



## Ordinary Meeting

# BUSINESS PAPER

**Tuesday, 9 December 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)  
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## MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

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

### Addressing the Council on Business Paper matters

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

### Notice of Motion via Councillor

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

### Petition

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

### Customer Request Management system

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

### Direct correspondence to the General Manager

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

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

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

### **Oath**

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

### **Affirmation**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## **Opening Affirmations**

### Option 1

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

To be honest and objective in all our deliberations.

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

### Option 2

Almighty God

We ask that you guide us in our decision making.

Protect us and the community we serve.

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

### Option 3

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

## **Acknowledgment of Country**

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

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

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**ORDINARY MEETING OF GRIFFITH CITY COUNCIL  
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON  
TUESDAY, 9 DECEMBER 2025 AT 7:00 PM**

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### MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 9 December 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 | p24 | DA 153/2025 - Thirteen (13) Lot Residential Community Title Subdivision                            |
| CL02 | p40 | Section 7.12 Contributions Plan  |
| CL03 | p43 | Adoption of Code of Meeting Practice   |
| CL04 | p50 | Renewal of Licence Agreement - Part Road Reserve - Dom's Motors Pty Ltd - 1 Banna Avenue, Griffith |

- CL05      p58      Renewal of Licence Agreement - Road Reserve - Griffith Preschool Kindergarten Inc. (Kindergarten Lane) 3-7 Kindergarten Lane, Griffith
- CL06      p66      Renewal of Lease - Crown Reserve 81848 to Griffith Preschool Kindergarten Inc. 3-7 Kindergarten Lane, Griffith
- CL07      p71      Renewal of Licence Agreement - Crown Reserve - Yenda Golf Club Inc. Wade Park Yenda, Part Lot 881 DP 751728, 17 Twigg Road, Yenda
- CL08      p77      Renewal of Lease Agreement - Crown Reserve 64662 to Griffith Kart Club Inc - Lot 96 DP 756035, White Road Tharbogang
- 9          Information Reports
- CL09      p88      Responses to Councillor Questions Taken on Notice
- CL10      p91      Response from NSW Minister for Health, The Hon. Ryan Park, MP
- 10        Adoption of Committee Minutes
- p95      Minutes of the Disability Inclusion & Access Committee Meeting held on 19 November 2025
- p98      Minutes of the Audit, Risk and Improvement Committee Meeting held on 20 November 2025
- p104    Minutes of the Roads, Parks & Pathways Enhancement Committee Meeting held on 26 November 2025
- 11        Business with Notice – Rescission Motions
- 12        Business with Notice – Other Motions
- 13        Outstanding Action Report
- p107    Outstanding Action Report
- 14        Matters to be dealt with by Closed Council
- CC01                      Legal Advice for Failure to Comply with Orders
- commercial information of a confidential nature that would, if disclosed:
- (i) prejudice the commercial position of the person who supplied it, or
- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret 10A(2) (d)
- CC02                      Minutes of the General Manager Recruitment Committee Meeting held on 26 November 2025
- 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  
WEDNESDAY, 26 NOVEMBER 2025 COMMENCING AT 7:00 PM**

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**PRESENT**

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

**STAFF**

General Manager, Scott Grant, Director Business, Cultural, Financial Services, Matthew Hansen, Director Economic & Organisational Development, Shireen Donaldson, Director Infrastructure & Operations, Phil King, Director Sustainable Development, Joe Rizzo and Minute Taker, Joanne Bollen

**MEDIA**

Nil

**1 COUNCIL ACKNOWLEDGEMENTS**

The Meeting opened with Councillor Laurie Testoni 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**

25/358

**RESOLVED** on the motion of Councillors Christine Stead and Scott Groat that an apology be received from Director Utilities, Graham Gordon and a leave of absence granted.

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

Against

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

### **3 CONFIRMATION OF MINUTES**

25/359

**RESOLVED** on the motion of Councillors Jenny Ellis and Christine Stead that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 11 November 2025, having first been circulated amongst all members of Council, be confirmed.

For

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

Against

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

### **4 BUSINESS ARISING**

Nil

### **5 DECLARATIONS OF INTEREST**

#### **Pecuniary Interests**

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

Councillor Shari Blumer

CL04 – Renewal of Licence Agreement – Pambria Pty Ltd – 120 Wakaden Street, Griffith  
Reason – The business I work for and have an interest in does the work for this clause.

Councillor Laurie Testoni

CL05 - Suspension of Alcohol Prohibited Area & Alcohol Free Zone Restrictions Yenda Place & Memorial Park Yenda Saturday 13 December 2025

Reason – The business I manage submitted the application.

Councillor Anne Napoli

CL07 – Review of Submissions and Adoption of Griffith Housing Strategy 2025

Reason – I own a property in McCormack Road, Yoogali.

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

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

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

Councillor Anne Napoli

CL02 - DA 150/2025 Construction of Multi-Dwelling Housing Development Comprising Ten (10) x Two Storey Dwelling & Associated Carparking & Retention of Existing Dwelling

Reason – I have received phone calls and emails in regards to this DA.

Mayor Doug Curran

CL02 - DA 150/2025 Construction of Multi-Dwelling Housing Development Comprising Ten (10) x Two Storey Dwelling & Associated Carparking & Retention of Existing Dwelling

Reason – My employment is based in the same street and in close proximity to the proposed development.

Councillor Christine Stead

CL02 - DA 150/2025 Construction of Multi-Dwelling Housing Development Comprising Ten (10) x Two Storey Dwelling & Associated Carparking & Retention of Existing Dwelling

Reason – I have been contacted by several objectors regarding the DA.

Councillor Jenny Ellis

CL02 - DA 150/2025 Construction of Multi-Dwelling Housing Development Comprising Ten (10) x Two Storey Dwelling & Associated Carparking & Retention of Existing Dwelling

Reason – I have received calls and emails from businesses affected by this DA.

Councillor Laurie Testoni

CL02 - DA 150/2025 Construction of Multi-Dwelling Housing Development Comprising Ten (10) x Two Storey Dwelling & Associated Carparking & Retention of Existing Dwelling

Reason – I have been contacted by persons involved with this DA application via emails and phone calls.

Councillor Christine Stead

CL07 – Review of Submissions and Adoption of Griffith Housing Strategy 2025

Reason – I have received 2 emails from developers – Mr Knox and Mrs Dumbleton.

## **6 PRESENTATIONS**

Nil

## **7 MAYORAL MINUTES**

Nil

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

### **CL01 GRIFFITH CITY COUNCIL ANNUAL REPORT 2024/25 & ADOPTION OF THE 2024/25 ANNUAL FINANCIAL STATEMENTS AND AUDITOR'S REPORTS**

25/360

**RESOLVED** on the motion of Councillors Christine Stead and Tony O'Grady that the meeting suspend standing orders to allow Nicky Rajani from the NSW Audit Office to address Council.

For

Councillor Doug Curran

Councillor Shari Blumer

Councillor Mark Dal Bon

Against

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

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

25/361

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

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

Against

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

25/362

**RESOLVED** on the motion of Councillors Shari Blumer and Jenny Ellis that:

- (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.

Councillor Mark Dal Bon enquired why the Griffin Green Project is included in the financial statements and audit report. This was Taken on Notice by Mr Hansen.

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

Against  
Councillor Mark Dal Bon

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

**CL02 DA 150/2025 - CONSTRUCTION OF MULTI-DWELLING HOUSING DEVELOPMENT COMPRISING TEN (10) X TWO STOREY DWELLINGS AND ASSOCIATED CARPARKING AND RETENTION OF EXISTING DWELLING.**

Councillors Scott Groat and Christine Stead MOVED a MOTION that Council not approve the Development Application on the basis that it does not meet MU1 zoning objectives and is not in the public interest.

The MOTION was PUT and LOST.

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  
Councillor Mark Dal Bon  
Councillor Scott Groat  
Councillor Anne Napoli  
Councillor Christine Stead

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

**The division was declared LOST by 5 votes to 4.**

Councillor Scott Groat requested that the matter be laid on the table. Mayor Curran advised that this was not permissible, as Councillor Groat had already entered into debate on the item.

25/363

**RESOLVED** on the motion of Councillors Shari Blumer and Jenny Ellis 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 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.

Councillor Scott Groat asked for the definition of "Light Industrial" as per the fifth objective of MU1 zone. This question was Taken on Notice by Mr Rizzo.

Councillor Christine Stead enquired if a DA has been lodged to commence clearing of the site. This was Taken on Notice by Mr Rizzo.

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

Against  
Councillor Mark Dal Bon  
Councillor Scott Groat  
Councillor Anne Napoli  
Councillor Christine Stead

**The division was declared PASSED by 5 votes to 4.**

### **CL03 FIRST QUARTER PERFORMANCE REPORT 2025/2026 - BUDGET REVIEW AND OPERATIONAL PLAN**

25/364

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

(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.

For

Against

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

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

*Councillor Shari Blumer left the meeting having declared a Pecuniary Conflict of Interest, the time being 8:00pm.*

**CL04 RENEWAL OF LICENCE AGREEMENT - PAMBRIA PTY LTD - 120 WAKADEN STREET, GRIFFITH**

25/365

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

(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.

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  
Councillor Laurie Testoni

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

*Councillor Shari Blumer returned to the meeting, the time being 8:03pm.*

*Councillor Laurie Testoni left the meeting having declared a Pecuniary Conflict of Interest, the time being 8:03pm.*

**CL05 SUSPENSION OF ALCOHOL PROHIBITED AREA & ALCOHOL-FREE ZONE RESTRICTIONS - YENDA PLACE & MEMORIAL PARK - SATURDAY 13 DECEMBER 2025**

25/366

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

For

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

Against

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

*Councillor Laurie Testoni returned to the meeting, the time being 8:04pm.*

**CL06 ADOPTION OF ECONOMIC DEVELOPMENT STRATEGY**

25/367

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

- (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).

For

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

Against

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

**CL07 REVIEW OF SUBMISSIONS AND ADOPTION OF GRIFFITH HOUSING STRATEGY 2025**

The General Manager briefed Councillors on the purpose of the Council's Housing Strategy, the associated planning instruments, and the governance relating to them.

25/368

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

For

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

Against

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

25/369

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

For

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

Against

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

25/370

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

For

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

Against

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

*Councillor Anne Napoli declared A Pecuniary Conflict of Interest and left the meeting, the time being 8:24pm.*



25/371

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

- (a) Council endorse recommended changes (from the submission and subsequent review periods) to the Draft Griffith Housing Strategy 2025.
- (b) Council adopt the attached Draft Griffith Housing Strategy 2025 (with amendments as proposed) as prepared by PSA Consulting.
- (c) Council endorse the submission of a Scoping Proposal to be reported to Council as the first stage in the Planning Proposal process for the rezoning of the Dumbleton land (140 McCormack Road Yoogali – Lot 379 DP 751709) as Council considers the rezoning of this land to be minor in nature.

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

Against  
Councillor Scott Groat

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

*Councillor Anne Napoli returned to the meeting, the time being 8:34pm.*

## **9 INFORMATION REPORTS**

Nil

## **10 ADOPTION OF COMMITTEE MINUTES**

### **MINUTES OF THE GRIFFITH HEALTH FACILITIES LIMITED (GHFL) COMMITTEE MEETING HELD ON 11 NOVEMBER 2025**

25/372

**RESOLVED** on the motion of Councillors Tony O'Grady and Laurie Testoni that the recommendations as detailed in the Minutes of the Griffith Health Facilities Limited (GHFL) Committee meeting held on 11 November 2025 be adopted.

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

Against

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

**MINUTES OF THE GRIFFITH PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 12 NOVEMBER 2025**

25/373

**RESOLVED** on the motion of Councillors Jenny Ellis and Tony O'Grady that the recommendations as detailed in the Minutes of the Griffith Pioneer Park Museum Committee meeting held on 12 November 2025 be adopted.

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

Against

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

**MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 11 NOVEMBER 2025**

25/374

**RESOLVED** on the motion of Councillors Tony O'Grady and Anne Napoli that the recommendations as detailed in the Minutes of the Traffic Committee meeting held on 11 November 2025 be adopted.

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

Against

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

**11 BUSINESS WITH NOTICE – RESCISSION MOTIONS**

Nil

**12 BUSINESS WITH NOTICE – OTHER MOTIONS**

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

25/375

**RESOLVED** on the motion of Councillors Tony O'Grady and Christine Stead that the Notice of Motion be Raised from the Table.

For  
Councillor Doug Curran  
Councillor Shari Blumer

Against

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

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

25/376

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

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

Against  
Councillor Mark Dal Bon  
Councillor Scott Groat  
Councillor Anne Napoli

**The division was declared PASSED by 6 votes to 3.**

### **13 OUTSTANDING ACTION REPORT**

25/377

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

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

Against

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

*Director Sustainable Development, Mr Joe Rizzo left the meeting, the time being 8:57pm and returned to the meeting, the time being 8:58pm.*

### **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.**

25/378

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

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

For

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

Against

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

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

**CC01 TENDER NO. 6-25/26 - GWRP - MEMBRANE REPLACEMENT**

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

**CC02 TENDER NO. 08-25/26, SUPPLY AND INSTALLATION OF A NEW IRRIGATION PUMP, PUMP SHED, & IRRIGATION SYSTEM FOR LAKE WYANGAN RECREATIONAL AREA, GRIFFITH.**

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

**CC03 TENDER NO. 7-22/23 - SUPPLY OF BULK AUTOMOTIVE FUELS**

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

Council closed its meeting at 8:57pm

The public and media left the Chamber.

Livestream was disconnected.

**REVERSION TO OPEN COUNCIL**

25/379

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

For

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

Against

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

Open Council resumed at 9:08pm

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. 6-25/26 - GWRP - MEMBRANE REPLACEMENT**

25/380

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

- (a) Council accept the tender from Veolia Water Technologies & Solutions Pty Ltd for Tender No. 6-25/26: Griffith Water Reclamation Plant - Membrane Replacement in the amount of \$ 2,122,614 (ex. GST) (alternative offer) for 12 months from Site Handover, commencing once contract documents has been executed by both parties.

- (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.
- (d) Note the project will be funded entirely from Council's Sewer Fund reserve.

For

Against

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

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

**CC02 TENDER NO. 08-25/26, SUPPLY AND INSTALLATION OF A NEW IRRIGATION PUMP, PUMP SHED, & IRRIGATION SYSTEM FOR LAKE WYANGAN RECREATIONAL AREA, GRIFFITH.**

25/381

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

- (a) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, reject all tenders and enters into negotiations with one or more tenderers for the Supply and Installation of a New Irrigation Pump, Pump Shed, & Irrigation System for Lake Wyangan Recreational Area - Griffith. Tender No. 08-25/26
- (b) At the completion of negotiations, a further report to be presented to Council recommending the preferred contractor.

For

Against

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

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

**CC03 TENDER NO. 7-22/23 - SUPPLY OF BULK AUTOMOTIVE FUELS**

25/382

**RESOLVED** on the motion of Councillors Scott Groat and Christine Stead that Council approve the 12-month extension option with Liberty Oil under the existing terms, and as per the schedule of rates listed in this report.

For

Against

Councillor Doug Curran  
Councillor Shari Blumer

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

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

There being no further business the meeting terminated at 9:12pm.

Confirmed: .....

CHAIRPERSON

<b>CLAUSE</b>	<b>CL01</b>
<b>PROPOSAL</b>	<b>DA 153/2025 - THIRTEEN (13) LOT RESIDENTIAL COMMUNITY TITLE SUBDIVISION</b>
<b>PROPERTY</b>	Lot 1694 DP 39647
<b>LOCATION</b>	Rae Road, Griffith
<b>ZONING</b>	R5 Large Lot Residential
<b>APPLICABLE PLANNING INSTRUMENT</b>	Griffith Local Environmental Plan 2014
<b>EXISTING DEVELOPMENT</b>	Cleared agricultural land
<b>APPLICANT</b>	Mr G Belardo
<b>OWNER</b>	Mrs M Belardo
<b>DIRECTORS OF COMPANY (IF APPLICABLE)</b>	N/A
<b>APPLICATION DATE</b>	24 September 2025
<b>REASON FOR REFERRAL FROM TRIM REF</b>	Submissions objecting to the application <b>Leah Smith, Development Assessment Planner</b> <b>25/136721</b>

## **SUMMARY**

### ***Proposal***

- Council has received an application for the creation of thirteen (13) community title lots to be used for residential land uses. One of the lots will contain the private road and the stormwater detention basin.
- The application was notified in accordance with Council's Community Participation Plan and two submissions were received, with one submission objecting to the development application. The issues raised in the submissions were in relation to stormwater drainage and onsite septic treatment systems, proposed residential types and impacts of road works.
- The application was assessed against the Residential Development Control Plan. No variations were requested.
- The proposed development is consistent with the provisions of the Griffith Local Environmental Plan 2014 under Clause 4.1B Lot Averaging subdivision and the other relevant clauses.
- It is recommended that the application be approved subject to conditions contained in Attachment A.

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

Local Development

### ***Main Issues***

Two submissions were received during the notification of the application; one objected to the development of the land.



## **RECOMMENDATION**

- (a) Council, as the consent authority pursuant to Section 4.16(1)(a) of the Environmental Planning & Assessment Act 1979, grant consent to Development Application No. 153/2025 for a thirteen (13) lot residential subdivision and associated subdivision works at Lot 1694 DP 39647, subject to the conditions set out in Attachment 'A' of this report; and**
- (b) Development Application No. 153/2025 be delegated to the Director of Sustainable Development for the preparation and issue of the Notice of Determination.**

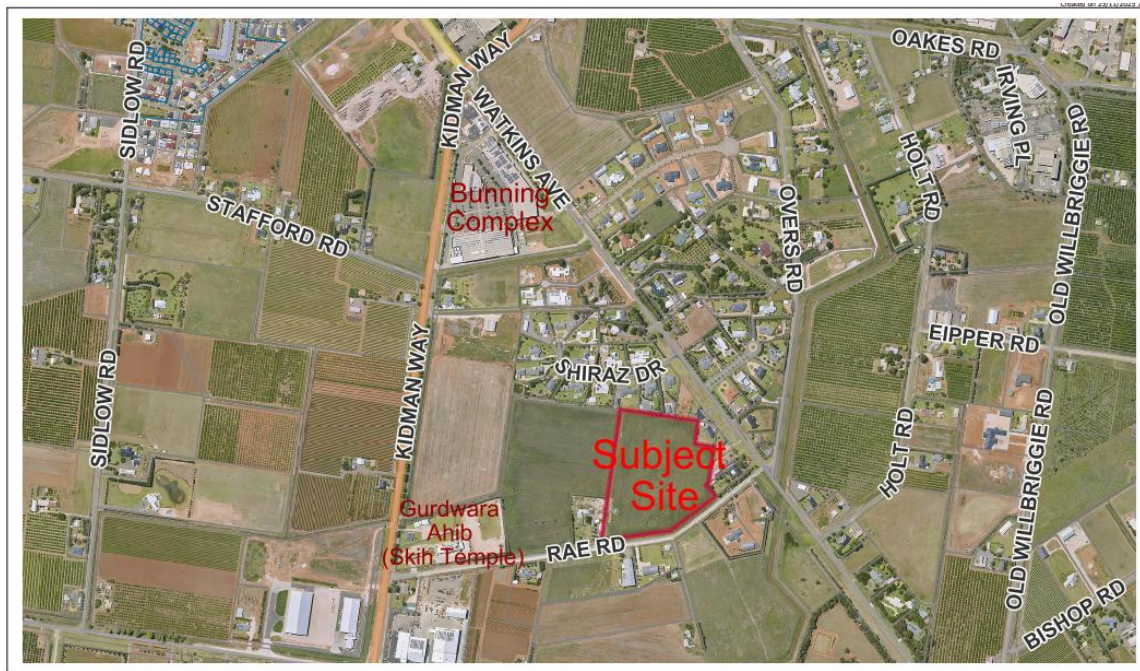
In accordance with the Local Government Act (section 375A - Recording of voting on planning matters) Council must record the Councillors' votes in relation to this matter.

