets (performance in local currency, excluding dividends)

Most equity markets rose in September and have recorded solid gains in FY26 to date. The MSCI World (ex-Australia) index rose by 3.2% while the MSCI Emerging Markets index gained 7%. The US S&P500 gained 3.5%, supported by strong gains in technology stocks and mostly stronger US data over the month. Gains in AI-related technology companies also saw Hong Kong's stock market rise by 7.1%. Hong Kong's market has risen by almost 35% in 2025 to date, outperforming other economies.

France's equity market gained 2.5%, after underperforming in August because of political uncertainty. In contrast, German equities had a weak month in September (-0.1%), with Germany's market moving sideways over the past few months after strong gains in the first half of this year.

Australia's ASX200 underperformed other advanced economies, falling by 1.4%. The weakness has been broad-based across sectors, except for mining companies which have outperformed over recent months.

### Bond yields

US bond yields fell sharply in early September, after data showed a more pronounced weakening of the US labour market and increased expectations for Fed rate cuts. However, bond yields retraced some of their earlier falls in the second half of the month, with most Fed members reiterating their cautious approach to rate cuts as tariffs are leading to higher US inflation. US 10-year bond yields ended the month 8bps lower.

In contrast, Australian 3-year bond yields rose 15bps and 10-year bond yields increased by 4bps, as stronger inflation data saw investors pare back their expectations for RBA rate cuts. Australia's 10-year bond yield has been 15-20bps above US 10-year yields throughout September, the widest gap in almost a year.

TCorp bond yields fell slightly in August, with the 10-year spread to Commonwealth Government bonds narrowing to +58bps – around its lowest level in 2 years.

### Currency and commodity markets

Currency markets experienced some volatility after the Fed's September policy meeting, with the US dollar depreciating after the Fed's decision. This saw the Australian dollar temporarily reach its highest level against the US dollar in almost a year, reaching US\$0.67, though it subsequently fell back to around US\$0.66.

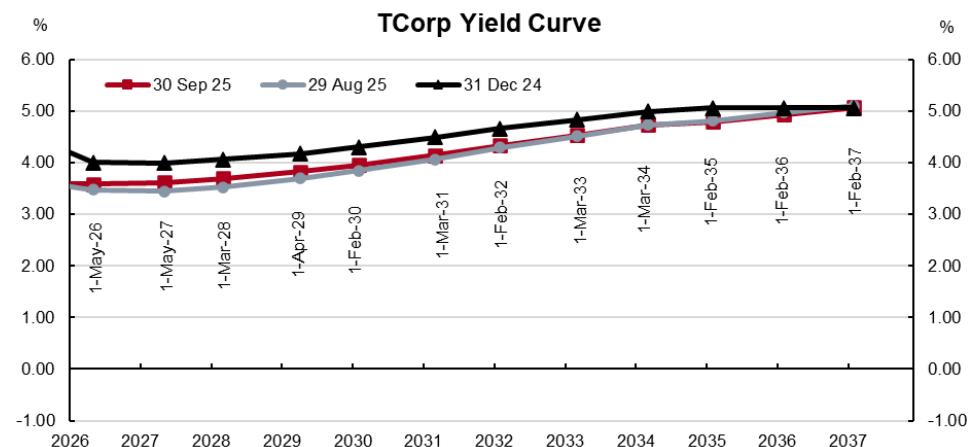
## Financial market performance

Currency markets September 2025	Previous month close	Month high	Month low	Month close	Month change
AUD/USD	0.654	0.669	0.652	<b>0.661</b>	1.1% <span style="color: green;">▲</span>
AUD/EUR	0.560	0.567	0.559	<b>0.564</b>	0.7% <span style="color: green;">▲</span>
AUD/JPY	96.17	98.30	96.43	<b>97.81</b>	1.7% <span style="color: green;">▲</span>
AUD/GBP	0.484	0.492	0.484	<b>0.492</b>	1.5% <span style="color: green;">▲</span>
AUD/BRL	3.551	3.589	3.486	<b>3.519</b>	-0.9% <span style="color: red;">▼</span>
AUD/INR	57.69	58.89	57.46	<b>58.72</b>	1.8% <span style="color: green;">▲</span>
AUD/CNY	4.664	4.756	4.654	<b>4.710</b>	1.0% <span style="color: green;">▲</span>
Equity markets* September 2025	Previous month close	Month high	Month low	Month close	Month change
MSCI World ex Australia	4294	4433	4259	<b>4430</b>	3.2% <span style="color: green;">▲</span>
MSCI Emerging Markets	1258	1352	1262	<b>1346</b>	7.0% <span style="color: green;">▲</span>
S&P/ASX200	8973	8928	8739	<b>8849</b>	-1.4% <span style="color: red;">▼</span>
S&P/ASX Small Ordinaries	3611	3713	3577	<b>3713</b>	2.8% <span style="color: green;">▲</span>
S&P500 (US)	6460	6694	6416	<b>6688</b>	3.5% <span style="color: green;">▲</span>
FTSE 100 (UK)	9187	9350	9117	<b>9350</b>	1.8% <span style="color: green;">▲</span>
Stoxx600 (Europe)	550	558	543	<b>558</b>	1.5% <span style="color: green;">▲</span>
DAX (Germany)	23902	24037	23329	<b>23881</b>	-0.1% <span style="color: red;">▼</span>
CAC 40 (France)	7704	7897	7654	<b>7896</b>	2.5% <span style="color: green;">▲</span>
Nikkei 225 (Japan)	42718	45755	41939	<b>44933</b>	5.2% <span style="color: green;">▲</span>
Hang Seng (HK)	25078	26908	25059	<b>26856</b>	7.1% <span style="color: green;">▲</span>
Shanghai Composite (China)	3858	3883	3766	<b>3883</b>	0.6% <span style="color: green;">▲</span>
Bovespa (Brazil)	141422	146492	139864	<b>146237</b>	3.4% <span style="color: green;">▲</span>
IPC (Mexico)	58709	62916	58865	<b>62916</b>	7.2% <span style="color: green;">▲</span>
S&P/BSE Sensex (India)	79810	83014	80158	<b>80268</b>	0.6% <span style="color: green;">▲</span>

