



Ordinary Meeting

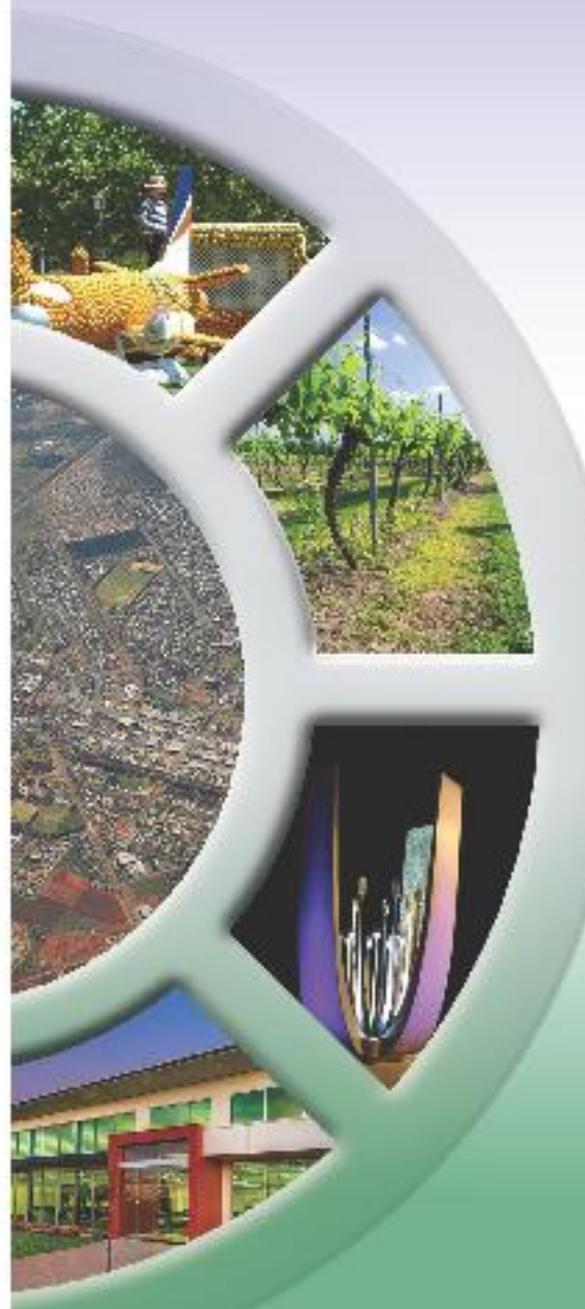
BUSINESS PAPER

Tuesday, 24 March 2026 at 7:00 PM

Griffith City Council Chambers

Phone: 1300 176 077

Web: www.griffith.nsw.gov.au Email: admin@griffith.nsw.gov.au



COUNCILLORS

Councillor Doug Curran (Mayor)	dcurran@griffith.com.au
Councillor Shari Blumer	sblumer@griffith.com.au
Councillor Mark Dal Bon	mdalbon@griffith.com.au
Councillor Jenny Ellis	jellis@griffith.com.au
Councillor Scott Groat (Deputy Mayor)	sgroat@griffith.com.au
Councillor Anne Napoli	anapoli@griffith.com.au
Councillor Tony O'Grady	togrady@griffith.com.au
Councillor Christine Stead	cstead@griffith.com.au
Councillor Laurie Testoni	ltestoni@griffith.com.au

MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

Addressing the Council at a Public Forum

Members of the public may address the Council on matters listed in the Council Meeting Agenda at the Public Forum held prior to the Council Meeting, 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 [Request to Speak at a Public Forum](#) before 12:00 noon on the day of the meeting. Public Forums will commence at 6:30 pm prior to the Council Meeting as required.

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 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.

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 24 MARCH 2026 AT 7:00 PM**

MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 24 March 2026**.

In accordance with Griffith City Council's Code of Meeting Practice and as permitted under the Local Government Act 1993, this meeting will be livestreamed via Facebook and a person's image and / or voice may be broadcast.

A recording of the livestream will be published on Council's website for at least 12 months after the meeting or for the balance of the Council term, whichever is the longer period.

Attendance at a Council meeting is to be taken as consent by a person to their image and / or voice being livestreamed.

All speakers should refrain from making any defamatory comments or releasing any personal information about another individual without their consent.

Council accepts no liability for any damage that may result from defamatory comments made by persons attending meetings – all liability will rest with the individual who made the comments.

No other 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.

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 p14 Asset Management Policy
- CL02 p29 Increase - Business Card limit

- CL03 p41 Submission from Griffith Tennis Club - Pickleball Facility
- CL04 p45 Review of Lake Wyangan Flood Study
- CL05 p48 Australian Local Government Association (ALGA) National General Assembly (NGA) 23 - 25 June 2026
- 9 Information Reports
- CL06 p58 Sustainable Communities Program - Applications
- CL07 p62 Investments as at 31 January 2026
- 10 Adoption of Committee Minutes
- p72 Minutes of the Audit, Risk and Improvement Committee Meeting held on 26 February 2026
- p80 Minutes of the Floodplain Management Committee Meeting held on 5 March 2026
- 11 Business with Notice – Rescission Motions
- 12 Business with Notice – Other Motions
- p87 Notice of Motion - Councillor Tony O'Grady
- p90 Notice of Motion - Councillor Mark Dal Bon
- p94 Notice of Motion - Councillor Scott Groat
- 13 Outstanding Action Report
- p97 Outstanding Action Report
- 14 Matters to be dealt with by Closed Council
- CC01 Licence Agreement - Linking Communities Network Ltd - Part Lot 4 DP 864407, Kookora Street, Griffith
- 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)
- CCMM02 General Manager Performance Agreement
- personnel matters concerning particular individuals (other than councillors) 10A(2) (a)

Scott Grant

GENERAL MANAGER

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 10 MARCH 2026 COMMENCING AT 7:00 PM**

PRESENT

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

STAFF

General Manager, Scott Grant, Director Business, Cultural, Financial Services, Matthew Hansen, Director Economic & Organisational Development, Shireen Donaldson, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Director Sustainable Development, Joe Rizzo and Minute Takers, Antoinette Galluzzo and Melanie Hebrok

MEDIA

Nil

1 COUNCIL ACKNOWLEDGEMENTS

The Meeting opened with Councillor Anne Napoli 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

26/050

RESOLVED on the motion of Councillors Christine Stead and Jenny Ellis that apologies be received from the Mayor, Councillor Doug Curran and Councillor Shari Blumer and a leave of absence granted.

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

Against

The division was declared PASSED by 7 votes to 0.

3 CONFIRMATION OF MINUTES

26/051

RESOLVED on the motion of Councillors Christine Stead and Tony O'Grady that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 24 February 2026, having first been circulated amongst all members of Council, be confirmed.

For

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

Against

The division was declared PASSED by 7 votes to 0.

4 BUSINESS ARISING

Nil

5 DECLARATIONS OF INTEREST

Pecuniary Interests

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

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

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

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

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

There were no less than significant non-pecuniary interests declared

6 PRESENTATIONS

Nil

7 MAYORAL MINUTES

Nil

8 GENERAL MANAGER'S REPORT

CL01 QUICK TURN AROUND GRANT - PUNJABI ASSOCIATION OF GRIFFITH

26/052

RESOLVED on the motion of Councillors Christine Stead and Tony O'Grady that Council approve the application for the Quick Turnaround Grant from Punjabi Association of Griffith for the amount of \$2,500.

For

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

Against

The division was declared PASSED by 7 votes to 0.

CL02 REQUEST TO WAIVE HIRE FEES - GRIFFITH REGIONAL SPORTS CENTRE (GRSC)

26/053

RESOLVED on the motion of Councillors Anne Napoli and Jenny Ellis that Council waive the \$600 fee for hire of the Griffith Regional Sports Centre for the Mother's Day Classic event to be held on 10 May 2026.

For

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

Against

The division was declared PASSED by 7 votes to 0.

CL03 ADOPTION OF ONSITE DETENTION POLICY (CS-CP-404)

26/054

RESOLVED on the motion of Councillors Tony O'Grady and Jenny Ellis that Council adopt the Onsite Detention Policy CS-CP-404 as attached to this report.

For

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

Against

Councillor Anne Napoli
Councillor Mark Dal Bon

The division was declared PASSED by 5 votes to 2.

9 INFORMATION REPORTS

CL04 GUIDELINES ISSUED BY THE OFFICE OF LOCAL GOVERNMENT

26/055

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

For

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

Against

The division was declared PASSED by 7 votes to 0.

CL05 RESPONSES TO COUNCILLOR QUESTIONS TAKEN ON NOTICE

26/056

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

For

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

Against

The division was declared PASSED by 7 votes to 0.

CL06 INVESTMENTS AS AT 31 JANUARY 2026

26/057

RESOLVED on the motion of Councillors Jenny Ellis and Tony O'Grady that the report be deferred to the 24 March 2026 Council Meeting.

For

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

Against

The division was declared PASSED by 7 votes to 0.

10 ADOPTION OF COMMITTEE MINUTES

MINUTES OF THE SALEYARDS COMMITTEE MEETING HELD ON 10 FEBRUARY 2026

26/058

RESOLVED on the motion of Councillors Scott Groat and Christine Stead that the recommendations as detailed in the Minutes of the Saleyards Committee meeting held on 10 February 2026 be adopted.

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

Against

The division was declared PASSED by 7 votes to 0.

MINUTES OF THE LANDFILL FOGO COMMITTEE MEETING HELD ON 12 FEBRUARY 2026

26/059

RESOLVED on the motion of Councillors Mark Dal Bon and Jenny Ellis that the recommendations as detailed in the Minutes of the Landfill FOGO Committee meeting held on 12 February 2026 be adopted.

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

Against

The division was declared PASSED by 7 votes to 0.

MINUTES OF THE GRIFFITH PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 18 FEBRUARY 2026

26/060

RESOLVED on the motion of Councillors Jenny Ellis and Laurie Testoni that the recommendations as detailed in the Minutes of the Griffith Pioneer Park Museum Committee meeting held on 18 February 2026 be adopted.

For
Councillor Christine Stead
Councillor Jenny Ellis
Councillor Anne Napoli
Councillor Mark Dal Bon

Against

Councillor Scott Groat
Councillor Tony O'Grady
Councillor Laurie Testoni

The division was declared PASSED by 7 votes to 0.

11 BUSINESS WITH NOTICE – RESCISSION MOTIONS

Nil

12 BUSINESS WITH NOTICE – OTHER MOTIONS

Nil

13 OUTSTANDING ACTION REPORT

26/061

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

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

Against

The division was declared PASSED by 7 votes to 0.

14 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL

Nil

There being no further business the meeting terminated at 7:43pm.

Confirmed:

CHAIRPERSON

CLAUSE	CL01
TITLE	Asset Management Policy
FROM	Matthew Hansen, Director Business, Cultural & Financial Services
TRIM REF	26/23465

SUMMARY

This report presents the Draft Asset Management Policy to Council and recommends its adoption.

The Policy establishes the overarching principles, commitments and responsibilities for the sustainable management of Council's infrastructure assets.

RECOMMENDATION

- (a) Council endorse the draft Asset Management Policy.**
- (b) The draft Asset Management Policy be placed on public exhibition for 28 days.**
- (c) If any submissions are received, a further report be prepared for Council.**
- (d) If no submissions are received, the draft Asset Management Policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.**

REPORT

Background

Council last reviewed and adopted the Asset Management Policy in 2022. The Policy has now been updated to reflect:

- Current requirements of the NSW IP&R Guidelines and Handbook (2021)
- Strengthened linkages between Asset Management Plans (AMPs), the Long Term Financial Plan (LTFP), and the Delivery Program
- Contemporary asset management practices,

The Policy supports Council to meet its legislative obligations under the *Local Government Act 1993*, which requires councils to account for and plan for the long-term sustainability of their infrastructure assets through the IP&R framework.

The policy has been completely rewritten. The proposed policy for endorsement and the current policy are both included with this report.

1. Alignment with the Integrated Planning & Reporting Framework

Under the IP&R Guidelines, Councils must demonstrate that asset management is integrated into all elements of the planning hierarchy, including:

- **Community Strategic Plan (CSP)** – articulating long-term asset outcomes desired by the community.

- **Delivery Program and Operational Plan** – translating asset strategies into 4-year commitments and annual works programs.
- **Long Term Financial Plan (LTFP)** – incorporating asset lifecycle costs, renewal requirements, and funding strategies.
- **Asset Management Strategy (AMS) and Asset Management Plans (AMPs)** – detailing service levels, risks, demand forecasts and lifecycle planning for each asset class.

The revised Policy clearly articulates where asset management fits within this framework and reinforces Council’s commitment to integrated, evidence-based planning.



2. Community Consultation on Levels of Service

The IP&R Handbook requires Councils to engage with their community on levels of service, particularly where these have financial or environmental implications.

The Policy now emphasises that:

- Service levels will be established in consultation with the community,
- AMPs will reflect community priorities, and
- Proposed changes to levels of service must consider affordability and long-term sustainability.

This aligns with Council's role as "custodian" of community assets and responds to expectations for transparent, participatory service planning.

3. Prioritising Renewal of Existing Assets

The Policy explicitly states that:

- Renewal of existing assets is prioritised over new infrastructure, unless a compelling need is demonstrated.
- Proposed new assets must not exacerbate Council's long term maintenance and renewal gap.
- Renewal planning will be informed by condition assessments, risk analysis, and service level requirements.

This approach improves long term financial sustainability and directly supports the LTFP.

4. Two-Way Integration Between AMPs and the LTFP

The IP&R framework requires a two-way relationship between AMPs and the LTFP. The revised Policy strengthens this by requiring that:

- AMPs provide the asset lifecycle forecasts and renewal needs used to inform the LTFP, and
- The LTFP provides funding envelopes that influence future levels of service and capital works priorities.

This ensures asset investment decisions are financially responsible, realistic, and aligned to adopted strategic goals.

5. Lifecycle Cost Analysis for New Asset Proposals

The IP&R Handbook emphasises that Councils must consider whole-of-life costs before acquiring new assets.

The Policy now mandates that all new asset proposals include:

- Full lifecycle cost analysis (capital, maintenance, operation, and renewal)
- Service need justification
- Impact on future financial and operational capacity
- Demonstration of alignment with the CSP and Delivery Program

This requirement ensures Council avoids future unfunded liabilities and protects long-term sustainability.

OPTIONS

OPTION 1

Endorse the policy for community consultation as written.

OPTION 2

Endorse the policy for community consultation with amendments.

OPTION 3

Refer the policy back to management for review.

POLICY IMPLICATIONS

Adoption of the revised Policy will supersede the 2022 version and set the foundation for updated AMPs and the forthcoming review of the AMS.

FINANCIAL IMPLICATIONS AND RISK

Endorsing the Policy has no immediate financial impact.

However, the strengthened integration between AMPs and the LTFP will improve long-term financial forecasting, investment prioritisation and renewal planning.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 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
- Assets and GIS team

Future community consultation will occur through service planning processes and CSP engagement activities.

ATTACHMENTS

- (a) DRAFT Asset Management Policy - for Council review [!\[\]\(1e590cb39b200e11edccc3e9ae0ab280_img.jpg\) !\[\]\(08d538bbd49d1266b4025336a62d15dd_img.jpg\)](#) 19
- (b) CURRENT Asset Management Policy - proposed for replacement [!\[\]\(c13a915e8b8ddb4a9c32670db98fac42_img.jpg\) !\[\]\(f8939e9a0087c5eb420da5511c95ad30_img.jpg\)](#) 25



Asset Management Policy AS-CP-201 (PUBLIC POLICY)

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	28/02/2012	0057	28/02/2012
2	27/01/2015	15/005	27/01/2015
3	13/02/2018	18/046	16/03/2018
4	26/07/2022	22/171	26/07/2022
5	24/03/2026		

2 Policy Scope

Griffith City Council (GCC) is the custodian of diverse infrastructure assets that support community wellbeing, economic development, environmental sustainability and service delivery.

This Policy establishes Council's principles, commitments and responsibilities for managing its assets in a structured, efficient and sustainable manner consistent with:

- NSW Integrated Planning & Reporting (I&PR) Guidelines and Handbook (2021)
- GCC Community Strategic Plan (CSP)
- Applicable legislation and Australian standards

The Policy ensures infrastructure is planned, created, operated, maintained, renewed and retired in accordance with community needs, Council priorities and long-term financial sustainability.

