



## Ordinary Meeting

# BUSINESS PAPER

**Tuesday, 11 November 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 (Deputy Mayor)  
Councillor Anne Napoli  
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.

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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 11 NOVEMBER 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, 11 November 2025**.

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

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

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

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

The agenda for the meeting is:

- 1 Council Acknowledgments
  - 2 Apologies and Applications for a Leave of Absence or Attendance by Audio-visual Link by Councillors
  - 3 Confirmation of Minutes
  - 4 Business Arising
  - 5 Declarations of Interest
  - 6 Presentations
  - 7 Mayoral Minutes
  - 8 General Manager's Report
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- |      |     |   |
|------|-----|---|
| CL01 | p23 | DA 83/2025 - Seventy-five (75) Lot Residential Subdivision with the creation of one public reserve and public roads and associated infrastructure |
| CL02 | p36 | Community Piano   |
| CL03 | p40 | Code of Conduct Complaints Statistics 2025  |

- CL04            p46        Quick Turn Around Grant Application Griffith Italian Museum and Cultural Centre Inc
- CL05            p53        Request for Sponsorship - AgApply26
- 9            Information Reports
- CL06            p65        Responses to Councillor Questions Taken on Notice
- 10            Adoption of Committee Minutes
- p67        Minutes of the Saleyards Committee Meeting held on 21 October 2025
- p70        Minutes of the Audit, Risk and Improvement Committee Meeting held on 22 October 2025
- p74        Minutes of the Roads, Parks & Pathways Enhancement Committee Meeting held on 23 October 2025
- 11            Business with Notice – Rescission Motions
- 12            Business with Notice – Other Motions
- p80        Notice of Motion - Councillor Tony O'Grady
- 13            Outstanding Action Report
- p83        Outstanding Action Report
- 14            Matters to be dealt with by Closed Council
- CC01            Tender No. 9-25/26 - Tender Name: Operation & Management of Tharbogang Quarry, Supply of Road Making Materials from Tharbogang Quarry & Contractors Nominated Quarries
- commercial information of a confidential nature that would, if disclosed:
- (i)        prejudice the commercial position of the person who supplied it, or
- (ii)        confer a commercial advantage on a competitor of the council, or
- (iii)        reveal a trade secret 10A(2) (d)
- CC02            Tender No. 10-25/26 - Supply and Delivery of Road Sealing and Patching Aggregates
- commercial information of a confidential nature that would, if disclosed:
- (i)        prejudice the commercial position of the person who supplied it, or
- (ii)        confer a commercial advantage on a competitor of the council, or
- (iii)        reveal a trade secret 10A(2) (d)

**Scott Grant**

**GENERAL MANAGER**



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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 28 OCTOBER 2025 COMMENCING AT 7:01PM**

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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 Taker, Joanne Bollen

**MEDIA**

Nil

**1 COUNCIL ACKNOWLEDGEMENTS**

The Meeting opened with Councillor Christine Stead reading the Opening Affirmation and the Acknowledgement of Country.

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

No apologies or requests for leave of absence were received.

**3 CONFIRMATION OF MINUTES**

25/315

**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 14 October 2025, having first been circulated amongst all members of Council, be confirmed.

For

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

Against



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 Anne Napoli

CL03 – Alteration – Methodology Change for Levying Stormwater Management Change to Business Rating Category

Reason – This change to the Stormwater Levy will affect Business's owned by members of my family.

Councillor Shari Blumer

CL09 – New Lease Agreement – Gillmartin Holdings Pty Ltd – Lot 433 DP1262282

Gillmartin Drive, Griffith

Reason – The business I work for, and have an interest in, does work for this clause.

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

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

There were no significant non-pecuniary interests declared.

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

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

Councillor Anne Napoli

Minutes of Floodplain Management Committee 9 October 2025

Reason – I have received a call in regards to these Minutes.

Councillor Mark Dal Bon

CL03 – Alteration – Methodology Change for Levying Stormwater Management Change to Business Rating Category

Reason – My brother owns a business.

#### **6 PRESENTATIONS**

Nil

#### **7 MAYORAL MINUTES**

Nil

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

*Director Business, Cultural, Financial Services, Matthew Hansen left the meeting, the time being 7:06pm.*

*Director Business, Cultural, Financial Services, Matthew Hansen returned to the meeting, the time being 7:09pm.*

### **CL01 ELECTION OF DEPUTY MAYOR - OCTOBER 2025**

25/316

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

- (a) Elect the Deputy Mayor for a period of one year; and
- (b) Determine the format of the election for the office of Deputy Mayor by Open Voting (show of hands).

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.**

Mr Grant advised that two nominations were received from Councillors Jenny Ellis and Scott Groat. Following a Show of Hands, Councillor Scott Groat was declared Deputy Mayor for the following one year period.

### **CL02 ANNUAL FINANCIAL STATEMENTS - STATEMENTS UNDER SECTION 413(2)(C) OF THE LOCAL GOVERNMENT ACT, 1993**

25/317

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

- (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 Scott Groat in his capacity as the Deputy Mayor or nominee;
  - (iii) The General Manager, Scott Grant; and
  - (iv) Council's Responsible Accounting Officer, Matthew Hansen.

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 Anne Napoli declared a Pecuniary Conflict of Interest and left the meeting, the time being 7:15pm*

**CL03 ALTERATION - METHODOLOGY CHANGE FOR LEVYING STORMWATER MANAGEMENT CHARGE TO BUSINESS RATING CATEGORY**

25/318

**RESOLVED** on the motion of Councillors Tony O'Grady and Christine Stead that 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 350m2	56	\$25	\$25
Between 350m2 and 1ha	538	\$25 per 350m2 or part thereof	\$150
Between 1ha and 2ha	30		\$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.

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

Against

**The division was declared PASSED by 8 votes to 0.**

*Councillor Anne Napoli returned to the meeting, the time being 7:22pm.*

**CL04 DELEGATION OF AUTHORITY - GENERAL MANAGER**

25/319

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

- (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.

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.**

#### **CL05 WESTERN RIVERINA REGIONAL DROUGHT RESILIENCE PLAN**

25/320

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

- (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.

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

Against

Councillor Laurie Testoni

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

**CL06 REQUEST FOR RENTAL ASSISTANCE - MULTICULTURAL COUNCIL OF GRIFFITH (MCOG)**

25/321

**RESOLVED** on the motion of Councillors Anne Napoli and Tony O'Grady that:

- (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.

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.**

**CL07 PROPOSED COUNCIL MEETING SCHEDULE FOR 2026**

25/322

**RESOLVED** on the motion of Councillors Shari Blumer and Christine Stead that Council adopt the proposed Council Meeting Schedule for 2026 as attached to the report.

For

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

Against

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

**CL08 QUICK TURN AROUND GRANT APPLICATION RIVERINA TONGAN COMMUNITY ASSOCIATION INC**

25/323

**RESOLVED** on the motion of Councillors Anne Napoli and Jenny Ellis that Council approve the application for the Quick Turnaround Grant from Riverina Tongan Community Association Inc, for the amount of \$2,500.

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 Conflict of Interest, the time being 7:29pm.*

**CL09 NEW LEASE AGREEMENT - GILLMARTIN HOLDINGS PTY LTD - LOT 433 DP 1262282 GILLMARTIN DRIVE, GRIFFITH**

25/324

**RESOLVED** on the motion of Councillors Anne Napoli and Jenny Ellis that:

- (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 to 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 authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.

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

Against  
Mark Dal Bon

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

*Councillor Shari Blumer returned to the meeting, the time being 7:33pm.*



**CL10 AUTHORISATION TO USE COUNCIL SEAL ON ACCESS LICENCE DEED POLL**

25/325

**RESOLVED** on the motion of Councillors Tony O'Grady and Christine Stead that Council authorise the use of the Council Seal and the signing of the Access Licence Deed Poll AGR-30503.

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.**

**CL11 2025 NATIONAL LOCAL ROADS, TRANSPORT & INFRASTRUCTURE CONGRESS**

25/326

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

- (a) Councillor Mark Dal Bon and the General Manager (or his delegate) attend the 2025 National Local Roads, Transport & Infrastructure Congress in Bendigo, Vic 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.

For

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

Against

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

**9 INFORMATION REPORTS**

**CL12 INVESTMENTS AS AT 30 SEPTEMBER 2025**

25/327

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

Councillor Scott Groat asked if the Percentage of Year at Report Date should be 25% and not 16.67%. This was Taken on Notice by Mr Hansen.

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.**

### **CL13 RESPONSES TO COUNCILLOR QUESTIONS TAKEN ON NOTICE**

25/328

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

For

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

Against

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

## **10 ADOPTION OF COMMITTEE MINUTES**

### **MINUTES OF THE SCENIC HILL USER GROUP MEETING HELD ON 23 SEPTEMBER 2025**

25/329

**RESOLVED** on the motion of Councillors Jenny Ellis and Tony O'Grady that the recommendations as detailed in the Minutes of the Scenic Hill User Group meeting held on 23 September 2025 be adopted with the following amendments to the Recommendation in CL02:

Strike out (a) and (d) of Clause 02 recommendations and replace with:

- (a) Council acknowledge that the effective coordination of Scenic Hill maintenance activities, including the biannual clean-up events currently provided for within the budget, would benefit from dedicated staff oversight.
- (d) Council consider, as part of the 2026/2027 budget deliberations, the establishment of a staff position to support the ongoing management and coordination of matters relating to Scenic Hill.

For

Councillor Doug Curran  
Councillor Shari Blumer  
Councillor Mark Dal Bon

Against

Councillor Anne Napoli

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

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

25/330

**RESOLVED** on the motion of Councillors Christine Stead and Scott Groat that the meeting suspend standing orders to allow Paul Rossetto to address Council.

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

Against

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

25/331

**RESOLVED** on the motion of Councillors Tony O'Grady and Scott Groat that the meeting resume standing orders.

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

Against

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

**MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING HELD ON 9 OCTOBER 2025**

Councillors Scott Groat and Anne Napoli moved the following MOTION that the recommendations as detailed in the Minutes of the Floodplain Management Committee meeting held on 9 October 2025 be adopted.

Councillors Scott Groat and Mark Dal Bon moved the following AMENDMENT in relation to the Recommendations in CL04:

Item 1:

- (a) Council obtains an estimation of costs for consultants to detail design the above 4 dots points in the Committee's recommendations
- (b) Council explores funding options for the detail design through the State Government

Floodplain Management Program.

- (c) Once State Government flood funding sources are identified and applicable to the detailed design of the 4 dot points, Council consider, as part of future budget deliberations, the required matching funding.

Item 2:

- (a) Prior to reinstating an attenuating levee across the floodway, Council applies for funding from the State Government to conduct a review of the Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan once all stages of the Yoogali levee project are fully complete.
- (b) Council considers, as part of future budget deliberations, the required matching funding necessary to conduct a review of the Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan.

The AMENDMENT was PUT and WON.

25/332

**RESOLVED** on the motion of Councillors Scott Groat and Mark Dal Bon that in relation to the Recommendations in CL04:

Item 1:

- (a) Council obtains an estimation of costs for consultants to detail design the above 4 dots points in the Committee's recommendations
- (b) Council explores funding options for the detail design through the State Government Floodplain Management Program.
- (c) Once State Government flood funding sources are identified and applicable to the detailed design of the 4 dot points, Council consider, as part of future budget deliberations, the required matching funding.

Item 2:

- (a) Prior to reinstating an attenuating levee across the floodway, Council applies for funding from the State Government to conduct a review of the Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan once all stages of the Yoogali levee project are fully complete.
- (b) Council considers, as part of future budget deliberations, the required matching funding necessary to conduct a review of the Griffith Main Drain J and Mirrool Creek Floodplain Risk Management Study and Plan.

For

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

Against

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

25/333

**RESOLVED** on the motion of Councillors Scott Groat and Anne Napoli that the recommendations as detailed in the Minutes of the Floodplain Management Committee meeting held on 9 October 2025 be adopted, with the inclusion of Councillor Groat's above amendment replacing the original recommendation in CL04 of the minutes.

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

Against

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

**MINUTES OF THE NEW CEMETERY MASTERPLAN COMMITTEE MEETING HELD ON 15 OCTOBER 2025**

25/334

**RESOLVED** on the motion of Councillors Jenny Ellis and Christine Stead that the recommendations as detailed in the Minutes of the New Cemetery Masterplan Committee meeting held on 15 October 2025 be adopted.

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

Against

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

**11 BUSINESS WITH NOTICE – RESCISSION MOTIONS**

Nil

**12 BUSINESS WITH NOTICE – OTHER MOTIONS**

**NOTICE OF MOTION - COUNCILLOR MARK DAL BON**

25/335

**RESOLVED** on the motion of Councillors Mark Dal Bon and Christine Stead that Council:

- (a) Contact Professor Max Hopp's family requesting input into a suitable memorial for the late Professor;

- (b) Should that input indicate a preference for some type of memorial at the new Hospital, that Council make contact with Murrumbidgee Local Health District in that regards; and
- (c) Consider these points and also seek community input prior to any memorial being completed.

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.**

#### **NOTICE OF MOTION - COUNCILLOR MARK DAL BON**

25/336

**RESOLVED** on the motion of Councillors Mark Dal Bon and Jenny Ellis that the Notice of Motion be referred to the Roads, Parks and Pathways Enhancement Committee for future consideration of shade options for Kooyoo Street.

For

Against

Councillor Doug Curran  
Councillor Shari Blumer  
Councillor Mark Dal Bon  
Councillor Jenny Ellis  
Councillor Anne Napoli  
Councillor Christine Stead  
Councillor Laurie Testoni

Councillor Scott Groat  
Councillor Tony O'Grady

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

#### **NOTICE OF MOTION - COUNCILLOR DOUG CURRAN**

25/337

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

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; 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.
- (c) AUS-SPEC 1143 SPRAYED BIUMINOUS 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.

For

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

Against

Councillor Anne Napoli

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

### **13 OUTSTANDING ACTION REPORT**

25/338

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

For

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

Against

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

### **14 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL**

Nil

There being no further business the meeting terminated at 8:32PM.

Confirmed: .....