## **SITE DESCRIPTION**

The site comprises of Lot 1694 DP 39647 with frontage to Rae Road. The lot has an area of approx. 5.56 hectares, is generally flat, vacant and was previously used for horticulture which has been cleared. There is no formal accessway to the site.

The site drains to a Murrumbidgee Irrigation channel to the west (Lot 2 DP 1311264) linked via an easement through Lot 1 DP 1311264. Potable water, irrigation supply and electricity infrastructure are all available in close proximity.

Generally, the site is flat that drains to the north east corner of the site.

**LOCATION MAP**



**Griffith City Council**  
PO Box 655  
100 Macintyre Street  
Griffith NSW 2684  
Telephone: (088) 514 5071  
Email: [info@griffith.nsw.gov.au](mailto:info@griffith.nsw.gov.au)

**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 carefully evaluate the accuracy, currency, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracy, error or omission contained in the map.



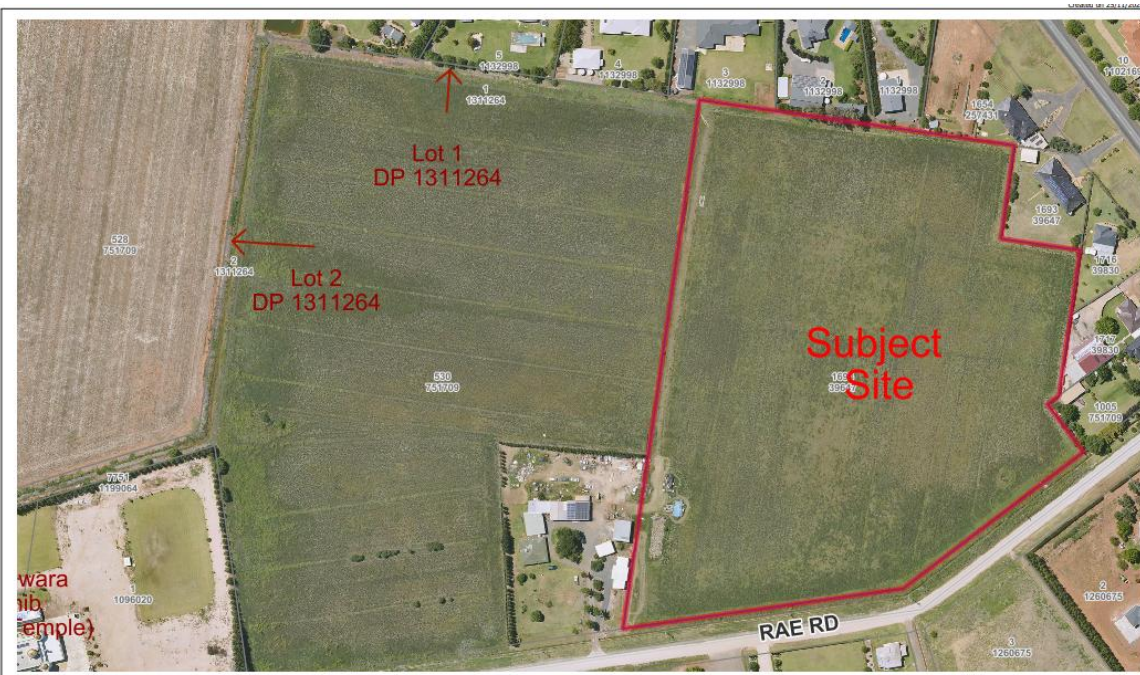
**Projection:** GDA2020 / MGA zone 55

**Date:** 25/11/2025

**Drawn By:** Leah Smith

**Locality Plan**

**Map Scale:** 1:9358 at A4





**Griffith City Council**  
PO Box 655  
100 Macintyre Street  
Griffith NSW 2684  
Telephone: (088) 514 5071  
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**Projection:** GDA2020 / MGA zone 55

**Date:** 25/11/2025

**Drawn By:** Leah Smith

**Map Scale:** 1:2340 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.

There has been no recent development on the site.

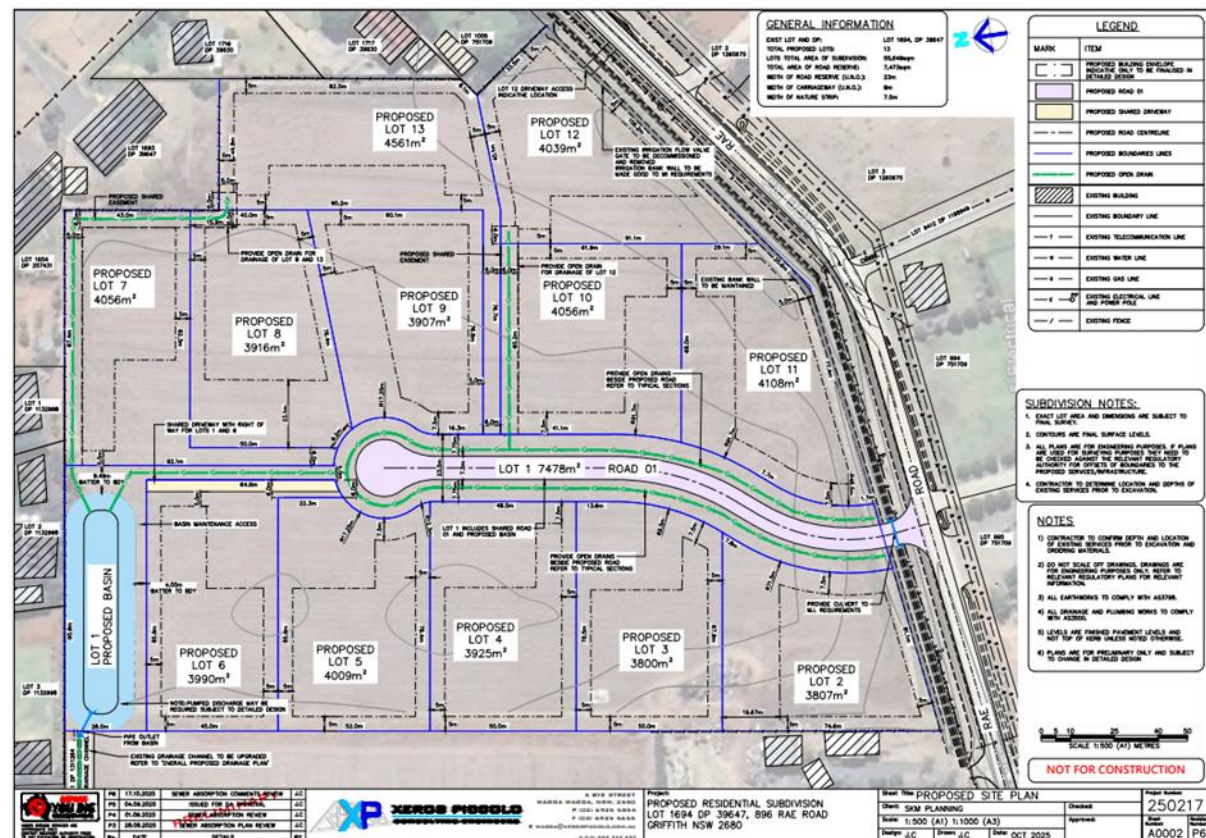
### Timeline of Events Pertaining to the Development Application

- 24/09/2025 – Application lodged
- 02/09/2025 – Assignment of application and internal referrals
- 25/09/2025 – Additional information requested – Reallocation of effluent disposal areas
- 01/10/2025 – Notification of application – until 15/10/2025
- 15/10/2025 – Close of notification of application – received 2 submissions
- 16/10/2025 – Additional information requested – Traffic Impact Statement
- 22/10/2025 – Submission of revised subdivision plan
- 23/10/2025 – Applicant responds to objections
- 21/11/2025 – Submission of Traffic Impact Statement

## PROPOSAL IN DETAIL

Approval is sought for the subdivision of land to create thirteen (13) new lots intended for residential purposes. This will comprise 12 residential lots and one neighbourhood/community title lot. The residential lots will range in size from 3,800 m<sup>2</sup> to 4,561 m<sup>2</sup>, while the neighbourhood lot will comprise 7,478 m<sup>2</sup> to accommodate a private road and a stormwater detention basin.

The proposed lots will be adequately and efficiently serviced with all essential infrastructure, including potable water, underground electricity and telecommunications. The proposed lots will utilise the use of onsite septic treatment systems.



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

In determining a development application, a consent authority is to take into consideration Section 4.15 of the Environmental Planning and Assessment Act, 1979.

The full development assessment report is provided as Attachment 'E'. 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***

##### **(a) Permissibility**

The proposed development is for subdivision under the Griffith Local Environmental Plan 2014. The subject land is zoned R5 Large Lot Residential. The subdivision of the subject site is considered to be permissible with development consent.

##### **(b) Aims and Objectives**

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

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

The objectives for Zone R5 Large Lot Residential set down in the Land Use Table are as follows:

- To provide residential housing in a rural setting while preserving, and minimising impacts on, environmentally sensitive locations and scenic quality.
- To ensure that large residential lots do not hinder the proper and orderly development of urban areas in the future.
- To ensure that development in the area does not unreasonably increase the demand for public services or public facilities.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.

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

The likelihood of ongoing land use conflicts arising from the proposal and future residential development on the site is considered low, as the area is undergoing a transition from small holdings to a more rural residential character following recent rezoning.

Essential services will be provided without placing unreasonable demand on public infrastructure. Water and electricity connections will be installed via existing networks, while onsite sewerage systems will manage wastewater. Stormwater will be controlled through swale drains and a detention basin, with maintenance by the neighbourhood association. Vehicle access will be achieved via a private road and new driveways.

(c) Principal Development Standards & other LEP Provisions

<i>Clause</i>	<i>Clause Requirement &amp; Assessment Comment</i>
<i>2.6 Subdivision</i>	Subdivision permitted with consent.
<i>4.1B Lot Averaging Subdivision</i>	<p><i>(3) Despite clause 4.1, development consent may be granted for the subdivision of land to which this clause applies that requires development consent (whether or not the subdivision is under the Community Land Development Act 1989) to create lots of any size if—</i></p> <p><i>(a) the average area of the lots resulting from the subdivision will not be less than the minimum size shown on the Lot Size Map for the relevant land, and</i></p> <p><i>(b) the consent authority is satisfied that the development retains, and is complementary to, the environmental and agricultural attributes of the land and its surrounds, and</i></p> <p><i>(c) the consent authority is satisfied that the intended use of each lot to be created by the subdivision has been demonstrated as being sustainable in regard to water supply, effluent disposal, solid waste disposal and soil type.</i></p> <p>The existing lot has an area of 5.566 hectares. The proposal includes the creation of 13 lots in total, with an average lot size of 4,281 m<sup>2</sup>. This exceeds the minimum lot size requirement for the land</p>
<i>5.16 Subdivision of, or dwellings on, land in certain rural, residential or conservation zones</i>	The proposal complies with Clause 5.16, which aims to reduce land use conflicts, particularly between residential and rural activities. There is limited potential for ongoing land use conflict arising from the proposal or future dwellings on the site, as the locality is undergoing a transition from small rural holdings to a more rural residential character following recent rezoning.
<i>5.21 Flood Planning</i>	<p>According to the Griffith Main Drain J &amp; Mirrool Creel Flood study 2021 (Torrent Consulting), the subject site is Flood Prone Land for events larger than 1% AEP. The associated PMF hazard category for this location is considered to be low. However, development is not to be approved for land affected by the 1% AEP, which the subject lot is not.</p> <p>The proposed development will create 12 large residential allotments and detention basin lot. As these lots will eventually accommodate dwellings with</p>

<i>Clause</i>	<i>Clause Requirement &amp; Assessment Comment</i>
	<p>habitable rooms, the drainage design incorporates flood risk mitigation measures to ensure safety.</p> <p>In line with Council's Buildings – Floor Heights Policy (CS-CP-318), future dwellings will be required to have finished floor levels at least 410mm above the surrounding ground level to further reduce flood risk and protect occupants.</p>
<i>7.1 Earthworks</i>	Subdivision works will involve earthmoving activities, including the construction of a private road and installation of drainage infrastructure.
<i>7.10 Essential Services</i>	<p>Council's water infrastructure is available to the subject site along Rae Road. New connections will be required and installed as part of the new water main located in the neighbourhood/community lot.</p> <p>New electrical connections for each lot will also be required. The proposal includes a new underground connection to Essential Energy's network, to be provided along the proposed neighbourhood road.</p> <p>Council's reticulated sewer is not available to the site. The proposed development includes the use of individual onsite sewerage management systems. These will be installed at the time of the construction of dwellings. Each lot can accommodate the recommended effluent disposal areas.</p> <p>Stormwater from the lot will be managed through swale drains and a detention basin within proposed Lot 1. Flow will be directed to the existing MI drainage channel to the west (Lot 2 DP1311264) via an existing easement through Lot 1 DP1311264. This will be maintained by the neighbourhood association. Murrumbidgee Irrigation will be required to provide written approval for the drainage of the development into their infrastructure.</p> <p>A private road is proposed in the neighbourhood lot which will provide suitable vehicle access to and from Rae Road.</p>

### **State Environmental Planning Policies**

#### **State Environmental Planning Policy (Resilience and Hazards 2021)**

The land had historically been used for horticulture. A Geotechnical Report (Limited Phase 2 Site Investigation) was conducted in July 2025 by Aitken Rowe Testing Laboratories Pty Ltd. Soil testing has confirmed that site is suitable for future residential development. Based on



this, Council can generally be satisfied that the land is also appropriate for its intended industrial use.

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

### GRIFFITH RESIDENTIAL DEVELOPMENT CONTROL PLAN 2020

Specified Controls	Proposal / Compliance?	
Appendix 2 – Griffith Subdivision Code		
4.0 Large Lot Residential Subdivision		
4.1 Lot size and layout	a) The size of any lot subdivided must be in accordance with the relevant clauses in the <i>GLEP</i> .	Complies.  The proposed subdivision satisfies the requirements of Clause 4.1B through the application of lot averaging.
	b) Proposed lots must be of a size and have a shape and dimensions to enable the siting of a dwelling and ancillary structures that: i. minimise impacts on adjoining properties including access to sunlight, privacy and views; ii. provide usable principal private open space; iii. provide vehicle access; and iv. protect or replace significant trees.	Complies.  Each proposed lot provides sufficient space to accommodate a building envelope that complies with the setback requirements outlined in the Development Control Plan.  The lots benefit from a northern orientation, supporting passive solar design. The positioning of building envelopes will help maintain privacy and protect view corridors between individual lots and neighbouring properties.  The development does not require the removal of any existing trees.
	c) Larger lots should be provided i. In the vicinity of intensive agriculture; ii. Fronting arterial roads; iii. Fronting railway lines; and iv. Where site conditions require larger areas for onsite detention or on-site waste disposal.	Complies.  The subject site is not located in the vicinity of intensive agriculture and does not front an arterial road or railway line.  The proposed lot sizes are capable of supporting on-site disposal of waste water. On-site stormwater detention will be required for each dwelling and managed in line with Council’s policy, using shared infrastructure such as the proposed basin and road reserve drains.  Each lot has been assessed as having adequate area for effluent disposal, consistent with the findings of the Site Assessment Report prepared by Aitken and Rowe.  Council’s Environmental Officers have

Specified Controls		Proposal / Compliance?
		<p>identified that the following effluent disposal area requirements (Pressurised Subsurface Irrigation):</p> <p><b>3-bedroom dwelling:</b> Min. 171 m<sup>2</sup>  <b>4-bedroom dwelling:</b> Min. 214 m<sup>2</sup>  <b>5-bedroom dwelling:</b> Min. 257 m<sup>2</sup></p> <p><i>Based on Aitken Rowe's Site Assessment Report</i></p>
	<p>d) Subdivision design should avoid using access to a public road via a right of carriageway or battle-axe lot. However, should a right of carriageway or battle-axe lot be deemed acceptable, the minimum width of the carriageway or access handle should be 8 m with a constructed driveway not less than 5 m wide.</p>	<p>It is noted that the proposed development includes three battle-axe allotments.</p> <p>The applicant has proposed a 6 metre access handle width. As these lots do not share a common battle-axe handle, this width is considered acceptable.</p>
	<p>e) Subdivision design should ensure that all the requirements in Section 7.0 of the Residential DCP can be catered for each lot.</p>	<p>A review of Section 7 of the Development Control Plan confirms that all required setbacks and development controls can be accommodated within the proposed building envelopes, which are clearly identified on the subdivision plans.</p>
4.2 Roads	<p>a) Road networks (street length, intersection type, stagger and spacing) should be designed to control traffic speeds to appropriate limits.</p> <p>b) Design of roads should provide appropriate carriageway widths, street trees, lighting and adequate footpaths and cycleways:</p> <p>i. Footpaths and cycleways must be provided in accordance with the <i>Griffith Pedestrian and Bicycle Strategy – 2018</i>; and</p> <p>ii. Roads must be designed in accordance with Council's <i>Engineering Standards: Subdivision and Development</i> (as amended).</p> <p>c) Development Applications for large lot residential subdivisions should:</p> <p>i. Include cross sections of each type of road proposed in the hierarchy including required footpaths and cycleways.</p>	<p>The proposal includes a private road, with street trees to be planted within individual lot frontages rather than the road reserve, reducing long-term maintenance responsibilities for the neighbourhood association.</p> <p>Additionally, the road design incorporates a bend to assist in calming traffic and improving safety.</p>
4.3 Utilities and Stormwater	<p>a) Large lot residential subdivisions must meet the requirements of Section 3.4 for the provision of essential</p>	<p>Stormwater from each lot will be directed to road drainage infrastructure, which connects to a detention basin</p>



Specified Controls		Proposal / Compliance?
	services and 3.5 for the control of stormwater.	before discharging to the MI outlet.  Future dwellings will be required to incorporate on-site detention measures for runoff from impervious surfaces, consistent with Council's policy and supported by the shared basin and road reserve drains.
	b) Individual onsite detention basins for lots with areas of 3000 m <sup>2</sup> to 5000 m <sup>2</sup> should be avoided.	A shared onsite detention basin is proposed to manage stormwater across the development.
	c) Any communal raw water systems are to be designed and constructed to meet any requirements of Murrumbidgee Irrigation.	The applicant has advised the following: <i>A communal raw water management association would be created to ensure access to raw water for each lot, subject to MI's requirements.</i>
4.4 Management of Communal Facilities	a) The proposed management structure for communal facilities or infrastructure, such as raw water dams, sewerage treatment systems, roads and common land associated with the subdivision must be described as part of the development application which could include a Community Title Association or a Neighbourhood Association	The applicant has advised the following:  <i>As described above, a communal raw water management association would be set up, and access to MI's supply network would be provided to each lot. The Site has a 15 ML allocation, which would be shared among the owners of each allotment. It is expected that the raw water will only be used for the irrigation of landscaped areas.</i>  <i>A Management Plan is not required for raw water as there are no communal lands.</i>
	b) A Management Plan for the ongoing management of the communal lands to the satisfaction of Council must be provided prior to the issue of a Subdivision Certificate.	
4.5 Battle-Axe Lots	a) Battle-axe shaped lots may only be permitted where it can be demonstrated that full street frontage for all lots is not achievable due to site constraints.	The design responds to the sites shape by incorporating three battle-axe allotments.
	b) Only two battle-axe lots can share the same access handle.	There are no shared access handles.
	c) Battle-axe lots must meet the following requirements: i. Single access handles must have a minimum width of 8 m and a maximum length of 50 m; ii. In calculating the area of a battle-axe lot, the area of the access handle is to be excluded; iii. Dual access handles must have a combined width of 10 m and a maximum length of 60 m; and	The proposed access handles are 6 metres wide, which is considered adequate to accommodate services. One of the battle-axe handles exceeds 50 metres in length; however, this is justified by the shape of the existing allotment and the need to position the road to the west to ensure appropriate sight distances are achieved.