\*Returns are in local currency, and exclude dividend payments

Bond markets (%) September 2025	Previous month close	Month high	Month low	Month close	Month change
RBA Official Cash Rate	3.60	3.60	3.60	<b>3.60</b>	0.00 –
90 Day Bank Bill	3.57	3.60	3.55	<b>3.58</b>	0.00 <span style="color: green;">▲</span>
180 Day Bank Bill	3.66	3.78	3.66	<b>3.75</b>	0.09 <span style="color: green;">▲</span>
New institutional term deposits	4.00	4.00	4.00	<b>4.00</b>	0.00 –
3 Year CGS Bond	3.40	3.59	3.38	<b>3.55</b>	0.15 <span style="color: green;">▲</span>
10 Year CGS Bond	4.27	4.42	4.19	<b>4.32</b>	0.04 <span style="color: green;">▲</span>
10 Year US Bond	4.23	4.26	4.02	<b>4.15</b>	-0.08 <span style="color: red;">▼</span>
10 Year German Bond	2.72	2.79	2.64	<b>2.71</b>	-0.01 <span style="color: red;">▼</span>
10 Year Japanese Bond	1.60	1.65	1.57	<b>1.65</b>	0.05 <span style="color: green;">▲</span>

TCorp bonds (%) September 2025	Previous month close	Month high	Month low	Month close	Month change
20-May-26	3.48	3.60	3.47	<b>3.59</b>	0.11 <span style="color: green;">▲</span>
20-May-27	3.45	3.64	3.45	<b>3.61</b>	0.16 <span style="color: green;">▲</span>
20-Mar-28	3.53	3.72	3.51	<b>3.70</b>	0.16 <span style="color: green;">▲</span>
20-Apr-29	3.70	3.87	3.67	<b>3.83</b>	0.13 <span style="color: green;">▲</span>
20-Feb-30	3.85	3.99	3.81	<b>3.96</b>	0.11 <span style="color: green;">▲</span>
20-Mar-31	4.07	4.20	4.02	<b>4.14</b>	0.07 <span style="color: green;">▲</span>
20-Feb-32	4.30	4.40	4.24	<b>4.34</b>	0.04 <span style="color: green;">▲</span>
08-Mar-33	4.52	4.63	4.45	<b>4.53</b>	0.01 <span style="color: green;">▲</span>
20-Mar-34	4.74	4.86	4.65	<b>4.73</b>	-0.01 <span style="color: red;">▼</span>
20-Feb-35	4.82	4.93	4.72	<b>4.79</b>	-0.02 <span style="color: red;">▼</span>
20-Feb-36	4.98	5.09	4.88	<b>4.93</b>	-0.04 <span style="color: red;">▼</span>
20-Feb-37	5.11	5.23	5.02	<b>5.07</b>	-0.04 <span style="color: red;">▼</span>
24-Feb-38	5.23	5.35	5.14	<b>5.18</b>	-0.05 <span style="color: red;">▼</span>
22-Feb-39	--	--	--	<b>5.30</b>	-- --
CIB 2.75% 20 Nov 25	2.24	2.24	0.43	<b>0.82</b>	-1.42 <span style="color: red;">▼</span>
CIB 2.50% 20 Nov 35	2.53	2.63	2.45	<b>2.48</b>	-0.05 <span style="color: red;">▼</span>



Source: TCorp

Commodity markets (US\$) September 2025	Previous month close	Month high	Month low	Month close	Month change
Brent Oil (per barrel)	68.1	70.1	65.5	<b>67.0</b>	-1.6% <span style="color: red;">▼</span>
Iron Ore (per tonne)	101.7	106.8	103.3	<b>103.9</b>	2.1% <span style="color: green;">▲</span>
<b>TCorp forecasts</b>					
RBA Official Cash Rate	3.35	2.85	2.85	2.85	
90 Day Bank Bill	3.25	3.00	3.00	3.25	
10 Year CGS Bond	4.00	3.50	3.50	3.50	



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**CLAUSE** CL13**TITLE** Responses to Councillor Questions Taken on Notice**FROM** Matthew Hansen, Director Business, Cultural & Financial Services**TRIM REF** 25/121206**SUMMARY**

At the Ordinary Meeting of Council held on Tuesday, 14 October 2025, there was one question Taken on Notice.

This report outlines the response.

**RECOMMENDATION**

**The report be noted by Council.**

**REPORT**

**CL05 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**

*Councillor Dal Bon requested an update on the Community Hub adjacent to Dave Taylor Park. This was TAKEN ON NOTICE.*

Response:

As Council is aware, Argyle Housing is the agency responsible for the construction of the Community Hub adjacent to Dave Taylor Park. In response to a request for an update on the project, Argyle Housing has advised the following:

*Argyle Housing are currently in the final stages of reviewing builders bids on the completion of the Community Hub and Wakaden Street.*

This update has been provided directly by Argyle Housing and reflects their current progress on the project.

**OPTIONS**

OPTION 1

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 report has no relevance to the Council's Strategic Plan.

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

Nil

**SCENIC HILL USER GROUP  
HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON  
TUESDAY, 23 SEPTEMBER 2025 COMMENCING AT 12:05 PM**

**PRESENT**

Councillor Jenny Ellis (Chair), Denis Couch (Community Representative), Desma Newman (Community Representative, via Zoom), Helen Vowles (Community Representative), Ronald Anson (Community Representative), Sally Bamblett (Community Representative), Timothy Ellis (Community Representative, via Zoom)

Quorum = 3

**STAFF**

Director Economic & Organisational Development, Shireen Donaldson, Director Infrastructure & Operations, Phil King and Minute Secretary, Melanie Hebrok

Animal Control & Parking Compliance Coordinator, Karin Penninga and Planning & Environment Manager, Carel Potgieter were in attendance for CL05

**1 APOLOGIES**

Apologies were received from Councillor Laurie Testoni, Director Sustainable Development, Joe Rizzo and Tourism Manager, Mirella Guidolin.

