



## Ordinary Meeting

# BUSINESS PAPER

**Wednesday, 26 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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[cstead@griffith.com.au](mailto:cstead@griffith.com.au)  
[ltestoni@griffith.com.au](mailto:ltestoni@griffith.com.au)

## MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

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

### Addressing the Council on Business Paper matters

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

### Notice of Motion via Councillor

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

### Petition

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

### Customer Request Management system

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

### Direct correspondence to the General Manager

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

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

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

### **Oath**

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

### **Affirmation**

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

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

### What is a pecuniary interest?

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

### Disclosure of pecuniary interests at meetings

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

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

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

### What is a non-pecuniary conflict of interest?

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

### Managing non-pecuniary conflicts of interest

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

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

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

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

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

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

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

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

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

## **Opening Affirmations**

### Option 1

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

To be honest and objective in all our deliberations.

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

### Option 2

Almighty God

We ask that you guide us in our decision making.

Protect us and the community we serve.

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

### Option 3

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

## **Acknowledgment of Country**

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

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



## AGENDA

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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
WEDNESDAY, 26 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 **Wednesday, 26 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

CL01      p21      Griffith City Council Annual Report 2024/25 & Adoption of the 2024/25 Annual Financial Statements and Auditor's Reports

CL02      p29      DA 150/2025 - Construction of multi-dwelling housing development comprising ten (10) x two storey dwellings and associated carparking and retention of existing dwelling.

CL03	p41	First Quarter Performance Report 2025/2026 - Budget Review and Operational Plan
CL04	p48	Renewal of Licence Agreement - Pambria Pty Ltd - 120 Wakaden Street, Griffith
CL05	p59	Suspension of Alcohol Prohibited Area & Alcohol-Free Zone Restrictions - Yenda Place & Memorial Park - Saturday 13 December 2025
CL06	p61	Adoption of Economic Development Strategy
CL07	p66	Review of Submissions and Adoption of Griffith Housing Strategy 2025
9		Information Reports
10		Adoption of Committee Minutes
	p71	Minutes of the Griffith Health Facilities Limited (GHFL) Committee Meeting held on 11 November 2025
	p73	Minutes of the Griffith Pioneer Park Museum Committee Meeting held on 12 November 2025
	p77	Minutes of the Traffic Committee Meeting held on 11 November 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
	p84	Outstanding Action Report
14		Matters to be dealt with by Closed Council
CC01		Tender No. 6-25/26 - GWRP - Membrane Replacement <ul style="list-style-type: none"> <li>- commercial information of a confidential nature that would, if disclosed: <ul style="list-style-type: none"> <li>(i) prejudice the commercial position of the person who supplied it, or</li> <li>(ii) confer a commercial advantage on a competitor of the council, or</li> <li>(iii) reveal a trade secret 10A(2) (d)</li> </ul> </li> </ul>
CC02		Tender No. 08-25/26, Supply and Installation of a New Irrigation Pump, Pump Shed, & Irrigation System for Lake Wyangan Recreational Area, Griffith. <ul style="list-style-type: none"> <li>- commercial information of a confidential nature that would, if disclosed: <ul style="list-style-type: none"> <li>(i) prejudice the commercial position of the person who supplied it, or</li> <li>(ii) confer a commercial advantage on a competitor of the</li> </ul> </li> </ul>

council, or  
(iii) reveal a trade secret 10A(2) (d)

CC03

Tender No. 7-22/23 - Supply of Bulk Automotive Fuels

- 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, 11 NOVEMBER 2025 COMMENCING AT 7:00 PM**

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**PRESENT**

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

**STAFF**

General Manager, Scott Grant, Director Business, Cultural, Financial Services, Matthew Hansen, Director Economic & Organisational Development, Shireen Donaldson, Acting Director Utilities, Durgananda Chaudhary, Works Manager - Maintenance, Manjit Chugha, Director Sustainable Development, Joe Rizzo and Minute Taker, Antoinette Galluzzo

**MEDIA**

Nil.

**1 COUNCIL ACKNOWLEDGEMENTS**

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

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

25/339

**RESOLVED** on the motion of Councillors Jenny Ellis and Scott Groat that apologies be received from Councillor Laurie Testoni and Councillor Shari Blumer and a leave of absence granted.

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

**The division was declared PASSED by 7 votes to 0.**

### **3 CONFIRMATION OF MINUTES**

25/340

**RESOLVED** on the motion of Councillors Christine Stead and Jenny Ellis that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 28 October 2025, having first been circulated amongst all members of Council, be confirmed.

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

**The division was declared PASSED by 7 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 Christine Stead  
CL05 Request for Sponsorship - AgApply26  
Reason - The request for sponsorship will be at the showground if the event goes ahead. i am the chairperson of the showground trust.

#### **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.*

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

### **6 PRESENTATIONS**

Nil

## **7 MAYORAL MINUTES**

### **MM01 MURRUMBIDGEE LOCAL HEALTH DISTRICT (MLHD) HEALTH SERVICES SURVEY RESULTS**

Councillors Doug Curran and Jenny Ellis MOVED a MOTION that:

- (a) Council recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District.
- (b) Council continue to work with MLHD in the current management structure.
- (c) Council writes to NSW Minister for Health, The Hon. Ryan Park, MP confirming the results of the Community Health survey.

Councillors Mark Dal Bon and Christine Stead moved the following AMENDMENT that:

- (a) Council recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District.
- (b) Council writes to NSW Minister for Health, The Hon. Ryan Park, MP confirming the results of the Community Health survey.

Councillor Anne Napoli FORESHADOWED an AMENDMENT.

Councillor Scott Groat FORESHADOWED an AMENDMENT.

The original AMENDMENT was PUT and LOST

For  
Councillor Mark Dal Bon

Against  
Councillor Doug Curran  
Councillor Jenny Ellis  
Councillor Scott Groat  
Councillor Anne Napoli  
Councillor Tony O'Grady  
Councillor Christine Stead

**The division was declared LOST by 1 votes to 6.**

Councillors Anne Napoli and Christine Stead moved the following AMENDMENT that:

- (a) Council recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District.
- (b) Council continue to work with MLHD in the current management structure.
- (c) Council writes to NSW Minister for Health, The Hon. Ryan Park, MP confirming the results of the Community Health survey.
- (d) Council meet with medical professional from Griffith Base Hospital including Dr Jaya, members of the Save the Griffith Base Hospital Committee and MLHD.

The amendment was PUT and LOST

For  
Councillor Anne Napoli  
Councillor Christine Stead

Against  
Councillor Doug Curran  
Councillor Mark Dal Bon  
Councillor Jenny Ellis  
Councillor Scott Groat

Councillor Tony O'Grady  
**The division was declared LOST by 2 votes to 5.**

Councillors Scott Groat and Anne Napoli moved the following AMENDMENT that:

- (a) Council recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District.
- (b) Council continue to work with MLHD in the current management structure, until such a time as change in structure is implemented.
- (c) Council writes to NSW Minister for Health, The Hon. Ryan Park, MP confirming the results of the Community Health survey.

The AMENDMENT was PUT and CARRIED

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

**The division was declared PASSED by 4 votes to 3.**

25/341

**RESOLVED** on the motion of Councillors Scott Groat and Anne Napoli that:

- (a) Council recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District.
- (b) Council continue to work with MLHD in the current management structure, until such a time as change in structure is implemented.
- (c) Council writes to NSW Minister for Health, The Hon. Ryan Park, MP confirming the results of the Community Health survey.

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

**The division was declared PASSED by 6 votes to 1.**

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

25/342

**RESOLVED** on the motion of Councillors Christine Stead and Jenny Ellis that the meeting suspend standing orders to allow Martin Ruggeri from Planningmatters Development Service to address Council if required.

For	Against
Councillor Doug Curran	

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

**The division was declared PASSED by 7 votes to 0.**

25/343

**RESOLVED** on the motion of Councillors Christine Stead and Jenny Ellis that the meeting resume standing orders.

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

**The division was declared PASSED by 7 votes to 0.**

**CL01 DA 83/2025 - SEVENTY-FIVE (75) LOT RESIDENTIAL SUBDIVISION WITH THE CREATION OF ONE PUBLIC RESERVE AND PUBLIC ROADS AND ASSOCIATED INFRASTRUCTURE**

25/344

**RESOLVED** on the motion of Councillors Tony O'Grady and Scott Groat that:

- (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 Action (section 375A - Recording of voting on planning matters) Council must record the Councillor's vote in relation to the matter.

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

**The division was declared PASSED by 7 votes to 0.**

## **CL02 COMMUNITY PIANO**

Councillor Jenny Ellis MOVED the following MOTION:

- (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.

The MOTION lapsed due to lack of a seconder

## **CL03 CODE OF CONDUCT COMPLAINTS STATISTICS 2025**

25/345

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

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

Against

**The division was declared PASSED by 7 votes to 0.**

## **CL04 QUICK TURN AROUND GRANT APPLICATION GRIFFITH ITALIAN MUSEUM AND CULTURAL CENTRE INC**

25/346

**RESOLVED** on the motion of Councillors Christine Stead and Anne Napoli that Council approve the application for the Quick Turnaround Grant from Griffith Italian Museum and Cultural Centre Inc. for the amount of \$2,500.

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

Against

**The division was declared PASSED by 7 votes to 0.**

Councillor Christine Stead left the meeting having declared a pecuniary interest, the time being 7:47pm.

**CL05 REQUEST FOR SPONSORSHIP - AGAPPLY26**

25/347

**RESOLVED** on the motion of Councillors Tony O'Grady and Anne Napoli that under the Promotion, Advertisement and Sponsorship Policy, Council note that AgApply is eligible for financial assistance of \$5,000.

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

Against

**The division was declared PASSED by 6 votes to 0.**

Councillor Christine Stead returned to the meeting at 7:52 pm.

**9 INFORMATION REPORTS**

**CL06 RESPONSES TO COUNCILLOR QUESTIONS TAKEN ON NOTICE**

25/348

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

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

Against

**The division was declared PASSED by 7 votes to 0.**

**10 ADOPTION OF COMMITTEE MINUTES**

**MINUTES OF THE SALEYARDS COMMITTEE MEETING HELD ON 21 OCTOBER 2025**

25/349

**RESOLVED** on the motion of Councillors Scott Groat and Tony O'Grady that the recommendations as detailed in the Minutes of the Saleyards Committee meeting held on 21 October 2025 be adopted.

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

Against

**The division was declared PASSED by 7 votes to 0.**

**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 22 OCTOBER 2025**

25/350

**RESOLVED** on the motion of Councillors Jenny Ellis and Tony O'Grady that the recommendations as detailed in the Minutes of the Audit, Risk and Improvement Committee meeting held on 22 October 2025 be adopted.

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

**The division was declared PASSED by 7 votes to 0.**

**MINUTES OF THE ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE MEETING HELD ON 23 OCTOBER 2025**

25/351

**RESOLVED** on the motion of Councillors Jenny Ellis and Christine Stead that the recommendations as detailed in the Minutes of the Roads, Parks & Pathways Enhancement Committee meeting held on 23 October 2025 be adopted.

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

**The division was declared PASSED by 7 votes to 0.**

**11 BUSINESS WITH NOTICE – RESCISSION MOTIONS**

Nil.

**12 BUSINESS WITH NOTICE – OTHER MOTIONS**

**NOTICE OF MOTION - COUNCILLOR TONY O'GRADY**

Councillors Tony O'Grady and Christine Stead MOVED a MOTION that:

Council takes ownership and maintenance responsibilities for Commercial, Industrial and Residential detention basins and related infrastructure in a Torrens Title subdivision. This is conditional that the land is vested in Council as part of the subdivision process, is created to cater for all lots within the subdivision and that the design of the detention system satisfies the conditions of consent and Council's Engineering guidelines.

25/352

**RESOLVED** on the motion of Councillors Scott Groat that the report LAY ON THE TABLE

and be brought back to Council on 26 November 2025 with indicative costs.

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

Against  
Councillor Christine Stead

**The division was declared PASSED by 6 votes to 1.**

### **13 OUTSTANDING ACTION REPORT**

25/353

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

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

Against

**The division was declared PASSED by 7 votes to 0.**

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

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

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

**The matters and information are the following:**

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

- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on Community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993.

25/354

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

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

For

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

Against

**The division was declared PASSED by 7 votes to 0.**

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

**CC01 TENDER NO. 9-25/26 - TENDER NAME: OPERATION & MANAGEMENT OF THARBOGANG QUARRY, SUPPLY OF ROAD MAKING MATERIALS FROM THARBOGANG QUARRY & CONTRACTORS NOMINATED QUARRIES**

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

**CC02 TENDER NO. 10-25/26 - SUPPLY AND DELIVERY OF ROAD SEALING AND PATCHING AGGREGATES**

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

Council closed its meeting at 8:02pm. The public and media left the Chamber. Livestream was disconnected.

### **REVERSION TO OPEN COUNCIL**

25/355

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

For

Councillor Doug Curran

Against

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

**The division was declared PASSED by 7 votes to 0.**

Open Council resumed at 8:08pm.

Livestream was reconnected.

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

#### **MATTERS DEALT WITH IN CLOSED COUNCIL**

##### **CC01 TENDER NO. 9-25/26 - TENDER NAME: OPERATION & MANAGEMENT OF THARBOGANG QUARRY, SUPPLY OF ROAD MAKING MATERIALS FROM THARBOGANG QUARRY & CONTRACTORS NOMINATED QUARRIES**

25/356

**RESOLVED** on the motion of Councillors Scott Groat and Jenny Ellis that:

- (a) Council accept the tender from E.B. Mawson & Sons Pty Ltd for Tender No. 9-25/26 Operation & Management of Tharbogang Quarry, Supply of Road Making Materials from Tharbogang Quarry & Contractors Nominated Quarries, for Part A: Council Nominated Site and Part B: Contractor Nominated sites, for three years at the tendered rates subject to the rise and fall conditions of the contract, commencing 1 December 2025.
- (b) With respect to (A) above, Council nominate E.B. Mawson & Sons Pty Ltd as the Principal Contractor and Mines Manager for the Tharbogang Quarry.
- (c) The General Manager is endorsed to approve expenditure in accordance with the annual budget allocation.
- (d) Council authorise the contract documents to be signed by the General Manager.

For

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

Against

**The division was declared PASSED by 7 votes to 0.**

##### **CC02 TENDER NO. 10-25/26 - SUPPLY AND DELIVERY OF ROAD SEALING AND PATCHING AGGREGATES**

25/357

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

- (a) Council accept the tender from E.B. Mawson & Sons Pty Ltd for Tender No. 10-25/226

Supply and Delivery of Road Sealing and Patching Aggregates, for three years at the tendered rates subject to the rise and fall conditions of the contract, commencing 1 December 2025.

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

For

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

Against

**The division was declared PASSED by 7 votes to 0.**

There being no further business the meeting terminated at 8:12pm.

Confirmed: .....

CHAIRPERSON

**CLAUSE** CL01**TITLE** Griffith City Council Annual Report 2024/25 & Adoption of the 2024/25 Annual Financial Statements and Auditor's Reports**FROM** Scott Grant, General Manager  
Matthew Hansen, Director Business, Cultural & Financial Services**TRIM REF** 25/133872**SUMMARY**

Council has a statutory obligation to prepare an Annual Report in accordance with Section 428 of the Local Government Act 1993, the Local Government (General) Regulation 2021 and the Integrated Planning and Reporting Guidelines.

Council is also required to present its audited financial reports, together with the Auditor's reports, in accordance with Section 419 of the *Local Government Act 1993*.

The Audit Office of NSW completed the audit of Griffith City Council's 2024/25 financial statements, and the statements were lodged on time with the Office of Local Government.

