



Ordinary Meeting

BUSINESS PAPER

Tuesday, 24 January 2023 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

Doug Curran (Mayor)
Glen Andreazza (Deputy Mayor)
Shari Blumer
Simon Croce
Jenny Ellis
Manjit Singh Lally
Melissa Marin
Anne Napoli
Christine Stead
Christopher Sutton
Laurie Testoni
Dino Zappacosta

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MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

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

Addressing the Council on Business Paper matters

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

Notice of Motion via Councillor

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

Petition

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

Customer Request Management system

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

Direct correspondence to the General Manager

You may write directly to the General Manager about your issue or concern via letter or email. You may contact the General Manager at admin@griffith.nsw.gov.au 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.

REPORT AUTHORS AND AREAS OF RESPONSIBILITY

Senior Management Team

General Manager
Director Economic & Organisational Development
Director Business, Cultural & Financial Services
Director Infrastructure and Operations
Director Sustainable Development
Director Utilities

Brett Stonestreet
Shireen Donaldson
Steve Saffioti
Phil King
Bruce Gibbs
Graham Gordon

Economic & Organisational Development

Governance Manager/Public Officer and Right to Information Officer
HR & Risk Manager
Workforce Planning Manager
IT Manager
Tourism Manager
Information Manager
Information Management Administrator
Community Development Coordinator

Leanne Austin
Kylie Carusi
Nick DeMartin
Mike Gaze
Mirella Guidolin
Joanne Savage
Jeanette Franco
Melissa Canzian

Business, Cultural & Financial Services

Finance Manager
Asset Management Coordinator
Acting Library Manager
Griffith Regional Theatre and Art Gallery Manager
Griffith Regional Aquatic Centre Manager
Griffith Regional Sports Centre Manager

Vanessa Edwards
Andrew Keith
Chris Robson
Margaret Andreazza
Craig Tilston
Ché Jenkins

Infrastructure & Operations

Works Manager - Maintenance
Works Manager - Construction
Parks & Gardens Manager
Fleet & Depot Manager

Manjit Chugha
Shree Shrestha
Peter Craig
Steve Croxon

Sustainable Development

Planning & Environment Manager
Acting Development Assessment Coordinator
Senior Development Assessment Planner
Urban Strategic Design & Major Projects Manager
Project Planner
Environmental Health & Compliance Coordinator
Principal Officer – Environment
Corporate Property Officer & Native Title Coordinator
Building Certification Coordinator
Airport Facility Coordinator

Carel Potgieter
Kerry Rourke
Patterson Ngwira
Peter Badenhorst
Melanie Vella
Vacant
Nagamani Raju Maddi
Daphne Bruce
Royce Johns
Graham Slingsby

Utilities

Engineering Design & Approvals Manager
Waste Operations Manager
Water & Wastewater Manager

Joe Rizzo
John Roser
Durgananda Chaudhary

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 24 JANUARY 2023 AT 7:00 PM**

MEETING NOTICE

Notice is hereby given that an Ordinary Meeting of Council will be held in the Griffith City Council Chambers on **Tuesday, 24 January 2023**.

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

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

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

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

The agenda for the meeting is:

- 1 Council Acknowledgments
 - 2 Apologies and Applications for a Leave of Absence or Attendance by Audio-visual Link by Councillors
 - 3 Confirmation of Minutes
 - 4 Business Arising
 - 5 Declarations of Interest
 - 6 Presentations
 - 7 Mayoral Minutes
 - 8 General Manager's Report
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- | | | |
|------|-----|--|
| CL01 | p13 | Adoption of 2021/22 Annual Financial Statements & Auditor's Report |
| CL02 | p21 | DA 20/2022 - Construction of Health Services Facility (Medical Centre) with Associated Car Parking |
| CL03 | p46 | Draft Plan of Management - Village of Yenda Crown Reserves |
| CL04 | p49 | Adoption of Draft Plan of Management - Community Services Precinct (Kookora & Benerembah Streets) |

- CL05 p52 General Amendment - Griffith Local Environmental Plan 2014 -
Public Exhibition Endorsement
- 9 Information Reports
- CL06 p55 Disclosures by Councillors and Designated Persons Return -
Business, Cultural & Financial Services
- 10 Adoption of Committee Minutes
- p57 Minutes of the Traffic Committee Meeting held on 13 December 2022
- p60 Minutes of the Cultural Precinct Masterplan Committee Meeting held
on 15 December 2022
- p68 Minutes of the Audit, Risk and Improvement Committee Meeting held
on 14 December 2022
- p73 Minutes of the Disability Inclusion & Access Committee Meeting held
on 14 December 2022
- p76 Minutes of the Audit, Risk and Improvement Committee Meeting held
on 11 January 2023
- 11 Business with Notice – Rescission Motions
- 12 Business with Notice – Other Motions
- 13 Outstanding Action Report
- p79 Outstanding Action Report
- 14 Matters to be dealt with by Closed Council