CHAIRPERSON



CLAUSE	CL01
PROPOSAL	DA 83/2025 - SEVENTY-FIVE (75) LOT RESIDENTIAL SUBDIVISION WITH THE CREATION OF ONE PUBLIC RESERVE AND PUBLIC ROADS AND ASSOCIATED INFRASTRUCTURE
PROPERTY	Lot 2 DP 1093210 – Druitt Road
LOCATION	Lake Wyangan
ZONING	RU5 Village
APPLICABLE PLANNING INSTRUMENT	Griffith Local Environmental Plan, 2014
EXISTING DEVELOPMENT	Farm Land – Orchard recently cleared
APPLICANT	Planningmatters Development Service
OWNER	Thrivve Dev Pty Ltd & Thrivve Lake Wyangan Pty Ltd
DIRECTORS OF COMPANY (IF APPLICABLE)	Martin Ruggeri (Planningmatters Development Service) Anthony Mardini (Thrivve Development Pty Ltd)
APPLICATION DATE	28 May 2025
REASON FOR REFERRAL FROM	Submissions received in response to notification <b>Inoka Mahanama, Development Assessment Officer</b> <b>Kerry Rourke, Development Assessment Planner</b>
TRIM REF	25/124851

## SUMMARY

### *Proposal*

- It is proposed to subdivide the subject lot into seventy-five (75) residential allotments with one open space lot and associated public roads and infrastructure. See **Attachment B** for application plans.
- The proposal complies with the Griffith Residential Development Control Plan which contains specific provisions in relation to the Urban Release area of Lake Wyangan.
- There are two minor variations to DCP provisions relating to the size of the proposed public reserve and to the creation of battle-axe allotments. These variations have been assessed and are considered to be supportable. See **Attachment E** for full assessment report.
- The proposal is considered suitable for this urban release area and is recommended for approval by Council, see **Attachment A** for draft conditions of consent.
- One submission has been received in relation to the application, raising issues of objection. See **Attachment C** for Submission received and **Attachment D** for the applicant's response. This submission does not impact this Development Application as the adopted Lake Wyangan Masterplan for developments along Druitt Road included the provision of separate roads connecting each individual land parcel onto Druitt Road. This was conducted to allow any developer to proceed to develop without the need to rely on neighbouring land. This is why the adopted 7.11

Contribution Plan for Lake Wyangan did not include any provision for contributions for internal roads within the Lake Wyangan masterplan area. Each developer is responsible for the construction of each road within their development connecting onto Druitt Road. This was clearly outlined in the consultation with landowners during the development and adoption of the Lake Wyangan Masterplan and the 7.11 Contribution Plan for Lake Wyangan.

- Conditions cannot be imposed on this DA 83/2025 requesting that the applicant/developer of this subdivision financially contribute to neighbouring property development as this is not permissible under the EP&A Act unless that adjacent land is also included in the one application.

### ***Type of Development***

Local Development

### ***Main Issues***

Submissions received in response to the notification of the application.

## **RECOMMENDATION**

- (a) **Council as the consent authority pursuant to Section 4.16 of the Environmental Planning and Assessment Act, 1979, grant development consent to Development Application 83/2025(1) for a Seventy-six (76) Lot Subdivision, including seventy-five (75) residential lots, a public reserve lot, public roads and associated infrastructure, over Lot 2 DP 1093210, Druitt Road Lake Wyangan.**
- (b) **The application be delegated to the Director Sustainable Development for the issue of the Notice of Determination.**

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

## **SITE DESCRIPTION**

An inspection of the site and the locality was undertaken on 19 June 2025.

The subject property, identified as Lot 2 in Deposited Plan 1093210 and located at 1823 Druitt Road, Lake Wyangan, comprises an area of approximately 7.8 hectares (ha) and is currently vacant. The site is situated on the southern side of Druitt Road, approximately 290 metres west of its intersection with Boorga Road. The land was previously utilised for horticultural purposes.

The subject allotment slopes from south to north towards Druitt Road, draining into the existing table drain that runs east–west along the southern side of Druitt Road.

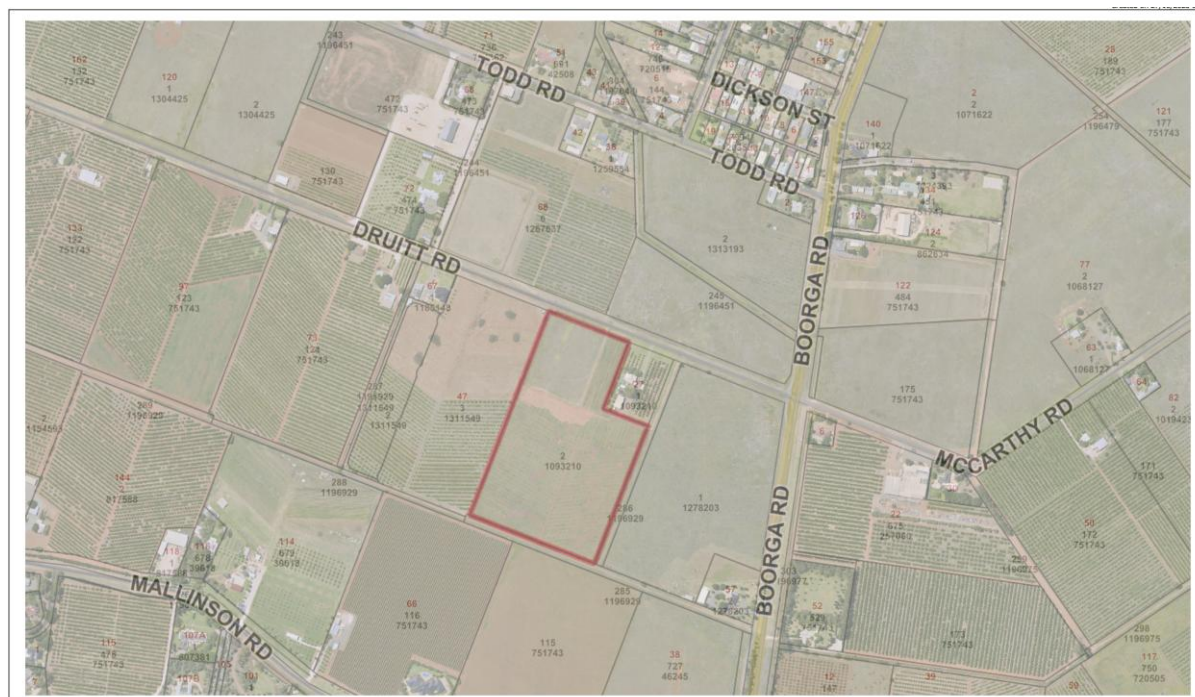
Murrumbidgee Irrigation's (MI) drainage network adjoins the site along its southern boundary (Lot 285 DP 1196929). The site is serviced by MI's pressurised raw water supply system via an existing connection located in the north-western corner, accessed from Druitt Road.

An existing raw water supply pipeline, situated within Lot 286 DP 1196929 and owned by Murrumbidgee Irrigation, adjoins the eastern boundary of the subject land.

The immediate locality is characterized primarily by horticultural land uses, with scattered residential dwellings on adjacent allotments. Vegetation within the area predominantly consists of landscaping associated with residential properties and horticultural plantings.

The surrounding area is accessible to essential services, including potable water, raw water, electricity, and telecommunications. While reticulated sewerage is available within the broader locality, it is not currently extended along DrUITT Road. DrUITT Road forms the northern boundary of the site and provides connectivity to Boorga Road to the east and Lakes Road to the west.

## LOCATION MAP



 <p>Griffith City Council PO Box 405 1 Beveridge Street Griffith NSW 2885 Telephone: 0800 176 917 Email: <a href="mailto:griffith@griffith.nsw.gov.au">griffith@griffith.nsw.gov.au</a></p>	<p><b>Disclaimer:</b> This map is intended for general information purposes only. Griffith City Council does not guarantee its accuracy, completeness or suitability for any particular purpose. Users must exercise their own skill and care in using this map and carefully evaluate the accuracy, currency, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracy, error or omission contained in the map.</p>		<p>Projection: GDA2020 / MGA zone 55  Date: 27/10/2025  Drawn By: Kerry Rourke</p>	<p><b>DA 83/2025 - 75 Lot Residential Subdivision</b> <b>Lot 2 DP 1093210 DrUITT Road</b> <b>Lake Wyangan</b></p>
				<p>Map Scale: 1:7500 at A4</p>

## BACKGROUND

### Site History

The development history of the subject site has been established following research of Council's electronic data management system and research of Council's physical archives. Based on the information available the following can be established:

DA 134/2004 – Two (2) lot Torrens Title subdivision created the current parcel and Lot 1 which containing a dwelling house, which is a one (1) hectare parcel.

### Timeline of Events Pertaining to the Development Application

- 28/05/2025 – Development Application formerly lodged.
- 29/05/2025 – Development Assessment Plan for review, allocation to assessing officer and referrals (internal / external).

- 26/06/2025 – Notification of Application via Council Catchup and letters to neighbours within the vicinity of the property.
- 04/07/2025 – close of notification period.
- 07/07/2025 – applicant advised of submission received and requested to provide a response
- 22/07/2025 – discussions commenced with Murrumbidgee Irrigation after various correspondence with the applicant and the submitter relating to the subdivision design in relation to the Lake Wyangan Master Plan compliance and impacts upon the MI infrastructure in adjoining land.
- 19/09/2025 – additional information received from the applicant with revised layout and statement of environmental effects in response to with the issues raised with MI.
- 2/10/2025 – submitter provided with the additional information response and advised to provide further response.
- 23/10/2025 – application assessment finalised.
- Gross days for the assessment of this application at the Council meeting of 11 November 2025 is 167 days.

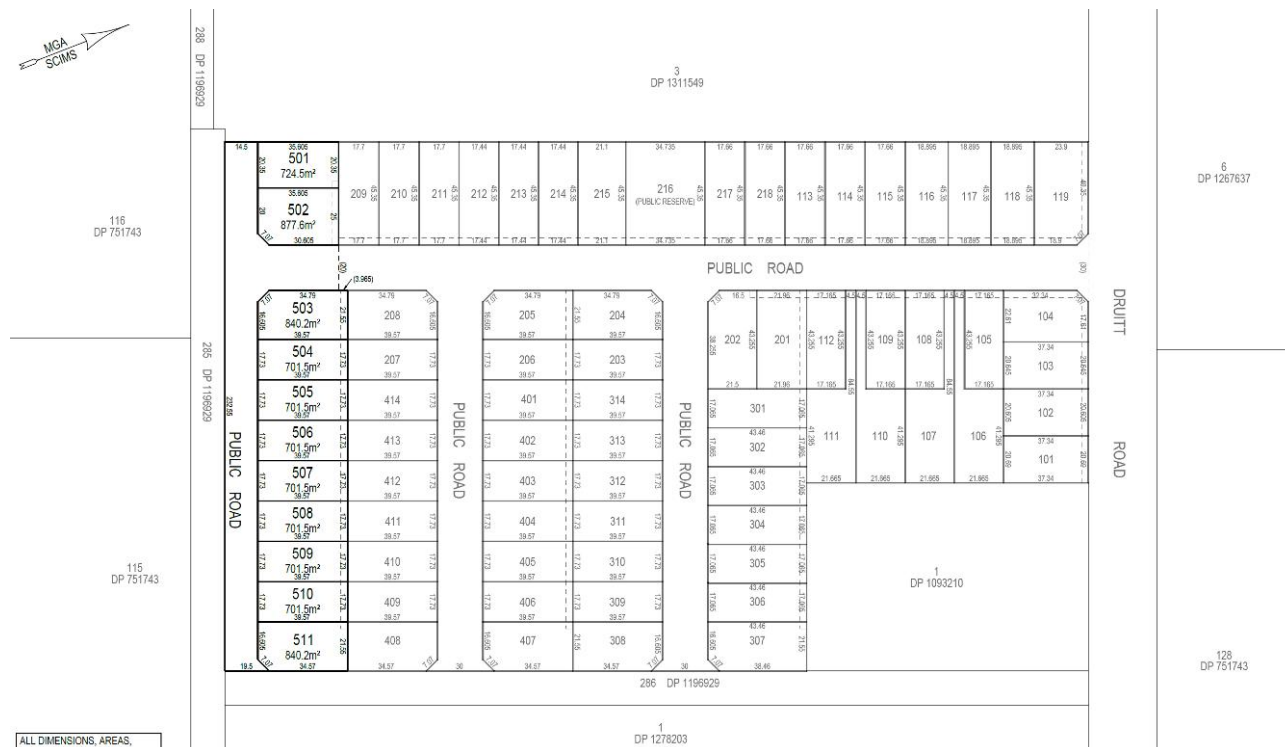
### **PROPOSAL IN DETAIL**

The proposed development seeks approval for the Torrens title subdivision of Lot 2 DP 1093210, located off Druitt Road, Lake Wyangan, for the staged development of seventy-six (76) allotments, including the creation of a public reserve, roads and associated infrastructure works.

- Stage 1 involves the creation of nineteen (19) residential allotments (Lots 101–119) with areas ranging from approximately 731 m<sup>2</sup> to 1,100 m<sup>2</sup>, together with one (1) residue allotment (Lot 120) of approximately 5.896 ha.
- Stage 2 involves the creation of seventeen (17) residential allotments (Lots 201–215 and 217–218) with areas ranging from approximately 701 m<sup>2</sup> to 956 m<sup>2</sup>, a public reserve/park (Lot 216) of approximately 1,575 m<sup>2</sup>, and one (1) residue allotment (Lot 219) of approximately 3.8 ha.
- Stage 3 involves the creation of fourteen (14) residential allotments (Lots 301–314) with areas ranging from approximately 701 m<sup>2</sup> to 924 m<sup>2</sup>, together with one (1) residue allotment (Lot 315) of approximately 2.5 ha.
- Stage 4 involves the creation of fourteen (14) residential allotments (Lots 401–414) with areas ranging from approximately 701 m<sup>2</sup> to 840 m<sup>2</sup>, together with one (1) residue allotment (Lot 415) of approximately 1.299 ha.
- Stage 5 involves the creation of 11 residential allotments (Lots 501–511), with individual lot areas ranging from approximately 701 m<sup>2</sup> to 840 m<sup>2</sup>, and no residual allotment.

With the exception of the residual allotments associated with Stages 1–4 (i.e., Lots 120, 219, 315, and 415) and the park (i.e., Lot 216), the proposal provides for all remaining allotments to be designated for residential use and subsequently developed with dwellings, subject to

separate applications in the future (e.g. development application or complying development certificates).



## ASSESSMENT UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

In determining a development application, a consent authority is to take into consideration Section 4.15 of the Environmental Planning and Assessment Act, 1979. The following matters are of relevance to this report and full development application assessment is provided in **Attachment E**.