Importantly, the Auditor issued an **unmodified opinion across all statements**, confirming that the financial statements present fairly the financial position and performance of Council in accordance with Australian Accounting Standards and legislative requirements.

This outcome reflects the significant effort and professionalism of Council staff across Finance, Revenue Services, and Asset Management teams, who worked diligently to ensure the statements were prepared accurately and submitted within statutory timeframes.

The financial statements indicate that the General Fund continues to experience pressure, reporting an operating deficit of \$3.0 million prior to capital grants.

The statements also reflect an improvement in Council's unrestricted cash position, which increased from \$0.1 million at 30 June 2024 to **\$1.1 million at 30 June 2025**. This improvement is significant as unrestricted cash represents funds available for day-to-day operations without external restrictions.

It is important to note that in both 2023/24 and 2024/25, the unrestricted cash figure includes Financial Assistance Grant (FAG) payments received in advance, which artificially inflates the reported amount. Even with the benefit of this prepayment, unrestricted cash remains below industry benchmarks and well short of Council's **target of \$5 million**.

This ongoing shortfall limits Council's financial flexibility and may constrain its ability to maintain service levels, respond to unforeseen events, and invest in priority projects without additional funding or cost containment measures.

Nicky Rajani from the NSW Audit Office will be available at the meeting for enquiries regarding the audit process.

**RECOMMENDATION**

**(a) Griffith City Council Annual Report 2024/25 be noted.**

**(b) Council adopt the 2024/25 Annual Financial Reports and associated Auditor's Reports as presented.**

## **REPORT**

The Annual Report is a key point of accountability between Council and its community. It reports on progress made against Council's commitments in the Delivery Program (4-year plan) and Operational Plan (budget), and describes how Council is supporting achievement of the goals articulated in the Community Strategic Plan.

The Annual Report includes statutory information and financial reporting that is prescribed by the Local Government Act 1993 and Local Government (General) Regulation 2021.

In accordance with the Government Information (Public Access) Act (GIPA) Act 2009 the Annual Report will be made publicly available on Council's website.

A copy of the full 2024/25 Annual Financial Statements is included in the Annual Report.

Council's Annual Financial Reports are made up of the following reports:

- a) General Purpose Financial Reports;
- b) Special Purpose Financial Reports; and
- c) Special Schedules.

The Financial Reports presented have been audited and comply with the following:

- a) *Local Government Act 1993* and the Regulations made thereunder;
- b) Australian Accounting Standards and professional pronouncements; and
- c) The Local Government Code of Accounting Practice and Financial Reporting.

The Financial Reports were received by the Office of Local Government prior to the deadline of 31 October 2025.

### **General Purpose Financial Reports**

The Financial Reports provided to Council are a Consolidated Report incorporating the Ordinary, Waste, Water and Sewer Funds.

Council has 100% ownership and control of Griffith Health Facilities Limited which is a company established for the primary purpose of raising community funds which are to be utilised for the planning, design, construction and ongoing capital maintenance of the Griffith Community Private Hospital. The results of this entity have been consolidated into Council's Financial Statements and are disclosed in Note D-2.

Council's ownership interest in the Western Riverina Library (a joint venture) is disclosed in Note D2-2 and share of assets and profit/(loss) are consolidated into Council's Financial Statements.

### **Special Purpose Financial Reports**

The special purpose financial reports provide a detailed break-up of the Water and Sewer Funds, which are business units of Council. The Special Purpose Financial Reports have been drawn up in accordance with the following:

- Local Government Code of Accounting Practice and Financial Reporting.
- Applicable Australian Accounting Standards.

- NSW Government Policy Statement “Application of National Competition Policy to Local Government”.
- Office of Local Government guidelines “Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality”.
- The *Local Government Act 1993* and Regulations.
- The NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

## **Special Schedules**

The Special Schedules of Council have not been audited by the Audit Office of NSW as this is not a requirement.

Council has met its National Competition Policy (NCP) requirements as can be seen in the Special Purpose Financial Reports and Special Schedules.

## **SUMMARY OF FINANCIAL POSITION**

### **Summary**

The effect of higher levels of inflation and cost shifting from other levels of government continues to add pressure on operating results, leading to reduced net cashflow generation.

Council will need strong control on all areas of expenditure to manage cash reserves, which along with the implementation of the second tranche of the Special Rate Variation this year will assist in closing the revenue gap required to maintain the General Fund in a financially sustainable level into the future.

When assessing the long-term financial sustainability of Council’s operations, it is important to consider the results by each Fund, as well as the Consolidated position.

## **1. OPERATING RESULT**

For the year ended 30 June 2025, Council recorded a consolidated operating surplus of \$17.63 million, including capital grants and contributions.

The net operating result before capital grants was **\$3.79 million**, an improvement on the prior year result of \$0.6 million. Key contributing factors included:

- Increased revenue from rates and annual charges following the IPART-approved Special Rate Variation (SRV).
- Higher user charges and fees, particularly in water supply services.
- Strong investment returns due to higher interest rates and effective cash management.

While the consolidated position is sound, grants and contributions revenue decreased by \$13.6 million compared to the prior year, primarily due to the completion of major projects funded in 2023/24.

## General Fund

The General Fund remains under pressure, recording a **\$3.0M operating deficit before capital grants**. Contributing factors include:

- Rate pegging and cost shifting.
- High inflation and rising service costs.
- Declining real value of operating grants.

Prepayment of a proportion of the 2024/25 Financial Assistance Grant also had an impact on the operating result.

## Water Fund

The Water Fund delivered a strong result for 2024/25, recording an operating surplus of \$3.57 million before capital grants and \$4.89 million after capital contributions.

Total income from continuing operations was \$15.54 million, driven by higher user charges of \$10.72 million and access charges of \$2.31 million, reflecting increased consumption. Expenses totalled \$11.97 million, with materials and services accounting for \$6.5 million and depreciation at \$2.71 million.

The fund remains financially robust, supported by significant cash and investment holdings of \$38.9 million and a low debt level of \$0.2 million, ensuring capacity for future infrastructure renewal.

## Sewer Fund

The Sewer Fund also achieved a positive outcome, posting an operating surplus of \$2.97 million before capital grants and \$3.95 million after capital contributions.

Income from continuing operations was \$12.76 million, primarily from access charges of \$10.53 million and user charges of \$1.07 million, supplemented by \$1 million in interest income. Operating expenses totalled \$9.79 million, with materials and services at \$4.46 million and depreciation at \$2.39 million.

The fund maintains a strong financial position with \$22.8 million in cash and investments and borrowings of \$11.1 million, providing stability to meet ongoing service obligations and capital works.

## 2. BORROWING COSTS AND DEBT SERVICING

Borrowings have reduced to \$26.8 million following scheduled repayments. Council's debt service cover ratio improved to 5.68x, well above the benchmark, indicating strong operating cash flows.

Council has taken on significant borrowings in recent years, which will require ongoing servicing. Importantly, these loans were secured at fixed interest rates when borrowing costs were well below long-term averages.

The loans relate to:

Loan	Fund	Outstanding 30 June 2025 (000s)
<b>Water Reclamation Plant</b>	Sewer	\$10,406
<b>CBD Redevelopment</b>	General	\$5,226
<b>Griffith Regional Sports Centre</b>	General	\$5,839
<b>Griffith Regional Aquatic Centre – 50m pool</b>	General	\$2,502
<b>Griffin Green Infrastructure</b>	General	\$1,849
<b>Collina Infrastructure</b>	General	\$961
<b>TOTAL</b>		\$26,783

These loans mature between 2029 and 2041. Approximately half of the debt sits within the General Fund, and its serviceability must be managed carefully to maintain adequate working capital.

### 3. CASH ON HAND, INVESTMENTS AND RESERVES

Council's cash and investment holdings increased to **\$94.0 million** (up from \$81.5 million in 2024), largely due to higher term deposit balances and externally restricted funds.

Unrestricted cash increased from 139k to 1,095k, which is a positive result – however, unrestricted cash remains low, and the **unrestricted current ratio of 1.1** is below the sector benchmark of 1.5. This indicates that while Council can meet short-term obligations, careful management of liquidity and capital expenditure is essential.

The amounts in reserve are as follows:

Reserve Name	2024/25	2023/24
	Closing Balance \$ '000	Closing Balance \$ '000
<b>External Reserves</b>		
Developer Contributions - General	8,474	7,064
Developer Contributions - Water	11,761	9,938
Developer Contributions - Sewer	6,981	6,274
Specific Purpose Unexpended Grants/Cont's - General	10,105	6,586
Water Supply Fund	27,128	25,046
Sewer Supply Fund	19,862	17,228
Stormwater Management	529	794
Griffith Community Private Hospital	1	1
<b>Total External Restrictions</b>	<b>84,841</b>	<b>72,931</b>
<b>Internal Reserves</b>		
Employee Leave Entitlements	2,473	2,338

Reserve Name	2024/25	2023/24
Waste Management	5,001	4,729
Griffith Health Facilities Ltd	23	23
St Vincent's Private Community Hospital (Sinking Fund)	131	68
Major Projects (CBD & Sports Precinct)	-	276
Parks and Gardens	178	169
Griffith Community Centre – Sinking Fund	46	21
Pioneer Park Strategic Reserve	110	104
New Art Gallery Building	115	109
Floodplain and Drainage Mitigation	18	584
<b>Total Internal Restrictions</b>	<b>8,095</b>	<b>8,421</b>
<b>Unrestricted Cash</b>		
Unrestricted Cash Available	1,095	139
<b>Total Unrestricted Cash</b>	<b>1,095</b>	<b>139</b>
<b>Total Reserves at 30 June 2025</b>	<b>94,031</b>	<b>81,491</b>

#### 4. INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT (IPPE)

Capital investment totalled **\$26 million**, with \$19.2 million directed to asset renewals, primarily roads and plant, and \$7 million for new assets. The net carrying amount for Council IPPE is \$1,009B. The major categories are:

Asset Category	\$ M
Roads	332
Water	176
Sewer	139
Buildings	116
Stormwater	70

#### 5. ACKNOWLEDGEMENT

We would like to formally acknowledge and thank Council staff for their outstanding work in preparing the 2024/25 financial statements and annual report.

Their diligence, professionalism, and commitment ensured the statements were completed accurately, lodged on time, and achieved an unqualified audit opinion. This result reflects the collective effort of teams across Council, and demonstrates the high standard of financial governance within Council.

#### OPTIONS

##### OPTION 1

As per the Recommendation.

#### POLICY IMPLICATIONS

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

The Annual Report must contain a copy of Council's audited financial statements. The Annual Financial Statements will be uploaded to Council's website along with the Annual Report.

Council's general fund cash position remains critical and requires close attention in 2025/26 and beyond.

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

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

### **Local Government Act 1993**

#### **428 Annual reports**

- (1) Within 5 months after the end of each year, a council must prepare a report (its **annual report**) for that year reporting as to its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.
- (2) The annual report in the year in which an ordinary election of councillors is to be held must also report as to the council's achievements in implementing the community strategic plan over the previous 4 years.
- (3) An annual report must be prepared in accordance with the guidelines under section 406.
- (4) An annual report must contain the following:
  - (a) a copy of the council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time,
  - (b) such other information or material as the regulations or the guidelines under section 406 may require.
- (5) A copy of the council's annual report must be posted on the council's website and provided to the Minister and such other persons and bodies as the regulations may require. A copy of a council's annual report may be provided to the Minister by notifying the Minister of the appropriate URL link to access the report on the council's website.

**Local Government (General) Regulation 2021** – Clause 217 of the Regulation and the Annual Report Checklist issued by the Office of Local Government details the requirements to be included in the Annual Report.

Integrated Planning and Reporting Guidelines

Government Information (Public Access) Act (GIPA) Act 2009

Government Information (Public Access) Regulation 2018

Companion Animals Act 1988 and Companion Animal Regulation 2018

Disability Inclusion Act 2014

Environmental Planning & Assessment Act 1979

Environmental Planning and Assessment Regulation 2021

Swimming Pools Act 1992

Swimming Pools Regulation 2018

Public Interest Disclosures Act 1994

Public Interest Disclosures Regulation 2011

In accordance with Section 419 of the *Local Government Act 1993*.

#### **419 Presentation of Council's Financial Reports**

- a) A Council must present its audited financial reports, together with the auditor's reports, at a meeting of the council held on the date fixed for the meeting.

- b) The Council's auditor may attend the meeting at which the financial reports are presented.
- c) A Council's auditor who carries out the functions of the auditor under an appointment by the Auditor-General must attend the meeting at which the financial reports are presented if the council gives not less than seven (7) days' notice in writing that it requires the auditor to do so.

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

The Annual Report details Council's environmental activities for the reporting period.

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

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

The Annual Report informs the community on the work undertaken by Council each year to deliver on the commitments of the Delivery Program through delivery of the Operational Plan.

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

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

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

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

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

### **LINK TO STRATEGIC PLAN**

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

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.

This item links to Council's Strategic Plan item 3.2 Ensure Council's financial sustainability through effective financial management that is transparent and accountable.

### **CONSULTATION**

Senior Management Team  
Council Officers

### **ATTACHMENTS**

- (a) Draft Annual Report 2024/25 (under separate cover)

<b>CLAUSE</b>	CL02
<b>PROPOSAL</b>	<b>DA 150/2025 - CONSTRUCTION OF MULTI-DWELLING HOUSING DEVELOPMENT COMPRISING TEN (10) X TWO STOREY DWELLINGS AND ASSOCIATED CARPARKING AND RETENTION OF EXISTING DWELLING.</b>
<b>PROPERTY</b>	10-12 Harris Road - Lot 2 DP 1075948
<b>LOCATION</b>	GRIFFITH
<b>ZONING</b>	MU1 Mixed Use
<b>APPLICABLE PLANNING INSTRUMENT</b>	GRIFFITH LOCAL ENVIRONMENTAL PLAN, 2014
<b>EXISTING DEVELOPMENT</b>	DWELLING HOUSE
<b>APPLICANT</b>	C4 Architects Pty Ltd
<b>OWNER</b>	Zalt Real Estate Pty Ltd
<b>DIRECTORS OF COMPANY (IF APPLICABLE)</b>	Lynda Jane Franks, Tarek Heiland, Zara Ann Heiland, Aden Heiland
<b>APPLICATION DATE</b>	19 September 2025
<b>REASON FOR REFERRAL</b>	Submissions Objecting to the Development Application
<b>FROM</b>	<b>Joanne Tarbit, Development Assessment Planner</b>
<b>TRIM REF</b>	<b>25/131916</b>

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## SUMMARY

### *Proposal*

- The development application has been submitted for the construction of multi-dwelling housing development with ten (10) x new two-storey, 2-bedroom townhouses and associated parking and landscaping areas. The existing residence is to be retained, and site has been otherwise cleared for trees and outbuildings. (see Attachment (b) - application plans and Statement of Environmental Effects).
- The application has been referred to the Ordinary Meeting of Council on the basis of one (1) submission received during the public notification period. Three (3) submissions were received after the notification period closed. (see Attachment (c) – Submissions).
- The proposed development is consistent with the objectives of the Environmental Planning and Assessment Act 1979, applicable State Environmental Planning Policies and the Griffith Local Environmental Plan 2014 (see Attachment (d) for Planner Assessment).
- It is recommended that the Multi dwelling housing development for ten (10) two (2) storey dwellings be approved subject to conditions (Attachment (a)) based on the details contained in the report.

### *Type of Development*

Local Development

## Main Issues

One (1) submission objecting to the development was received during the public notification period.