<i>Specified Controls</i>		<i>Proposal / Compliance?</i>
	iv. The access handle must be of a size to accommodate the location of all services including a water meter located 1 m from any driveway and the placement of garbage and recycling bins.	
	d) Battle-axe lots to facilitate a handle for the location of a water meter only are prohibited.	All services can be accommodated within the access handles.
<b>4.6 Bushfire Prone Land</b>	<i>This section contains development controls applying to Development Applications for subdivisions involving land that is classified as bushfire prone on the Bushfire Prone land Map.</i>	Not applicable as the site is not identified as Bushfire Prone.
<b>4.7 Contamination</b>	<p>d) The Statement of Environmental Effects for subdivision to which this section relates should provide a history of the use of the site indicating whether there may have been any previous or current land uses that could have resulted in contamination of the site in accordance with Council's <i>Contaminated Land Management Policy</i> (EH_CP_203).</p> <p>e) If there is a possibility the site could be contaminated from past uses, the development application must address the requirements of <i>State Environmental Planning Policy 55 - Remediation of Land, Managing Land Contamination Planning Guidelines</i> – Department of Urban Planning / Environment Protection Authority (as amended or replaced) and Council's <i>Contaminated Land Management Policy</i> (EH_CP_203).</p>	<p>Complies.</p> <p>The Limited Phase 2 Site Investigation submitted with the Development Application has confirmed that the risk of contamination is considered low.</p> <p>No remediation works required.</p>
<b>4.8 Salinity</b>	<p><i>Where salinity is present on the site, is known to occur in the locality, or has been mapped in the GLEP as prone to salinity the following controls apply:</i></p> <p>a) A Management Plan must be provided with the development application which:</p> <p>i. Provides mechanisms to maintain groundwater levels that will not adversely influence future building structures and shall provide guidelines for future landowners for on-site water and vegetation management (reference should be made to Council's Waterwise Guidelines);</p> <p>ii. Identifies how Infrastructure materials</p>	Not applicable to this site.

Specified Controls		Proposal / Compliance?
	<p>and construction methods will suit the soils on the site;</p> <p>iii. Addresses issues consistent with the NSW Salinity Strategy; and</p> <p>iv. Provides a plan of areas of on the site known to have excessive salinity and ensures building envelopes are located outside these areas.</p>	

#### **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.

Two submissions were received raising concerns to the development (See Attachment 'C'). One of these submissions objects to the development, the other submission raised concerns but do not object. The applicant did provide a response to the submissions (See Attachment D).

In relation to the submission, the issues of concern and Council's commentary are set out in the Table below:

**TABLE: SUBMISSIONS**

Issues raised by submitter; <u>Council Staff Assessment</u>
<p><b>Issue: Stormwater detention</b></p> <ul style="list-style-type: none"> <li>- Interaction between the allocated effluent disposal areas and stormwater disposal</li> <li>- Adjacent to the rear of properties on 3 Shiraz Drive</li> <li>- No details of maintenance or cleaning of the stormwater basin</li> </ul> <p><u>Council Staff Assessment:</u></p> <p>Each lot within the subdivision will be serviced by a dedicated stormwater drainage system that discharges to the public roadway and subsequently into a shared detention basin. In addition, each lot will include an on-site sewage management system. These systems operate independently. Stormwater is managed through the subdivision's engineered drainage infrastructure, while wastewater is contained and treated within individual lots via appropriately sized effluent disposal areas, in accordance with relevant environmental and health standards.</p> <p>Each allotment within the subdivision must provide a dedicated land application area for effluent disposal. This requirement is based on the findings and recommendations of Aitken Rowe's Site Assessment for Effluent Disposal System Report – Lot 610 Rae Road, Griffith dated 10 July 2025. The report supports the use of pressurised subsurface irrigation systems. Minimum irrigation areas are as follows: 171 m<sup>2</sup> for three-bedroom dwellings, 214 m<sup>2</sup> for four-bedroom dwellings, and 257 m<sup>2</sup> for five-bedroom dwellings.</p>

**Issues raised by submitter; Council Staff Assessment**

Buffer distances must be maintained between the perimeter of all effluent application areas and sensitive receptors. The following minimum horizontal setbacks apply unless otherwise approved by Council: property boundaries (1.5–15 m), buildings (2–6 m), retaining walls or embankments (3 m or a 45° angle from the tow of the wall), drives and paths (1.5–6 m), swimming pools and recreational areas (3–15 m), in-ground water tanks and services (3–15 m), permanent surface water bodies (50–100 m), intermittent water bodies and drainage systems (15–40 m), and bores or wells (15–100 m). These measures ensure environmental protection and compliance with relevant health standards. Council is satisfied that the proposed lot sizes can adequately accommodate effluent application areas while complying with the required minimum setbacks.

On-site detention will be required for each new dwelling, including associated impervious surfaces. This will be provided as part of the future development of each lot in accordance with Council's OSD policy and will incorporate the proposed on-site detention basin and drains within the road reserve.

Xeros Piccolo has proposed an on-site detention system for the subdivision, which includes drains on both sides of the neighbourhood road discharging into an on-site detention basin prior to entering the easement on Lot 1 DP 1311264 then to the Murrumbidgee Irrigation outlet (Lot 2 DP 1311264). Detailed design drawings, including on-site detention calculations, will be prepared as part of the subdivision works certificate application. The basin is expected to be sized to accommodate the majority of post-development flows to match pre-development conditions; however, individual lots may still require a 10,000-litre detention tank or basin dependant on the size of impermeable areas constructed on each lot when developed by the individual lot owners.

The detention basin's final design will undergo detailed assessment and approval as part of the subdivision works certificate process. Council will not support a detention basin with zero setback to adjoining property boundaries. Adequate setbacks are required to ensure compliance with Council's On-Site Detention (OSD) policy and to provide safe and practical access for ongoing maintenance. Setbacks allow for machinery and personnel to access the basin without encroaching on neighbouring properties, ensuring long-term functionality and reducing potential impacts on adjoining landowners.

Under the Community Title subdivision arrangement, the neighbourhood association will be responsible for maintaining the basin, including mowing, weed control, and general upkeep to ensure it remains safe, functional, and visually acceptable.

These requirements will be managed through conditions of consent to prevent any adverse impacts during and after constructions.

**Issue: Possible types of dwellings**

- Possible two storey dwellings and impact on privacy

**Council Staff Assessment:**

Two-storey dwellings are permissible and may be approved either through a development application or as complying development under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008, provided all relevant criteria are met. Within the R5 Large Lot Residential Zone, dwellings can be constructed up to a maximum height of 10 metres under these provisions.

**Issues raised by submitter; Council Staff Assessment**

Where a development application is required, the controls outlined in the Griffith Residential Development Control Plan will apply, including consideration of privacy and overlooking impacts.

**Issue: Traffic and Road Upgrade**

- Sealing of Rae Road prior to Construction Certificate to reduce dust and noise
- Installation of Traffic lights along Rae Road and intersection of Kidman Way

Council Staff Assessment:

There is no demonstrated nexus between the proposed development and the installation of traffic signals at the intersection of Rae Road and Kidman Way. Current traffic volumes do not meet the threshold required to justify installation at this location.

However, as part of the subdivision works, the upgrade of Rae Road from Watkins Road to the western boundary of the subject allotment is required, including the sealing of the road surface to mitigate dust and noise impacts. A condition will be imposed requiring the submission of a Construction Management Plan prior to commencement of works. This plan must outline appropriate dust suppression measures, such as regular watering of Rae Road, to maintain air quality and minimise impacts on nearby residents during the construction phase.

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

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

Council's Contaminated Land Policy (EH-CP-203), Griffith Flood Liable Lands Policy (CS-CP-403) and Onsite Detention Policy (CS-CP-404) are addressed in the development assessment report proposed as Attachment E.

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

**OPTIONS****OPTION 1**

As per the Recommendations.

**OPTION 2**

Refusal to grant consent to the application.

### OPTION 3

Any other Resolution of Council.

#### **POLICY IMPLICATIONS**

The proposal does not include any policy variations, and there are no adverse policy implications for Council.

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

There are no adverse financial implications for Council through adopting the recommendation. If the application were to be refused, the application 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 through supporting the proposal.

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

#### **ENVIRONMENTAL IMPLICATIONS AND RISK**

There are no reasonable anticipation adverse environmental implications through supporting the proposal.

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

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

There are no considered adverse impacts for the wider community in supporting this application.

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

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

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

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

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






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

This item links to Council's Strategic Plan item 7.1 Encourage strategic planning, balanced growth and sustainable design.

## **CONSULTATION**

Senior Management Team, Development Engineer, Development and Traffic Coordinator, Applicant and community through the Community Participation Plan.

## **ATTACHMENTS**

- (a) Attachment A - DA 153/2025 - Draft Conditions of Consent (under separate cover) 
- (b) Attachment B - DA 153/2025 - Subdivision Plans - Lot 1694 DP 39647 Rae Road, Griffith (under separate cover) 
- (c) Attachment C - DA 153/2025 - Redacted Submissions - Lot 1694 DP 39647 Rae Road, Griffith (under separate cover) 
- (d) Attachment D - DA 153/2025 - Applicant's response to submissions - Lot 1694 DP 39647 Rae Road, Griffith (under separate cover) 
- (e) Attachment E - DA 153/2025 -Development Assessment Report (under separate cover) 



CLAUSE	CL02
TITLE	Section 7.12 Contributions Plan
FROM	Joe Rizzo, Director Sustainable Development
TRIM REF	25/137068

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### **SUMMARY**

The purpose of this report is to seek endorsement to place the new Griffith Section 7.12 Contribution Plan (Attachment A) on public exhibition and to seek input from the community, special interest groups and the development industry.

### **RECOMMENDATION**

- (a) **Council endorse the public exhibition of the Griffith 7.12 Contributions Plan at Attachment A for a period of at least 28 days and seek submissions from the public and development industry.**
- (b) **Should no submissions be received, the Griffith 7.12 Contributions Plan is considered adopted the day after the public exhibition period closes.**
- (c) **Should submissions be received, Council would consider the submissions and the Griffith 7.12 Contributions Plan would be reported back to an Ordinary Meeting of Council for adoption.**

### **REPORT**

Section 7.12 of the *Environmental Planning and Assessment Act 1979* allows councils and certifiers to impose a condition requiring a contribution towards the provision, extension or augmentation of public amenities or public services, or the recoupment of these costs.

The primary purpose of this Contributions Plan is to satisfy the requirements of the *Environmental Planning and Assessment Act 1979* ("EP&A Act") and the *Environmental Planning and Assessment Regulation 2000* ("EP&A Regulation") to enable Council and Certifiers to apply a condition of consent requiring payment of a contribution towards the cost of or towards the recoupment of the cost of the provision, extension or augmentation of public amenities, public services and infrastructure that will, or are likely to be, or that have been provided and are required to serve the people of the Griffith community adequately.

Contributions levied under Section 7.12 are calculated by multiplying the proposed cost of carrying out the development by the applicable levy percentage rate. Where a contribution is payable in respect of a development, a condition will be included in the development consent or Complying Development Certificate.

Council's current 7.12 (former 94A) Contribution Plan (the current Plan) has been in operation for over 15 years and requires the payment of up to 1% of the cost of development over \$100,000. The Plan was amended in 2013 and has not been reviewed since then.

The current plan has accumulated around \$1 million per year over the last 15 years and has provided funding for several important community assets, including City Park, Kooyoo Street



improvements, upgrades to several parks in existing urban areas, and the construction of car parks and active transportation infrastructure, including footpaths and cycleways.

The new Griffith 7.12 Contributions Plan (see Attachment A) has adopted the guiding principles of the current Plan and has been prepared in accordance with the EP&A Regulation and Department of Planning, Housing and Infrastructure (DPHI) Guidelines. Not all development is subject to the new Plan (refer to Section 3.16 and Appendix B – Attachment 1), including development in areas where a local Section 7.11 Contribution Plan is active, including the new Lake Wyangan Growth Area. Therefore, a developer or homeowner constructing a new house in the Growth Area would not be subject to the 1% levy.

The new Plan has a planning horizon of 20 years, during which time it is expected that Council will collect around \$20 million (based on historical trends over the last 15 years). Council's Senior Management Team, in consultation with Councillors, internal staff, local Committees and community groups, have prepared a new Schedule of Works (see Appendix 1 – Attachment A) which includes 22 projects that will improve the quality of life for Griffith residents, provide much-needed community infrastructure and improvements (including to the CBD), support and enable the provision of housing, improve existing playgrounds and sporting ovals and provide funding to assist in maintaining water quality at Lake Wyangan.

As is evident from the Schedule of Works Table (see Appendix 1 – Attachment A), the projects identified exceed the expected 7.12 Contributions to be received by Council. Council may choose to utilise funding from alternative sources to either supplement or replace funding under this plan. Council will actively seek grant funding from State and Federal governments to assist in the delivery of these priority projects as well.

As per Council's Community Participation Plan and the EP&A Regulations, the new Plan must be placed on public exhibition for a period of 28 days. Council would welcome submissions from the community, special interest groups and developers and would review all submissions received during this time. As the exhibition period would extend into the public holiday period, DPHI requires exhibition periods to be paused. The period between 20 December and 10 January is excluded from the calculation of a period of exhibition (Schedule 1(16) EP&A Act).

Should Council endorse the public exhibition of the Plan, the exhibition period would commence on 12 December 2025 and would not finish until 30 January 2026. Should submissions be received during this period, Council staff and the Senior Management Team would review the submissions, prepare a submissions review report, note any amendments made to the new Plan based on the submissions, and report the new Plan back to an Ordinary Meeting of Council for endorsement.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Any other Recommendation of Council.

### **POLICY IMPLICATIONS**

Not Applicable

### **FINANCIAL IMPLICATIONS AND RISK**

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

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

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

Minor Low Risk: Minimal environmental impact handled internally.

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

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

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

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) Draft Section 7.12 Contributions Plan (under separate cover) 

<b>CLAUSE</b>	<b>CL03</b>
<b>TITLE</b>	<b>Adoption of Code of Meeting Practice</b>
<b>FROM</b>	<b>Shireen Donaldson, Director Economic &amp; Organisational Development</b>
<b>TRIM REF</b>	<b>25/117163</b>

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### **SUMMARY**

At the Ordinary Meeting of Council held 23 September 2025, Council resolved to publicly exhibit the new draft 2025 Model Code of Meeting Practice policy for 28 days, allowing at least 42 days for community feedback. The exhibition period closed at 4 pm on Wednesday, 5 November 2025.

Five submissions were received by the close date.

### **RECOMMENDATION**

**Council adopt the 2025 Model Code of Meeting Practice policy as attached to this report.**

### **REPORT**

Council must adopt the new 2025 Model Code of Meeting Practice no later than 31 December 2025. The new 2025 Model Code of Conduct includes several new mandatory provisions and several non-mandatory provisions. Council staff and Councillors have attended face to face training sessions and online webinars to understand the new provisions and their practical application.

Key mandatory changes have been made to:

- Extraordinary meetings
- Dealing with urgent business at meetings
- Prohibition on pre-meeting briefing sessions
- Public forums
- Councillors' attendance at meetings by audio-visual link
- Absences from council meetings
- Livestreaming of meetings
- New rules of etiquette at meetings
- Mayoral minutes
- Rules of debate
- Voting on planning decisions
- Making information considered at closed meetings public
- Dealing with disorder

It should be noted that Griffith Council already practices some of the provisions that are now mandatory, so no change in some practices is necessary. Other provisions will have to be enacted as at 1 January 2026. Council also includes some Supplementary Provisions in the Code to meet local needs, these not being inconsistent with the mandatory provisions.