Absent: Councillor Tony O'Grady, Bruno Guidolin (Community Representative) and Lachlan Weymouth (Community Representative).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Denis Couch and Sally Bamblett that the minutes of the previous meeting held on 17 June 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 CARRYOVER OF FUNDS - SCENIC HILL MAINTENANCE & WORK**

The Committee noted that following the carryover of funds from the previous FY Scenic Hill budget, the new budget for 2025/26 will be:

- \$22,776 for Maintenance & Repairs
- \$63,452 for Biannual Clean Up.

**RECOMMENDED** on the motion of Ron Anson and Denis Couch that the information be received.

### **CL02 SCENIC HILL MAINTENANCE**

Director of Infrastructure & Operations Phil King reported that Scenic Hill maintenance work is currently done by staff also responsible for Dalton Park and is primarily reactive (litter control), with regular clean-up typically taking place on Monday mornings. The biannual clean-up did not occur last year due to lack of contractor engagement.

The Committee discussed what kind of maintenance activities can be covered by the revised budget noted in CL01, usually tasks such as litter control (most common), graffiti/vandalism removal, tree/weed/garden maintenance. The biannual clean up budget is currently for contractors only, not Council staff. Community Service Order workers also help maintain Scenic Hill at no cost to Council.

*Desma Newman entered the meeting remotely via Zoom, the time being 12:11pm.*

Mr Couch asked if organisers of an upcoming 'Clean Up Scenic Hill' event have contacted the Committee, with Councillor Ellis noting she has only heard about the event through social media. Ms Donaldson advised Council has not been notified of the event. Councillor Ellis said we should see public interest as a positive, in that the community wants to help clean Scenic Hill.

Discussion was held around how to work with the community while meeting Council's risk management requirements (e.g. high-visibility vests, inductions, supervision of children, avoiding high-risk areas such as cliff edges) to ensure clean ups are done in a safe manner. Any Council-run or supported event must prioritise risk mitigation and legal compliance.

The Committee suggested the use of contractors for heavy lifting tasks (e.g. abandoned cars, large waste), things the community cannot do. Other ideas discussed include:

- Develop a 'reusable' risk assessment and event plan for Council-endorsed community clean-ups.
- Follow the model used by Lachlan Weymouth, who has previously organised a successful and compliant event (with forms, safety procedures, etc.) – 'Clean Up Australia' website
- Plan and schedule clean-ups in advance, ideally twice per year, and tie them to other community events or festivals.

- Turn clean-ups into community events, with involvement from families, joggers, and local groups.

Discussion was also held around signage which needs to be replaced, which is not routinely maintained under standard maintenance tasks. The Committee could recommend conducting a signage audit across the area to assess condition and identify what's needed, prepare a cost estimate for repairing or replacing signage and use this audit to justify additional funding.

*Shireen Donaldson left the meeting, the time being 12:46pm.*

The Committee debated whether to add a recommendation for a permanent part-time staff allocation to support maintenance tasks. They acknowledged a limited budget of \$12,000, which currently allows for around 300 hours of work, mainly focused on litter control, with occasional tasks like fence repairs. Mr King clarified that bin pickups and mowing costs (e.g., roadside slashing) are separate from this budget. There was general agreement that having a regular staff presence would help maintain cleanliness and community standards.

**RECOMMENDED** on the motion of Ron Anson and Denis Couch that Council:

- Schedule a targeted Scenic Hill clean-up event with community involvement at least twice a year, possibly prior to major tourist events being held (e.g. Spring Fest).
- Undertake an audit of all current signage on Scenic Hill.
- Develop a risk assessment for all Council-endorsed public clean up events.
- Allocate a permanent part-time staff member to Scenic Hill.

#### **SMT COMMENT**

**The Terms of Reference of the Scenic Hill User Group do not permit the User Group to implement actions in areas over which Council has responsibility, or to commit or expend any Council funds that are not contained within an adopted budget or subsequent variation of a budget. With regards to item (d) any permanent allocation of staff is an operational matter and subject to budgetary provisions including inclusion for deliberation during the forthcoming 2026/27 Budget. With regards to item (a), a staff resource would be required to coordinate the event/s, so would also require a resourcing allocation.**

**Should Council choose to adopt the above recommendations of the User Group, item (a) and (d) more than likely will require additional staff resourcing and accordingly becomes part of the 2026/27 budget prioritisation and approval process.**

**Council is currently reviewing the Volunteer Management Policy to ensure there are clear guidelines for volunteer duties that encompass Work Health and Safety of volunteers as well as capacity of volunteers. The policy will be presented to Council in due course.**

#### **CL03 FORMATION OF FOCUS GROUPS FOR SCENIC HILL MASTERPLAN**

Councillor Ellis outlined a plan to divide the Committee into smaller focus groups, each concentrating on a specific area of interest related to Scenic Hill. The goal is to leverage members' passions and expertise to conduct research, gather information, and bring informed suggestions back to the full committee, which would then make recommendations

to Council.

The proposed six focus areas/groups and members are:

1. Lookouts – Denis Couch
2. Hermit's Cave Precinct
3. Tracks and Signage - Desma Newman, Sally Bamblett, Helen Vowles, Ron Anson
4. Environmental Management – Helen Vowles, Sally Bamblett, Tim Ellis
5. Rubbish and Waste Control – Denis Couch, Sally Bamblett
6. Wiradjuri Welcome, Education, and Storytelling – Desma Newman, Sally Bamblett, Tim Ellis

*Shireen Donaldson returned to the meeting at 1:02pm.*

The Chair plans to share the list of focus groups and members' contact details so volunteers can connect, collaborate, and brainstorm on their specific topics between meetings. This will provide the Committee with concrete material to discuss during their regular meetings.