This Policy applies to all physical assets owned, operated or managed by Griffith City Council, including:

- **Buildings and Facilities (including Parks and Recreation assets)** – Land, Buildings & Other Structures
- **Transport and Stormwater Drainage** – Roads, Kerb and Gutter, Footpaths, Bridges, Car Parks, Traffic Management Assets, Stormwater Drainage assets
- **Water and Sewer Infrastructure** – Treatment Plants, Reservoirs, Pump Stations and Reticulation assets.
- **Plant and Equipment** – Office and Information Technology equipment, Fleet vehicles, and machinery.



The Policy covers the entire asset lifecycle: planning, design, acquisition, construction, operation, maintenance, renewal, disposal and performance monitoring.

3 Policy Objective

This Policy aims to ensure that Council:

- Provides infrastructure and services at levels that meet community expectations and support CSP outcomes.
- Manages assets sustainably through informed long-term financial planning.
- Safeguards assets by implementing best practice asset management methodologies.
- Ensures decisions consider lifecycle costs, legislative obligations, risks and environmental sustainability.
- Develops an organisational culture where asset management is a shared responsibility supported by training and development

4 Policy Statement

4.1 Strategic alignment

Integrated Planning and Reporting Components

This Policy directly supports and aligns with IPR components:

- Community Strategic Plan (CSP) – ensuring assets support community outcomes.
- Delivery Program & Operational Plan – informing service planning and annual works programs.
- Long Term Financial Plan (LTFP) – integrating lifecycle costs and renewal priorities.
- Asset Management Strategy (AMS) and Asset Management Plans (AMPs) – providing detailed service levels, risks and renewal planning.

Community Strategic Plan

The Policy aligns with CSP themes relating to:

- Provide, renew and maintain a range of quality infrastructure, assets, services and facilities
- Improve the aesthetic of the City and villages, by developing quality places and improved public realm that supports active, healthy and inclusive communities
- Support transport connectivity
- Protect and improve biodiversity, biosecurity and sustainability



- Plan and lead with good governance

4.2 Principles

Council is committed to the following principles, consistent with the IPR Handbook and best practice (NAMS+/IPWEA):

Service Driven

Asset decisions are based on defined service levels developed in consultation with the community.

Whole of Lifecycle Management

All stages—planning, operation, maintenance, renewal, and disposal—are managed to minimise long-term costs and risks.

Financial Sustainability

Renewal of existing assets is prioritised ahead of new assets unless strong evidence of need is demonstrated.

Evidence Based Decision Making

All decisions must consider:

- Future lifecycle costs
- Risk and criticality
- Environmental and climate change impacts
- Community needs and benefits

Best Practice and Continuous Improvement

Council will maintain AMPs for major asset classes and ensure asset registers, valuations and depreciation reflect current Australian Accounting Standards and NSW Code of Accounting Practice and Financial Reporting

Transparency and Accountability

Asset management decisions will be documented and transparent, with regular reporting to Council and the community.

4.3 Commitments

Council commits to:



1. Implementing a systematic and consistent asset management methodology across all directorates.
2. Integrating asset management into the IPR Framework and annual budgeting.
3. Maintaining AMPs for all major asset categories aligned to NAMS/IPWEA or other appropriate templates.
4. Using AMPs to inform capital works priorities and the LTFP.
5. Ensuring all new asset proposals include lifecycle cost analysis and justification.
6. Undertaking regular inspections, risk assessments and renewal planning.
7. Rationalising or disposing of under-utilised or non-performing assets.
8. Ensuring assets are accessible, inclusive, safe and environmentally responsible
9. Providing training for Councillors and staff involved in asset planning and delivery

4.4 Responsibilities

Council

Council serves as the governing body responsible for adopting the strategic framework and allocating the necessary resources to ensure the sustainable management of community assets

- Adopts the Policy and AMPs.
- Allocates resources through the IPR and budget process.
- Ensures accountability in delivering asset related outcomes.

Senior Management Team

The Senior Management Team provides executive leadership to integrate asset management into the organisational culture, ensuring that all directorates align their planning and resources with the Long-Term Financial Plan and community objectives.

- Implements the Policy across all directorates.
- Oversees development of the AMS and AMPs.
- Ensures alignment with the CSP and LTFP.

Asset Management Coordinator

The Asset Management Coordinator is responsible for the framework and integrity of council's asset management system. Responsibilities include:

- **Strategy & Policy:** Maintaining the Asset Management Policy, Strategy, and SAMP.
- **Standards:** Establishing corporate methodologies for risk, condition assessments, and service levels.
- **Systems:** Managing the corporate Asset Register, GIS integration, and reporting templates.



- **Enablement:** Providing technical guidance, training, and quality assurance to Asset Owners to ensure IP&R compliance.

Asset Owners (Directors and Managers)

Asset Owners are responsible for the lifecycle management and performance of assets within their portfolios. Responsibilities include:

- **Acquisition:** Providing as-constructed records and component-level cost data for all new assets within their responsibility, including both Council-constructed and developer-gifted assets.
- **Data Maintenance:** Executing inspections and condition assessments, and providing updated asset data, including impaired, newly gifted, constructed, replaced, or disposed assets, to the Assets team per corporate standards.
- **Planning:** Developing and maintaining specific Asset Management Plans (AMPs) using corporate templates.
- **Service Delivery:** Defining and monitoring levels of service to meet community and legislative requirements.
- **Budgeting:** Submitting renewal forecasts and maintenance requirements for annual budget and IP&R cycles.

All Staff

All staff are responsible for applying asset management principles to their daily operations and project decisions to ensure the safe, efficient, and sustainable use of Council's infrastructure.

4.5 Planning requirements

Council will:

- Maintain AMPs for all major asset classes.
- Conduct regular audits, condition assessments and risk reviews.
- Report lifecycle costs and renewal gaps through the LTFP.
- Integrate climate resilience and sustainability considerations into all AMPs.

4.6 Monitoring and review

- The Policy will be reviewed every four years in line with the IPR cycle or earlier if required.
- AMPs will be reviewed at least every four years or when major changes occur.
- Performance against AMPs will be reported annually through Operational Plan reporting.

5 Definitions



Asset – A physical item owned or controlled by Council that provides service or future economic benefit.

Asset Management – The coordinated activity of an organisation to realise value from assets.

Asset Management Plan (AMP) – A plan that details service levels, demand forecasts, lifecycle strategies, and financial forecasts for a specific asset class

6 Exceptions

NIL

7 Legislation

- NSW *Local Government Act 1993*
- NSW IPR Guidelines (2021)

8 Related Documents

- Griffith Community Strategic Plan
- Delivery Program & Operational Plan
- Long Term Financial Plan
- Asset Management Strategy
- Asset Management Plans

9 Directorate

Business Cultural and Financial Services



Asset Management Policy AS-CP-201 (PUBLIC POLICY)

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
1	28/02/2012	0057	28/02/2012
2	27/01/2015	15/005	27/01/2015
3	13/02/2018	18/046	16/03/2018
4	26/07/2022	22/171	26/07/2022

2 Policy Scope

The policy sets the guiding principles and framework for undertaking asset management at Griffith City Council.

3 Policy Objective

To ensure adequate provision is made for the long-term management of major assets by:

- Ensuring that Council's services and infrastructure are provided in a sustainable manner, with the appropriate levels of service to residents, visitors and the environment.
- Safeguarding Council infrastructure assets by implementing appropriate asset management strategies and appropriate financial resources for those assets.
- Creating an environment where all Council employees take an integral part in overall management of Council assets by creating and sustaining asset management awareness throughout the organisation by training and development.
- Meeting legislative requirements for asset management.
- Ensuring resources and operational capabilities are identified and responsibility for asset management is allocated.
- Demonstrating transparent and responsible asset management processes that align with demonstrated best practice.
- To ensure infrastructure assets that Council is responsible for are fit for purpose and they support Council's achievement of the Delivery Program and community goals and outcomes identified in the Community Strategic Plan.

4 Policy Statement

Council is committed to implementing a systematic asset management methodology in order to apply appropriate asset management best practices across all areas of the organisation. This includes ensuring that assets are planned, created, operated, maintained, renewed and disposed of in accordance with Council's priorities for service delivery.



Griffith City Council's physical infrastructure includes Water & Sewerage assets, Roads, Bridges, Footpaths, Buildings, and Parks. This infrastructure is essential for delivering the services to the community that Council is responsible for.

Asset management practices impact directly on the core business of Council and appropriate asset management is required to achieve our strategic service delivery objectives.

Adopting asset management principles will assist Council in achieving its Strategic Longer-Term Plan and Long Term Financial objectives.

A strategic approach to asset management will ensure that the Council delivers the highest appropriate level of service through its assets. This will provide positive impact on;

- Members of the public and staff;
- Council's financial position;
- The ability of Council to deliver the expected level of service and infrastructure;
- The political environment in which Council operates, and
- The legal liabilities of Council.

4.1 Principles

A consistent Asset Management Strategy must exist for implementing systematic asset management and appropriate asset management best-practice throughout all Departments of Council.

All relevant legislative requirements together with political, social and economic environments are to be taken into account in asset management.

Asset management principles will be integrated within existing planning and operational processes.

Asset Management Plans will be maintained for major service/asset categories. The plans will be informed by financial planning and consultation with the community regarding services levels.

An inspection regime will be used as part of asset management to ensure agreed service levels are maintained and to identify asset renewal priorities.

Asset renewals required to meet agreed service levels and identified in adopted asset management plans and long term financial plans will form the basis of annual budget estimates.

Service levels defined in adopted asset management plans will form the basis of annual budget estimates with the service and risk consequences of variations in defined services levels and budget resources documented in budget documentation.

Asset renewal plans will be prioritised and implemented progressively based on agreed service levels and the effectiveness of the current assets to provide that level of service.



Systematic and cyclic reviews will be applied to all asset classes and are to ensure that the assets are managed, valued and depreciated in accordance with appropriate best practice and applicable Australian Standards.

Future life cycle costs will be reported and considered in all decisions relating to new services and assets and upgrading of existing services and assets.

Training in asset and financial management will be provided for Councillors and relevant staff.

4.2 Policy Commitment

We are committed to:

- Delivering financial sustainability by making decisions that lead to a cost effective asset base, by focusing on asset renewal before new assets, rationalising under-utilised assets, limiting asset expansion unless justified and disposal of obsolete assets.
- Providing a level of service to the community that responds to community needs.
- Ensuring the services currently provided are available for future generations.
- Providing infrastructure in a condition that supports the services provided.
- Identifying funding to support and maintain our infrastructure.

4.3 Responsibilities and Delegations

Councillors are responsible for adopting the policy, allocation of resources, providing high level oversight of the delivery of Council's asset management strategy and plan and maintaining accountability mechanisms to ensure that Council's resources are appropriately utilised to address Council's strategic plans and priorities.

The Asset Management Coordinator is responsible for developing an asset management strategy, plans and procedures and reporting on the status and effectiveness of asset management within Council.

Asset management activities including development of works programs, maintenance budgets and day-to-day management of assets is the responsibility of the relevant directorates.

4.4 Review cycle

This Asset Management Policy will be reviewed along with the Asset Management Strategy and Plans in accordance with the Integrated Planning and Reporting Cycle.

5 Definitions

None



6 Exceptions

None

7 Legislation

Local Government Act 1993
NSW Local Government Amendment (Planning and Reporting) Act 2009

8 Related Documents

Asset management practices and procedures as implemented by the Executive

9 Directorate

Business Cultural and Financial Services

CURRENT

CLAUSE	CL02
TITLE	Increase - Business Card limit
FROM	Matthew Hansen, Director Business, Cultural & Financial Services
TRIM REF	26/24801

SUMMARY

This report updates Council on changes to its use of credit cards and requests endorsement of an increase in the Business Credit Card facility limit to facilitate these changes.

RECOMMENDATION

- (a) Council endorse a Business Credit Card Facility limit of \$150,000.**
- (b) Council authorise the use of the Council Seal to be affixed to the documentation required to increase the facility limit.**

REPORT

Griffith City Council maintains a number of finance facilities with its transactional banking partner, Westpac Banking Corporation. These facilities are as follows:

- **Business Overdraft:** \$1,000,000 (not utilised)
- **Business Credit Card Facility:** \$ 100,000 (total facility limit)
- **Merchant Prepayment (EFTPOS):** \$ 150,000
- **Total Facilities Limit:** \$1,250,000

Council has undertaken a comprehensive review of its corporate credit card arrangements, governance settings, and purchasing practices.

As a result of this work, Council has adopted a new Issue and Use of Corporate Credit Card Policy that is fully compliant with the Office of Local Government (OLG) [Guidelines on the Use and Management of Credit Cards](#). The policy enhances accountability, strengthens control mechanisms, and formalises responsibilities for cardholders and managers.

The revised internal policy – attached to this report – has been reviewed by the Audit, Risk and Improvement Committee (ARIC).

Response to External Auditor and Internal Audit Recommendations

The decision to expand and modernise Council's credit card program directly responds to recommendations from both Council's external auditors and recent internal audit reviews. These reviews identified opportunities to improve procurement efficiency, reduce manual administrative processes, and enhance accountability for routine and low-value transactions.

Increasing appropriate use of corporate credit cards – supported by strong controls – was identified as a key measure to:

- streamline low-value purchasing;
- reduce reliance on more resource-intensive procurement pathways; and
- improve transparency and traceability of transactions.

Issuing of Additional Cards

To support these improvements and ensure credit cards are available to staff who legitimately require them, a needs analysis has been completed across operational areas. This assessment has identified a requirement for thirteen (13) additional credit cards, making a total of 35 cards.

Cards will be issued strictly in line with the new policy's governance framework, with tailored spending limits, documented business justification, and regular oversight.

Audit and Compliance Requirements

The new Corporate Credit Card Policy introduces strengthened assurance measures, including:

- a full audit of the credit card function once per Council term; and
- annual audits of a sample of issued cards, focusing on usage, compliance, and adherence to purchasing rules.

These measures ensure continued oversight, transparency, and strong financial governance.

Increase to the Credit Card Facility Limit

To facilitate the issuance of additional cards and accommodate the shift toward greater use of low-value purchasing via card, Council approval is sought to increase the Business Credit Card Facility limit from \$100,000 to \$150,000.

This increase is responsible and reasonable, reflecting improved governance arrangements, strengthened audit requirements, and alignment with contemporary procurement practices within the Local Government sector.

Future improvements – Virtual Cards

Further improvements are planned to support efficiency and risk reduction, including the capability to issue virtual credit cards for:

- high-risk or high-scrutiny transactions;
- staff who require temporary access for one-off purchases or travel; and
- situations where a physical card is unnecessary or less secure.

The introduction of virtual cards will reduce exposure risks, support more agile procurement, and improve controls over specialised transactions.

OPTIONS

OPTION 1

Endorse the recommendation (Preferred Option).

Council may resolve to approve the increase to the corporate credit card facility limit and note the implementation of the new Corporate Credit Card Policy. This option supports improved procurement efficiency, strengthened governance, and implementation of audit recommendations.

OPTION 2

Amend the recommendation.

Council may choose to endorse the recommendation with changes, noting that the policy and the issuing of credit cards is an operational matter.

OPTION 3

Refer the matter back to Management for further review.

Council may refer the proposal back to management for additional analysis or clarification. This may include further review of cardholder needs, risk assessment, financial implications, or policy impacts before the matter returns to Council for decision.

POLICY IMPLICATIONS

The Issue and Use of Corporate Credit Card Policy sets the framework for monitoring credit card use at Council.

FINANCIAL IMPLICATIONS AND RISK

All credit cards issued to individual staff have fixed and relatively low (under \$10,000) credit limits.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

The recently adopted Issue and Use of Corporate Credit Cards Policy supports and is compliant the Office of Local Government Credit Card Guidelines.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Non-endorsement of the revised credit limit will impact Council's procurement reform process and impact staff efficiency.

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

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) (FS-PO-307) Issue and Use of Corporate Credit Cards - Internal Policy [!\[\]\(014ad8bd547605641ad5c17b77f6fad7_img.jpg\) !\[\]\(c68f5196cd1e24fa1677e82fb15c77cd_img.jpg\)](#) 33



Issue and Use of Corporate Credit Cards FS-PO-307 (INTERNAL POLICY)

1. Policy History

Revision No.	Consultative/WHS Committee	SMT
1	25/02/2026	22/01/2026

2. Policy Scope

This policy applies to all Council officials and employees who authorise, approve, delegate and purchase items for Council.