### SECTION 4.15 (1)(a)(i) any environmental planning instrument

#### Griffith Local Environmental Plan 2014

The proposed development is for 75 Lot Torrens Title Residential Subdivision and this falls under the definition of *Subdivision* in the Dictionary of Griffith Local Environmental Plan 2014, which is defined as:

#### 2.6 Subdivision—consent requirements

(1) *Land to which this Plan applies may be subdivided, but only with development consent.*

Notes—

1 If a subdivision is specified as exempt development in an applicable environmental planning instrument, such as this Plan or State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, the Act enables it to be carried out without development consent.

2 Part 6 of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 provides that the strata subdivision of a building in certain circumstances is complying development.

(2) *Development consent must not be granted for the subdivision of land on which a secondary dwelling is situated if the subdivision would result in the principal dwelling and the secondary dwelling*



*being situated on separate lots, unless the resulting lots are not less than the minimum size shown on the Lot Size Map in relation to that land.*

Note—

*The definition of secondary dwelling in the Dictionary requires the dwelling to be on the same lot of land as the principal dwelling.*

The subject land is zoned RU5 Village and under Part 2 Land Use Table of Griffith Local Environmental Plan 2014 a *Subdivision* is development that can only be permitted with the consent of Council. On this basis the proposed development is considered permissible.

(b) *Aims and Objectives*

The proposed development has been considered with regard to the aims of Griffith Local Environmental Plan 2014 as set down in Part 1, clause 1.2(2) which states:

- (a) *to prevent unnecessary urban sprawl by promoting business, industrial, rural and residential uses within and adjacent to existing precincts related to those uses,*
- (b) *to minimise land use conflict in general by creating areas of transition between different and potentially conflicting land uses,*
- (c) *to provide a variety of development options to meet the needs of the community with regard to housing, employment and services,*
- (d) *to manage and protect areas of environmental significance,*
- (e) *to recognise the historical development of the area and to preserve heritage items associated with it.*

The objectives for Zone RU5 Village set down in the Land Use Table are as follows:

- *To provide for a range of land uses, services and facilities that are associated with a rural village.*
- *To enable development that will not hinder the future expansion of the village.*
- *To provide for a range of land uses, services and facilities that are associated with a rural village.*

The proposal is consistent with the objectives of the GLEP 2014. It is considered to satisfy the relevant aims of the Plan by providing a range of housing options to address community needs, particularly the identified demand for additional well-located residential lots.

The subject land is identified as an urban release area under the GLEP2014.

This subdivision complies with the minimum lot size as provided under Clause 4.1(3A) of the GLEP2014.

The proposed subdivision is generally in accordance with the Lake Wyangan Master Plan, and the Lake Wyangan Growth Area provisions have been adopted and included in the Residential DCP 2020, to facilitate the subdivision of the land for residential development.

See the attached Development Assessment report – Attachment E for full application assessment.

## State Environmental Planning Policies

The following State policies apply to this application and the application made has been assessed against them.

- State Environmental Planning Policy (Housing 2021)
- State Environmental Planning Policy (Resilience and Hazards 2021) – contaminated land further addressed in the development assessment report in relation to Council's Contaminated Land Management Policy EH-CP-203 (PUBLIC POLICY)
- Transport and Infrastructure 2021 – Clause 2.48 Electricity

The proposed subdivision is consistent with the key principals of these policies.

## SECTION 4.15 (1)(a)(iii) any development control plan

The Griffith Residential Development Control Plan applies to the assessment of this application for subdivision in the Lake Wyangan Master Plan area.

There are two variations sought to the provisions of the DCP as follows:

The first variation sought relates to Section 3.2 c) -j):

### LOT DESIGN

*c) Lot design should maintain a minimum lot width that is compatible with the subdivision pattern, measured at the building line adjacent to the primary frontage as detailed in the following table:*

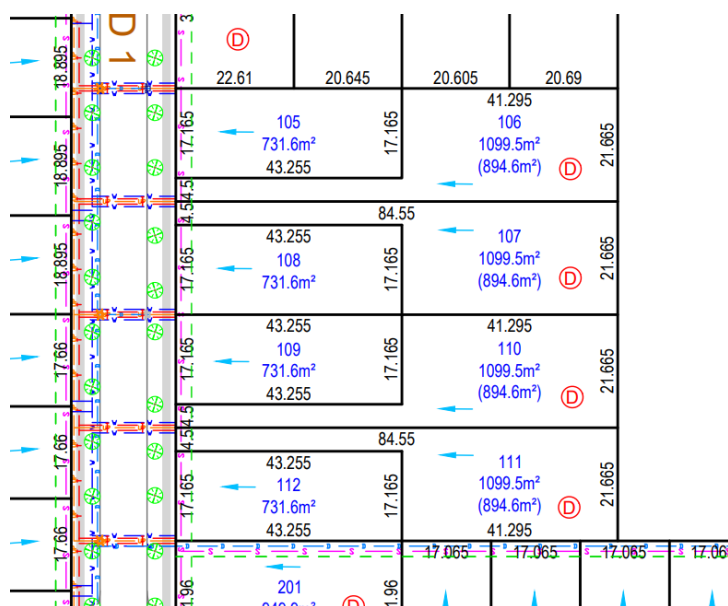
GLEP Area	Minimum Lot Size	Minimum Lot Width
D	300	10
G	450	12
I	500	15
M	600	16
Q	700	18
U	1000	20

Assessment of Variation sought: According to the table within this clause, a minimum frontage width of 18 metres applies to lots with a minimum area of 700 m<sup>2</sup>.

While all proposed lots achieve the minimum lot size, a number of allotments provide frontage widths of less than 18 metres.

*i) The subdivision design should avoid the creation of battle-axe or highly irregular shaped lots.*





Assessment of Variation sought: The proposal includes four (4) battle-axe style multi-unit lots within the subdivision layout which represents a 5.33% variation to the provision based on the total number of lots applied for.

The addition of the proposed battle-axe lots is considered acceptable for the following reasons:

- Full street frontage for all allotments is not achievable due to site constraints and the shape of the land.
- Each of the four (4) lots provides an area exceeding 800 m² (exclusive of the access handle).
- The two adjoining battle-axe lots are served by a 9-metre wide (4.5 m + 4.5 m) adjoined access handles, optimizing land use efficiency within each lot and contributing to an improved streetscape through the provision of a more open and visually interconnected street frontage.
- A combined dual access handle, 9 metres wide is provided to accommodate all necessary services, including water supply, and to allow for the placement of garbage and recycling bins.

Given that these four (4) battle-axes lots represent only 5.33% of the total number of lots within the subdivision, the proposed layout is considered acceptable.

The second variation relates to the area of the open space parcel in this subdivision relates to Section 3.7 a) – f) and Section 12.2.5(b) of the DCP (specific Lake Wyangan provisions).

## OPEN SPACE

b) This clause requires the provision of 1,000m² for every 20 lots being created whereas clause 12.2.5 of this DCP only requires the provision of 500m² of open space for every 20 allotments being created.

Assessment of Variation sought:

The proposed development includes the provision of a public open space within the park on the proposed Lot 216. The park area proposed is approximately 1,575 m<sup>2</sup> and effectively the overall park extends into the future residential subdivision on the adjoining western allotment, approved under DA 34/2024.

The public open space area proposed in this application is 1575m<sup>2</sup>, a variation of **8.69%** is sought in this application with a total deficiency in area of 300m<sup>2</sup> from the DCP standard. Upon completion of both subdivisions, the total open space area will be approximately 3,150 m<sup>2</sup>.

The combined park will include a children's playground, pedestrian pathways, shade trees, turfed recreation areas, landscaped garden beds, and associated public domain infrastructure such as seating, bins, and other amenities.

Detailed landscape and play space design documentation will be provided, illustrating the precise siting and configuration of playground equipment, pedestrian pathways, turf zones, planting beds, and associated ancillary infrastructure within the park. An irrigation design plan will also be submitted, detailing the proposed water meter location, irrigation main and lateral line layout, and sprinkler head specification and configuration.

It is proposed that the playground equipment will be installed within the portion of the park developed in the first stage either proposed Lot 216 or proposed Lot 213 (DA 34/2024) depending on the staging of works. The developers associated with both developments can separately enter into a private cost-sharing agreement for the procurement and installation of the playground equipment, however, this cannot be conditioned. However should the developers not be able to come to a private cost-sharing agreement existing conditions relating to landscaping would provide a mechanism for Council to ensure each developer procures and installs playground equipment on each portion of their land.

As such, the 8.69% variation can be considered permissible under Sections 3.7 and 12.2.5(b).

#### **SECTION 4.15 (1) (d) any submissions made in accordance with the Act or the Regulations**

The provisions of the Environmental Planning and Assessment Act 1979 the Environmental Planning and Assessment Regulation 2021 and Community Participation Plan set down consultation, concurrence and advertising requirements for specific types of development applications and taking into consideration any submissions received in response to the notification process.

In addition to the statutory referral process identified of this report, the notification of the development included the following:

<b>Notification Description</b>	<b>Required</b>	<b>Submission Period</b>
Publication in Council Catchup and on Facebook	Yes	20 June 2025 to 27 June 2025
Letters to Neighbours	Yes	17 June 2025 to 4 July 2025

As a result of the public participation process, Council received one (1) submission in response to the notification and referral of the development application. The submission is provided as **Attachment C** and the applicant's provided responses to the original plans and the amended plans (received in September 2025) is provided as **Attachment D**. The details

of the submissions, which Council has taken into consideration in accordance with section 4.15(1)(d) are as follows:

**The matters raised in the submission received by Council:**

Neighbouring landowner/developer/submitter of Lot 1 DP 1278203 (owner of neighbouring farm to the east of this development) did not object to the proposed 75-lot subdivision but raised concerns to ensure that the submitted plan aligns with the *Lake Wyangan Master Plan* (LWMP). In particular, they noted that the layout design was not consistent with the LWMP, specifically regarding the shared collector road proposed on Lot 286 DP 1196929, which is intended to service both lots Lot 1 DP 1278203 and Lot 2 DP 1093210.

In response, the applicant clarified that the proposed layout design had not included the connection through Lot 286 DP 1196929, as this land is owned by Murrumbidgee Irrigation (MI) and contains a raw water pipeline that runs through Lot 286 DP 1196929.

The applicant further advised that they had previously discussed this matter with the neighbouring landowner/developer/submitter of Lot 1 DP 1278203 prior to preparing the layout plan. At that time, a discussion took place regarding the construction of a future public road running in a north-south direction, adjacent to the western boundary of Lot 1 DP 1278203, which would connect to Druitt Road and act as a primary vehicle access point for the subdivision of the adjacent Lot 1 DP 1278203.

However, in early May 2025, the applicant stated they were advised by MI that an existing raw water pipe runs along Lot 286 DP 1196929 and that MI had no intention of selling that portion of land; as it is required for ongoing operational purposes. As a result, the applicant designed their layout without a connection to the future road for Lot 1 DP 1278203.

During the public notification period, the neighbouring landowner/developer/ submitter of Lot 1 DP 1278203 raised the following key concerns:

- Security and Maintenance of Lot 286 DP 1196929: MI requires access to the irrigation pipe. If Lot 286 DP 1196929 were to become an open space reserve, security and ongoing maintenance would become problematic due to the long and narrow configuration of the land.
- Visual Amenity: Allowing residential lots to have rear fences facing a collector road is inconsistent with the fencing objectives in the GCC Residential DCP. These fences are likely to be Colorbond, which would negatively impact the streetscape and visual amenity of the area.

**In response**, the applicant provided background information regarding prior discussions with MI. Following further consultation between Council and MI, it was agreed that Lot 286 DP 1196929 would be vested in Council, and the water pipe would be relocated in accordance with the LWMP to accommodate the proposed road layout for Lot 1 DP 1278203.

Subsequent discussions with MI confirmed that potholing would be undertaken to determine the exact location of the raw water pipeline.

Based on the potholing conducted on-site, MI's pipe is located approximately:

- 10 metres from the common boundary between Lot 286 DP 1196929 and Lot 2 DP 1093210, and
- 5 metres from the common boundary between Lot 286 DP 1196929 and Lot 1 DP 1278203.

A potential cross-section for the future public road (on part of Lot 286 DP 1196929) as identified in the adopted Lake Wyangan Masterplan was prepared for discussion between Council and MI including the location of the raw water pipeline. MI and Council are satisfied that the future road would be able to accommodate the raw water pipeline.

The applicant for this DA 83/2025 submitted an updated layout plan, which includes access to the proposed road on Lot 286 DP 1196929 which is in accordance with the adopted Lake Wyangan Masterplan. This layout references both the draft plan and the potential cross-section prepared by the neighbouring landowner/developer/ submitter of Lot 1 DP 1278203. Furthermore, the applicant stated that they should not be responsible for the costs associated with constructing the future public road on Lot 286 DP 1196929 or any works associated with the existing water pipe on that land.

The attached updated DA plans provide for temporary cul-de-sacs to be constructed at the eastern ends of proposed Roads 2,3 and 4 - 5 until such time as a future public road is constructed by the developer of Lot 1 DP 1278203 on Lot 286 DP 1196929.

As DA 83/2025 does not relate to Lot 286 DP 1196929, the updated plans do not propose any infrastructure works on this lot. While the plans designate proposed Lots 307, 308, 407, 408, and 511 as dual occupancy/multiple dwelling sites, the proponent for DA 83/2025 is not required to install infrastructure on Lot 286 DP 1196929 to support potential future development on these lots.

The applicant for this DA 83/2025 understands that until a future public road is constructed along Lot 286 DP 1196929, proposed Lots 307, 308, 407, 408, and 511 will require vehicular access and infrastructure to be provided from Roads 2,3, and 4 – 5 within their own development site.

The revised layout and engineering plans were forwarded to the developer of Lot 1 DP 1278203 for comment. Council subsequently received a submission from the developer of Lot 1 DP 1278203 on the revised plans, which was then forwarded to the applicant for DA 83/2025.

No response has been received in relation to that latter submission.

The neighbouring landowner/developer/submitter of Lot 1 DP 1278203 has objected to the proposed development on the basis that the applicant should contribute a portion of the costs involved in constructing the adjoining section of the road. The application of this DA advised that they will review their position once:

- The cost of relocating MI's water pipeline is known; and
- Written approval is obtained from MI indicating support for the road design.