Once a person is appointed to develop the Masterplan, these focus groups will have valuable, volunteer-generated resources and insights to present, helping inform that process.

**RECOMMENDED** on the motion of Councillor Jenny Ellis and Helen Vowles that the Committee:

- (a) Endorse the creation of six focus groups.
- (b) Appoint members for each group.
- (c) Task each group with providing draft recommendations to this Committee, for inclusion in the Scenic Hill Masterplan.

#### **CL04 ACCEPTANCE OF WALKSHOP REPORTS AND REVIEW OF DRAFT EOI**

The Committee considered a recommendation to receive and accept the Scenic Hill report, which will serve as a foundation document for the Scenic Hill Master Plan and guide the work of the newly formed focus groups.

A draft Request for Quotation (RFQ) for the Master Plan was discussed and members were invited to suggest any additional items for the scope or stakeholders to include in the consultation.

Ms Newman commented that while the report is comprehensive and a good starting point, one concern was the wording of the "issues" section. Specifically, the report mentioned Aboriginal land claims as an issue. She suggested this be reworded or moved to a more appropriate section. The Committee agreed to change the wording from "issues" to "opportunities", highlighting potential for improvement, information sharing, or positive change. Ms Newman to prepare a new section on Aboriginal Land Claims as opportunities to be included in the report by the next meeting (mid-December).

**RECOMMENDED** on the motion of Ron Anson and Tim Ellis that the Committee:

- (a) Receive and accept the Chair's report on the Scenic Hill walkshops held on 5 July and 23 August 2025.
- (b) Note that the report will serve as a foundation document for the development of the Scenic Hill Masterplan and guide the work of the newly formed focus groups.

(c) Endorse the draft Request for Quotation (RFQ) for the Scenic Hill Masterplan.

CL05 was pushed back to allow relevant staff to attend discussion of the item.

## **CL06 PROCEDURE FOR SUBMITTING ITEMS TO THE COMMITTEE MEETING AGENDA**

Committee members noted that any agenda items should be provided to the Committee Secretary two weeks prior to the meeting, or alternatively they can be brought up in General Business.

*Karin Penninga and Carel Potgieter entered the meeting, the time being 1:18pm.*

## **CL07 MEETING DATES FOR 2026**

The Committee discussed the meeting dates for 2026, with a request to bring the June meeting forward by one week as Ms Vowles will be unavailable. The following dates were confirmed:

- 24 March 2026
- 16 June 2026
- 22 September 2026
- 15 December 2026.

*Phil King left the meeting, the time being 1:21pm.*

The Committee further discussed a change in the proposed meeting time in 2026 from 12pm to 4:30pm. Staff availability will need to be investigated prior to a time change.

*Phil King returned to the meeting at 1:23pm.*

## **CL05 CAT CONTAINMENT**

Ms Penninga provided an update on cat containment initiatives, including:

- A recent media campaign reminding the public of their responsibilities under the law, using social media, Council website and Council Catch-Up publications.
- Plans for another free microchipping day, a major initiative to support responsible pet ownership.
- A potential grant opportunity for local animal rescues to run a desexing drive, which would ease pressure on Council and help control the cat population.

*Tim Ellis left the meeting at 1:24pm.*

Ms Penninga clarified that under current legislation, cats are not legally required to be contained, so Council should exercise caution to avoid giving misleading information about enforceability. Council prefers educational messaging over directives until legislation changes. Feral cat trapping is ongoing but not publicised, with efforts focused on known hotspots like CBD areas, preschools, and aged care facilities.

The Committee noted that most cats seen on Scenic Hill are likely domestic rather than feral. Suggestions like night-time camera traps were raised, but Ms Penninga explained that no complaints have been received from that area, so resources are being prioritised elsewhere.

*Karin Penninga and Carel Potgieter left the meeting at 1:28pm.*

## **6 OUTSTANDING ACTION REPORT**

The Committee discussed using trail cameras to tackle rubbish dumping on Scenic Hill. While some cameras exist, they're currently out of service, and deploying them would require a strategic, integrated approach including signage, education, and clean-ups.

Ranger response is currently reactive, based on reports, but locating dumped rubbish is often hard without clear directions or GPS. Scenic Hill isn't part of regular patrols. The group agreed that cameras could help, but only as part of a broader strategy.

*Desma Newman left the meeting at 1:30pm.*

## **7 GENERAL BUSINESS**

Nil

## **8 NEXT MEETING**

The next meeting of the Scenic Hill User Group is to be held on Tuesday, 16 December 2025 at 12:00pm.

There being no further business the meeting terminated at 1:32pm.

## **ATTACHMENTS**

- (a) Scenic Hill Walkshop Report - Endorsed by Committee (under separate cover)
- (b) Request for Quotation - Endorsed by Committee (under separate cover)

**FLOODPLAIN MANAGEMENT COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
THURSDAY, 9 OCTOBER 2025 COMMENCING AT 2:02 PM**

**PRESENT**

Councillor Scott Groat (Chair), Councillor Doug Curran (Mayor), Laurie Testoni (Councillor - Alternate) (ZOOM), Steve Manwaring (DCCEEW), Josh Stanbury (NSW SES), Michael Borg (NSW SES), Shane Hargrave (NSW SES) (ZOOM), Dan Williams (Torrent Consulting) (ZOOM), Ian Parisotto (Community Representative), Paul Rossetto (Community Representative), John Kerrigan (Community Representative), Joseph Dal Broi (Community Representative)

Quorum = 5

**STAFF**

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

**1 APOLOGIES**

Apologies were received from Ema Munro (Community Representative) and Steve Mortlock (Community Representative).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of John Kerrigan and Paul Rossetto that the minutes of the previous meeting held on 12 June 2025, having first been circulated amongst all members, be confirmed.