No Corporate Credit Card may be issued or used except in accordance with this policy.

3. Policy Objective

To ensure corporate credit cards issued are used appropriately, with effective controls, policies and procedures in place with respect to the use of the corporate credit cards.

4. Policy Statement

4.1 Rationale for use

Griffith City Council uses corporate credit cards for the purposes of undertaking the efficient and effective operation of Council's daily business and not as a benefit assigned to the Cardholder.

Council's corporate credit cards are used by Council to transact its business in a more efficient manner and at the same time, provides the Cardholder with a more convenient method to meet costs they incur on Council's behalf.

The use of the Council's Corporate Credit Card system is encouraged when undertaking relatively low value, high volume transactions as it provides lower transaction costs when compared with processing standard supplier invoices.

As well as standard over the counter transactions, Council's Corporate Credit Cards allow the Cardholder to source goods and services from online and overseas supplies if necessary and eliminates the need for bank drafts for such purchases.

Council's Corporate Credit Cards eliminate the need for staff members and the Mayor to use a personal credit card to conduct Council business and minimises the use of petty cash.



4.2 General principles

Cardholders must adhere to Council's Procurement Policy when conducting all procurement activities on behalf of Council, and are subject to the following terms:

- Council credit cards may be issued only to an approved person on the authority of the Council.
- Only employees authorised to incur expenditure may approve expenditure on Corporate Credit Cards.
- Council Corporate Credit Cards must not be used to intentionally incur personal expenditure, or expenditure on behalf of other organisations, even if it will be reimbursed at a later date.
- Officials and employees will not be entitled to any rewards program or access to rewards that may be offered as part of Council incurring expenditure.

All corporate credit card transactions must be reviewed and authorised by the Cardholder's Supervisor (or relevant Authorising Officer) prior to being finalised and processed. In addition, Directors must ensure that all corporate credit cards issued to staff within their Directorate are appropriately reviewed and authorised each month to confirm compliance with this policy.

4.3 Criteria for eligibility to hold a Corporate Credit Card

The Senior Management Team as a collective are to approve the issuing of Corporate Credit Cards to Council officials.

Corporate credit cards are issued strictly based on operational requirements. They are not provided as a benefit, nor allocated on the basis of seniority or position within the Council.

Any new requests for corporate credit cards to be issued will be assessed on the following merits and criteria;

- Operational need, i.e., issuing a corporate card will improve operational efficiency and effectiveness.
- The delegated authority and limit that the official has to expend funds on behalf of Council. The corporate credit card limit will be set by the General Manager and/or Director – Business, Cultural & Financial Services and will at a maximum be within the delegated amount that the staff member has as per the adopted delegation list.
- Any assessment will ensure that all issued corporate credit cards in total remain within the financial limits allowed under Council's finance facility.
- The Senior Management Team will assess the ongoing use of all corporate credit card holders and to ensure that each holder maintains the use of the card is within the requirements of this policy.



The Finance Manager will not be issued a Corporate Credit Card.

Staff issued with corporate credit cards must sign the GCC Acknowledgement and Acceptance of Conditions of Use of Corporate Credit Card document (refer to FS-FO-310 Acknowledgement and Acceptance of Conditions of Use Corporate Credit Cards).

The Finance Manager will maintain a register of all employees who have been issued with a Corporate Credit Card and the respective card limits.

Cardholders must return their Council Corporate Credit Card permanently when:

- they leave their employment or engagement with Council; and / or
- they no longer require use of a card as part of their duties.

The Mayor's Corporate Credit Card will be returned to the General Manager at the end of their Elected Term.

The Finance Manager will contact the card provider to ensure the card is cancelled within 5 days of it being returned (or where the card has not been returned no more than 24 hours after the employee has ceased employment with Council).

4.4 Approved use and Cardholder responsibilities

Corporate credit cards must only be used for official Council business and in accordance with Council's procurement policies, financial delegations, and approved budgets. Purchases should be for required goods or services and must be duly authorised where necessary. Typical appropriate uses include:

- Low-value, high-volume purchases (generally under \$2,500).
- Urgent or out-of-cycle payments where delay would impact operations.
- Online, telephone, or overseas transactions where credit card payment is the most efficient method.
- Emergency situations where immediate payment is required.

Prohibited uses include:

- Cash advances under any circumstances.
- Private or personal purchases, even if reimbursement is intended.
- Transactions linked to personal reward programs.
- Fuel purchases, except where a Council fuel card cannot be used.

Cardholders are responsible for:

- Ensuring the card is used only for official Council purposes.
- Maintaining security of the card and PIN at all times.



- Reconciling monthly statements within three (3) days of issue, attaching compliant tax invoices and receipts.
- Reporting lost, stolen, or disputed transactions immediately to the Finance Manager and card provider.
- Completing and signing FS-FO-310 *Acknowledgement and Acceptance of Conditions of Use* prior to card activation.
- Following good governance, financial accountability, and transparency principles.

Should the Cardholder become aware their Council Corporate Credit Card is incurring, or has incurred, transactions they are not aware of, they must consult the card provider and request a temporary cancellation until the matter is resolved. The Cardholder must advise the Finance Manager and their Director as soon as practical after the disputed transaction becomes known.

Misuse of a corporate credit card may result in withdrawal of the card and disciplinary action in accordance with the Local Government (State) Award and Council policy.

4.5 Other responsibilities

Council will:

- ensure adequate provisions are made for Council employees and Councillors to access Corporate Credit Card facilities;
- ensure all Corporate Credit Card holders are aware of their requirement to reconcile their Corporate Credit Cards monthly;
- include Corporate Credit Card expenditure in continuous disclosure management principles where required;
- ensure those with Corporate Credit Cards are not provided facilities that are beyond their purchasing delegations.
- implement an annual training program for all Corporate Credit Card holders to ensure awareness of responsibilities, compliance requirements, and fraud prevention measures.

The Finance Manager will:

- ensure transactions are audited for policy compliance and scrutinised for business-related purposes;
- ensure all transactions are forwarded to the relevant authorising officer for approval no less than monthly
- verify the cardholder's identity through a 100-point ID check;
- monitor for adherence to the policy and report breaches of the policy to the Senior Management Team and Managers where relevant;
- report any instances of fraud to the Senior Management Team; and



- along with the General Manager, report any suspected instances of fraud to relevant authorities

The Senior Management Team will:

- oversee the implementation of this policy
- approve eligible Corporate Credit Card applications for officials, and approve transaction limits;
- resolve issues brought to their attention by the Finance Manager

Internal Auditors will ensure an audit of all (or a randomised selection of) Corporate Credit Cards is undertaken annually in line with Council's procurement and internal audit policies.

4.6 Training and Awareness

Council will ensure that all corporate credit card holders receive annual training on their responsibilities, the conditions of use, and fraud prevention measures. This training should reinforce compliance with Council's procurement policies, financial delegations, and the Office of Local Government guidelines.

Completion of training will be documented and monitored by Workforce Planning to maintain accountability and reduce the risk of misuse

4.7 Card security

Should the Cardholder become aware they have lost or had their card stolen they must notify the card provider as soon as reasonably possible.

The Cardholder must advise the Finance Manager and their Director as soon as practical after they realise they are no longer in possession of the card.

Outside business hours, the cardholder is to report the card lost or stolen directly to the bank to cancel the card as well as the Finance Manager.

The Finance Manager will undertake an investigation before ordering a replacement card and provide a written report to the Senior Management Team. The replacement card is not to be distributed until any matters identified in the report have been considered.

The corporate credit card is not transferable, and may be cancelled when:

- the cardholder ceases employment with Council;
- the cardholder changes duties or positions and no longer requires a card;
- the cardholder fails to comply with Council's policies or procedures relating to the use, or inappropriate use of the Corporate Credit Card; and / or
- if the card has not been used for more than twelve months.



4.8 Misuse

Any misuse of a corporate credit card will be treated seriously and may result in disciplinary action in accordance with the provisions of the *Local Government (State) Award* and Council's relevant human resources policies and procedures. This may include recovery of funds, withdrawal of card privileges, and further action as deemed appropriate.

Misuse includes but is not limited to:

- intentionally using the credit card for private transactions such as a personal purchase or purchases for the sole benefit of the Cardholder;
- assigning or transferring the Corporate Credit Card to another person;
- using the Corporate Credit Card after the Cardholder's employment has been suspended or terminated;
- not complying with Council's procurement policies;
- using the Corporate Credit Card for a transaction that is more than the approved budget for the item(s) being purchased; and / or
- using the Corporate Credit Card for expenditure not previously approved where prior approval was required by any other policy.

If the Cardholder has used the Council Corporate Credit Card for a personal transaction accidentally, they must contact the Finance Manager immediately and arrange repayment of the amount immediately. A receipt will be issued and included as part of the Corporate Credit Card reconciliation process.

If approval of an expense is denied by the General Manager, a Director, or the Finance Manager, recovery of the expense shall be met by the Cardholder.

Any suspected fraudulent activity or serious misuse of a corporate credit card will be promptly reported to the NSW Police and/or the Independent Commission Against Corruption (ICAC) in accordance with legislative requirements and Council's FS-CP-101 *Fraud and Corruption Control Policy*.

4.9 Audit, Review and Reporting Requirements

Council will maintain strong oversight of corporate credit card usage through the following measures:

Audit – Internal audits of all corporate credit card transactions will be conducted annually, or more frequently if required, in accordance with Council's Internal Audit Policy and Procurement Policy. Random audits may also be undertaken to ensure compliance.

Review – The Finance Manager will review cardholder reconciliations monthly and report any anomalies or breaches to the Senior Management Team. The overall policy will be



reviewed at least every two years to ensure alignment with legislative and Office of Local Government guidelines.

Reporting – A summary of corporate credit card expenditure will be provided quarterly to the Audit Risk and Improvement Committee and annually to Council.

5. Delegation of Function

Financial Services

6. Definitions

Authorising Officer:

- Managers and other staff: Their relevant Director,
- Directors: The General Manager
- General Manager: Finance Manager and/or the Mayor

Cardholder - A Council officer who has been given authorisation to have a Corporate Credit Card and to whom a Corporate Credit Card has been issued.

Card Provider - the bank or credit provider issuing the card

Corporate Credit card - a plastic card, containing a magnetic strip or microchip, issued by an authorised Financial Institution that allows the extending of credit for the purchase of goods and services or cash advances, by authorised cardholders, within the agreed terms and conditions of use

Council Officer - A Councillor or employee of Griffith City Council

Fraud – Any dishonest act or omission intended to deceive for personal or third-party gain, including misuse of a corporate credit card.

GCC - Griffith City Council

Misuse – Any use of the corporate credit card that is not in accordance with Council policy, including personal purchases or exceeding approved delegations.

Monthly Limit - the cumulative credit balance that may be incurred on the Corporate Credit Card per month

Transaction Limit – The maximum amount that can be spent in a single transaction using the corporate credit card.



PIN - Personal Identification Number assigned to a card for electronic purchases authorisation

Reconciliation – The process of verifying and matching credit card transactions against receipts and Council's financial records.

Tax Invoice - an invoice contains specific items of information that is required by the ATO for the effective operation of the GST system.

7. Exceptions

None

8. Legislation

Local Government Act 1993

Local Government (General) Regulation 2021

Office of Local Government - Guidelines for the Use and Management of Credit Cards (2021)

9. Related Documents

(FS-CP-101) Fraud & Corruption Control Policy

(FL-PO-201) Procurement Policy

(HR-PO-210) Employee Domestic Travel on Duty

(HR-PO-230) Professional Development Allowance

(HR-PO-225) Membership of Professional Organisations

(HR-PR-228) Approval and Booking of Travel and Accommodation

(FS-FO-307) Corporate Credit Card Request

(FS-FO-310) GCC Acknowledgement and Acceptance of Conditions of Use of Corporate Credit Cards

10. Directorate

Business, Cultural and Financial Services

CLAUSE	CL03
TITLE	Submission from Griffith Tennis Club - Pickleball Facility
FROM	Shireen Donaldson, Director Economic & Organisational Development
TRIM REF	26/25645

SUMMARY

Council has received a submission from the Griffith Tennis Club seeking Council support for the development of a Pickleball Facility on Council-managed Crown Land adjoining the existing Tennis Precinct at Jubilee Park, Noorilla Street. The submission requests Council consideration of land use, a potential Council-led delivery model, and support for external grant funding opportunities.

The proposed Pickleball Facility presents a potential opportunity to expand active recreation options within the Jubilee Park Precinct. This report seeks Council direction on whether the proposal should be supported in principle and investigated further, without committing Council to funding or delivery at this stage.

RECOMMENDATION

- (a) Council note the submission from the Griffith Tennis Club regarding the proposed development of a Pickleball Facility at Jubilee Park.**
- (b) Council support in principle further investigation of the proposal, subject to land tenure, planning, funding and governance considerations.**
- (c) Council authorise continued discussions with the Tennis Club and undertaking of further assessment, including land use permissibility, delivery models and funding opportunities.**
- (d) Council note this Report introduces the concept of a Pickleball Facility at the Griffith Tennis Club, and at the present time, no financial commitment by Council to any funding model including the provision of a loan facility or the seeking of external grant funding. Any project delivery, funding or loan support would be subject to a further report and formal Council resolution.**

REPORT

Council received a formal submission from the Griffith Tennis Club proposing the construction of pickleball courts on Council-managed Crown Land adjoining the existing tennis complex at Jubilee Park. The submission includes a concept design, indicative costings, proposed funding mix and supporting material, and identifies the growing participation in pickleball locally and nationally.

The proposal was initially considered by Council's Senior Management Team, which identified the need for further investigation prior to any commitment by Council, including land use permissibility, funding implications and governance considerations.

The Tennis Club proposes:

- Construction of two competition pickleball courts and one wheelchair-accessible court within the Jubilee Park Precinct;
- Development on greenfield space adjacent to existing tennis facilities;
- An indicative project cost of approximately \$400,000 (GST inclusive); and
- A preferred funding model based primarily on external grant funding, with a contribution from the Tennis Club and potential consideration of Council assistance if required.

The Tennis Club has indicated that letters of community support would be available to accompany any future grant application.

The subject land is Council-managed Crown Reserve and is covered by the North Griffith Precinct Parks Plan of Management, which identifies Jubilee Park as a sportsground intended to support active recreation and sporting uses.

SEPP (Transport & Infrastructure) 2021 Section 2.73(2) specifies that works can be carried out on the land by Council without the submission of a Development Application. This is also explicitly detailed in Council's Precinct Parks Plan of Management which relates to the subject land. If the Tennis Club (or any other private entity) were to undertake the development directly, a development application would be required.

Any progression of the proposal would therefore preferably occur through a Council-led delivery model, subject to Council approval and external funding availability.

At this point, Council is not committing to:

- Funding the project;
- Providing a loan facility; or
- Proceeding with construction in the absence of successful external grant funding.

Should Council support the proposal in principle, officers would continue to work with the Tennis Club to refine project information so that Council is well positioned to consider future funding opportunities and delivery options.

Any future commitment would require a further report to Council addressing:

- Land tenure and planning compliance;
- Financial and budget implications;
- Delivery responsibilities and risk allocation; and
- Broader impacts on the Jubilee Park sporting precinct.

OPTIONS

OPTION 1

As per Recommendation, Council support the proposal and proposal pathway.

OPTION 2

Council do not support the proposal of the development of a Pickleball Facility.

OPTION 3

Any other variation to the proposal, subject to the funding conditions of the proposal.

POLICY IMPLICATIONS

Key considerations include:

- Ensuring consistency with the adopted Plan of Management;
- Managing expectations regarding Council financial support;
- Equity and precedent in responding to requests from sporting and community organisations; and
- Long-term maintenance and operational responsibilities should the project proceed.

FINANCIAL IMPLICATIONS AND RISK

There are no immediate financial implications arising from this report.

Any future funding commitment, loan support or budget allocation would be subject to a separate Council decision following detailed assessment.

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

Moderate Low Risk: Minor environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 1.2 Actively engage with and seek direction from our community and stakeholders.

CONSULTATION

Senior Management Team

Internal consultation has occurred with relevant Directors and officers, including Sustainable Development and Business, Cultural & Financial Services. The Tennis Club has been

advised that Council consideration would be required prior to any progression of the proposal.