### **Council's position on this issue**

- The adopted Lake Wyangan Masterplan for developments along Druitt Road included the provision of separate roads connecting each individual land parcel onto Druitt Road. This was conducted to allow any developer to proceed to develop without the need to rely on neighbouring land. This is why the adopted 7.11 Contribution Plan for Lake Wyangan did not include any provision for contributions for internal roads within the Lake Wyangan masterplan area. Each developer is responsible for the construction of each road within their development connecting onto Druitt Road. This was clearly outlined in the consultation with landowners during the development and adoption of the Lake Wyangan Masterplan and the 7.11 Contribution Plan for Lake Wyangan.

- Conditions cannot be imposed on this DA 83/2025 requesting that the applicant/developer of this subdivision financially contribute to neighbouring property development as this is not permissible under the EP&A Act unless that adjacent land is also included in the one application.

#### **SECTION 4.15 (1) (e) the public interest**

The provisions of section 4.15(1)(e) of the Environmental Planning and Assessment Act 1979 provides an overarching requirement to take into account the public interest. It is considered that the public interest is best served by the consistent application of the requirements of the relevant Commonwealth and State government legislation, environmental planning instruments, development control plan, Council policy, and by Council ensuring that any adverse effects on the surrounding area and the environmental are avoided.

Council's contaminated Land Policy (EH-CP-203), the Griffith Flood Liable Lands Policy (CS-CP-403) and Council's Frost Fan Policy (CS-CP-309), are addressed in the development assessment report provided as Attachment E.

On the basis that the proposed development is considered to be consistent with the aims and objectives of Griffith Land Use Strategy: Beyond 2030; Griffith Local Environmental Plan 2014 and other relevant environmental planning instruments, development control plans or policies; and Land and Environment Court Planning Principles, it is therefore unlikely to raise any issues that are contrary to the public interest.

#### **OPTIONS**

##### **OPTION 1**

As per the Recommendation.

##### **OPTION 2**

Refusal to grant consent to the application.

##### **OPTION 3**

Any other Resolution of Council.

#### **POLICY IMPLICATIONS**

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

#### **FINANCIAL IMPLICATIONS AND RISK**

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

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

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

There are no reasonably anticipated legal or statutory implications for Council through adopting the recommendation.

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

There are no reasonably anticipated adverse environmental implications through supporting the proposal.

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

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

There are not considered to be any adverse impacts for the wider community in supporting this application. The proposal complies with Council's Development Control Plan and Housing Strategy.

**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 7.1 Encourage strategic planning, balanced growth and sustainable design.

### **CONSULTATION**

Senior Management Team, Director Sustainable Development, Planning & Environment Manager, Engineering Design & Approvals Manager, Building Certification Coordinator, Applicant and Community through the Community Participation Plan.

### **ATTACHMENTS**

- (a) Attachment A - DA 83/2025 - Draft Conditions of Consent (under separate cover) ➡
- (b) Attachment B - DA 83/2025 - Proposed Subdivision Plan & SEE (under separate cover) ➡
- (c) Attachment C - DA 83/2025 - Submission Received (under separate cover) ➡
- (d) Attachment D - DA 83/2025 - Submission Response from Applicant (under separate cover) ➡
- (e) Attachment E - DA 83/2025 - Development Assessment Report (under separate cover) ➡



**CLAUSE**      **CL02**

**TITLE**          **Community Piano**

**FROM**          **Matthew Hansen, Director Business, Cultural & Financial Services**

**TRIM REF**      **25/92986**

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### **SUMMARY**

In response to a Notice of Motion, Council staff undertook preliminary investigation of a proposal to install a public piano in Griffith.

This report includes:

- Information about the *Pianos for the People* service,
- Other matters requiring consideration,
- Options for further action on the proposal.

### **RECOMMENDATION**

- (a) Council prepare and submit a nomination to participate in the next series of the ABC TV program – *The Piano which will result in full funding of the project at no cost to Council.***
- (b) Council prepare and include a budget bid for consideration in the 2026/27 operational budget – \$5,000 to deliver the *Pianos for the People* program. This will only proceed if item (a) is unsuccessful.**
- (c) In both (a) and (b) the Piano will be located in Griffith Central Shopping Centre, subject to a formal agreement in place.**

### **REPORT**

At its Ordinary Meeting held on 22 July 2025, Council resolved the following:

*RESOLVED 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 installation of a community piano;*
  - ii. Provide advice on relevant approvals, maintenance responsibilities, and any public liability considerations.*
- (c) Explores partnership opportunities with Pianos for the People, the ABC, the Griffith Musicians Club, the Griffith Art Collective, and local businesses to support the sourcing, restoration, painting, promotion, and community activation of the piano.*
- (d) Receives a further report outlining the next steps, including any costs or support that might be required from Council.*



Addressing this resolution, Council staff obtained information from Yantra de Vilder, founder of *Pianos for the People* and consultant to the ABC TV series *The Piano*. She is currently involved in two distinct programs that may be of interest to Council.

### **Program 1: ABC's *The Piano* – Social Impact Campaign**

This initiative runs alongside the ABC television series *The Piano*, which is entering its second season. As part of a national social impact campaign, ABC invites communities to apply for the installation of a public piano.

- 10 towns selected nationally through a competitive application process.
- Strong community support and engagement.
- ABC covers haulage and tuning costs (approx. \$500–\$1,000).
- Yantra works with the community to host a launch concert.
- Piano remains in place for ongoing community use and maintenance.
- Activities are promoted via ABC social media channels.

Council has been informed a call for interested communities to participate is likely to be released in March 2026.

### **Program 2: *Pianos for the People***

If council is not successful with its bid to be featured on *The Piano*, Council may still wish to proceed with a community piano project.

This is a fee-for-service program independently run by Yantra.

- Council contracts Yantra to source, transport, tune, and activate a public piano.
- Council bears the full cost of services and logistics.
- Requires support from council staff and/or community members.
- Participation allows use of the *Pianos for the People* name and promotional materials.

The estimated cost to establish the program is expected to be less than \$5,000 with an annual operating cost less than \$1,000, subject to using volunteer support.

Alternatively, Council could self-manage a similar initiative without branding. This would require staff to dedicate time to effectively manage the program itself. There would still be a cost to council.

In either case, Council would be able to explore opportunities to partner with the Griffith Musicians Club, the Griffith Art Collective, and local businesses to assist in delivering the program.

### **Suggested Locations**

- **Griffith Central Shopping Centre:** Management has expressed willingness to host a piano. Initial discussions have been positive, and they are aware this is an exploratory stage.
- **Kooyoo Plaza:** A vibrant location, though weather and vandalism are concerns. Potential exists to store the piano overnight in nearby council-owned buildings, but this would require daily handling by staff and may incur overtime costs.
- **Memorial Park Stage:** Offers partial protection from the elements and may be naturally suited for musical use during events. The piano would need to be mobile to accommodate other stage uses.

## Strategic Considerations

As part of scoping up the community piano initiative, Council will clearly define its objectives. This includes identifying:

- **The intended outcomes** of the project (e.g., increased community engagement, activation of public spaces, support for local arts and culture, tourism and branding).
- **Target audiences**, such as young musicians, local performers, families, or visitors to the CBD.
- **Success measures**, which may include frequency of use, social media engagement, public feedback, participation in related events, and overall sentiment.

Establishing these parameters early will help guide implementation, inform future decisions, and ensure the initiative aligns with Council's broader strategic goals.

## Operational Considerations

Should Council proceed with the Piano Project, further planning is required.

Key considerations include:

- **Aims and objective:** Identifying the aim and objective of the project and setting a benchmark
- **Piano Donations:** If multiple pianos are offered, a selection process may be needed, possibly involving expert evaluation.
- **Quantity and Backup:** Council may consider accepting more than one piano for placement or as a contingency.
- **Transport Logistics:** Moving pianos from donor locations to installation sites, potentially via an artwork preparation space.
- **Artwork Coordination:** Engaging artists, providing materials, and securing a painting venue.
- **Tuning and Maintenance:** Initial and ongoing tuning, plus repair protocols in case of damage.
- **Signage:** Clear messaging to explain the initiative and encourage respectful use.

Again, these matters will be considered as the project is scoped up as a budget bid for the 2026/27 Operating Budget

## OPTIONS

### OPTION 1

As per the recommendation.

### OPTION 2

Any other resolution.

## POLICY IMPLICATIONS

Not Applicable

### **FINANCIAL IMPLICATIONS AND RISK**

This would be a new initiative and is not currently funded. It would need to be incorporated into the 2026/27 Operating Plan and budget.

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

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

A poorly implemented or scoped initiative risks failure. By its nature, the initiative is public facing and likely to generate public comment.

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

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 4.4 Provide a range of cultural facilities, programs and events.

### **CONSULTATION**

Senior Management Team

Griffith Regional Theatre

Yantra de Vilder – *Pianos for the People*

### **ATTACHMENTS**

Nil

**CLAUSE      CL03****TITLE            Code of Conduct Complaints Statistics 2025****FROM            Shireen Donaldson, Director Economic & Organisational Development****TRIM REF      25/118456**

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**SUMMARY**

Under the Model Code of Conduct framework, the Complaints Coordinator must report on a range of Code of Conduct complaints statistics to Council and to the Office of Local Government (OLG) each year.

The OLG supplies the requisite Data Collection Form which is due within 3 months of the end of September each year. The reporting period is from 1 September 2024 to 31 August 2025.

**RECOMMENDATION**

**The report be noted by Council.**

**REPORT**

As required by the Code of Conduct and Procedures for the Administration of the Model Code of Conduct, Council maintains a register of Code of Conduct Complaints. The register is used to provide statistical data to the OLG regarding the number of Code of Conduct Complaints received about Councillors and the General Manager and how these were resolved. Any other types of Code of Conduct complaints received in the period are not reportable to the OLG.

The Procedures for the Administration of the Code of Conduct provide instruction on the methods of resolution for Code of Conduct Complaints. These instructions are specific for the Mayor, General Manager and Council appointed Conduct Reviewers who are responsible for dealing with complaints.

Under the Model Code of Conduct, Council is not required to provide specific details on each Code of Conduct complaint nor present reports to Council on individual matters unless the matter has progressed to an investigation stage and a final investigation report is to be presented to Council pursuant to Part 11 of the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Procedures).

At the conclusion of reporting period 1 September 2024 – 31 August 2025:

- 3 Code of Conduct complaints were received about Councillors.
- 3 Code of Conduct complaints were finalised.

In addition to statistical data relating to the status of Complaints, the OLG has instructed that Councils also report on the expenditure on staff time, Conduct Reviewers and Panels to administer Code of Conduct Complaints.

OLG will publish this data in the Time Series Data publication and will include the data in the next iteration of the Your Council website.

### **OPTIONS**

Council is required to submit the annual Code of Conduct complaint Statistics to the OLG within 3 months of the end of September.

### **POLICY IMPLICATIONS**

Code of Conduct Policy.

Part 11 of the Procedures for the Administration of the Model Code of Conduct outlines the requirements for reporting statistics on Code of Conduct Complaints about Councillors and the General Manager.

### **FINANCIAL IMPLICATIONS AND RISK**

Not Applicable

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

### **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**

(a) Code of Conduct Statistics 2025 [↗](#)

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Model Code of Conduct Complaints Statistics 2024-25 Griffith City Council		
Number of Complaints		
1	The total number of complaints <b>received</b> in the reporting period about councillors and the General Manager (GM) under the code of conduct from the following sources:	
i	Community	1
ii	Other Councillors	2
iii	General Manager	0
iv	Other Council Staff	0
2	The total number of complaints <b>finalised</b> about councillors and the GM under the code of conduct in the following periods:	
i	3 Months	2
ii	6 Months	1
iii	9 Months	0
iv	12 Months	0
v	Over 12 months	0
Overview of Complaints and Cost		
3 a	The number of complaints <b>finalised at the outset</b> by alternative means by the GM or Mayor	1
b	The number of complaints <b>referred to the Office of Local Government (OLG)</b> under a special complaints management arrangement	0
c	The number of code of conduct complaints <b>referred to a conduct reviewer</b>	1
d	The number of code of conduct complaints <b>finalised at preliminary assessment</b> by conduct reviewer	1
e	The number of code of conduct complaints <b>referred back to GM or Mayor</b> for resolution after preliminary assessment by conduct reviewer	0
f	The number of finalised code of conduct complaints <b>investigated by a conduct reviewer</b>	0
g	Cost of dealing with code of conduct complaints via preliminary assesment	3,760
h	Progressed to <b>full investigation by a conduct reviewer</b>	0
i	The number of finalised complaints investigated where there was found to be <b>no breach</b>	0
j	The number of finalised complaints investigated where there was found to be <b>a breach</b>	0
k	The number of complaints referred by the GM or Mayor <b>to another agency</b> or body such as the ICAC, the NSW Ombudsman, OLG or the Police	
i	ICAC	0
ii	NSW Ombudsman	0
iii	OLG	1
iv	Police	0
v	Other Agency (please specify)	0

I	The number of complaints being investigated that are <b>not yet finalised</b>		0
m	The <b>total cost</b> of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs		4,360



Preliminary Assessment Statistics		
4	The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
a	To take no action (clause 6.13(a) of the 2020 Procedures)	0
b	To resolve the complaint by alternative and appropriate strategies (clause 6.13(b) of the 2020 Procedures)	1
c	To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies (clause 6.13(c) of the 2020 Procedures)	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, OLG or the Police (clause 6.13(d) of the 2020 Procedures)	0
e	To investigate the matter (clause 6.13(e) of the 2020 Procedures)	0
f	Other action (please specify)	0
Investigation Statistics		
5	The number of investigated complaints resulting in a determination that there was <b>no breach</b> , in which the following recommendations were made:	
a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education (clause 7.40 of the 2020 Procedures)	0
6	The number of investigated complaints resulting in a determination that there <b>was a breach</b> in which the following recommendations were made:	
a	That the council revise any of its policies or procedures (clause 7.39 of the 2020 Procedures)	0
b	In the case of a breach by the GM, that action be taken under the GM's contract for the breach (clause 7.37(a) of the 2020 Procedures)	0
c	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 (clause 7.37(b) of the 2020 Procedures)	0
d	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993 and that the matter be referred to OLG for further action (clause 7.37(c) of the 2020 Procedures)	0
7	Matter referred or resolved after commencement of an investigation (clause 7.20 of the 2020 Procedures)	0

Categories of misconduct		
8	The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:	
a	General conduct (Part 3)	0
b	Non-pecuniary conflict of interest (Part 5)	0
c	Personal benefit (Part 6)	0
d	Relationship between council officials (Part 7)	0
e	Access to information and resources (Part 8)	0
Outcome of determinations		
9	The number of investigated complaints resulting in a determination that there was a breach in which the council:	
a	Adopted the independent conduct reviewers recommendation	0
b	Failed to adopt the independent conduct reviewers recommendation	0
10	The number of investigated complaints resulting in a determination where:	
a	The external conduct reviewers decision was overturned by OLG	0
b	Council's response to the external conduct reviewers recommendation was overturned by OLG	0
11	Date Code of Conduct data was presented to council	11-Nov-25

<b>CLAUSE</b>	<b>CL04</b>
<b>TITLE</b>	<b>Quick Turn Around Grant Application Griffith Italian Museum and Cultural Centre Inc</b>
<b>FROM</b>	<b>Shireen Donaldson, Director Economic &amp; Organisational Development</b>
<b>TRIM REF</b>	<b>25/121610</b>

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### **SUMMARY**

A Quick Turn Around Grant was received from Griffith Italian Museum and Cultural Centre Inc.