Community Representative Ian Parisotto suggested that an amendment to the minutes of the Floodplain Management Committee meeting held on 12 June 2025 may be required.

The General Manager, Scott Grant, recommended that the recording of the meeting be reviewed to identify the matters raised by Mr Parisotto. If relevant information is confirmed, it will be presented to the Committee for consideration of a potential amendment to the minutes.

**3 BUSINESS ARISING**

Nil

## **4 DECLARATIONS OF INTEREST**

Mr Parisotto sought clarification on options for managing conflicts of interest. Mr Grant responded that this information would have been provided during the induction process and noted that identifying a conflict of interest is the responsibility of each individual Committee Member, not the Council.

### **Pecuniary Interests**

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

Committee Member Ian Parisotto  
Reason – Exit ramp at EMR

### **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.*

Committee Member Paul Rossetto  
New North Merribee Channel Floodway and EMR Upgrade Option  
Reason – Yenda Progress Association Mirrool Creek Flood spokesperson representing the interests of 1500 Yenda and district residents, including family and friends flooded in the March 2012 floods.

## **5 ITEMS OF BUSINESS**

### **CL01 RESIGNATION OF COMMITTEE MEMBER**

A resignation was received from Committee Member, Wendy Quayle, after the last meeting of the Floodplain Management Committee.

**RECOMMENDED** on the motion of Paul Rossetto and Joseph Dal Broi that the information be received.

### **CL02 TORRENT CONSULTING UPDATE - LAKE WYANGAN FLOOD STUDY AND FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**

Daniel Williams from Torrent Consulting provided the Committee with an update and review of the Lake Wyangan Flood Study and Risk Management Study and Plan.

(Presentation included as Confidential Attachment).

**RECOMMENDED** on the motion of Paul Rossetto and Joseph Dal Broi that the information be received.

*Councillor Doug Curran (Mayor) left the meeting, the time being 3:10pm.*

*Dan Williams left the meeting, the time being 3:28pm.*

## **CL03 QUESTIONS TAKEN ON NOTICE AT FLOODPLAIN COMMITTEE MEETING HELD 12 JUNE 2025**

Responses were provided to Mr Parisotto's Questions Taken on Notice at Floodplain Management Committee meeting held on 12 June 2025.

Mr Parisotto expressed concerns regarding Griffith City Council's adoption of the Emergency Breaching Protocol (EBP) and questioned the effectiveness of breaching the main canal in a timely manner.

The Chair, Councillor Scott Groat, queried whether Council receives advance notice of potential flooding.

Director of Utilities, Graham Gordon, advised that the Bureau of Meteorology has early warning systems in place upstream in the Mirrool Creek, which provide automatic alerts to both the community and Council. These alerts are incorporated into the EBP and activate different response timeframes.

Mr Dal Broi queried whether breaching would still be necessary if the East Mirrool Regulator gates were opened early enough.

Mr Gordon advised that there are eight gates on the southern side and three on the northern side of the regulator. He noted that under the adopted EBP, the gated system is designed to accommodate a 1-in-50-year flood event.

**RECOMMENDED** on the motion of John Kerrigan and Ian Parisotto that the report be noted.

*Councillor Laurie Testoni left the meeting, the time being 3:47pm.*

## **CL04 AGENDA ITEMS RECEIVED FROM COMMITTEE MEMBERS**

Mr Rossetto submitted two Agenda items for the Committee to consider.

### **Item 1 – Upgrade Flood Gates Option**

**RECOMMENDED** on the motion of Paul Rossetto and John Kerrigan that the Floodplain Management Committee recommend to Griffith City Council the completion of the reinstatement of EMR flood gates option presented by consultants BMT WBM Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study Plan August 2015 C.2 EMR Flood Escape Upgrade C.2.1 Description of Works.

- Construction of new flood relief structure at the East Mirrool Regulator as a replacement of the existing structure. The existing five bay and eight bay flood check in the northern and southern bank of the Main Canal is proposed to be replaced with a 9 bay 2.4 x 1.8m gated structure (or similar) on each bank.
- Scour protection works at the structure inlets and outlets are provided to protect the receiving channel and downstream floodplain from excessive erosion.
- Channel modification works are required both upstream and downstream of the structure to provide appropriate transition of flow to the existing channel/floodplain of Mirrool Creek.
- Raising of strengthening of the right Northern Branch Canal (completed by MI).

### **Item 2 – Reinstatement of Attenuating Levee**

Mr Gordon requested that the item be taken on notice to allow time to obtain further information. The Committee voted against this request.

**RECOMMENDED** on the motion of Paul Rossetto and John Kerrigan that the Floodplain Management Committee recommends to Council that the reinstating of an attenuating levee at the flood design height of the North Merribee Channel banks recently levelled by Murrumbidgee Irrigation. Also, the reinstatement of a syphon through the attenuating levee as per 1978 Water Resources Commission Report 'Guidelines for Mirrool Creek Flood Plain Development Barellan to Yenda.'

*Page 7 "Where the floodway crosses the North Merribee Supply Channel a syphon will be required to ensure that flood flows are unobstructed."*

The installation of a syphon aims to slow flood flows of the upstream flood storage area immediately east and upstream of the North Merribee Channel realignment in accordance with the principles set forth in the NSW Floodplain Development Manual.

Mr Gordon explained that the 1978 Water Resources Commission Report 'Guidelines for Mirrool Creek Flood Plain Development Barellan to Yenda' report recommended to keep the floodway unobstructed and the motion contradicts this by reinstating an "attenuating levee" in which case, this would reduce the effect of the floodway.

