



Ordinary Meeting

BUSINESS PAPER

Tuesday, 12 May 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, 12 MAY 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, 12 May 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 | p21 | Support for Annual Sikh Games - 2026 Shaheedi Tournament |
| CL02 | p30 | Community Grant Application Basketball NSW NAIDOC WEEK 3x3 Competition |

- CL03 p39 Community Grant Application Griffith Meals on Wheels-Supporting Griffith Through Dementia Education
- CL04 p47 Licence Agreement - Road Reserve - Western Riverina Community College (Community School) - 68 Kookora Street, Griffith
- CL05 p59 Renewal of Licence Agreement - Griffith Tennis Club - Noorilla Street, Griffith
- CL06 p66 Renewal of Licence Agreement - MCC Griffith Pty Ltd - 106-108 Wakaden Street, Griffith
- CL07 p71 Renewal of Licence Agreement - Road Reserve - Farronato Road, Griffith (40 Mackay Avenue, Griffith)
- CL08 p80 Small Business Financial Assistance Policy
- 9 Information Reports
- CL09 p87 Disclosures by Councillors and Designated Persons Return - April 2025
- CL10 p89 Responses to Questions Taken on Notice
- 10 Adoption of Committee Minutes
- p91 Minutes of the Saleyards Committee Meeting held on 28 April 2026
- 11 Business with Notice – Rescission Motions
- 12 Business with Notice – Other Motions
- 13 Outstanding Action Report
- p97 Outstanding Action Report
- 14 Matters to be dealt with by Closed Council

Scott Grant

GENERAL MANAGER

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 28 APRIL 2026 COMMENCING AT 7:00 PM**

PRESENT

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

STAFF

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

MEDIA

Nil.

1 COUNCIL ACKNOWLEDGEMENTS

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

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

No apologies or requests for leave of absence were received.

3 CONFIRMATION OF MINUTES

26/104

RESOLVED on the motion of Councillors Christine Stead and Jenny Ellis that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 14 April 2026, having first been circulated amongst all members of Council, be confirmed.

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

Against

Councillor Laurie Testoni
Councillor Shari Blumer

The division was declared PASSED by 9 votes to 0.

4 BUSINESS ARISING

Nil.

5 DECLARATIONS OF INTEREST

Pecuniary Interests

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

Councillor Shari Blumer
CL01 DA 228/2023(4) - Modification to Approved Electricity Generating Works - Solar Farm and Battery Energy Storage System
Reason – Pecuniary Conflict of Interest. The reason is commercial in confidence.

Councillor Shari Blumer
CL05 Renewal of Licence Agreement - Yenda Preschool Kindergarten Inc. Part Lot 979 DP751728, 2 Bingar Street, YENDA
Reason – The business I work for and have an interest in, often drafts this kind of work.

Councillor Shari Blumer
CL06 Renewal of Lease Agreement - Riverina Wings Pty Ltd - Hangar Site 13 Griffith Aerodrome
Reason – The business I work for and have an interest in often drafts this kind of work.

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.

Councillor Anne Napoli
CL05 Renewal of Licence Agreement - Yenda Preschool Kindergarten Inc. Part Lot 979 DP751728, 2 Bingar Street, YENDA
Reason - A member of my family attends this Preschool.

Less Than Significant Non-Pecuniary Interests

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

Councillor Jenny Ellis
CL05 Renewal of Licence Agreement - Yenda Preschool Kindergarten Inc. Part Lot 979 DP751728, 2 Bingar Street, YENDA
Reason – I am a good friend of the principal of the preschool.

Councillor Anne Napoli
CL01 DA 228/2023(4) - Modification to Approved Electricity Generating Works - Solar Farm and Battery Energy Storage System
Reason – I have received emails and phone calls from Ratepayers in regards to this DA.

Councillor Christine Stead

CL01 DA 228/2023(4) - Modification to Approved Electricity Generating Works - Solar Farm and Battery Energy Storage System

Reason – I have received an Email and also spoken to Objectors.

Councillor Mark Dal Bon

CL01 DA 228/2023(4) - Modification to Approved Electricity Generating Works - Solar Farm and Battery Energy Storage System

Reason – I have been lobbied by resedent's. my neices husban's brother live's next door to the site. I have never really talked to this person in my life. He is like a stranger to me, and my niece and her husban we don't really associate that much either.

6 PRESENTATIONS

Nil

7 MAYORAL MINUTES

MM01 SUBMISSION TO MURRAY DARLING BASIN AUTHORITY

26/105

RESOLVED on the motion of Councillors Doug Curran and Christine Stead that:

- (a) The proposed submission to the Murray Darling Basin Authority be endorsed.
- (b) Council approve the submission and approve the General Manager to send the submission to the Murray Darling Basin Authority (MDBA) before 1 May 2026.

For

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

Against

The division was declared PASSED by 9 votes to 0.

Councillor Shari Blumer left the meeting having declared a pecuniary interest, the time being 7:13 pm.

8 GENERAL MANAGER'S REPORT

CL01 DA 228/2023(4) - MODIFICATION TO APPROVED ELECTRICITY GENERATING WORKS - SOLAR FARM AND BATTERY ENERGY STORAGE SYSTEM

26/106

RESOLVED on the motion of Councillors Jenny Ellis and Christine Stead that Council refuse

the modification to Development Application No. 228/2023(4) for the increase in Battery Energy Storage System (BESS) units at Lot 363 DP 751743, 394 Macedone Road, Bilbul for the following reasons:

1. Not “Substantially the Same Development”

The proposed increase in BESS units from 4 to 8, and storage capacity from approximately 11 MWh to 22 MWh, represents a material increase in the scale and operational intensity of the development. Council is not satisfied that the proposed increase in BESS capacity represents a development that is substantially the same as originally approved, having regard to the material increase in scale, operational intensity, and the potential for increased impacts, as required under Section 4.55(2)(a) of the Environmental Planning and Assessment Act 1979.

2. Unsuitable Intensification in Location

The subject site is in proximity to existing and future residential areas. The proposed increase in battery storage represents an intensification of use that is not considered appropriate in this location, having regard to amenity, safety, and land use compatibility.

3. Inconsistent with Current Planning Context

While Council’s adopted policy for Solar Energy Farms and Battery Energy Storage Systems does not apply retrospectively, it reflects Council’s current planning position regarding appropriate separation distances from residential areas. The proposed increase in capacity is inconsistent with that contemporary planning context and exacerbates concerns associated with proximity to sensitive receivers.

4. Uncertainty of Impacts at Increased Scale

The modification introduces an increased operational scale without sufficient certainty that noise and risk impacts will remain acceptable in practice. Reliance on post-construction monitoring and compliance action does not provide assurance that impacts will be avoided, particularly for nearby residents. Council is not satisfied that the proposed intensification will not result in adverse impacts on the surrounding area.

5. Inadequate Landscaping and Amenity Safeguards

The proposed modification seeks to delay the implementation of landscaping intended to provide visual and acoustic buffering. Council is not satisfied that deferring landscaping will provide adequate or timely mitigation of impacts on nearby residents, particularly in the early stages of operation. This reduces the effectiveness of mitigation measures at the time they are most needed and raises concerns regarding the protection of neighbouring amenity, including boundary definition and prevention of encroachment.

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

For

Mayor, Councillor Doug Curran
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 8 votes to 0.

Councillor Shari Blumer returned to the meeting at 7:23 pm.

CL02 ENDORSEMENT OF THE DRAFT DELIVERY PROGRAM 2025/26 TO 2028/29 INCORPORATING THE DRAFT OPERATIONAL PLAN (BUDGET) 2026/27, ANNUAL REVIEW OF THE LONG TERM FINANCIAL PLAN 2026/27

26/107

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

- (a) Council endorse the public exhibition, for a minimum period of 28 days, of the following draft documents:
- Draft Delivery Program 2025/26 - 2028/29 incorporating the Draft Operational Plan 2026/27
 - Draft Ten Year Long Term Financial Plan 2026/27 Annual Review
- (b) Council hold a Community Opinion Group (COG meeting) during the public exhibition period.
- (c) Following the public exhibition period, the draft documents, together with any submissions received, be reported back to Council for consideration and adoption prior to 30 June 2026.

For

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

Against

The division was declared PASSED by 9 votes to 0.

CL03 UTILISE S7.12 DEVELOPER CONTRIBUTIONS FROM EXTERNAL RESERVE

26/108

RESOLVED on the motion of Councillors Laurie Testoni and Shari Blumer that Council resolves to utilise funds from the Section 7.12 Developer Contributions Reserve, in accordance with the Section 7.12 Contributions Plan endorsed on 14 April 2026, to fund the following projects:

1. Lake Wyangan Foreshore Development – \$950,000 (2025/26); and a further \$60,000 subject to potential recovery of fuel related cost increases;
2. Wood Park Toilet Block – \$250,000 (2026/27); and
3. Community Gardens Large Scale Events Masterplan works – up to \$500,000, subject to grant funding.

For

Mayor, Councillor Doug Curran
Councillor Christine Stead
Councillor Jenny Ellis
Councillor Anne Napoli

Against

Councillor Mark Dal Bon
Councillor Scott Groat

Councillor Tony O'Grady
Councillor Laurie Testoni
Councillor Shari Blumer

The division was declared PASSED by 7 votes to 2.

CL04 REQUEST TO WAIVE ROAD FEES - GRIFFITH MULTICULTURAL COUNCIL

26/109

RESOLVED on the motion of Councillors Tony O'Grady and Christine Stead that Council waive Road Closure Authority Fees of \$694 (2x\$347) for the Griffith Multicultural Council Parade and Festival – 16 & 17 May 2026.

Councillor Dal Bon questioned if Olympic Street would be included in the road closures. This was TAKEN ON NOTICE.

For

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

Against

The division was declared PASSED by 9 votes to 0.

Councillor Shari Blumer left the meeting having declared a pecuniary interest, the time being 7:32 pm.

Councillor Anne Napoli left the meeting having declared a significant non-pecuniary interest, the time being 7:32 pm.

CL05 RENEWAL OF LICENCE AGREEMENT - YENDA PRESCHOOL KINDERGARTEN INC. PART LOT 979 DP751728, 2 BINGAR STREET, YENDA

26/110

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

- (a) Council enters into a licence agreement with Yenda Preschool Kindergarten Incorporated over part Lot 979 DP 751728, including the occupied areas of the adjacent Bingar Street Road Reserve and Henry Street Road Reserve, for a term of ten (10) years, commencing on 1 September 2025, with an option to renew for a further term of ten (10) years.
- (b) Yenda Preschool Kindergarten Incorporated are responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, as per Council's adopted Revenue Policy.
- (c) The annual licence fees for the occupation of part Lot 979 DP751728, Crown Reserve 88914 together with the occupied areas of Council's Road Reserve are to be charged in accordance with Council's adopted Revenue Policy, in addition to rates and charges if applicable.

- (d) Council authorise the Mayor and General Manager to execute the licence agreements on behalf of Council under the Common Seal.

For

Mayor, Councillor Doug Curran
Councillor Christine Stead
Councillor Jenny Ellis
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.

Councillor Anne Napoli returned to the meeting at 7:34 pm.

CL06 RENEWAL OF LEASE AGREEMENT - RIVERINA WINGS PTY LTD - HANGAR SITE 13 GRIFFITH AERODROME

26/111

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

- (a) Council enters into a lease agreement with Riverina Wings Pty Ltd for Hangar Site 13 at Griffith Aerodrome for a term of five (5) years, with an option to renew for a further five (5) years, commencing 1 January 2026.
- (b) The Lessee, Riverina Wings Pty Ltd are responsible to pay all applicable costs associated with the preparation and execution of the new lease agreement, together with Council's Administration Fee, as per Council's adopted Revenue Policy.
- (c) The annual lease fee will be charged in accordance with Council's adopted Revenue Policy, in accordance with landside lease areas between 1,000–4,000 square metres, in addition to applicable rates and charges, Hangar Site 13 has an area of 1181 square meters.
- (d) Council authorise the Mayor and General Manager to execute the documents on behalf of Council under the Common Seal, if required.

For

Mayor, Councillor Doug Curran
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 8 votes to 0.

Councillor Shari Blumer returned to the meeting at 7:35 pm.

CL07 DELEGATION OF AUTHORITY - GENERAL MANAGER

26/112

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

- (a) The General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, is delegated authority under Section 377 of the Local Government Act 1993, to exercise and/or perform on behalf of Council the powers, authorities, duties and functions of the Council under that Act or under any other law or delegation and to the extent permissible.
- (b) Council delegate authority to the General Manager, and in the absence of the General Manager their nominee as the Acting General Manager for the period of the General Manager's absence, to authorise the write off of outstanding rates and charges (including fees), sundry debtors and accrued interest on individual amounts up to and including \$5,000 (excluding GST) and in accordance with Section 131 of the Local Government (General) Regulation 2021.
- (c) The delegations of Council to the General Manager will remain in force until they are revoked or amended by a resolution of Council.

For

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

Against

The division was declared PASSED by 9 votes to 0.

9 INFORMATION REPORTS

CL08 COUNCILLOR REPORT ON AUSTRALIAN LOCAL GOVERNMENT WOMEN'S ASSOCIATION NSW CONFERENCE - BLACKTOWN MARCH 2026

26/113

RESOLVED on the motion of Councillors Jenny Ellis and Laurie Testoni that Council note the report.

For

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

Against

The division was declared PASSED by 9 votes to 0.

CL09 RESPONSE TO COUNCILLOR QUESTIONS TAKEN ON NOTICE

26/114

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

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

The division was declared PASSED by 9 votes to 0.

10 ADOPTION OF COMMITTEE MINUTES

MINUTES OF THE LOCAL TRAFFIC FORUM MEETING HELD ON 14 APRIL 2026

26/115

RESOLVED on the motion of Councillors Anne Napoli and Tony O'Grady that the recommendations as detailed in the Minutes of the Local Traffic Forum meeting held on 14 April 2026 be adopted.

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

The division was declared PASSED by 9 votes to 0.

MINUTES OF THE NEW CEMETERY MASTERPLAN COMMITTEE MEETING HELD ON 15 APRIL 2026

26/116

RESOLVED on the motion of Councillors Jenny Ellis and Christine Stead that the recommendations as detailed in the Minutes of the New Cemetery Masterplan Committee meeting held on 15 April 2026 be adopted.

| | |
|-------------------------------|---------|
| For | Against |
| Mayor, Councillor Doug Curran | |
| Councillor Christine Stead | |
| Councillor Jenny Ellis | |
| Councillor Anne Napoli | |
| Councillor Mark Dal Bon | |

Councillor Scott Groat
Councillor Tony O'Grady
Councillor Laurie Testoni
Councillor Shari Blumer

The division was declared PASSED by 9 votes to 0.

11 BUSINESS WITH NOTICE – RESCISSION MOTIONS

Nil

12 BUSINESS WITH NOTICE – OTHER MOTIONS

Nil

13 OUTSTANDING ACTION REPORT

26/117

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

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

Against

The division was declared PASSED by 9 votes to 0.

14 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL

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

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

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than Councillors)**
- (b) the personal hardship of any resident or ratepayer**
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business**
- (d) commercial information of a confidential nature that would, if disclosed:**
 - (i) prejudice the commercial position of the person who supplied it, or**

- (ii) confer a commercial advantage on a competitor of the Council, or
- (iii) reveal a trade secret
- (e) information that would, if disclosed, prejudice the maintenance of law
- (f) matters affecting the security of the Council, Councillors, Council staff or Council property
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on Community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993.

26/118

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

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

For

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

Against

The division was declared PASSED by 9 votes to 0.

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

CC01 TENDER NO. 15-25/26 - 14ML RESERVOIR EXTERNAL AND INTERNAL RECOATING AND ENGINEERING WORKS FOR GRIFFITH CITY COUNCIL

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

Council closed its meeting at 7:49 pm. The public and media left the Chamber. Livestream was disconnected.

REVERSION TO OPEN COUNCIL

26/119

RESOLVED on the motion of Councillors Christine Stead and Jenny Ellis that open Council be resumed.

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

Against

The division was declared PASSED by 9 votes to 0.