ATTACHMENTS

- (a) Proposed Development of Adjoining and Parcel for Pickleball Facility - Crown Land - 92-104 Noorilla Street Griffith - Griffith Tennis Club (under separate cover) 
- (b) Letter of Response to Tennis Club (under separate cover) 

CLAUSE	CL04
TITLE	Review of Lake Wyangan Flood Study
FROM	Graham Gordon, Director Utilities
TRIM REF	26/28331

SUMMARY

Council adopted the Lake Wyangan Flood Study in 2012 and the Lake Wyangan Floodplain Risk Management Study and Plan in 2013, which require periodic review under the NSW Floodplain Development Manual (2023), particularly following significant flood events or changes in land use. Following substantial land use changes and, recent flood events, Council secured NSW Government funding in December 2023 and engaged Torrent Consulting Pty Ltd to undertake a review, which the Flood Study has now been completed and is presented for endorsement to proceed to public exhibition.

RECOMMENDATION

- (a) Council endorse the Lake Wyangan Flood Study to go on public exhibition for a period of 42 days.**
- (b) Should no submissions be received, the Lake Wyangan Flood Study be considered adopted as at the completion of the exhibition period.**
- (c) If submissions are received, a further report is to be provided to Council.**

REPORT

Council adopted the Lake Wyangan Flood Study in 2012 and the Lake Wyangan Floodplain Risk Management Study and Plan in 2013. In accordance with the NSW Floodplain Development Manual (2023), floodplain management plans should be periodically reviewed, particularly following significant flood events or changes in land use.

Over the past decade, land use within the Lake Wyangan catchment has changed significantly and the October 2022 flood event highlighted the need to reassess existing flood management measures. Council also approved the Lake Wyangan Pipeline Project which was not considered in the 2013 plan. A review was therefore required to incorporate these changes and consider additional flood mitigation and planning options.

In December 2023, Council received funding under the NSW State Floodplain Management Program, administered by the Department of Climate Change, Energy, the Environment and Water (DCCEEW), to undertake a review of the Lake Wyangan Flood Study and Floodplain Risk Management Study and Plan. In addition to this, Council resolved to contribute 1/3 of the funding from the Floodplain and Drainage Mitigation Reserves (Ordinary Meeting of Council – 12 December 2023: CCMM01 Review Of Lake Wyangan Flood Study And Floodplain Risk Management Plan).

Following a Request for Quotation (RFQ) process, Torrent Consulting Pty Ltd was commissioned in May 2024 to undertake the Review of Lake Wyangan Flood Study and Floodplain Risk Management Plan.

The Review of the Lake Wyangan Flood Study is now complete and is attached for endorsement to be placed on public exhibition.

OPTIONS

It is recommended that the Lake Wyangan Flood Study be placed on public exhibition to allow the community to provide feedback.

POLICY IMPLICATIONS

Griffith Flood Liable Lands Policy (CS-CP-403)

FINANCIAL IMPLICATIONS AND RISK

The Review was two thirds funded by the Department of Climate Change, Energy, the Environment and Water (DCCEE) and Council's Floodplain and Drainage Mitigation Reserve.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

The Floodplain Risk Management Plan should be reviewed as per NSW Floodplain Management Manual guidelines.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Flood mitigation measures that can provide flood immunity to the community and also enhance the environment of the lake will be investigated in this review.

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

Flood mitigation measures that can provide the 1% AEP flood immunity to the community will be investigated in this review.

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 7.4 Reduce the risk and impacts of natural disasters on our community.

CONSULTATION

Senior Management Team

Floodplain Management Committee

ATTACHMENTS

- (a) Review of the Lake Wyangan Flood Study and FRMS&P Update (under separate cover) 

CLAUSE	CL05
TITLE	Australian Local Government Association (ALGA) National General Assembly (NGA) 23 - 25 June 2026
FROM	Scott Grant, General Manager
TRIM REF	26/22625

SUMMARY

The National General Assembly (NGA) of Local Government is to be held in Canberra from 23 to 25 June 2026.

The National General Assembly provides the opportunity for councils throughout Australia to contribute to the development of National Local Government Policy and receive updates on the major policy issues facing Local Government.

RECOMMENDATION

(a) Council nominate the Mayor, two Councillors and and the General Manager (or his delegate) to attend the 2026 National General Assembly of Local Government in Canberra from 23 to 25 June 2026.

(b) Council endorse funds to be allocated to the event:

- i. Conference (and Forum) @ \$1,350 per person (including Early Bird rate)**
- ii. Accommodation @ \$300 per night/per person**

REPORT

The National General Assembly of Local Government (NGA) is the largest annual gathering of Local Government leaders in Australia.

Since 1994, Council leaders have converged for the NGA to advocate for better federal funding, policy reforms and effective partnerships.

This national event regularly attracts delegates from around Australia and overseas, and provides an exciting opportunity for Mayors and Councillors to come together and consider the important issues for communities.

Note: Motions for the NGA closed Friday 27 February 2026. Council submitted three motions as per Minute No: 26/037 of the Ordinary Meeting of Council held 24 February 2026.

OPTIONS

OPTION 1

As per the recommendation in this report.

OPTION 2

Council not be represented at the 2026 National General Assembly of Local Government.

POLICY IMPLICATIONS

Council's 'Councillors Payment of Expenses and Provision of Facilities Policy' (GC-CP-407) nominates the National General Assembly as one of the conferences of importance to Council each year.

Expenditure for travel and accommodation to be in accordance with the provisions of the policy.

FINANCIAL IMPLICATIONS AND RISK

GENERAL ASSEMBLY REGISTRATION

- Attendance to all General Assembly sessions
- Meal breaks as per the General Assembly program
- Welcome Reception & Exhibition Opening
- General Assembly satchel and materials

Early Bird Payment received by Thursday 30 April 2026 \$999

TUESDAY REGIONAL FORUM OR URBAN FORUM REGISTRATION FEES

- Attendance to all registered Forum sessions
- Meal breaks as per the Forum program Forum Only

Forum NGA Delegate Discount \$350

All amounts include GST.

Additional costs will be incurred for travel and accommodation arrangements for participants.

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

The Council Meeting scheduled for Tuesday, 23 June 2026 has been rescheduled to Tuesday, 16 June 2026 to accommodate for Councillor and General Manager attendance at this Conference.

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

(a) 2026 NGA Information Flyer [↓](#) 

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2026 Proposed Programs

Forums

TUESDAY 23 JUNE

REGIONAL FORUM: ROYAL THEATRE

8.00am	Registrations Open
9.00am	Regional Forum Opening Session
10.00AM	MORNING TEA
10.30am	Opportunities & Challenges - Renewable Transition
11.30am	State of the Regions
12.30PM	LUNCH
1.30pm	Disaster Management Fatigue
2.30pm	National productivity & local roads
3.30PM	AFTERNOON TEA
4.30pm	Regional Health
5.30pm - 7.30pm	National General Assembly Welcome Reception & Exhibition Opening Sponsored by Payble

TUESDAY 23 JUNE

URBAN FORUM: BRADMAN THEATRE

8.00am	Registrations Open
9.00am	Urban Forum Opening Session
10.00AM	MORNING TEA
10.30am	State of the Cities
11.30am	Precinct Building: Creating places people want to be
12.30PM	LUNCH
1.30pm	Emergency Management: Communicating to large populations
2.30pm	Growing pains: Rapid urban growth
3.30PM	AFTERNOON TEA
4.30pm	Decarbonisation in the urban context
5.30pm - 7.30pm	National General Assembly Welcome Reception & Exhibition Opening Sponsored by Payble

National General Assembly

WEDNESDAY 24 JUNE

NATIONAL GENERAL ASSEMBLY

8.00am	Registrations Open
9.00am	Opening Session MC Welcome and Introduction Welcome to Country
10.00am	Session 1 David Speers (MC) in conversation with Ministers
11.00AM	MEAL BREAK ONE
12.00pm	Session 2: Listen and Action With Jason Clarke, including the launch of the Jobs and Skills Survey
2.00PM	MEAL BREAK TWO
3.00pm	Session 3: Debate on Motions
5.30pm	Close of day one

THURSDAY 25 JUNE

NATIONAL GENERAL ASSEMBLY

8.30am	Session 4: Debate on Motions
11.00AM	MEAL BREAK ONE
12.00pm	Session 5: Financial Sustainability Launch of State of the Assets & Around the Grounds (Association Presidents)
1.00pm	Session 6: Disability Inclusion in Action
2.00PM	MEAL BREAK TWO
3.00pm	Session 7: Securing Funds How to Get that Grant & Payable Research
4.00pm	Session 8: Respectful communication in the online world
7.00pm	General Assembly Dinner Australian War Memorial Sponsored by Telstra
7.00pm	Networking Event Verity Lane Market

View the full program on the website
[NGA26.com.au](https://nga26.com.au)

NGA 2026 INFORMATION

SOCIAL FUNCTIONS

Welcome Reception & Exhibition Opening

Sponsored by Payble
Tuesday 23 June 2026

Venue: National Convention Centre Canberra
The Welcome Reception will be held in the exhibition hall and foyer.

5:30pm - 7:30pm

\$55.00 per person for day delegates and guests. No charge for full registered delegates. No charge for registered accompanying partners.

Dress Code: Smart casual

General Assembly Dinner

Sponsored by Telstra
Thursday 25 June 2026

Venue: Australian War Memorial
7:00pm - 10:00pm

\$245.00 per person

Dress Code: Formal/Cocktail

Numbers to this dinner are strictly limited. Tickets are allocated on a first in basis.

Networking Night at Verity Lane

Thursday 25 June 2026

Venue: Verity Lane Market
7:00pm - 11:00pm

\$109.00 per person

Dress Code: Formal/Cocktail

****Note: These functions are on the same night ****

General Assembly Business Sessions

Wednesday 24 June 2026 - Thursday 25 June 2026

Venue: National Convention Centre Canberra
All plenary sessions will be held in the Royal Theatre at the National Convention Centre.

Dress Code: Smart casual

Exhibition

Tuesday 23 June 2026 - Thursday 25 June 2026

Venue: National Convention Centre Canberra

The exhibition is being held in the Exhibition Hall and the Upstairs Ballroom at the National Convention Centre.

Partner Tours

The partners meet at the Crowne Plaza Hotel each morning to commence their tour.

A Day in Hall
Wednesday 24 June - 9.45am

Explore the character and charm of Hall on this relaxed, full-day experience. Begin at the Hall School Museum & Heritage Centre, where local stories and historic displays paint a picture of the region's past. Move on to a guided spirit and wine tasting with Local Spirit Group, complemented by a fresh lunch from 1882 Hall. Finish the day with a wander through Cockington Green Gardens, taking in the detailed miniature villages and beautifully maintained grounds. Enjoy a ride on the miniature steam train before heading off. A balanced mix of history, flavour and leisurely sightseeing.

Lake Side Art & History Tour
Thursday 25 June - 9:45am

Experience Canberra from three unique angles on the Lakeside Art & History Tour tour. Start with a relaxed circuit of Lake Burley Griffin, where the calm surroundings provide a comfortable setting for a lakeside life-drawing session and Morning Tea. Enjoy a laid-back lunch at Wilma Asian BBQ, combining good food with an easy atmosphere. Finish with a guided visit to Calthorpes House, exploring its well-preserved architecture, gardens and the stories that reflect Canberra's early heritage. A balanced mix of art, nature, food and history.

NOTE These programs are subject to change without notice.

REGISTRATION INFORMATION

Registration form available at [NGA26.COM.AU](https://nga26.com.au)

GENERAL ASSEMBLY REGISTRATION

- Attendance to all General Assembly sessions
- Meal breaks as per the General Assembly program
- One ticket to the Welcome Reception & Exhibition Opening
- General Assembly satchel and materials

Late Payment recieved after Thursday 30 April 2026

DAY REGISTRATION FEES

- Attendance to all General Assembly sessions on the day of registration
- Meal breaks as per the General Assembly program
- One ticket to the Welcome Reception & Exhibition Opening
- General Assembly satchel and materials

Thursday 25 June 2026

TUESDAY REGIONAL FORUM OR URBAN FORUM REGISTRATION FEES

- Attendance to all registered Forum sessions
- Meal breaks as per the Forum program

ACCOMPANYING PARTNER REGISTRATION FEES

- 1 ticket to the Welcome Reception & Exhibition Opening
- Day tour Wednesday 24 June 2026
- Day tour Thursday 25 June 2026

GENERAL INFORMATION

PRIVACY DISCLOSURE

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities.

If you do not consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name can also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

Photographs

During the General Assembly there will be a contracted photographer taking photographs during the sessions and social functions. If you have your picture taken it is assumed that you are giving consent for ALGA to use the image. Images may be used for print and electronic publications.

CAR PARKING

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$23.50 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$20.00 per day. The voucher machines accept either cash or cards (Visa or MasterCard).

PAYMENT PROCEDURES

Payment can be made by:

Credit card MasterCard and Visa

Electronic Funds Transfer

Bank: Commonwealth Bank

Branch: Woden

BSB No: 062905

Account No: 10097760

ALGA ABN

31 008 613 876

Canberra Weather in June

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 11-15°C and temperatures do drop to 0°C on average in the evenings, so be sure to bring a warm jacket.

Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

CANCELLATION POLICY

STANDARD REGISTRATION TERMS

An administration charge of \$220.00 will be made to any participant cancelling before Thursday 30 April 2026. Cancellations received after Thursday 30 April 2026 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost

By submitting your registration you agree to the terms of the cancellation policy.

Substitutions

As with all ALGA events, substitutions are allowed for delegates. Please notify the conference organisers in writing if substitutions are required.

No refund will be available to no shows.

ACCOMMODATION TERMS

All cancellations or amendments must be made in writing to Conference Co-ordinators and will be acknowledged by email.

All rooms cancelled 30 day prior to check-in will be charged the full amount unless the room can be resold.

You are required to pay for your full accommodation account and any incidental expenses incurred during your stay when checking in to the hotel.

No refund will be available to no shows.

Conference Hotels

A by Adina

1 Constitution Avenue, Canberra

A by Adina Canberra is the newest hotel to Canberra which is located on Constitution Avenue only a 5-minute walk from the National Convention Centre.

The hotel combines spacious apartment living with 24-hour reception, room service, service provided by knowledgeable concierges and a well-equipped gym.

A new dining district is also newly constructed in the immediate area.

All rooms have a king bed and the studios offer a twin option of two singles beds.

Studio Rooms: \$249 per night
— Single/twin/double

1 Bedroom Apartments: \$299 per night
— Single/double

Adina Serviced Apartments

79 Northbourne Avenue, Canberra

Adina Serviced Apartments Canberra James Court (formerly Medina) is located in the heart of the city on Northbourne Ave. offering contemporary spacious one bedroom apartments. Each apartment features a fully-equipped kitchen, in-room laundry and modern conveniences including flat screen TVs and free WiFi, outdoor pool, sauna, gym, spa and undercover parking on site (\$20/day). The hotel is approximately a 20-minute walk from the National Convention Centre.

1 Bedroom Apartments: \$219 per night
— Single

Avenue Hotel

80 Northbourne Avenue, Canberra

The Avenue Hotel is one of the only 5 star options in the Canberra city and offers guests both studio and apartment style rooms. The hotel is a 15-20 minute walk from the Convention Centre.

The apartments have a fully functioning kitchen. Twin option at the hotel consists of two king singles.

Superior King Rooms \$330 per night
— Single/twin/double

1 Bedroom Apartments \$360 per night
— Single/double

Crowne Plaza

1 Binara Street, Canberra

The Crowne Plaza is adjacent to the Convention Centre and only a short walk from restaurants, bars and the main shopping district.

Twin option at the hotel consists of two double beds.

City View Room \$375 per night
— Single/twin/double

Park View Room \$420 per night
— Single/twin/double

Mantra on Northbourne

84 Northbourne Avenue, Canberra

Mantra on Northbourne is centrally located within the CBD and approximately a 15-20 minute walk from the National Convention Centre. The hotel features underground parking (for a fee), a 24 hour reception, a heated indoor pool, sauna and a fully-equipped gymnasium.

All apartments offer one king bed, individually controlled air-conditioning, WiFi (for a fee), pay per view movies, mini bar, tea/coffee making facilities, a separate lounge and dining area, kitchen and a fully equipped laundry.