**SMT Comment:**

**The Terms of Reference of the Floodplain Management Committee do not permit the Committee to implement actions in areas over which Council has responsibility, or to commit or expend any Council funds that are not contained within an adopted budget or subsequent variation of a budget.**

**Should Council choose to adopt the above recommendations of the Committee, this matter will need to be deliberated as part of the budget process.**

*Shane Hargrave (NSW SES) left the meeting, the time being 4:07pm.*

**6 OUTSTANDING ACTION REPORT**

Ian Parisotto raised a question regarding the delegation of authority under the State Emergency Service Act to breach canal banks. The matter was taken on notice.

The Outstanding Action Report was noted.

**7 GENERAL BUSINESS**

**7.1 Terms of Reference**

**RECOMMENDED** on the motion of Paul Rossetto and Ian Parisotto that the Committee not advertise for a new member, the Community Representatives be 6 and the minimum number for quorum will be 3.

**8 NEXT MEETING**

The next meeting of the Floodplain Management Committee will be advised.

There being no further business the meeting terminated at 4:49pm.

**NEW CEMETERY MASTERPLAN COMMITTEE  
HELD IN THE MURRAY ROOM ON  
WEDNESDAY, 15 OCTOBER 2025 COMMENCING AT 12:02PM**

**PRESENT**

Councillor Jenny Ellis (Chair), Councillor Mark Dal Bon, Anthony Kidman (Community Representative) (ZOOM), Bruno Guidolin (Community Representative), Daniel Calabro (Community Representative), Jake Hubbard (Community Representative), Pamela Kensett-Smith (Community Representative), Wendy Collis (Community Representative)

Quorum = 3

**STAFF**

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

**1 APOLOGIES**

**RECOMMENDED** on the motion of Councillor Mark Dal Bon and Wendy Collis that apologies be received from Peter Woodward (Community Representative) and Virginia Tropeano (Community Representative).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Bruno Guidolin and Councillor Mark Dal Bon that the minutes of the previous meeting held on 2 July 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Phil King, Director of Infrastructure & Operations, informed the Committee that a media release will be issued this afternoon announcing the delivery of a new cremator, fully funded and provided by Griffith Regional Funeral Services, with no financial support or involvement from Council. In addition, with Trenergy Funerals set to commence their own cremation services soon, the community of Griffith will soon have access to two local funeral directors offering local cremation options.

## **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 ESTIMATED LIFESPAN OF GRIFFITH CEMETERY**

At the New Cemetery Masterplan Committee Meeting held 2 July 2025 there was ongoing discussion regarding the current status of the various sections of the Griffith Cemetery. A report was prepared detailing the estimated remaining lifespan of the Griffith Cemetery, along with feasible options for extending its operational capacity.

Mr Guidolin raised the possibility of introducing ossuaries as an option to increase the lifespan at the Griffith Cemetery. In response, Mr King acknowledged the suggestion and advised that he would take the matter on notice. He confirmed that a report would be prepared and presented at the next Committee meeting.

Councillor Dal Bon inquired whether any data is currently available regarding the number of reservations in the Roman Catholic section of the cemetery. In response, Mr. King advised that he did not have the information on hand but would take the question on notice. He confirmed that he would gather the relevant data and prepare a report for presentation at the next Committee meeting.

**RECOMMENDED** on the motion of Anthony Kidman and Bruno Guidolin that the Committee receive and note the report.

### **CL02 PROPOSED MEETING DATES FOR 2026**

The Committee agreed that they would like to continue meeting once or twice a year to provide an opportunity for ongoing feedback and discussion. The next meeting of the New Cemetery Masterplan Committee is scheduled for Wednesday, 22 April 2026 at 5:00pm.

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

This item listed on the Agenda was deemed no longer necessary and, as such, was not discussed during the meeting.

## **6 OUTSTANDING ACTION REPORT**

The Outstanding Action Report was noted.

## **7 GENERAL BUSINESS**

Nil

**8      NEXT MEETING**

The next meeting of the New Cemetery Masterplan Committee will be advised.

There being no further business the meeting terminated at 1:02pm.

**TITLE**      **Notice of Motion - Councillor Mark Dal Bon**

**FROM**      **Mark Dal Bon, Councillor**

**TRIM REF**      **25/121023**

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**SUMMARY**

A Notice of Motion was received from Councillor Mark Dal Bon on Friday, 17 October 2025.

**RECOMMENDATION**

If in some way “Professor Hopp” medical professional services to the hospitals and community as a Medical Professor can be recognised in some way. For example maybe a ward in the new or private hospital be named after him. Or one of the gardens attached to the hospitals. And if that is not achievable maybe Griffith City council can dedicate a rose garden or something in the Memorial garden in his honour.

**SENIOR MANAGEMENT TEAM COMMENT**

Should Council support this Notice of Motion, guidance from Professor Hopp’s family and Murrumbidgee Local Health District would be sought to ensure appropriate preferred options.

It should also be noted that The Memorial Garden is traditionally reserved for Returned Servicemen.

Should Council support the Notice of Motion, Council Officers will prepare a report covering proposed options, feasibility and costs.