Submissions received and Comments are included in the Table:

Name	Submission	Comment
Councillor Mark Dal Bon	Section. 5.2 dress code. I think that as long as a councillor is dressed clean and neat and tidy that is all that should be imposed on them for dress regulation.	Clause 5.2 amended for Councillor consideration:  Dress Code: Blazers embroidered with the Council logo are provided for Councillors to wear at Council Meetings should they wish to do so.
Frances Bloomfield	I am firmly opposed to clause 5.2. Our councillors represent a wide variety of people and this clause seeks to silence anyone whose clothing deems them unworthy. It's the rich tapestry of people that make Griffith unique this clause does a disservice to those people.	Clause 5.2 amended for Councillor consideration as above
Graeme Bell	<p>1. Legal power to set dress standards Under the Local Government Act 1993 (NSW) and the Model Code of Meeting Practice, a council can set "reasonable procedures" for the conduct of meetings. That includes guidance on decorum, but only insofar as it is necessary for order and decorum — not to control personal expression or appearance unless it's disruptive or unsafe. So, yes, a council may set a "standard of dress" for councillors. But that power is limited: it must be applied fairly, rationally, and not inconsistently with other laws — particularly anti-discrimination and human rights principles.</p> <p>2. Discrimination risks A dress code becomes unlawful if it indirectly discriminates against someone on a protected ground under the: Anti-Discrimination Act 1977 (NSW) (religious belief, sex, disability, etc.), and/or Commonwealth Sex Discrimination Act 1984 (gender expression, religious clothing, etc.). Example: If the rule says "Councillors must dress in business casual attire" and "Council blazers are provided for Councillors to wear at Council Meetings," that could indirectly discriminate if: A fundamentalist Muslim woman could not comply because her faith requires her to wear a burqa or hijab; or A councillor has a disability or cultural reason for different attire; or The policy is applied selectively (e.g. used to target one councillor wearing flannelette shirts). Under anti-discrimination law, this is called "indirect discrimination" — a facially neutral rule that unreasonably disadvantages people of a protected group.</p> <p>3. What matters legally To be lawful, the council must show:</p>	Clause 5.2 amended for Councillor consideration as above

	<p>The rule serves a legitimate purpose (e.g. maintaining decorum or public confidence), and The means chosen are reasonable and proportionate.</p> <p>If the purpose is really to embarrass or target a particular councillor — or to impose a narrow “professional image” standard that excludes cultural or religious expression — it’s likely invalid or discriminatory.</p> <p>4. Possible breaches</p> <p>Issue Relevant Law How it could be breached Religious clothing ban (burqa, hijab, turban) s 49ZG Anti-Discrimination Act 1977 (NSW) – religious discrimination A “business casual + blazer” rule indirectly excludes religious attire. Targeting an individual’s dress (flannelette shirts) Misuse of power / bad faith under Local Government Act; possible bullying under Model Code of Conduct If motivated by animus or ridicule rather than decorum, it’s maladministration. Freedom of political participation Implied constitutional freedom of political communication Restricting attire that expresses cultural or political identity could burden free participation in political life. Unreasonable by-law Administrative law (Wednesbury unreasonableness) If the rule is manifestly unreasonable, capricious, or disproportionate to its stated purpose.</p> <p>5. Practical example</p> <p>If a councillor turned up in a clean flannelette shirt and jeans, the code as drafted could allow the council to sanction or exclude them for not being “business casual.” Unless there’s evidence that this attire disrupted proceedings or disrespected the office, the rule’s enforcement could be unreasonable, discriminatory, or politically motivated.</p> <p>6. Summary opinion</p> <p>Question Answer</p> <p>Can the council set a dress code? Yes, within reason and for legitimate purposes. Would this particular policy risk being discriminatory? Yes, if applied to exclude cultural or religious dress, or if selectively enforced against a councillor (e.g. for wearing flannelette). Could it be challenged? Yes, under administrative law (unreasonableness or improper purpose) and/or anti-discrimination law (indirect discrimination).</p> <p>Is “Council blazers must be worn” lawful? Not if it forces removal of religious or cultural attire; that would be indirect discrimination.</p>	
Name withheld	<p>Clause 5.19 unfairly restricts Councillors from attending meetings by audio-visual link unless they are unwell or have caring responsibilities. This rule is impractical and outdated, especially for rural and regional councils where travel for Council business is common. It risks disrupting meetings, preventing quorums, and discouraging people from serving on Council. Modern technology allows for effective remote</p>	<p>Clause 5.19 is as follows: Councillors may attend and participate in meetings of the council and committees of the</p>

	<p>participation, and Councils should retain the flexibility to use it responsibly.</p>	<p>council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.</p> <p>Comment: This clause forms part of the mandatory provisions of the Code of Meeting Practice and cannot be changed.</p>
Council Staff	<p><b>Council to resolve to add the following text to 3.1 and 4.2:</b></p> <p>Unless otherwise resolved by Council, Council Meetings will commence at 7:00 pm. If a Public Forum is required to be held prior to the meeting, it will commence at 6.30 pm, with the Council Meeting to commence at 7.00pm</p> <p><b>Supplementary Information: Replace Participation at Council Meetings section with the following wording:</b></p> <p><u>Public Forums - Public Participation at Council Meetings – Refer to 4.2</u></p> <p>Council will conduct a Public Forum immediately prior to the commencement of the Council Meeting to allow addresses from members of the public in respect to matters on the meeting agenda only.</p> <p>The Public Forum will commence at 6.30pm and finish prior to 7.00pm.</p> <p>The Public Forum will be livestreamed.</p> <p>Addresses from the public at the Public Forum must have prior approval from the Mayor/Chairperson.</p> <p>Members of the public can request to address the Council on matters on the Agenda. Notice of this must be given no later than 12.00 noon on the day of the meeting.</p> <p>If approval is granted by the Chairperson, the applicant (or one person representing a group or organisation); or if there are opposing views, up to two speakers representing each viewpoint, are permitted to address that meeting.</p> <p>When addressing the Council, any person is required to observe the same standards required by a Councillor.</p>	<p>Council include the suggested additions to the Code and Supplementary Provisions</p>

	<p>Specifically, he or she must:</p> <ul style="list-style-type: none"> <li>• Obey the direction of the Chairperson.</li> <li>• Not use any behaviour or language inconsistent with good order and decorum.</li> <li>• Not make personal reflections or impute improper motives to councillors or staff.</li> <li>• Speak no longer than 5 minutes.</li> <li>• Not ask questions of the Council, Councillors or Council staff.</li> </ul> <p>A Councillor including the Chairperson may ask questions of a speaker following their address. Questions put must be direct, succinct and without argument.</p> <p><b>Supplementary Information: Replace: Lay On Table section with the following wording:</b></p> <p><b>Procedural Motions</b></p> <p>A councillor may move a procedural motion at any time when no other councillor is speaking.</p> <p>Procedural motions include:</p> <ol style="list-style-type: none"> <li>a) deferring consideration of an item to a specified future meeting or date</li> <li>b) referring an item to another committee for further consideration, or</li> <li>c) closing debate on a matter.</li> </ol> <p>Procedural motions take <b>precedence over all substantive motions</b> currently under debate and must be dealt with immediately.</p> <p>Procedural motions <b>may not be amended</b>, and debate on them is <b>not permitted</b>, except to allow the Chairperson to clarify the intention of the motion.</p> <p>A procedural motion provides Council the opportunity to defer debate because of a lack of information, to enable an informed decision to be made.</p> <p><b>With regard to a procedural motion, the following points apply:</b></p> <ol style="list-style-type: none"> <li>(a) Does not require a seconder.</li> <li>(b) The Councillor moving this motion must specify the nature and content of further information required and the date or Meeting the response is required by.</li> <li>(c) The Councillor moving this motion must define how decision making has been impacted without the information requested and what implications could arise without the requested information.</li> </ol>	
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	<p>(d) There are no further debate or amendments permitted, although the Chair may allow up to three questions addressed to the mover of the motion, prior to putting the motion (with the mover providing responses to the question).</p> <p>(e) The Chairperson may decline to accept the motion and does not require to supply a reason..</p> <p>If a procedural motion to <b>defer</b> or <b>refer</b> is carried:</p> <ul style="list-style-type: none"> <li>a) debate on the substantive motion <b>ceases</b>,</li> <li>b) the item is deferred or referred as specified, and</li> <li>c) the substantive motion is brought back at the next meeting or as otherwise directed</li> </ul> <p>If a procedural motion is <b>lost</b>, debate on the substantive motion <b>resumes</b> where it left off. If not carried, it cannot be reintroduced</p> <p><b>Example – Deferral Motion:</b>          “That consideration of this item be deferred pending a further report to Council addressing [specific issue].”          “That this matter be deferred as Council is unable to make an informed decision without the provision of [specific information]. It is essential that Council has access to this information to properly consider the implications and make a sound resolution.”          “That the report be deferred to the [date] Council Meeting to allow staff time to obtain additional information.”          “That this matter be deferred until the completion of community consultation.”</p>	
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## OPTIONS

As per the recommendation or any other resolution of Council.

## POLICY IMPLICATIONS

The adopted Code of Meeting Practice will replace the current policy.

## FINANCIAL IMPLICATIONS AND RISK

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

## COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Councils must adopt a Code of Meeting Practice that incorporates the mandatory provisions of the 2025 Model Meeting Code no later than 31 December 2025.

Local Government Act 1993



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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

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

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

Councils are required to consult with their communities prior to adopting a Code of Meeting Practice.

**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

Office Local Government

Public exhibition

### **ATTACHMENTS**

- (a) Draft Model Code (under separate cover) 
- (b) Submission - Councillor Mark Dal Bon (under separate cover) 
- (c) Submission - Frances Bloomfield (under separate cover) 
- (d) Submission - Graeme Bell (under separate cover) 
- (e) Submission - Name Withheld (under separate cover) 

<b>CLAUSE</b>	<b>CL04</b>
<b>TITLE</b>	<b>Renewal of Licence Agreement - Part Road Reserve - Dom's Motors Pty Ltd - 1 Banna Avenue, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/136841</b>

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### **SUMMARY**

The lease agreement between Griffith City Council and Dom's Motors Pty Limited has expired as of 30 June 2025.

Dom's Motors Pty Ltd are now seeking to renew the licence agreement over the part road reserve adjoining 1 Banna Avenue, Griffith (Lot 1299 DP751709) and (Lot 2244 DP 821587) for a further term of 10 Years.

It is requested for the new licence agreement to be in the name of Rothy Holdings Pty Ltd.

### **RECOMMENDATION**

- (a) Council enters into a licence agreement with Rothy Holdings Pty Ltd for 16 car parking spaces located on the part road reserve adjoining 1 Banna Avenue, Griffith, (Lot 1299 DP751709 and Lot 2244 DP 821587) for a term of ten years commencing 1 July 2025.**
- (b) Rothy Holdings Pty Ltd will be responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, currently \$566 as per Council's current Revenue Policy.**
- (c) The annual 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**

Dom's Motors Pty Ltd has held a licence agreement over part of the road reserve adjoining 1 Banna Avenue, Griffith, (Lot 1299 DP751709 and Lot 2244 DP 821587) enclosed within the boundary fence and for the parking of 16 display vehicles since 1995. The current licence agreement expired on the 30 June 2025.

Whilst the current licence agreement has expired, the occupation over the part of the road reserve is supported by a 'Holding Over' clause in the agreement, which permits a month-month continuing arrangement between the parties as agreed.

Accordingly, Rothy Holdings Pty Ltd now seek to enter into a 10-year licence agreement for occupation of that part of the road reserve adjoining 1 Banna Avenue Griffith, (Lot 1299 DP751709 and Lot 2244 DP 821587) with a commencement date of 1 July 2025. The owner

of the subject property 1-9 Banna Avenue where the business of Dom's Motors resides has requested that the renewed lease be in the name of Rothy Holdings Pty Ltd, refer to attachments for that request.

### **OPTIONS**

#### **OPTION 1**

As per the Recommendation.

#### **OPTION 2**

Council may determine an alternate option but the entering into a licence agreement with the applicant still retains the road reserve under Council ownership, as future expansion of the city may result in the need for the road reserve being returned to its original purpose.

### **POLICY IMPLICATIONS**

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

### **FINANCIAL IMPLICATIONS AND RISK**

The annual licence fee for lease/licence of car parking space is currently \$67.60 per car space per annum, in accordance with Council's adopted Revenue Policy. The licensee will be responsible for all legal fees associated with the preparation of the licence agreement, Council rates and charges as applicable and an administration fee payable to Council.

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

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

#### **Roads Act 1993**

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

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications have been previously considered.

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

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

The community would expect Council to support local business whilst also returning an income on the leasing/licensing of Council property.

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

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

Licence agreement has expired as at 30 June 2025. The Licence has continued to operate under the 'Holding Over' clause in the agreement, which permits a month-month continuing arrangement between the parties as agreed.

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

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

N/A

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






### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

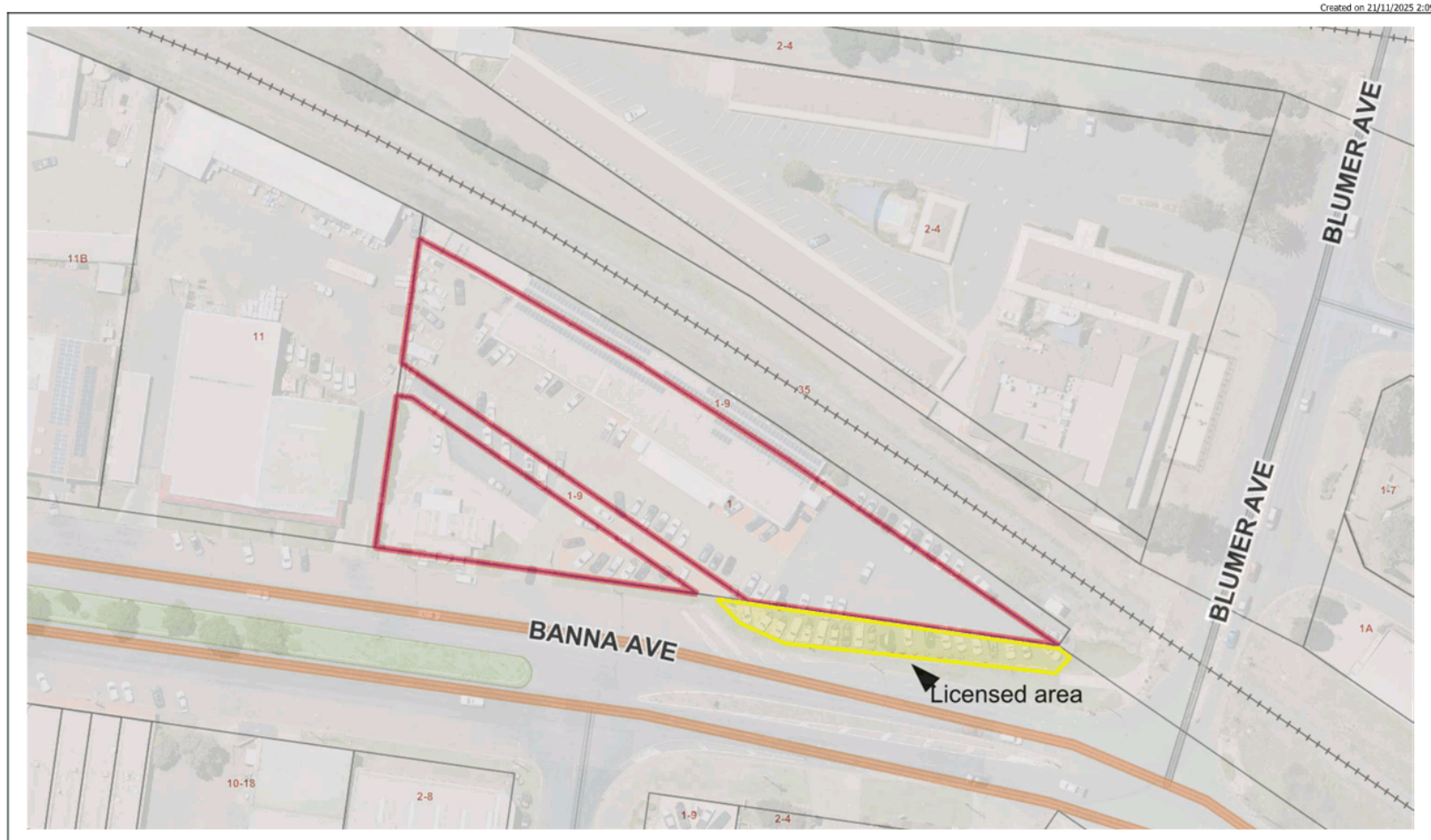
Senior Management Team.


### **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | Plan of parking area - Dom's Motors Pty Ltd <a href="#">↓</a>                                | 53 |
| (b) | Aerial map of licensed area - Dom's Motors Pty Ltd <a href="#">↓</a>                        | 54 |
| (c) | Email from Dom's Motors Pty Ltd <a href="#">↓</a>   | 55 |
| (d) | Email from Dorothy Keough <a href="#">↓</a>    | 56 |
| (e) | Email from Dorothy Keough - Confirming Licensee Details - 25 Nov 2025 <a href="#">↓</a>  | 57 |










Griffith City Council  
PO Box 915  
3 Riverina Highway  
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**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 carefully evaluate the accuracy, currency, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracy, error or omission contained in the map.



**Projection:** GDA2020 / MGA zone 55  
**Date:** 21/11/2025  
**Drawn By:** Amanda Vardanega

**Map Scale: 1:1140 at A4**



**Amanda Vardanega**

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**From:** Michael Tagliapietra | Dom's Motors Pty Ltd [REDACTED]  
**Sent:** Monday, 1 September 2025 9:25 AM  
**To:** Amanda Vardanega  
**Subject:** FW: Licence Agreement Renewal - 1 Banna Avenue Griffith - Road Reserve - Display Vehicles  
**Attachments:** 0009\_001.pdf

Hi Amanda,  
I have attached the lease renewal form for 1 Banna Ave, Griffith.  
Please let me know if this is all you need to renew this lease. Thanks

*Kind regards,*

**Michael Tagliapietra**  
**General Manager**



**1 Banna Avenue Griffith, NSW 2680 | [REDACTED]**  
**Phone: [REDACTED] | [REDACTED]**

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**From:** Dorothy Keough [REDACTED]  
**Sent:** Friday, 29 August 2025 2:00 PM  
**To:** Michael Tagliapietra | Dom's Motors Pty Ltd [REDACTED]  
**Cc:** Dom Guglielmino | Dom's Motors Pty Ltd [REDACTED]  
**Subject:** Fwd: Licence Agreement Renewal - 1 Banna Avenue Griffith - Road Reserve - Display Vehicles

Hi Michael

I enquired about holding the lease in the name of Rothy Holdings and this is what Amanda Vardanega, the woman in charge of this area, has come back with.

I will leave you to complete the form which she has attached.

Let me know if you need any assistance.

**Amanda Vardanega**

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**From:** Dorothy Keough [REDACTED]  
**Sent:** Friday, 22 August 2025 9:46 AM  
**To:** Amanda Vardanega  
**Subject:** Saved to CM: Licence Agreement Renewal - 1 Banna Avenue Griffith - Road Reserve - Display Vehicles

**Record Number:** 25/129896

Hi Amanda

I received a letter from you dated 30 June 2025 regarding renewal of the above mentioned lease.

I spoke to Doms Motors about this lease and left it in their hands to contact you and sort out the lease agreement. I believe that they have contacted council with no outcome as yet.

However on reflection, it probably makes more sense and would be the correct process, for Rothy Holdings to hold the lease, as owners of the property 1-9 Banna Avenue Griffith.

Could you please advise the costs involved and the steps we need to take to get this lease established/renewed?

Thank you  
Kind regards  
Dorothy Keough  
Director  
Rothy Holdings Pty Ltd

**Amanda Vardanega**

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**From:** Dorothy Keough [REDACTED]  
**Sent:** Tuesday, 25 November 2025 9:41 AM  
**To:** Amanda Vardanega  
**Cc:** Michael Tagliapietra | Dom's Motors Pty Ltd; [REDACTED]  
**Subject:** Re: Licence Agreement Renewal - 1 Banna Avenue Griffith - Road Reserve - Display Vehicles  
**Attachments:** BRNB4220093202F\_000504.pdf; Rothys Holdings Pty Ltd - Certificate of Currency.pdf

Hi Amanda

Can we please put the lease in the name of Rothys Holdings Pty Ltd. See completed Lease information sheet attached.

Also attached is the Certificate of Currency as requested.

[REDACTED]

Thank you  
Kind regards  
Dorothy Keough

On Mon, Nov 24, 2025 at 3:31 PM Amanda Vardanega [REDACTED] wrote:

Hi Dorothy,

[REDACTED]

The expired agreement was in the name of Doms Motors Pty Ltd – since then the property has transferred into different ownership. Can you please advise which name the licence is to be in, ie; Doms Motors Pty Ltd or Rothys Holdings Pty Ltd ..?

Thank you.

Regards,

Amanda.

<b>CLAUSE</b>	<b>CL05</b>
<b>TITLE</b>	<b>Renewal of Licence Agreement - Road Reserve - Griffith Preschool Kindergarten Inc. (Kindergarten Lane) 3-7 Kindergarten Lane, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/137397</b>

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### **SUMMARY**

The licence agreement with Griffith Preschool Kindergarten Inc. adjoining Lot 33 Section 34 DP 758476, Kindergarten Lane, has expired on 31 August 2025.