Brett Stonestreet

GENERAL MANAGER

**EXTRAORDINARY MEETING OF GRIFFITH CITY COUNCIL
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 10 JANUARY 2023 COMMENCING AT 7:00 PM**

PRESENT

Deputy Mayor, Glen Andreazza in the Chair; Councillors, Shari Blumer (ZOOM), Simon Croce, Jenny Ellis (ZOOM), Manjit Singh Lally, Melissa Marin (ZOOM), Anne Napoli, Christine Stead, Chris Sutton, Laurie Testoni and Dino Zappacosta

STAFF

General Manager, Brett Stonestreet, Director Economic & Organisational Development, Shireen Donaldson, Director Sustainable Development, Bruce Gibbs, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Director Business, Cultural, Financial Services, Steve Saffioti and Minute Taker, Joanne Bollen

MEDIA

Cai Holroyd, The Area News

1 COUNCIL ACKNOWLEDGEMENTS

The Meeting opened with Councillor Dino Zappacosta reading the Opening Affirmation and the Acknowledgement of Country.

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

23/001

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

- (a) An apology be received from Councillor Doug Curran and a leave of absence granted;
- (b) Council acknowledge requests for remote attendance from Councillors Shari Blumer, Jenny Ellis and Melissa Marin.

For

Against

Councillor Glen Andreazza
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Manjit Singh Lally
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Laurie Testoni

Councillor Dino Zappacosta

The division was declared PASSED by 11 votes to 0.

3 CONFIRMATION OF MINUTES

23/002

RESOLVED on the motion of Councillors Simon Croce and Christine Stead that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 13 December 2022, having first been circulated amongst all members of Council, be confirmed.

For

Against

Councillor Glen Andreazza
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Manjit Singh Lally
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Laurie Testoni
Councillor Dino Zappacosta

The division was declared PASSED by 11 votes to 0.

4 BUSINESS ARISING

Nil

5 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

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

Councillor Anne Napoli

Outstanding Action Report

Reason – A member of Councillor Napoli's family plays soccer for the Hanwood Club.

6 MAYORAL MINUTES

Nil

7 GENERAL MANAGER'S REPORT

CL01 LAKE WYANGAN FLOOD PUMP AND PIPELINE

23/003

RESOLVED on the motion of Councillors Chris Sutton and Simon Croce that Council approve the reallocation of funds from the 2022/23 Lake Wyangan Environmental Strategy Implementation budget into a new Lake Wyangan Flood Pump and Pipeline project.

For

Councillor Glen Andreazza
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Manjit Singh Lally
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Laurie Testoni
Councillor Dino Zappacosta

Against

The division was declared PASSED by 11 votes to 0.

8 ADOPTION OF COMMITTEE MINUTES

MINUTES OF THE LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE MEETING HELD ON 8 DECEMBER 2022

23/004

RESOLVED on the motion of Councillors Simon Croce and Christine Stead that the recommendations as detailed in the Minutes of the Lake Wyangan & Catchment Management Committee meeting held on 8 December 2022 be adopted.

For

Councillor Glen Andreazza
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Manjit Singh Lally
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Laurie Testoni
Councillor Dino Zappacosta

Against

The division was declared PASSED by 11 votes to 0.

9 OUTSTANDING ACTION REPORT

23/005

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

For

Councillor Glen Andreazza
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Manjit Singh Lally
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Laurie Testoni
Councillor Dino Zappacosta

Against

The division was declared PASSED by 11 votes to 0.

There being no further business the meeting terminated at 7:19pm.

Confirmed:

CHAIRPERSON

CLAUSE CL01**TITLE Adoption of 2021/22 Annual Financial Statements & Auditor's Report****FROM Steve Saffioti, Director Business, Cultural & Financial Services****TRIM REF 23/2196**

SUMMARY

Council is required to present its audited financial reports, together with the Auditor's reports in accordance with Section 419 of the Local Government Act, 1993. Council's external auditors, Crowe Australasia (Albury office) will be in attendance at the Ordinary Council Meeting to be held on Tuesday, 24 January 2023 to provide a brief overview of the final 2021/22 year results and answer any applicable questions.

The Audit Office of NSW has the primary audit sign off responsibility for NSW Local Government authorities with the conduct of the Griffith City Council audit being contracted to Crowe Australasia as a contractor to the Audit Office of NSW. The 2021/22 audit was completed and lodged in December 2022. Due to some resourcing constraints, Council requested an extension of time with which to complete the financial statements preparation, audit and subsequent lodgement which are normally fully completed and lodged by 31 October annually. The Office of Local Government granted an extension until 23 December 2022 with Council completing and lodging the Annual Statements of account within that time frame. The auditor's closing report highlighted the following issues to note;

1. Griffith City Council is one of approx. 68 councils that have not recognised Rural Fire Services red fleet assets (as previously advised to Council) which has resulted in Griffith City Council receiving a qualified opinion in relation to that matter.
2. Other than the non-recognition of RFS Plant & Equipment there were no major issues of concern with the conduct of the audit. There are some continuing minor accounting areas that staff will look to improve upon in order to achieve the best possible outcomes on completing future year ends as smoothly and efficiently as possible.