Open Council resumed at 7:57 pm.

Livestream was reconnected.

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

MATTERS DEALT WITH IN CLOSED COUNCIL

CC01 TENDER NO. 15-25/26 - 14ML RESERVOIR EXTERNAL AND INTERNAL RECOATING AND ENGINEERING WORKS FOR GRIFFITH CITY COUNCIL

26/120

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

- (a) Council accept the tender from Ray's Machinery Painting Pty Ltd Trading as RMP Abrasive Blasting for Tender No. 15-25/26 - 14ML Reservoir External and Internal Recoating and Engineering Works for Griffith City Council in the amount of \$2,114,475.00 (ex. GST).
- (b) The General Manager is endorsed to approve expenditure in accordance with the annual budget allocation.
- (c) Council authorise the contract documents to be signed by the General Manager.

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

Against

The division was declared PASSED by 9 votes to 0.

Councillor Dal Bon enquired about the warranty provided by the contractor. This was TAKEN ON NOTICE.

There being no further business the meeting terminated at 8:01 pm.

Confirmed:

CHAIRPERSON

| | |
|-----------------|--|
| CLAUSE | CL01 |
| TITLE | Support for Annual Sikh Games - 2026 Shaheedi Tournament |
| FROM | Shireen Donaldson, Director Economic & Organisational Development |
| TRIM REF | 26/44170 |

SUMMARY

A letter seeking Council support for the 28th Shaheedi Tournament in June 2026 has been received from the Gurdwara Singh Sabha Society Griffith. The Shaheedi Tournament (Sikh Games) is an annual event attracting some 20,000 visitors to Griffith over the June long weekend.

The letter seeks an additional cash contribution to Council's adopted budget allocation and assistance with the development of a Traffic Management Plan and the implementation of Traffic Control; various event support mechanisms; the waiving of hire fees of the Griffith Regional Sports Centre (GRSC); and the installation of a streetlight at Kidman Way and Rae Road.

The organising committee estimate the cost of producing the Tournament to be in the vicinity of \$350,000. The source of funds for most of this expenditure is via donations. Council's economic.id event forecasting tool estimates a minimum \$5M injection into the local economy.

Council's contribution to the Sikh Games (as per previous years) includes:

| | |
|---|-----------------|
| Financial assistance (budgeted in 2025/26 Budget): | \$10,000 |
| Traffic Management (in-kind approx): | \$ 1,500 |
| Road closure and speed zone reduction notifications | \$ 347 |
| Hire of VMS (in-kind approx) | \$ 350 |
| Installation of Flags (in-kind approx): | \$ 1,000 |
| Waste Management (in-kind approx.): | \$ 400 |
| Waive of Griffith Regional Sports Centre Hire (waive) | \$ 4,860 |
| Parking Compliance (approx.) | \$50,000 |
| TOTAL | \$68,457 |

RECOMMENDATION

Council provides the following support to the 28th Shaheedi Tournament:

- (a) \$10,000 cash contribution from existing budget;**
- (b) Cost of preparation of a Traffic Management Plan (in-kind);**
- (c) Installation of flags on Jondaryan Ave and Mackay Ave (in-kind);**
- (d) Multiple rubbish bins at event sites (in-kind);**
- (e) Variable Messaging Sign on Kidman Way, south of Rae Road (in-kind);**

- (f) **Cost of hire of Ted Scobie Oval, Collina (in-kind);**
- (g) **Free use of 3 available indoor courts at Griffith Regional Sports Centre (in-kind);**
- (h) **Promotion of the event in Council communications (in-kind).**

REPORT

Breakdown of each requested item is as follows:

1. Cash Contribution

The letter seeks a cash contribution from Council of \$15,000, an increase of \$5,000 from what has been provided by Council in past years, noting Council allocates in the Annual Budget an amount of \$10,000 to provide cash sponsorship of the Tournament.

2. Traffic Management Plan

Council has previously prepared Traffic Management Plans (TMP) for the Tournament as works in kind. The minimum cost for a complex Traffic Management Plan as per the 25/26 Revenue Policy is \$312. It is estimated the total cost will be in the vicinity of \$1,000 - \$2,000.

The fees for Road closure and speed zone reduction notifications is \$347.

Event organisers have now provided information for the preparation of traffic related plans, for presentation to the Traffic Forum on 12 May 2026.

3. Implementation of Traffic Control Measures

In recent years, Traffic Control Plans and on-ground implementation has been prepared and carried out by private contractors engaged by the event organisers. The cost of traffic control measures over recent years are not known by Council. To adequately facilitate traffic control of an event this size, cost would be estimated to be in the vicinity of \$40,000 to \$60,000.

Due to the size of the event and the complexities of setting up and managing traffic control facilities for this event, there are not enough Council staff resources to adequately cater to requirements set out by the TCP.

The organising committee have confirmed that Complete Traffic Solutions (CTS) will implement and monitor the Traffic Control Plan throughout the event.

CTS will commence implementation of the Traffic Control Plan on Friday, 5 June 2026. On both event days, 6 and 7 June 2026, CTS will commence work at 7:00 am and conclude at approximately 7:00 pm.

These arrangements with CTS have been in place for a number of years for this event.

4. Event Flags

The installation of flags on Jondaryan Ave and Mackay Ave is undertaken by Works staff and installation of banners on Banna Avenue using flags and banners provided by the Gurdwara Singh Sabha Society Griffith. An in-kind cost of approximately \$1000.

5. Hire of Ted Scobie Oval

There is no associated fee in current Revenue Policy for the hire of Ted Scobie oval. Council's Plant and Plant Operator is provided by Council for event setup and pack down.

6. Waive of Griffith Regional Sports Centre Fees

The Griffith Regional Sports Centre will be undergoing major maintenance works at the time of the Shaheedi Tournament and will not be able to offer all 7 courts for use as per previous years. It is therefore suggested the hire costs of the 3 available courts (total \$4,859.44 for the weekend) are waived for use for the Tournament over the weekend.

The scheduled maintenance works must proceed on the scheduled dates of 29 May to 8 June as they have been formally coordinated with the contractor's confirmed availability, the required venue closure period, and the agreed maintenance program for the stadium floors. The contractor has already allocated resources and programmed the job within this timeframe, so changing the dates would cause operational disruption, delay essential maintenance, and impact future bookings.

This window of opportunity also aligns with the break in seasons for the Griffith Basketball Association junior competitions, prior to the commencement of the Griffith Basketball Association senior competition, and before the Griffith Netball Association indoor competition resumes.

Prolonging or delaying the maintenance works would increase the risk of injury to users due to the current condition of the flooring and could escalate the stadium's status from requiring routine maintenance to requiring more extensive and costly repairs.

It is unfortunate the timing of this maintenance and the availability of the contractor conflict with the annual Shaheedi Tournament for this year, hence the reasoning to offer the 3 available courts at no cost.

7. Waste Management

8. Waste Management

Event waste management services are provided by Griffith City Council to ensure a hygienic event. Costs involved centre around additional staff wages to remove waste during and after the event, approximately \$400.

9. Variable Messaging Signs

A Variable Messaging Sign can be hired for the event and is a valuable directional aid as well as alert to increased traffic as experienced over this week. An in-kind cost approximately \$350.

10. Streetlight on Kidman Way

The installation of a streetlight on Kidman Way is not instrumental to the event at Ted Scobie Oval, so should be treated separately as a budget item related to streetlighting and is not considered in this Report.

This issue has been raised with Essential Energy.

Promotion of Event

Council is able to share content generated by the Gurdwara Singh Sabha Society Griffith in print publications and various online channels

Parking Complaints

To address parking complaints from the community, Police have indicated they would require Council to provide Compliance Officers to conduct parking enforcement in the Collina area for the duration of the event. Council have over the past three years provided a ranger service to assist event management of the annual Sikh Games with traffic flow and parking arrangement support. A fee estimate to provide same services during the 2026 event indicates a costing in the vicinity of \$50,000.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Council resolves to:

- (a) Adopt recommendations as per listed in the Report; and also
- (b) Increase the cash contribution component of the request from \$10,000 to \$15,000.

OPTION 3

Any other resolution of Council.

FINANCIAL IMPLICATIONS

Council's contribution to the Sikh Games (as per previous years) includes:

| | |
|---|-----------------|
| Financial assistance (budgeted in 2025/26 Budget): | \$10,000 |
| Traffic Management (in-kind approx): | \$ 1,500 |
| Road closure and speed zone reduction notifications | \$ 347 |
| Hire of VMS (in-kind approx) | \$ 350 |
| Installation of Flags (in-kind approx): | \$ 1,000 |
| Waste Management (in-kind approx.): | \$ 400 |
| Waive of Griffith Regional Sports Centre Hire (waive) | \$ 4,860 |
| Parking Compliance (approx.) | \$50,000 |
| TOTAL | \$68,457 |

Previous costs and estimated cost to Council to provide Compliance enforcement:

- 2023 - \$24,866.00 (3 officers)
- 2024 - \$35,952.49 (3 officers)
- 2025 - \$48,439.38 (4 officers)
- 2026 – estimated \$50,000 (4 officers)

Councillors would be aware Council has commenced considering the draft 2026-27 Budget and 10-year Long Term Financial Plan. Council's General Fund is under pressure and the recommendation in this report has been drafted accordingly.

LEGAL/STATUTORY IMPLICATIONS

Nil

ENVIRONMENTAL IMPLICATIONS

Nil

COMMUNITY IMPLICATIONS

The community enjoys the multicultural aspect of the Sikh Games. Residents close to Ted Scobie Oval may experience inconvenience over the weekend due to excessive traffic around the area.

Event Economic Impact calculators estimate economic onflow to the community to be from \$5M to \$7M.

| Event Name | Event Duration | Total Attendee - Local & Visitor | Visit Friend/Rel | Day Tripper (total visitors) | Cultural Event overnight visitor (total) | VFR Output | Day Tripper Output | Cultural event stay output | Total Output |
|--|----------------|----------------------------------|------------------|------------------------------|--|--------------|--------------------|----------------------------|--------------|
| Annual Shaheedi Tournament | 2 nights | 20,000 | 9,000 | 3,000 | 3,000 | 3,240,000.00 | 957,000.00 | 1,323,000.00 | 5,520,000.00 |
| .id event output to Griffith Economy | | | 9000@\$180/night | 3000@\$319/day | 3000@441/night | 4,219,074.00 | 1,246,190.00 | 1,722,789.00 | 7,188,053.00 |
| (Above figures include multiplier effect from .id) | | | | | | | | | |


LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 4.2 Encourage an inclusive community that celebrates social and cultural diversity.

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|---|----|
| (a) | Request for Support ↓  | 26 |
| (b) | id Report ↓  | 28 |



**THE GURDWARA SINGH SABHA SOCIETY GRIFFITH
(NSW) INCORPORATED**

11 Rae Road Griffith NSW 2680 - PO Box 231 Griffith NSW 2680

Registration No: Y2825805 - ABN: 23 959 601 199

Email: info@griffithgurdwara.com.au

30 March 2026

Doug Curran
Mayor
Griffith City Council
PO Box 485
Griffith NSW 2680

Dear Doug,

Re: Annual Sikh Games – 2026 – 28th Shaheedi Tournament

The Organising Committee of the Gurdwara Singh Sabha Society Griffith NSW (Inc.), together with the Sikh community of Griffith, is pleased to advise that the Annual Sikh Games 2026 – the 28th Shaheedi Tournament – will be held from 6 to 8 June 2026 at Ted Scobie Oval, Collina, and the Griffith Regional Sports Centre.

The Shaheedi Tournament is held in memory and honour of martyrs who sacrificed their lives for their faith and for Sikh values. It promotes and preserves traditional Punjabi sports and provides an important opportunity for cultural connection within the wider community. The event also attracts visitors from metropolitan areas, offering them the chance to experience the hospitality of Griffith and the surrounding region.

The 27th Shaheedi Tournament in 2025 attracted over 20,000 attendees from across Australia, New Zealand, and other countries. Visitors stayed not only in Griffith but also in surrounding areas such as Wagga Wagga, significantly contributing to local tourism and economic activity. It is estimated that the 26th Tournament alone injected over \$5 million into the local economy. Each year, the event continues to grow in both participation and attendance.

The tournament is funded primarily through community donations and sponsorships. The total cost of hosting the 27th Tournament was approximately \$340,000, all of which was spent locally. These funds were generously contributed by the Sikh community and local businesses.

For the 28th Shaheedi Tournament, we estimate total costs to be approximately \$350,000. Accordingly, the Organising Committee respectfully seeks the support of Griffith City Council through financial and in-kind assistance.

We would be most grateful if Council could consider providing the following support for the 2026–2028 Council term:

1. A financial contribution of \$15,000 towards the Shaheedi Tournament
2. Preparation of the Traffic Management Plan (TMP)
3. Implementation of traffic control measures in accordance with the approved TMP
4. Installation of event flags along Jondaryan Avenue and Mackay Avenue
5. Waiver of venue hire fees for Ted Scobie Oval, Collina
6. Waiver of venue hire fees for the Griffith Regional Sports Centre
7. Waiver of fees for disposal of event waste at the Council landfill
8. Provision of an adequate number of event waste bins around the venue
9. Provision of Variable Message Sign (VMS) boards on Kidman Way, south of Rae Road
10. Installation of a streetlight at the intersection of Kidman Way and Rae Road to enhance safety for traffic and pedestrians

We would welcome the opportunity to discuss this request further. Please feel free to contact Harpreet Singh, General Secretary, on [REDACTED] for any additional information.

Thank you for your consideration and ongoing support of community initiatives in Griffith.

Yours sincerely,

Sukhwinder Singh
President



Griffith City

Event impact calculator

Events are very important contributors to local and regional economies. A successful well run event can provide significant value to an area by adding jobs and money to the local economy and providing additional cultural and social benefits. Alternatively, the wrong event may have considerable negative impacts such as a loss of money or reputation.

The event impact calculator has been developed to enable Griffith City to calculate the potential economic impact of a proposed event. This can be used in conjunction with other methods to help Griffith City select the most appropriate events to support. This calculator alone cannot predict which events will be successful, however it can indicate the potential economic impact a successful event may have across a range of economic measures such as output, employment, wages and salaries and local jobs.

This tool uses input/output estimates to calculate the impact of an event based on the average spend per day by visitors to the event. Simply enter the type of event, the significance of the event, the duration of the event and the average spend per day to calculate the potential economic impact.

As events can also contribute to an area in other ways, such as socially, culturally and environmentally, it is important that other tools or methods are also use to evaluate the potential or benefit of an event.

The proposed event is planned to run for 1 day. It is an event of Local significance and is estimated to attract 20000 visitors during the day, with an average spend per person per day of \$276. This equals a total visitor spend of \$5,520,000 attributed to this event. Assuming the event will be held in Griffith City, it is calculated to have the following potential impact:

Event Impact Summary

Griffith City - Modelling the effect of \$5,520,000 from an Arts and Heritage event with Local significance

| | Output (\$) | Value-added (\$) | Local Jobs (annual jobs) |
|--|------------------|------------------|--------------------------|
| Direct impact | 5,023,200 | 2,413,153 | 39.5 |
| Industrial impact | 1,635,756 | 726,286 | 7.2 |
| Consumption impact | 1,118,564 | 581,090 | 6.3 |
| Total impact on Griffith City economy | 7,777,520 | 3,720,529 | 53 |

Source: National Institute of Economic and Industry Research (NIEIR) ©2025. Compiled and presented in economy.id by .id (informed decisions). Note: All \$ values are expressed in 2022/23 base year dollar terms.

Impact on Output

The total visitor spend of \$6m attributed to staging the event would lead to a direct impact on output of \$5m. This additional direct output from the economy would also lead to an increase in indirect demand for intermediate goods and services across related industry sectors. These indirect industrial impacts (Type 1) are estimated to be an additional \$2m in Output.

There would be an additional contribution to Griffith City economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in Output of \$1,118,563.61.

The combination of all direct, industrial and consumption effects would result in total estimated rise in Output of \$8m in Griffith City economy.