Griffith Preschool Kindergarten are now seeking to renew new licence agreement with Council for the occupation of Council's road reserve for 12 carparking spaces, adjoining Lot 33 Section 34 DP 758476, Kindergarten Lane for a term of 10 years with a further option of 10 years.

### **RECOMMENDATION**

- (a) Council enters into a licence agreement with Griffith Preschool Kindergarten Inc. for 12 car parking spaces located on Council's road reserve adjoining 3-7 Kindergarten Lane, (Lot 33 Section 34 DP 758476) Griffith for a term of 10 years commencing 1 September 2025 with a further option of 10 years.**
- (b) Griffith Preschool Kindergarten Inc. are responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, currently \$566, as per Council's current Revenue Policy.**
- (c) As previously resolved, Council not charge an annual licence fee together with rates and charges for the car parking spaces located on Council's road reserve.**
- (d) Council authorise the Mayor and General Manager to execute the agreement on behalf of Council under the Common Seal.**

### **REPORT**

Griffith Preschool Kindergarten Inc. held a licence agreement for the occupation of Council's road reserve adjoining 3-7 Kindergarten Lane, Griffith (Lot 33 Section 34 DP 758476) for 12 carparking spaces. The licence agreement has expired on 31 August 2025.

As per Council's Report of 8 October 2019, (copy attached, and extract from report included below) it was resolved a Deed of Variation be entered into between Griffith City Council and Griffith Preschool Kindergarten to amend the number of carparking spaces from 7 to 12.

**CL03 DEED OF VARIATION TO A LICENCE AGREEMENT WITH GRIFFITH PRE-SCHOOL KINDERGARTEN INC. FOR 5 CAR PARKING SPACES - ADJOINS 3-7 KINDERGARTEN LANE, GRIFFITH**

19/310

**RESOLVED** on the motion of Councillors Christine Stead and Deb Longhurst that:

- (a) Council enter into a Deed of Variation to an existing licence agreement with Griffith Pre-School Kindergarten Inc. for 5 car parking spaces on the road reserve adjoining Lot 33 Section 34 DP 758476 terminating 28 February 2023.
- (b) Griffith Pre-School Kindergarten Inc. pay all applicable costs and charges associated with the preparation of the Deed of Variation to a licence agreement together with Council's Administration Fee of \$450.
- (c) Council resolves not to charge an annual fee and rates for the car park spaces located on Council's road reserve, to be consistent with nil charges for the existing licence agreement for 7 car park spaces on the road reserve.

- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal, if so required.

Griffith Preschool Kindergarten Inc. now seek to enter into a 10-year licence agreement for the continued occupation of Council's road reserve, adjoining 3-7 Kindergarten Lane, (Lot 33 Section 34 DP 758476) for 12 carparking spaces, with a commencement date of 1 September 2025.

**OPTIONS**

**OPTION 1**

As per the resolution.

**OPTION 2**

The above option is preferred in accordance with Council's approved Development Consent. The Griffith Preschool Kindergarten have also continued to maintain the carparking area/s.

**POLICY IMPLICATIONS**

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

**FINANCIAL IMPLICATIONS AND RISK**

Should Council resolve to charge an annual licence fee for the 12 car parking spaces, in accordance with Council's current Revenue Policy, the rate is \$67.60 per car space, per annum, together with rates and charges as applicable.

The Griffith Preschool Kindergarten will be responsible to pay all applicable costs and charges associated with the preparation of the licence agreement, together with Council's administration fee, currently \$566 as per Council's adopted Revenue Policy.

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

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

### **Roads Act 1993**

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

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

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

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

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

The community would expect Council to support local business whilst also returning an income on the licensing of Council property.

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

## **SERVICE DELIVERY IMPLICATIONS AND RISK**

Nil.

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

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

N/A

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







## **LINK TO STRATEGIC PLAN**

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

## **CONSULTATION**

Senior Management Team

## **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | Email from Kindy Lane - Renewal of Licence Agreement - Carparking - 3-7 Kindergarten Lane, Griffith <a href="#"></a> <a href="#"></a>                         | 61 |
| (b) | Carparking layout plan - 3-7 Kindergarten Lane, Griffith - Kindy Lane Preschool <a href="#"></a> <a href="#"></a>   | 62 |
| (c) | Council Report Deed of Variation to a Licence Agreement with Griffith Preschool - 7 Kindergarten Lane, Griffith 8 Oct 2019 <a href="#"></a> <a href="#"></a> | 63 |



## Amanda Vardanega

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**From:** Alana McGibbon  
**Sent:** Monday, 24 November 2025 1:47 PM  
**To:** Amanda Vardanega  
**Subject:** FW: Saved to CM: RE: License Agreement with Griffith City Council - 3-7 Kindergarten Lane, Griffith (12 car parking spaces) & Crown Reserve Lease 2025\_11\_19 Car Park Lease Information Sheet.pdf  
**Attachments:**  
**Record Number:** 25/135961

**Alana McGibbon**  
Development & Building Administrator  
p 02 6969 4824



Griffith City Council  
a 1 Benerambah Street Griffith NSW 2680  
p PO Box 485 Griffith NSW 2680  
w griffith.nsw.gov.au

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

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

### OUR CORE VALUES



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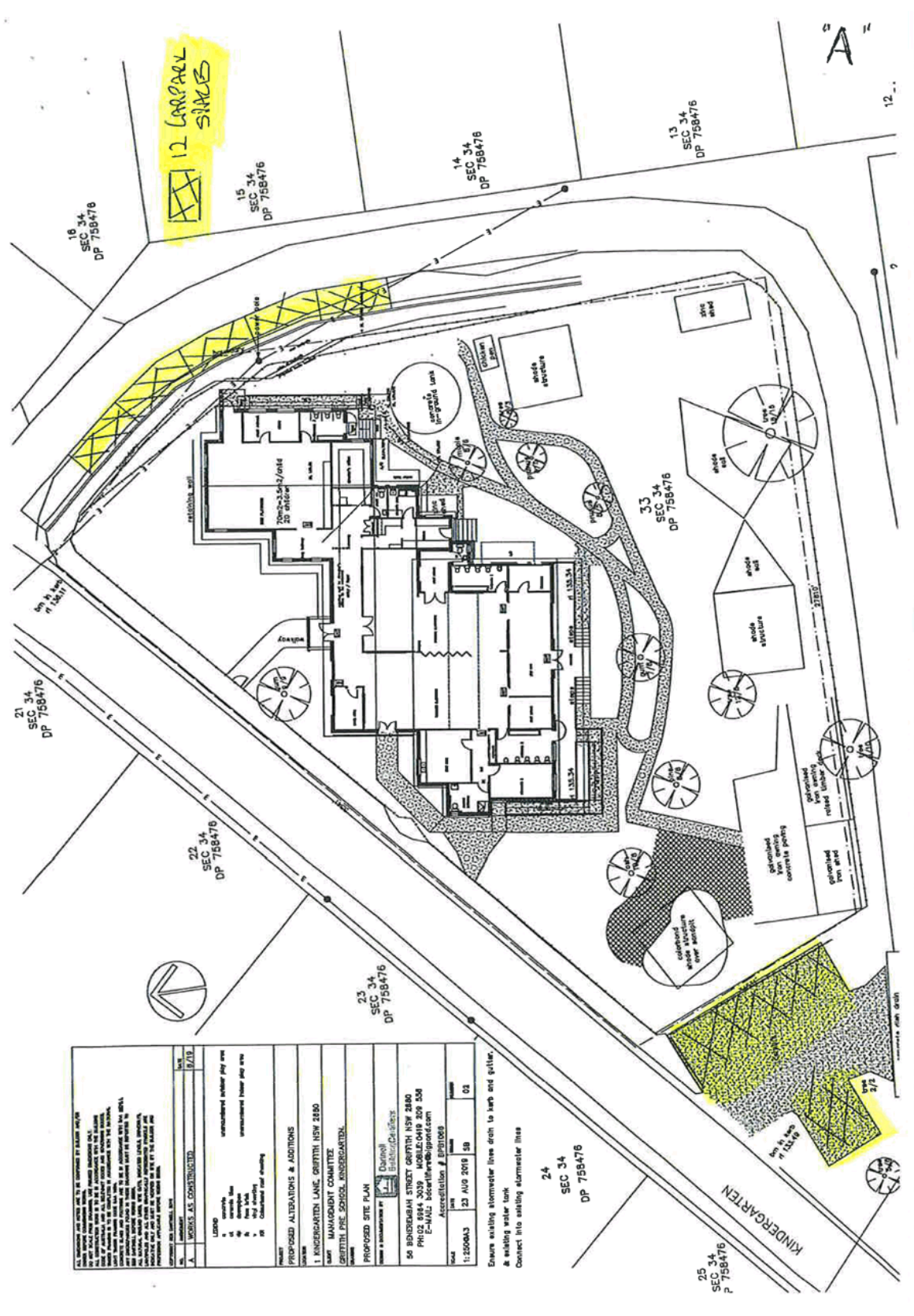
**From:** Kindy Lane Admin [REDACTED]  
**Sent:** Wednesday, 19 November 2025 2:27 PM  
**To:** Alana McGibbon [REDACTED]  
**Subject:** Saved to CM: RE: License Agreement with Griffith City Council - 3-7 Kindergarten Lane, Griffith (12 car parking spaces) & Crown Reserve Lease

Hi Alana,

Please see the attached lease information sheet and our Certificate of Currency, as requested.

Kind regards,

Gianna Busnello  
Administration Manager



## Griffith City Council

## REPORT

**CLAUSE** CL03

**TITLE** Deed of Variation to a Licence Agreement with Griffith Pre-School Kindergarten Inc. for 5 Car Parking Spaces - Adjoins 3-7 Kindergarten Lane, Griffith

**FROM** Daphne Bruce, Corporate Property Officer

**TRIM REF** 19/78114

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### SUMMARY

Development Approval 192/2018(2) Condition 36, Lease Agreement for on-street parking, requires Griffith Pre-School Kindergarten Inc. to enter into a licence agreement with Council for occupation of Council's road reserve for 5 car parking spaces, prior to the issue of the Final Occupation Certificate.

An Interim Occupation Certificate has been issued, with the only outstanding matter the entering into a licence agreement for car parking.

There is currently an existing licence agreement in place with Griffith Pre-School Kindergarten Inc. for 7 car parking spaces on Council's road reserve in Kindergarten Lane. A Deed of Variation will amend the number of car park spaces from 7 to 12.

### RECOMMENDATION

- (a) Council enter into a Deed of Variation to an existing licence agreement with Griffith Pre-School Kindergarten Inc. for 5 car parking spaces on the road reserve adjoining Lot 33 Section 3 DP 758476 terminating 28 February 2023.
- (b) Griffith Pre-School Kindergarten Inc. pay all applicable costs and charges associated with the preparation of the Deed of Variation to a licence agreement together with Council's Administration Fee of \$450.
- (c) Council resolves not to charge an annual fee and rates for the car park spaces located on Council's road reserve, to be consistent with nil charges for the existing licence agreement for 7 car park spaces on the road reserve.
- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal, if so required.

### REPORT

Griffith Pre-School Kindergarten Inc. was successful in obtaining grant funding for alterations and additions to the existing pre-school at 3-7 Kindergarten Lane, Griffith.

As a condition of the Development Consent 192/2018(2), the pre-school is required to enter into a licence agreement with Council for an additional 5 car parking spaces on the road



CL03 Deed of Variation to a Licence Agreement with Griffith Pre-School Kindergarten Inc. for 5 Car Parking Spaces - Adjoins 3-7 Kindergarten Lane, Griffith

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reserve. There is currently an existing licence agreement in place with the pre-school for 7 car parking spaces on the road reserve associated with a previous development.

The existing licence agreement for 7 car parking spaces commenced on the 1 March 2013 and is due to expire on the 28 February 2023.

It is possible to amend the existing licence agreement by both parties signing a Deed of Variation. The Deed would vary the number of car park spaces from 7 to 12.

Council resolved at the Ordinary Meeting of 12 February 2013 to not charge Griffith Pre-School Kindergarten Inc. for utilising Council's road reserve for 7 car parking spaces, to be consistent with nil charges to another pre-school using Council's road reserve for parking, as it would not be for their exclusive use. Should Council resolve to charge fees as per the adopted Revenue Policy for car parking on the road reserve, a new licence agreement would need to be prepared exclusively for the 5 car park spaces in place of a Deed of Variation to an existing licence agreement, as annual fees would apply.

The pre-school is located on Crown reserve 81848 of which Council is the appointed Crown Land Manager.

The NSW Department of Education has advised the pre-school they will not permit occupation of the new class room until issue of the Final Occupation Certificate.

#### **OPTIONS**

##### **OPTION 1**

As per the resolution.

##### **OPTION 2**

Council does not approve a Deed of Variation to the existing licence agreement to increase the number of car parking spaces from 7 to 12 at nil charge.

##### **OPTION 3**

As determined by Council.

#### **POLICY IMPLICATION**

Nil

#### **FINANCIAL IMPLICATIONS**

The Griffith Pre-school Kindergarten will be charged an Administration Fee of \$450 plus any legal fees to prepare the Deed of Variation to the existing licence agreement for car parking on the road reserve. If Council resolves to not charge annual fees for the additional 5 car parking spaces, an annual charge of \$270 (\$54 x 5 car park spaces) will not be applicable + rates.

#### **LEGAL/STATUTORY IMPLICATIONS**

##### **Roads Act 1993 – Section 153**

Short-term leases of unused public roads

CL03 Deed of Variation to a Licence Agreement with Griffith Pre-School Kindergarten Inc. for 5 Car Parking Spaces - Adjoins 3-7 Kindergarten Lane, Griffith

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- (1) A roads authority may lease land comprising a public road (other than a Crown road) to the owner or lessee of land adjoining the public road if, in its opinion, the road is not being used by the public.
- (2) However, a lease may not be granted under this Division with respect to land that has been acquired by RMS under Division 3 of Part 12 (being land that forms part of a classified road) except by RMS.
- (3) A lease granted under this Division may be terminated by the roads authority at any time and for any reason.

#### **ENVIRONMENTAL IMPLICATIONS**

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

#### **COMMUNITY IMPLICATIONS**

The community would expect Council to support the expansion of the pre-school for the benefit of the community.

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

This item links to Council's Strategic Plan item 2.2 Partner with and provide support to organisations who deliver services and programs locally.

#### **CONSULTATION**

Senior Management Team

#### **ATTACHMENTS**

- (a) Letter from Griffith Pre-School Kindergarten Inc.
- (b) Plan of Car Parking - 3-7 Kindergarten Lane
- (c) Plan of 5 car Parking Spaces

<b>CLAUSE</b>	<b>CL06</b>
<b>TITLE</b>	<b>Renewal of Lease - Crown Reserve 81848 to Griffith Preschool Kindergarten Inc. 3-7 Kindergarten Lane, Griffith</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/136885</b>

---

### **SUMMARY**

The lease agreement with Griffith Preschool Kindergarten Inc. over Lot 33 Section 34 DP 758476, Kindergarten Lane, has expired as at 31 August 2025.

Griffith Preschool Kindergarten has requested to enter into a new lease for a further 10 years with a further option 10 years.

Lot 33 Section 34 DP 758476 is Crown Reserve 81848, with Council the appointed Trustee to manage the Reserve on behalf of the Crown.

### **RECOMMENDATION**

- (a) Council approve the lease of Lot 33 Section 34 DP 758476, Reserve 81848 to Griffith Preschool Kindergarten Inc. for a term of 10 years commencing (1 September 2025, with a further option of 10 years.**
- (b) Griffith Preschool Kindergarten Inc. pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's Administration Fee, currently \$566 as per Council's adopted Revenue Policy for the 2025/2026 financial year.**
- (c) The annual lease fee be charged in accordance with Council's adopted Revenue Policy, currently \$713 p.a. (Inc. GST) for the 2025/2026 financial year, in addition to rates and charges that may be applicable to the land.**
- (d) Council authorise the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal.**

### **REPORT**

Griffith Preschool Kindergarten Inc. has a lease agreement in place over the whole of Lot 33 Section 34 DP 758476, Kindergarten Lane, Griffith. This lease agreement commenced 1 September 2015.

The lease has continued to operate under a 'Holding Over' clause as mutually agreed between the parties.

The applicant has requested to renew the lease agreement for a term of 10 years with an option to renew for a further 10 years.

The land is Crown Reserve 81848 and Council is the appointed Trustee to manage the Reserve on behalf of the Crown. A lease agreement is preferred in this instance as the Crown will approve of leases over whole lots in place of licence agreements for part lots.



An annual rental has applied to this lease since the inception of the original agreement in accordance with Council's adopted Revenue Policy for Leases/licenses of Crown Reserves & Council owned Reserves to Non Profit Organisations.

### **OPTIONS**

#### OPTION 1

As per the Recommendation

#### OPTION 2

As otherwise determined by Council

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS AND RISK**

Griffith Preschool Kindergarten Inc. pays an annual fee of, currently \$713 (Inc GST) in accordance with Council's adopted Revenue Policy for 2025/2026 financial year.

Griffith Preschool Kindergarten Inc. is non rateable and therefore no access charges are applicable, but incurs costs for waste collection and water and sewerage consumption.

Griffith Preschool Kindergarten Inc. will be responsible for all fees and charges in relation to the preparation of the agreement, together with Council's Administration Fee, currently \$566, as per council's adopted Revenue Policy.

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

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

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

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

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

Lot 33 Section 34 DP 758476 is a Crown Reserve with the reserve purpose of 'Day Nursery'. The lease agreement will be consistent with this purpose and current use as a pre-school kindergarten. All environmental implications were considered during the development application process and will be further considered during any future development of the site.

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

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

The community would expect Council to encourage the development of services and facilities to meet community needs.

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

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

Nil

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

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

Nil.

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

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**


Senior Management Team

### **ATTACHMENTS**

- |     |  |    |
|-----|--|----|
| (a) | Aerial Map showing licensed area <a href="#"></a>  | 69 |
| (b) | Email from Kindy Lane <a href="#"></a>         | 70 |


Created on 25/11/2025 4:29





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**Projection:** GDA2020 / MGA zone 55

**Date:** 25/11/2025

**Drawn By:** Amanda Vardanega

**Aerial map - Griffith Preschool Kindergarten**

**3-7 Kindergarten Lane, Griffith**

**Map Scale: 1:633 at A4**

## Amanda Vardanega

---

**From:** Alana McGibbon  
**Sent:** Monday, 24 November 2025 1:47 PM  
**To:** Amanda Vardanega  
**Subject:** FW: Saved to CM: RE: License Agreement with Griffith City Council - 3-7 Kindergarten Lane, Griffith (12 car parking spaces) & Crown Reserve Lease  
**Attachments:** 2025\_11\_19 Car Park Lease Information Sheet.pdf  
**Record Number:** 25/135961

**Alana McGibbon**  
Development & Building Administrator  
p 02 6969 4824



Griffith City Council  
a 1 Benerambah Street Griffith NSW 2680  
p PO Box 485 Griffith NSW 2680  
w griffith.nsw.gov.au

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

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

### OUR CORE VALUES



---

**From:** Kindy Lane Admin [REDACTED]  
**Sent:** Wednesday, 19 November 2025 2:27 PM  
**To:** Alana McGibbon [REDACTED]  
**Subject:** Saved to CM: RE: License Agreement with Griffith City Council - 3-7 Kindergarten Lane, Griffith (12 car parking spaces) & Crown Reserve Lease

Hi Alana,

Please see the attached lease information sheet and our Certificate of Currency, as requested.