## 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 150/2025(1) for the construction of a ten (10) unit multi-dwelling development at Lot 2 DP 1075948, 10-12 Harris Road Griffith.**
- (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

The site is located on the western side of Harris Road approximately 130 metres from the Bridge Road intersection. The land has an area of 2274m<sup>2</sup> with a frontage to Harris Road of 35.5 metres and has a depth of approximately 64 metres and currently contains a dwelling house. The site can be accessed via a concrete driveway. The site is flat with a gentle fall to the main open drain to the rear of the site.

The locality comprises mixed uses including storage units to the north, industrial development to the east and south, and the Leagues Club and sporting field to the west. The site contains a dwelling house.

## LOCATION MAP



**Disclaimer:** 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 must evaluate the accuracy, 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.



Projection: GDA2020 / MGA zone 55  
Date: 5/11/2025  
Drawn By: Joanne Tarbit

**DA 150/2025**  
**10 Harris Road**

Map Scale: 1:2000 at A4

## **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:

BA 158/76 – Bus shelter

BA 120/58 – 3 Bedroom Dwelling

### ***Timeline of Events Pertaining to the Development Application***

- 19/09/2025 – DA lodgement via NSW Planning Portal
- 19/09/2025 – Development Assessment Panel and referral of the application to internal sections of Council – Development Engineers, Environmental Health Officer, Information Management
- 26/09/2025 – Notification of application to neighbours and press – notification closed 10/10/2025
- 01/10/2025 – Environmental Health referral returned with no conditions
- 01/10/2025 – Information Management Administrator referral returned with Street Numbering.
- 03/10/2025 – Additional information requested and received 27/10/2025
- 10/10/2025 – Development Engineers referral returned with conditions
- 13/10/2025 – Applicant advised that one (1) submission was received during the notification period and was therefore requested to address the issues raised.
- 16/10/2025, 20/10/2025 & 30/10/25 – Three (3) late submissions received.
- 12/11/2025 – Development Assessment completed.
- 26/11/2025 - Report to Council – 42 nett and 68 gross days at the Council meeting date.

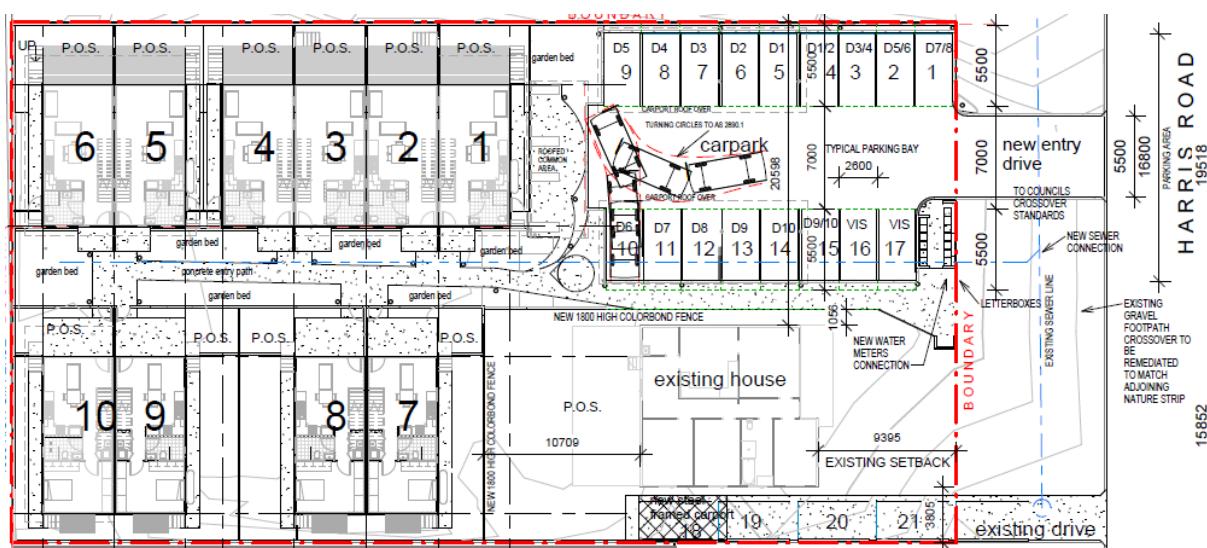
## **PROPOSAL IN DETAIL**

The proposed development consists of ten (10) x two storey 2 bedroom dwellings, comprising 2 storey attached townhouses with individual entries, private open space and separated by fire walls.

The 10 dwellings are built in four separate building blocks. Units 1-4 are contained in a four-block unit. Units 5-6, 7-8 and 9-10 are contained in 2 dwelling blocks. Each unit has its own private entry and private open space.

New undercover carparking and visitor parking is to be provided at front of the site. There will be separate vehicle access to the new development vs the existing dwelling.

The existing three (3) bedroom dwelling is to be retained with its own private open space and carparking. A new carport will be provided. Subdivision is not proposed.



## **ASSESSMENT UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979**

In determining a development application, a consent authority is to take into consideration Section 79C of the Environmental Planning and Assessment Act, 1979. The following matters are of relevance to the development the subject of the development application.

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

#### ***Griffith Local Environmental Plan 2014***

The subject land is zoned MU1 Mixed Use under the Griffith Local Environmental Plans, 2014, where the zone objectives are:

The proposed development is consistent with zone objectives

- *To encourage a diversity of business, retail, office and light industrial land uses that generate employment opportunities.*
- *To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces.*
- *To minimise conflict between land uses within this zone and land uses within adjoining zones.*
- *To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.*
- *To increase the permanent population and encourage the provision of affordable housing in mixed use areas by integrating residential development with commercial, light industrial and other employment generating uses.*

The proposed development involves the construction of ten (10) two storey dwellings with ancillary carparking on the premises.

The proposed development falls within the definitions of **Multi dwelling housing** as per the Dictionary of *Griffith Local Environment Plan 2014*, as outlined below:

*Multi dwelling housing means 3 or more dwellings (whether attached or detached) on one lot of land, each with access at ground level, but does not include a residential flat building.*

Council can be satisfied that the proposed development is consistent with the aims of the plans and the objectives of the MU1 Mixed Use zone. Multi-dwelling development is permissible with consent under the Griffith LEP 2014.

### ***State Environmental Planning Policies***

#### **Sustainable Buildings SEPP**

BASIX and NatHERS certificates have been provided in accordance with *Sustainable Buildings SEPP*.

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

##### **Development Control Plan 20: Off Street Parking (2011)**

Ten new two bedroom dwellings are proposed on the subject site. The rates for multi dwelling units are as follows:

- 1 space per 1 bedroom dwelling; 1.5 spaces per 2 bedroom dwelling; 2 spaces per 3 or more bedroom dwelling plus 1 space per 5 dwellings for visitor parking

In this case the following is required:

- 10 residential units x 1.5 car parking spaces (15 spaces required) plus;
- 1 space per 5 residential units for visitor parking (2 spaces required)

This calculates a requirement of **17** carparking spaces which have been provided for the new development. Of these, ten spaces provided will be provided with undercover carport cover.

In addition to the above, the existing three-bedroom dwelling has been provided with four (4) stacked carparking spaces, noting council would generally only permit the required two (2) stacked spaces. One (1) of these spaces will be provided with a new carport.

Parking on the site is considered to be satisfactory, meeting the requirements of the DCP.

#### **SECTION 4.15 (1)(a)(iiia) any planning agreement**

There is no planning agreement associated with the application.

#### **SECTION 4.15 (1)(a) (iv) the regulations**

The proposed development complies with details provided in the Development Assessment Report.

#### **SECTION 4.15 (1)(b) the likely impacts of the development**

The proposed development complies with details provided in the Development Assessment Report.

#### **SECTION 4.15 (1)(c) the suitability of the site**

The proposed development complies with details provided in the Development Assessment Report.

## **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 in Part F of this report, the notification of the development included the following:

<b>Notification Description</b>	<b>Submission Period</b>
Publication in Council Catchup and on Facebook	23 September 2025 – 10 October 2025
Letters to Neighbours	23 September 2025 – 10 October 2025

As a result of the public participation process, Council received one (1) submission during the public notification period and a further three (3) submissions outside of the public notification period, in response to the notification and referral of the development application. All submissions are attached to this report as Attachment (c).

The details and response to the submission received during the notification period are as follows:

<b>Submission</b>	
Issue Raised, Applicant's Response & Council Assessment	
<b>Issue 1 - Zoning and Land Use Conflicts</b>	
<ul style="list-style-type: none"><li>• The development site is zoned MU1 Mixed Use</li><li>• Surrounding sites, including ours, are zoned either MU1 (western side of Harris Road) and E4 General Industrial (Eastern side of Harris Road) and are actively used for commercial and industrial purposes such as retail, engineering, industrial and warehousing purposes.</li><li>• The proposed medium-density residential housing is inconsistent with the surrounding established industrial and commercial character of Harris Road, Jondaryan Avenue and Bridge Road</li></ul>	
<b>Applicant Response</b>	
The development site is zoned MU1 Mixed Use with the intention from NSW state planning to focus on supporting genuine mixed-use development rather than one dominant use. A key objective of this zone is "To increase the permanent population and encourage the provision of affordable housing in mixed use areas". The DA application is in accordance with both the intent and a key objective of the zoning.	
If Collier and Millar (C&M) wanted to be dominant in the street, they had the opportunity to purchase the property previously in 2016. This local MU1 zone also includes residences, clubs, motels, emergency services and other retail and is clearly not zoned for exclusive industrial use only. The suggestion that landowners are not able to exercise their rights to develop according to the development plan due to C&M's potential "to expand in the future" is inappropriate. Furthermore all C&M's listed expansion plans fall in a Southerly direction and do not impinge on this DA in any way.	
<b>Council Assessment</b>	
A mixed-use planning zone refers to a land use zone that allows for a combination of	

different types of development including residential, commercial, light industrial or community uses. A mixed-use zone typically provides a transition from Residential land use to commercial and industrial uses. Recent developments approved in the mixed use zone with Griffith include Andreazza Electrical, ARB Tyres and the Keens Place large lot residential development. The LEP zoning table outlines what uses are permitted with or without consent, with Residential development, including multi dwelling development permitted with consent.

A benefit of a mixed use zone is that it allows for walkable communities. In this case, residential tenants of the proposed development may potentially work in the adjoining industrial area negating the need for a longer commute.

#### **Issue 2 - Noise, Amenity and Complaint Risk**

- Our operations across our neighbouring sites to the development involve machinery use, forklifts, heavy vehicles and fabrication processes that generate unavoidable industrial noise
- The Statement of Environmental Effects (SEE) for the proposed development claims that there will be no adverse noise impacts from adjoining industry (page 3 of SEE). It also relies on the existing concrete wall of our building on the development's southern boundary at 14-20 Harris Road to protect the development acoustically (clause 4.9 of SEE).
- We strongly disagree with these assumptions. Residential tenants moving into townhouses immediately next to our operations are highly likely to be able to hear the unavoidable industrial noise generated by our business, which raises the possibility of noise or amenity complaints.
- The Statement of Environmental Effects fails to consider the impact of business operations on the eastern side of Harris Road, zoned E4 General Industrial, which is opposite the development.
- This creates a real and ongoing conflict risk, potentially leading to restrictions or compliance pressures on our long-established business.

#### **Applicant Response**

C&M has statutory obligations as to the noise emanating across their property boundary which they have to abide by. There is a carve out for industrial interface noise levels in the EPA noise policy for Industry (2017). The DA site is already residential so C&M's obligations remain unchanged. The noise from C&M is characterised by its limitation to business hours and its non-annoying nature. C&M's existing noise mitigation via boundary wall currently provides an excellent acoustic barrier to both attenuate and path limit noise to the proposed dwellings.

The residential construction has been chosen to provide excellent acoustic characteristics including double glazing. The existing site has been used as residential since the 1960's, with Collier and Miller operating next to residential land use from this time. Since owning the site, and its exclusive use as a tenancy since, there has never been a noise complaint. As a customer of C&M's for decades, as well having spent considerable time renovating the existing dwelling, excessive noise coming from C&M is not a factor that characterises the site, and for residential purposes is significantly lower than, say living on a busy urban thoroughfare or along a trainline. Amplified music from the Leagues Club is audible on the site but falls within statutory guidelines and has never been a contentious issue.

#### **Council Assessment**

Whilst there are only a small number of dwellings in the Wickham's Hill Industrial precinct, Council has not received complaints relating to noise within the locality.

The applicant has advised in any case, that to aid the control of noise at the receiver, double glazing will be used in some windows within the buildings, with insulation provided to external walls.

In addition, the 'Noise Policy for Industry' applies more stringent noise levels during the evening and night periods compared to the daytime period because these times are more sensitive for activities like relaxation and sleep.

#### **Issue 3- Impact on Business Operations and Expansion**

- Collier & Miller has invested significantly in both Harris Road and Jondaryan Avenue to support future expansion of our business.
- Introducing medium density housing immediately next door will potentially jeopardise our ability to expand operations due to land-use sensitivity conflicts.
- This may undermine employment opportunities for the region, as our business currently employs over 160 staff across our sites, and we are continuing to grow.

#### **Applicant Response**

As previously asserted property in Australia is purchased with the understanding that allotments fall into a development zone designated by state government which determines what is appropriate for development and what is prohibited. The proposed development is in accordance with the current zoning and proposes no change of land use. C&M's future plans have no relevance to this DA.

#### **Council Assessment**

The subject site is zoned Mixed Use under the Griffith Local Environmental Plan 2014, which permits both residential and commercial/industrial uses. The proposed medium density residential development is therefore permissible within the zone, subject to compliance with relevant development standards and objectives.

The site already supports a single dwelling house, which is understood to currently be housing C&M tenants.

The proposed new residential development including acoustic treatments, such as building materials and double-glazed windows, suitable setbacks, and screening vegetation throughout the site to mitigate amenity impacts.

The site will provide opportunities for a walkable community, with tenants potentially working within the community which they live.

#### **Issue 4 - Traffic and Safety**

- Harris Road is a busy industrial traffic corridor, with a large number of heavy vehicle movements each day.
- The closest intersection to the proposed development is Harris Road and Bridge Road, which has poor visibility due to on street parking on the southern side of Bridge Road.
- The Statement of Environmental Effects estimates the development will create an additional 40-50 vehicle trips per day on a road that is already busy.
- Mixing residential cars and pedestrian traffic (including children and families) in a street that is a busy industrial traffic corridor will create significant safety risks.

#### **Applicant Response**

It is noted that C&M have not supplied any supporting evidence to support their assertion of Harris road being 'a busy industrial traffic corridor' and having 'poor visibility due to on street parking on the Southern side of Bridge Road'. It is our opinion that Harris Rd is not a congested or busy thoroughfare through long association with the street. The busiest times are when the C&M workers are arriving and leaving work, including many using bicycles.

The street is wide, allows for on-street parking whilst still providing an ample carriageway for vehicles including trucks. The majority of the extra vehicle movements resulting from the development will be between Bridge Road and the DA site and therefore will not even impinge on C&M road frontage.

If C&M were to have this level of increase in traffic as customers of theirs, the increase in traffic would not be considered notable. The development has ample off street parking and meets the required parking allocation as required by the development plan.

### **Council Assessment**

Harris Road is bitumen sealed, and has been constructed with kerb and gutter along both sides of the road. The existing road network has been designed to predominately cater for passenger vehicles typically associated with light-industrial, commercial developments and mixed-use developments, as well as frequent heavy vehicle movements as Harris Road is a B-double approved route. In accordance with Transport for NSW Guide to Transport Impact Assessment TS00085 Version 1.1 the proposed development will generate approximately 5 vehicles in the AM peak and 6 vehicles in the PM with the overall daily vehicle trips being 37 vehicles. It is considered that the increase in traffic on Harris Road generated as part of the subject development will not have a detrimental effect on the surrounding road network.