Impact on value added and GRP

The impact of an additional of \$6m spend to the local economy as a result of running the event in Griffith City would lead to a corresponding direct increase in value-added of \$2m. A further \$726k in value-added would be generated from related intermediate industries.

There would be an additional contribution to Griffith City economy through consumption effects as correspondingly more wages and salaries are spent in the local economy. It is estimated that this would result in a further increase in value-added of \$581,090.17.

The combination of all direct, industrial and consumption effects would result in an estimated addition in value-added of \$4m in Griffith City economy.

Value added by industry represents the industry component of Gross Regional Product (GRP). The impact on Griffith City's GRP as a result of staging this event is directly equivalent to the change in value-added outlined above.

In summary, GRP in Griffith City is estimated to increase by \$4m.

Impact on Employment (local jobs, 12mth equivalent)

The employment impact of an event is expressed in local jobs. For example, an event that generates 4 weeks of work for 13 people (52 weeks of work in total), would have an employment impact equivalent to 1.0 annual local job.

The direct addition of \$6m spend to the local economy as a result of staging the event in Griffith City is estimated to lead to a corresponding direct increase of employment equivalent to 39.5 annual local jobs across a range of industries. From this direct expansion in the economy it is anticipated that there would be flow-on effects into other related intermediate industries, creating an additional employment equivalent to 7.2 annual local jobs.

This addition of employment in the local economy would lead to a corresponding increase in wages and salaries, a proportion of which would be spent on local goods and services, creating a further increase equivalent to 6.3 annual local jobs through consumption impacts.

The combination of all direct, industrial and consumption effects would result in a total estimated increase of employment equivalent to 53.0 annual local jobs located in Griffith City.

| | |
|-----------------|--|
| CLAUSE | CL02 |
| TITLE | Community Grant Application Basketball NSW NAIDOC WEEK 3x3 Competition. |
| FROM | Melissa Canzian, Community Development Coordinator |
| TRIM REF | 26/45962 |

SUMMARY

A Quick Turnaround Grant was received from Basketball NSW for Griffith Naidoc Week 3x3 competition.

RECOMMENDATION

Council approve the application for the Community Grant from Basketball NSW for the amount of \$2500.

REPORT

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

The NAIDOC Deadly 3x3 Basketball Gala Day 2026 is an exciting event celebrating NAIDOC Week by bringing together communities from Griffith and surrounding towns. Basketball NSW - Riverina has proudly partnered with Griffith Aboriginal Medical Service to deliver this event in conjunction with the GAMS Community Family Fun Day 2026. The event caters to all ages and abilities offering 3x3 basketball games, skills development sessions and walking basketball. But it's not just about basketball, attendees can enjoy hands-on art and craft activities, interactive stalls and other sports activities, traditional dance, music and free BBQ. The importance of feeling welcome and belonging to something is crucially important for everyone's well-being. We strive to bring this to each person who comes along, whether it be feeling like a part of a playing team, a member of our support staff, a service provider or simply a volunteer helping the day run smoothly. This event is completely free for all to attend and participate. Support in funding this event is vital to ensure safe delivery of an action-packed day of activities and community connection through the celebration of NAIDOC.

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

All Community Grants will now be presented on an individual basis as requested, and will be completed by a report to Council.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Council decline the Quick Turnaround Grant Application as pricing received for referee's was in the form of a purchase order instead of a quote.

OPTION 3

Council support an amended amount of funding for the grant.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS AND RISK

The 2025/2026 amount of funding available in Council's Community Organisation Assistance budget is \$37,387.00.

| \$50,847.00 | Approved Funding | Account Name | Transaction Description |
|--------------------|-------------------------|---------------------------------|--------------------------------|
| \$48,347.00 | \$2500 | Punjabi Association of Griffith | Quick turnaround grant |
| \$45,887.00 | \$2460 | Griffith Musicians Club | Quick turnaround grant |
| \$43,387.00 | \$2500 | Griffith Italian Museum & Cult | Quick turnaround grant |
| \$40,887.00 | \$2500 | Riverina Tongan Community Assn | Quick turnaround grant |
| \$38,387.00 | \$2500 | Yenda Public School P & C Assn | Quick turnaround grant |
| \$37,887.00 | \$500 | Sporting | Individual Achievement Grant |
| \$37,387.00 | \$500 | Griffith Veterans' Golf Assn | Quick turnaround grant |

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

The purpose of the Program is to:

- Provide seed funding for new initiatives which will benefit the community
- Facilitate Cultural and Arts events/activities/services
- Assist fund research into local service requirements
- provide financial assistance to enhance social wellbeing

- Provide assistance to elite sports persons, artists, musicians, students selected to represent NSW or Australia at significant events.

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

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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


LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 2.1 Develop and maintain partnerships with community, government and non-government agencies to benefit our community. 2.2 Maximise opportunities to secure external funding for partnerships, projects and programs.

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) Assessment Matrix basketball NSW 3x3 NAIDOC Event [↓](#)  33
- (b) Griffith Regional Sports Centre Quote (confidential)
- (c) DJ Quote Basketball NSW (confidential)
- (d) Purchase Order for Referee's Basketball NSW (confidential)
- (e) Basketball Support Letter Griffith Aboriginal Medical Service [↓](#) 
- (f) Griffith Demons Letter of Support [↓](#) 
- (g) Certificate of Currency Basketball NSW (confidential)
- (h) Basketball NSW Annual Report (under separate cover) (confidential)

Community Grants 2025/2026

**Community Grant Program
Eligibility Assessment Matrix**

| | |
|--|---------------------------------|
| Applicant- New South Wales Basketball Association | Amount Requested- \$2500 |
| Project – NAIDOC DEADLY 3X3 BASKETBALL GALA DAY and FAMILY FUN DAY | |
| <p>Description – The NAIDOC Deadly 3x3 Basketball Gala Day 2026 is an exciting event celebrating NAIDOC Week by bringing together communities from Griffith and surrounding towns.</p> <p>Basketball NSW - Riverina has proudly partnered with Griffith Aboriginal Medical Service to deliver this event in conjunction with the GAMS Community Family Fun Day 2026.</p> <p>The event caters to all ages and abilities offering 3x3 basketball games, skills development sessions and walking basketball.</p> <p>But it's not just about basketball, attendees can enjoy hands-on art and craft activities, interactive stalls and other sports activities, traditional dance, music and free BBQ.</p> <p>The importance of feeling welcome and belonging to something is crucially important for everyone's well-being. We strive to bring this to each person who comes along, whether it be feeling like a part of a playing team, a member of our support staff, a service provider or simply a volunteer helping the day run smoothly. This event is completely free for all to attend and participate.</p> <p>Support in funding this event is vital to ensure safe delivery of an action-packed day of activities and community connection through the celebration of NAIDOC.</p> | |
| <p>How –</p> <p>Basketball NSW will be offering 3x3 basketball tournament games for a number of divisions from children aged 8 years old through to adults. The games themselves are all about participation and fun in a safe and controlled environment with qualified referees and court supervisors scheduled for each game.</p> <p>3x3 Basketball is played on a half court, with 3 players per team on the court and it sees every player receive many more touches of the ball with a far greater opportunity to score in a fast paced game.</p> <p>The focus of the games is on being part of a team, communication and celebration.</p> <p>With no finals for each division, it's about maximum games and great sportsmanship, with plenty of Sportsmanship awards given out throughout the day.</p> <p>Capacity Building also plays a pivotal role in this event. We acknowledge that not every person is comfortable with playing the game and we give opportunities throughout the day to those who are interested in becoming a referee to officiate games.</p> <p>With qualified referees providing on court mentoring and an introduction to refereeing for children or adults. Linking these participants in with formal training and the local basketball association where they can start their officiating journey, in paid casual employment.</p> | |

Community Grants 2025/2026

| |
|--|
| <p>Partnerships – Basketball NSW has proudly partnered with the Griffith Aboriginal Medical Services and Griffith Basketball Association.</p> <p>Letters of support are provided.</p> |
| <p>Where – The 3x3 Gala Day and GAMS Family Fun Day will be held at the Griffith Regional Sports Stadium. With these two events being combined into one major NAIDOC event.</p> |
| <p>Dates – Thursday 9th July 26, commencing at 10am and concluding at 4pm at the latest.</p> |
| <p>Additional Information –</p> <p>Griffith City Council will be recognised through all social media promotions, signage and have your logo printed on all promotional materials. Sponsors logos will also play a prominent part in the Yindyamarra Awards - which are the awards given out to participants who have displayed great sportsmanship and respect throughout their games.</p> |
| <p>Project Budget – The budget provided below is for the Basketball 3x3 Gala Day element only and does not include the GAMS Family Fun Day.</p> <p>NAIDOC 2026 GRIFFITH BUDGET- EXPENSES</p> <p>\$1320 Venue Hire</p> <p>\$750 Referee Payments 10 x \$75 each (\$15 per hour)</p> <p>\$200 Referee Supervisor</p> <p>\$200 Court Supervisor</p> <p>\$200 Referee Coach - Capacity Building</p> <p>\$750 DJ/MC</p> <p>\$200 Admin expenses</p> <p>\$329 Sportsmanship T shirts 15 x \$17.5 plus GST (\$40 postage)</p> <p>\$230 Sportsmanship Sweat Towels 10 x \$15 plus GST (\$40 postage)</p> <p>\$4,179 Total</p> |
| <p>Other –</p> |
| <p>Attachments –</p> <p>BNSW Annual Report</p> <p>Certificate of Currency</p> |

Community Grants 2025/2026

| |
|---|
| Letter of Partnership - Griffith Aboriginal Medical Services Letter of Support - Griffith Basketball Association |
|---|

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

Recommendation:

| | |
|---|-------------------|
| Is the application eligible, as per the Community Grant Program Public Policy? | To be Determined. |
| What is the funding amount being applied for? | \$2500 |

Community Grants 2025/2026

| | |
|------------------------------|--|
| Addition Information: | Applicant has supplied a Raised purchase order for \$750 cost for referee's. Invoice cannot be made as it is an internal cost. |
|------------------------------|--|



38-42 Jondaryan Avenue
Griffith NSW 2680

Ph: 6962 0000
Fax: 6962 0044

To whom it may concern,

Re: Letter of Support – Basketball NSW

The Griffith Aboriginal Medical Service (GAMS) is pleased to provide this letter of support to Basketball NSW (BNSW) for the facilitation of a NAIDOC 3 v 3 Basketball Competition in Griffith. GAMS is committed to partnering with BNSW and other local service providers to deliver a Community Family Fun Day in conjunction with the basketball event.

The GAMS Community Family Fun Day has been a proud annual event for more than 15 years. Collaborating with partner organisations to expand the range of activities offered will further strengthen community engagement and enhance opportunities for connection, learning, and shared celebration.

The event will provide a variety of activities that support social and emotional wellbeing, including a free lunch, art and craft stalls, cultural activities, sporting activities, service provider expos, an Elders' tent, a DJ, free haircuts, giveaways, information stalls, and additional community-focused offerings.

This free event is open to both Aboriginal and non-Aboriginal community members, with the intention of reducing barriers to participation, promoting inclusion, and supporting a community grounded in respect and reconciliation.

We look forward to working with Basketball NSW and other partner organisations to acknowledge and celebrate *50 Years of Deadly* in alignment with this year's NAIDOC theme.

If you have any further questions or require additional information, please contact me during business hours on (02) 6962 0000.

Kind regards,



Vickie Louise Simpson

Program Manager



17/03/2026

To whom it may concern,

Griffith Basketball Association will be supporting Isabel Forbes in the running of the proposed Griffith Aboriginal Medical Services Family Fun day and planned 3x3 basketball event.

Our Association will contribute to the event by providing volunteers on the day. These will include members of the promotional team, referees, and court supervisors.

Our association is proud to partner with BNSW, and Isabel, supporting the importance of participation and encouraging children to try the game of basketball while celebrating NAIDOC with our community.

Heather Gowing
Secretary
On behalf of Griffith Basketball Association

| | |
|-----------------|--|
| CLAUSE | CL03 |
| TITLE | Community Grant Application Griffith Meals on Wheels-Supporting Griffith Through Dementia Education |
| FROM | Melissa Canzian, Community Development Coordinator |
| TRIM REF | 26/45963 |

SUMMARY

A Quick Turnaround Grant was received from Griffith Meals On Wheels to bring the local event 'Educational Dementia Immersive Experience' to Griffith.

RECOMMENDATION

Council approve the application for the Quick Turnaround Grant from Griffith Meals on Wheels inc for the amount of \$2,500.

REPORT

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

This project will deliver the Dementia Australia EDIE (Educational Dementia Immersive Experience) program to the Griffith community. EDIE is an interactive workshop that uses virtual reality technology to simulate the experience of living with dementia, helping participants build empathy, understanding, and practical skills to better support people living with dementia. The program will be offered to the current Dementia Carers Support Group as well as any other community members. By increasing awareness and understanding, the project aims to reduce stigma, improve communication, and promote more inclusive and supportive environments for people living with dementia. Bringing EDIE to Griffith will strengthen the community's capacity to respond to the growing impact of dementia and contribute to building a more informed, compassionate, and dementia-friendly region

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

All Community Grants will now be presented on an individual basis as requested, and will be completed by a report to Council.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Council decline the Quick Turnaround Grant Application.

OPTION 3

Council support an amended amount of funding for the grant.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS AND RISK

The 2025/2026 amount of funding available in Council's Community Organisation Assistance budget is \$37,387.00.

| \$50,847.00 | Approved Funding | Account Name | Transaction Description |
|--------------------|-------------------------|---------------------------------|--------------------------------|
| \$48,347.00 | \$2500 | Punjabi Association of Griffith | Quick turnaround grant |
| \$45,887.00 | \$2460 | Griffith Musicians Club | Quick turnaround grant |
| \$43,387.00 | \$2500 | Griffith Italian Museum & Cult | Quick turnaround grant |
| \$40,887.00 | \$2500 | Riverina Tongan Community Assn | Quick turnaround grant |
| \$38,387.00 | \$2500 | Yenda Public School P & C Assn | Quick turnaround grant |
| \$37,887.00 | \$500 | Sporting | Individual Achievement Grant |
| \$37,387.00 | \$500 | Griffith Veterans' Golf Assn | Quick turnaround grant |

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

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

The purpose of the Program is to:

- Provide seed funding for new initiatives which will benefit the community
- Facilitate Cultural and Arts events/activities/services
- Assist fund research into local service requirements
- provide financial assistance to enhance social wellbeing
- Provide assistance to elite sports persons, artists, musicians, students selected to represent NSW or Australia at significant events.

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

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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



LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 2.1 Develop and maintain partnerships with community, government and non-government agencies to benefit our community. 2.2 Maximise opportunities to secure external funding for partnerships, projects and programs. 4.2 Encourage an inclusive community that celebrates social and cultural diversity. 4.3 Provide and promote accessibility to services. item 4.5 Improve access to local health and support services.

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|---|----|
| (a) | Community Grant Application ↓  | 42 |
| (b) | Assessment Matrix Meals On Wheels ↓  | 46 |
| (c) | Facilitation Quote (confidential) | |
| (d) | Facilitator Travel Quote (confidential) | |
| (e) | Certificate of Currency Meals On Wheels (confidential) | |
| (f) | Financial Report Meals On Wheels (confidential) | |



Community Grants Program Application 2025/26

Community Grant Application ID

CGA08/04/202653dff

I have read the Community Grants Program Policy FS-CP-601 and understood all the requirements needed for this application

- Yes

Organisation

Type of organisation

Registered Charity

Organisation name

Griffith Meals on Wheels Inc

Organisation phone number

[REDACTED]

Organisation email address

[REDACTED]

Organisation postal address

50-56 Banna Ave
Griffith, New South Wales 2680
Australia

ABN

28396493298

Registered for GST?

Yes

Your contact details

[REDACTED]

Project/activity title

Supporting Griffith Through Dementia Education - EDIE Program

Describe what your project/activity is

This project will deliver the Dementia Australia EDIE (Educational Dementia Immersive Experience) program to the Griffith community. EDIE is an interactive workshop that uses virtual reality technology to simulate the experience of living with dementia, helping participants build empathy, understanding, and practical skills to better support people living with dementia.