### **RECOMMENDATION**

**Council approve the application for the Quick Turnaround Grant from Griffith Italian Museum and Cultural Centre 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 Griffith Italian Museum, nestled within the Pioneer Park Museum grounds, celebrates Griffith's rich Italian legacy. The museum chronicles the journey of Italian migrants who settled in Griffith in the early 20th century, seeking a fresh start and showing the resilience of adjusting to a foreign home.

Additionally, the exhibition highlights the various towns and regions that the Italian community of Griffith originated.

This event includes a media presentation which will showcase the story of the Italian migrants. Stories from Italian migrants or their families will also be told on the night.

Both will explain to our guests the significance that Italian migrants made to the Griffith community.

In addition, the new projection video, that describes the history of the Continental music club and the positive effect it had on integration of Italians into the Griffith community, will also be screening.

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, 29th 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 \$44,847.00.

**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.

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | Assessment Matrix Quick Turn Around Grant Griffith Italian Museum <a href="#">↓</a> | 49 |
| (b) | Financial Statement Griffith Italian Museum and Cultural Centre Inc (confidential)  |    |
| (c) | Certificate of Currency Griffith Italian Museum and Cultural Centre (confidential)  |    |
| (d) | Video Presentation Quote (confidential)   |    |
| (e) | Refreshments Quote (confidential)   |    |
| (f) | Support Letters (confidential)  |    |
| (g) | Launch Event <a href="#">↓</a>  | 52 |

Community Grants 2025/2026

**Community Grant Program  
Eligibility Assessment Matrix**

<b>Applicant- Griffith Italian Museum and Cultural Centre Inc</b>	<b>Amount Requested-\$ 2500.00</b>
<b>Project – Present Stage 1 upgrade of the museum to the public via a launch event on 29 November 2025.</b>	
<p><b>Description – We are hosting a launch event on 29 November 2025 at the Italian Museum. This event includes a media presentation which will showcase the story of the Italian migrants. Stories from Italian migrants or their families will also be told on the night. Both will explain to our guests the significance that Italian migrants made to the Griffith community.</b></p> <p><b>In addition, the new projection video, that describes the history of the Continental music club and the positive effect it had on integration of Italian's into the Griffith community, will also be screening.</b></p>	
<b>How – A presentation will be provided by Featherweight projects, the team who completed the upgrade of the Italian Museum</b>	
<b>Partnerships – Featherweight Projects Pty Ltd</b>	
<b>Where – Griffith Italian Museum situated on the grounds of Griffith Pioneer Park Museum</b>	
<b>Dates – Saturday 29 November, commencing 5.00pm</b>	
<p><b>Additional Information – As per Featherweight Projects attachment –</b></p> <p>The video presentation to be used at the launch of upgraded Italian Museum in Griffith, will trace the rich history of Italian immigrants in Griffith, from their arrival in the 1920s to the present day, highlighting their profound social, cultural, and economic impact. Italian immigrants brought with them agricultural expertise, vibrant traditions, and strong community networks that helped shape Griffith's identity. Using existing highlights from the exhibition, the video and through personal stories, music and archival imagery - incorporating the existing Continental Music Club film - the</p>	

Community Grants 2025/2026

video will explore how these settlers contributed to farming, commerce, education, and cultural life, leaving a legacy that continues to influence the region today		
<b>Project Budget –</b> <b>Presentation presented by Featherweight Projects \$1800.00</b> <b>Refreshments and catering \$3858.00</b> <b>Printing \$ 400.00</b>		
<b>Other –</b> There are new text panels throughout the museum which delve further into the history of Italian migrants.		
<b>Attachments –</b> Invitation to the event 2024 annual report Certificate of Currency insurance document Quotes from Featherweight Projects Pty Ltd and Romeo & Giulietta Supporting letters from Casella Family Brands and Trevisani new Mondo Inc		
<b>Yes</b>	<b>No</b>	<b>Criteria</b>
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?
X		Has the applicant provided a copy of their most recent annual report and a current liability insurance certificate?
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> </ul>



Community Grants 2025/2026

		<ul style="list-style-type: none"> <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?
✗	✗	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>	The applicant advised she misunderstood the “fundraising” questions and confirmed the event is not for fundraising purposes. Making this an eligible application.
<b>What is the funding amount being applied for?</b>	\$2,500
<b>Addition Information:</b>	Maria thought the question meant if the application is to fund her event, she confirmed she the event itself is not for fundraising purposes.

# *Griffith Italian Museum & Cultural Centre*

**Invites our sponsors and supporters  
to the grand opening of stage one  
of the Italian Museum renovations.**

**Please join us to view the new displays and  
projection video, showcasing the stories of the  
pioneering Italian immigrants, celebrating  
Griffith's rich Italian migrant heritage.**

**The museum chronicles the journey of Italian  
migrants who settled in Griffith in the early  
20<sup>th</sup> century, seeking a fresh start and  
demonstrating their resilience in adjusting to a  
foreign home.**

**Saturday November 29, 2025 @ 5:00pm**

**Griffith Italian Museum, Pioneer Park**

**Food and drinks provided**

**RSVP by November 22, 2025**

**Maria 0422 669 653 or email: [searlsnews@aapt.net.au](mailto:searlsnews@aapt.net.au)**

**Please confirm attendance and dietary requirements**

**CLAUSE      CL05****TITLE           Request for Sponsorship - AgApply26****FROM           Shireen Donaldson, Director Economic & Organisational Development****TRIM REF      25/126064**

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**SUMMARY**

A request for sponsorship has been received from the organisers of a new agricultural technology and agricultural event AgApply2026, under the Promotion, Advertisement and Sponsorship of Events Policy (FS-CP-606). The event focuses on spraying, spreading and application systems for professional growers and contractors.

The event will be held in Griffith 17-18 February 2026 at the Griffith Showgrounds, attracting growers, contractors, manufacturers, agronomists and industry suppliers from across Australia for 2 days of product displays, technical presentations and industry networking. The event will highlight new machinery and technology developments in spraying spreading and precision application positioning Griffith as a centre for modern agricultural practices.

As the total amount of assistance sought is \$15,000 (greater than \$5,000 as delegated for staff approval under this Policy), the Application has been referred to Council for determination.

**RECOMMENDATION**

**Under the Promotion, Advertisement and Sponsorship Policy, Council note that AgApply is eligible for financial assistance of \$5,000.**

**REPORT**

AgApply26 is expected to draw approximately 300 attendees and 35 exhibitors with 150 delegates with 75% visiting from outside the Griffith area.

Council receives numerous requests for sponsorship every year from community, sporting, business and cultural entities seeking either monetary assistance or in-kind support for events. Accordingly, Council allocates funding annually for Community, Tourism and Industry events. These events typically seek assistance via the Promotion, Advertising and Sponsorship of Events Policy and are dependent on the relevant budget item being sufficiently funded. This event charges an entry fee to recoup costs and is organised by a local brewery.

**OPTIONS****OPTION 1**

Council provide sponsorship to AgApply26 as per the recommendation and conditions of Sponsorship Policy above.

**OPTION 2**

Council provide alternative sponsorship to AgApply26.

### OPTION 3

Council do not support AgApply26.

### **POLICY IMPLICATIONS**

Promotion, Advertisement and Sponsorship of Events Policy (FS-CP-606).

### **FINANCIAL IMPLICATIONS AND RISK**

Council maintains a budget for Events Attraction which will support the sponsorship request.

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

### **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**

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

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

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

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

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

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 5.1 Be a location of choice for innovative agriculture and manufacturing.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

- |     |  |    |
|-----|--|----|
| (a) | Application for Sponsorship <a href="#">↓</a>            | 55 |
| (b) | Australian Ground Sprayers Association <a href="#">↓</a> | 64 |
| (c) | Proposed Budget (confidential)                           |    |





## Promotion, Advertisement and Sponsorship of Events FS-CP-606 (PUBLIC POLICY)

### 1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	08/07/2014	0224	08/07/2014
2	13/03/2018	18/084	13/04/2018

### 2 Policy Objective

This policy is to provide a procedure and guidelines for determining Council's sponsorship of events and activities within the Promotion, Advertising and Sponsorship of Events budget.

### 3 Policy Statement

#### 3.1 Purpose

The purpose of Council's Promotion, Advertising and Sponsorship of Events budget is to allow the Tourism & Economic Development Unit to effectively promote the City of Griffith to the surrounding regions for the purpose of attracting visitors as well as to encourage family & friends to visit. It is also designed to provide seed funding to stakeholders who are endeavouring to showcase the City and region, subject to guidelines as stipulated hereunder in this Policy.

It is the intention of this Policy to:

- Provide seed funding for new initiatives which will benefit the local economy.
- Facilitate the promotion of the City of Griffith to encourage visitation.

#### 3.2 Scope

This Policy applies to requests for promotion, advertising or sponsorship of events made by not-for-profit organisations, charitable organisations, Section 355 Committees of Council, individuals, and groups under auspice of any of the above bodies, as well as allowing Council Officers to put in place programs and events that will facilitate increased visitation to the City.

#### 3.3 References

Local Government Act 1993  
Community Strategic Plan  
Griffith City Council Tourism and Economic Development Strategy  
Griffith City Council Policy CC-CP-701 Sponsorship and Acknowledgement of Assistance



### **3.4 Delegation of Function**

The Promotion, Advertising and Sponsorship of Events budget provides funds to implement promotion and advertising strategies and activities. This policy provides guidelines for the appropriate use of this budget.

Applications for event sponsorship will be determined by the Manager Tourism & Economic Development if the in-kind or monetary sponsorship value is up to \$5,000. If the sponsorship is valued above \$5,000 the application will be referred to Council for determination.

Council's Tourism and Events Committee will be notified of sponsorship applications.

### **3.5 Policy**

3.5.1 The spirit of the scheme is to efficiently support organisations and groups whose requests meet the needs of the community as articulated in Council's Tourism & Economic Development Strategy.

3.5.2 Requests must meet specified criteria to ensure compliance against the Tourism & Economic Development Strategy.

3.5.3 The emphasis of the Policy is to provide seed funding for events as a means to assist the event become sustainable over future years.

3.5.4 Applications shall be considered on their merits, taking into account the circumstances of each case, the availability of funds in Council's budget, the guidelines of this Policy and the relevant provisions of the Local Government Act 1993.

### **3.6 Promotion, Advertising and Sponsorship of Events Criteria**

In assessing applications, the Tourism & Economic Development Unit will use the following criteria:

3.6.1 Must increase visitation to and awareness of Griffith.

3.6.2 Must have stakeholder financial involvement.

3.6.3 Is this request a first time occurrence?

3.6.4 Does the event have capacity to raise its own funds by control of gate takings, entry fees or sale of merchandise, food or liquor?

3.6.5 Does the event rely on volunteers compared to paid officials?

3.6.6 Does the conduct of the event create any risk to Council or the public?



- 3.6.7 Applicants must be based in or affiliated with, and/or service clients within the Griffith City Council Local Government Area.
- 3.6.8 Applicants must be insured or are a Committee of Council or auspiced by another body which does have insurance.
- 3.6.9 Recipients will be required to:
- i) Get approval from the Tourism & Economic Development Unit on their event marketing plan (advertising schedule and communication strategy).
  - ii) Provide proofs of all promotional material to the Tourism & Economic Development Unit prior to printing.
  - iii) Recognise Griffith City Council as an event partner (eg. logo on promotional material, website and acknowledged in press releases) in accordance with Council Policy CC-CP-701 Sponsorship and Acknowledgement of Assistance, whether assistance provided by Council is in cash or in kind.
  - iv) Complete an assessment and acquittal report and provide it to the Tourism & Economic Development Unit within 30 days of completion of the funded event. Failure to do so will deem the applicant ineligible for future funding.
- 3.6.10 Events are funded on the understanding that the event is expected to become self-sustaining and that this funding is limited to three years, with a possible extension at the discretion of Council after receiving advice from the Manager Tourism & Economic Development.
- 3.6.11 Joint promotional agreements cannot have funding paid to an individual without written approval from the Manager Tourism & Economic Development.
- 3.6.12 Activities that come under this Policy but also include In Kind support from Council will be further assessed against Council's In Kind budget for subsidising costs of community events.
- 3.6.13 This policy only covers activities as listed herein and acceptance is not meant to imply acceptance of any other Policy of Council.
- 3.6.14 Organisations, groups or individuals may only apply for assistance once in any financial year.