Bridge Road is approximately 11m wide. The westbound travel lane is approximately 6.5m wide which allows for a parking lane and a wide travel lane.

The zoning of the land allows development of this nature. Council's Pedestrian Footpath Network is located to the west of the site on Bridge Road.

### **Issue 5 - Precedent and Planning Inconsistency**

Allowing a medium density residential development within a predominantly industrial and commercial precinct would set an undesirable precedent, potentially encouraging further incompatible development.

This runs counter to the majority of the zoning objectives of both the MU1 Mixed Use Zone and the E4 General Industrial zoning of the surrounding sites, which include:

#### *MU1 Objectives:*

- To encourage a diversity of business, retail, office and light industrial land uses that generate employment opportunities.
- To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To encourage business, retail, community and other non- residential land uses on the ground floor of buildings.
- To increase the permanent population and encourage the provision of affordable housing in mixed use areas by integrating residential development with commercial, light industrial and other employment generating uses.

#### *E4 Objectives:*

- To provide a range of industrial, warehouse; logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.

### **Applicant Response**

The assumption that the proposed housing will be for families and children is unlikely given they are two-bedroom townhouses which have been designed for working accommodation. Families with young children have lived in the existing dwelling without issue previously.

Precedent and Planning Inconsistency are managed via the zoning allocations of

developments plans that are verified by the New South Wales government in Law. This development has been lodged in accordance with the Mixed Use Zoning MU1. It is not an industrial and commercial precinct only. As articulated in the C&M submission it is designed to:

- "To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces."
- "To increase the permanent population and encourage the provision of affordable housing in mixed use areas by integrating residential development with commercial, light industrial and other employment generating uses."

The DA clearly falls within the scope of the MU1 zoning.

### **Council Assessment**

The subject site is located within the MU1 Mixed Use zone, and the proposed multi dwelling development is both permissible within and meets the objectives of zone including:

- To increase the permanent population and encourage the provision of affordable housing in mixed use areas by integrating residential development with commercial, light industrial and other employment generating uses.

Every Development Application is considered on the basis of permissibility, development standards and the merits of the case and not on the basis of precedent.

The Noise Policy for Industry (the policy) is designed to ensure that potential noise impacts associated with industrial projects are managed effectively.

It should be noted that 'Residential Accommodation' is prohibited in the adjoining E4 General Industrial Zone.

### **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.

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 subject to reasons to be provided by Councillors.

### OPTION 3

Any other resolution.

### **POLICY IMPLICATIONS**

There are no anticipated policy implications pertaining to the support of Option 1 of this report.

### **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.

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

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

**Moderate Low Risk: Minor 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.

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

## **CONSULTATION**

Senior Management Team, Director Sustainable Development, Planning & Environment Manager, Building Services Coordinator, Development and Traffic Coordinator, Applicant and Community through the Community Participation Plan.

## **ATTACHMENTS**

- (a) Attachment A - DA 150/2025 - Draft Conditions of Consent (under separate cover)
- (b) Attachment B - DA 150/2025 - DA Documents - 10 Harris Road (under separate cover)
- (c) Attachment C - DA 82/2025 - Submissions - 10 Harris Road (under separate cover)
- (d) Attachment D - DA 150/2025 - Development Assessment Report (under separate cover)

CLAUSE CL03

TITLE First Quarter Performance Report 2025/2026 - Budget Review and Operational Plan

FROM Matthew Hansen, Director Business, Cultural & Financial Services

TRIM REF 25/132273

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## SUMMARY

Council is required to review its Operational Plan and prepare Quarterly Budget Review Statements (QBRs) within two months of the end of each quarter. From July 2025, these statements must comply with the revised format issued by the Office of Local Government (OLG). While the OLG format still contains some unresolved matters, Council staff have prepared the QBRs in accordance with the requirements.

The QBRs indicates that the General Fund's operating result and cash position—already under pressure in the original budget—are projected to deteriorate further. This is primarily due to two factors:

- Carry-forward of significant capital projects not completed in 2024/25.
- A policy decision to cease budgeting for Financial Assistance Grant (FAG) prepayments in 2025/26.

The revised projections show:

- A projected General Fund **operating deficit (before capital items)** of **\$2.3 million** for the 2025/26 financial year
- A projected General Fund **unrestricted cash deficit of \$1.3 million** at 30 June 2026.

## Implications and Required Actions

Council must actively address these challenges to maintain financial sustainability. This will require:

- Deferring capital works funded from Council's own funds (i.e., not grants).
- Reducing recurrent expenditure.

A detailed plan outlining these measures will be presented at the next Quarterly Budget Review.

## RECOMMENDATION

- (a) **Council note the variations to the 2025/26 original budget for the quarter ended 30 September 2025 as presented in this report.**
- (b) **The Quarterly Budget Review Statements and any additional approved variations for the quarter ended 30 September 2025 be adopted.**
- (c) **Council adopt the 30 September 2025 Operational Plan Review advising the extent to which the Operational Plan Actions (Performance Indicators) have been achieved.**

(d) **Council endorse minor amendments to the Organisational Structure as per this report.**

## **REPORT**

The Operational Plan is a statutory requirement under Section 405 of *the Local Government Act 1993*.

The plan requires Council to provide information on the statement of objectives (Operational Plan Actions) and performance targets for each of its principal activities. Council is also required to review its income and expenditure each quarter under Division 3, Section 203 of the Local Government (General) Regulation 2021.

Each of these requirements will be dealt with as follows:

### **1) REVIEW OF THE OPERATIONAL PLAN ACTIONS (Performance Indicators)**

Council staff have completed a review of the extent to which the Operational Plan Actions (Performance Indicators) have been achieved.

This review is included as an attachment to this report, Attachment (d).

### **2) BUDGET REVIEW STATEMENTS AND REVISION OF ESTIMATES**

The Office of Local Government (OLG) has released updated quarterly budget review statements and guidelines, effective from 1 July 2025. This report is the first prepared under these new guidelines.

OLG has advised that more changes may be needed in future to make the statements easier to understand and consistent.

The Financial Review now includes:

- **QTRS Financial Overview** – a one-page summary
- **Income and Expenses Budget Review Statements** for:
  - Consolidated
  - General Fund
  - Water Fund
  - Sewer Fund
- **Capital Budget Review Statement**
- **Cash and Investments Budget Review Statement**
- **Summary of Developer Contributions**
- **Responsible Accounting Officer Report** on Council's financial position.

These statements are **mandatory**.

Also included is a **Statement of Councillors Expenses**. While this statement is not required by legislation, it is a requirement of Council Policy **GOV-CP-407: Councillors Expenses and Facilities Policy**.

## **RESPONSIBLE ACCOUNTING OFFICER STATEMENT**

A mandatory requirement of the QTRS is a statement on the Council's financial position from the Responsible Accounting Officer – at Griffith City Council, this is the Director Business Cultural and Financial Services.

This statement from the RAO is as follows:

*It is my opinion that the Quarterly Budget Review Statement for Griffith City Council for the quarter ended 30/09/2025 indicates that Council's projected consolidated financial position at 30/06/2026 will be satisfactory at year end, having regard to the revised projected estimates of income and expenditure and the original budgeted income and expenditure.*

*However, it should be noted that while the consolidated operating result is forecast to remain in surplus, the General Fund is currently projected to record an operating deficit. This position warrants close monitoring to ensure it does not adversely impact Council's overall financial sustainability.*

*In addition, there are continuing cashflow pressures within the General Fund, particularly in relation to maintaining adequate levels of unrestricted funds. While these concerns are being managed, they require ongoing attention to support operational flexibility and financial resilience.*

*Management is actively addressing both the operating deficit and cashflow challenges through coordinated efforts across all directorates and functions, with a focus on expenditure control to achieve an acceptable outcome by year end.*

## REVISED OPERATING STATEMENT

The revised operating statement as at 30 September 2025 shows an **estimated surplus from operating activities (before capital amounts) of \$1.48m**

For comparison, the original adopted Operational Plan for 2025/26 projected a **surplus of \$2.84m** before capital grants.

The changes requested by each manager are shown in:

- The comparative operating statement summary
- Individual program income and expenditure details.

Overall, the review of the first three months highlights several operating budget changes compared to the original 2025/26 budget. These changes are summarised below.

Fund	Original Budget (000s)	Variance F / (U)* (000s)	Revised Budget
General	(\$977)	(\$1,356)	(\$2,333)
Water	\$2,010	\$0	\$2,010
Sewer	\$1,804	\$0	\$1,804
<b>Consolidated</b>	<b>\$2,838</b>	<b>(\$1,356)</b>	<b>\$1,481</b>

\*Favourable, Increase / (Unfavourable, Decrease)

## GENERAL FUND VARIATIONS

Operating revenue in the General Fund has decreased by \$679k compared to the original budget. The main changes are:

- **Rates & Annual Charges: down by \$87k.** This relates to Council's commitment to provide additional pensioner subsidy, as part of the SRV process.
- **User Charges & Fees: up by \$5k**
- **Operating Grants and Contributions: down by \$775k** – see below
- **Other Operating Revenues: up by \$179k** relating to governance revenue not identified in the initial budget.

The reduction in **operating grants and contributions** is driven by two key factors:

**1. Policy decision on Financial Assistance Grants (FAG):**

Council has adopted a conservative approach by no longer budgeting for FAG payments expected in advance. This decision reduces projected revenue by **\$2.95 million**.

Since 2020/21, the Federal Government has paid up to 100% of FAG in June, ahead of the financial year to which they apply. However, the proportion paid in advance has declined over the past two years, and the Government's position for 2025/26 will not be known until the Federal Budget in May 2026.

Relying on these advance payments to meet expenditure obligations in 2025/26 carries risk. This review addresses that risk now rather than deferring it for another year.

**2. Recognition of deferred grant revenue:**

Grant income from projects carried forward from 2024/25 to 2025/26 has been recognised, including:

- **\$1.7 million** in Roads to Recovery funding, primarily for the Kurrajong Avenue Heavy Vehicle Bypass.
- Additional grants for an Urban Crown Land business case and a floodplain risk management project.

Operating expenditure has **increased by \$677k** compared to the original budget. Key changes include:

- **Employee Costs:** down by \$35k, reflecting the reallocation of the salary of a position that can't be filled to contract expenditure for the work.
- **Materials & Contracts:** up by \$712k. This all relates to **grant funded** works, including:
  - \$215k for the development of an Urban Crown Land Housing business case, and
  - \$163k for the Lake Wyangan flood study.
  - \$79k for the Yenda Village Growth Area Master Plan.

## **WATER FUND VARIATIONS**

No operating variations were made in the Water Fund during this review.

## **SEWERAGE FUND VARIATIONS**

No operating variations were made in the Sewer Fund during this review.

## **GRANTS & CONTRIBUTIONS FOR CAPITAL PURPOSES**

Income from grants and contributions for capital projects has **increased by \$3.7m**, rising from the original budget of **\$16.4m** to a total of **\$20.1m**.

This increase is mainly due to the timing of when council record capital grants that were awarded in the previous financial year. Accounting standards require council to match income with the related expenditure, so the recognition of these grants has shifted into this period.

## CAPITAL EXPENDITURE

The September review shows a **projected increase of \$9.5m** in capital spending compared to the original budget. The original budget forecasted **\$59.5m**.

This increase is mainly due to timing differences and the completion of capital projects that were already budgeted in previous periods.

Breakdown by fund:

- **General Fund:** +\$8.8m- largely carrying over the Lake Wyangan urban infrastructure project from 2024/25
- **Water Fund:** +\$0.38m
- **Sewer Fund:** +\$0.29m

## CASH FLOW STATEMENT ANALYSIS

The forecast shows an **overall reduction in cash by \$23.9m** from 30 June 2025. The original budget expected a decrease of **\$16.8m**, as council spent restricted funds on the large projects for which the funds were restricted.

It's important to note that some capital projects may not start or finish during the year because of factors like weather, delays in approvals, or limited resources. As each quarterly review is completed, adjustments to operating and capital spending may improve the final cash balance by year-end.

The **Cash Flow Statement** includes these details and, most importantly, shows the **estimated unrestricted cash available at 30 June 2026**, which is summarised below.

	000s
<b>Total Cash &amp; Investment Funds at 30/6/25 (Actual)</b>	<b>\$88,351</b>
Increase due to 2025/26 Operational Plan	(\$16,807)
Decrease from September 2025/26 Quarterly Review	(\$7,149)
<b>Total Cash &amp; Investment Funds at 30/06/26 (Estimate)</b>	<b>\$64,395</b>
<b>Breakdown of Estimated cash 30/06/25</b>	
Total Cash & Investment Funds at 30/06/26 (Estimate)	\$64,395
less Closing Externally restricted cash balance at 30/6/26	\$62,711
less Closing Internally restricted cash balance at 30/6/26	\$2,962
<b>Available (Estimated) Unrestricted Cash at 30/6/26</b>	<b>(\$1,278)</b>

### Unrestricted cash

A key measure of Council's financial health is its **unrestricted cash balance**. This is the amount of cash that is **not legally or internally restricted**, meaning it can be used for any general purpose.

These funds help cover:

- Day-to-day operating costs
- Unexpected or emergency expenses
- Short-term cash flow needs

Council's long-term goal is to **hold at least \$5m in unrestricted cash** to provide flexibility for future initiatives and projects.

The current unrestricted cash position is:

- At **30 June 2025**, unrestricted cash was **\$1.10m**
- The original 2025/26 budget projected **\$1.16m** at 30 June 2026.
- The revised forecast now shows **(\$1.28m)** – a negative balance, meaning an operating cash deficit.

If spending isn't reduced in future reviews, Council's internal reserves will not be fully backed by cash.

A lack of unrestricted cash limits Council's financial flexibility and may constrain its ability to maintain service levels, respond to unforeseen events, and invest in priority projects without additional funding or cost containment measures.

A plan to address this will be prepared for the next quarterly review.

### 3) EMPLOYEE SALARY AND WAGES COSTS – (Q1 2026)

#### 1 July 2025 to 30 September 2025

This table attempts to provide Council with an indication of changes in staffing levels and its impact on the budget. The design and content of this table is still under consideration.

Original budget			This quarter		
FTE	FT	Casual	FTE	FT	Casual
326.22	290.75	35.47	326.22	290.75	35.47
Annual budget expenditure		Budget expenditure		Actual expenditure	
\$34,486,997		\$9,204,687		\$9,215,535	

The table shows that salaries paid during the quarter are broadly in line with the budget. However, this does not account for the effect of current staff vacancies, which under normal circumstances would have resulted in salaries being under budget. This variance will require ongoing management.

### OPTIONS

#### OPTION 1

As per the Recommendation.

#### OPTION 2

Another resolution of Council.

### POLICY IMPLICATIONS

Not Applicable

### FINANCIAL IMPLICATIONS

Following the September 2025/26 Quarterly Review, the General Fund's operating surplus has been negatively adjusted by \$1.35m.

There are no changes to the operating surpluses for the Water Fund or Sewer Fund, as previously identified.

## **LEGAL/STATUTORY IMPLICATIONS**

In accordance with Section 405 of the *Local Government Act 1993*.

In accordance with Division 3, Section 203 of the Local Government (General) Regulation, 2021.

## **ENVIRONMENTAL IMPLICATIONS**

Not Applicable

## **COMMUNITY IMPLICATIONS**

Not Applicable

## **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 3.2 Ensure Council's financial sustainability through effective financial management that is transparent and accountable.

## **CONSULTATION**

Senior Management Team

Management Accountant

Integrated Planning & Reporting Coordinator

The majority of the source information contained in this review has been supplied by the individual managers responsible for each department or program.