The program will be offered to the current Dementia Carers Support Group as well as any other community members. By increasing awareness and understanding, the project aims to reduce stigma, improve communication, and promote more inclusive and supportive environments for people living with dementia.

Bringing EDIE to Griffith will strengthen the community's capacity to respond to the growing impact of dementia and contribute to building a more informed, compassionate, and dementia-friendly region.

Community Grant Program - General



How will you do this?

We will partner with Dementia Australia to deliver the EDIE program locally in Griffith. The project will involve coordinating workshop dates, securing an accessible community venue, and promoting the sessions through local networks, service providers, and community groups to ensure broad participation.

Participants will attend facilitated sessions where they experience the EDIE virtual reality program, followed by guided discussion to deepen understanding and translate learning into practical actions.

Who is involved? Are there any partnerships?

This project will be delivered in partnership with Dementia Australia, who will provide the EDIE program, resources, and experienced facilitators to ensure high-quality delivery.

Locally, the project will be supported by our organisation, which will coordinate planning, promotion, and community engagement.

We will also engage local businesses and council networks to help promote the sessions and support broader community involvement. Volunteers will assist with event coordination and participant support where needed.

Where will it take place? (Location)

Session will take place at Griffith City Library

When will it start?

05/08/2026

When will it finish?

05/08/2026

Community Strategic Plan 2025-2035 Visions

Which objective of the Griffith City Council Community Strategic Plan does this project address?

Liveability

Liveability

AIM 4: Griffith is a great place to live

- 4.2 Encourage an inclusive community that celebrates social and cultural diversity
- 4.3 Provide and promote accessibility to services
- 4.5 Improve access to local health and support services

Budget

Proposed income

| | |
|---------------------------------------|----------------------------------|
| Council Grant Amount Requested | Organisation Contribution |
| \$ 2,500.00 | \$ 1,361.26 |

Total income
\$ 3,861.26

Proposed expenses

Grant fund expenditure

Community Grant Program - General



| Row ID | Expense details | Amount | Quote/receipt |
|--------|--|-------------|---|
| 1 | Enabling Edie Session | \$ 1,995.00 | • Griffith_MealsonWheels_Quote.pdf |
| 2 | Accommodation and Travel as estimated on quote | \$ 1,866.26 | • Griffith_MealsonWheels_Quote1.pdf |

Total expenses

\$ 3,861.26

Funding**Will your project go ahead if you are not provided the total amount of requested funding?**

No

Please provide any other information to support your application

Our organisation currently operates with limited funding that is primarily allocated to ongoing programs and essential service delivery. While this support enables us to continue our core activities, it does not extend to one-off initiatives such as delivering the EDIE program in Griffith.

This project represents a unique opportunity to bring a highly impactful, evidence-based program to our community—something that would not be possible within our existing budget.

We have the capacity, partnerships, and community demand to successfully deliver this initiative; however, external funding is essential to cover program delivery costs, facilitation, and associated logistics.

Support through this grant would enable us to deliver a high-quality, one-off project that creates lasting awareness, builds local capacity, and contributes to a more dementia-friendly Griffith.

The project must identify with one or more of the following

- Social Wellbeing - feel a sense of belonging and social inclusion in your community

Is the project/activity a Federal or State government funded initiative?

No

Is the project/activity for fundraising purposes only?

No

Does the project/activity duplicate services within the local government area?

No

Have you applied for funding through this Program previously?

No

Supporting documentation**Organisation/Auspice Current Insurance Policy**

- [COC_PETER000034_0099739-B-GENL_29-Jun-2025-124112](#)

Organisation/Auspice most recent financial and annual reports

- [2025-Signed-Financials](#)

**Community Grant Program
Eligibility Assessment Matrix**

| Applicant- Griffith Meals On Wheels | | Amount Requested-\$2500 |
|--|-----------|--|
| Yes | No | Criteria |
| X | | Is the applicant based in, affiliated with and/or service clients within the Griffith City Council Local Government Area? |
| X | | Does the application align with Griffith City Council's Community Strategic Plan? |
| X | | Is the Applicant a not for profit incorporated body registered with Fair Trade / Committee of Council / ATO Registered Charity / Auspice committee or project? |
| X | | Has the applicant provided a copy of their most recent annual report and a current liability insurance certificate? |
| X | | Has the applicant provided a budget? |
| X | | Has the applicant included quotes for major expense items over \$500? |
| X | | Does the project identify with one or more of the following? <ul style="list-style-type: none"> • Community capacity building - developing and strengthening the skills, abilities, processes and resources that communities need to survive, adapt, and thrive. • Reconciliation and/or social inclusion. • Accessibility for people with disability. • Capacity building of disadvantaged groups and/at risk demographics. • Promotes environmental sustainability. • Promotes neighborhood/community safety. • Community development research/pilot program/new initiative. • Social Wellbeing - feel a sense of belonging and social inclusion in your community. |
| X | | Have previous applications from this organisation been acquitted? |
| | X | Does the application duplicate existing projects/services/activities within Griffith LGA? |
| | X | Is the application for fundraising purposes only? |
| | | Will this application be a Federally or State funded project or program? |
| | X | Is funding for ongoing administrative or operational costs? |
| | X | Will the applicant use the funding to solely award scholarships, grants, gifts or donations? |
| | X | Is the application for Capital Works/Capital Expenditure? |

Recommendation-Office Use:

| | |
|---|--------|
| Is the application eligible, as per the Community Grant Program Public Policy? | Yes |
| What is the funding amount being applied for? | \$2500 |
| Addition Information: | |

| | |
|-----------------|---|
| CLAUSE | CL04 |
| TITLE | Licence Agreement - Road Reserve - Western Riverina Community College (Community School) - 68 Kookora Street, Griffith |
| FROM | Amanda Vardanega, Corporate Property Officer & Native Title Coordinator |
| TRIM REF | 26/49857 |

SUMMARY

Western Riverina Community School (WRCC) has requested to enter into a Licence Agreement with Council in accordance with Development Application DA 173/2021(2).

The proposed licence relates to the use of Council's Road reserve adjoining Lot 1, Section 127 in DP 7548476, known as 68 Kookora Street, to facilitate the completion of road works in relation to driveway access and associated car parking to service the school.

The licence will formalise occupation of the road reserve and ensure the works are undertaken and maintained in accordance with Council's requirements.

RECOMMENDATION

- (a) Council enters into a licence agreement with Western Riverina Community College (WRCC) for the occupation of Council's Road reserve, adjoining Lot 1 Sec 127 DP758476, 68 Kookora Street, Griffith for a term of five years, with an option to renew of 5 years.**
- (b) Council advertises its intention to enter into a licence agreement with WRCC for 7 car spaces adjoining 68 Kookora Street, Griffith for a period of 28 days. Should any submissions be received, a report will be presented to Council for consideration.**
- (c) Should no submissions be received, Council will proceed to enter into a licence agreement with WRCC for 7 car spaces located on the road reserve, adjoining 68 Kookora Street, Griffith for a term of 5 years, commencement date to be determined following notification period.**
- (d) Western Riverina Community College (WRCC) are responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, in accordance with Council's adopted Revenue Policy.**
- (e) The annual licence fee will be charged in accordance with Council's adopted Revenue Policy, currently \$67.60 per car space together with rates and charges as applicable.**
- (f) Council authorise the Mayor and General Manager to execute the licence agreement under the Common Seal, if required.**

REPORT

Development Application DA 173/2021(2) was approved on 21 March 2023 for the *New School – Western Riverina Community College* at 68 Kookora Street, Griffith. (Lot 1 Sec 127 DP 758476).

The development consent includes specific conditions requiring the formalisation of the use of Council's Road reserve to facilitate the completion of the service road, vehicular manoeuvring areas and 2 pick-up/drop-off spaces, together with 7 car parking spaces, necessary to service the school.

To satisfy these conditions, the applicant is required to enter into a suitable agreement with Council, ensuring the occupation and use of the road reserve is appropriately regulated and managed.

The proposed Licence Agreement will provide a lawful framework for the continued use of the road reserve, while protecting Council's ownership, public access rights, and future operational requirements.

The following conditions are required as part of the consent:

- *SC. 68 - Lease Agreement for on-street parking*

A lease agreement shall be entered into between the applicant and Griffith City Council for the use of Council's Road reserve for the 7 car parking spaces, service road, vehicular manoeuvring areas and 2 pickup/drop-off spaces prior to the issue of the Occupation Certificate for Stage 2 (prior to 31 December 2026). The applicant shall be required to pay all legal fees associated with the lease agreement.

(modified 21 March 2023)

- *SC. 92 - Lease of Land*

A lease agreement with Griffith City Council for the use of Lot 1 Sec 127 DP 758476 Kookora Street Griffith is to be maintained for the life of the development.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As otherwise determined by Council.

POLICY IMPLICATIONS

The proposed Licence Agreement is consistent with Council's policies for the management and occupation of Council-owned road reserves and complies with Council's obligations under the Roads Act 1993.

FINANCIAL IMPLICATIONS AND RISK

The licensee (WRCC) will be responsible for all fees and charges associated with the preparation of the licence agreement; together with Council's administration fee, in accordance with Council's adopted Revenue Policy.

The annual licence fee will be charged in accordance with Council's adopted Revenue Policy, currently \$67.60 per car space together with rates and charges as applicable.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Entering into the licence will ensure compliance with the conditions of Development Approval DA 173/2021(2) while maintaining Council's statutory obligations as the road's authority. Legal and statutory risks are considered low and will be managed through appropriate licence terms, including indemnities, insurance requirements, and Council's right to terminate the agreement if required.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

All environmental implications were considered as part of the development approvals process in relation to Development Approval 173/2021(2).

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The arrangement formalises the use of the road reserve in a transparent and regulated manner. Community risks are considered low, as the proposal aligns with an approved development consent and does not restrict broader public access or use of the road reserve beyond what has already been approved.

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Service delivery risks are considered low.

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

WHS and HR risks to Council are considered low.

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





LINK TO STRATEGIC PLAN

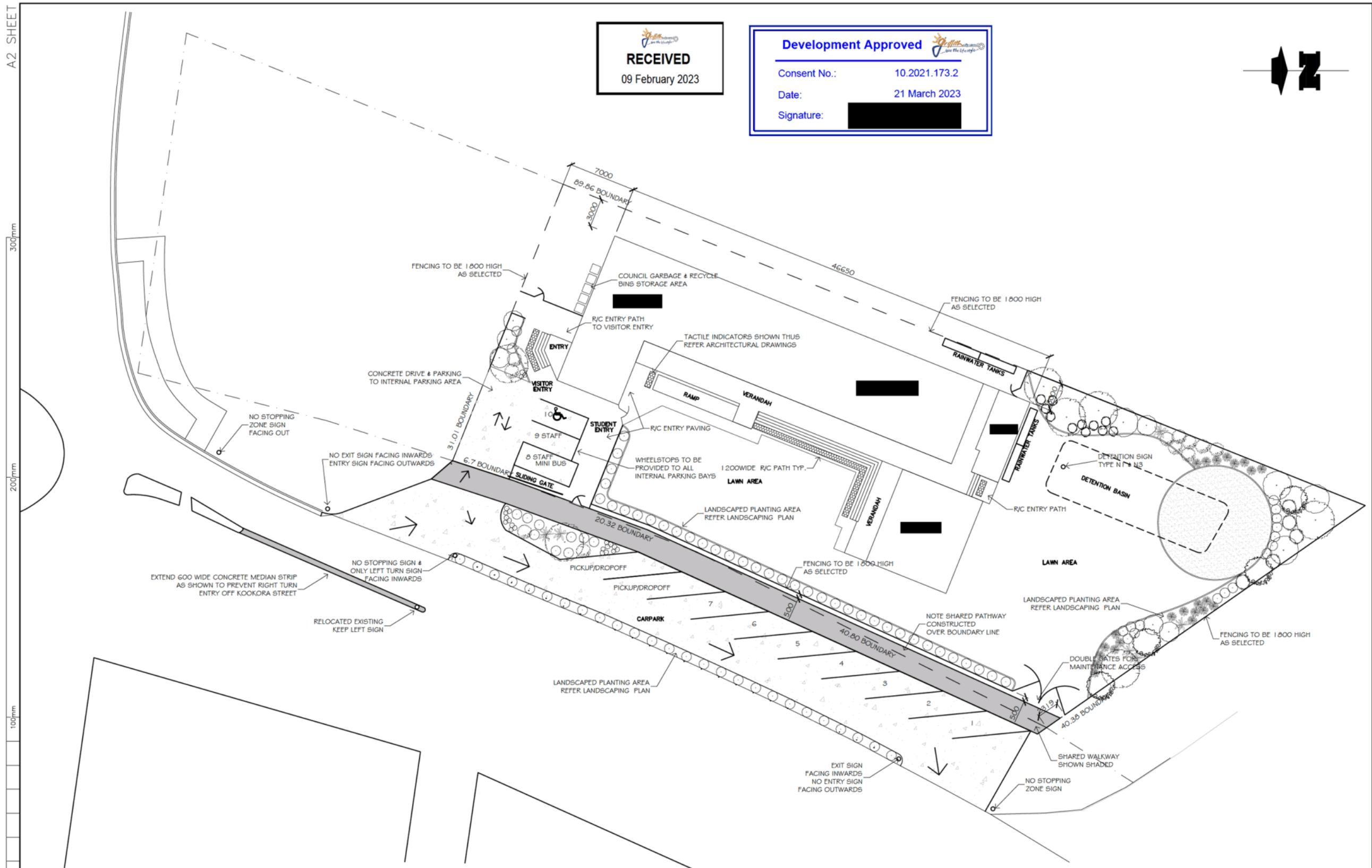
This item links to Council's Strategic Plan item 5.3 Promote opportunities for business to establish and grow.