1 Bedroom Apartments: \$219 per night
— Single/double

Nesuto Apartments

2 Akuna Street, Canberra

Located in the heart of Canberra's CBD, the Nesuto Apartments is only a five-minute walk from the National Convention Centre. The one-bedroom apartments also offer a separate lounge/dining area.

Twin option at the hotel consists of two single beds. Additional costs will apply if more than two guests are within the one room.

Studio Apartment \$289 per night
— Single/twin/double

1 Bedroom Apartments \$309 per night
— Single/twin/double

Qt Hotel

1 London Circuit, Canberra

The Qt Hotel is a modern hotel with boutique style furnishings, central to the city and a 10-minute walk to the National Convention Centre.

Twin option at the hotel consists of two single beds.

King Room \$249 per night
— Single/twin/double

Superior King Room \$269 per night
— Single/twin/double

The Sebel Canberra Civic

197 London Circuit, Canberra

The Sebel Canberra Civic is one of Canberra's newest hotels which opened in June 2019 and is just a 7-minute walk from the National Convention Centre.

This property offers free WiFi throughout the hotel, a fully equipped gym, and an onsite restaurant and bar lounge.

All rooms come with a fully equipped kitchenette with Nespresso machine and dining table. Every bathroom is accessibility friendly with walk in showers.

Superior Room \$235 per night
— Single/double

Executive Room \$265 per night
— Single/double



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CLAUSE	CL06
TITLE	Sustainable Communities Program - Applications
FROM	Scott Grant, General Manager
TRIM REF	26/22088

SUMMARY

This report provides updated project scopes, detailed cost estimates and revised Council co-contributions prepared under the General Manager's delegated authority following Council's resolution of 10 February 2026.

The report outlines how the applications have been refined using specialist advice and Quantity Surveyor costings to ensure accurate, defensible submissions to the Sustainable Communities Program.

The applications were submitted on 24 February 2026. Successful applications are expected to be notified in July 2026.

RECOMMENDATION

Council note the report and the revised scope of works, project budgets and co-contributions.

REPORT

At its meeting held on 10 February 2026, Council resolved the following:

- a) *Council approve Council officers to prepare and submit funding applications under the NSW Government Sustainable Communities Program for the following projects:
 1. Lake Wyangan - Water Quality and Liveability Infrastructure (Stage 1); and
 2. Griffith Regional Saleyards - Staged Roof and Amenity Upgrade;
 3. Lake Wyangan - Enabling Infrastructure (Stage 2: Boorga Road Upgrade); and*
- b) *Council approve the allocation of up to \$20,000 to engage specialist support (including grant writing, quantity surveying and technical advice) to assist with the preparation of the funding applications; and*
- c) *Council delegate authority to the General Manager to coordinate, plan and undertake the preparation and submission of the funding applications, including engagement of specialist support, in accordance with Council's procurement policies; and*
- d) *Council note that any acceptance of grant funding, including financial commitments or budget variations, will be subject to a further report to Council.*
- e) *That the recommendations as detailed in the Minutes of the Lake Wyangan and Catchment Management Committee Meeting held on 5 February 2026 be adopted.*

The resolution did not set project budgets or required Council contributions. This provided the General Manager with discretion to refine the scope and costs using Quantity Surveyor (QS) advice.

Revised project scopes

SCP2-043 – Saleyards Roof & Amenities

- New roof structure covering ~4,226 m², with associated footings and columns.
- ~480 m³ excavation, all reused onsite.
- Installation of 4 modular toilet/shower units, including ~29 m² shared roof and ~19 m² slab.
- Services: 4 hot-water systems, solar allowance, sewer, water and electrical connections

SCP2-044 – Lake Wyangan Water & Recreation

- Channel works over ~650 m, average 1.7 m deep, 1V:3H batters, ~15 m work corridor.
- Excavation and disposal of ~3,370 m³, plus ~3,510 m² batter trimming.
- Demolition of ~80 m² concrete structures and removal of one steel gate.
- Wetland construction: ~2,730 m² geofabric, ~390 m³ gravel, ~1,170 m³ wetland media.
- Rock works: ~60 m³ riffles; ~500 m² scour protection.
- 1 solar pump station, 1 intake and HDPE pipeline (allowance).
- Track upgrades ~1,820 m² and landscaping ~1,950 m² planting + ~1,060 m² hydromulch.

SCP2-050 – Boorga Road Widening

- Construction of ~1,200 m of new urban-standard road (shoulder–lane–median–lane–shoulder).
- Earthworks: ~9,551 m³ cut; ~2,828 m³ fill; ~16,800 m² surface preparation.
- Removal of ~9,000 m² existing paving.
- New pavement ~11,625 m² plus linemarking ~11,625 m².
- Intersection upgrades: 2,500 m² (Boorga/Todd) and 700 m² (Boorga/Druit/McCarthy).
- Kerbs: ~2,400 m median kerb; ~606 m SA kerb.
- Road furniture and landscaping: 248 guide posts, 29 light poles, 64 trees, ~5,175 m² mulch.
- Provisional services: stormwater allowance; overhead power relocation.

Overall, Council's contribution increases by **\$585,000**, reflecting changes in scope and the inclusion of realistic contingencies and escalation.

Funding proposals for these contributions will be considered in the 2026/27 budget process.

Specialist support – applications

Council approved **\$20,000** for specialist assistance.

The General Manager engaged the following services to meet the program deadlines:

- Specialist grant writer: **\$24,160**

- Quantity Surveyor: **\$18,300**

Total: \$42,460

Without specialist support, preparing high-quality applications within the tight timeframe would not have been possible.

OPTIONS

The report be noted.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS AND RISK

Council will need to give serious attention to the method of funding its contributions.

The inclusion of contingencies and escalations in the cost estimates mitigates some of Council's financial risk exposure.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) Project Estimates Table (Confidential)

CLAUSE **CL07**

TITLE **Investments as at 31 January 2026**

FROM **Vanessa Edwards, Finance Manager**

TRIM REF **26/28569**

SUMMARY

This report details Council's investments performance at the month of January 2026.

RECOMMENDATION

The report be noted by Council.

REPORT

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

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

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

- 90.6% is externally restricted, i.e., there are binding legal restrictions about how and where Council can use these funds.
- 8.4% is internally restricted, i.e., Council has made a decision to put these funds aside for a specific purpose.
- 1% is unrestricted, i.e., Council can use this money for discretionary projects or activities.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Any other Resolution of Council.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS AND RISK

As at 31 January 2026, Council had received a total of **\$2,086,076** in interest coupon payments.

The overall net interest income recognised (when combining both interest received and mark-to-market entries) at 31 January 2026 was **\$2,438,475**. The annual budget for 2025/26 is **\$2,923,000**.

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

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

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

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

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|---|----|
| (a) | Statement of Funds at 31 January 2026 ↓  | 65 |
| (b) | Investments Returns Analysis - 12 month Annualised Yields ↓  | 66 |
| (c) | TCorp Monthly Economic Report ↓  | 67 |

(a) Statement of Funds at 31 January, 2026

GRIFFITH CITY COUNCIL

Statement of Funds Invested under Section 625 of the Local Government Act, 1993

31 January, 2026

INVESTMENTS

Annual Return	Type	Valuation	Interest	Revaluation	Fund as a
		Balance as at	Recognised	Movements	Percentage of
		31 January, 2026	January, 2026	January, 2026	Total Investments
Cash/Managed Funds					
6.730%	Pendal Institutional Cash Fund	9,215.98		51.44	0.01%
5.560%	Perpetual Credit Income Fund	1,157,115.80		(5,813.88)	1.47%
7.21%*	NSW Treasury Corp - Long Term Growth Fund	2,088,282.20		16,897.90	2.63%
4.32%*	NSW Treasury Corp - Medium Term Growth Fund	6,430,841.19		40,884.05	8.18%
2.65%*	NSW Treasury Corp - Short Term Income Fund	4,212,082.09	15,404.05	1,041.49	5.38%
2.600%	UBS Cash Management Trust Account	77,334.57	448.53		0.10%
3.500%	ANZ Premium Business Saver Account	8,029.22	25.00		0.01%
Term Deposits					
4.000%	AMP 365 Day Term Deposit Maturity 5/8/26	2,000,000.00	6,886.66		2.54%
4.000%	BOQ 1 Year Term Deposit Maturity 10/8/2026	1,099,763.48	3,665.88		1.40%
4.480%	Westpac Bank 2 Yr Term Deposit Maturity 9/9/2026	3,000,000.00	11,200.00		3.82%
4.150%	NAB 1 Year Term Deposit Maturity 9/9/2026	2,000,000.00	6,916.67		2.54%
4.000%	BOQ 1 Year Term Deposit Maturity 10/8/26	2,000,000.00	6,886.67		2.54%
4.590%	Westpac Bank 18 Month Term Deposit Maturity 30/3/26	3,000,000.00	11,475.00		3.82%
4.050%	Westpac Bank Notice Saver 60 Day	2,837,054.42	9,412.56		3.61%
4.000%	Westpac Bank Notice Saver 31 Day	5,999,465.39	19,659.63		7.63%
5.000%	NAB 3 Yr Term Deposit Maturity 9/10/2026	3,500,000.00	14,583.33		4.45%
4.400%	Rabo Bank 5 Yr Term Deposit Maturity 28/8/2029	2,500,000.00	9,186.67		3.18%
4.430%	Rabo 4 Yr Term Deposit Maturity 2/7/2029	2,000,000.00	7,383.33		2.54%
4.580%	Rabo Bank 5 Yr Term Deposit Maturity 1/7/2030	2,000,000.00	7,633.33		2.54%
5.250%	Rabo Bank 4 Yr Term Deposit Maturity 25/07/2029	2,000,000.00	8,750.00		2.54%
5.190%	NAB 2 Year Term Deposit Maturity 29/8/2026	2,000,000.00	8,650.00		2.54%
5.300%	Rabo Bank 4 Yr Term Deposit Maturity 28/8/2028	2,500,000.00	11,041.66		3.18%
5.090%	Rabo Bank 5 Yr Term Deposit Maturity 14/1/2030	2,000,000.00	8,483.33		2.54%
4.840%	Rabo Bank 3 Yr Term Deposit Maturity 12/01/2029	4,000,000.00	16,133.33		5.09%
3.750%	Bendigo Adelaide Bank 2 Month Term Deposit Maturity 5/1/2026	7,197,654.01	24,189.36		9.15%
Bank Bonds/Floating Rate Notes #					
1.250%	NSW Treasury Corp Bond (\$2M Face Value) Maturity 20/11/30	1,714,700.00		1,480.00	2.18%
2.000%	NSW Treasury Corp Bond (\$2M Face Value) Maturity 8/3/33	1,648,860.00		1,980.00	2.10%
1.750%	Government of the ACT Bond (\$800k Face Value) Maturity 17/5/30	532,122.00		(188.00)	0.68%
4.345%	NAB FRN (\$1.7M Face Value) Maturity 10/05/2027	1,708,647.00		782.00	2.17%
4.450%	NAB FRN (\$1.6M Face Value) Maturity 18/10/2027	1,598,128.00		(2,320.00)	2.03%
4.550%	NAB FRN (\$1.6M Face Value) Maturity 18/03/2030	1,610,720.00		2,672.00	2.05%
3.987%	WBC Floating Bond (\$2.5M Face Value) Maturity 12/12/2025				0.00%
4.570%	WBC Floating Bond (\$1.5M Face Value) Maturity 21/01/2030	1,510,365.00	18,386.08	2,790.00	1.62%
4.655%	Bendigo Adelaide Bank FRN (\$800k Face Value) Maturity 08/05/2027	804,752.00		120.00	1.02%
5.155%	Maitland Mutual Limited FRN (\$500k Face Value) Maturity 15/05/2028	498,390.00		310.00	0.63%
4.940%	Newcastle Greater Mutual Ltd FRN (\$1.4M Face Value) Maturity 23/01/26	1,401,526.00		(1,526.00)	1.78%
	Total	78,621,148.33	223,341.09	59,361.02	100%

*YTD Fund Return

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

Balance of Griffith City Council Trading Bank Account	22,178,208.14
GHFL/HHF Bank Account Balances	24,253.33

Total Cash & Investments at 31/01/2026 100,823,609.80

RETURN ON INVESTMENTS

Return on Investments Analysis	Actual
Accumulated Return on Investments Brought Forward	2,089,516.60
Interest received on Griffith Health Facilities Limited Bank Accounts YTD January 2026	31.52
Return on Investments for the month of January 2026	283,302.11
Trading Bank Account Interest Received for the month of January 2026	65,625.20
Total Return of Investments YTD January 2026	2,438,475.43

Fund	Original Budget Annual Total	Budget YTD	Actual YTD
Ordinary Fund	1,150,000.00	679,000.00	823,780.42
Water Fund	1,020,000.00	595,000.00	895,504.02
Sewerage Fund	500,000.00	294,000.00	532,231.24
Waste Fund	250,000.00	145,831.00	182,438.50
Western Riverina Library	3,000.00	1,750.00	3,541.25
Total	2,923,000.00	1,715,581.00	2,438,475.43
		Percentage of Year at Report Date	58.33%

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

RESPONSIBLE ACCOUNTING OFFICER

(b) Investments Returns Analysis - 12 month Annualised Yields

INVESTMENT RETURNS ANALYSIS - 12 MONTH ANNUALISED YIELDS			
Month	Average Funds Invested for the month	Return on Investment/ Revaluation Adjustments	Yield %
Feb-25	\$71,650,559	\$300,001	0.42%
Mar-25	\$71,236,835	\$170,445	0.24%
Apr-25	\$74,343,469	\$356,095	0.48%
May-25	\$78,289,264	\$467,698	0.60%
Jun-25	\$78,756,807	\$417,921	0.53%
Jul-25	\$78,909,976	\$296,953	0.38%
Aug-25	\$79,101,138	\$366,819	0.46%
Sep-25	\$79,313,036	\$381,594	0.48%
Oct-25	\$79,488,097	\$364,284	0.46%
Nov-25	\$77,560,632	\$165,065	0.21%
Dec-25	\$74,300,071	\$218,076	0.29%
Jan-26	\$75,842,864	\$283,302	0.37%
12 Month Annualised Performance			4.92%
Current Year Performance Jul 25 - Jun 26			2.66%
(Cash basis only, net of fees)			



January 2026
Published: 2 February 2026

Monthly economic report

The global economy

The global economy continues to prove resilient to a seemingly relentless torrent of unexpected policy announcements. In January alone, the US removed Venezuelan President Maduro, threatened to take ownership of Greenland, issued a subpoena to the Chair of the US Federal Reserve threatening a criminal indictment, threatened to impose additional 50% tariffs on Canada and threatened Iran with military action.

While the policy uncertainty has taken a toll on US consumer confidence, it appears to be having little impact on their spending behaviour, which remained strong through the end of 2025. That might reflect resilience in the labour market, with unemployment remaining low, despite more modest employment gains. Most of the policymakers at the US Central Bank appear comfortable with how the economy is performing and the current stance of policy. At the end of January, however, President Trump nominated Kevin Warsh to be US Fed Chair when Jerome Powell's term ends in May 2026. It will be interesting to see if Mr Warsh attempts to steer policy in a more dovish direction, assuming that his nomination is approved by the Senate.

The European economy also remains on a solid footing with the economy growing by 1.3% over the year to September 2025. Activity in 2026 should benefit from the large German fiscal stimulus, which has also encouraged European Central Bank policymakers to suggest that monetary policy easing is done for now.

Fiscal policy is also a hot topic of conversation in Japan where Prime Minister Takaichi announced a snap election and plans for aggressive fiscal stimulus. While bond investors worried about the implications for inflation and funding needs, equity investors welcomed the news.

The Australian economy

Australia's trimmed mean inflation rate rose by a modest 0.2% in the month of December but increased by 0.9% over the December quarter. Together with a surprise fall in the unemployment rate from 4.3% to 4.1% in December, this was sufficient to shift market expectations towards a February Reserve Bank of Australia (RBA) rate hike.

Although the unemployment rate unexpectedly fell in December, the decline was concentrated in 18-24 year olds which could reflect temporary retail hiring for the end-of-year sales.

Over 2025, employment grew by 1.1% which is less than population growth and is down sharply from the 2.7% growth recorded over 2024. A decline in the participation rate, however, has limited upward pressure on the unemployment rate.