Kind regards,

Gianna Busnello  
Administration Manager

<b>CLAUSE</b>	<b>CL07</b>
<b>TITLE</b>	<b>Renewal of Licence Agreement - Crown Reserve - Yenda Golf Club Inc. Wade Park Yenda, Part Lot 881 DP 751728, 17 Twigg Road, Yenda</b>
<b>FROM</b>	<b>Amanda Vardanega, Corporate Property Officer &amp; Native Title Coordinator</b>
<b>TRIM REF</b>	<b>25/136534</b>

---

### **SUMMARY**

The current licence agreements with the Yenda Golf Club have now expired.

The Yenda Golf Club Inc. are seeking to renew the licence agreement over part Wade Park Yenda for a further term of 10 years, with an option to renew for a further 10 years.

Part Lot 881 DP 751728 is a Crown Reserve, comprising of Reserves 61951, 65511 and 63981 with Council as the appointed Crown Land Manager, managing the Reserve on behalf of the Crown.

### **RECOMMENDATION**

- (a) Council enters into a new licence agreement with the Yenda Golf Club Inc. over Part Lot 881 DP 751728 Wade Park Yenda, for a term of 10 years with a further option of 10 years, with a commencement date of 1 July 2025.**
- (b) Council advertises its intention to enter into a licence agreement with the Yenda Golf Club Inc. over Part Lot 881 DP 751728 for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.**
- (c) Should no submissions be received, Council enters into a licence agreement with the Yenda Golf Club Inc. over Part Lot 881 DP 751728 for a term of 10 years, with a further option of 10 years.**
- (d) Yenda Golf Club Inc. will be responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's administration fee, as per Council's adopted Revenue Policy.**
- (e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$713 for the 2025/2026 financial year together with rates and charges as applicable.**
- (f) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.**

### **REPORT**

The current licence agreements between Griffith City Council and the Yenda Golf Club Inc. have now expired.

Griffith City Council is the appointed Crown Land Manager, over part Lot 881 DP 751728, Wade Park, Yenda, comprising Crown Reserves 61951, 63981 and 65511.



The adopted Plan of Management for the 'Village of Yenda Crown Reserves', endorsed by Council on 27 June 2023, now permits Council to enter into a longer-term licence agreement and provides the necessary framework to support the proposed renewal.

Accordingly, Yenda Golf Club Inc. now seek to enter into one licence agreement over part Lot 881 DP 751728, Wade Park Yenda for the continued use of the Yenda Golf Course and the former Scout Hall, as shown in Annexure "A" herewith.

Whilst the current licence agreements have expired, the occupation of the reserve is supported by a 'Holding over' clause in the agreement, which permits a month-month continuing arrangement between the parties, as agreed.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation.

### **OPTION 2**

Council may determine an alternate option, but this is not preferred as the Yenda Golf Club Inc. continue to maintain the golf course at Wade Park Yenda.

## **POLICY IMPLICATIONS**

Not Applicable

## **FINANCIAL IMPLICATIONS AND RISK**

The Yenda Golf Club Inc. pay annual fees, currently \$713 (Inc GST) for leases/licences of Crown Reserves and Council owned reserves to non-profit organisations plus the payment of rates & charges, as applicable, together with an administration fee payable to Council as per Council's current adopted Revenue Policy.

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

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

Crown Land Management Act 2016

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

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

All environmental implications were considered as part of the development of the golf course and facilities located at Wade Park, Yenda.

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



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

The community would expect Council to support sporting organisations continued development, whilst receiving an income for the occupation of the land under Council's management.

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

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

N/A

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

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

N/A

**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) | Email from Yenda Golf Club <a href="#"></a>                            | 74 |
| (b) | Annexure "A" - Plan licensed area - Yenda Golf Club <a href="#"></a>  | 75 |
| (c) | Aerial map - Yenda Golf Club <a href="#"></a>                          | 76 |

**Amanda Vardanega**

---

**From:** Prue Watson  
**Sent:** Thursday, 10 July 2025 1:32 PM  
**To:** Amanda Vardanega  
**Subject:** Re: Licence Agreement Renewal - Yenda Golf Club

Dear Amanda, I am sorry to be so long in replying to your email. The Yenda Golf Club confirms that the golf club wishes to renew the current licence agreement with Council  
Yours sincerely Prue Watson Hon Secretary

Sent from my TCL NXTPAPER 11 LTE

On 10 July 2025 11:26 am, Prue Watson <prue.watson@yendagolfclub.com.au> wrote:  
Dear Amanda, I,m sorry to be so long responding to your letter, but yes the Yenda Golf Club would like to confirm the current licence agreement with Council .  
Sorry for the late response.  
Yours sincerely Prue Watson hon secretary

Sent from my TCL NXTPAPER 11 LTE

On 30 June 2025 1:10 pm, Amanda Vardanega <amanda.vardanega@yendagolfclub.com.au> wrote:

Hi Prue,

I have your details down as a contact for the Yenda Golf Club.

Please see attached letter herewith. However, if you are no longer a contact for the Yenda Golf Club, would you be able to advise who I am best to forward this correspondence to, as the licence agreement for the Yenda Golf Club is due to expire as at 30 June 2025.

Thank you.

Regards,


Amanda.

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










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Drawn By: [Redacted]

Projection: GDA2020 / MGA zone 55

Date: [Redacted]

**Map Scale: 1:4662 at A4**

**CLAUSE**      **CL08**

**TITLE**            **Renewal of Lease Agreement - Crown Reserve 64662 to Griffith Kart Club Inc - Lot 96 DP 756035, White Road Tharbogang**

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

**TRIM REF**      **25/138580**

---

### **SUMMARY**

The Lease agreement over Lot 96 DP 756035, 112 White Road, Tharbogang with Griffith Kart Club Inc. has expired as at 31 August 2025.

The land is a Crown Reserve with Council the appointed Trustee to manage Reserve 64662 on behalf of the Crown.

The Griffith Kart Club Inc. has requested to renew the lease agreement for a term of 10 years with a further option of two additional 10-year option.

### **RECOMMENDATION**

- (a) Council enters into a lease agreement over Crown Reserve 64662, Lot 96 DP 756035, 112 White Road, Tharbogang with Griffith Kart Club Inc. for a term of 10 years commencing 1 September 2025, with a further 2 additional 10-year options to renew.**
- (b) Griffith Kart Club Inc. will be responsible to pay all applicable cost and charges associated with the preparation of the lease agreement together with Council's Administration Fee, currently \$566 as per Council's adopted Revenue Policy for the 2025/2026 financial year.**
- (c) The annual lease fee be charged in accordance with Council's adopted Revenue Policy, currently \$713 per annum for the 2025/2026 financial year, in addition to rates & charges.**
- (d) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal.**

### **REPORT**

Griffith Kart Club Inc. hold a lease with Council over Crown Reserve 64662 being Lot 96 DP 756035 for a term of 10 years which expired on 31 August 2025. The land is used in connection with the holding of go-kart races and areas set aside for spectators on club race days.

The Griffith Kart Club Inc. are seeking to renew the lease agreement, for a term of 10 years, with an option to renew of 2 additional 10-year terms.

The lessee has complied with all conditions of the original lease terms and conditions and continues to pay all fees and charges in relation to Lot 96 DP 756035.

The Griffith Kart Club Inc. have continued to grow, through a newly elected committee in 2024, and aligning with Karting Australia; together with substantial volunteer and financial



support base, the club continues to deliver substantial upgrades to the facility. This provides the opportunity for the Club to secure multiple high-profile events on the karting calendar. This in turn delivers economic benefit to local businesses, showcasing Griffith on the national stage.

In attachment A, the letter from the Griffith Kart Club dated 12 June 2025, they requested the waiving of payment of water. This issue has previously been addressed in the letters attached (Attachment D and E). Council position on this matter has not changed.

## **OPTIONS**

### **OPTION 1**

As per the Recommendation

### **OPTION 2**

Council may determine an alternative option but this would not be preferred. The club continues to utilise club resources to improve the facility and through annual events encourages visitors to Griffith

## **POLICY IMPLICATIONS**

Not Applicable.

## **FINANCIAL IMPLICATIONS AND RISK**

The Griffith Kart Club Inc. will pay an annual lease fee, currently \$713 (Inc GST) as per Council's adopted Revenue Policy for the 2025/2026 financial year, together with rates & charges as applicable.

The Griffith Kart Club Inc. will be responsible to pay for all fees and charges in relation to the preparation of the lease agreement, together with Council's administration fee, currently \$566 as per Council's adopted Revenue Policy.

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

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

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

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

## **ENVIRONMENTAL IMPLICATIONS AND RISK**

Lot 96 DP 756035 is a Crown Reserve with a reserve purpose of Public Recreation. The lease agreement will be consistent with that purpose and over an area of land used for go-kart racing. There is considered no environmental impact in relation to this matter.

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



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

The community would expect Council to encourage the provision of services and facilities to meet community needs and participation in sport.

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

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

N/A

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

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

N/A

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

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

Senior Management Team.

### **ATTACHMENTS**

- |     |   |    |
|-----|---|----|
| (a) | Letter from Griffith Kart Club Inc. dated 12 June 2025 <a href="#"></a>      | 80 |
| (b) | Location Map - Griffith Kart Club Inc. <a href="#"></a>                       | 83 |
| (c) | Aerial map showing leased area - Griffith Kart Club Inc. <a href="#"></a>  | 84 |
| (d) | Letter to Council - Griffith Kart Club - 8 Jan 2025 <a href="#"></a>          | 85 |
| (e) | Response to Griffith Kart Club Letter <a href="#"></a>                        | 87 |

Registered: 17/06/2025 Record No: 25/68516



Griffith Kart Club Inc.  
PO Box 1268  
Griffith, NSW

Date: 12 June 2025

The General Manager  
Griffith City Council  
1 Benerambah Street  
Griffith NSW 2680

**RE: Application for Long-Term Lease and Water Access – Griffith Kart Club**

On behalf of the Griffith Kart Club Inc. (GKC), we respectfully submit this formal request to Griffith City Council for the renewal and extension of our lease for a period of ten (10) years, with two additional ten (10) year options. We also seek Council's consideration for permanent access to water at the premises at no charge, in recognition of the significant community and regional benefits GKC contributes to the City of Griffith.

Established decades ago, the Griffith Kart Club is a valued grassroots sporting organisation supporting local families, youth engagement, and regional tourism. In 2024, the Club underwent a transformative change, electing a new committee that led the transition from Karting NSW to the nationally affiliated Karting Australia. This realignment has enabled the Club to grow, strengthen governance, and access premier motorsport pathways.

Since the transition, and through both volunteer and financial support, the Club has already delivered substantial upgrades to the facility:

- New tyre barriers installed (300+ volunteer hours, fully sponsored)
- New lawn areas (\$1,600 investment; reliant on water access for maintenance)
- Fencing removed and replaced (150+ volunteer hours + \$2,000 in materials)
- Track surface enhancements, including painted ripple strips
- Refurbished facilities: Stewards' and Secretary's Office (new door, blinds, paint, Air conditioning System), external painting of the canteen, new blinds in the control tower, Kart weighing system with Ramps, and expanded Impound area for technical checks on Karts.

Registered: 17/06/2025 Record No: 25/68516

These improvements have directly contributed to Griffith Kart Club securing multiple high-profile events for 2025:

**National Level Events:**

- Retro Karts Australia – NSW State Titles
- Ultimate Kart Racer

**State Level Events:**

- Riverina Cup – Bianchini Memorial (26–27 April)
- NSW Southern Zone round (Griffith to host 16–17 August as part of 4-round series)
- NSW Black Plate/State Cup (18–19 October)

These events are expected to deliver considerable economic benefit to local businesses and tourism, while showcasing Griffith on the national karting stage.

To ensure continued facility development and event attraction, long-term tenure is essential. A secure lease will allow the Club to confidently apply for further funding, grant opportunities, sponsor partnerships, and invest in ongoing improvements.

We also seek Council's support in providing access to free water, or options to help achieve a more economical way to help with this, which is essential for maintaining the lawn areas and trackside safety zones. This support would significantly ease the Club's operating costs while maintaining a safe and welcoming venue.

We welcome the opportunity to meet with Council representatives to further discuss this application and demonstrate our shared commitment to enhancing regional sport and community infrastructure.

Thank you for your ongoing support of the Griffith Kart Club.

Yours sincerely,

Sam Belardo  
President  
Griffith Kart Club Inc.

Registered: 17/06/2025 Record No: 23/68516

### **Griffith Kart Club – 2025 Economic Impact Forecast**

In support of this application, Griffith Kart Club has prepared a financial forecast for the 2025 racing calendar. This forecast demonstrates the substantial economic benefit to the Griffith region from hosting state and national karting events. These benefits are realised across local accommodation providers, food services, fuel suppliers, local trades, and small businesses.

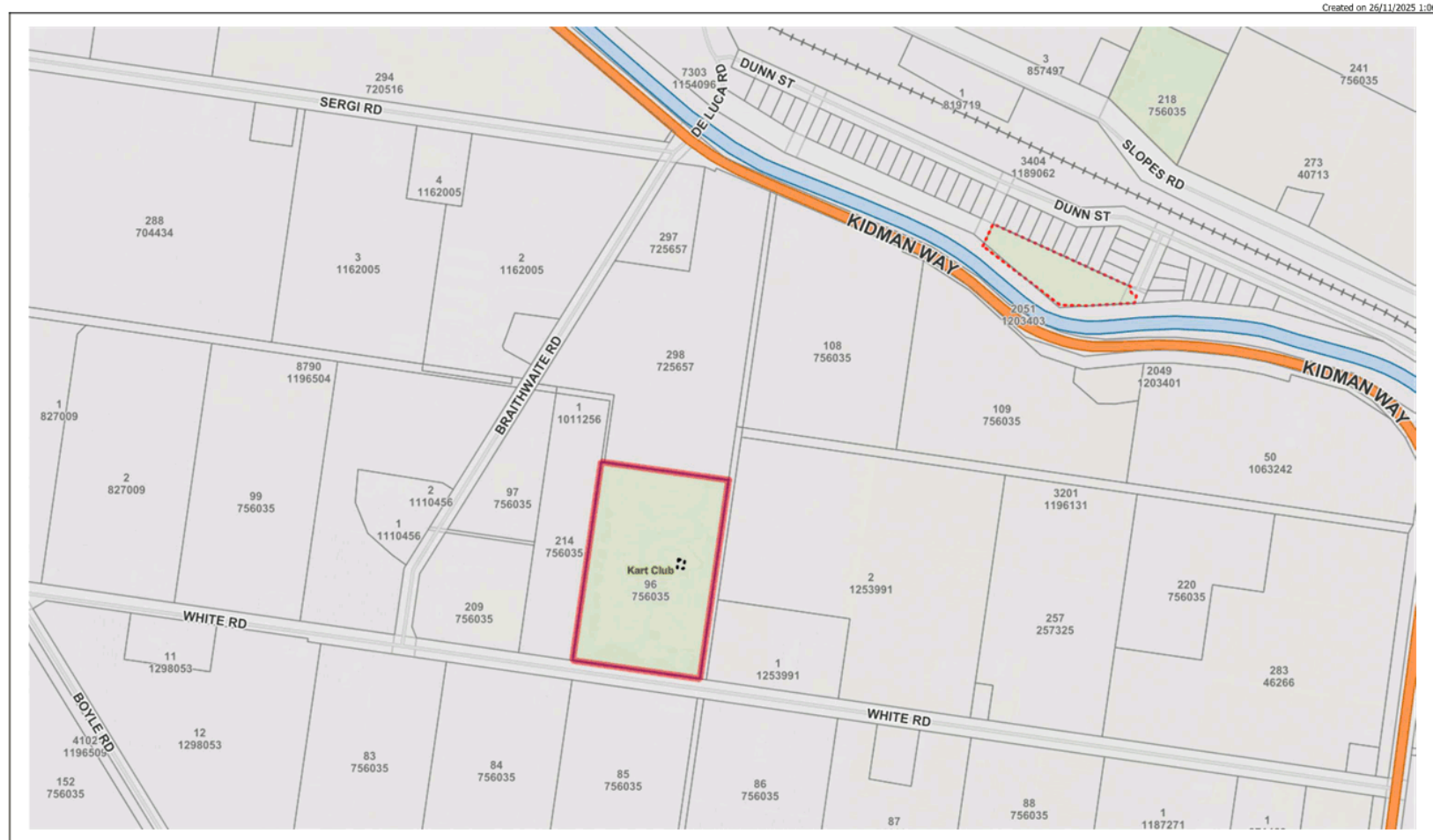
#### **Forecasted Events and Regional Economic Impact:**

- Retro Karts Australia National Titles: \$102,600
- Riverina Cup / Joseph Bianchini Memorial: \$196,650
- NSW State Cup (incl. NSW Black Plate): \$502,740
- Ultimate Club Racer: \$646,380
- **\*\*Total 2025 Forecasted Impact\*\*: \*\*\$1,448,370\*\***

All economic projections are based on participant spending for accommodation, food, fuel, and event-related purchases. Notably:

- Local suppliers provide all canteen stock and trophies.
- A Griffith-based coffee vendor is hired for events.
- Fuel is purchased locally, through a sponsored depot.
- Camping is permitted on-site, though generally only 5% of attendees utilise this, with most supporting local hotels and venues.

In 2027, pending successful grant funding, the Club aims to host the Australian Kart Championship (AKC), which alone is anticipated to generate over \$1.5 million in regional economic impact.





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**Projection:** GDA2020 / MGA zone 55

**Date:** 26/11/2025


**Drawn By:** Amanda Vardanega

**Location Map**


Map Scale: 1:8014 at A4







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**Projection:** GDA2020 / MGA zone 55

**Date:** 26/11/2025

**Drawn By:** Amanda Vardanega

### Aerial Map - Griffith Kart Club Inc. Leased Area.

Map Scale: 1:4007 at A4





## ***Griffith Kart Club inc.***

112 White's Rd, Tharbogang  
NSW 2680

Email: [REDACTED]

8/01/2025

To: Mr Brett Stonestreet  
The General Manager  
Griffith City Council

### **RE: Griffith Kart Club Water usage concession for upkeep of facility for community use**

Dear Mr Stonestreet,

We write to you asking the Griffith City Council, to assist us in further enhancing our facility to be one of the premier kart facilities in Australia. The Griffith Kart Club was formed in 1975 on land at Tharbogang, which was leased to the club and is this year celebrating its 50th Anniversary.

In 2025, after Re-Affiliating with the national body of Karting, Karting Australia, The club will host a total of 8 events, 5 of which will be major meetings getting competitors from all over the country, consisting of Zone, State, and National level events. It is anticipated that each of the larger events will attract between 100 and 200 Participants + pit crews and families and support personnel.