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|--|----|
| (a) | DA 1732021 (2) Approved - Stamped Plans - Kookora Street, Griffith   | 51 |
| (b) | Email from David Martin - WRCC - 68 Kookora Street, Griffith   | 58 |

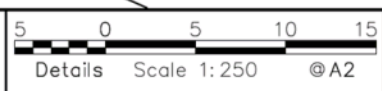


RECEIVED
09 February 2023

Development Approved
Consent No.: 10.2021.173.2
Date: 21 March 2023
Signature: [Redacted]

| Rev | Amendment / Reason For Issue | Date | Drawn by | Designed & Checked by | Verified by |
|-----|---|----------|----------|-----------------------|-------------|
| C | TREES REMOVED FROM CARPARK | 07.02.23 | CW | | |
| B | BUILDING MOVED TO 7M OFF SOUTH BOUNDARY | 21.01.23 | CW | | |
| A | FOR APPROVAL | 18.01.23 | CW | | |

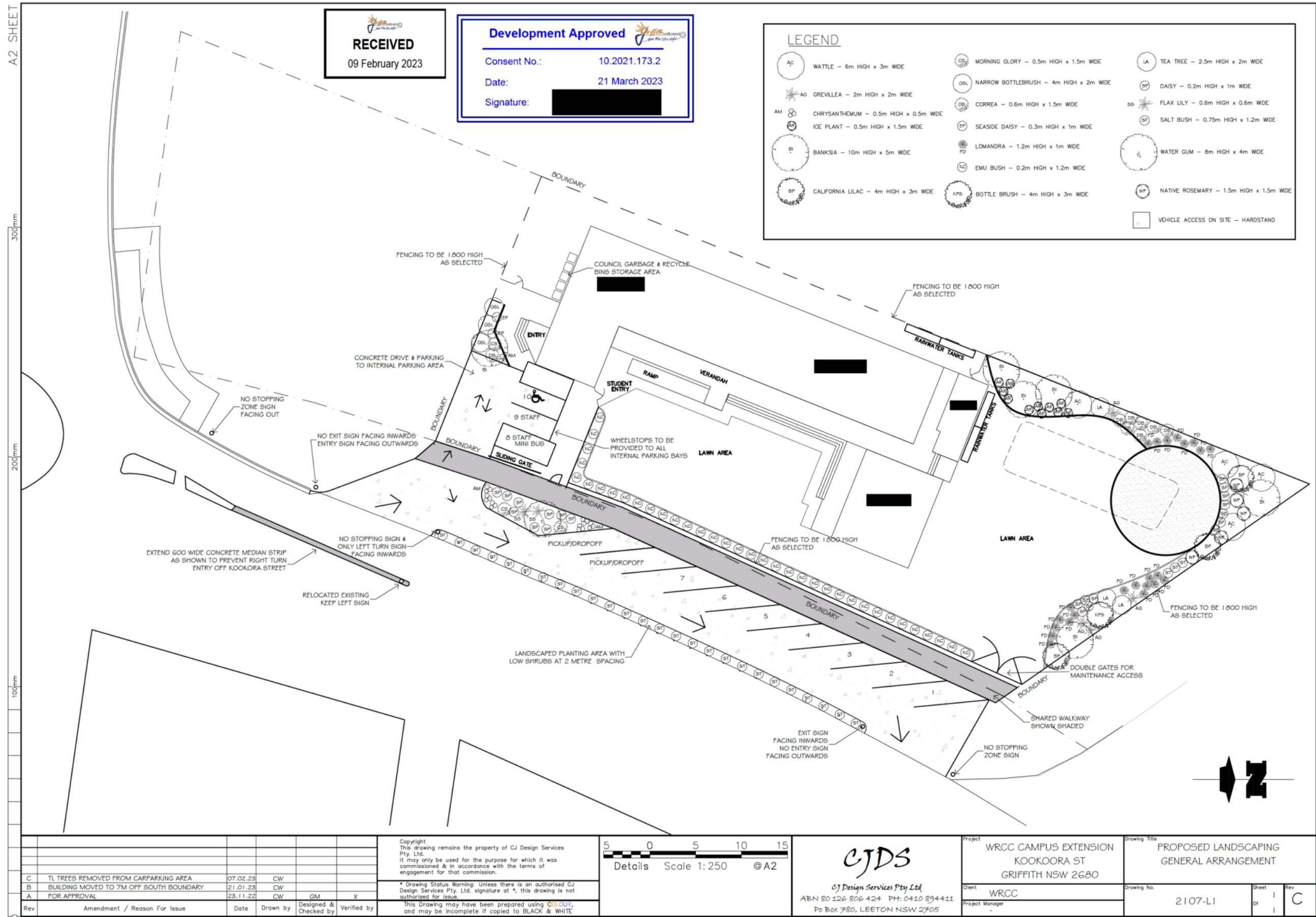
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CJDS
CJ Design Services Pty Ltd
ABN 80 126 806 424 PH: 0410 894411
PO Box 780, LEETON NSW 2705

Project: WRCC CAMPUS EXTENSION
KOOKOORA ST
GRIFFITH NSW 2680
Client: WRCC
Project Manager: [Redacted]

Drawing title: PROPOSED SITE
GENERAL LAYOUT & SETOUT
Drawing No.: 2107-S1
Sheet: 1 of 1
Rev: C



WESTERN RIVERINA COMMUNITY COLLEGE

PROPOSED COMMUNITY COLLEGE

SECTION 127 DP 758476, 16-32 KOOKORA STREET GRIFFITH NSW 2680

THE CONSTRUCTION CONTRIBUTIONS AND INFRASTRUCTURE CONSTRUCTION MANAGEMENT PLAN



PREPARED BY:

CJ Design Services Pty Ltd

Project Design, Management & Drafting Service

ABN 80 126 806 424 PH: 0410 894411

PO Box 780, LEETON NSW 2705

1. Introduction

The Construction Contributions and Infrastructure Construction Management Plan has been prepared by CJ Design Services Pty Ltd (CJDS), for inclusion in the Plans and Documents noted in the NSW Department of Planning Portal for Griffith City Council Approval of the proposed Community College.

The main objective of this plan will be to prescribe strategies of minimising potential impacts of construction activities on all stakeholders including local residences.

2. Proposed Works

The proposed works is to be split into three stages for the new Community College and is set out as follows:

Stage 1 - August 2023 Completion

General shaping and earthworks within the proposed School fenced area

Installation of permanent fencing to boundary

Excavation and rough in of underground services.

Installation of school stormwater system as per civil design and shall include the discharge piping to the existing stormwater pit in Griffin Avenue.

Excavation and pouring of pier footings

Delivery and installation of modular buildings

Installation of temporary hardstand carpark for remaining construction use and interim use of the occupied school (refer drawing 2107-C14)

Connection of services

Final site works including internal fencing, paving and partial landscaping excluding the temporary

Stage 2 - December 2026 Completion

Construction of the Kookora Street Carpark in the road reserve area

This work will include the construction of the Kookora Street kerb and gutter, concrete crossovers, piped road drainage, shared pathway, extension to Kookora Street concrete median strip, installation of road signage and the carparking area landscaping.

Decommission of temporary carpark

This also triggers payment for all required council contributions as specified in the approved Development Application

Stage 3 - March 2027 Completion

Contributions payments as specified at the completion of stage 2 of this plan.

Construction Phase Hours of Operation

Subject to the Conditions of Consent, this plan proposes construction hours as follows:

- between 7am and 6pm, Monday to Fridays inclusive;
- between 8am and 1pm, Saturdays; and
- No work on Sundays and public holidays

It is proposed that provided noise levels do not exceed the existing background noise level plus 5dB certain, less obtrusive construction activities may also be undertaken during the following hours:

- Between 6pm and 7pm Mondays to Fridays inclusive; and
- Between 1pm and 6pm Saturdays

All construction activities will occur within the above prescribed hours. However, permission may be sought for out-of-hours work, with consultation and approval of Council and other such authorities having jurisdiction over the works.

Public Safety, Amenity and Site Security

Fencing be it temporary or permanent will be implemented as required to uphold public safety and ensure security of the works by preventing unauthorised entry. These measures will be staged throughout the Works to minimise disruption and to ensure the safety of all.

The following actions will be employed to minimise the impacts of construction activity to the surrounding community:

- Installation of Construction work zone;
- Monitor compliance of the Traffic Management Plan and the safety and environmental controls;
- Clear display of contact details on the site temporary fencing for community information and for contact in case of emergency;
- Notification to surrounding properties of activities which may affect their amenity, including the provision of a 24-hour contact point; and
- Consultation and participation with the local community to address concerns and assess possible community initiatives.

Services Disconnection and Shutdowns

In general, the following principles will be adopted for services shutdowns or when disconnecting services:

- All relevant Statutory Authorities will be consulted, prior to the Works commencing, to ascertain lead times and correct termination locations;
- All terminations will be undertaken in accordance with authority and SafeWork NSW requirements;

- All termination will be undertaken by suitably licensed contractors; and
- Adequate notice is to be provided to any third party that will be impacted by any service disruption and disruption is to be minimised

Construction Traffic Management

Preliminary Construction Traffic Management plan prepared by CJ Design Services proposes traffic control measures as shown to address potential implications associated with the Works.

In general, the following measures will be adopted:

- The proposed construction movements to/from the works site shall be as shown on the Construction Traffic Management plans 2107-C10, 2107-C11, 2107-C12, 2107-C13, and 2107-C14.

Pedestrian and Traffic Safety

The majority of the works will be carried out within the site boundary of the school. Pedestrians past the site will be protected during construction, where required. Fencing and/or hoarding, in accordance with the relevant standards, will be provided around the site to provide protection and prevent unauthorised access. Where works are required in the public domain, safe routes will be provided around that specific worksite.

Environment and Amenity

The Contractor will prepare and implement a comprehensive Construction and Environmental Management Plan (CEMP) to ensure compliance with all relevant statutory requirements. This plan will be developed in consideration of the following:

- Protection of Environmental Operations Act 1997;
- Protection of the Environment Operations (Noise Control) Regulation 2000;
- WHS Act 2011;
- Protection of the Environment Operations (Clean Air) Regulation 2002;
- Waste Avoidance and Resource Recovery Act 2001;
- Protection of the Environment Operations (Waste) Regulation 1996;
- Environmentally Hazardous Chemicals Act 1985; and
- Environmentally Hazardous Chemicals Regulation 1999.

Construction Waste Management

A Construction Waste Management Plan will be developed by CJ Design Services prior to commencement of construction works on site.

Waste types likely to be generated on the site include the following:

- General Waste; - Putrescible waste (food waste from site personnel);
- Cardboard and White Paper (amended plans & drawings);
- Bottles, Cans and Plastics; and

- Concrete/Bricks/Tiles/Timber and Gyprock.

Workplace Risk Management Plan

The project manager and WRCC will be fully committed to providing a safe working environment.

A Work Health and Safety Management Plan (WHSMP) will be required to ensure that equipment, workplaces and practices comply with relevant regulations and standards. Regular and ongoing reviews of these standards will be conducted and where higher standards are practical and desirable, they will be adopted. In addition, the project manager will:

- Identify, control and reduce work related hazards and risks that may produce injury, illness or asset damage;
- Identify, quantify and control to safe levels, those chemicals and physical agents in the workplace capable of causing ill health;
- Promote environmental, health, safety and the welfare of employees and subcontractors while respecting the privacy of individuals;
- Provide information, instruction, and training for employees to increase their personal understanding of workplace hazards, promote safe working practices and ensure subcontractors are aware of and satisfy these expectations.
- Consult employees and subcontractors in environmental, health and safety to reduce workplace hazards and risks;
- Consult with the project team, industry bodies and others in the development of appropriate standards, control strategies and monitoring techniques, which comply, with the requirements of statutory authorities; and
- Safe Work Method Statements (SWMS) shall be prepared and shall be guided by the contents of this PCMP.

These SWMS will include the following:

- A description of the work to be undertaken;
- An identification of the foreseeable hazards associated with the works; and
- A description of the hazard control measures to be used

Amanda Vardanega

From: David Martin [REDACTED]
Sent: Friday, 31 October 2025 10:54 AM
To: Amanda Vardanega
Subject: Lease Request to Support Stage Two Works – DA 173/2021

Dear Amanda,

It was great speaking with you earlier today.

Following on from our conversation regarding DA 173/2021 and the requirements to complete stage two of the school development, I'd like to confirm the next steps. As discussed, stage two involves the construction of car park and road works that will utilise the road reserve. To proceed with these works, the organisation will require a lease over the relevant portion of the road reserve.

Could you please assist with the creation of this lease to support the completion of stage two?

Thank you in advance for your help, and please let me know if you need any further details.

Warm regards,

David Martin

The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

| | |
|-----------------|--|
| CLAUSE | CL05 |
| TITLE | Renewal of Licence Agreement - Griffith Tennis Club - Noorilla Street, Griffith |
| FROM | Amanda Vardanega, Corporate Property Officer & Native Title Coordinator |
| TRIM REF | 26/46845 |

SUMMARY

The licence agreement with the Griffith Tennis Club expired on 16 October 2025. The original licence was granted for a term of 20 years, commencing in 1995. The Club has requested to renew the licence agreement with Council. It is proposed to renew the agreement for a term of 10 years, with an option for a further 10-year term.

The land is Crown Reserve 1010108, for which Council is appointed as Trustee and is responsible for managing the land on behalf of the Crown.

RECOMMENDATION

- (a) Council enters into a licence agreement with Griffith Tennis Club over part Lot 7303 DP 1153581, for a term of 10 years commencing 17 October 2025 with an option to renew for a further term of 10 years.**
- (b) Griffith Tennis Club pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee in accordance with Council's adopted Revenue Policy.**
- (c) The annual licence fee be charged in accordance with Council's adopted Revenue Policy, currently \$713 per annum for the 2025/2026 financial year, in addition to rates and charges if applicable.**
- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Common Seal.**

REPORT

Griffith Tennis Club occupies part Lot 7303 DP 1153581 and operates as a non-rateable entity. The Griffith Tennis Club is responsible for the payment of applicable service charges, including garbage, sewer, trade waste, and water consumption charges.

The land identified forms part of Crown Reserve 1010108, which comprises the Jubilee Sports Oval. Griffith City Council is the appointed Trustee of the reserve and is responsible for its management on behalf of the Crown.

The Griffith Tennis Club wish to renew the licence agreement for continued occupation.

The Griffith Tennis Club have proposed the possibility of constructing a purpose-built Pickleball Facility in future, in the vacant land that adjoins the Tennis Club. Such development would only be possible with the assistance of grant funding; and meeting Development Application conditions. The area of land required for this additional facility would be approx. 70m x 25m. Should this proceed, it would be proposed to amend the current licenced area as part of this agreement to include the Pickleball Facility.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As otherwise determined by Council.

POLICY IMPLICATIONS

The licence renewal will ensure continued alignment with Council's adopted policies and statutory obligations.

FINANCIAL IMPLICATIONS AND RISK

Annual fees under the renewed licence agreement will be set in accordance with Council's adopted Revenue Policy. This will include an annual fee for the occupation of Crown reserve land, which is currently \$713 for the 2025/2026 financial year. An administration fee will also be payable to Council upon execution of the licence agreement.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Council has a statutory obligation to ensure that occupation of Crown reserve land is properly authorised and documented in accordance with relevant legislation and Council policies.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

No adverse environmental impacts have been identified, and environmental risk is considered low, provided ongoing use remains consistent with existing approvals and licence conditions.

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The community would reasonably expect Council to support the development and ongoing operation of the Griffith Tennis Club Facilities.

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Renewal of the licence agreement will provide certainty for the licensee, and ensure Council can appropriately manage public land while supporting community infrastructure.

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

Overall WHS and HR risk is considered low. There are no direct HR implications for Council arising from this matter as the Griffith Tennis Club is operated independently and employs its own staff. Council's involvement is limited to its role as land manager and licensor.

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

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 4.7 Provide a range of sporting and recreational facilities and events.

CONSULTATION

Senior Management Team

Griffith Tennis Club

ATTACHMENTS

- | | | |
|-----|--|----|
| (a) | Letter from Griffith Tennis Club ↓  | 62 |
| (b) | Griffith Tennis Club - Licensed Area Map ↓  | 65 |

ABN 84 998 975 390

PO Box 765

Griffith NSW 2680



info@griffithtennisclub.com.au

20th November 2025

The General Manager

Griffith City Council

PO Box 485

Griffith NSW 2680

Attention: Ms Amanda Vardanega
Corporate Property Officer and Native Title Coordinator

Reference: Griffith Tennis Club Facilities
Request for extension of User Licence Agreement

Property ID: 879767
92-104 Noorilla Street, Griffith, NSW 2680
LOT: 7303 PLT: PART LOT DP: 1153581
1.1850 Hectares

Hello,

I am writing to you on behalf of the Griffith Tennis Club committee to lodge a formal request for Griffith City Council to grant an extension of the Tennis Club's existing User Licence for the purposes of conducting organised tennis related activities at the above parcel of land for a further period as determined by the Council as the manager of the Jubilee Park crown reserve.

Please note for Council information:

The Tennis Club is also investigating the possibility of constructing a purpose-built Pickleball facility in the vacant lot adjoining the Tennis Club complex at the north-west corner of the Jubilee Park precinct.



Any such development would only be proceeding should proposed grant applications be successful, and then meeting applicable Development Application conditions and the like.

Per the attached images, the proposed area in question would be approximately 70m x 25m in size, and the Tennis Club would be seeking Council approval to amend the area of the existing User Licence agreement to include the proposed Pickleball facility.

Thank you in advance for your consideration and continued support.

Please do not hesitate to contact myself for any enquiries.

Yours sincerely,


(for) Oliver Jacques
President






Griffith City Council
40 Box Hill
1 Newmarket Road
Griffith NSW 2880
Telephone 08 836 57117
Email info@griffithcity.nsw.gov.au

Disclaimer: This map is intended for general information purposes only. Griffith City Council does not guarantee its accuracy, completeness or suitability for any particular purpose. Users must exercise their own skill and care in using this map and carefully evaluate the accuracy, timeliness, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracies, errors or omissions contained in the map.