## **ATTACHMENTS**

- (a) Responsible Accounting Officer Statement September 2025 - Mandatory Report (under separate cover)
- (b) QBRS Financial Reports September 2025 - Mandatory Reports (under separate cover)
- (c) Budget Review Councillors Expenses September 2025 - Optional Report (under separate cover)
- (d) Quarterly Progress Report Q1 - 2025/26 (under separate cover)

**CLAUSE** CL04**TITLE** Renewal of Licence Agreement - Pambria Pty Ltd - 120 Wakaden Street, Griffith**FROM** Amanda Vardanega, Corporate Property Officer & Native Title Coordinator**TRIM REF** 25/133165**SUMMARY**

The licence agreement with Pambria Pty Ltd for 23 car parking spaces adjoining 120 Wakaden Street, Griffith has expired as of 23 July 2025.

Brian and Pamela Young t/as Pambria Pty Ltd have requested to renew the licence agreement for a term of 10 years with an option to renew for a further 10 years.

As per the current Roads Act 1993 the maximum term for granting of a licence is 5 years with an option to renew for a further 5 years.

**RECOMMENDATION**

- (a) Council enters into a licence agreement with Pambria Pty Ltd for 23 car parking spaces located on the road reserve adjoining 120 Wakaden Street, Griffith for a term of 5 years with an option to renew for a further 5 years, with a commence date being 24 July 2025.
- (b) Pambria Pty Ltd are responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, in accordance with Council's adopted Revenue Policy, currently \$566 for the 25/26 FY.
- (c) The licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$67.60 per car space per annum, plus rates and charges if applicable.
- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Council Seal if required.

**REPORT**

Brian and Pamela Young t/as Pambria Pty Ltd are the property owners of 120 Wakaden Street, Griffith. The land is used for commercial business purposes, and includes the occupation of a portion of Council's road reserve, which allows for customer and staff carparking associated with the business operations.

The purpose of this report is to formalise the ongoing occupation of the road reserve through a licence agreement with Griffith City Council ensuring the appropriate use of public land. The proposed licence agreement will define the terms and conditions of use, and outline applicable fees and responsibilities.

There are currently no outstanding fees and charges owing to Griffith City Council by the licensee.

For reference, attached herewith is the previous Report to Council dated 22 September 2020 which outlines the background context in relation to this agreement renewal.

Council Resolution:-

**CL06 TERMINATION OF LICENCE AGREEMENT WITH BRIAN & PAMELA YOUNG  
FOR CAR PARKING SPACES - 120 WAKADEN STREET NEW LICENCE AGREEMENT  
WITH PAMBRIA PTY LTD FOR CAR PARKING SPACES - 120 WAKADEN STREET**

20/212

**RESOLVED** on the motion of Councillors Glen Andreazza and Mike Neville that:

- (a) Council approve to terminate the licence agreement with Brian and Pamela Young for 23 car parking spaces adjoining 120 Wakaden Street, Griffith.
- (b) Council approve to enter into a new licence agreement with Pambria Pty Ltd for 23 car parking spaces adjoining 120 Wakaden Street, Griffith.
- (c) Pambria Pty Ltd pay all applicable costs and charges associated with the termination of the licence agreement and preparation of a new licence agreement together with Council's Administration Fee, currently \$458.
- (d) The licence fees be charged in accordance with Council's adopted Revenue Policy, currently \$55 per space p.a. for the 2020/2021 financial year, in addition to rates and charges.
- (e) Council authorise the Mayor and General Manager to execute all documents on behalf of Council under the Council Seal, if required.

**OPTIONS**

**OPTION 1**

As per the Recommendation.

**OPTION 2**

As otherwise determined by Council.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS AND RISK**

The applicant is responsible for all fees and charges associated with preparation of a licence agreement. Council will also charge an Administration Fee, currently \$566 in accordance with Council's adopted Revenue Policy for the 25/26FY.

The annual fee where is endorsed as per Council's Revenue Policy for the 2025/2026 financial year, (per car space) is currently \$67.60 per space, plus rates and charges.

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

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

Roads Act 1993

**Sections 153 – 157.**

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

**ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications have been considered.

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

**REPUTATION / COMMUNITY IMPLICATIONS AND RISK**

The community would expect Council to support business operation whilst also receiving a financial return on licensing of road reserves.

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

**SERVICE DELIVERY IMPLICATIONS AND RISK**

Licence has expired as at 23 July 2025. The License has continued to operate under the 'Holding Over' clause, on a month-to-month arrangement between the parties.

Council's Solicitor's, Cater & Blumer will be instructed to prepare the new licence agreements.

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

**WHS / HR IMPLICATIONS AND RISK**

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

**LINK TO STRATEGIC PLAN**

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

**CONSULTATION**

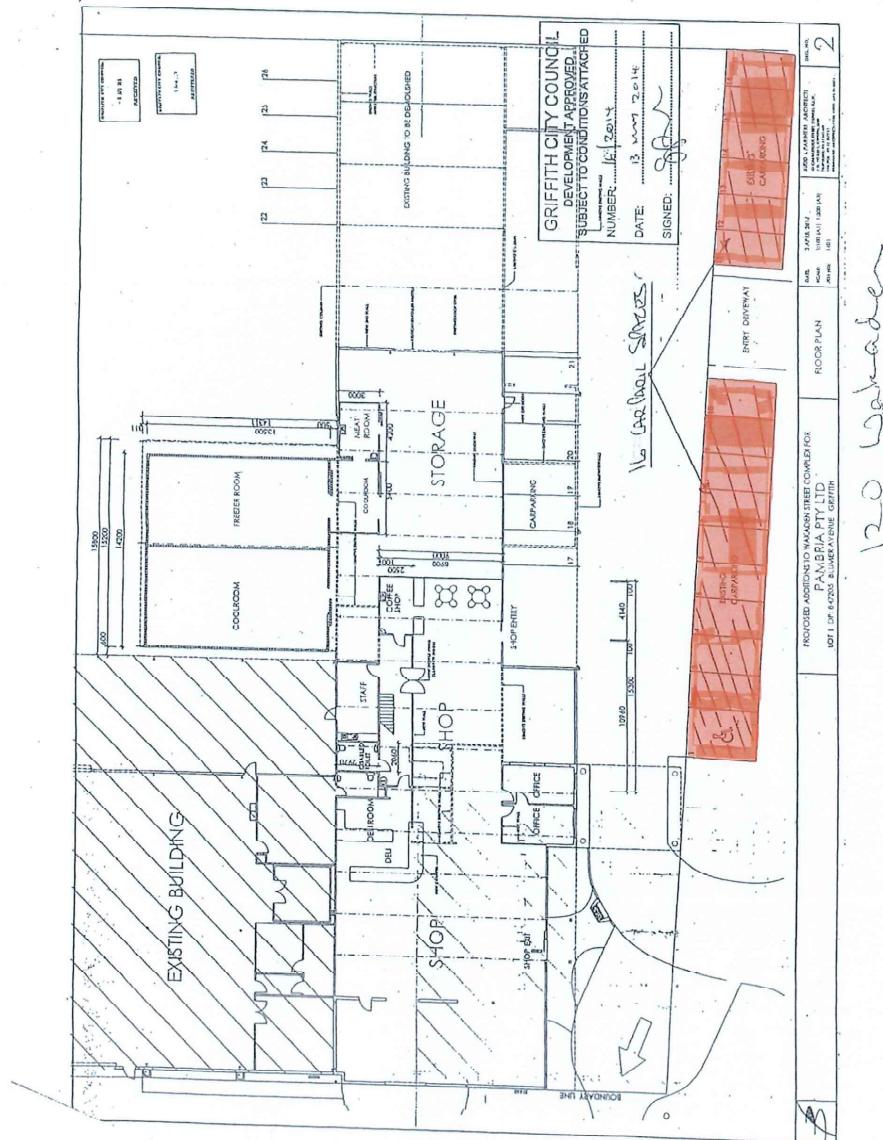
Senior Management Team

**ATTACHMENTS**

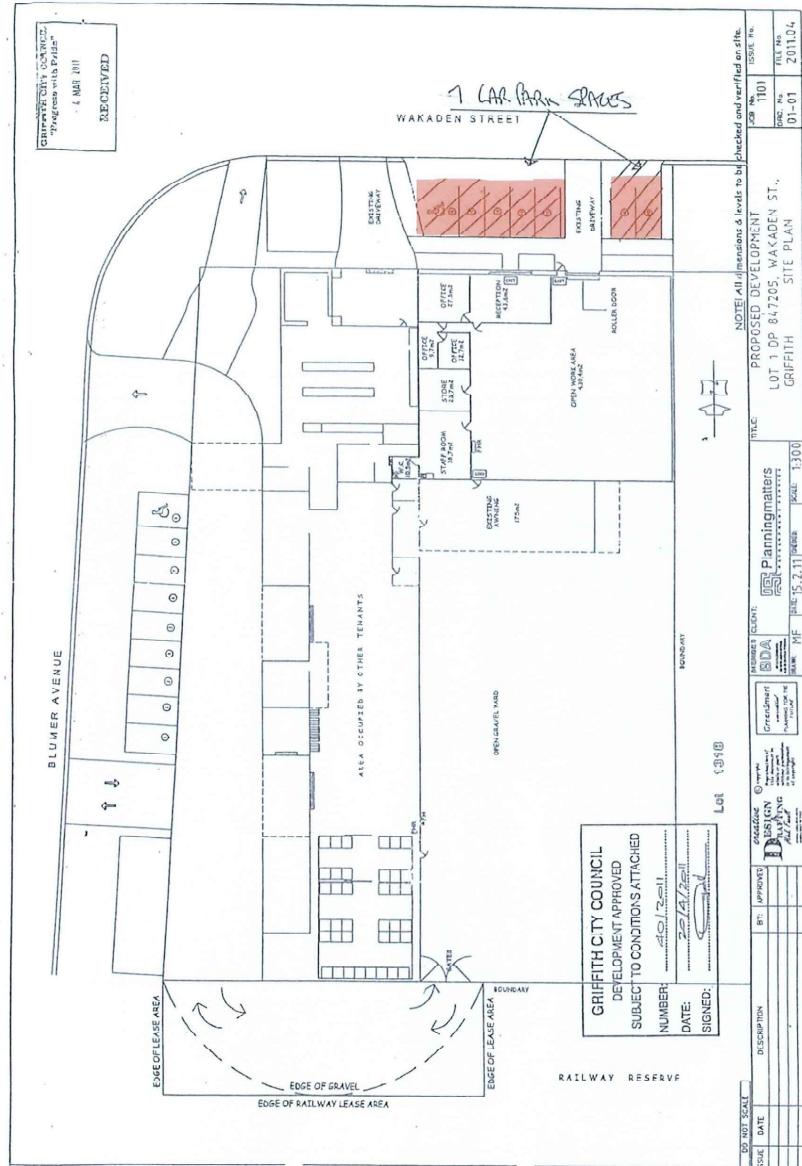
(a)	Plan Showing Carparking Layout - 120 Wakaden Street, Griffith <a href="#">Download</a>	51
(b)	Email from Brian and Pam Young re Term of Licence Agreement - 120 Wakaden Street, Griffith <a href="#">Download</a>	53
(c)	Previous Report to Council dated 22 September 2020 <a href="#">Download</a>	54

## Annexure A

## Plan



CL04 Attachment (a) Plan Showing Carparking Layout - 120 Wakaden Street, Griffith



**Amanda Vardanega**

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**From:** Brian and Pam Young  
**Sent:** Friday, 31 October 2025 4:09 PM  
**To:** Amanda Vardanega  
**Subject:** Re: Licence Renewal - 120 Wakaden Street, Griffith

Hi Amanda

We agree to a 5 year lease with option to renew for 5 years.

Regards  
Pam Young

On Fri, 31 Oct 2025 at 12:01, Amanda Vardanega [REDACTED] wrote:

Hi Brian and Pamela,

[REDACTED]

[REDACTED]

I understand that you had requested a new licence agreement for a period of 10 years, with an option for a further 10 years.

Please be advised that under the Roads Act 1993 – the maximum term for the granting of a licence is 5 years. (With an option to renew for a further 5 years).

Please confirm that you are agreeable to a 5-year licence with an option to renew of a further 5 years and I will complete the report accordingly.

Thank you.

Regards,

Amanda.

## Griffith City Council

## REPORT

CLAUSE CL06

TITLE Termination of Licence Agreement with Brian & Pamela Young for Car Parking Spaces - 120 Wakaden Street New Licence Agreement with Pambria Pty Ltd for Car Parking Spaces - 120 Wakaden Street

FROM Daphne Bruce, Corporate Property Officer & Native Title Coordinator

TRIM REF 20/88779

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### SUMMARY

Brian and Pamela Young have a licence agreement with Council for 23 car parking spaces located on the road reserve adjoining 120 Wakaden Street, Griffith. The licence is due to expire on 30 September 2024.

The property was transferred to the ownership of Pambria Pty Ltd (Directors Brian and Pamela Young) as from 24 July 2020.

Council is requested to terminate the original licence agreement with Brian and Pamela Young and enter into a new licence agreement with Pambria Pty Ltd for 23 car parking spaces adjoining 120 Wakaden Street Griffith, for a further term of five years.

### RECOMMENDATION

- (a) Council approve to terminate the licence agreement with Brian and Pamela Young for 23 car parking spaces adjoining 120 Wakaden Street, Griffith.
- (b) Council approve to enter into a new licence agreement with Pambria Pty Ltd for 23 car parking spaces adjoining 120 Wakaden Street, Griffith.
- (c) Pambria Pty Ltd pay all applicable costs and charges associated with the termination of the licence agreement and preparation of a new licence agreement together with Council's Administration Fee, currently \$458.
- (d) The licence fees be charged in accordance with Council's adopted Revenue Policy, currently \$55 per space p.a. for the 2020/2021 financial year, in addition to rates and charges.
- (e) Council authorise the Mayor and General Manager to execute all documents on behalf of Council under the Council Seal, if required.

### REPORT

Council has a licence agreement with Brian and Pamela Young for 23 car parking spaces located on Council's road reserve adjoining 120 Wakaden Street, Griffith. The licence agreement is due to expire as of 30 September 2024.

The ownership of the property was transferred to Pambria Pty Ltd (Directors Brian and Pamela Young) on 24 July 2020. Brian and Pamela Young have requested Council to terminate the original licence agreement and enter into a new licence agreement with Pambria Pty Ltd for 23 car parking spaces adjoining 120 Wakaden Street Griffith, for a term of five years.

CL06 Termination of Licence Agreement with Brian & Pamela Young for Car Parking Spaces - 120 Wakaden Street New Licence Agreement with Pambria Pty Ltd for Car Parking Spaces - 120 Wakaden Street

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If the licence agreement was to remain in the name of Brian and Pamela Young, and not the new owner Pambria Pty Ltd, the car parking area and adjoining property 120 Wakaden Street could not be amalgamated for rating purposes. The Valuer General will not value properties together for rating purposes, if in different names. The areas would therefore be rated separately, incurring additional costs.

There are no outstanding fees and charges.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

Council may determine an alternate option but this is not preferred as the Valuer General cannot amalgamate the road reserve licence agreement area and adjoining property for rating purposes, if in different names.

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS**

The car parking spaces are charged as per Councils adopted Revenue Policy, currently \$55 per space per annum plus rates and charges for 2020/2021. The applicant is responsible for all costs and charges associated with terminating the original licence agreement and entering into a new licence. Council will also charge an Administration Fee of \$458.

The termination of the original licence agreement with Brian and Pamela Young and entering into a new licence agreement with Pambria Pty Ltd, will permit the licenced area for car parking and the adjoining property 120 Wakaden Street, to be amalgamated for rating purposes only.