Unemployment in NSW remains below the national average, at 3.9%, with the state's unemployment rate remaining around 4% for most of the last 12 months.

Financial market commentary

Despite a lot of background noise and some large intra-day moves in markets over January, risk assets performed well overall while bond markets were also relatively well behaved.

Equity markets (performance in local currency, excluding dividends)

Global equities (MSCI All Countries excluding Australia) gained a healthy 1.5% over January, although this was eclipsed by a strong 9% surge in the MSCI Emerging Markets index.

Amongst developed markets, the US was an underperformer in January but still managed to record a 0.6% increase. The ASX200 was stronger and rose by 1.7%, while European stocks did even better, gaining 3.1%. Japanese stocks were the standout in January, however, rising by 5.9% as Prime Minister Takaichi called an election and promised to deliver additional fiscal stimulus.

Amongst emerging markets, Brazil again recorded a very strong gain of 12.6% in January after the Brazilian Central Bank signalled that lower interest rates were coming. Chinese equities' robust 3.9% rise in January partly reflected reports that policymakers were poised to provide more support to the property market.

Bond yields

Global bond yields tended to rise over January reflecting solid economic data and signs that central banks were less worried about downside risks to the outlook. In the US, 10-year yields rose by 11bps as the US Fed kept interest rates unchanged at its January policy meeting, with most policymakers seeing no urgency to cut rates again.

Australian 10-year bond yields rose by 6bps over January, but 3-year yields increased by 14bps. This reflected the release of December inflation data which investors interpreted as putting more pressure on the RBA to tighten monetary policy at its February policy meeting. That move also dragged higher shorter-dated TCorp yields, but longer-dated maturities were flat-to-down over January.

The most dramatic movements in bond markets over January, however, were in Japan. Japan's 10-year bond yield ended the month up 19bps as bond market investors were unnerved by the inflationary implications of both aggressive fiscal stimulus announcements and steady monetary policy.

Currency and commodity markets

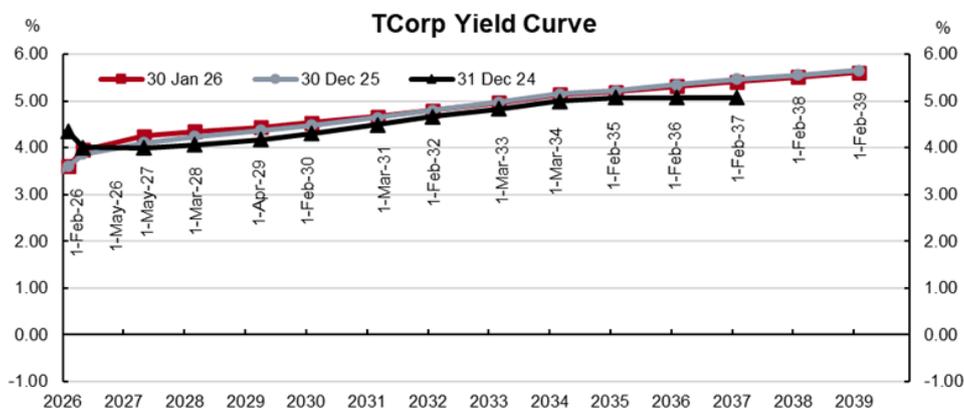
While there was little reaction from oil prices when the US removed Venezuelan President Maduro in early January, oil prices climbed steadily over the second half of the month to close up 14%. In January, however, it was precious metals that dominated headlines with very large gains (and a sizeable drop) in gold and silver. The silver price rose by 68% over January until a 37% plunge on the final trading day saw its gains over the month as a whole pared back to 18%. Gold traded in a similar pattern although with less extreme movements.

The Australian dollar was very strong over January, rising by more than 3% against the US dollar, the euro and the Japanese yen. The combination of rising commodity prices and shifting expectations for the RBA drove this outperformance.

Financial market performance

Currency markets January 2026	Previous month close	Month high	Month low	Month close	Month change
AUD/USD	0.671	0.703	0.668	0.696	3.8% ▲
AUD/EUR	0.570	0.589	0.568	0.588	3.1% ▲
AUD/JPY	104.54	107.92	104.43	107.79	3.1% ▲
AUD/GBP	0.496	0.510	0.496	0.509	2.6% ▲
AUD/BRL	3.673	3.665	3.587	3.665	-0.2% ▼
AUD/INR	60.23	64.67	60.03	64.06	6.4% ▲
AUD/CNY	4.693	4.889	4.658	4.845	3.2% ▲
Equity markets* January 2026	Previous month close	Month high	Month low	Month close	Month change
MSCI World ex Australia	4589	4692	4560	4657	1.5% ▲
MSCI Emerging Markets	1403	1557	1404	1528	9.0% ▲
S&P/ASX200	8717	8942	8683	8869	1.7% ▲
S&P/ASX Small Ordinaries	3769	3993	3766	3870	2.7% ▲
S&P500 (US)	6896	6979	6797	6939	0.6% ▲
FTSE 100 (UK)	9941	10239	9931	10224	2.8% ▲
Stoxx600 (Europe)	593	615	592	611	3.1% ▲
DAX (Germany)	24490	25421	24309	24539	0.2% ▲
CAC 40 (France)	8168	8362	8063	8127	-0.5% ▼
Nikkei 225 (Japan)	50339	54341	50339	53323	5.9% ▲
Hang Seng (HK)	25855	27968	25631	27387	5.9% ▲
Shanghai Composite (China)	3965	4165	3969	4118	3.9% ▲
Bovespa (Brazil)	161125	184691	160539	181364	12.6% ▲
IPC (Mexico)	64367	69960	64141	67599	5.0% ▲
S&P/BSE Sensex (India)	84675	85762	81538	82270	-2.8% ▼
*Returns are in local currency, and exclude dividend payments					
Bond markets (%) January 2026	Previous month close	Month high	Month low	Month close	Month change
RBA Official Cash Rate	3.60	3.60	3.60	3.60	0.00 –
90 Day Bank Bill	3.73	3.85	3.73	3.84	0.10 ▲
180 Day Bank Bill	4.10	4.13	3.98	4.09	-0.01 ▼
New institutional term deposits	3.80	3.80	3.80	3.80	0.00 –
3 Year CGS Bond	4.13	4.31	4.07	4.27	0.14 ▲
10 Year CGS Bond	4.75	4.84	4.67	4.81	0.06 ▲
10 Year US Bond	4.12	4.29	4.13	4.24	0.11 ▲
10 Year German Bond	2.86	2.91	2.81	2.84	-0.01 ▼
10 Year Japanese Bond	2.07	2.36	2.07	2.25	0.19 ▲

TCorp bonds (%)	Previous month close	Month high	Month low	Month close	Month change
January 2026					
20-May-26	3.87	3.96	3.81	3.95	0.08 ▲
20-May-27	4.10	4.25	4.04	4.25	0.15 ▲
20-Mar-28	4.24	4.38	4.16	4.35	0.11 ▲
20-Apr-29	4.38	4.48	4.28	4.44	0.07 ▲
20-Feb-30	4.48	4.57	4.38	4.54	0.05 ▲
20-Mar-31	4.65	4.71	4.55	4.67	0.03 ▲
20-Feb-32	4.80	4.87	4.70	4.80	0.00 ▼
08-Mar-33	4.98	5.05	4.87	4.97	-0.01 ▼
20-Mar-34	5.15	5.22	5.04	5.14	-0.01 ▼
20-Feb-35	5.21	5.29	5.11	5.19	-0.02 ▼
20-Feb-36	5.34	5.43	5.24	5.31	-0.04 ▼
20-Feb-37	5.47	5.54	5.36	5.41	-0.06 ▼
24-Feb-38	5.56	5.64	5.46	5.52	-0.04 ▼
22-Feb-39	5.66	5.73	5.56	5.61	-0.05 ▼
CIB 2.50% 20 Nov 35	2.88	2.93	2.78	2.87	-0.02 ▼



Source: TCorp

Commodity markets (US\$)	Previous month close	Month high	Month low	Month close	Month change
January 2026					
Brent Oil (per barrel)	61.9	70.7	60.0	70.7	14.2% ▲
Iron Ore (per tonne)	107.2	108.9	103.3	103.3	-3.6% ▼

TCorp forecasts	Dec-25	Jun-26	Dec-26	Jun-27
RBA Official Cash Rate	3.60	3.85	3.85	3.60
90 Day Bank Bill	3.74	4.00	4.00	3.75
10 Year CGS Bond	4.74	4.50	4.00	4.00



Level 7, Deutsche Bank Place
126 Phillip Street
Sydney NSW 2000, Australia

T +61 2 9325 9325

W www.tcorp.nsw.gov.au

ABN 99 095 235 825

About New South Wales Treasury Corporation (TCorp)

TCorp provides best-in-class investment management, financial management, solutions and advice to the New South Wales (NSW) public sector. TCorp is NSW's sovereign investment manager, responsible for A\$119 billion of assets under management, and acts as the central borrowing authority of the state, with a balance sheet of A\$196 billion. It is rated Aaa (Stable) by Moody's, AAA (Stable) by Fitch, and AA+ (Negative) by S&P.

Disclaimer

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**AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD IN THE MURRAY ROOM ON THURSDAY, 26 FEBRUARY 2026
COMMENCING AT 5:00 PM**

PRESENT

Dorian Radue (Community Representative), Helen Brill (Community Representative), George Youssef (Community Representative - Zoom)

Quorum = 3

National Audits Group, Stephen Prowse (Zoom), NSW Audit Office, Brad Medina (Zoom), NSW Audit Office, Antony Zhou, NSW Audit Office, Nicky Rajani

STAFF

General Manager, Scott Grant, Director Business, Cultural, Financial Services, Matthew Hansen, Senior WHS & Risk Coordinator, Raymond McCloy and Governance Manager/Internal Audit Coordinator & Minute Secretary, Leanne Austin

Dorian Radue assumed the Chair in the absence of Stuart Heffer.

1 APOLOGIES

Apologies were received from Stuart Heffer (Community Representative - Chair) and Director Economic & Organisational Development, Shireen Donaldson.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of George Youssef and Dorian Radue that the minutes of the previous meeting held on 20 November 2025, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

3.1 Council's Compliance Management System

Ms Radue requested that this item be carried forward to address in future. Internal Audit Coordinator to meet with Ms Radue to discuss further.

3.2 Informal Meetings with Key Stakeholders

To be discussed with Chair, Stuart Heffer.

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 provided an update to the Committee on the following matters:

- Critical activities underway – second quarter financial report, budget preparation continuing, a number of significant projects underway.
- Lake Wyangan project - \$17.5 M – on track in terms of timing and costs, due for 30 June completion.
- Sustainable Communities Grant Round 1 - \$4M for CBD enhancement project – community engagement underway. Completion end of 2027.
- Federal Grant – Community Energy Upgrade Fund \$14.2M project involving upgrades to Aquatic centre pump, solar, battery, water treatment plant upgrade.
- Sustainable Communities Grant Round 2 – three applications prepared for Upgrade to Saleyards, Expansion of infrastructure at Lake Wyangan (Boorga Road) and Lake Wyangan Water Quality and Recreation Enhancement – funding to be determined – developer contributions and other sources. To be advised mid 2026. For completion in May 2029.
- Probity review into procurement concluded with several recommendations.
- Assurance review into Project Management almost completed.
- Issue identified with Motor Vehicle Leaseback process – external audit has been commissioned to provide recommendations to improve processes and systems.
- Customer service – working to improve service levels across the organisation.
- Annual GM Performance review – external consultants appointed to facilitate this process.

CL02 FINAL MANAGEMENT LETTER 2025, ANNUAL ENGAGEMENT PLAN AND 2025 LOCAL GOVERNMENT REPORT

Final Management Letter 2025

Mr Rajani presented the Final Management Letter for 2025. He advised that there were no high-risk findings identified, with only moderate and low-risk matters reported. Several findings from the previous year have either been resolved or had their due dates extended.

In relation to the Vendor master file, improvements were required to ensue changes are reviewed. It was noted that the implementation of EFTsure is expected to address this matter. Mr Hansen will advise the NSW Audit Office and the Committee of the implementation date.

Regarding staff access issues/financial delegations, management confirmed that the recommended actions will be implemented.

A plan is in place to address the Infrastructure, Property, Plant and Equipment (IPPE) fair value and impairment assessment. With respect to asset valuations, no material issues were identified and the auditors expressed satisfaction overall. However, improvements are required in relation to asset registers, valuation processes and the presentation and disclosure of assets in the financial statements. Mr Hansen advised that Council will address these concerns.

Mr Rajani thanked management for their cooperation during the audit process. The Committee thanked Mr Rajani for his work on this and previous audits.

Annual Engagement Plan

Mr Medina addressed the Committee regarding the Annual Engagement Plan. He outlined the key audit focus areas and confirmed that the plan is consistent with prior years.

The interim audit phase will occur slightly later than usual, with completion anticipated in October. Audit reports and acquittals were also discussed.

Key areas of audit focus include:

- Valuation of infrastructure, property, plant and equipment
- Capital expenditure and grant income
- Lake Wyangan project, including funding and capital expenditure
- Management override of controls
- The impact of IT risks, including understanding Council's IT systems, noting that Council is replacing its system. The Audit Office will monitor this project closely.
- Matters raised in the previous year.

The total audit fee has been indexed at approximately 3%, broadly in line with CPI.

Mr Youssef enquired about the audit timeline. Mr Medina confirmed that the NSW Audit Office will maintain regular communication with Council officers to ensure completion within the required timeframe.

Mr Hansen thanked the NSW Audit Officers for their contributions advising that relevant dates have been agreed however it may be necessary to reschedule the September ARIC meeting if required.

Local Government Report 2025

Mr Medina provided an overview of the Local Government Report 2025. He noted that the quality and timeliness of financial reporting across the sector are improving. Financial sustainability and infrastructure remain key themes.

Project Planning and Management

Mr Grant advised that challenges had been identified in early-stage project planning. Three grant applications were submitted this week, following a rigorous process that included revising initial concepts and schematics. Early planning processes have improved, applications are more detailed and project management considerations have been incorporated in the grant applications.

Financial Sustainability

Ms Radue raised matters relating to financial sustainability. Mr Hansen advised that Council must continue addressing sustainability issues. The Special Rate Variation (SRV) process has assisted Council's financial position. Ongoing focus is required on expenditure management and increasing revenue through fees, licences and services, improving cost recovery and reviewing subsidies. Improvements in project management and costings are

also being pursued. Council is working toward strengthening its unrestricted cash balances.

Mr Grant acknowledged the challenges in understanding processes, assets and the long-term financial plan, but noted there are opportunities to improve efficiency and service delivery. Steps have been taken, including deferring capital expenditure to provide short-term cash relief. The treatment of Financial Assistance Grants (FAGs) has also been amended in the financial statements.

Mr Youssef enquired whether Council has access to an offset facility similar to those available to individuals. Specifically, if Council has borrowings and also holds surplus funds on deposit is there an arrangement whereby those deposited funds can be offset against the outstanding debt? Mr Hansen will take the matter on notice and provide a report to a future meeting.

Nicky Rajani left the meeting at 5:46 pm.

RECOMMENDED on the motion of Helen Brill and George Youssef that the Committee note the Final Management Letter for the year ended 30 June 2025, the Annual Engagement Plan for 2026 and Local Government Report 2025.

CL03 RISK MANAGEMENT UPDATE

Mr McCloy advised that risk management training for all staff has been completed. An organisational risk assessment has been undertaken, with increased staff involvement. Directors and the Senior Management Team now have a stronger understanding of risk management and have begun implementing associated processes. Departmental risk assessments are currently being developed, and location-based risk assessments are to be completed.

The risk management system will be further refined and streamlined to enhance usability and improve the knowledge base for staff. Actions arising from the internal audit review are progressing well.

Mr Youssef enquired about Council's risk assessment documentation. Mr McCloy advised that Council maintains a range of risk assessment documents tailored to specific requirements, such as Event Risk Assessment forms and general Risk Assessment forms. Risk Registers are also being developed and actively monitored.

Ms Brill asked whether risk management forms part of induction or ongoing training. Mr McCloy confirmed that annual refresher training is conducted as well as induction provided to new staff.