Drawn by: JWH/mh
Produced: 02/04/2024 1:02 PM
Date: 20/04/2024 1:12 PM

Map Scale 1:2932 at A4

Created on 4/05/2026 4:31 PM



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|  <p>Griffith City Council PO Box 65 1 Benmorebank Street GRIFFITH NSW 2885 Telephone: 1300 126 027 Email: admin@griffith.nsw.gov.au</p> | <p>Disclaimer: This map is intended for general information purposes only. Griffith City Council does not guarantee its accuracy, completeness or suitability for any particular purpose. Users must exercise their own skill and care in using this map and carefully evaluate the accuracy, currency, completeness and relevance of the map before relying on it. The map is not a substitute for independent professional advice and, to the extent permitted by law, Griffith City Council is not liable for any loss or damages arising out of any inaccuracy, error or omission contained in the map.</p> |  | <p>Projection: GDA2020 / MGA zone 55 Date: 4/05/2026 Drawn By: Amanda Vardanega</p> | <p>Griffith Tennis Club - Licensed Area Map Scale: 1:2401 at A4</p> |
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| CLAUSE | CL06 |
| TITLE | Renewal of Licence Agreement - MCC Griffith Pty Ltd - 106-108 Wakaden Street, Griffith |
| FROM | Amanda Vardanega, Corporate Property Officer & Native Title Coordinator |
| TRIM REF | 26/47155 |

SUMMARY

The current licence agreement with MCC Griffith Pty Ltd (Multi-Color Labels) for the occupation of Council's Road reserve expired on 31 December 2025.

MCC Griffith Pty Ltd has requested the renewal of the licence agreement to continue its occupation of the road reserve for the purpose of providing 20 car parking spaces associated with its operations.

The requested renewal is for a term of 10 years, with an option to renew for further 10 years.

RECOMMENDATION

- (a) Council enters into a licence agreement with MCC Griffith Pty Ltd for 20 car parking spaces located on Wakaden Street service lane adjacent to 106-108 Wakaden Street (Lot 1320 DP 751709) for a term of 10 years, commencement date 1 January 2026, with an option to renew for a further 10 years.**
- (b) MCC Griffith Pty Ltd are responsible to pay for all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee, in accordance with Council's adopted Revenue Policy.**
- (c) The annual licence fee will be charged in accordance with Council's adopted Revenue Policy, currently \$67.60 per space for the 2025/2026 Financial Year, in addition to rates and charges as applicable.**
- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Common Seal.**

REPORT

MCC Griffith Pty Ltd seeks to renew the licence agreement for the continued occupation of Council's Road reserve for the purpose of providing 20 off-street car parking spaces associated with its operations.

Development Application B16/2000, which approved the extension of an existing factory building for printing purposes, included a condition requiring the leasing of a portion of the adjoining Council Road reserve to facilitate off-street parking. MCC Griffith Pty Ltd wishes to continue the occupation of the road reserve in accordance with this approved arrangement.

There are no outstanding fees or charges associated with MCC Griffith Pty Ltd's occupation of the road reserve.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As otherwise determined by Council.

POLICY IMPLICATIONS

POLICY – UD-CP-301 – Road Reserves – Lease for Commercial Purposes

FINANCIAL IMPLICATIONS AND RISK

The annual fee for the occupation of Council's Road reserve for car parking purposes is charged in accordance with Council's adopted Revenue Policy, currently \$67.60 per car parking space for the 2025/2026 financial year.

In addition to the annual occupation fee, applicable rates and charges will apply, along with a Council administration fee associated with the preparation and execution of the licence agreement, in accordance with Council's adopted Revenue Policy.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

The proposed occupation is consistent with the conditions of Development Application B16/2000 and does not raise any known compliance issues. Subject to execution of the licence agreement in accordance with Council's policies and statutory obligations, no significant legal or statutory risks have been identified.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

The proposed renewal of the licence agreement relates to the continued use of an existing area of Council's Road reserve for car parking purposes and does not involve any new development, ground disturbance, or vegetation removal.

No environmental risks have been identified, and no additional environmental approvals are required as part of the proposed licence renewal.

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The proposed renewal of the licence agreement relates to the continued use of an existing car parking area that supports the ongoing operation of a local business.

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

SERVICE DELIVERY IMPLICATIONS AND RISK

No impacts or risks have been identified as a result of the proposed licence renewal.

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

No WHS or HR risks have been identified as a result of the proposed licence renewal.

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) Confirmation Email from MCC Griffith Pty Ltd to renew licence agreement [!\[\]\(61ace903ff78fe5e93abca858de1eca3_img.jpg\)](#)  69
- (b) Carparking layout plan - MCC Griffith Pty Ltd - 106-108 Wakaden Street, Griffith [!\[\]\(c329e047c7ce62290486b1db6237f532_img.jpg\)](#)  70
- (c) ASIC - MCC Griffith Pty Ltd (confidential)

From: Alana McGibbon
Sent: Friday, 7 November 2025 11:52 AM
To: Andrew Sinclair <
Subject: RE: Licence Agreement with Griffith City Council - 106-108 Wakaden Street, Griffith

Hi Andrew,

Please see attached a copy of the signed Licence Agreement that will expire on 31 December 2025.

Thanks

Alana McGibbon
Development & Building Administrator



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

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

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

OUR CORE VALUES



From: Andrew Sinclair
Sent: Friday, 7 November 2025 11:30 AM
To: Alana McGibbon
Subject: RE: Licence Agreement with Griffith City Council - 106-108 Wakaden Street, Griffith

Hi Alana,

Thanks for your email. We will renew the licence, but so I can process could you provide me with a copy of the current licence document please.

Appreciate your help.

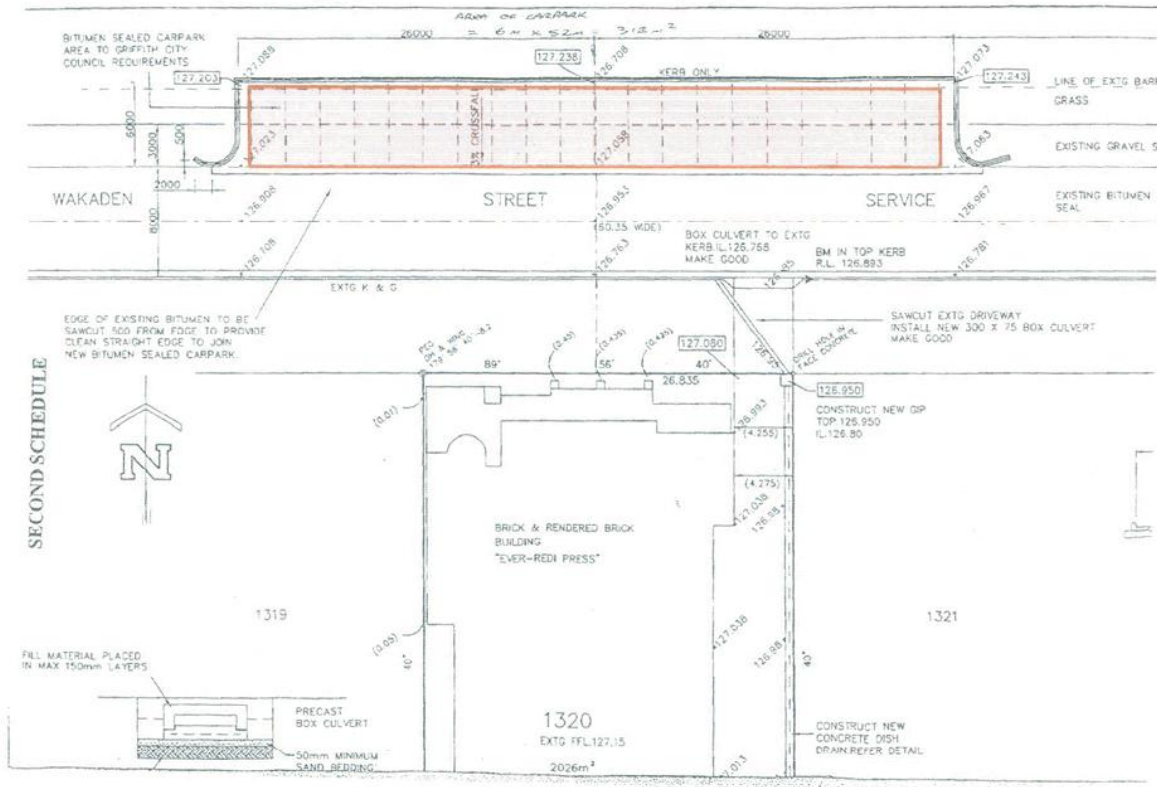
Kind Regards

Andrew Sinclair
General Manager
MCC Griffith

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e
w
a 106 wakaden Street, Griffith, NSW, Australia, 2680

4

Annexure A
Plan



| | |
|-----------------|--|
| CLAUSE | CL07 |
| TITLE | Renewal of Licence Agreement - Road Reserve - Farronato Road, Griffith (40 Mackay Avenue, Griffith) |
| FROM | Amanda Vardanega, Corporate Property Officer & Native Title Coordinator |
| TRIM REF | 26/47313 |

SUMMARY

At the Ordinary Meeting of Council held on 14 October 2025, Council resolved to undertake public notification of the proposed renewal of a licence to Mr Paul Romeo for the use of 16 car parking spaces within Council's Road reserve adjoining Farronato Road, Griffith (40 Mackay Avenue, Griffith).

The public notification period concluded on 21 November 2025.

One submission was received via online feedback.

RECOMMENDATION

- (a) Council note the submission received.**
- (b) Council proceed with the licence agreement renewal.**

REPORT

The submission received appears to have misunderstood the nature of the proposed licence agreement renewal. The submission refers to concerns about "putting additional car parking nearby" and potential impacts on green space and trees.

The licence renewal does not propose any additional car parking, expansion of the occupied area, or use of further road reserve. The renewal is limited to allowing the continued use of the existing area of road reserve currently occupied for car parking purposes.

No changes are proposed to the existing parking arrangements, and the licence renewal will not result in any alteration to current parking options, green space, or vegetation.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As otherwise determined by Council.

POLICY IMPLICATIONS

Not Applicable.

FINANCIAL IMPLICATIONS AND RISK

No financial risks have been identified.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

No significant compliance, legal, or statutory risks have been identified.

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

ENVIRONMENTAL IMPLICATIONS AND RISK

No adverse environmental impacts or environmental risks have been identified.

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

No adverse community or reputational risks are anticipated.

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Nil

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

No WHS or HR risks have been identified.

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) | Council Report - 14 Oct 2025 - Renewal of Licence Agreement - Romeo & Giulietta ↓  | 73 |
| (b) | Submission received - Renewal of Licence Agreement - Romeo & Giulietta - 40 Mackay Avenue, Griffith ↓  | 78 |

Griffith City Council

REPORT

| | |
|-----------------|--|
| CLAUSE | CL04 |
| TITLE | Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith |
| FROM | Amanda Vardanega, Corporate Property Officer & Native Title Coordinator |
| TRIM REF | 25/110344 |

SUMMARY

The licence agreement with Mr Paul Romeo for the 16 car spaces adjoining his business on Farronato Road has expired as at 30 June 2025.

The requirement of a licence agreement was a condition of Development Consent DA 300530/1998. Mr Romeo has advised Council that he would like to renew the licence agreement for a further term of 10 years.

RECOMMENDATION

- (a) Council enters into a licence agreement with Mr Paul Romeo for 16 car parking spaces adjoining Lot 1 DP 413530, Farronato Road, Griffith for a term of ten years commencing 1 July 2025 and expiring 30 June 2035.
- (b) Council advertises its intention to enter into a licence agreement with Mr Paul Romeo for 16 car spaces adjoining Farronato Road (40 Mackay Avenue, Griffith) for a period of 28 days. Should any submissions be received a report will be presented to Council for consideration.
- (c) Should no submissions be received, Council will enter into a licence agreement with Mr Paul Romeo for 16 car spaces located on the road reserve adjoining Farronato Road for a term of 10 years commencing 1 July 2025.
- (d) Mr Paul Romeo will be responsible to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee of \$566.
- (e) The licence fee be charged in accordance with Council's adopted Revenue Policy reviewed annually, currently \$67.60 per car space per annum, plus rates and charges if applicable.
- (f) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the Common Seal.

REPORT

A licence agreement was previously in place with Paul Romeo for 16 car parking spaces on Council's road reserve in Farronato Road, Griffith. The licence was a condition of the original development consent for the Romeo & Giulietta Restaurant.

The licence expired on 30 June 2025. Mr Romeo is now requesting a new licence agreement to formalise the ongoing use of the car parking area.

CL04 Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith

Mr Romeo has met all obligations under the previous agreement. The car parking area was constructed by Mr Romeo for use by restaurant patrons and remains essential due to the limited on-site parking availability.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As determined by Council.

POLICY IMPLICATIONS

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

FINANCIAL IMPLICATIONS AND RISK

The licensee is responsible for all fees and charges associated with the preparation of the licence agreement. Council will also charge an administration fee of \$566. The annual fee were approved on-street parking on the footpath verge is encursed (per car space) is currently \$67.60 per space plus rates & charges.

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

Roads Act 1993

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

ENVIRONMENTAL IMPLICATIONS AND RISK

All environmental implications were considered during the original development consent process.

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

The community expects Council to support local business development while ensuring appropriate use and financial return from public assets.

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Licence expired as at 30 June 2025. The licence has continued to operate under the 'Holding Over' clause, on a month-to-month arrangement between the parties.

Minor Low Risk: Nil impact to service delivery.

CL04 Licence Agreement Renewal - Romeo & Giulietta Restaurant - 40 Mackay Avenue, Griffith

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|--|----|
| (a) | Letter to Licensee dated 30 June 2025 ↓ | 47 |
| (b) | Car parking layout - Farronato Road, Romeo & Giulietta ↓ | 48 |

previous report

CL04 Attachment (a) Letter to Licensee dated 30 June 2025



30 June 2025

Mr Paul Romeo
[REDACTED]
GRIFFITH NSW 2680

Dear Paul,

RE: LICENCE AGREEMENT RENEWAL – 40 MACKAY AVENUE, GRIFFITH

I am writing to advise that the current licence agreement between Griffith City Council and yourself for the occupation of Council's road reserve to facilitate local parking spaces for the business operations for Romeo & Giulietta Restaurant is due to expire on 30 June 2025.

Council kindly requests confirmation as to whether you wish to renew this agreement beyond the current expiry date. If so, please advise at your earliest convenience so that the necessary arrangements and documentation can be prepared in a timely manner.

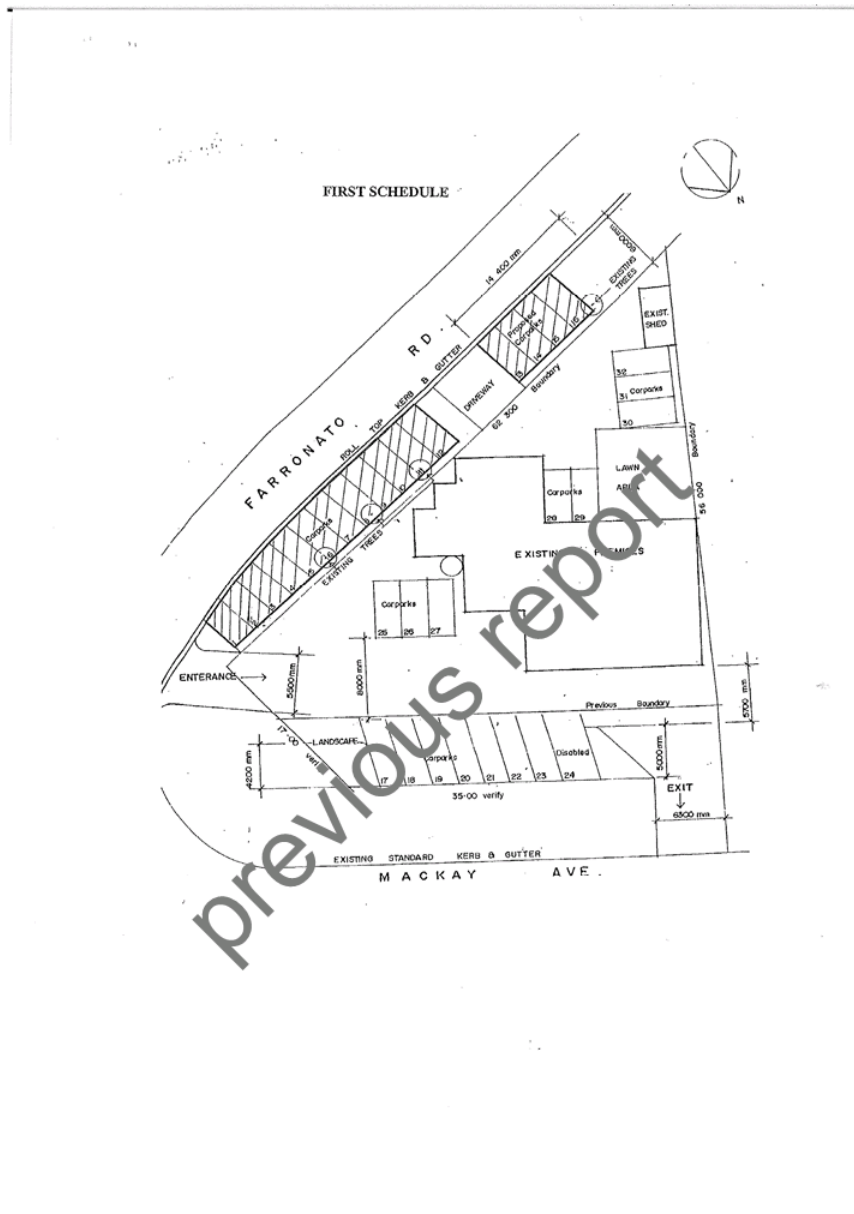
Should you have any questions or require further information, please do not hesitate to contact Council.