## 4 Definitions

None





## 5 Exceptions

None

## 6 Legislation

Local Government Act 1993

## 7 Related Documents

Nil

## 8 Directorate

Sustainable Development



## Sponsorship of Events Application Form

**Please send your request to Griffith City Council, Tourism & Economic Development Department,**  
**PO Box 485 GRIFFITH NSW 2680 or email [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au)**  
**Enquiries call 02 6962 8258.**

1	Applicant	Organisation / Group <input checked="" type="checkbox"/> Individual <input type="checkbox"/> (go to 7)	
2	Name of Organisation	Australian Groundsprayers Association	
3	ABN Number	31 103 196 318	Registered for GST <input checked="" type="checkbox"/> N
4	Is your org. Not For Profit, a registered charity or a Section 355 committee of Council	<input checked="" type="checkbox"/> (Please specify <u>Representative Body</u> ) N If Yes go to 11 If NO then you are ineligible to apply unless auspiced.	
5	Is your group Auspiced	Y <input checked="" type="checkbox"/> Yes see below / No - ineligible	
6	Details of Auspice Org Name: _____ Contact: _____ ABN: _____ Registered for GST Y N Attached written confirmation of Auspice (Essential Criteria) Y N		
7	Contact Person	Andy Worland	
8	Phone Number		
9	Address		
10	Email		



11	Event Title	AgApply 2026
12	Brief outline (no more than 25 words)	AgApply 2026 is a two-day national agricultural technology and machinery event focused on spraying, spreading, and application systems for professional growers and contractors. There is a third day event which is the Australian Groundsprayers Association AGM
13	Justification for the Event  *Demonstrate how your event will increase visitation to Griffith & raise the awareness for Griffith City Council. *Demonstrate stakeholder financial support	
	<p><b>Event Overview and Regional Impact</b>            AgApply 2026 will be held in Griffith on 17–18 February 2026.            It will attract growers, contractors, manufacturers, agronomists, and industry suppliers from across Australia for two days of product displays, technical presentations, and industry networking.            The event will highlight new machinery and technology developments in spraying, spreading, and precision application — positioning Griffith as a centre for modern agricultural practice.</p> <p><b>Economic and Tourism Benefits</b>            AgApply 2026 is expected to draw approximately 300 attendees and 35 exhibitors with 150 delegates, with around 75% visiting from outside the Griffith region.            The influx of visitors will directly benefit the Griffith economy through accommodation bookings, hospitality, catering, transport, retail and fuel purchases.            It is anticipated the event will inject in excess of \$450,000 into the local economy, with additional long-term benefits from increased regional awareness and repeat visitation from industry stakeholders.</p> <p><b>Awareness and Promotion for Griffith</b>            AgApply will be promoted nationally through the networks of Australian Groundsprayers Association and Circle Media, supported by agricultural media outlets and manufacturer marketing.            This campaign will raise the profile of Griffith as a forward-thinking agricultural hub — highlighting the city's infrastructure, skilled workforce, and strong connection to Australia's cropping industries.            The event aligns closely with Griffith's economic development goals by attracting business visitors and positioning the region as a leader in agricultural technology adoption.</p> <p><b>Stakeholder and Industry Support</b>            AgApply 2026 has the backing of major agricultural manufacturers, input suppliers, and equipment distributors, alongside regional machinery dealers and service providers.            Industry partners are contributing financially and through sponsorship, with local businesses engaged for event delivery, catering, and logistics ensuring that the majority of expenditure remains within the Griffith local economy.</p>	



14	<p>How does this event assist in growing Griffith's awareness and what financial stimulation will this event achieve? <b>(Essential Criteria)</b></p> <p><b>AgApply 2026 will position Griffith as a national centre for agricultural innovation</b>, attracting leading growers, contractors, manufacturers and agribusiness professionals from across Australia. The event is forecast to host around 450 attendees and 35 exhibitors, many of whom will travel specifically to Griffith and stay for multiple nights.</p> <p><b>Each visitor is estimated to inject approximately \$225 per day into the local economy</b> through accommodation, dining, fuel, and retail purchases. Over three days, the direct visitor spend is projected to exceed \$450,000, with additional indirect benefits generated through local suppliers, freight, catering, venue hire and event services.</p> <p><b>Beyond its financial impact</b>, AgApply will showcase Griffith's facilities, community, and agribusiness capability to a national audience, strengthening the city's reputation as a forward-thinking regional hub. The event will be promoted through industry networks, agricultural media, manufacturers, and professional associations, ensuring broad exposure for Griffith City Council and positioning the region as an ideal location for future agricultural and business events.</p> <p><b>Local Business Benefits</b> AgApply will engage a wide range of Griffith-based businesses, ensuring the majority of event expenditure remains in the local economy. Beneficiaries will include accommodation providers, catering and hospitality venues, equipment and marque hire services, signage and printing companies, transport operators, fuel suppliers, and retail outlets. The event will also create short-term employment and service opportunities for local contractors during site preparation and delivery. Collectively, this network of local engagement reinforces AgApply as a high-value economic and promotional opportunity for Griffith and its surrounding region.</p> <p>Add additional pages if required</p>
15	<p>Where will your proposed event be held?</p> <p><b>Griffith Showgrounds</b></p>
16	<p>Time frame – When will your proposed event be held?</p> <p><b>Bump in February 16th 2026, Event February 17/18, AGA AGM and Bump out February 19</b></p>
17	<p>How many patrons do you expect to attend your event? What percentage of attendees will be visitors to Griffith?</p> <p><b>450 75% visitors</b></p>



18	What is your proposed budget? Please fill in the budget projections for your events.
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**Total of all events****Income**

Council Donation (Amount sought)	
Your Organisation Contribution (specify)	
In Kind Support	
Cash Sponsorship	
Ticket Sales	
Other (merchandise)	
<b>TOTAL</b>	

*See attached  
financial projections.*

**Expenses**

Facilitator / Professional Fees	
Venue Hire	
Equipment Hire	
Marketing & Promotions	
Safety	
Security	
First Aid	
Artwork & Design	
Printing	
Advertising	
Distribution	
Subtotal	
Insurance	
Administration	
Photocopying	
Special Guest	
Travel	
Other (specify)	
<b>TOTAL</b>	

19	Will you acknowledge Council as providing assistance with this development?	Yes	<input checked="" type="checkbox"/>
		No	<input type="checkbox"/>
20	Will you undertake an evaluation of this process? If No, then ineligible.	Yes	<input checked="" type="checkbox"/>
		No	<input type="checkbox"/>
21	If successful, your organisation understands that there is no guarantee of support in the future.	Yes	<input checked="" type="checkbox"/>
		No	<input type="checkbox"/>





22	Will your event cause disruption to the regular flow of traffic? If yes it is the event organiser's responsibility to submit a traffic management plan to Griffith City Council four months prior to the event.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
23	Will your project go ahead if your organisation does not receive the full requested amount	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
24	If you are an organisation, please ensure copies of insurance and most recent annual reports are included in your application (if no, then ineligible)	Yes <input type="checkbox"/>	No <input type="checkbox"/>


*Coming -*

### Support Documentation

Please attach any support information from people or organisations your partnership will work with.

*Please attach any additional support information from people or organisations*

*I certify, on behalf of the applicant, that to the best of my knowledge the information provided in this Promotion, Advertising and Sponsorship of Events Application form is correct.*

Organisation Representative	
Name	<i>Andy Worland</i>
Signature	
Date	<i>29/10/25</i>

#### **Australian Groundsprayers Association (A.G.S.A.) – Overview**

The **Australian Groundsprayers Association (AGSA)** is the national representative body for professional agricultural spraying contractors and operators across Australia.

Founded in 2003, the association was established to improve standards, safety, and professionalism within the agricultural spraying industry and to provide a unified voice on issues affecting contractors, regulators, and chemical manufacturers.

AGSA represents hundreds of spraying businesses operating in broadacre cropping, horticulture, viticulture, and pasture management. Members are involved in all aspects of spray application — from herbicide and pesticide control to liquid fertiliser and nutrient applications.

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#### **Purpose and Objectives**

- **Advocacy:** Represent the interests of spray contractors at a national level, including engagement with government agencies, regulators, and product suppliers.
- **Safety & Training:** Promote best-practice chemical handling, operator accreditation, drift management, and environmental compliance.
- **Industry Standards:** Work with manufacturers and training providers to improve spray technology, calibration, and record-keeping practices.
- **Networking & Knowledge Sharing:** Provide members with access to technical updates, insurance guidance, and professional support through workshops, newsletters, and online forums.
- **Industry Promotion:** Raise awareness of the critical role that professional groundsprayers play in Australian agriculture and food production.

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#### **Governance and Structure**

AGSA is a **not-for-profit incorporated association** (ABN: **31 103 196 318**) governed by an elected Executive Committee made up of regional representatives from across Australia.

Membership is open to spray contractors, agronomists, and industry partners involved in crop protection, liquid application systems, or spray technology development.

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#### **Key Activities**

- Representation on industry and regulatory advisory panels (e.g. APVMA, GRDC, state departments).
- Collaboration with equipment manufacturers and chemical suppliers to improve field application standards.
- Delivery of regional information days and safety updates.
- Publication of member bulletins and technical guidance on calibration, drift reduction, and compliance.
- Partnerships with research and training organisations to support professional accreditation.

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#### **Strategic Vision**

The Australian Groundsprayers Association aims to ensure that every spray operator in Australia has access to the knowledge, training, and tools needed to deliver accurate, efficient, and environmentally responsible application outcomes.

By strengthening industry standards and communication, AGSA helps safeguard both farmer productivity and the long-term reputation of Australian agriculture.



**CLAUSE      CL06****TITLE            Responses to Councillor Questions Taken on Notice****FROM            Matthew Hansen, Director Business, Cultural & Financial Services****TRIM REF      25/126013**

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**SUMMARY**

At the Ordinary Meeting of Council held on Tuesday, 28 October 2025, one question was Taken on Notice.

This report outlines the response.

**RECOMMENDATION**

The report be noted by Council.

**REPORT****CL12            INVESTMENTS AS AT 30 SEPTEMBER 2025**

Councillor Scott Groat asked if the Percentage of Year at Report Date should be 25% and not 16.67%. This was Taken on Notice by Mr Hansen.

**Response:**

Yes, the Percentage of Year at Report Date should have been 25% - i.e., 3 months into the financial year.

My apologies for the oversight.

**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

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**SALEYARDS COMMITTEE  
HELD IN THE MURRAY ROOM ON  
TUESDAY, 21 OCTOBER 2025 COMMENCING AT 8:35 AM**

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**PRESENT**

Councillor Scott Groat (Chair), Councillor Doug Curran, Donald Barbaro (Community Representative), Grant Elwin (Community Representative), Rodney Evans (Community Representative)

Quorum = 3

**STAFF**

Director Utilities, Graham Gordon, Team Leader - Saleyards, Les Warren and Minute Secretary, Jessica Bertacco

Governance Manager, Leanne Austin was present for CL01

**1 APOLOGIES**

No apologies were received.

**Absent:** Councillor Christine Stead.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Rodney Evans and Donald Barbaro that the minutes of the previous meeting held on 22 April 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 INDUCTION OF COMMITTEE MEMBERS - MANDATORY**

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

Jessica Bertacco, Minute Secretary, to send reminder link to Committee members to acknowledge.

**RECOMMENDED** on the motion of Rodney Evans and Grant Elwin that Committee members note the Committee Induction requirements and complete induction process outlined in this report.

*Leanne Austin left the meeting at 8:45am.*

### **CL02 SALEYARDS SOLAR FEASIBILITY REPORT**

Mr Gordon presented the Solar Feasibility Report to the Committee. The Committee reviewed and made comment.

Councillor Groat presented examples of carparks using solar panel roofing and questioned why power from the Saleyards could not be run through the nearby substation directly to the Water Reclamation Plant.

Mr Gordon and Councillor Curran explained connecting via the substation would require additional funding, while connecting directly to the sewer plant could have allowed cost recovery through the Sewer Fund. However, using Sewer Funds for Saleyards infrastructure would breach Office of Local Government (OLG) financial rules.

Mr Gordon advised that Essential Energy regulations prevent solar panels on one site from supplying another site unless both are on the same property title. A large roof structure would be required to support 500+ solar panels, resulting in higher capital, cleaning, and maintenance costs (including pigeon issues).

**RECOMMENDED** on the motion of Rodney Evans and Grant Elwin that Mr Gordon contact Essential Energy to confirm whether solar panels at the Saleyards could feed into the grid via the substation while still providing 100% energy credit to the Water Reclamation Plant. If feasible, he is to explore funding eligibility with OLG.

### **CL03 PROPOSED NEW WATER TROUGHS DESIGN**

Mr Gordon presented the report. The Committee reviewed the proposed new water trough design and requested 5 additional troughs along the loading pens.

Mr Gordon estimated the total cost to be approximately \$30,000 including labour.

**RECOMMENDED** on the motion of Councillor Doug Curran and Rodney Evans that:

(a) The Committee accept the 20 water trough design plus an additional 5 troughs.

(b) Capital funding be reallocated to support the water trough project.

#### **CL04 PROPOSED STAGED ROOF STRUCTURE PLANS FOR THE GRIFFITH LIVESTOCK MARKETING CENTRE**

Mr Gordon presented the report regarding proposed staged roof structure plans for the Saleyards.

*Councillor Doug Curran left the meeting at 9:38 am.*

The Committee reviewed and approved designs for a tin roof with Perspex panels to allow natural light. Mr Gordon to consult with Essential Energy to determine the feasibility of installing solar panels before finalising material choices for the staged roof structure.

The Committee noted and discussed the attached plans for future reporting and budget options.

**RECOMMENDED** on the motion of Donald Barbaro and Grant Elwin that Mr Gordon enquire with Essential Energy to confirm whether the Saleyards solar panels can receive 100% energy credit for the Water Reclamation Plant.

#### **CL05 PROPOSED MEETING DATES FOR 2026**

The proposed meeting dates were noted. The Committee suggested they meet again before the end of the year.

**RECOMMENDED** on the motion of Rodney Evans and Grant Elwin that the Committee meet on 9 December 2025 and note the proposed meeting dates for 2026.

### **6 OUTSTANDING ACTION REPORT**

The Committee discussed and updated the Outstanding Action Report.

Mr Barbaro questioned overall costings, profits and losses. Mr Gordon to bring a breakdown of budget and operational costs to the next meeting. To be added to the Action Report.

### **7 GENERAL BUSINESS**

#### **7.1 Blanking off posts**

Mr Barbaro raised the issue of installing gale sheeting to blank off the gate posts in pen 425. Mr Warren acknowledged the task is scheduled to be completed but noted that staff shortages and high sheep numbers have delayed the work.

#### **7.2 eID Tagging system**

Mr Evans raised concerns that Outcross is not operating effectively, noting that other saleyards have reverted to paper-based systems or alternative platforms due to performance issues. Saleyards agents have attempted to contact Outcross without receiving a response. Mr Warren to contact Outcross to follow up on the issues. Brooke Gowan is to be invited to the next Committee meeting to discuss these matters further.

### **8 NEXT MEETING**

The next meeting of the Saleyards Committee is to be held on Tuesday, 9 December 2025 at 8:30 am.

There being no further business the meeting terminated at 10:22 am.