**ATTACHMENTS**

(a)      Notice of Motion - Councillor Mark Dal Bon [Download](#)

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	<b>Notice of Motion</b>
<b><u>Notice of Motion</u></b>	
<b>Councillor's Name *</b>	Cr Mark Dal Bon
<b>Date *</b>	17-Oct-25
<b>Time *</b>	12:15:53 PM
Scott Grant General Manager Griffith City Council GRIFFITH NSW 2680	
<b>Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: *</b>	If in some way "Professor Hopp" medical professional serves to the hospitals and community as a Medical Professor can be recognised in some way. For example maybe a ward in the new or private hospital be named after him. Or one of the gardens attached to the hospitals. And if that is not achievable maybe Griffith City council can dedicate a rose garden or something in the Memorial garden in his honour.
<b>Additional Information</b>	I think the community will understand "Professor Hopp" deserves to be recognised and remembered and honoured for his great contributions to the medical professions.
<b>Attachments</b>	
<b>Council Meeting Date: *</b>	28-Oct-25
<b>Signature *</b>	
<b>Extract from Griffith City Council's Code of Meeting Practice:</b>	
Giving notice of business to be considered at Council Meetings	
3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 12 pm, five business days before the meeting is to be held.	
3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.	
3.12 If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.	
3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:	
(a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers	

for the meeting at which the notice of motion is to be considered by the council, or

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

**Questions with notice**

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

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

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

**In relation to Section Modest cost**

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

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**TITLE**      **Notice of Motion - Councillor Mark Dal Bon**

**FROM**      **Mark Dal Bon, Councillor**

**TRIM REF**      **25/121816**

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**SUMMARY**

A Notice of Motion was received from Councillor Mark Dal Bon on Sunday, 19 October 2025.

**RECOMMENDATION**

**To explore if shade sails at Kooyoo street mall can be one of the items considered in the 3 million dollar grant funding to beautifying and upgrading the Main Street.**

**SENIOR MANAGEMENT TEAM COMMENT**

This matter should be referred to the Roads, Parks and Pathways Enhancement Committee for consideration of alignment of this request to the grant funding guidelines and the broader priorities of the project.

**ATTACHMENTS**

(a)      Notice of Motion - Councillor Mark Dal Bon [142](#)

	<b>Notice of Motion</b>
<b><u>Notice of Motion</u></b>	
<b>Councillor's Name*</b>	Cr Mark Dal Bon
<b>Date*</b>	19-Oct-25
<b>Time*</b>	01:36:15 PM
Scott Grant General Manager Griffith City Council GRIFFITH NSW 2680	
<b>Dear Mr Grant, I</b> To explore if shade sails at Kooyoo street mall can be one of the items considered in hereby give notice of the 3 million dollar grant funding to beautifying and upgrading the Main Street. the following Notice of Motion for the Council Meeting to be held as indicated below: *	
<b>Additional Information</b>	this will also help to reduce the community sitting in the sun. And will help events with shade cover when held there.
<b>Attachments</b>	
<b>Council Meeting Date:*</b>	28-Oct-25
<b>Signature*</b>	
<b>Extract from Griffith City Council's Code of Meeting Practice:</b>	
Giving notice of business to be considered at Council Meetings	
3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 12 pm, five business days before the meeting is to be held.	
3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.	
3.12 If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.	
3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:	
(a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or	

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

Questions with notice

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

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

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

**In relation to Section** Money from 3 million dollar grant for  
**3.13 - Please identify** upgrading and beautifying the Main Street  
**the source of funding**  
**for expenditure if**  
**applicable: \***

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**TITLE**      **Notice of Motion - Councillor Doug Curran**

**FROM**      **Doug Curran, Mayor**

**TRIM REF**      **25/122207**

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**SUMMARY**

A Notice of Motion was received from Councillor Doug Curran on Monday, 20 October 2025.

**RECOMMENDATION**

**Griffith City Council make the following amendment to the 'Engineering Guidelines for Subdivisions and Development Standards, Part 2 Roads Design', Page 6; 2.7 Road Surfacing:**

- (a) **All new roads should be either 40mm Asphaltic Concrete (AC) or a Two Coat Bitumen surface consisting of a double bitumen, double stone surface, with the following exceptions:**
  - **Widening of existing roads – seal to match the existing;**
  - **Laneways – Concrete or AC; and**
  - **Classified roads – to be determined in consultation with TfNSW and Vic Roads.**
- (b) **Apply a primer seal prior to surfacing. To be inspected by the Authority prior to the placement of the asphalt.**

**SENIOR MANAGEMENT TEAM COMMENT**

Council's Infrastructure and Operations department acknowledge that an AC sealed road would result in a longer life for the wearing surface, although this comes at a higher up front development cost for construction and generally has a higher capital replacement cost. The alternative is a sprayed bituminous surface consisting of spray bituminous seal with stone spread over the seal. Usually a double seal is applied to provide two coats of each material and allows for different stone size to be specified and different spread rates.

If Council supports the recommendation clause (c) should be added to include the wording "AUS-SPEC 1143 SPRAYED BITUMINOUS SURFACING and AUS-APEC 1144 ASPHALT (ROADWAYS) shall be added as addendums to the Engineering Guidelines for Subdivisions and Development Standards to provide a specification for design, materials, application, inspection and reporting".

It should be noted that the pavement for both surface types would not be impacted by the selection of the wearing course.

**ATTACHMENTS**

- (a) **Notice of Motion - Councillor Doug Curran** [!\[\]\(e0b19910398672e720ffcbad59e89a17\_img.jpg\)](#)

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	<b>Notice of Motion</b>
<b>Notice of Motion</b>	
<b>Councillor's Name *</b>	Mayor Doug Curran
<b>Date *</b>	20-Oct-25
<b>Time *</b>	03:02:44 PM
Scott Grant General Manager Griffith City Council GRIFFITH NSW 2680	
<b>Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: *</b>	That Griffith City Council make the following amendment to the 'Engineering Guidelines for Subdivisions and Developments Standards, Part 2 Roads Design', Page 6; 2.7 Road Surfacing (a) All new roads should be either 40mm Asphaltic Concrete (AC) or a Two Coat Bitumen surface consisting of a double bitumen, double stone surface, with the following exceptions: <ul style="list-style-type: none"><li>• Widening of existing roads – Seal to match the existing;</li><li>• Laneways – Concrete, or AC; and</li><li>• Classified roads – to be determined in consultation with TfNSW and Vic Roads.</li></ul> (b) Apply a primer seal prior to surfacing. To be inspected by the Authority prior to the placement of the asphalt
<b>Additional Information</b>	The current Engineering Guidelines refer to 'Residential land south and west of the main canal' being able to apply the two coat bitumen surface. I do not feel it is equitable that road surfaces within our LGA are different depending on which site of the LGA a resident lives in. For the simplification of road building, either option should be made available to developers regardless of where they are developing within the LGA.
<b>Attachments</b>	NoM - Road surfaces.docx 29.66KB
<b>Council Meeting Date: *</b>	28-Oct-25
<b>Signature *</b>	
<b>Extract from Griffith City Council's Code of Meeting Practice:</b>	
Giving notice of business to be considered at Council Meetings	
3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 12 pm, five business days before the meeting is to be held.	
3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.	
3.12 If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the	

meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.