Yours Sincerely,

[REDACTED]
AMANDA VARDANEGA
CORPORATE PROPERTY OFFICER & NATIVE TITLE COORDINATOR

Griffith City Council, PO Box 485, Griffith NSW 2680, 1 Benerembah Street, Griffith NSW 2680
• Ph: 02 6962 8100 • Fax: 02 6962 7161
Email: admin@griffith.nsw.gov.au • Web: www.griffith.nsw.gov.au

CL04 Attachment (b) Car parking layout - Farronato Road, Romeo & Giulietta



Amanda Vardanega

From: Hannah Hall
Sent: Thursday, 20 November 2025 2:34 PM
To: Amanda Vardanega
Subject: FW: Anonymous User completed Provide Feedback on Notice of intention to give consent to a lease of a Road Reserve at 40 Mackay Avenue, Griffith

Hi Amanda,

See submission below re Mackay Road Reserve Lease.

Thanks,
Hannah

Hannah Hall
Communications & Integrated Planning Officer

P [REDACTED]



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

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



From: Connect @ Griffith City Council <admin@griffith.nsw.gov.au>
Sent: Thursday, 20 November 2025 1:53 PM
To: [REDACTED] GCC Admin Mailbox <admin@griffith.nsw.gov.au>;
Subject: Anonymous User completed Provide Feedback on Notice of intention to give consent to a lease of a Road Reserve at 40 Mackay Avenue, Griffith

Anonymous User just submitted the survey Provide Feedback on Notice of intention to give consent to a lease of a Road Reserve at 40 Mackay Avenue, Griffith with the responses below.

Name

[REDACTED]

Email address

[REDACTED]

Withhold the following personal information from the Business Paper

Residential Address

Email Address

Please provide your feedback

I am well aware that there is a paucity of parking at the business at 40 Mackay Avenue. I have looked at six maps (NSW government mapping) and I see that putting additional car parking nearby is going to destroy green space and trees. I am not in favour of leasing any of the road reserve.

| | |
|-----------------|---|
| CLAUSE | CL08 |
| TITLE | Small Business Financial Assistance Policy |
| FROM | Karly Sivewright, Economic Development Coordinator |
| TRIM REF | 26/35268 |

SUMMARY

This report has been prepared to support the public exhibition of the Draft Small Business Financial Assistance Policy. It consolidates the policy framework with supporting rationale, strategic alignment and background information to demonstrate the identified need for the program and its alignment with Council objectives.

RECOMMENDATION

- (a) Council adopt the draft Small Business Financial Assistance Policy and place on public exhibition for 28 days.**
- (b) Should no submissions be received, the draft Small Business Financial Assistance Policy is adopted.**
- (c) Should submissions be received, the draft Small Business Financial Assistance Policy is to be reported back to Council including a report detailing any submissions received.**

REPORT

The need for a Small Business Financial Assistance Program has been identified through Council engagement with the local business community, including feedback received through Council's Business Survey. Survey responses highlighted ongoing pressures faced by small businesses, particularly in relation to business sustainability, capacity building, digital capability, workforce development and the ability to invest in growth opportunities. The Griffith Business Chamber has offered to partner with Council and willing to match Council funds to increase the financial assistance program funding pool.

Small businesses indicated that access to small, targeted grants would assist them to undertake activities that are often deferred due to cost pressures, such as professional advice, training, digital upgrades and marketing initiatives. The proposed program responds directly to this identified need by providing practical financial support that enables small businesses to strengthen operations and improve long-term viability.

The Small Business Financial Assistance Program directly supports the implementation of the Griffith Economic Development Strategy. The Strategy identifies small businesses as a critical contributor to local economic resilience and employment and recognises the importance of targeted support to help businesses adapt, innovate and grow. The program delivers on Strategy actions relating to supporting business capability, encouraging innovation and strengthening relationships between Council and the local business community. By aligning funding eligibility with the key themes of the Economic Development Strategy, the program ensures funded projects contribute to broader economic outcomes for the Griffith local government area.

The proposal outlined the establishment of a grant pool of up to \$15,000, with individual grants ranging from \$500 to \$2,500, to support business expansion, innovation, workforce development and job creation.

The original proposal recognised that small businesses are the backbone of the local economy and that relatively small financial contributions can have a meaningful impact when targeted toward capacity building and growth activities. The program was also intended to support increased engagement between small businesses and Council's Economic Development team, fostering longer-term relationships and enabling ongoing mentoring and support beyond the grant funding period.

Overview

The Small Business Financial Assistance Program provides financial assistance to eligible small businesses operating within the Griffith City Council Local Government Area. Funding may be used for activities that support business expansion, innovation, workforce development and improved operational efficiency. Applications are assessed on a merit basis, with consideration given to economic impact, job creation or retention, innovation and alignment with the Griffith Economic Development Strategy.

The program will be administered by Council's Economic Development team in accordance with the adopted Small Business Financial Assistance Policy. Applications will be assessed by an evaluation panel using a merit-based assessment process and in line with the eligibility criteria outlined in the policy. The evaluation panel will include the Mayor, President of the Griffith Business Chamber and Council's Economic Development Coordinator for final endorsement by Council.

The program will be promoted through Council communication channels and through direct engagement with the local business community, including targeted outreach to businesses operating within the CBD and key commercial areas.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Council may wish to make further amendments to the draft Small Business Financial Assistance Policy prior to placing it on exhibition.

POLICY IMPLICATIONS

New policy

FINANCIAL IMPLICATIONS AND RISK

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.


LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

(a) Draft Policy - Small Business Financial Assistance Policy [↓](#) 

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Small Business Financial Assistance Policy XX-CP-000
 (LOCAL/PUBLIC POLICY) delete either local or public

1 Policy History

| Revision No. | Council Meeting Date | Minute No. | Adoption Date |
|--------------|----------------------|------------|---------------|
| 1 | dd/mm/yyyy | xx/xxxx | dd/mm/yyyy |

2 Policy Objective

This policy is to provide a procedure and guidelines for Council's Small Business Financial Assistance Program.

3 Policy Statement

3.1 Purpose

The Small Business Financial Assistance Program (The Program) will provide financial assistance to small businesses operating within the Griffith City Council Local Government Area (LGA). This initiative is designed to support local entrepreneurs and small business owners by offering grants that can be used for business expansion, innovation and job creation.

3.2 Scope

This policy applies to requests for grant monies for financial assistance for small business support made by registered Griffith LGA Businesses.

3.3 Delegation of Function

The Small Business Financial Assistance Program will be assessed in accordance with Eligibility Criteria as outlined in this policy. Applications will be evaluated by an assessment panel using a merit-based evaluation system.

3.4 Terms & Conditions

3.4.1 The spirit of the Small Business Financial Assistance Program is to support local small businesses whose applications contribute to economic growth and demonstrate potential to expand or strengthen Griffith's local economy. Applications must align with the Griffith Economic Development Strategy key themes and demonstrate the potential to stimulate economic activity, create or sustain local jobs and provide value for money.

3.4.2 Council will advertise for applications at least once (depending on level of subscription per grant round) in each financial year by way of notice on Council's website or any other means that Council considers appropriate.



3.4.3 Applicants must meet the Eligibility Criteria (3.6) and must submit an online application on the form(s) prescribed with the required supporting materials by the closing date advertised. Applications will not be accepted after the closing date.

3.4.4 Businesses may only apply for assistance once in any financial year.

3.4.5 Projects funded by the program and acquittals must be completed within 12 months of grant funding being awarded. Evidence of acquittals of any previous Griffith City Council funding must be provided before further applications are approved. An Acquittal form will be available on Council's website. Photo evidence must support the acquittal.

3.4.6 Council reserves the right to award more/less funds or apply special conditions to the grant. Council is not responsible for under estimation or over expenditure of costs.

3.4.7 Assistance will not be granted for expenses or purchases incurred prior to receiving grant monies.

3.4.8 Applications shall be considered on their merits, taking into account the circumstances of each case, the availability of funds in Council's budget, the extent to which Council has previously provided funds, the provisions of this Policy and the relevant provisions of the Local Government Act 1993 (as amended). Not all applications may be awarded funding.

3.4.9 Funds provided are to be used for the approved purpose. Amendments to the purpose must be consistent with the Eligibility Criteria (3.5) and be submitted in writing with quotations and are subject to approval by Council. Council retains the right to withdraw funding or request funding to be returned if the grant terms and conditions have been breached.

3.4.10 Applicants must identify Griffith City Council as a sponsor on all advertising and press releases for the particular service, activity or project, in accordance with Council Policy CC-CP-701 Sponsorship and Acknowledgement of Assistance.

3.4.11 Applicants must agree to evaluate and formally acquit grant funds in accordance with documentation provided with the application form. Council's acquittal requirements must be completed within 12 months of funding being provided for the project/activity/service. Receipts for goods or services purchased and where possible, photographs or other evidence must be supplied.

3.4.12 Applicants may apply for funding between \$500 and \$2,500.

3.5 Eligibility Criteria

3.5.1 To be eligible, applicants must:

- Be a registered business with an active ABN
- Employ fewer than 20 full-time equivalent staff



- Primary operations based within the Griffith local government area (postcodes 2680, 2681)
- Have no outstanding debts to Griffith City Council
- Demonstrate financial viability and capacity to deliver the proposed project
- Demonstrate economic impact and job growth within Griffith
- Not have received funding from this grant program in the past 12 months or current round.

3.5.2 What costs can be applied for:

- Business expansion or diversification
- Technology and software upgrades
- Digital transformation (e.g. e-commerce, websites)
- Consultancy and project management fees
- Marketing and branding initiatives
- Sustainability or energy-efficiency improvements
- Training or professional development

3.5.3 Eligible projects may include but are not limited to;

- Appointing a consultant to prepare a business plan, marketing plan and project plan
- Internal training to upskill staff
- Competency training fees eg. paying for an employee to get their truck license
- New website design
- Pop-up shop for a new business venture
- Video social media campaign
- Pay for an electrician to install a smart meter
- Payment to planning consultant
- Appointing a consultant to undertake business efficiency audit
- Business launch event
- Initiatives that reduce waste and increase recycling

3.6 Ineligible activities

The grant will not fund:

- Retrospective costs (expenses incurred before grant approval)
- General business running expenses (rent, utilities, rates, wages, insurance etc.)
- Debt repayment or legal/solicitor fees
- Any activity over \$500 without a written quotation to support
- Projects that have been completed or have already commenced prior to the outcomes of the applicant being advised
- Fundraising activities
- Gifts and prizes

3.7 Reporting Requirements

Successful applicants must:



- Sign a funding agreement
- Consult with the grant officer responsible prior to submitting
- Submit an acquittal report within 2 months of project completion
- Provide receipts and evidence of expenditure
- Participate in promotional activities if requested
- Griffith City Council must be acknowledged for their support by inclusion of Council's logo on printed and digital media as well as acknowledging Council's contribution in any public launches, speeches or media releases.

4 Definitions

Nil

5 Exceptions

Nil

6 Legislation

Local Government Act 1993
Community Strategic Plan
Griffith Economic Development Strategy 2025-2030
Council Policy CC-CP-701 Sponsorship and Acknowledgement of Assistance

7 Related Documents

Griffith Community Strategy Plan
Griffith Economic Development Strategy
Council Policy CC-CP-701 Sponsorship and Acknowledgement of Assistance
Small Business Financial Assistance Program Evaluation Matrix
Small Business Financial Assistance Program Acquittal Form

8 Directorate

Economic & Organisational Development

| | |
|-----------------|--|
| CLAUSE | CL09 |
| TITLE | Disclosures by Councillors and Designated Persons Return - April 2025 |
| FROM | Melanie Hebrok, Senior Governance Officer |
| TRIM REF | 26/48585 |

SUMMARY

The Disclosures by Councillors and Designated Persons Return for the Director Business, Cultural & Financial Services is to be tabled at the meeting.

RECOMMENDATION

The Disclosures by Councillors and Designated Persons Return for the Director Business, Cultural & Financial Services be noted by Council.

REPORT

The Director Business, Cultural & Financial Services has submitted an updated Disclosures by Councillors and Designated Persons Return. This will be tabled at the Council Meeting.

OPTIONS

Councillors and designated persons are to comply with the requirements of the Model Code of Conduct in relation to disclosures of interest.

POLICY IMPLICATIONS

Council's Code of Conduct Policy Part 4 Conflict of Interests.

FINANCIAL IMPLICATIONS AND RISK

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

The Model Code of Conduct for Local Councils in NSW - Disclosure of interests in written returns states:

- 4.21 A councillor or designated person must make and lodge with the general manager a return in the form set out in Schedule 2 to this Code, disclosing the councillor's or designated person's interests as specified in Schedule 1 to this Code within 3 months after:
- (a) becoming a councillor or designated person, and
 - (b) 30 June of each year, and
 - (c) the councillor or designated person becoming aware of an interest they are required to disclose under schedule 1 that has not been previously disclosed in a return lodged under paragraphs (a) or (b).

- 4.22 A person need not make and lodge a return under clause 4.21, paragraphs (a) and (b) if:
- (a) they made and lodged a return under that clause in the preceding three (3) months, or
 - (b) they have ceased to be a councillor or designated person in the preceding three (3) months.
- 4.23 A person must not make and lodge a return that the person knows or ought reasonably to know is false or misleading in a material particular.
- 4.24 The general manager must keep a register of returns required to be made and lodged with the general manager.
- 4.25 Returns required to be lodged with the general manager under clause 4.21(a) and (b) must be tabled at the first meeting of the council after the last day the return is required to be lodged.
- 4.26 Returns required to be lodged with the general manager under clause 4.21(c) must be tabled at the next council meeting after the return is lodged.
- 4.27 Information contained in returns made and lodged under clause 4.21 is to be made publicly available in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

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 strategic planning, policies, procedures and service standards.

CONSULTATION

Senior Management Team

ATTACHMENTS

Nil

| | |
|-----------------|--|
| CLAUSE | CL10 |
| TITLE | Responses to Questions Taken on Notice |
| FROM | Phil King, Director Infrastructure and Operations Graham Gordon, Director Utilities |
| TRIM REF | 26/48756 |

SUMMARY

At the Ordinary Meeting of Council held on 28 April 2026 the following questions were Taken on Notice.

RECOMMENDATION

The report be noted by Council.

REPORT

CL04 REQUEST TO WAIVE ROAD FEES - GRIFFITH MULTICULTURAL COUNCIL

*Councillor Dal Bon questioned if Olympic Street would be included in the road closures. This was **TAKEN ON NOTICE.***

Response: Olympic Street will not be affected by the road closure.