### **LEGAL/STATUTORY IMPLICATIONS**

#### **Roads Act 1993**

153 Short-term leases of unused public roads

154 Public notice to be given of proposed lease- it is proposed not to advertise the new licence agreement, as it is a requirement of Council for rating purposes that the original licence agreement with Brian and Pamela Young be terminated and new licence entered into with Pambria Pty Ltd (Directors Brian and Pamela Young).

155 Public submissions

156 Decision on proposed lease

157 Special provisions with respect to short-term leases

### **ENVIRONMENTAL IMPLICATIONS**

All environmental implications were considered during the Development Application process for development of 120 Wakaden Street. The licence for car parking on Councils road reserve was a requirement of the original development approval.

CL06 Termination of Licence Agreement with Brian & Pamela Young for Car Parking Spaces - 120 Wakaden Street New Licence Agreement with Pambria Pty Ltd for Car Parking Spaces - 120 Wakaden Street

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#### **COMMUNITY IMPLICATIONS**

The community would expect Council to support the growth of businesses in Griffith, whilst receiving an income for providing car parking on Councils road reserve.

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

This item links to Council's Strategic Plan item 6.1 Encourage and support the establishment of new and diversified industries and businesses.

#### **CONSULTATION**

Senior Management Team

#### **ATTACHMENTS**

- (a) Letter from Brian & Pamela Young - Directors Pambria Pty Ltd
- (b) Plan - 120 Wakaden Street (23 car parks)

CL06 Attachment (a) Letter from Brian & Pamela Young - Directors Pambria Pty Ltd

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8 September 2020

The General Manager  
Griffith City Council  
PO Box 485  
Griffith NSW 2680

Dear Sir

**RE : PARKING LICENCE FOR 120 WAKADEN STREET**

Pambria Pty Ltd became the new owner of 120 Wakaden Street as from 24 July 2020.

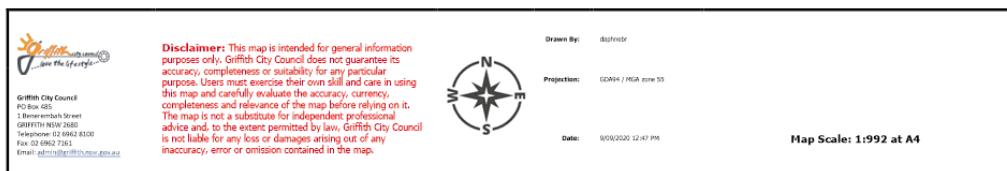
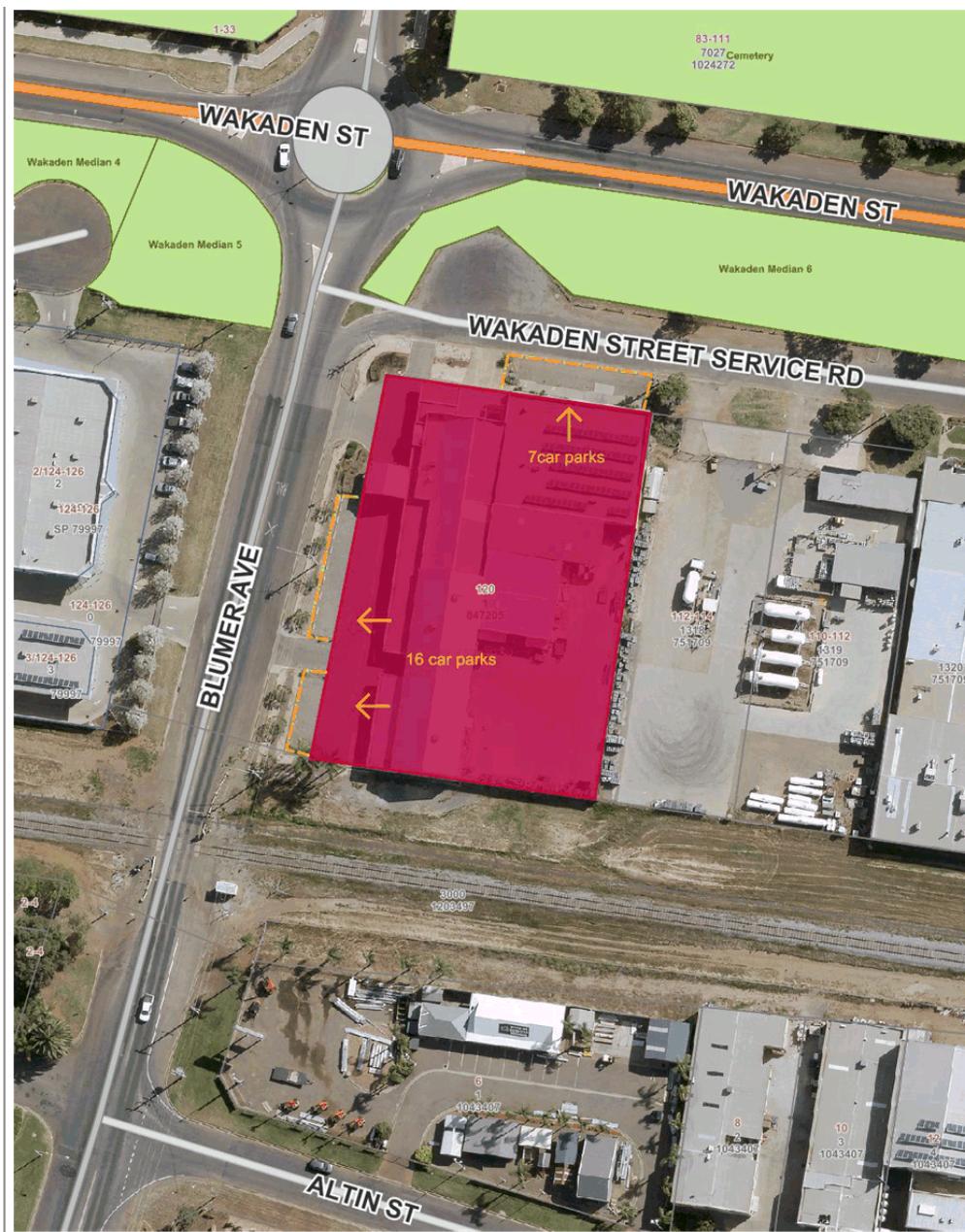
The previous owners BJ & PA Young had a licence in place from Council of 23 car parks on Council land adjacent to the site, expiring 30 September 2024.

Pambria Pty Ltd is requesting a new licence to these 23 car parking spaces from Council for a period of 5 years. This land already has car parking constructed on it. The car parks comprise 7 parks fronting Wakaden Street and 16 parks fronting Blumer Avenue.

Yours faithfully

**BJ & PA Young  
Directors  
Pambria Pty Ltd**

CL06 Attachment (b) Plan - 120 Wakaden Street (23 car parks)



**CLAUSE** CL05

**TITLE** Suspension of Alcohol Prohibited Area & Alcohol-Free Zone Restrictions - Yenda Place & Memorial Park - Saturday 13 December 2025

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

**TRIM REF** 25/128052

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### **SUMMARY**

It is requested that the Alcohol Prohibited Area & Alcohol-Free Zone restrictions on Yenda Place and Yenda Memorial Park be suspended from 5.00pm to 10.00pm on Saturday, 13 December 2025 to allow for the Yenda Producers Christmas function comprising of food, drinks and music for Yenda Producers staff and their families.

This event is being coordinated by Yenda Producers. Council has previously suspended Alcohol Prohibited Area and Alcohol-Free Zone restrictions for the Yenda Producers Christmas Party.

The request for suspension was received on 3 November 2025.

### **RECOMMENDATION**

**Council suspend the Alcohol-Free Zone and Alcohol Prohibited Area restrictions on Yenda Place and Yenda Memorial Park from 5.00pm – 10.00pm on Saturday, 13 December 2025 for the Yenda Producers Christmas Event.**

### **REPORT**

The following key guidelines have been set:

- Cups/drinkware, ice, storage are all to be provided by event organiser;
- All staff at alcohol stalls must have current RSA;
- Free water will be arranged by event organiser to be on site for event.

All approvals and licenses are currently being finalised and therefore, it is requested that the Alcohol Prohibited Area and Alcohol-Free Zone restrictions in the proposed location be suspended to allow for the consumption of alcohol.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

Any other option as determined by Council.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

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

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

Sections 632A, 642, 644, 644A-C and Section 632 of the Local Government Act, 1993.

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

There will be noise generated by the event but will not impact on surrounding buildings.

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

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

Yenda Producers is utilising a village facility.

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

## **SERVICE DELIVERY IMPLICATIONS AND RISK**

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

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

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

## **LINK TO STRATEGIC PLAN**

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

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

Nil

**CLAUSE** CL06**TITLE** Adoption of Economic Development Strategy**FROM** Shireen Donaldson, Director Economic & Organisational Development  
Karly Sivewright, Economic Development Coordinator**TRIM REF** 25/113991**SUMMARY**

Griffith City Council's Economic Development department have produced the draft Griffith Economic Development Strategy (EDS) 2025-2030 for Council and Community consideration. The relevant documentation was placed on public exhibition for the required period of 28 days, with two submissions received.

**RECOMMENDATION**

- (a) Council endorse recommended changes to the Draft Griffith Economic Development Strategy 2025-2030.
- (b) Council adopt the Draft Griffith Economic Development Strategy 2025-2030 (with amendments as proposed).

**REPORT**

Following a 28-day exhibition period Council received 2 public submissions. Council staff have met with the representatives of each submission to discuss feedback provided and have made amendments where suitable. Additional challenges and opportunities have been added on page 7 as well as future opportunities on page 10. Griffith City Council will continue to work closely with Griffith Business Chamber on Economic Development priority projects highlighted in their submission.

Submission No	Submitter	Submission Summary	Comment
1	Nicola James, Regional Manager - AusIndustry	<p>The submission emphasises the need for horizon scanning and strategic foresight to address major projects, policy changes, and emerging trends that will significantly impact the region.</p> <p>Key challenges identified include infrastructure strain from the South West Renewable Energy Zone projects, water scarcity and climate change risks to agriculture and manufacturing, and the relocation of the Medlog freight terminal. Broader trends such as</p>	Additions have been made to the draft strategy as per attached submission on page 7. Additions made to key economic challenges and opportunities.

		<p>decarbonisation, electrification of vehicles, AI-driven job shifts, and changing workforce expectations among younger generations also require proactive planning.</p> <p>Additional recommendations focus on ensuring adequate resourcing for the Economic Development unit, avoiding references that date the strategy quickly, and addressing gaps such as securing flights, maintaining main street viability, and improving town entrances. The feedback calls for strategies to attract high-value digital jobs, support local procurement, and explore sustainability opportunities like biofuels and circular economy industries. It also highlights the importance of zoning for future business growth and fostering value-added agriculture to diversify the local economy.</p>	
2	John Nikolic, President Griffith Business Chamber	<p>The submission highlights the importance of continuing joint efforts such as the Griffith Housing and Worker Shortage Taskforce, noting that housing and workforce shortages remain the region's most significant economic constraints. The Chamber urges that the Strategy explicitly reference the Orana Designated Area Migration Agreement (DAMA) and oppose its proposed expansion to a state-wide basis, as this would dilute the benefits currently afforded to inland regional areas.</p> <p>The submission also calls for greater emphasis on opposing water buybacks, which the Chamber views as highly damaging to regional productivity, and suggests referencing</p>	<p>The Designated Migration Agreement is listed as a key project on page 8. The Water Prospectus is referenced and linked on page 9 of the Strategy. Support the growth of the Griffith Employment and Careers Expo as well as the suggested conference and exhibition centre have been added to future opportunities on page 10.</p>

	<p>Council's Griffith Water Prospectus. It endorses many business development and tourism initiatives in the Strategy, including the Buy Local Gift Card, and proposes adding a large-capacity exhibition and convention centre to attract major events and strengthen Griffith's economic profile. The Chamber further recommends that the Strategy acknowledge the Careers &amp; Employment Expo and reconvene the Housing and Worker Shortage Taskforce once the Griffith Housing Strategy 2025 is finalised to revisit housing and workforce solutions.</p>	
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The Griffith EDS 2025-2030 outlines a plan to support and stimulate local economic activity in Griffith now and into the future. The revised strategy builds on the foundation of the previous Griffith Economic Development Strategy 2021–2025 and introduces refined strategic themes to better align with current and emerging priorities. The three strategic themes outlined in the Griffith EDS 2025-2030 include:

- **A premier destination to live, visit & invest** - Griffith offers a high quality of life with affordable housing, excellent healthcare, and vibrant community life, making it an attractive place to live. The city boasts unique local attractions, a supportive business environment, and strong infrastructure, making it ideal for visitors and investors.
- **A Dynamic & Resilient Workforce** - By partnering with educational institutions and RDA Riverina, Council focuses on skills development and youth engagement to create a well-trained and adaptable workforce.
- **Thriving Industries** - Foster a culture of innovation by supporting research and development initiatives and providing targeted resources to help sectors grow. Encourage collaboration between businesses, government and promote a circular economy to create sustainable and resilient industries.

The revision process has been informed by extensive community consultation, including feedback forms, the Invigorate Griffith forum, an online survey and 28-day public exhibition period. A Griffith Economic Health Check was also prepared by .id Consultancy to inform the Strategy with economic data. These inputs have helped shape the strategy's direction and ensure it reflects the aspirations and concerns of residents, businesses and stakeholders.

## OPTIONS

### OPTION 1

As per the Recommendation.

## OPTION 2

Council may choose to make additional amendments.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS AND RISK**

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

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

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

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

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

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

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

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

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

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

### **LINK TO STRATEGIC PLAN**

This item links to Council's Strategic Plan item 5.2 Be a location of choice for business investment, employment and learning.

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

- (a) Griffith Economic Development Strategy 2025-2030 Revision (under separate cover)
- (b) Griffith Economic Health Check (under separate cover)
- (c) Griffith Investment Prospectus 2025 (under separate cover)
- (d) Submission - Economic Development Strategy 2025-2030 - Nicola James (under separate cover)
- (e) Submission - Griffith Economic Development Strategy 2025-2030 - Griffith

Business Chamber (under separate cover)

**CLAUSE** CL07**TITLE** Review of Submissions and Adoption of Griffith Housing Strategy 2025**FROM** Shireen Donaldson, Director Economic & Organisational Development  
Joe Rizzo, Director Sustainable Development  
Karly Sivewright, Economic Development Coordinator**TRIM REF** 25/131742**SUMMARY**

At the Meeting of 26 August 2025, it was resolved the Griffith Housing Strategy "Lay on the Table" pending review of the REMPLAN Need and Assessment Report created in relation to the Leonard Road Release Area Hanwood and review of the Strategy by the new General Manager.

The General Manager, Mr Scott Grant, has since undertaken a review of the Griffith Housing Strategy after it was Laid on the Table.

As directed by Council, an independent peer review of the REMPLAN Need Demand Assessment and GYDE Griffith Housing Needs Addendum Report was undertaken by PSA Consulting and Bull + Bear Economics. The Peer Review is attached as Attachment (b).

Subsequently, the Housing Strategy originally presented to Council on 26 August has incorporated further amendments acknowledging the Housing Strategy, has considered the peer review undertaken on the REMPLAN and GYDE Housing Needs Assessments which were prepared in support of the current Planning Proposal for Hanwood.

The subsequent review negates the draft Housing Strategy presented to Council on 26 August 2025, and the final draft Housing Strategy with all amendments is now presented for consideration and adoption.