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

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

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

**Questions with notice**

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

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

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

**In relation to Section N/A**

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

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## **Notice of Motion – Mayor Doug Curran**

That Griffith City Council make the following amendment to the 'Engineering Guidelines for Subdivisions and Developments Standards, Part 2 Roads Design', Page 6;

### **2.7 Road Surfacing**

- (a) All new roads should be either 40mm Asphaltic Concrete (AC) or a Two Coat Bitumen surface consisting of a double bitumen, double stone surface, with the following exceptions:
  - Widening of existing roads – Seal to match the existing;
  - Laneways – Concrete, or AC; and
  - Classified roads – to be determined in consultation with TfNSW and Vic Roads.
- (b) Apply a primer seal prior to surfacing. To be inspected by the Authority prior to the placement of the asphalt.

### **Comment**

The current Engineering Guidelines refer to 'Residential land south and west of the main canal' being able to apply the two coat bitumen surface. I do not feel it is equitable that road surfaces within our LGA are different depending on which site of the LGA a resident lives in. For the simplification of road building, either option should be made available to developers regardless of where they are developing within the LGA.

Classification: Public

**TITLE** Outstanding Action Report

**TRIM REF** 25/79735

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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> <ul style="list-style-type: none"> <li>(a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.</li> <li>(b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.</li> <li>(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.</li> <li>(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: <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> </li> </ul>	<p><b>25/09/2025:</b> Survey live until Friday, 31 October 2025. Letter sent to Minister for Health on Friday 3 October 2025.</p> <p><b>17/10/2025:</b> All letters have been sent.</p>

## 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**

	DP 1272062, CROWN RESERVE 85064, 2/1 OLYMPIC STREET, GRIFFITH					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	
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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 - Ellisticity - 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. <b>20/10/2025:</b> Report to be presented to Council 26 November 2025.

## 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.  <b>20/10/2025:</b> REMPLAN due back from consultants 24/10/2025. Target for report to Council November 2025.
26 August 2025	<b>MINUTES OF THE GRIFFITH PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 6 AUGUST 2025</b>	DBC&FS	164025	25/258	<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.  <b>RECOMMENDED</b> on the motion of Denis Couch and Jenna Thomas that:  (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.	<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.

**OUTSTANDING ACTION REPORT**

					<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> <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>		

## OUTSTANDING ACTION REPORT

					(b) Marketing activities for the Griffith Pioneer Park Museum are provided by the Marketing and Education Officer, Griffith Regional Theatre, Art Gallery 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	<b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Scott Groat that:  (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.  (b) Staff investigate cost recovery for abovementioned services as part of the compliance action.	<b>15/9/2025:</b> Council has proceeded to obtain costs.  <b>20/10/2025:</b> Dwelling fenced and damaged buildings encapsulated. Currently seeking legal advice on cost recovery.
22 July 2025	<b>NOTICE OF MOTION - COUNCILLOR JENNY ELLIS</b>	DBC&FS	163148	25/213	<b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Shari Blumer that Council:  (a) Supports in principle the installation of a public, artist-painted community piano in Griffith, designed to enhance cultural vibrancy and community connection.  (b) Requests Council staff to: i. Identify and assess suitable public locations that provide shelter, accessibility, and passive security for the	<b>14/08/2025:</b> Report to Council Meeting 9 September 2025.  <b>1/09/2025:</b> Report to Council Meeting 23 September 2025.  <b>15/09/2025:</b> Preliminary information sourced. Further consultations to be undertaken. Report to Council in October 2025.  <b>20/10/2025:</b> Report to Council 26 November 2025.

## OUTSTANDING ACTION REPORT

					<ul style="list-style-type: none"> <li>ii. Provide advice on relevant approvals, maintenance responsibilities, and any public liability considerations.</li> <li>(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.</li> <li>(d) Receives a further report outlining the next steps, including any costs or support that might be required from Council.</li> </ul>	
27 May 2025	<b>CL02 HANWOOD GROWTH AREA MASTER PLAN REQUEST FOR PUBLIC EXHIBITION</b>	SP	160425	25/138	<p><b>RESOLVED</b> on the motion of Councillors Tony O'Grady and Laurie Testoni that:</p> <ul style="list-style-type: none"> <li>(a) Council adopt the draft Hanwood Growth Area Master Plan and place on public exhibition for a period of 28 days.</li> <li>(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</li> </ul>	<p><b>03/06/2025:</b> On Public Exhibition until 27 June 2025.</p> <p><b>30/06/2025:</b> Report back to Council 22 July 2025.</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> <p><b>20/10/2025:</b> REMPLAN due back from consultants 24/10/2025. Target for report to Council November 2025.</p>

## OUTSTANDING ACTION REPORT

					<p>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>	
8 April 2025	<b>NOTICE OF MOTION - COUNCILLOR JENNY ELLIS</b>	DBCF 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) 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>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> <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</p>

## OUTSTANDING ACTION REPORT

						<p>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 gyproc 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 Council at a meeting in May 2025.</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 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>

**OUTSTANDING ACTION REPORT**

						<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> <p><b>20/10/2025:</b> REMPLAN due back from consultants 24/10/2025. Target for report to Council November 2025.</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>

**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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