CC01 TENDER NO. 15-25/26 - 14ML RESERVOIR EXTERNAL AND INTERNAL RECOATING AND ENGINEERING WORKS FOR GRIFFITH CITY COUNCIL

*Councillor Dal Bon enquired about the warranty provided by the contractor. This was **TAKEN ON NOTICE.***

Response: In accordance with the Defects Liability Period Clause in the contract, 12 months from the date of Practical Completion of Works must be provided by the contractor for any defects or warranty period.

A monetary security is also held over the contractor until such time as the defects liability period is complete.

OPTIONS

The report be noted.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS AND RISK

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

COMPLIANCE / LEGAL / STATUTORY IMPLICATIONS AND RISK

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

ENVIRONMENTAL IMPLICATIONS AND RISK

Minor Low Risk: Minimal environmental impact handled internally.

REPUTATION / COMMUNITY IMPLICATIONS AND RISK

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

SERVICE DELIVERY IMPLICATIONS AND RISK

Minor Low Risk: Nil impact to service delivery.

WHS / HR IMPLICATIONS AND RISK

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

LINK TO STRATEGIC PLAN

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

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

CONSULTATION

Senior Management Team

ATTACHMENTS

Nil

**SALEYARDS COMMITTEE
HELD IN THE MURRAY ROOM ON
TUESDAY, 28 APRIL 2026 COMMENCING AT 8:30 AM**

PRESENT

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

By invitation: Local Land Services, Lara Mitchell and Dionne Howard

Quorum = 3

STAFF

Director Utilities, Graham Gordon, Team Leader - Saleyards, Les Warren and Minute Secretary, Leanne Austin

1 APOLOGIES

An apology was received from Kirsty Cordon (Local Land Services).

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Doug Curran and Rodney Evans that the minutes of the previous meeting held on 10 February 2026, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Nil.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

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

5 ITEMS OF BUSINESS

CL01 ENDORSEMENT OF COMMITTEE MEMBER

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

- (a) Jim Binks be endorsed as a voting Committee member of the Saleyards Committee.
- (b) The Saleyards Committee Terms of Reference be amended to allow 4 community representatives.

CL03 OUTCROSS SYSTEM SOFTWARE TECHNICAL SUPPORT OPTIONS

The Committee discussed issues agents have been experiencing with the Outcross system. The report outlined available training and support options which agents are encouraged to utilise. Electronic Identification (eID) tags for sheep moving off any property will become mandatory from 1 January 2027.

Mr Evans advised there is an issue with WiFi connectivity in some areas such as inside the kiosk. Mr Gordon advised Council's IT department would look into this.

RECOMMENDED on the motion of Rodney Evans and Jim Binks that the Committee note the report.

CL02 EMERGENCY NLIS TAGS

Representatives from Local Land Services, Lara Mitchell and Dionne Howard provided information to Committee members regarding eID Tags (refer to presentation attached).

Agents must keep emergency tags available to attach to any untagged stock, as animals cannot be sold without proper tagging. The cost of these tags can be recouped by charging the producer a service fee. Additional emergency tags can be requested by contacting Local Land Services via email.

All transactions must be recorded on the Sheep EID Emergency Devices sheet and submitted to Local Land Services after the sale day. Agents must also advise farmers on the correct completion of required documentation and reinforce that ensuring all stock are properly tagged is the farmer's responsibility.

RECOMMENDED on the motion of Rod Evans and Jim Binks that the Committee note the information presented.

6 OUTSTANDING ACTION REPORT

The Committee discussed items on the Outstanding Action Report including the following updates:

Fencing and yard maintenance – Mr Warren updated the Committee regarding fence maintenance issues. Agents are encouraged to report any broken posts to staff.

Installation of water troughs – 25 water troughs have been delivered and installation has commenced. Agents to provide feedback after Friday's sale. Mr Warren asked the agents to

ensure electronics are secured at the end of the day.

Saleyards Solar Feasibility Report – Mr Gordon reported that another letter had been sent to Essential Energy regarding options to place solar panels as a roof over the selling pens of the Saleyards.

Councillor Groat enquired about the Warnambool livestock exchange roof and supporting structure which has been advertised through an expression of interest. Mr Gordon responded that procurement of this would be dependent on Council receiving a favourable funding response however this could be considered as an option if it is still available.

Landscaping of Saleyards – Council staff to determine the type of vegetation or trees that would be most suitable for the site.

Lara Mitchell left the meeting at 9:25 am.

7 GENERAL BUSINESS

Nil.

8 NEXT MEETING

The next meeting of the Saleyards Committee is to be held on Tuesday, 28 July 2026 at 8:30 am.

There being no further business the meeting terminated at 9:31 am.

ATTACHMENTS

(a) Local Land Services Presentation

Riverina Local Land Services – Saleyard eID update

RLLS District Veterinarians

Dione Howard
Lara Mitchell

28th April 2026



Importance of eID in livestock traceability



Disease and residue management



Product integrity

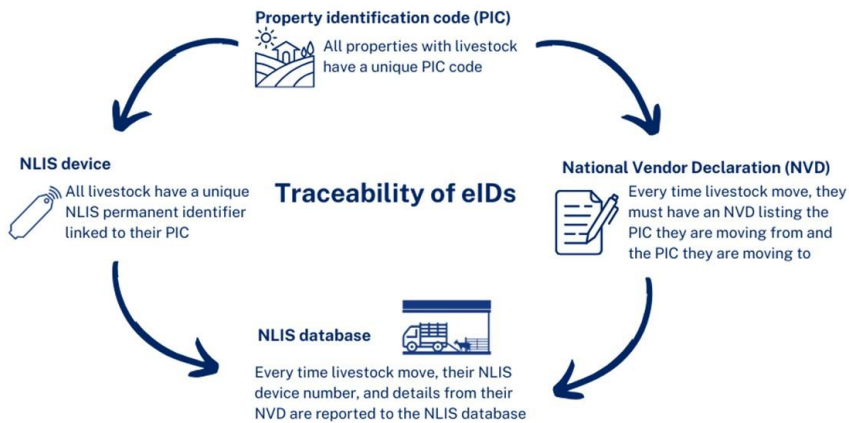


Market access



2

Traceability of eID's



3

NATIONAL VENDOR DECLARATION (SHEEP AND LAMBS) AND WAYBILL S0720 38888888

Part A - To be completed by the owner or person who is responsible for the husbandry of the sheep or lambs

Owner of sheep or lambs: [Name], [Address], [Postcode]

Property Identification Code (PIC) of this property: **ABCD1234**

Description of sheep or lambs: [Table with columns: Number, Breed, Months of shearing, PIC or Brand on Ear Tags, Remarks]

1 Are any of the sheep or lambs in this consignment still within a Withholding Period (WHP) or Export Slaughter Interval (ESI) as set by APVMA or SAFEEMAT, following treatment with any veterinary drug or chemical? Yes No If Yes, give details: []

2 In the past 60 days, have any of the sheep or lambs in this consignment consumed any material that was still within a withholding period when harvested, collected or first grazed? Yes No If Yes, give details: []

3 Have the sheep or lambs in this consignment ever in their lives been fed feed containing animal fats? Yes No (See Explanatory Notes)

4 Please include any additional information below (e.g. vaccination programs, animal health certification, additional declarations)

Declaration: I, [Name], the owner or the person responsible for the husbandry of the sheep or lambs, declare that I have read and understood all the questions that I have answered, that I have read and understood the explanatory notes, and that, while under my control, the sheep or lambs were not fed restricted animal material (including meat and bone meal) in breach of State or Territory legislation.

Part B - To be completed by the person in charge of the sheep or lambs while they are being moved.

Signature: [Signature] Date: [Date]

Vehicle registration number(s): [] (lan/pm)



7

The LPA NVD is your declaration and guarantee to buyers.

Make sure it is complete and correct, so you can stand by what you sell.

Who is responsible for completing the LPA NVD?
 Part A: The sheep or lambs owner or the person responsible for the husbandry of the sheep or lambs.
 Part B: The livestock carrier.

Who keeps the copies?
 Top sheet: (White) goes with the sheep/lambs to the purchaser.
 Middle sheet: (Green) goes to the carrier.
 Bottom sheet: (Pink) stays in the book and should be kept for auditing purposes.

How do I order copies of the LPA NVD?
 1 Go to www.integritysystems.com.au/nvd
 2 Phone 1800 853 111

Where do I go for more information?
 Go to www.integritysystems.com.au/lpa

Do not amend the pre-printed PIC. This NVD can ONLY be used for sheep/lambs located on this PIC.

Complete all details about the livestock. Use a separate line for each different group, split by breed and sex.

Complete this section if any of the livestock do NOT have an electronic NLS tag. Choose either A or B in the section below and fill in the required details.

Enter number of livestock tagged with electronic NLS tags (if all have them, PIC or WA brand details are not needed above).

Contact receiver, agent or saleyards to find out correct destination PIC. The consignee can be different to the destination. When selling at a saleyard the consignee will be the agent and the destination (and PIC) will be the saleyards.

Do not send sheep and lambs to slaughter if they are still within Withholding Periods (WHP) or Export Slaughter Intervals (ESI). Information about ESI and WHP for all livestock species can be found at www.apvma.gov.au/ESI

Make sure you read and understand what you are signing, including that sheep or lambs must not have been fed Restricted Animal Material (RAM). An unsigned LPA NVD is invalid.

The carrier should fill in Part B.

Only tick Yes or No in questions 1 to 6. Do not tick both. If some of the consignment require you to tick Yes then this applies to the entire consignment.

© Copyright Integrity Systems Company 2025. Livestock Production Assurance logo is a registered trademark of Integrity Systems Company Limited. The LPA NVD is for cattle, sheep and lambs, EU cattle goats, and baby calves. Travel documents such as mobility and breeding stock statements are required by State Governments in Western Australia, New South Wales, Tasmania and Queensland. They are optional in South Australia and Victoria. The LPA NVD is not recognised as a legal document for stock movements in the Northern Territory.



8

TITLE Outstanding Action Report

TRIM REF 25/150103

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 |
|----------------------|---|----------------|---------|------------|---|---|
| 14 April 2026 | CCMM01 SALE OF LAND FOR UNPAID RATES | DBCF | 172744 | 26/102 | <p>RESOLVED on the motion of Councillors Tony O'Grady and Shari Blumer that:</p> <ul style="list-style-type: none"> (a) Council, pursuant to Section 713 and other relevant sections of the Local Government Act 1993, authorises sale proceedings to sell the properties listed in this report at a public auction at a time and place to be determined. (b) Outstanding Collections (Aust) Pty Ltd (OSC) be appointed to administer the sale on Council's behalf. (c) Council authorises Council staff and OSC to proceed with the necessary arrangements, pertaining to the sale of the properties listed in this report, as set out in the Local Government Act 1993 and Local Government (General) Regulation 2021). (d) Council delegates authority to the General Manager to take the following actions pertaining to the properties specified in the report as listed in the report. | 28/04/2026: General Manager certificates signed. Real Estate Agent commissioned to sell properties. Notification process underway. |
| 14 April 2026 | MINUTES OF THE DISABILITY INCLUSION AND ACCESS COMMITTEE | CDC | 172751 | 26/097 | <p>RECOMMENDED on the motion of Suzanne Biondo and Lindsay Wickey that:</p> <ul style="list-style-type: none"> (a) Council endorse the draft Disability Inclusion Action Plan | 23/04/2026: On exhibition till 4pm, 13 May 2026. |

OUTSTANDING ACTION REPORT

| | | | | | | |
|---------------|--|-------------------|--------|--------|--|---|
| | MEETING HELD ON 1 APRIL 2026 | | | | <p>2026–2030 incorporating the amendments arising from public consultation and community feedback received between November 2025 and February 2026.</p> <p>(b) Council place the draft Disability Inclusion Action Plan 2026–2030 on public exhibition for a period of 28 days.</p> <p>(c) Following the public exhibition period, a report be provided to Council for final adoption of the Plan.</p> <p>(d) The Committee note the report and amendments made.</p> | |
| 14 April 2026 | CL05 REVIEW OF GRIFFITH REGIONAL ART GALLERY ACQUISITION POLICY | SGO GT&AG M | 172722 | 26/086 | <p>RESOLVED on the motion of Councillors Shari Blumer and Scott Groat that:</p> <p>(a) The draft Griffith Regional Art Gallery Acquisitions Policy (CC-CP-201) be placed on public exhibition for 28 days.</p> <p>(b) If any submissions are received, a further report be prepared for Council.</p> <p>(c) If no submissions are received, the draft Griffith Regional Art Gallery Acquisitions Policy (CC-CP-201) be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.</p> | 23/04/2026: On public exhibition till 4pm, 14 May 2026. |
| 24 March 2026 | NOTICE OF MOTION - COUNCILLOR SCOTT GROAT | DSD | 172021 | 26/074 | <p>RESOLVED on the motion of Councillors Scott Groat and Anne Napoli that Council requests the General Manager to prepare a</p> | 07/04/2026: Information for report being compiled, including discussions with other regional |

OUTSTANDING ACTION REPORT

| | | | | | | |
|---------------|---|-------|--------|--------|--|--|
| | | | | | <p>report to investigate all options to accelerate housing in Griffith.</p> <p>Including staging of developments.</p> <p>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.</p> <p>Benchmark approaches used by other regional councils to facilitate planning mechanisms to improve housing supply outcomes.</p> <p>Consideration of any infrastructure, regulatory, or procedural barriers that may be impacting timely delivery of housing approvals.</p> <p>Report back to Council within a reasonable time frame to allow Council to implement these findings.</p> | <p>Council's. Report back to Council June 2026.</p> |
| 24 March 2026 | NOTICE OF MOTION - COUNCILLOR MARK DAL BON | DE&OD | 172020 | 26/073 | <p>RESOLVED on the motion of Councillors Mark Dal Bon and Christine Stead:</p> <p>(a) Council to review the policy on quick turn around grants to enable non for profit and other organisations that donate money to charities to be able to access these grants from Council that benefit the community.</p> <p>(b) The relevant policies be brought to a Council Workshop for Councillor input.</p> | <p>08/04/2026: The matter is scheduled for the May Workshop for discussion.</p> |

OUTSTANDING ACTION REPORT

| | | | | | | |
|-----------------------------|---|--------------------|---------------|---------------|---|--|
| <p>24 March 2026</p> | <p>CL04 REVIEW OF LAKE WYANGAN FLOOD STUDY</p> | <p>DU</p> | <p>172018</p> | <p>26/067</p> | <p>RESOLVED on the motion of Councillors Tony O'Grady and Laurie Testoni that:</p> <ul style="list-style-type: none"> (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. | <p>08/04/2026: On exhibition until 8 May 2026.</p> |
| <p>24 February 2026</p> | <p>CL01 GRIFFITH URBAN CROWN LAND AFFORDABLE HOUSING ACTIVATION - MASTERPLAN AND BUSINESS CASE</p> | <p>DBC/ GM</p> | <p>170792</p> | <p>26/040</p> | <p>RESOLVED on the motion of Councillors Tony O'Grady and Shari Blumer that:</p> <ul style="list-style-type: none"> (a) Council endorse the Griffith Urban Crown Land Affordable Housing Activation - Masterplan and Business Case. (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. (c) A report be brought back to Council providing updates in due course. | <p>11/03/2026: The General Manager has reached out to the Minister for Housing The Hon Rose Jackson MP.</p> <p>The Minister's office advises that we should contact the Aboriginal Housing Authority (AHO) in the first instance.</p> <p>Contact has been made, as yet no commitment to meet.</p> |

OUTSTANDING ACTION REPORT

| | | | | | | |
|-----------------|---|------------------|--------|--------|---|---|
| 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. |
| 8 April 2025 | NOTICE OF MOTION - COUNCILLOR JENNY ELLIS | DBCF FM MA | 158565 | 25/095 | <p>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 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>2/03/2026: Gyprock repairs and painting complete – October 2025.</p> <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> |

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> <p>7/04/2026: Other creditors are pursuing recovery however unlikely due to limited assets.</p> |