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**AUDIT, RISK AND IMPROVEMENT COMMITTEE  
HELD IN THE MURRAY ROOM ON  
WEDNESDAY, 22 OCTOBER 2025 COMMENCING AT 5:04 PM**

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**PRESENT**

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

Quorum = 3

**STAFF**

General Manager, Scott Grant, Director Economic & Organisational Development, Shireen Donaldson, Director Business, Cultural, Financial Services, Matthew Hansen, NSW Audit Office, Nicky Rajani, Governance Manager & Minute Secretary, Leanne Austin

**1 APOLOGIES**

An apology was received from George Youssef (Community Representative).

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Stuart Heffer and Dorian Radue that the minutes of the previous meeting held on 20 August 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.

**4 DECLARATIONS OF INTEREST**

**Pecuniary Interests**

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

There were no pecuniary interests declared.

**Significant Non-Pecuniary Interests**

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

There were no significant non-pecuniary interests declared.

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

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

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

Chair, Stuart Heffer introduced Scott Grant, Council's new General Manager.

Mr Grant advised that Council is currently managing a number of significant projects, including the finalisation of the Annual Financial Statements. Major works are underway, with a \$17.5 million capital works project at Lake Wyangan and a further \$4 million investment in improvements to the CBD and Lake Wyangan Picnic Area.

These major projects have highlighted challenges in project management capacity and WHS management, particularly with timing constraints affecting planning and procurement processes.

Preparation of the new budget is also underway and presents challenges in balancing budget constraints with service delivery expectations. Council will need to adopt a strategic approach by prioritising future actions, reviewing current services and assessing performance.

Mr Grant noted there are opportunities to enhance processes through digitisation, which would support improved service delivery moving forward.

**RECOMMENDED** on the motion of Stuart Heffer and Helen Brill that the General Manager provide a five minute update as a standard agenda item moving forward.

## **5 ITEMS OF BUSINESS**

### **CL01 REVIEW OF DRAFT ANNUAL FINANCIAL STATEMENTS**

Mr Rajani advised the external audit is progressing well. Discussions have taken place regarding substantial movements in asset valuations. Mr Rajani expressed confidence that the audit would be closed by the statutory due date and thanked Mr Hansen and his team for their cooperation and timely provision of information. Mr Hansen added that Council staff have applied learnings from the previous audit implementing improvements to internal processes. He noted that staff will further investigate processes to prepare key information such as asset valuations earlier, to reduce end of process time pressures. Mr Hansen also commented he would like to see the Finance team adopt a more proactive approach, allowing more time for forecasting, scenario modelling and the provision of regular management reporting.

Mr Hansen raised concerns regarding the decrement in the carrying value of roads which has now been amended to reflect the actual asset condition. A comprehensive review of road valuations is scheduled to occur in three years' time.

Mr Hansen reported that the Income Statement indicates a \$3 million deficit in the General Fund, which represents an improvement on the prior year. The first year of the Special Rate Variation has contributed positively to this result. Restricted and allocated cash balances have also improved, while Salaries and Wages expenses have decreased, despite



mandated additional staff payments.

Mr Hansen advised that at the Ordinary Meeting of Council on 28 October 2025, Council will authorise the Mayor, Deputy Mayor, General Manager and Director of Business, Cultural and Financial Services to sign the financial documents. The Audit Office is expected to provide the draft closing report next week.

Ms Radue noted a rounding error in the Special Schedule and queried whether peppercorn rent agreements are required to be reflected in the financial statements.

Mr Hansen responded that Council should identify services provided without charge and report these in the Annual Report. In future, Council should adopt a model in which full costs are charged across all services unless an approved subsidy applies. Mr Rajani confirmed that peppercorn leases must be disclosed and recommended that management address this requirement in the next reporting cycle.

**RECOMMENDED** on the motion of Helen Brill and Stuart Heffer that the Committee note the draft Annual Financial Statements as presented.

Nicky Rajani left the meeting at 5:35 pm.

#### **CL02 PROPOSED MEETING DATES 2026**

**RECOMMENDED** on the motion of Helen Brill and Dorian Radue that the Committee note the proposed meeting dates for 2026.

#### **CL03 ENDORSEMENT OF ANNUAL ASSESSMENTS 2024/25**

**RECOMMENDED** on the motion of Stuart Heffer and Dorian Radue that:

- (a) The Committee endorse the attached Annual Assessment for the Audit, Risk and Improvement Committee and Internal Audit Function 2024/25 and Annual Assessment for Council's Risk Management Function.
- (b) The attached Annual Assessments be presented to Council in accordance with the Office of Local Government Risk Management and Internal Audit Guidelines.

#### **CL04 MEETING WITHOUT GENERAL MANAGER PRESENT IN ACCORDANCE WITH OLG GUIDELINES**

Ms Radue raised the question of separate meetings with the Internal Audit Coordinator (Governance Manager), Internal Auditors and External Auditors. Committee members are to consider questions to raise and discuss with the General Manager and other Committee attendees at a future meeting.

### **6 GENERAL BUSINESS**

Mr Hansen confirmed that Council's RFS (Rural Fire Service) assets have not been included in the Financial Statements, as Council continues not to recognise them as Council-owned assets. He noted that the NSW Audit Office is not treating this as a qualification to the audit opinion.

Ms Radue enquired whether the NSW Audit Office has assumed responsibility for all Council audits. Mr Hansen advised that the audit model is designed to rotate audits between the NSW Audit Office and contracted audit service providers.

Ms Brill asked about the pricing of the external audit. Mr Hansen explained that the NSW Audit Office undertakes the procurement of audit contractors through a formal tender process.

## **7 NEXT MEETING**

The next meeting of the Audit, Risk and Improvement Committee is to be held on Wednesday, 20 November 2025 at 5:00 pm.

There being no further business the meeting terminated at 5.55 pm.

## **ATTACHMENTS**

- (a) Annual Assessment ARIC / Internal Audit (Under separate cover)
- (b) Annual Assessment Risk Management (Under separate cover)

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**ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
THURSDAY, 23 OCTOBER 2025 COMMENCING AT 4:00 PM**

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**PRESENT**

Councillor Shari Blumer (Chair), Councillor Mark Dal Bon, Amy Renouf (Community Representative), Anthony Kidman (Community Representative) (Zoom), Brian Savage (Community Representative), Elizabeth (Will) Mead (Community Representative), Ema Munro (Community Representative), Jenna Thomas (Community Representative), Kevin Taylor (Community Representative), Stephen Parker (Community Representative), Doreen Wood (Community Representative), Patricia Clarke (Alternate Member for Soroptimist), Libby Trembath (Alternate Member for Soroptimist)

Quorum = 3

**STAFF**

Director Infrastructure & Operations, Phil King, Works Manager - Maintenance, Manjit Chugha, Works Manager - Construction, Shree Shrestha, Parks & Gardens Manager, Peter Craig, Operations Assistant, Cheryl Tucker, Urban Strategic Design & Major Projects Manager, Peter Badenhorst and Minute Secretary, Antoinette Galluzzo

**ABSENT**

Councillor Jenny Ellis, Carmel La Rocca (Community Representative), Nicola Thoner (Community Representative), Simone Murphy (Community Representative)

**1 APOLOGIES**

No apologies were received.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Elizabeth (Will) Mead and Councillor Mark Dal Bon that the minutes of the previous meeting held on 25 September 2025, having first been circulated amongst all members, be confirmed.

*Works Manager - Maintenance, Manjit Chugha entered the meeting at 4:05pm.*

**3 BUSINESS ARISING**

Nil.

## **4 DECLARATIONS OF INTEREST**

### **Pecuniary Interests**

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

There were no pecuniary interests declared.

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

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

There were no significant non-pecuniary interests declared.

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

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

Councillor Mark Dal Bon

CL11 Bagtown's first Blacksmith Store Site

Reason – I have a farm down the road in Research Station Road, Hanwood. I do not gain anything or lose anything by this matter.

*Operations Assistant, Cheryl Tucker, left the meeting at 4:08pm and returned at 4:10pm.*

## **5 ITEMS OF BUSINESS**

### **CL01 COMMITTEE APPLICATION**

**RECOMMENDED** on the motion of Elizabeth (Will) Mead and Councillor Mark Dal Bon that the Committee accept Pirkko Mäkäräinen as a member of the Roads, Parks and Pathways Enhancement Committee, and the Terms of Reference be updated.

### **CL02 PROPOSED MEETING DATES 2026**

**RECOMMENDED** on the motion of Jenna Thomas and Ema Munro that the following Committee Meeting dates for 2026 be adopted.

- Thursday, 29 January 2026
- Thursday, 26 March 2026
- Thursday, 23 April 2026
- Thursday, 23 July 2026
- Thursday, 29 October 2026

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

**RECOMMENDED** on the motion of Councillor Mark Dal Bon and Doreen Wood that the Committee note the information.

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

#### **CL04 ITEMS REFERRED FROM THE DISABILITY INCLUSION & ACCESS COMMITTEE**

Councillor Blumer informed the Committee that items from the Disability, Inclusion and Access Committee have been referred to this Committee for consideration. The first item was in relation to access to the Yenda Post Office and kerb and guttering at the Yenda shops. This item requires further information and the initial letter from Committee member to be brought to the next Committee meeting.

The agenda item Pathway from 3-Ways to Benerembah Street was also referred to this Committee. Ms Mead highlighted that the Soroptimist had previously sent a letter in relation to this topic. Mr King informed the Committee that the letter received from Soroptimist will be used in Council's application for funding. Ms Tucker provided additional information regarding the Get Active Grant NSW, the application and which pathways are priority.

**RECOMMENDED** on the motion of Jenna Thomas and Stephen Parker that:

- (a) The Committee support the Get Active Grant NSW and the priority of Noorla Street and Coolah Street Pathways.
- (b) The Committee members provide letters of support for the Get Active Grant NSW application by 3 November 2025.

#### **CL05 PRENDERGAST TRAFFIC ISLAND**

Councillor Blumer informed the Committee that a meeting was held with staff, Committee members and the Prendergast family to discuss beautification options for the Prendergast Traffic Island. The draft plan was presented to the Committee, with positive feedback received.

**RECOMMENDED** on the motion of Elizabeth (Will) Mead and Stephen Parker that the Committee:

- (a) Endorse the proposed planting scheme.
- (b) Request that a budget be prepared and brought back to the Committee.

#### **CL06 COMMITTEE MEMBER REQUESTS - EMA MUNRO**

Ms Munro suggested that the Committee consider tree planting along Bridge Road for next year's National Tree Day. Mr King added that Citrus Road could also be a suitable location for this initiative.

**RECOMMENDED** on the motion of Ema Munro and Jenna Thomas that Council investigate the possibility for tree planting along Bridge Road and Citrus Road, and identify suitable tree species for these locations.

*Councillor Mark Dal Bon voted against this motion.*

Ms Munro requested a map to indicate where the best places would be to increase canopy

cover.

**RECOMMENDED** on the motion of Ema Munro and Anthony Kidman that Council staff identify 10 sites for tree plantings that are both practical and beneficial to the community, and a report be presented back to the Committee on the findings.

Mr Kidman suggested looking at large scale development applications at Lake Wyangan for the tree planting. Councillor Blumer requested this be tabled at the next meeting.

#### **CL07 COMMITTEE MEMBER REQUEST - EXTENDING BARELLAN STREET**

Mr Savage suggested to the Committee the idea of extending Barellan Street through to Jondaryan Avenue to assist with traffic congestion.

Mr King informed the Committee staff would initially need to seek in principle support with the organisations listed in the report. The Committee discussed this item highlighting their ideas, thoughts and opinions. It was mentioned this road was previously open and in response Mr King informed the Committee the Rail Operator revoked access.

**RECOMMENDED** on the motion of Brian Savage and Amy Renouf that correspondence be sent from Council to the various entities outlined in the report, including; Heavy Rail, Transport for NSW (TfNSW), The Country Rail Network (CRN), Rail Infrastructure Manager (RIM), UGL Regional Linx (UGLRL).

*Councillor Mark Dal Bon voted against this motion.*

#### **CL08 GRIFFITH CROQUET CLUB - REQUEST - COMMUNICATION FROM GCC PARKS & GARDENS**

Mr King explained to the Committee that black lines were painted across field for a touch football event, with the understanding that the lines don't impact on the play. Mr King acknowledged the Griffith Croquet Club and highlighted it is likely that the event will be held at Henderson Oval again with the improvement of communication.

*Amy Renouf left the meeting at 5:19pm and returned at 5:22pm.*

Mr King outlined that Henderson Oval is the most suitable venue for the touch football event. Schools book this facility, and we coordinate and facilitate those requests.

In response to the request Mr King advised Council will investigate alternative, less permanent line marking methods / materials.

**RECOMMENDED** on the motion of Stephen Parker and Elizabeth (Will) Mead that the Committee note the information.

#### **CL09 GRIFFITH CROQUET CLUB - REQUEST - TREE REPLACEMENT**

Councillor Blumer noted that the Croquet Club had requested a tree replacement and acknowledged the information provided in the report. Staff indicated they would correspond further with the Croquet Club regarding this.

**RECOMMENDED** on the motion of Jenna Thomas and Stephen Parker that the information be received.

### **CL10 CLEAN UP BANNA LANE**

*Patricia Clarke left the meeting at 5:26pm and returned at 5:30pm.*

*Ema Munro left the meeting at 5:26pm.*

The Committee discussed the untidy condition of Banna Lane and came to the conclusion that the bins along the service lane was the main contributing factor to the untidy condition. Mr King noted that while Council collects commercial bins, it is each business's responsibility to keep their bins neat, tidy and well-maintained.

**RECOMMENDED** on the motion of Councillor Dal Bon and Elizabeth (Will) Mead that:

- (a) Council, on behalf of the Committee, write to the businesses using Banna Lane to remind them of their responsibility to maintain the tidiness of the Lane.
- (b) This matter be referred to Council's Waste Department.

### **CL11 BAGTOWN'S FIRST BLACKSMITH STORE SITE**

Councillor Blumer informed the Committee there was a meeting held at the Bagtown's First Blacksmith store, where there was discussion on the proposed signage and access to the site.

*Doreen Wood left the meeting at 5:33pm.*

Mr Badenhorst presented a draft plan for the Committee's consideration. The Committee expressed support for the proposed plan, suggesting the inclusion of a QR code on the plaque. Councillor Dal Bon proposed that the plaque be designed in the shape of a bell.

Mr King confirmed that funding for the project has already been allocated within the budget.

**RECOMMENDED** on the motion of Councillor Dal Bon and Stephen Parker that the Committee endorse the draft plan presented.