**RECOMMENDATION**

- (a) **Raise the Griffith Housing Strategy Report (from 26 August 2025 Meeting as attached) from the Table to enable consideration of submissions received prior to 26 August 2025 and the addition of subsequent further amendments following further review in the "Lay on Table" period.**
- (b) **Council endorse recommended changes (from the submission and subsequent review periods) to the Draft Griffith Housing Strategy 2025.**
- (c) **Council adopt the attached Draft Griffith Housing Strategy 2025 (with amendments as proposed) as prepared by PSA Consulting.**

**REPORT**

Following a 28 day exhibition period Council received 5 submissions. Online submissions have been attached. The review of submissions table addresses the main concerns of each submission providing further recommendations and is included in the final Griffith Housing Strategy 2025 document.

The following amendments to the Griffith Housing Strategy 2025 were undertaken;

1. Discussion added in the Executive Summary that acknowledges that the Housing Strategy has considered the peer review undertaken on the REMPLAN and GYDE Housing Needs Assessments which were prepared in support of the current Planning Proposal for Hanwood.
2. Minor changes made to reflect amended dwellings within Tier 5 (reduction of 618 lots) as a result of the peer review.
3. Table 8 amended to reflect the reduction of 618 lots for Tier 5 and update the total number of lots.
4. Updated section 7.3 Public Submissions of the Housing Strategy to refer to the public exhibition of the strategy and feedback received
5. Updated Appendix 4 - Public Submissions Review updated to reflect the summary prepared by Council (26 August 2025)
6. Attached the peer review and REMPLAN and GYDE reports.

PSA Consulting and Bull + Bear Economics Peer Review determined the following conclusion:

The peer review of the REMPLAN report and Addendum Report has confirmed that there is a 20-year supply of residential land available in the Griffith LGA, even when considering a higher growth outlook and adjusting for a potential undersupply of dwellings.

The REMPLAN report relies on an erroneous assumption relating to conversion rates to justify a need for additional residential land in the Griffith LGA.

Based on our review of the data utilised alongside discussions with Council representatives, it is understood residential approvals typically convert to residential land supply in Griffith, hence the derived conversion rate would be close to 100%, not 50% as presented in the REMPLAN assessment.

The assumed lot take-up rates presented in the REMPLAN report are considered acceptable, and the draft Housing Strategy adopts a rate which falls between the medium and high REMPLAN scenarios. An increased take-up rate has also been considered based on the latest population forecasts.

The REMPLAN report does not include any mapping to support the land supply presented, therefore it is difficult to compare to the land audit of the draft Housing Strategy. However, the REMPLAN report appears to be based on an outdated Pipeline Audit and significantly underestimates the land supply in Griffith.

The REMPLAN also does not consider the recommendations in the Housing Strategy to rezone all Stage 2 Release areas in the Hanwood, Lake Wyangan and Yenda growth areas. Nor does it consider the other recommendations in the Housing Strategy, which will increase housing supply, including:

- Reducing minimum lot sizes to 500m<sup>2</sup> in growth areas.
- Permitting 50% of all lots in growth areas to be used for multi-dwelling development.
- Including new worker accommodation development controls.

Permitting lot size averaging in residential zones, which would allow for lot size diversity, protection of hazard (flood-prone or bush-prone land) or protection of High Ecological Value (HEV) land or larger open space areas, while not limiting lot yield.

The REMPLAN report is not considered to present a meaningful challenge to the overall conclusions and actions of the draft Housing Strategy in relation to land supply and capacity.

## Conclusion

Council has historically been at the forefront of rezoning and releasing land, ensuring a sufficient base of zoned residential land supply and master planning and strategically releasing land. Griffith has had a detailed strategy for rezoning and releasing residential land since 2000 which is when Council endorsed Griffith Strategy 2030. This Strategy was considered ground-breaking and set the benchmark for strategic planning in regional Australia. Other similarly sized LGA's have only recently embarked on similar Housing Strategies to identify and rezone land for growth.

In 2014, Council endorsed an amended strategy, entitled Griffith Land Use Strategy: Beyond 2030, which identified additional growth areas in Yenda and Hanwood, as well as Stage 2 of the Lake Wyangan Growth Area. Because of these historic efforts, in 2019 the Griffith Housing Strategy concluded that there was sufficient greenfield land, zoned and strategically identified, to accommodate over 20 years of expected growth. The 2019 Housing Strategy instead looked at levers to provide affordable housing, amend planning controls and provide housing diversity. In the last six years, Council has achieved most of the recommendations set out in the 2019 Housing Strategy, including preparing a new Residential DCP, carrying out a general amendment to the Local Environmental Plan, embarking on and completing the Griffin Green Project and creating a Housing Taskforce.

Regardless of an alternative and erroneous conversion rate used in the REMPLAN document, the new Housing Strategy proposes to rezone the Stage 2 release areas in Hanwood, Lake Wyangan and Yenda growth areas which would zone land for over 1700 additional homes (which is a conservative estimate considering the Housing Strategy proposes to decrease lot sizes and permit 50% of the lots in growth areas to be used for multi-dwelling development). The purpose of this recommendation in the Housing Strategy is to combat land banking and support efforts to develop the Stage 2 release area lands in Hanwood, which are subject to a Planning Proposal with Council and the basis of the REMPLAN.

These efforts, combined with the land available in Council's zoned Stage 1 release areas in Lake Wyangan, Hanwood and Yenda, zoned and undeveloped land for infill development available in Griffith, the remaining lots to be developed in Collina, and the several large lot residential subdivisions approved and being developed, provides Griffith with more than a sufficient supply of land for over 20 years of expected growth.

The REMPLAN report is not considered to present a meaningful challenge to the overall conclusions and actions of the draft Housing Strategy in relation to land supply and capacity.

Whilst the proposed development would potentially contribute to a diversity in lot sizes and dwelling typologies in Griffith if it were to proceed, there are also other sites already identified within the Griffith Housing Strategy 2025 which are equally capable of delivering dwelling diversity over the projection horizon, including 802 development ready lots within Griffith Central and Collina. As such, based on the peer review conducted, it is considered that Griffith has ample land supply available to cater for current and future residential development needs.

## OPTIONS

### OPTION 1

As per the Recommendation.

### OPTION 2

Council endorse further amendments to the Housing Strategy.

## OPTION 3

Council do not endorse the Draft Housing Strategy.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS AND RISK**

Community consultation, consultancy and advertising has been conducted within the allocated budget. The additional peer review was conducted for an additional \$4,870 to allocated budget.

#### **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**

As per objectives and strategies outlined in the draft Housing Strategy.

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

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

Risk of opportunities lost by delaying utilising new Housing Strategy implementation plan to work towards promoting increased housing supply.

#### **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 5.5 Support diversity in housing options.

### **CONSULTATION**

Senior Management Team

8 October 2024 – Community Survey Open

6 November 2024 – Online informal community forum

18 February 2025 – In-person community consultation

23 March 2025 – Council workshop draft Housing Strategy consultation

27 May 2025 – Endorsement of Draft Housing Strategy for public exhibition

30 May – 27 June 2025 – Public exhibition period

## **ATTACHMENTS**

- (a) Griffith Housing Strategy 2025 - Final Draft (under separate cover)
- (b) PSA Consulting & Bull + Bear Economics - Peer Review (under separate cover)
- (c) 26 August Council Report - Griffith Housing Strategy (under separate cover)
- (d) Public Submissions Received prior to 26 August 2025 (under separate cover)



## MINUTES

### GRIFFITH HEALTH FACILITIES LIMITED (GHFL) MEETING HELD IN THE MURRAY ROOM ON TUESDAY, 11 NOVEMBER 2025 COMMENCING AT 6:02 PM

#### **PRESENT**

Doug Curran (Director), Anne Napoli (Director), Tony O'Grady (Director), Scott Grant (Director), Matthew Hansen (Director)

Quorum = 3

#### **STAFF**

Governance Manager and Minute Taker, Leanne Austin

#### **1 APOLOGIES**

No apologies were received.

#### **2 CONFIRMATION OF MINUTES**

**MOVED** on the **MOTION** of Directors Anne Napoli and Tony O'Grady that the minutes of the previous meeting held on 12 August 2025, having first been circulated amongst all members, be confirmed.

**CARRIED.**

#### **3 BUSINESS ARISING**

Director Hansen advised that all ASIC registers have been updated regarding company membership.

#### **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 GRIFFITH HEALTH FACILITIES LIMITED (GHFL) ANNUAL GENERAL MEETING**

Discussion took place regarding the membership of the company. Any future appointments are required to be formalised through the Minutes.

**MOVED** on the **MOTION** of Directors Tony O'Grady and Doug Curran that:

- (a) Directors note the principal activities information provided in this report.
- (b) Directors receive and adopt the annual financial statements for the year ending 30 June 2025, and
- (c) Council completes and lodges Form 388 and Ancillary Fund Return at completion of the 11 November 2025 Annual General Meeting.

**CARRIED.**

## **6 GENERAL BUSINESS**

**MOVED** on the **MOTION** of Directors Doug Curran and Anne Napoli that the company reconfirm the appointment of Councillor Tony O'Grady as a Director of GHFL and accept Councillor Shari Blumer's resignation as a Director of the company as at 13 August 2025.

**CARRIED.**

## **7 NEXT MEETING**

The next meeting of Griffith Health Facilities Limited (GHFL) is to be held at a future date to be decided.

There being no further business the meeting terminated at 6:10 pm.



**GRIFFITH PIONEER PARK MUSEUM COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY, 12 NOVEMBER 2025 COMMENCING AT 4:00 PM**

[\*\*Link to Agenda\*\*](#)

**PRESENT**

Councillor Laurie Testoni, Councillor Jenny Ellis, Denis Couch (Community Representative), Dolf Murwood (Community Representative), Jenna Thomas (Community Representative), John Nikolic (Community Representative), Michael Rohan (Community Representative), Neil Dal Nevo (Community Representative), Virginia Tropeano (Community Representative)

Absent: Desma Newman (Community Representative)

Quorum = 3

**STAFF**

Director Business, Cultural & Financial Services, Matthew Hansen, Griffith Pioneer Park Museum Manager, Jenny O'Donnell, Curator, Fox Darcy, Museum Administration Officer, Tabbitha Williams and Minute Secretary, Leanne Austin

**1 APOLOGIES**

Apologies were received from Councillor Shari Blumer, Peter Taylor (Community Representative) and Robyn Turner (Community Representative).

Mr Couch advised that Mr Taylor would be tending his resignation from the Committee due to other commitments.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Dolf Murwood and Neil Dal Nevo that the minutes of the previous meeting held on 6 August 2025, having first been circulated amongst all members, be confirmed.

Jenna Thomas and John Nikolic entered the meeting at 4:01 pm.

**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**

*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.*

## **5 ITEMS OF BUSINESS**

### **CL01 PROPOSED MEETING DATES 2026**

**RECOMMENDED** on the motion of Denis Couch and Jenna Thomas that the Committee note the proposed meeting dates for 2026.

Councillor Lou Testoni entered the meeting at 4:03 pm.

### **CL02 PROCEDURE FOR SUBMITTING ITEMS TO THE COMMITTEE MEETING AGENDA**

Jenna Thomas requested that members are notified of the subsequent meeting date at least two weeks prior to ensure they have time to submit items for the Agenda.

**RECOMMENDED** on the motion of Michael Rohan and Jenna Thomas that the Committee note the information.

### **CL03 FIRST NATIONS ADVISORY GROUP UPDATE**

**RECOMMENDED** on the motion of Denis Couch and Neil Dal Nevo that the information be received.

### **CL04 MUSEUM DONATION (NON-COLLECTION) GUIDELINES**

**RECOMMENDED** on the motion of John Nikolic and Virginia Tropeano that the Committee note the implementation of the Donations Guideline (Non-Collection), associated procedures, and updated Donation Form / Deed of Gift now in operational use.

### **CL05 STAGE 1 OF THE ITALIAN MUSEUM UPGRADE**

**RECOMMENDED** on the motion of Michael Rohan and Councillor Laurie Testoni that the Committee note the report.

### **CL06 LOCAL MEMBERSHIP INITIATIVES**

**RECOMMENDED** on the motion of Virginia Tropeano and Denis Couch that the Committee note the report.

### **CL07 FREE GENERAL ADMISSION (LOCAL RESIDENTS) TRIAL**

Discussion took place regarding the proposed free general admission trial for local residents, noting the documents prepared by museum staff allowed for a 12 month trial of limited periods of free general admission. The committee considered the intent of their recommendation to council was that the 12 month trial would allow for free general

admission for the entire trial period. Council staff will review the proposal documents to align with this intent. It was confirmed School groups would be excluded from the free general admission trial and would be charged as a program.

**RECOMMENDED** on the motion of Virginia Tropeano and John Nikolic that:

- (a) The Committee note the preparation of the Risk Management Action Plan – Free Entry (October 2025) and the draft Free General Admission Project Management Plan, which outline the structured implementation and evaluation of the 12-month free general admission trial for local residents.
- (b) These documents be reviewed to ensure alignment with the Committee's intent that the trial consist of a continuous 12-month period of free general admission, and any changes be reported back at the next meeting.
- (c) Staff prepare a marketing campaign for the free trial, including costings, for consideration at the next meeting.

#### **CL08 GRIFFITH PIONEER PARK MUSEUM VISITOR SURVEYS**

**RECOMMENDED** on the motion of Neil Dal Nevo and Dolf Murwood that the Committee note this report.

#### **CL09 QUARTERLY SOCIAL MEDIA STATISTICS (LINK TO GPPM STRATEGIC PLAN 6.3)**

**RECOMMENDED** on the motion of Councillor Laurie Testoni and John Nikolic that the information be received.

#### **CL10 QUARTER 1, 2025 VISITATION STATISTICS JULY-SEPTEMBER (EXCLUDING CULTURAL AND COMMUNITY USE)**

**RECOMMENDED** on the motion of Denis Couch and Dolf Murwood that the information be received.

#### **CL11 FIRST QUARTER CULTURE & COMMUNITY STATISTICS (JUL-SEP 2025)**

**RECOMMENDED** on the motion of John Nikolic and Councillor Laurie Testoni that the Committee note the report.

### **6 OUTSTANDING ACTION REPORT**

**RECOMMENDED** on the motion of John Nikolic and Denis Couch that the report be noted.

### **7 GENERAL BUSINESS**

#### **7.1 Salami Festival**

Ms Thomas enquired if Council would consider closing the Museum to members of the public whilst the Salami Festival event is being held. Mr Hansen advised this would be considered, noting that this is an operational matter.

#### **7.2 Halloween**

Mr Nikolic advised that the Halloween event at Pioneer Park was very successful and suggested future night time events be held.

### **7.3 Catering Service**

Ms Thomas requested that a report be presented to the next meeting regarding the viability of the Pioneer Park catering service.

### **7.4 Grant Funding**

Ms O'Donnell advised that Council would be submitting an application to replace a damaged shed through the Crown Reserves Improvement Fund.

## **8       NEXT MEETING**

The next meeting of the Griffith Pioneer Park Museum Committee is to be held on Wednesday, 18 February 2026 at 4:00 pm.

There being no further business the meeting terminated at 5:11 pm.

**TRAFFIC COMMITTEE  
HELD IN THE MURRAY ROOM, GRIFFITH ON  
TUESDAY, 11 NOVEMBER 2025 COMMENCING AT 10:31 AM**

[\*\*Link to Agenda\*\*](#)

**PRESENT**

Councillor Tony O'Grady (Chair), Greg Minehan (Transport for NSW Representative), Kerry Lippold (Member for Murray Representative, via Zoom), Tony Leadbitter (Police Representative), John Wadsworth (Police Representative)

**STAFF**

Development & Traffic Coordinator, Greg Balind, Approvals Officer, Kaitlyn McLean and Minute Secretary, Melanie Hebrok

**1 APOLOGIES**

Apologies were received from Councillor Anne Napoli and Director Infrastructure & Operations, Phil King.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Minehan that the minutes of the previous meeting held on 9 September 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

**3.1 Request to Install Pickup/Dropoff Zone and Children's School Crossing – St Patrick's School**

Mr Balind advised that no response has been received from the school or Wagga Diocese yet.