Mr Prowse noted that only a small number of outstanding actions remain to be finalised, with the majority now completed. He emphasised that training is critical and highlighted the need for rigorous risk management practices in project delivery. The new framework is being implemented and leadership from the executive level is essential to driving a positive risk culture.

Mr McCloy left the meeting at 6:01 pm.

CL04 REVIEW OF STRATEGIC PLAN AND ANNUAL WORK PLANS

Mr Prowse advised the four-year Internal Audit Strategic Plan and Annual Work Plans have been reviewed and updated to improve alignment and compliance with Office of Local

Government (OLG) guidelines and the Institute of Internal Auditors (IIA) requirements.

The rationale for identified auditable areas has been revised, and additional focus has been included on reviewing existing controls and external service providers. The plan remains flexible and will be updated as each audit area is undertaken.

For 2026, eight audits have been completed and three are currently in progress.
For 2027, five audits are scheduled for the next financial year.

A workshop was held with the Senior Management Team (SMT) to review the plan, and audit areas were risk-rated accordingly.

An updated Excel spreadsheet of the plan will be provided to the Committee.

RECOMMENDED on the motion of George Youssef and Helen Brill that the draft Strategic Plan and Annual Audit Plans be endorsed.

CL05 AGENDA FORWARD PLAN

Ms Radue asked whether management has undertaken a detailed comparison between the core requirements, the ARIC Charter and Agenda Forward Plan to ensure that, by year end all requirements have been addressed. This will enable the ARIC to properly comment on performance or determine whether the requirements are operating as intended and to assess whether the ARIC has fulfilled its charter and met its obligations under the Act.

Ms Radue enquired about the additional audit of Motor Vehicle Leaseback processes and requested a copy of the Engagement letter be sent to Committee members.

RECOMMENDED on the motion of Helen Brill and George Youssef that the Agenda Forward Plan be noted and the Engagement Letters for Developer Contributions and Credit Cards be endorsed.

CL06 CORE REQUIREMENTS CHECKLIST

The Committee noted the Core Requirements Checklist.

CL07 PROBITY REPORT FOR RFT 1-25/6 PROVISION OF PLANT, EQUIPMENT AND PROFESSIONAL SERVICES FOR SEWER AND WATER INFRASTRUCTURE PROJECTS

Mr Grant advised a number of improvement opportunities have been identified, and management has been provided with a roadmap outlining the required actions. Several matters are currently being addressed.

Mr Hansen stated that significant time and resource pressures impacted the procurement process for the Lake Wyangan project, where some of the methods adopted increased Council's exposure to risk. Although a panel process was undertaken, a fixed contract fee arrangement would have been preferable. Council's Procurement Manual is currently under review and improved procurement processes are now being implemented.

CL08 FINANCIAL MANAGEMENT REPORT

Mr Hansen provided an overview of the Financial Management Report which addressed the Office of Local Government Risk Management and Internal Audit Guidelines relating to

Financial Management.

The report outlined Council's proposed Finance Reform plan. Mr Hansen advised that timeframes are still being considered for delivery of the proposed actions. The implementation of the new Altitude software system will impact on key items.

Mr Grant further noted that a number of gaps against best practice had been identified. To address these, Council will need to strengthen its resourcing and planning, and build internal capability. This will require investment, including resources and system upgrades. New processes will also need to be developed to align with the upgraded systems. Council is committed to continuous improvement and progressing these enhancements.

CL09 PROCUREMENT REFORM STRATEGY

Mr Hansen provided the Committee with an overview of Council's draft Procurement Reform Strategy. Council is waiting on guidelines to be issued from the Office of Local Government. Council has recently implemented the requirement for a mandatory financial assessment review of tenders for ICT goods and services, tenders for building construction works and all other tenders where the total contract value exceeds \$1M.

Ms Radue suggested that the matter raised in the Management Letter regarding inappropriate financial delegations should be added to the document. It was also suggested that Council review what documentation is available to the public to assist with transparency. Mr Hansen advised the Procurement Manual, forms, documents and processes will be reviewed as part of the procurement reform process.

CL10 REVIEW OF INTERNAL POLICIES - ACCEPTANCE OF MASTERCARD AND VISA POLICY, CREDIT CARD POLICY

Ms Brill enquired how many credit cards are issued to Council staff and how credit limits are managed. Mr Hansen explained that the number of cards has recently increased in line with improved procurement practices and that individual card limits cannot exceed each staff member's financial delegation.

Credit cards are issued following the submission of a business case, approval by the relevant Director and authorisation by SMT. Mr Hansen also noted Council is exploring the use of purchase cards and virtual cards to further enhance procurement practices.

Mr Grant advised appropriate training and procedures will be provided to staff.

Ms Brill enquired about the process for acquittal of cards. Mr Hansen advised each staff member issued with a credit card must provide job numbers and receipts for every transaction. Signatures are required from both the staff member and Director.

Ms Brill suggested an audit of these processes should be undertaken to mitigate the risk of collusion between team members. Mr Hansen advised the Finance Manager reviews all transactions to detect anomalies and the policy requires an internal audit once every Council term along with an annual sample review.

Mr Hansen is to amend the policy to reference that Council's Finance Manager must not hold a credit card.

CL11 PROPOSED MEETING - ARIC AND COUNCIL

Brad Medina left the meeting at 7:11 pm.

Ms Radue suggested the ARIC meet with Council on Tuesday 19 May 2026 at 7 pm.

This is to be confirmed with the Chair.

CL12 COUNCIL'S ANNUAL REPORT

The report was noted.

CL13 QUARTERLY REVIEW REPORT

Mr Hansen advised that the quarterly review report templates are issued by the OLG and cannot be modified. He provided an overview of the second-quarter results, noting that Council is moving in the right direction, with two years of SRV support helping to restore financial sustainability. Council has decided not to include advance FAG grant funding in its forecast, as has been done in previous years.

Mr Grant reiterated that, with the adjustment for FAG grant funding, it is hoped that Council will break even or achieve a positive result, which is a great effort.

CL14 INVESTMENTS REPORT

The report was noted.

CL15 BUSINESS CONTINUITY PLAN EXERCISE REPORT

The report was noted.

Ms Radue enquired if there are future exercises planned. Mr Grant took this on notice.

CL16 CONTINUOUS IMPROVEMENT PATHWAY (CIP) REPORT - STATEWIDE MUTUAL

The report was noted.

CL17 SERVICE REVIEWS - UPDATE

Ms Radue requested more information on the status of the Roads Service review be provided at the next meeting.

6 OUTSTANDING ACTION REPORT

The report was noted.

Ms Radue asked for an update on progress with the Cybersecurity and IT Controls recommendations.

Mr Grant advised that Riverina Murray Joint Organisation (RAMJO) is leading an initiative to strengthen the region's cybersecurity position, achieve cost efficiencies and provide councils with security solutions. He noted that more information will be provided at the next meeting.

The Committee requested that a report on the status of the cybersecurity internal audit recommendations be presented at the May meeting.

7 GENERAL BUSINESS

Mr Youssef thanked staff for the work being done in the audit areas.

Mr Prowse advised that audit reviews being undertaken currently would be presented to the next meeting in May.

Mr Grant thanked Committee members, auditors and staff.

8 NEXT MEETING

The next meeting of the Audit, Risk and Improvement Committee is to be held on Thursday, 28 May 2026 at 5:00 pm.

There being no further business the meeting terminated at 7:37 pm.

**FLOODPLAIN MANAGEMENT COMMITTEE
HELD IN THE COUNCIL CHAMBERS ON
THURSDAY, 5 MARCH 2026 COMMENCING AT 2:05 PM**

[Agenda of Floodplain Management Committee - Thursday, 5 March 2026](#)

PRESENT

Councillor Scott Groat (Chair), Joseph Dal Broi (Community Representative), John Kerrigan (Community Representative), Ian Parisotto (Community Representative), Paul Rossetto (Community Representative), Steve Manwaring (DCCEEW), Josh Stanbury (NSW SES)

Dan Williams from Torrent Consulting via Zoom

Absent: Steve Mortlock (Community Representative), Ema Munro (Community Representative)

Quorum = 5

STAFF

General Manager, Scott Grant, Director Utilities, Graham Gordon, Water and Wastewater Manager, Durgananda Chaudhary, Minute Taker, Leanne Austin

1 APOLOGIES

An apology was received from Councillor Laurie Testoni.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Joseph Dal Broi and John Kerrigan that the minutes of the previous meeting held on 4 December 2025, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Business Arising – Confirmation of the Minutes of the Floodplain Management Committee meeting held 9 October 2025 CL03 Questions Taken on Notice at Floodplain Committee Meeting held 12 June 2025

Mr Rossetto sought clarification regarding his request to amend the minutes to more accurately reflect Mr Dal Broi's question – namely, whether a second set of gates on the upstream side would prevent the need for emergency breaching. Mr Dal Broi suggested the amendment include that, if additional gates were installed on the upstream side, and they were opened early, would emergency breaching still be required.

RECOMMENDED on the motion of Paul Rossetto and Joseph Dal Broi that the previous Minutes be amended to reflect that Mr Dal Broi's question was as follows: "If additional gates were installed on the upstream side, and they were opened early, would emergency breaching still be required."

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.

Ian Parisotto
General declaration
Reason – Exit Ramp at EMR

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

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

Paul Rossetto
CL04 – Correspondence from Committee Members
Reason – Representing 15 residents of Yenda and District severely impacted in 2012 floods. Personally, no pecuniary benefit from these representations. In fact during the 2012 flood none of our 2 farmhouses or sheds were impacted by flood waters.

5 ITEMS OF BUSINESS

CL01 REVIEW OF LAKE WYANGAN FLOOD STUDY

Dan Williams from Torrent Consulting provided an update of the review of the Lake Wyangan Flood Study including the following points:

- Hydraulic model has been completed.
- Climate change scenarios considered and agreed upon.
- Design flood simulations being finalised.
- Flood study report is in preparation for Council Meeting 24 March 2026.
- Flood depth mapping and flood hazard mapping at Smeeth Road.
- Flood depth mapping and flood hazard mapping at Nericon.
- Next steps – Report flood study to Council, place the study on public exhibition.
- Finalise flood study following consideration of submissions.
- Progress with the Floodplain Risk Management Study and Plan.

Mr Rossetto enquired about the percentage adopted for future climate scenarios. Mr Williams advised that discussions had taken place with Council staff and DCCEEW and that a number of options will be presented for consideration.

Councillor Groat enquired if the new subdivision at Lake Wyangan would be taken into account in the study? Mr Williams confirmed that the drainage channel augmentation and proposed construction in the immediate future would be considered in the Flood Study and

that long-term developments would be considered when preparing the Floodplain Risk Management Study and Plan.

Mr Gordon advised that the Flood Study will soon be completed and presented to Council on 24 March 2026, as required under the funding conditions, before being placed on public exhibition. Mr Gordon encouraged Committee members to review the Flood Study and provide feedback during exhibition period.

RECOMMENDED on the motion of John Kerrigan and Paul Rossetto that the report be noted and the Flood Study be presented to the 24 March Council Meeting for endorsement to be placed on public exhibition.

Mr Williams left the meeting at 2.30 pm.

CL02 YOOGALI LEVEE STAGE 3

Mr Gordon provided an update on the Yoogali Levee Stage 3 grant application. He advised that Stage 1 and 2 works had been completed. Stage 3 mitigation works involve raising the Main Drain J embankment as a levee and raising sections of Burley Griffin Way and McCormack Road intersection, creating a levee between Main Drain J and the Yoogali village.

A cost estimate for works was provided as follows:

Grant funding \$1,200,000

Council contribution \$600,000

It is proposed that the grant application will be submitted in the 2026 funding round and if successful, works will commence in the following financial years.

The Committee discussed the Stage 1 and Stage 2 works already completed on the Yoogali Levee.

RECOMMENDED on the motion of John Kerrigan and Paul Rossetto that:

- (a) Council endorse the concept design for Yoogali Stage 3 Levee.
- (b) Council apply for funding in the 2026-27 funding round.
- (c) Council consider the budget bid for one third of the cost of the project in the 2026/27 budget.

CL03 QUESTIONS FOR MURRUMBIDGEE IRRIGATION (MI)

The Committee discussed responses provided by Murrumbidgee Irrigation which were tabled at the meeting.

Mr Grant suggested that, to assist in progressing the matter, MI be invited to attend the next meeting to provide a presentation on the mitigation measures available during a flood event, as well as an overview of their network, strategy and planning. He noted that this would give Committee members a better understanding of the system and help determine whether any additional infrastructure or mitigation measures may be required.

Mr Grant stated that the MI network has changed significantly since the 2012 flood event, and that it is therefore important to understand what the system can provide to help alleviate the impacts of a flood.

Mr Grant also advised that any additional questions from Committee members could be forwarded to MI through Council to be addressed at the next meeting.

RECOMMENDED on the motion of John Kerrigan and Paul Rossetto that:

- (a) The report be noted.
- (b) Council invite Murrumbidgee Irrigation to attend the next Committee meeting to respond to questions on notice and provide the Committee with an overview of its flood emergency management system and network capabilities.

CL04 CORRESPONDENCE FROM COMMITTEE MEMBERS

Mr Parisotto enquired about Council's responsibility under the breaching protocols to pay for and restore infrastructure. Mr Gordon responded that when major natural disasters occur, they are generally recognised by the State / Federal Government and funding is provided to assist with the cost of repairs. However, in minor flood events where an emergency is not declared, Council is required to meet the cost of any necessary repairs for actions undertaken as the flood authority.

Mr Gordon further noted that each flood event is different; however, Council is working with MI to ensure planned procedures are in place that can assist with cost effective quick repairs.

Mr Rossetto stated that in the Executive Summary document he previously provided to the Committee, he had referred to a drainage channel behind the southern bank which requires further consideration.

Councillor Groat suggested that the correspondence provided by Committee members be forwarded to MI for consideration.

Mr Parisotto referred to information presented by Consultants at the September 2017 Committee meeting and requested a copy of the presentation. Mr Gordon responded that it was unlikely Council had retained a copy of the presentation provided by the consultants; however, the data presented would be included in the Mirrool Creek Flood Study 2015.

Mr Parisotto also requested a copy of the 2004 Light Detection and Ranging (LiDAR) survey and enquired why an updated LiDAR survey was not undertaken in 2015. Mr Gordon advised that this matter had been addressed at the 6 March 2025 Committee meeting and explained that the LiDAR survey information consists of a dataset that forms the basis of information used for flood studies. When a further flood study is undertaken following the completion of flood mitigation measures, the latest LiDAR information will be considered when preparing the new flood study.

Discussion took place about the effect of works implemented by MI on the North Merribee Channel. Councillor Groat suggested that the realignment of the North Merribee Channel would actually improve the flow of floodwaters. Mr Gordon agreed, stating that allowing the water to move through more quickly would reduce the build-up and make it easier to manage. He added that the gauge at the EMR assists in monitoring water levels and determining appropriate actions in accordance with the breaching protocols.

RECOMMENDED on the motion of Paul Rossetto and John Kerrigan that the information be received and forwarded to Murrumbidgee Irrigation for consideration in their presentation to the Committee.

6 OUTSTANDING ACTION REPORT

Mr Stanbury tabled a response from the Deputy Commission Operations and advised the action item date 9 October 2025 could be closed. The Education Strategy and Display Board item, dated 5 August 2021, is to be removed.

7 GENERAL BUSINESS

Nil.

8 NEXT MEETING

The next meeting of the Floodplain Management Committee is to be held on Thursday, 4 June 2026 at 2:00 pm.

There being no further business the meeting terminated at 3:22 pm.

ATTACHMENTS

- (a) Responses provided by Murrumbidgee Irrigation to questions raised by Committee members
- (b) Documentation provided by SES

(a) Responses provided by Murrumbidgee Irrigation to questions raised by Committee members

Responses on Questions on Notice - MI 5/3/2026

Mirrool Creek

1. Can Murrumbidgee Irrigation provide a maintenance / cleaning schedule for Mirrool Creek from the East Mirrool Regulator through to Barren Box Swamp? There is concern that weed growth, particularly the large areas of cumbungi growth around Widgelli and other bridge / road crossing points will create blockages and cause out of bank flow during periods of flood.

MI undertakes regular maintenance/cleaning along sections of the Mirrool Creek. A more structured program is being developed.

If there are sections of particular concern please forward these to MI.