### **CL12 BAGTOWN CEMETERY - MINOR WORKS FOR BEAUTIFICATION**

Councillor Dal Bon explained to the Committee his thoughts on making the Bagtown Cemetery more presentable.

The Committee discussed the importance of the cemetery and linking the information somewhere accessible for reference, for example the library.

**RECOMMENDED** on the motion of Councillor Dal Bon and Elizabeth (Will) Mead that the Committee:

- (a) Note the report.
- (b) Note the importance of the Bagtown Cemetery to the Community.
- (c) Request that a report be presented regarding the Bagtown Cemetery that focuses on accessibility.



### **CL13 WEIGHTED CRITERIA SCORING SYSTEM FOR PAMP WORKS PRIORITISATION**

Mr King informed the Committee that staff have reviewed Council's Pedestrian and Bicycle Strategy and the top 30 priority table.

Councillor Blumer asked for an explanation on what an update on technical references will look like, as stated in (b) of the recommendation. In response Ms Tucker informed the Committee when an application is lodged, Staff have to reference all guidelines, strategies, standards, and how they are adhering to them.

*Patricia Clarke left the meeting at 5:53pm.*

**RECOMMENDED** on the motion of Elizabeth (Will) Mead and Anthony Kidman that:

- (a) Note the information provided for priority.
- (b) Request Council engage a contractor to update the Griffith Pedestrian and Bicycle Strategy to update all technical references and prepare an updated Priority list of projects.
- (c) Endorse the inclusion of Noorla Street between Kookoora Street and Kennedy Street into an application for the Get Active NSW grant funding for paths.
- (d) Endorse the inclusion of Coolah Street between Jondaryan Ave and Willandra Avenue into an application for the Get Active NSW grant funding for paths.

### **6 OUTSTANDING ACTION REPORT**

This item was not discussed due to time constraints.

### **7 GENERAL BUSINESS**

#### **7.1 Correspondence**

Ms Thomas informed the Committee she had sent two emails in regards to roads last month with no response. Councillor Blumer advised her to copy the Chair and Director on correspondence to ensure appropriate follow-up.

### **6 NEXT MEETING**

The next meeting of the Roads, Parks & Pathways Enhancement Committee is to be held on Wednesday, 26 November 2025 at 4:00pm.

There being no further business the meeting terminated at 5:57pm.

### **ATTACHMENTS**

- (a) Endorsed Draft Plan – Bagtown's First Blacksmith Store Site (Under Separate Cover)

**TITLE**            **Notice of Motion - Councillor Tony O'Grady**

**FROM**           **Tony O'Grady, Councillor**

**TRIM REF**      **25/122895**

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### **SUMMARY**

A Notice of Motion was received from Councillor Tony O'Grady on 21 October 2025.

### **RECOMMENDATION**

**That Council amends the Onsite Detention Policy CS-CP-404 to include:**

**Council take ownership and maintenance responsibilities for all detention basins and the related infrastructure in a Torrens Title subdivision provided they meet all the conditions of consent and the detention basin is designed to an engineering standard accepted by Council.**

### **SENIOR MANAGEMENT TEAM COMMENT**

This Notice of Motion as it currently stands will result in Council taking ownership and maintenance for a large number of detention basins located on private property. This will result in an unknown impact on Council resources and finances.

### **ATTACHMENTS**

- (a)    Notice of Motion - Councillor Tony O'Grady - 21 October 2025 [📄](#)

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## Notice of Motion

### Notice of Motion

**Councillor's Name \*** Cr Tony O'Grady

**Date \*** 21-Oct-25

**Time \*** 05:21:01 PM

Scott Grant  
General Manager  
Griffith City Council  
GRIFFITH NSW 2680

**Dear Mr Grant, I** That council amends the onsite detention policy CS-CP-404 to include:  
**hereby give notice of** That Council take ownership and maintenance responsibilities for all detention  
**the following Notice** basins and the related infrastructure in a Torrens Title subdivision provided they  
**of Motion for the** meet all the conditions of consent and the detention basin is designed to an  
**Council Meeting to be** engineering standard accepted by Council  
**held as indicated**  
**below: \***

### **Additional Information**

### **Attachments**

**Council Meeting** 11-Nov-25

**Date: \***

**Signature \***

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

Giving notice of business to be considered at Council Meetings

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

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

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

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

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

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

Questions with notice

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

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

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

**In relation to Section** N/A

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

**Privacy Protection Notice**

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

**TITLE** Outstanding Action Report

**TRIM REF** 25/79736

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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
14 October 2025	<b>CC02 TENDER NO. 6-25/26 - GRIFFITH WATER RECLAMATION PLANT - MEMBRANE REPLACEMENT</b>	DU	166016	25/314	<b>RESOLVED</b> 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 noncompliant. (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.	<b>31/10/2025:</b> Report back to Council 9 December 2025.
14 October 2025	<b>MINUTES OF THE DISABILITY INCLUSION &amp; ACCESS COMMITTEE MEETING HELD ON 17 SEPTEMBER 2025</b>	CDC	165964	25/307	Community consultation for the new Disability Inclusion Access Plan to commence in October 2025.	<b>30/10/2025:</b> On exhibition.
14 October 2025	<b>CL05 PERMANENT ROAD CLOSURE OF LOTS 41 &amp; 42 DP 1308674 AND CONSOLIDATION OF LOTS 40 &amp; 41 DP 1308674 AND LOTS 34 &amp; 42 DP 1308674 THOMAS PLACE, GRIFFITH</b>	CPO	166011	25/303	<b>RESOLVED</b> 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	<b>27/10/2025:</b> On public notification - 28 days from 27/10/2025 to 24/11/2025.

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### OUTSTANDING ACTION REPORT

					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.	
14 October 2025	<b>CL02 ENDORSEMENT OF ARTIFICIAL INTELLIGENCE (AI) POLICY FOR PUBLIC EXHIBITION</b>	SGO	166008	25/300	<b>RESOLVED</b> 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.	<b>16/10/2025:</b> On exhibition until 12 November 2025.
23 September 2025	<b>MM01 GOVERNANCE OF HEALTH SERVICES IN THE WESTERN RIVERINA</b>	GM/CC	165171	25/282	<b>RESOLVED</b> on the motion of Councillors Doug Curran and Jenny Ellis that Council: (a) Acknowledge the significant concerns within the community regarding the adequacy of health service governance under the	<b>25/09/2025:</b> Survey live until Friday, 31 October 2025. Letter sent to Minister for Health on Friday 3 October 2025. <b>17/10/2025:</b> All letters have been sent.

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### OUTSTANDING ACTION REPORT

					<p>current Murrumbidgee Local Health District arrangements.</p> <p>(b) Note the advocacy in the community for the establishment of a Western Riverina Local Health District, and recognise the merit of those views.</p> <p>(c) Undertake community and stakeholder engagement, including a survey of residents and consultation with local health professionals and First Nations leaders, to obtain evidence of community preferences regarding governance of Griffith Base Hospital and health services in the Western Riverina, to close Friday 31 October 2025.</p> <p>(d) Write to the NSW Minister for Health, the Premier of NSW, local Members of Parliament, Chief Executive of MLHD, NSW Shadow Minister for Health, and other Councils in the current Murrumbidgee Local Health District to:</p> <ul style="list-style-type: none"> <li>• Request a meeting with NSW Minister for Health, The Hon. Ryan Park, MP as soon as practicable</li> <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>	
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### OUTSTANDING ACTION REPORT

					(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.	
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>	<p><b>25/09/2025:</b> On public exhibition. Submissions will be received until 4pm, 5 November 2025.</p> <p><b>31/10/2025:</b> Report to Council 9 December 2025.</p>
23 September 2025	<b>CL03 RENEWAL OF LEASE AGREEMENT TO COUNTRY UNIVERSITIES CENTRE WESTERN RIVERINA (CUC WESTERN RIVERINA) - PART LOT 2 DP 1272062, CROWN RESERVE 85064, 2/1 OLYMPIC STREET, GRIFFITH</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 1272062, 2/1 Olympic Street, Griffith for occupation of part of the Griffith Community Centre building, for a term of 5 years with a further option of 5 years, with a commencement date of 7 September 2025.</p> <p>(b) Council advertises its intention to enter into a lease agreement with CUC Western Riverina over</p>	<p><b>7/10/2025:</b> Council staff have emailed Council solicitors to prepare the new lease agreement.</p>

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### OUTSTANDING ACTION REPORT

					<p>Part Lot 2 DP 1272062 for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.</p> <p>(c) Should no submissions be received, Council enters into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a term of 5 years, with a further option of 5 years.</p> <p>(d) CUC Western Riverina are responsible to pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's administration fee.</p> <p>(e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$26,891.92 for the 25/26FY which is invoiced monthly by Council to CUC Western Riverina in the amount of \$2,241, together with rates and charges as applicable.</p> <p>(f) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.</p>	
9 September 2025	<b>CC01 COMPLIANCE ISSUE - ONGOING HOARDING IN RESIDENTIAL AREA</b>	P&EM	164598	25/277	<p><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</p>	<p><b>30/09/2025:</b> Director Sustainable Development has engaged legal support and now waiting on feedback.</p> <p><b>31/10/2025:</b> Investigation complete, report back to Council 9 December 2025.</p>

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### OUTSTANDING ACTION REPORT

					file the necessary court documents pending legal advice.	
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	<p><b>RESOLVED</b> on the motion of Councillors Laurie Testoni and Tony O'Grady that: (a) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2021, reject all tenders submitted for Tender No. 15-24/25 Supply/Installation of BirdProof Sports Lighting to the Athletics Track/Hockey Field Lighting at Griffith Regional Sports Centre (GRSC) due to the need to clarify and negotiate on critical elements and inclusions provided by tenderers. (b) Council, in accordance with Section 178(4) (a) of the Local Government Regulation 2021, does not need to call fresh tenders for Tender No. 15-24/25 as there are suitably qualified and experienced tenderers available to negotiate with. (c) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, enter into negotiations with all tenderers, being; - Central West Electrical - Ellistricity - Green Energy Qld - GS &amp; BD Electrics - Havencord - REES Electrical (d) At the completion of negotiations, a further report to be presented to Council recommending the preferred contractor.</p>	<p><b>30/09/2025:</b> Negotiations with contractors underway with a report scheduled to be presented to council on 28 October 2025.</p> <p><b>20/10/2025:</b> Report to be presented to Council 26 November 2025.</p>
26 August 2025	<b>CL05 DRAFT HOUSING STRATEGY POST EXHIBITION PERIOD - REVIEW OF SUBMISSIONS</b>	DSD	164022	25/253	<p><b>RESOLVED</b> on the motion of Councillor Scott Groat that the report LAY ON THE TABLE.</p>	<p><b>15/09/2025:</b> Consultants to be engaged to review the REMPLAN then considered at a future workshop.</p>

### OUTSTANDING ACTION REPORT

						<b>20/10/2025:</b> REMPLAN due back from consultants 24/10/2025. Target for report to Council 26 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	<p><b>RESOLVED</b> on the motion of Councillors Shari Blumer and Jenny Ellis that the recommendations as detailed in the Minutes of the Griffith Pioneer Park Museum Committee meeting held on 6 August 2025, incorporating Senior Management Teams comments, be adopted.</p> <p><b>RECOMMENDED</b> on the motion of Denis Couch and Jenna Thomas that:</p> <p>(a) A 12-month trial of free general admission for local residents to the Griffith Pioneer Park Museum be implemented. This trial will exclude special events, school excursions, annual members and user groups. At the six-month mark, a community-wide survey be conducted to assess the Museum's connection to and significance within the community.</p> <p>(b) A visitor survey be introduced for completion by patrons upon exiting the Griffith Pioneer Park Museum, to gather feedback on their experience.</p> <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>	<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><u>SMT Comment</u></p> <p>Should Council support the above recommendations:</p> <p>(a) The following process should be used to implement the trial:</p> <ul style="list-style-type: none"> <li>• Council advertise an amendment to its adopted Revenue Policy for the 2025/26 making provision for the trial free general admission period for local residents (postcodes 2680 and 2681).</li> <li>• Staff prepare a report for the next meeting of the Griffith Pioneer Park Museum Committee scheduled for 12 November 2025 detailing; any submission received regarding the amendment to the Revenue Policy, financial implications for the trial period of free general admission, implications for existing members who have paid memberships for the 2025/26 year, staff resource implications, if any.</li> <li>• Trial to commence 1 January 2026.</li> </ul> <p>(b) Marketing activities for the Griffith Pioneer Park Museum are provided by the Marketing and Education Officer, Griffith Regional Theatre, Art Gallery and Griffith Pioneer Park Museum. A specific marketing campaign would require an identified funding allocation.</p>	
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### OUTSTANDING ACTION REPORT

26 August 2025	<b>CC01 FIRE DAMAGED DWELLING</b>	DSD	164026	25/262	<p><b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Scott Groat that:</p> <ul style="list-style-type: none"> <li>(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.</li> <li>(b) Staff investigate cost recovery for abovementioned services as part of the compliance action.</li> </ul>	<p><b>15/9/2025:</b> Council has proceeded to obtain costs.</p> <p><b>20/10/2025:</b> Dwelling fenced and damaged buildings encapsulated. Currently seeking legal advice on cost recovery.</p> <p><b>31/10/2025:</b> Report back to Council 9 December 2025.</p>
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 and open space proceeds on an equitable and fair basis for landowners and developers.</li> <li>(c) Should submissions be received, the Hanwood Growth Area Master Plan is to be reported back to Council including a report detailing any</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 26 November 2025. Hanwood Growth Masterplan report back to Council early 2026.</p>

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## OUTSTANDING ACTION REPORT

					amendments to the Master Plan and a review of all submissions received.	
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> <ul style="list-style-type: none"> <li>(a) Signage for the front of the Gallery - to be designed, manufactured, and installed.(Approximately \$5K)</li> <li>(b) New hanging track system - to enhance the display and functionality of exhibition spaces. (Approximately \$10K)</li> <li>(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).</li> </ul>	<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 scheduled for annual shutdown period in October.</p> <p><b>30/09/2025:</b> Gallery maintenance is scheduled for 21-31 October 2025 including roof plastering, painting, replacement of the left wall gyprock and the gallery back door. Hanging track installation is scheduled for January 2026. A proposal for</p>

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## OUTSTANDING ACTION REPORT

						external signage is under development at present.
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> <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>

**OUTSTANDING ACTION REPORT**

						<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> <p><b>31/10/2025:</b> Report back to Council 9 December 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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