**4 DECLARATIONS OF INTEREST**

**Pecuniary Interests**

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

There were no pecuniary interests declared.

## **Significant Non-Pecuniary Interests**

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

There were no significant non-pecuniary interests declared.

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

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

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

## **5 ITEMS OF BUSINESS**

### **CL01 PROPOSED MEETING DATES FOR 2026**

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

### **CL02 PROCEDURE FOR SUBMITTING ITEMS TO THE COMMITTEE MEETING AGENDA**

**RECOMMENDED** on the motion of Councillor Tony O'Grady and Greg Minehan that the Committee note the information.

### **CL03 NEW AUTHORISATION AND DELEGATION INSTRUMENT - PRESCRIBED TRAFFIC CONTROL DEVICES AND REGULATION OF TRAFFIC**

Mr Minehan advised the new delegations have been well accepted across other LGAs, with operations largely unchanged from previous Local Traffic Committees. The four-member structure of Police, Transport, Council and Local Member's representative will be retained, with the main change being that decisions are now made by consensus, not voting. Grievances are managed through Transport representatives, though these are rare.

Councils now have greater autonomy on local and regional roads, while state roads still require Transport consent. This means that Councils may approve local road closures (e.g. for events, six-month trials) with outcomes reported at the next Forum.

Public transport operators are to be invited to meetings when matters are discussed that directly affect them.

The new delegation clarifies previous conflicts between the Transport Administration Act and Roads Act.

The Committee noted.

### **CL04 TRAFFIC MANAGEMENT - GRIFFITH CHRISTMAS CAROLS - COOLAH STREET**

Members concurred with the implementation of traffic control for the Christmas Carols event.

### **CL05 TRAFFIC MANAGEMENT - 2026 ANZAC DAY MARCH**

Members agreed to the attached Traffic Control Plan associated with the closure of Banna Avenue for the purpose of the 2026 ANZAC Day March and Memorial Service.

A Road Occupancy Licence will be applied for following this meeting.

## **6 OUTSTANDING ACTION REPORT**

Mr Minehan advised that the 80km/h speed zone on Slopes Road can be approved as part of a current Development Application in the area.

As mentioned at the previous meeting, 'at risk' state roads have been identified for priority in speed zone reviews and there is currently no funding for installation of new speed zones outside of this list. Councils may consider alternate arrangements: Transport to manage assessments via the speed zone portal, with Council responsible for signage installation once approvals are granted. To be discussed with Director Infrastructure & Operations.

## **7 GENERAL BUSINESS**

### **7.1 Advertising of road closures**

Ms McLean asked for clarification of who is responsible for advertising road closures, particularly for events on state roads (e.g. ANZAC Day). Mr Balind noted that if it is a Council event, Council is responsible for advertising and he will send through speed zone or road closure authorisations and related advertising guidance. For private or community events (e.g. multicultural festivals), the event organisers are responsible for advertising and facilitating closures. Adequate notice periods remain a concern.

### **7.2 Pedestrian crossing paint refresh**

Mr Minehan informed the Committee that Transport will refresh the pedestrian crossings on Banna Avenue and Jondaryan Avenue after identifying that the current white paint fades quickly on concrete surfaces. A trial will be conducted at the courthouse crossing using a high-visibility red paint with white stripes, which has proven durable in other local applications. The results of this trial will determine whether the same treatment is applied to the remaining four crossings, with works expected to commence within the next four to six weeks.

### **7.3 Extension of double lines – Boorga Road**

Councillor O'Grady advised a Lake Wyangan resident has raised safety concerns regarding Boorga Road, noting that the existing double white lines past Jones Road toward Nericon extend only about 50–60 metres. It was suggested to extend them towards Mancini Drive to prevent dangerous overtaking as vehicles slow to turn. A development in the area may also prompt a future speed zone review, but in the meantime, extending the lines by approximately 50 metres can proceed to improve safety.

## **8 NEXT MEETING**

The next meeting of the Traffic Committee is to be held on Tuesday, 9 December 2025 at 10:30 am.

There being no further business the meeting terminated at 10:56 am.

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

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

**TRIM REF**      **25/132323**

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**SUMMARY**

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

*That council amends the onsite detention policy CS-CP-404 to include:*

*That 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.*

An amendment to the original motion was received at the Council meeting held 11 November 2025.

*Council takes ownership and maintenance responsibilities for Commercial, Industrial and Residential detention basins and related infrastructure in a Torrens Title subdivision. This is conditional that the land is vested in Council as part of the subdivision process, is created to cater for all lots within the subdivision and that the design of the detention system satisfies the conditions of consent and Council's Engineering guidelines.*

This matter was Laid on the Table to be brought back to Council on 26 November 2025 with indicative costs.

**RECOMMENDATION**

**(a) The Notice of Motion be Raised from the Table;**

**(b) Council amends the Onsite Detention Policy CS-CP-404 to include:**

***Council takes ownership and maintenance responsibilities for Commercial, Industrial and Residential detention basins and related infrastructure in a Torrens Title subdivision. This is conditional that the land is vested in Council as part of the subdivision process, is created to cater for all lots within the subdivision and that the design of the detention system satisfies the conditions of consent and Council's Engineering guidelines.***

**SENIOR MANAGEMENT TEAM COMMENT**

Cost Component	Non- Irrigated Basin	Irrigated Basin
<b>Maintenance Cost per Visit</b>	\$245	\$245
<b>Number of Visits per Year</b>	6	12
<b>Annual Maintenance Cost</b>	\$1,470	\$2,940
<b>Irrigation Installation Cost</b>	NA	\$23,000 (one-off)
<b>Annual Rates &amp; Water &amp; Sewer Charges</b>	Approx. \$3,000 - \$4,000	Approx. \$5,000 - \$6,000

**ATTACHMENTS**

(a) Notice of Motion - Councillor Tony O'Grady - 21 October 2025 [Download](#) 82

	<b>Notice of Motion</b>
<b>Notice of Motion</b>	
<b>Councillor's Name *</b>	Cr Tony O'Grady
<b>Date *</b>	21-Oct-25
<b>Time *</b>	05:21:01 PM
Scott Grant General Manager Griffith City Council GRIFFITH NSW 2680	
<b>Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: *</b>	That council amends the onsite detention policy CS-CP-404 to include: That 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
<b>Additional Information</b>	
<b>Attachments</b>	
<b>Council Meeting Date: *</b>	11-Nov-25
<b>Signature *</b>	
<b>Extract from Griffith City Council's Code of Meeting Practice:</b>	
Giving notice of business to be considered at Council Meetings	
3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted by 12 pm, five business days before the meeting is to be held.	
3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.	
3.12 If the General Manager considers that a notice of motion submitted by a Councillor for consideration at an ordinary meeting of the Council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a report in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the Council.	
3.13 A notice of motion for the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan must identify the source of funding for the expenditure that is the subject of the notice of motion. If the notice of motion does not identify a funding source, the general manager must either:	
(a) prepare a report on the availability of funds for implementing the motion if adopted for inclusion in the business papers for the meeting at which the notice of motion is to be considered by the council, or	

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

Questions with notice

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

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

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

**In relation to Section N/A**

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

**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** 25/79738

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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
28 October 202	<b>CL09 NEW LEASE AGREEMENT - GILLMARTIN HOLDINGS PTY LTD - LOT 433 DP 1262282 GILLMARTIN DRIVE, GRIFFITH</b>	CPO	166598	25/324	<p><b>RESOLVED</b> on the motion of Councillors Anne Napoli and Jenny Ellis that:</p> <ul style="list-style-type: none"> <li>(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.</li> <li>(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.</li> <li>(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.</li> <li>(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.</li> <li>(e) The annual lease fee to be calculated in accordance with Council's adopted Revenue Policy, based on the current</li> </ul>	<b>07/11/2025:</b> Public notification period from 07/11/2025 – 05/12/2025.

## OUTSTANDING ACTION REPORT

					<p>land value provided by the Valuer General, in addition to Council 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>	
28 October 2025	<b>NOTICE OF MOTION - COUNCILLOR DOUG CURRAN</b>	DIO	166601	25/337	<p><b>RESOLVED</b> on the motion of Councillors Doug Curran and Jenny Ellis that:</p> <p>Griffith City Council make the following amendment to the 'Engineering Guidelines for Subdivisions and Development Standards, Part 2 Roads Design', Page 6;</p> <p>2.7 Road Surfacing:</p> <p>(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:</p> <ul style="list-style-type: none"> <li>• Widening of existing roads – seal to match the existing; and</li> <li>• Classified roads – to be determined in consultation with TfNSW and Vic Roads.</li> </ul> <p>(b) Apply a primer seal prior to surfacing. To be inspected by the Authority prior to the placement of the asphalt.</p> <p>(c) AUS-SPEC 1143 SPRAYED BIUMINOUS SURFACING and AUS-APEC 1144 ASPHALT (ROADWAYS) shall be added as addendums to the</p>	<p><b>17/11/2025:</b> To be added to the Engineering Guidelines.</p>

## OUTSTANDING ACTION REPORT

					Engineering Guidelines for subdivisions and development standards to provide a specification for design, materials, application, inspection and reporting.	
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 26 November 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> Currently on public exhibition.
14 October 2025	<b>CL05 PERMANENT ROAD CLOSURE OF LOTS 41 &amp; 42 DP 1308674 AND CONSOLIDATION OF LOTS</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	<b>27/10/2025:</b> On public notification - 28 days from 27/10/2025 to 24/11/2025.

## OUTSTANDING ACTION REPORT

	<b>40 &amp; 41 DP 1308674 AND LOTS 34 &amp; 42 DP 1308674 THOMAS PLACE, GRIFFITH</b>				with the closure of a public road in accordance with the Roads Act 1993 of Lots 41 & 42 DP 1308674 Thomas Place, Griffith. (b) Council advertises its intention to proceed with the road closure of Lots 41 & 42 DP 1308674 Thomas Place, Griffith for a period of 28 days. Should any submissions be received, a report will be prepared to Council for consideration. (c) Council to notify any relevant authorities and adjoining landowners of the proposed road closure. (d) Should no submissions be received at the expiry of the public notification period, Council resolves to proceed with the road closure process. (e) Council authorises the execution, under its Common Seal where required, of all associated transaction documentations necessary to affect the transfer and consolidation of the part closure of the road Lots 41 & 42 DP 1308674 Thomas Place, Griffith.	
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> Submissions received. Report to Council 9 December 2025.</p>

## OUTSTANDING ACTION REPORT

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> <ul style="list-style-type: none"> <li>(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.</li> <li>(b) Council advertises its intention to enter into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.</li> <li>(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.</li> <li>(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.</li> <li>(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</li> </ul>	<p><b>7/10/2025:</b> Council staff have emailed Council solicitors to prepare the new lease agreement.</p> <p><b>17/11/2025:</b> Lease has been provided to Council in draft form for review, pending no changes, will be forwarded to Western Riverina CUC for their review and signing.</p>
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## OUTSTANDING ACTION REPORT

					<p style="text-align: center;">(f)</p> <p>Western Riverina in the amount of \$2,241, together with rates and charges as applicable. 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 file the necessary court documents pending legal advice.</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>
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.</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> <p><b>17/11/2025:</b> Due to complexity, report to be presented to Council 9 December 2025</p>

## OUTSTANDING ACTION REPORT

					<p>(c) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, enter into negotiations with all tenderers, being; - Central West Electrical - Ellisticity - Green Energy Qld - GS &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>	
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</p>	<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.</p> <p><b>17/11/2025:</b> Staff amending report to reflect the intent of the Committee. Report to be presented to Council 9 December 2025.</p>

## OUTSTANDING ACTION REPORT

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

					and Education Officer, Griffith Regional Theatre, Art Gallery and Griffith Pioneer Park Museum. A specific marketing campaign would require an identified funding allocation.	
26 August 2025	<b>CC01 FIRE DAMAGED DWELLING</b>	DSD	164026	25/262	<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</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>

## OUTSTANDING ACTION REPORT

					<p>equitable and fair basis for landowners and developers.</p> <p>(c) Should submissions be received, the Hanwood Growth Area Master Plan is to be reported back to Council including a report detailing any amendments to the Master Plan and a review of all submissions received.</p>	
8 April 2025	<b>NOTICE OF MOTION - COUNCILLOR JENNY ELLIS</b>	DBCF FM MA	158565	25/095	<p><b>RESOLVED</b> on the motion of Councillors Jenny Ellis and Tony O'Grady that Council allocate sufficient funds from the cash reserves set aside for the Regional Art Gallery project (currently at \$109K) based on quotes received for the following items and report back to Council:</p> <p>(a) Signage for the front of the Gallery - to be designed, manufactured, and installed. (Approximately \$5K)</p> <p>(b) New hanging track system - to enhance the display and functionality of exhibition spaces. (Approximately \$10K)</p> <p>(c) Repainting of the walls and ceiling of the whole gallery - To refreshen and cover water damaged ceilings (National average: \$60-\$100/ sqm; Gallery is 422sqm therefore up to \$42K).</p>	<p><b>5/05/2025:</b> Staff investigating each of the items to establish accurate costing and to submit grant application to paint the War Memorial Museum, subject to negotiation of the War Memorial Trust. Anticipate items to be adjusted at September 2025/26 quarterly review when all issues have been resolved.</p> <p><b>19/05/2025:</b> Grant application to be submitted by War Memorial Trust end of June 2025.</p> <p><b>30/06/2025:</b> Part C contingent on completion of repairs to gutters and painting has been tentatively scheduled for October, contingent on Council and War Memorial Trust to finalise cost sharing arrangement of painting works.</p> <p><b>18/08/2025:</b> Roof repairs have been undertaken by War Memorial Trust. Waiting on quotes for painting. Painting work scheduled for annual shutdown period in October.</p>

## OUTSTANDING ACTION REPORT

						<p><b>30/09/2025:</b> Gallery maintenance is scheduled for 21-31 October 2025 including roof plastering, painting, replacement of the left wall gypsum and the gallery back door. Hanging track installation is scheduled for January 2026. A proposal for external signage is under development at present.</p> <p><b>17/11/2025:</b> Internal painting has been completed, new hanging system scheduled for first quarter of next year and waiting on approval of signage.</p>
12 November 2024	<b>NOTICE OF MOTION - COUNCILLOR SHARI BLUMER - 5 NOV 2024</b>	GM DSD	152783	24/298	<p><b>RESOLVED</b> on the motion of Councillors Scott Groat and Tony O'Grady that:</p> <ul style="list-style-type: none"> <li>(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';</li> <li>(b) A report be prepared by the Directorate of Sustainable Development and be provided to Council at a meeting in May 2025.</li> </ul>	<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>

## OUTSTANDING ACTION REPORT

						<p><b>19/05/2025:</b> Draft Griffith Housing Strategy 2025 report to Council Meeting 27 May 2025.</p> <p><b>10/06/2025:</b> Draft Griffith Housing Strategy on Public Exhibition until 27 June 2025.</p> <p><b>30/06/2025:</b> Draft Housing strategy including review of submissions to reported to Council in 26 August 2025.</p> <p><b>18/08/2025:</b> Report to Council September 2025.</p> <p><b>15/09/2025:</b> Report to Council following adoption of Housing Strategy.</p> <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> <ul style="list-style-type: none"> <li>(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.</li> <li>(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.</li> </ul>	<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> <ul style="list-style-type: none"> <li>(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</li> </ul>	<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> <p><b>17/11/2025:</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> <p><b>17/11/2025:</b> Status remains  unchanged.</p>
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