We write, asking Griffith City Council for Support, in the way of Providing the use of Water, for no fees to help maintain and improve the facility. The facility is currently mostly covered in weeds, making maintenance costly and a constant biosecurity threat from unwanted species. consistently spraying weeds with chemicals to help control them.

The current committee has plans to further improve the site. Watering, installing sprinkler systems and expanding the grassed areas, just one of the areas highlighted to make it a better experience for the community.

With grounds that are more presentable and easier to maintain, the club can offer the facility to other community groups, Creating a engaged and connected community, ensuring Griffith is a great place to live, promoting a healthy and active lifestyle, while also opening up the facility for events, and gatherings outside of karting.

We have a group of dedicated members, volunteers and committee members who maintain our facility at no cost, but we have very limited capacity to raise funds, and with current costs going up in areas like Insurance and Electricity and thus require Councils assistance.

We hope Council consider this proposal as an investment in our town's reputation, and tourism/sporting industries.

If you would like to meet with us to discuss, please do not hesitate to contact me on my mobile on [REDACTED]

[REDACTED]

Regards Sam Belardo  
Club President  
Griffith Kart Club  
[REDACTED]



5 February 2025

Mr. Sam Belardo  
President  
Griffith Kart Club  
[REDACTED]

Dear Mr. Belardo

**GRIFFITH KART CLUB WATER USAGE CONCESSION FOR UPKEEP OF FACILITY  
FOR COMMUNITY USE**

Thank you for your letter dated 8 January 2025 and your request for Council to provide water without charge for the upkeep and improvement of the landscaping at the Griffith Kart Club site.

Council acknowledges the fantastic opportunities that the Griffith Kart Club provides for the residents of Griffith and in particular Karting sporting enthusiasts. As stated in your letter the Club has a proud history and is indeed celebrating 50 years since establishment in 1975.

Council already supports all not-for profit sporting organisations in Griffith with a 100% rebate of annual Ordinary Rates. The Griffith Kart Club is one of those organisations. All residents, businesses and other organisations including not-for-profits pay for all the services they incur including contributing to the cost of providing water via stepped tariffs based on the quantity of water consumed. These costs need to be recovered in order to keep the provision of potable water sustainable. Unfortunately Council is not in a position to agree to your request for an exception to the charging structure.

Yours sincerely,



**BRETT STONESTREET PSM  
GENERAL MANAGER**

Griffith City Council, Wiradjuri Country, PO Box 485, Griffith NSW 2680, 1 Benerambah Street, Griffith NSW 2680  
Ph: 1300 176 077 • ABN: 81 274 100 792  
Email: [admin@griffith.nsw.gov.au](mailto:admin@griffith.nsw.gov.au) • Web: [www.griffith.nsw.gov.au](http://www.griffith.nsw.gov.au)

CLAUSE	CL09
TITLE	Responses to Councillor Questions Taken on Notice
FROM	Matthew Hansen, Director Business, Cultural & Financial Services Joe Rizzo, Director Sustainable Development
TRIM REF	25/139982

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### **SUMMARY**

At the Ordinary Meeting of Council held on Wednesday, 26 November 2025, there were three questions Taken on Notice.

This report outlines the responses.

### **RECOMMENDATION**

The report be noted by Council.

### **REPORT**

#### **CL01          GRIFFITH CITY COUNCIL ANNUAL REPORT 2024/25 & ADOPTION OF THE 2024/25 ANNUAL FINANCIAL STATEMENTS AND AUDITOR'S REPORTS**

*Councillor Mark Dal Bon enquired why the Griffin Green Project is included in the financial statements and audit report. This was Taken on Notice by Mr Hansen.*

#### **Response:**

- *The grant received by Council to construct the units, recognised as income in 2023/24.*
- *The inventory writedown related to Griffin Green in 2023/24 and earlier reported to Council.*

#### **CL02          DA 150/2025 - CONSTRUCTION OF MULTI-DWELLING HOUSING DEVELOPMENT COMPRISING TEN (10) X TWO STOREY DWELLINGS AND ASSOCIATED CARPARKING AND RETENTION OF EXISTING DWELLING.**

*Councillor Scott Groat asked for the definition of "Light Industrial" as per the fifth objective of MU1 zone. This question was Taken on Notice by Mr Rizzo.*

*Councillor Christine Stead enquired if a DA has been lodged to commence clearing of the site. This was Taken on Notice by Mr Rizzo.*

#### **Response 1:**

**Definition from the Griffith Local Environmental Plan 2014** - light industry means a building or place used to carry out an industrial activity that does not interfere with the amenity of the neighbourhood by reason of noise, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil, or otherwise, and includes any of the following—

- (a) high technology industry,
- (b) home industry,
- (c) artisan food and drink industry,
- (d) creative industry.

Note. Light industries are a type of industry—see the definition of that term in this Dictionary  
industry means any of the following—

- (a) general industry,
- (b) heavy industry,
- (c) light industry,

but does not include—

- (d) rural industry, or
- (e) extractive industry, or
- (f) mining.

#### Response 2:

Existing sheds (approx. 30m<sup>2</sup> and 64m<sup>2</sup>) were applied to be demolished as part of Development Application (DA) 150/2025. However the sheds were demolished without consent prior to Council issuing the Notice of Determination for DA 150/2025.

The issue of the shed removal without Council consent is now pursuant to Council's compliance process.

#### OPTIONS

##### OPTION 1

As per the Recommendation.

#### POLICY IMPLICATIONS

Not Applicable

#### FINANCIAL IMPLICATIONS AND RISK

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

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

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

#### ENVIRONMENTAL IMPLICATIONS AND RISK

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

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

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

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

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

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

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

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

Nil



**CLAUSE**      **CL10**

**TITLE**            **Response from NSW Minister for Health, The Hon. Ryan Park, MP**

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

**TRIM REF**      **25/140830**

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### **SUMMARY**

At the Meetings of 23 September 2025 and 11 November 2025, Council considered the matter of the adequacy of health service governance under the current Murrumbidgee Local Health District arrangements.

Council resolved to recognise community sentiment and support advocacy for the establishment of a Western Riverina Local Health District while continuing to work with MLHD in the current management structure, until such a time as change in structure is implemented.

Council also resolved to write to the NSW Minister for Health, The Hon. Ryan Park, MP to advise of Council's concerns and to confirm the results of the Council conducted Community Health survey.

Council has received a response from the Minister (attached).

### **RECOMMENDATION**

**Council note the response from the NSW Minister for Health, The Hon. Ryan Park, MP.**

### **REPORT**

Nil.

### **OPTIONS**

As per the Recommendation.

### **POLICY IMPLICATIONS**

Nil.

### **FINANCIAL IMPLICATIONS AND RISK**

Nil.

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

Nil.

### **ENVIRONMENTAL IMPLICATIONS AND RISK**

Nil.

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

Nil.

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

Nil.

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

Nil.

### **LINK TO STRATEGIC PLAN**

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

### **CONSULTATION**

Senior Management Team

### **ATTACHMENTS**

(a) Letter of Response [!\[\]\(f60b7a900783ac3fd531bfd9c111be6d\_img.jpg\)](#) 

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**The Hon Ryan Park MP**

Minister for Health  
Minister for Regional Health  
Minister for the Illawarra and the South Coast



Ref: M25/7131

Mr Scott Grant  
General Manager  
Griffith City Council  
scott.grant@griffith.nsw.gov.au

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**Bill to Parliament - Murrumbidgee Local Health District**

Dear Mr Grant

A handwritten signature in blue ink that reads 'Scott H.' with a stylized flourish.

Thank you for writing on behalf of the Griffith City Council about the *Health Services Amendment (Splitting of the Murrumbidgee Local Health District) Bill 2025*, a private member's bill proposing splitting of the Murrumbidgee Local Health District.

I acknowledge your concerns and appreciate your interest in this matter.

After you got in touch, I followed up on this matter with the Murrumbidgee Local Health District to get a better understanding of the situation.

I am advised that every hospital in the District is part of an integrated and collaborative network, supported by the major tertiary hospitals. This ensures rural and regional patients can access specialist services that would be otherwise unavailable.

I am also advised that on 10 October 2025, Ms Jill Ludford, Chief Executive, Murrumbidgee Local Health District, and Ms Carla Bailey, Executive Director, Operations, met with you and Mayor Doug Curran to discuss the proposed Bill and the Council's resolution. I hope this was productive and you felt heard in this exchange.

I am assured that the District balances local autonomy with District-wide support. Griffith Base Hospital's general manager has authority for the hospital's operational management, including recruitment and service delivery, allowing services to be locally led and responsive to community needs.

A single, integrated structure delivers better value for money, allowing business functions such as governance, workforce, technology, public health and finance to be shared efficiently. This means the largest possible share of funding goes to delivering frontline community health services.

I am advised that the Special Commission of Inquiry into Healthcare Funding visited rural hospitals and multipurpose services in the Western Riverina region and across NSW.

The inquiry report did not recommend redrawing local health district boundaries.

However, strengthening the current structure by preserving the balance between central oversight through NSW Health and locally devolved decision-making at the district level was highlighted.

The inquiry described this model as 'stable', 'mature', and 'well regarded'.

52 Martin Place Sydney NSW 2000  
GPO Box 5341 Sydney NSW 2001

02 7225 6050  
[nsw.gov.au/ministerpark](https://nsw.gov.au/ministerpark)

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OFFICIAL

The report confirmed supporting the existing geographic and organisational boundaries of districts while reinforcing ties across government, clinicians, and communities for improved governance and equity.

The Griffith region's new Base Hospital has been designed for growth and is purpose-built to meet the region's health needs for the next several decades.

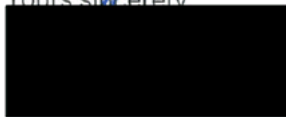
The hospital's design reflects best practice in health infrastructure, building capacity ahead of need. The infrastructure allows future expansion of beds and services, as population and demand increase.

I am also advised that staged commissioning has always been planned. Not all beds will open on day one, however, services will scale up progressively, in line with demand and workforce availability.

New services being commissioned now include extra operating theatres and surgery, additional beds in the emergency department and staff accommodation.

Thank you again for writing. For more information, please contact Ms Ludford, Chief Executive, Murrumbidgee Local Health District, at [jill.ludford@health.nsw.gov.au](mailto:jill.ludford@health.nsw.gov.au) or on 0429 366 961.

Yours sincerely,



**Ryan Park MP**  
Minister for Health  
Minister for Regional Health  
Minister for the Illawarra and the South Coast

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**DISABILITY INCLUSION & ACCESS COMMITTEE  
HELD IN KURRAJONG LIFESTYLE CHOICES, GRIFFITH ON  
WEDNESDAY, 19 NOVEMBER 2025 COMMENCING AT 4:07 PM**

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[Agenda of Disability Inclusion & Access Committee - Wednesday, 19 November 2025](#)

**PRESENT**

Councillor Shari Blumer (Chair), Councillor Laurie Testoni, Geoff Tarr (Community Representative), Jodie Ridge (Community Representative), Soheil Derakhshan (Community Representative), Lindsay Wickey (Community Representative), Rocco Catanzariti (Community Representative), Dene Beltrame (Community Representative), Debbie Honeychurch (Invited Guest)

Absent: Jaimee Damini (Community Representative)

Quorum = 3

**STAFF**

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

**1 APOLOGIES**

**RECOMMENDED** on the motion of Soheil Derakhshan and Lindsay Wickey that apologies be received from Ralph Twaddell (Community Representative), Marilyn Hams (Community Representative), Suzanne Biondo (Community Representative) and Project Planner, Melanie Vella.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Lindsay Wickey and Dene Beltrame that the minutes of the previous meeting held on 17 September 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.

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

##### **Pecuniary Interests**

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

There were no pecuniary interests declared.

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

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

There were no significant non-pecuniary interests declared.

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

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

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

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

*The following items were brought forward.*

##### **CL02 UPDATE ON WALK EVENT FOR INTERNATIONAL DAY OF PERSONS WITH DISABILITIES**

Ms Canzian provided an update on the walk event for the International Day of Persons with Disabilities. The event is scheduled for 3 December 2025 at Memorial Park, 10:00am to 1:00pm. The event has no age limit and is free. Following the walk, attendees are welcome to participate in a range of activities and games, enjoy refreshments and engage in consultation for the Disability Inclusion and Access Plan (DIAP).

#### **6 OUTSTANDING ACTION REPORT**

**RECOMMENDED** on the motion of Lindsay Wickey and Councillor Laurie Testoni that the report be noted.

The Committee discussed the need for an Adult Change Facility and emphasised the importance of ensuring one is accessible within the community. The Committee requested that two reports be circulated prior to the next meeting, as Councillors will need this information when preparing their budget bids. The reports should outline:

1. Options and costings for a standalone Adult Change Facility equipped with a hoist.
2. Proposed modifications to the Olympic Street Community Centre to allow accessibility to the bathroom facilities.



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

**RECOMMENDED** on the motion of Jodie Ridge and Soheil Derakhshan that the Committee note the proposed meeting dates for 2026.

- Wednesday, 18 March 2026
- Wednesday, 17 June 2026
- Wednesday, 16 September 2026
- Wednesday, 11 November 2026

### **CL03 CONSULTATION WITH KURRAJONG - DISABILITY INCLUSION ACCESS PLAN**

The Committee had a detailed discussion on the DIAP Survey currently on exhibition. Members expressed that the current survey may be too complex and proposed that it be simplified to enhance accessibility and encourage more community members to participate. Staff will create a modified, easy read version of the survey to be released in addition to the current survey.

*Rocco Catanzariti left the meeting at 4:49pm.*

Ms Ridge raised the concern of disabled seating at parks, highlighting Memorial Park. In response Mr Badenhorst indicated all new parks have this facility. Ms Ridge also highlighted the safety concern along Banna Avenue particularly the crossing access near 101 Banna Avenue, Griffith. Ms Ridge to send a letter and that be referred to the Traffic Committee.

*Debbie Honeychurch and Dene Caterina Beltrame left the meeting at 5:30pm.*

Ms Ridge provided an overview of Kurrajong Lifestyle Choices, outlining the organisation's purpose, the services it provides, the clients it supports, and its use of Council facilities. She also highlighted there could be more volunteering opportunities at Council.

## **7 GENERAL BUSINESS**

### **7.1 Side Gate at Community Centre**

Ms Wickey raised the issue that at the Community Centre the side gate from the carpark is too hard to open/ push. Ms Donaldson suggested Council investigate options for the side gate to be kept open during business hours.

### **7.2 Water in the carpark**

Ms Wickey raised the issue that when it rains the carpark at the Community Centre floods. In response Mr Badenhorst highlighted it was designed to be a detention basin.

## **8 NEXT MEETING**

The next meeting of the Disability Inclusion & Access Committee is to be held on Wednesday, 18 March 2026 at 4:00pm.

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

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**AUDIT, RISK AND IMPROVEMENT COMMITTEE  
HELD IN THE MURRAY ROOM ON THURSDAY, 20 NOVEMBER 2025  
COMMENCING AT 5:03 PM**

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**PRESENT**

Stuart Heffer (Chair) (Community Representative), Dorian Radue (Community Representative), George Youssef (Community Representative - Zoom), Councillor Christine Stead (non-voting - Zoom)

National Audits Group, Phil Swaffield (Zoom), NSW Audit Office, Nicky Rajani (Zoom)

Quorum = 3

**STAFF**

General Manager, Scott Grant, Director Economic & Organisational Development, Shireen Donaldson (Zoom), Senior WHS & Risk Coordinator, Raymond McCloy, Director Business, Cultural, Financial Services, Matthew Hansen and Governance Manager & Minute Secretary, Leanne Austin

**1 APOLOGIES**

Apologies were received from Helen Brill (Community Representative) and Steven Prowse, National Audits Group.

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Dorian Radue and Stuart Heffer that the minutes of the previous meeting held on 22 October 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Nil.

**4 DECLARATIONS OF INTEREST**

**Pecuniary Interests**

There were no pecuniary interests declared.

**Significant Non-Pecuniary Interests**

There were no significant non-pecuniary interests declared.

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

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

## **5 ITEMS OF BUSINESS**

### **CL01 UPDATE FROM THE GENERAL MANAGER**

Mr Grant advised the annual financial statements have been finalised and thanked Council staff and NSW Audit Office for completing the statements within the required timeframe. Significant projects underway include Lake Wyangan Infrastructure Project \$17.5M and CBD Enhancement Project \$4M. Council has also recently been awarded a \$2.5M grant for a \$14M renewable energy project.

Mr Grant advised that the recent large-scale projects have highlighted the increasing importance of Council's project management capability and risk management functions.

Council is currently undertaking a procurement probity review and participating in the NSW Department of Public Works' Project Management Assurance Program. These processes will identify best-practice approaches, highlight risks and shortcomings, and outline opportunities for improvement.

Mr Grant also noted that Council has commenced preparations for the 2026/27 budget. Ongoing cost shifting and rising operating costs continue to challenge the organisation's ability to maintain service delivery. As part of this process, Council will prioritise future actions and services in line with strategic plans and further embed a performance-oriented, continuous improvement mindset.

With a fixed resource base required to maintain core operations and services, Council must consider how to deliver additional projects alongside existing commitments and identify the specific skills needed to support this work.

### **CL02 AUDITED FINANCIAL STATEMENTS AND ENGAGEMENT CLOSING REPORT 2024-25**

Mr Rajani advised the Committee that the quality and timeliness of this year's audit had significantly improved. He noted that the NSW Audit Office will be issuing the Draft Management Letter shortly and will work collaboratively with staff to finalise it. Mr Rajani expressed his appreciation to management and Council staff for their efforts, acknowledging their work in enabling the audit to be completed earlier this year.

Mr Rajani left the meeting the time being 5:17 pm.

The Committee congratulated the Finance team for their efforts and acknowledged their commitment in meeting the required timeline.

### **CL03 RISK MANAGEMENT UPDATE**

Mr McCloy advised staff training has been delivered. Risk assessments are currently being completed/drafted for a number of high risk projects including Lake Wyangan and CBD projects. Staff have commenced location, area and department risk assessments. Task observations and worksite inspections are being undertaken. Mr McCloy advised once risk assessments have been completed, they would be reviewed and monitored.

The Committee noted the information.

#### **CL04 INTERNAL AUDIT REPORTS - DEPOT AND STORES, FLEET AND PLANT AND WHS MANAGEMENT**

##### **Work Health and Safety (WHS) Management**

Mr Swaffield provided an overview of the recently conducted WHS Management Audit. The audit concluded that the governance, risk management, and controls supporting Council's Work Health and Safety Management activities are partially effective. While Council has several compliant elements already in place, the audit identified clear opportunities for improvement.

Mr McCloy noted that the audit provides a roadmap for future implementation.

Mr Grant advised that the findings align with his initial observations of the organisation. He expressed a desire to see Council further evolve by integrating WHS frameworks more fully into management functions and operational practices.

Mr Youssef asked whether the audit considered recent legislative changes. Mr Swaffield confirmed that some of the updates had been incorporated into the relevant documentation. Mr McCloy stated that recent legislative changes have been considered and implemented. Mrs Donaldson noted that Council has implemented psychosocial risk management requirements and rolled these out to staff.

Mr McCloy left the meeting at 5:35 pm.