2. There are trees within the bed and flow path along Mirrool Creek. Is re-vegetation and tree planting a part of the Mirrool Creek Plan of Management or can these trees be removed? The Floodplain Committee is concerned that the trees will create blockage of debris during flooding.

Re-vegetation and tree planting was part of the Mirrool Creek PoM yet not in the bed and flow path. These works are not actively being undertaken at the moment.

Again if there are particular sections of concern please forward these to MI

East Mirrool Regulator (EMR)

1. Can Murrumbidgee Irrigation provide the structural report for the assessment of the syphons under the main canal?

This report is a planning document for MI and is not available to the general public.

2. Can a Plan of Action be created in conjunction with Griffith City Council in relation to any breaching requirements at the EMR due to flooding and actions triggered via the EMR – Emergency Breaching Protocols adopted November 2018.

MI is prepared to collaborate with Griffith City Council on EMR – Emergency Breaching Protocols.

Main Drain J

1. Can Murrumbidgee Irrigation provide a maintenance / cleaning schedule for Main Drain J from the Crook Road Bridge through to Barren Box Swamp? There is concern that weed growth, particularly the large areas of cumbungi growth create blockages, reduce conveyance, and cause out of bank flow during periods of flood.

MI undertakes regular maintenance/cleaning along sections of the Main Drain J. A more structured program is being developed.

If there are sections of particular concern please forward these to MI.

(b) Documentation provided by SES

 Outlook

Response to Correspondence | East Mirrool Regulator (EMR) Emergency Breaching Protocols

From Deputy Commissioner Operations 
Date Mon 10-Nov-25 13:36
To 
Cc Deputy Commissioner Operations 

Dear Mr Parisotto,

The Office of The Hon. Jihad Dib MP, Minister for Emergency Services, forwarded your correspondence of 10 July 2025 and 5 August 2025 to the NSW SES for response.

On behalf of the Minister for Emergency Services, thank you for your correspondence regarding the East Mirrool Regulator Emergency Breaching Protocols.

I can advise that the *East Mirrool Regulator Breaching Protocols and Decision Support Framework* was adopted by Griffith City Council (GCC) on 13 November 2018.

The framework outlines key aspects of monitoring and responding to Mirrool Creek flooding and the initiation of emergency breaching of the Murrumbidgee Irrigation (MI) Main Canal.

Under the *Environmental Planning and Assessment Act 1979*, and the *Local Government Act 1993*, as the consent authority, GCC has the authorisation to enact the framework; therefore, GCC can take reasonable action, in good faith, to undertake flood mitigation works to reduce the impact of flooding within the local government area (LGA).

The East Mirrool Regulator Breaching Protocols outline the conditions and subsequent actions that should be taken during a Mirrool Creek flood event, with consideration of the potential consequences and community impacts at various stream heights. These actions are included on a simplified flow chart on the **Breaching Protocols Action Card**, found on page vii of the [framework](#).

Residents can provide feedback on the development and implementation of the framework, in line with the NSW [Flood Risk Management Manual](#), to council's Flood Plain Risk Management Committee.

Additional flood information can be found on the GCC [website](#).

Should you require further information, the GCC can be contacted on 1300 176 077 or admin@griffith.nsw.gov.au

Sincerely,






A/Deputy Commissioner Operations

TITLE Notice of Motion - Councillor Tony O'Grady

FROM Tony O'Grady, Councillor

TRIM REF 26/27535

SUMMARY

A Notice of Motion (attached) has been received from Councillor Tony O'Grady on 4 March 2026.

RECOMMENDATION

- (a) That council accepts and adopts the recommendation from the Local Government Remuneration Tribunal for both the councillor and mayoral allowances.**
- (b) That council continues to accept and adopt the recommendations for the balance of this council term.**

SENIOR MANAGEMENT TEAM COMMENT

Nil

ATTACHMENTS

- (a) Notice of Motion - Cr Tony O'Grady - 4 Mar 2026** [!\[\]\(c74c90eadda7e8d3d3b7ec4bf8eee035_img.jpg\)](#) 

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Notice of Motion

Notice of Motion

Councillor's Name * Cr Tony O'Grady

Date * 04-Mar-26

Time * 07:56:22 PM

Scott Grant
General Manager
Griffith City Council
GRIFFITH NSW 2680

Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: *

A) That council accepts and adopts the recommendation from the Local Government Remuneration Tribunal for both the councillor and mayoral allowances.

B) That council continues to accept and adopt the recommendations for the balance of this council term.

Additional Information

Attachments

Council Meeting Date: * 24-Mar-26

Signature *



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

Giving notice of business to be considered at Council Meetings

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

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

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

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

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

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

Questions with notice

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

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

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

In relation to Section N/A

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

Privacy Protection Notice

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

TITLE Notice of Motion - Councillor Mark Dal Bon

FROM Mark Dal Bon, Councillor

TRIM REF 26/28870

SUMMARY

A Notice of Motion (attached) was received from Councillor Mark Dal Bon on 11 March 2026.

RECOMMENDATION

To amend the criteria for the quick turnaround grant. To enable non for profit and other organisation that donate money to charities to be able to access these grants from council. That benefit the community.

SENIOR MANAGEMENT TEAM COMMENT

Council receives multiple requests every year for funding to sponsor events and support community programs.

Requests for sponsorship are managed through the Promotion, Advertisement and Sponsorship of Events Policy. This policy provides seed funding to event organisers who are endeavouring to showcase Griffith, subject to policy guidelines, which include the provision that an event is eligible for event seed funding for three years only.

Requests for support of community programs are managed through the Community Grant Program Policy, which provide funding for community programs which address priorities of the community, aligned with Council’s Community Strategic Plan.

Both policies are reviewed every term of Council and contain eligibility criteria for event organisers.

See below policy breakdown:

Key Factor	Events Policy	Community Grants
Profitable entity? Allowable?	<input checked="" type="checkbox"/> Yes (conditionally)	<input checked="" type="checkbox"/> Generally no
Funding purpose	Investment	Support
Benefits expected (by Council)	Economic / tourism ROI	Social / community benefit
Council view of surplus funding by proponent	Acceptable	Must be reinvested / avoided

ATTACHMENTS

(a) Notice of Motion - Cr Mark Dal Bon - 24 Mar 2026 [!\[\]\(ddd9bef4a7314a74d3362def357d8279_img.jpg\) !\[\]\(b531dbc363e12f425d8b33da7d8fa450_img.jpg\)](#)

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Notice of Motion

Notice of Motion

Councillor's Name * Cr Mark Dal Bon

Date * 11-Mar-26

Time * 01:42:19 PM

Scott Grant
 General Manager
 Griffith City Council
 GRIFFITH NSW 2680

Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: * To amend the criteria for the quick turnaround grant. To enable non for profit and other organisation that donate money to charities to be able to access Thea's grants from council. That benifit the community

Additional Information

Attachments

Council Meeting Date: * 24-Mar-26

Signature *

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

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

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

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

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

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

Questions with notice

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

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

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

In relation to Section Quick turnaround grant.

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

Privacy Protection Notice

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- o You can access and correct your personal information at any time by contacting Council.
- o For further details on how the Griffith City Council manages personal information, please refer to our Privacy Management Plan.

TITLE Notice of Motion - Councillor Scott Groat
FROM Scott Groat, Councillor
TRIM REF 26/30948

SUMMARY

A Notice of Motion (attached) has been received from Councillor Scott Groat on 17 March 2026.

RECOMMENDATION

Speed of Housing Development in Griffith

The council requests the general manager to prepare a report to investigate all options to accelerate housing in Griffith. Including staging of developments.

An assessment of the current sequencing of current approved developments, including the Hanwood Growth Masterplan, where there are mechanisms available to alter the sequences of these developments.

Benchmark approaches used by other regional councils to facilitate planning mechanisms to improve housing supply outcomes.

Consideration of any infrastructure, regulatory, or procedural barriers that may be impacting timely delivery of housing approvals.

Report back to the council within a reasonable time frame to allow the council to implement these findings.

SENIOR MANAGEMENT TEAM COMMENT

Nil

ATTACHMENTS

(a) Notice of Motion - Councillor Scott Groat - 17 March 2026  

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Notice of Motion

Notice of Motion

Councillor's Name * Cr Scott Groat

Date * 17-Mar-26

Time * 11:39:56 AM

Scott Grant
 General Manager
 Griffith City Council
 GRIFFITH NSW 2680

Dear Mr Grant, I hereby give notice of the following Notice of Motion for the Council Meeting to be held as indicated below: * Speed of Housing Development in Griffith
 The council requests the general manager to prepare a report to investigate all options to accelerate housing in Griffith. Including staging of developments.
 An assessment of the current sequencing of current approved developments, including the Hanwood Growth Masterplan, where there are mechanisms available to alter the sequences of these developments.

Benchmark approaches used by other regional councils to facilitate planning mechanisms to improve housing supply outcomes.

Consideration of any infrastructure, regulatory, or procedural barriers that may be impacting timely delivery of housing approvals.

Report back to the council within a reasonable time frame to allow the council to implement these findings.

Additional Information Griffith is an economic powerhouse for industry and agriculture and has a major restriction to our economy being housing. We cannot attract professional and itinerant workers to this community without suitable housing .
 Griffith city council has an urgent obligation to investigate all possibilities to address this issue. This is a social dilemma and councils are at the coalface of the issue. Time to step up.

Attachments

Council Meeting Date: * 24-Mar-26

Signature * 

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

Giving notice of business to be considered at Council Meetings

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

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

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

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

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

Questions with notice

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

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

3.16 The general manager or their nominee may respond to a question with notice submitted under clause.

3.14 by way of a report included in the business papers for the relevant meeting of the council or orally at the meeting.

In relation to Section N/A

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

Privacy Protection Notice

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

TITLE Outstanding Action Report

TRIM REF 25/150067

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Outstanding Action Report - Council Meeting [!\[\]\(6cb89922c6d8586e10017651ecf7c065_img.jpg\) !\[\]\(1971d66dacc44d035a4e0cf655c7804a_img.jpg\)](#)

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OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
24 February 2026	CL03 GRANTS AND WORKS ON COMMUNITY FACILITIES ON COUNCIL CONTROLLED LAND POLICY	DBC/S GO	170795	26/042	<p>RESOLVED on the motion of Councillors Tony O'Grady and Christine Stead that:</p> <p>(a) Council endorse the draft Grants and Works for Community Facilities on Council-controlled Land Policy.</p> <p>(b) The draft Grants and Works for Community Facilities on Council-controlled Land Policy be placed on public exhibition for 28 days.</p> <p>(c) If any submissions are received, a further report be prepared for Council.</p> <p>(d) If no submissions are received, the draft Grants and Works for Community Facilities on Council-controlled Land Policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.</p>	26/02/2026: Policy on exhibition until 25 March 2026.
24 February 2026	CL01 GRIFFITH URBAN CROWN LAND AFFORDABLE HOUSING ACTIVATION - MASTERPLAN AND BUSINESS CASE	DBC/S GM	170792	26/040	<p>RESOLVED on the motion of Councillors Tony O'Grady and Shari Blumer that:</p> <p>(a) Council endorse the Griffith Urban Crown Land Affordable Housing Activation - Masterplan and Business Case.</p> <p>(b) The General Manager and Mayor be authorised to approach State and Federal bodies and other relevant stakeholders and government agencies to progress this process further.</p>	<p>11/03/2026: The General Manager has reached out to the Minister for Housing The Hon Rose Jackson MP. The Ministers office advises that we should contact the Aboriginal Housing Authority (AHO) in the first instance. Contact has been made, as yet no commitment to meet.</p>

OUTSTANDING ACTION REPORT

					(c) A report be brought back to Council providing updates in due course.	
27 January 2026	NOTICE OF MOTION - COUNCILLOR TONY O'GRADY	DSD	169647	26/016	RESOLVED on the motion of Councillors Tony O'Grady and Shari Blumer that Council develops a policy to allow pop up businesses including food vans to be able to trade on council land.	17/02/2026: Sustainable Development currently drafting policy.
9 December 2025	CL02 SECTION 7.12 CONTRIBUTIONS PLAN	DSD	168216	25/387	<p>RESOLVED on the motion of Councillors Jenny Ellis and Christine Stead that:</p> <p>(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.</p> <p>(b) Should no submissions be received, the Griffith 7.12 Contributions Plan is considered adopted the day after the public exhibition period closes.</p> <p>(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.</p>	<p>10/12/2025: On public exhibition till 9 Jan 2026.</p> <p>28/01/2026: Submissions received, report back to Council 24 February 2026.</p> <p>17/02/2026: Back on exhibition until 6 March 2026.</p> <p>17/03/2026: Submissions received during exhibition period, report to Council 14 April 2026.</p>
8 April 2025	NOTICE OF MOTION - COUNCILLOR JENNY ELLIS	DBCF FM MA	158565	25/095	RESOLVED 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	2/03/2026: Gyprock repairs and painting complete – October 2025.

OUTSTANDING ACTION REPORT

				<p>Art Gallery project (currently at \$109K) based on quotes received for the following items and report back to Council:</p> <ul style="list-style-type: none"> (a) Signage for the front of the Gallery - to be designed, manufactured, and installed.(Approximately \$5K) (b) New hanging track system - to enhance the display and functionality of exhibition spaces. (Approximately \$10K) (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>New hanging system installed – February 2026.</p> <p>New sign is being designed and costed. Will require development consent. Scheduled for installation in mid-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	NOTICE OF MOTION - COUNCILLOR CHRISTINE STEAD	GM	163429	25/236	<p>RESOLVED 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>1/09/2025: Report to Council 9 September 2025.</p> <p>12/09/2025: GM to report to Council after the finalisation of the ASIC proceedings.</p>
28 May 2024	CL02 DRAFT PLAN OF MANAGEMENT - SOUTH-WEST GRIFFITH PRECINCT PARKS	CPO	146289/2024	24/154	<p>RESOLVED 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>03/06/2024: Sent to Minister for approval to be exhibited.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs requested urgent attention of Ministers Office.</p> <p>3/03/2025: 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>5/05/2025: Status remains unchanged.</p> <p>19/05/2025: Status remains unchanged.</p> <p>10/06/2025: Status remains unchanged.</p> <p>26/06/2025: Status remains unchanged.</p> <p>1/07/2025: Report to Council August 2025.</p> <p>14/08/2025: Finalising amendments to the draft PoM which can then be referred back to Crown Lands Dept for review.</p> <p>30/09/2025: Status remains unchanged.</p> <p>17/11/2025: Status remains unchanged.</p> <p>14/01/2026: Amendments to PoM to be completed.</p> <p>3/02/2026: Status remains unchanged.</p> <p>25/02/2026: Status remains unchanged.</p>
28 May 2024	CL01 DRAFT PLAN OF MANAGEMENT - GRIFFITH CBD PRECINCT	CPO	146288	24/153	<p>RESOLVED 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</p>	<p>03/06/2024: Sent to Minister for approval to be exhibited.</p> <p>17/02/2025: Meeting held with Crown Land staff 11 Feb 2025. Schedule of outstanding POMs</p>

OUTSTANDING ACTION REPORT
COMPLETION BY OTHER AGENCIES PENDING

					<p>Land Management Act 2016 for approval. Property details being 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 & 4 Sec 8 DP 758476 and Lot 7 Sec 9 DP 758476 (CWA Park and Memorial Park) R.159000 – Lots 2 & 8 Sec 9 DP 758476 (Griffith Library) R.85064 – Lots 19 & 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>requested urgent attention of Minsters Office.</p> <p>3/03/2025: Crown Lands Department has requested amendments – Staff working through these, draft PoM will then be referred back to Crown Lands for review.</p> <p>5/05/2025: Status remains unchanged.</p> <p>19/05/2025: Status remains unchanged.</p> <p>10/06/2025: Status remains unchanged.</p> <p>26/06/2025: Status remains unchanged.</p> <p>1/07/2025: Report to Council August 2025.</p> <p>14/08/2025: Draft Pom with Crown Lands Dept for further review following amendments suggested by the Dept.</p> <p>30/09/2025: Crown Lands Dept has requested additional information.</p> <p>17/11/2025: Status remains unchanged.</p> <p>14/01/2026: Amendments to PoM to be completed.</p> <p>3/02/2026: Status remains unchanged.</p>
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OUTSTANDING ACTION REPORT
COMPLETION BY OTHER AGENCIES PENDING

						25/02/2026: Amendment to draft PoM completed. Awaiting consultant's review.
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