##### **Depot and Stores Management**

Mr Swaffield advised that the governance, risk management and controls surrounding Council's Depot and Stores Management activities are partially effective.

Nine recommendations were made, all with medium risk ratings. One issue highlighted the lack of segregation of duties for the role of the Store person, noting that Council should review its procurement procedures to address this matter.

Mr Grant advised that this would be progressed as an Action Item. Council is currently updating the Authority system and will review its procurement processes over the coming months, ensuring segregation of duties is considered as part of this review.

Mr Hansen noted that the Office of Local Government will soon release updated tendering and procurement guidelines, which Council will implement once available.

Mrs Donaldson advised that the Authority system upgrade is scheduled to commence in 2026 and may address some of the issues raised in the audit, particularly in relation to segregation of duties.

##### **Fleet and Plant Management**

Mr Swaffield advised that the governance, risk management and controls surrounding Council's Fleet and Plant Management activities are effective. Griffith City Council is well placed in terms of fleet management and has dedicated systems in place. Seven low to medium recommendations have been made.

**RECOMMENDED** on the motion of Stuart Heffer and Dorian Radue that the Committee endorse the recommendations and management responses as provided in the internal audit reports for Depot and Stores, Fleet and Plant and WHS Management.

#### **CL05 INTERNAL AUDIT ENGAGEMENT LETTERS**

Mr Grant asked the Committee to consider postponing the Airport Operations audit due to the upcoming completion of the Airport Masterplan next year, anticipated CASA requirements and recent changes in staff management. Discussion was held regarding which audit could be brought forward, with the Grants Management audit identified as having potential alignment with the Project Management audit.

Mrs Austin advised that the Strategic Audit Plan would be reviewed with the internal auditors and Senior Management Team to reassess the priorities and risk levels of the upcoming scheduled audits. This will be presented to the Committee for consideration at a future meeting.

**RECOMMENDED** on the motion of Stuart Heffer and Dorian Radue that the Committee endorse the engagement letter for the Project and Contract Management audit. An engagement letter for a Grants Management audit is to be drafted and circulated to Committee members by email.

#### **CL06 AGENDA FORWARD PLAN**

The Agenda Forward plan will be re-issued to Committee members incorporating the above changes.

#### **CL07 CORE REQUIREMENTS CHECKLIST**

Ms Radue raised the option for the Committee to meet with Councillors to outline activities, discuss future plans and raise any items or concerns. Mr Grant advised he would consult with Council to determine the most appropriate way to engage with the Committee.

**RECOMMENDED** on the motion of Dorian Radue and George Youssef that Councillors be consulted regarding a potential meeting with members of the Audit, Risk and Improvement Committee.

#### **CL08 ITEMS LISTED IN SECTION 428 A OF THE LOCAL GOVERNMENT ACT 1993**

Ms Radue enquired what area Council is planning to do its next service review on? Mrs Austin advised a service review is scheduled to be undertaken on Parks and Gardens in 2027. The report was noted.

#### **CL09 COUNCIL'S COMPLIANCE MANAGEMENT SYSTEM**

Mrs Donaldson advised that the report summarised components of Council's compliance management systems. Further work is to be undertaken regarding responsible officers and review dates. The report will be presented to Council at a future meeting. Ms Radue thanked

staff for preparing the report but requested further consideration of how compliance is operationalised and implemented across Council.

Mr Swaffield noted that this is a resourcing issue, given the complexity of Council operations and the number of Acts and legislation with which councils must comply. Implementing this across the whole of Council would be very resource intensive.

Ms Radue suggested waiting for the outcomes of the next internal audit review, although further consideration may be required. Mrs Donaldson stated she would be interested in seeing examples of how this is managed by other organisations.

## **CL10 INVESTMENTS REPORT**

Mr Hansen provided an overview of the Investments Report, noting that Council's first Quarterly Budget Review Statements show a projected General Fund operating deficit and unrestricted cash deficit for 2025/26. To maintain financial sustainability, Council may need to defer self-funded capital works, reduce recurrent expenditure, consider a future special rate variation and achieve \$1 million in efficiency savings or additional revenue. Mr Hansen also expressed interest in reviewing Council's Treasury and Investments function.

Mr Youssef raised the option of allowing ratepayers to pay in monthly instalments. Mr Hansen advised this would require a third party and come at a cost to Council but may be considered as a future option.

The report was noted.

## **CL11 SERVICE REVIEWS - UPDATE**

Ms Radue requested further information regarding progress of the Roads Service review. Mr Grant advised he would follow this up with the responsible Director.

## **6 OUTSTANDING ACTION REPORT**

Mrs Donaldson provided an update on progress with the implementation of the Cybersecurity recommendations. As Council's IT department are involved in a number of digital transformation projects at the moment, some of the recommendations have been outsourced to Council's IT partner, Veritech. Mrs Donaldson advised the recommendations require a significant investment and once costed will be considered as a budget item.

Ms Radue responded that this was a high risk area in the Strategic Audit Plan and requested an implementation timeline be provided to the Committee. Mrs Donaldson took this on notice advising that the information would be emailed to Committee members.

## **7 GENERAL BUSINESS**

### **7.1 Informal Meetings with Key Stakeholders**

The Committee discussed holding separate meetings with the Internal Audit Coordinator, internal auditors and NSW Audit Office.

Chair Stuart Heffer will liaise with the Internal Audit Coordinator to schedule suitable times.



## **7.2 Business Continuity Plan (BCP) Testing**

Mrs Donaldson advised that testing of Council's Business Continuity Plan (BCP) using a simulated critical incident occurred in October. Council is currently awaiting the report from the consultants.

## **8 NEXT MEETING**

The next meeting of the Audit, Risk and Improvement Committee is to be held on Wednesday, 4 February 2026 at 5:00 pm.

There being no further business the meeting terminated at 6:57pm.

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**ROADS, PARKS & PATHWAYS ENHANCEMENT COMMITTEE  
HELD IN THE COUNCIL CHAMBERS ON  
WEDNESDAY, 26 NOVEMBER 2025 COMMENCING AT 4:08 PM**

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[Agenda of Roads, Parks & Pathways Enhancement Committee - Wednesday, 26 November 2025](#)

**PRESENT**

Councillor Shari Blumer (Chair), Councillor Mark Dal Bon, Councillor Jenny Ellis, Amy Renouf (Zoom) (Community Representative), Anthony Kidman (Zoom) (Community Representative), Brian Savage (Community Representative), Carmel La Rocca (Community Representative), Elizabeth (Will) Mead (Community Representative), Pirkko Makarainen (Community Representative)

Quorum = 3

**STAFF**

Director Infrastructure & Operations, Phil King, Director Sustainable Development, Joe Rizzo, Director Economic & Organisational Development, Shireen Donaldson, Works Manager - Maintenance, Manjit Chugha, Parks & Gardens Manager, Peter Craig, Operations Assistant, Cheryl Tucker, Urban Strategic Design & Major Projects Manager, Peter Badenhorst and Minute Secretaries, Joanne Bollen and Antoinette Galluzzo

**1 APOLOGIES**

**RECOMMENDED** on the motion of Elizabeth (Will) Mead and Councillor Jenny Ellis that apologies be received from Ema Munro (Community Representative), Doreen Wood (Community Representative), Jenna Thomas (Community Representative), Simone Murphy (Community Representative), Patricia Clarke (Alternate Member for Soroptimist), Libby Trembath (Alternate Member for Soroptimist) Stephen Parker (Community Representative) and Works Manager - Construction, Shree Shrestha.

Absent: Nicola Thoner (Community Representative)

**2 CONFIRMATION OF MINUTES**

**RECOMMENDED** on the motion of Councillor Mark Dal Bon and Anthony Kidman that the minutes of the previous meeting held on 23 October 2025, having first been circulated amongst all members, be confirmed.

**3 BUSINESS ARISING**

Mr Savage requested an update on the opening of Barellan Street. In response Mr King informed the Committee preliminary conversations have commenced.

## **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 RESIGNATION OF COMMITTEE MEMBER**

**RECOMMENDED** on the motion of Councillor Jenny Ellis and Brian Savage that:

- (a) The information be received and Terms of Reference be updated.
- (b) A letter of appreciation be sent to Kevin Taylor.

*This item was brought forward.*

### **CL03 NOTICE OF MOTION - COUNCILLOR DAL BON - COUNCIL MEETING 28 OCTOBER 2025**

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

- (a) The Committee accept the Notice of Motion.
- (b) Staff investigate shade options and costings in Kooyoo Street Mall.

## **6 OUTSTANDING ACTION REPORT**

The Committee noted the report.

Weighted Criteria Scoring System for PAMP Works Prioritisation – Mr King informed the Committee the Grant application will be for a design application.

Clean Up Banna Lane – Waste Department has been consulted.

Pathway from 3-Ways to Benerembah Street – Ms Tucker provided an update informing the Committee that the guidelines have been received and staff are working through the process.

## **CL02 CONCEPT DESIGNS - NSW SUSTAINABLE COMMUNITIES PROGRAM**

Mr Badenhorst delivered a presentation to the Committee covering the key components in the CBD Strategy and the draft CBD enhancement designs and options, seeking input and valuable discussion from the Committee.

*Joanne Bollen left the meeting at 4:50pm.*

The Committee **RECOMMENDED** that options for Roundabouts beautification, Replacement of banners, Memorial Gardens entrances, Power and Data Upgrades and Median Strip be placed on public exhibition until Friday, 27 February 2025, and if submissions are received, a report will be prepared and presented to the Committee.

## **7 GENERAL BUSINESS**

Nil.

## **8 NEXT MEETING**

The next meeting of the Roads, Parks & Pathways Enhancement Committee is to be held on Thursday, 29 January 2026 at 4:00pm.

There being no further business the meeting terminated at 5:30pm.

## **ATTACHMENTS**

(a) Presentation - CBD Enhancement Designs ( Under Separate Cover)

**TITLE** Outstanding Action Report

**TRIM REF** 25/79739

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**RECOMMENDATION**

The report be noted.

**ATTACHMENTS**

(a) Outstanding Action Report - Council Meeting [!\[\]\(830769b31eeeaca920791081939ff8ba\_img.jpg\)](#) 

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### OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
28 October 2025	<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> <p>(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.</p> <p>(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.</p> <p>(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.</p> <p>(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.</p> <p>(e) The annual lease fee to be calculated in accordance with Council's adopted Revenue Policy, based on the current</p>	<b>07/11/2025:</b> Public notification period from 07/11/2025 – 05/12/2025.

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					land value provided by the Valuer General, in addition to Council rates and charges as applicable. (f) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.	
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 40 &amp; 41 DP 1308674 AND LOTS 34 &amp; 42 DP 1308674 THOMAS PLACE, GRIFFITH</b>	CPO	166011	25/303	<b>RESOLVED</b> on the motion of Councillors Tony O'Grady and Jenny Ellis that: (a) Council commences the public notification process associated with the closure of a public road in accordance with the Roads Act 1993 of Lots 41 & 42 DP 1308674 Thomas Place, Griffith. (b) Council advertises 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	<b>27/10/2025:</b> On public notification - 28 days from 27/10/2025 to 24/11/2025. <b>1/12/2025:</b> Submissions received and Director of Sustainable Development to review.

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					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>
23 September 2025	<b>CL03 RENEWAL OF LEASE AGREEMENT TO COUNTRY UNIVERSITIES CENTRE WESTERN RIVERINA (CUC WESTERN RIVERINA) - PART LOT 2 DP 1272062, CROWN RESERVE 85064, 2/1 OLYMPIC STREET, GRIFFITH</b>	CPO & NTC	165173	25/285	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Scott Groat that:</p> <p>(a) Council enters into a new lease term with the CUC Western Riverina over Part Lot 2 DP 1272062, 2/1 Olympic Street, Griffith for occupation of part of the Griffith Community Centre building, for a term of 5 years with a further option of 5 years, with a commencement date of 7 September 2025.</p> <p>(b) Council advertises its intention to enter into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.</p>	<p><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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					<p>(c) Should no submissions be received, Council enters into a lease agreement with CUC Western Riverina over Part Lot 2 DP 1272062 for a term of 5 years, with a further option of 5 years.</p> <p>(d) CUC Western Riverina are responsible to pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's administration fee.</p> <p>(e) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$26,891.92 for the 25/26FY which is invoiced monthly by Council to CUC Western Riverina in the amount of \$2,241, together with rates and charges as applicable.</p> <p>(f) Council authorises the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal, if required.</p>	
9 September 2025	<b>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</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>

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					<p>and inclusions provided by tenderers.</p> <p>(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>(c) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, enter into negotiations with all tenderers, being; - Central West Electrical - Ellistricity - Green Energy Qld - GS &amp; BD Electrics - Havencord - REES Electrical (d) At the completion of negotiations, a further report to be presented to Council recommending the preferred contractor.</p>	
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> <p>(a) Council adopt the draft Hanwood Growth Area Master Plan and place on public exhibition for a period of 28 days.</p> <p>(b) Should no submissions be received, the Hanwood Growth Area Master Plan is adopted and Council endorses the preparation of a Section 7.11 Contribution Plan to ensure the development of the growth area including the provision of roadworks, drainage network and open space proceeds on an</p>	<p><b>03/06/2025:</b> On Public Exhibition until 27 June 2025.</p> <p><b>30/06/2025:</b> Report back to Council 22 July 2025.</p> <p><b>14/07/2025:</b> Report back to Council August 2025.</p> <p><b>18/08/2025:</b> Report to Council September 2025.</p> <p><b>15/09/2025:</b> Report to Council dependant on outcome of landowner consultation.</p> <p><b>20/10/2025:</b> REMPLAN due back from consultants 24/10/2025. Target for report to Council 26 November 2025. Hanwood Growth Masterplan report back to Council early 2026.</p>

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					<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>

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## 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 gyprock and the gallery back door. Hanging track installation is scheduled for January 2026. A proposal for external signage is under development at present.</p> <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> <p>(a) Council agrees to additional wording in recommendation 14 to the 'Report on Strategies to Increase Housing Supply August 2024', seeking input from staff and the community more widely';</p> <p>(b) A report be prepared by the Directorate of Sustainable Development and be provided to Council at a meeting in May 2025.</p>	<p><b>2/12/2024:</b> Report to be presented in May 2025.</p> <p><b>3/02/2025:</b> Workshop held 21 February 2025 developer forum to be Scheduled April 2025.</p> <p><b>31/03/2025:</b> Developer forum scheduled 10 April 2025. Report to Council May 2025.</p> <p><b>5/05/2025:</b> The 'Report on Strategies to Increase Housing Supply August 2024 forms part of the Draft Housing Strategy to be placed on exhibition during June 2025, and endorsed by Council in July 2025. <u>It is proposed that the director of Sustainable Development report as part of the resolution part b, be presented to Council at a meeting in August in 2025.</u></p>



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						<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> <p><b>1/12/2025:</b> Report to Council early 2026.</p>
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**OUTSTANDING ACTION REPORT**  
**COMPLETION BY OTHER AGENCIES PENDING**

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
12 Aug 2025	<b>NOTICE OF MOTION - COUNCILLOR CHRISTINE STEAD</b>	GM	163429	25/236	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Shari Blumer that:</p> <p>(a) Council request the General Manager prepare a report detailing outstanding debts owed to local contractors for the Hanwood Amenities Block. The report is to include options on how Council can assist resolving these debts after the Greenwich Voluntary Administration process.</p> <p>(b) Council staff review procurement processes and policies to prevent a recurrence of situations where local contractors remain unpaid for work undertaken due to a contractor's insolvency.</p>	<p><b>1/09/2025:</b> Report to Council 9 September 2025.</p> <p><b>12/09/2025:</b> GM to report to Council after the finalisation of the ASIC proceedings.</p>
28 May 2024	<b>CL02 DRAFT PLAN OF MANAGEMENT - SOUTH-WEST GRIFFITH PRECINCT PARKS</b>	CPO	146289/2024	24/154	<p><b>RESOLVED</b> on the motion of Councillors Christine Stead and Shari Blumer that:</p> <p>(a) Council refers the draft Plan of Management for South-West Griffith Precinct Parks to the Minister administering the Crown Land Management Act 2016 for approval. Property details being Crown Reserves Griffith Regional Sports Centre (66750), Beilby Park (74741), Kooragee Park (77295), Willow Park, Venetian Park, I.O.O F Park and City Park</p>	<p><b>03/06/2024:</b> Sent to Minister for approval to be exhibited.</p> <p><b>17/02/2025:</b> Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p><b>3/03/2025:</b> Crown Lands Dept has reviewed the initial draft PoM – they have requested some updates / amendments be made to the PoM. Staff working</p>

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

					<p>(Prt R.81439), Yarrabee Park (90788) and Perre Park (90942) together with Council owned land Borland Leckie Park, Yawarra Three Ways Park, Burley Griffin Community Gardens, Public Reserve Park, Locklea Park, Cappello Close and Lanza Grove Public Reserve</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the draft Plan of Management for South-West Griffith Precinct Parks if required, and places it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for South-West Griffith Precinct Parks on completion of the public exhibition period, to consider all submissions.</p>	<p>through the requested amendment/s with consultant.</p> <p><b>5/05/2025:</b> Status remains unchanged.</p> <p><b>19/05/2025:</b> Status remains unchanged.</p> <p><b>10/06/2025:</b> Status remains unchanged.</p> <p><b>26/06/2025:</b> Status remains unchanged.</p> <p><b>1/07/2025:</b> Report to Council August 2025.</p> <p><b>14/08/2025:</b> Finalising amendments to the draft PoM which can then be referred back to Crown Lands Dept for review.</p> <p><b>30/09/2025:</b> Status remains unchanged.</p> <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>

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

					<p>R.74539 – Lot 1 Sec 43 DP758476 (Visitor's Centre and Carpark and Old Bowling Club)  R.83521 – Lot 1 DP 87811 (Carpark Visitor's Centre)  R.61588 – Lots 2 &amp; 4 Sec 8 DP 758476 and Lot 7 Sec 9 DP 758476 (CWA Park and Memorial Park) R.159000 – Lots 2 &amp; 8 Sec 9 DP 758476 (Griffith Library)  R.85064 – Lots 19 &amp; 20 Sec 7 DP 758476 and Lot 1 DP 1272062 (Banna Park) R.82722 – Lots 1, 8-9 Sec 15 DP 758476 (Couchman Carpark) R.1003025 – Lot 1 DP 1035387 (Aquatic Centre).</p> <p>(b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for the Griffith CBD Precinct Crown Reserves if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for the Griffith CBD Precinct Crown Reserves on completion of the exhibition period, to consider all submissions.</p>	<p>amendments – Staff working through these, draft PoM will then be referred back to Crown Lands for review.</p> <p><b>5/05/2025:</b> Status remains unchanged.</p> <p><b>19/05/2025:</b> Status remains unchanged.</p> <p><b>10/06/2025:</b> Status remains unchanged.</p> <p><b>26/06/2025:</b> Status remains unchanged.</p> <p><b>1/07/2025:</b> Report to Council August 2025.</p> <p><b>14/08/2025:</b> Draft Pom with Crown Lands Dept for further review following amendments suggested by the Dept.</p> <p><b>30/09/2025:</b> Crown Lands Dept has requested additional information.</p> <p><b>17/11/2025:</b> Status remains unchanged.</p>
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