RECOMMENDATION

- (a) Council adopt the 2021/22 Annual Financial Reports and associated Auditor's Reports.
- (b) Council resolve to transfer \$100,000 to Internal Reserve relating to Pioneer Park Museum (for Strategic projects) as referred to in this report.
- (c) Council express its appreciation to both Crowe Australasia and Griffith City Council staff involved in the preparation of the Reports.

REPORT

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

- (a) General Purpose Financial Reports
- (b) Special Purpose Financial Reports
- (c) Special Schedules

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

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

The Financial Reports were received by the Office of Local Government prior to the revised deadline of 23 December 2022.

A copy of the full 2021/22 Annual Financial Statements has been provided to Councillors under separate cover.

General Purpose Financial Reports

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

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

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

Special Purpose Financial Reports

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

- Local Government Code of Accounting Practice and Financial Reporting.
- Applicable Australian Accounting Standards.
- NSW Government Policy Statement "Application of National Competition Policy to Local Government".
- Office of Local Government guidelines "Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality".
- The Local Government Act, 1993 and Regulations.
- The NSW Office of Water Best-Practice Management of Water and Sewerage Guidelines.

Special Schedules

The Special Schedules have not been audited by Council's external auditor (Crowe).

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

SUMMARY OF FINANCIAL POSITION

1. Operating Result

An operating surplus of \$1.786M before capital amounts was recorded in the 2021/22 financial year. This was made up of the following results per fund:

Fund	2021/2022 Actual (\$M)	Note
Water	(0.401)	
Sewer	2.001	
General	0.186	Includes Waste Services surplus of \$0.709M
Total	1.786	

This result compares to the original forecast budget surplus of \$2.613M that was adopted in the Operational Plan for 2021/22. A number of variances are apparent in assessing the actual v budget performance as follows;

- Capital grants and Contributions were under budget by circa \$11.0M as a result of 2 major factors; the timing of recognising grants due to construction delays and unsuccessful grant applications included in the budget. The delays in completing major road projects, Barber Road, the Southern Industrial Link Road and the roundabout at Murrumbidgee Avenue/Thorne Road contributed to \$7.2M in timing differences. The 2021/22 budget also included capital grants for Bringagee Road and Kurrajong Road which were \$2.5M & \$2M respectively. These 2 grants were unsuccessful.
- Other line items in both income and expenditure varied up and down from budget however there was nothing extraordinary to note amongst with the exception of a \$1.855M sum included in the Other Expenses line which was the result of a detrimental fair value adjustment on investments (predominantly Bond values) which will increase again as the investments reach maturity.

Whilst these results remain satisfactory, Council has been achieving year-on-year operating surpluses across all funds for the past several years and this should continue into the future albeit with a number of issues apparent that will require careful economic management going forward, including;

- extensive level of borrowings taken up in past couple of years that will need ongoing servicing (most of which Council has secured under fixed rates well below current market rates);
- ongoing volatile economic conditions leading to reduction on investment returns, and
- rising interest rates and inflation has and will continue to drive price increases on necessary materials and services that Council purchases.

All of the above means there will be increased pressure on operating results as well as cash flow generation and Council will need to retain strong control on other areas of expenditure to maintain satisfactory future financial performance.

In 2021/22 Council achieved operating surpluses in the Sewer \$2.0M and Waste Funds \$709K and recorded deficits in the Water \$401K and General Funds \$523K.

It is important for Council to build on its unrestricted and internally restricted cash reserves into the future which will provide the means to assist in covering the maintenance and replacement of its assets and infrastructure into the future. Careful consideration needs to be made on which capital projects are funded in Council's Ordinary Fund each year as this is a key factor, along with the annual operational spend that places a significant strain on Council's ability to generate cash reserves on an ongoing basis.

Sustained and continuing operating surpluses will be required if Council wants to remain financially sustainable in the future and build on its reserves and ultimately meet its long term responsibilities and service obligations to the community.

The following brief summaries of the key financial statements should be noted:

Income variations which contributed to the 2021/22 net result included:

- Rates of \$17.942M increased by \$1.024M from 2020/21
- Annual charges of \$16.427M increased by \$576K from 2020/21
- User fees & charges of \$15.046M decreased by \$234K from 2020/21
- Interest & investment revenue of \$575K decreased by \$389K from 2020/21
- Operating grants and contributions of \$12.356M increased by \$2.634M from 2020/21 due to an additional instalment of Financial Assistance Grant received in June 2022
- Capital Grants & Contributions of \$19.635M increased by \$4.544M from 2020/21
- Other revenues of \$1.215M decreased by \$394K from 2020/21, primarily due to the reduction in temporary sale of tradeable water allocations.

A table summarising the Operating Revenues is provided as follows:

Income type	2021/22 Actual \$000'	Original 2021/22 Budget \$000'	2020/21 Actual \$000'
Rates & Annual Charges	\$34,511	\$33,066	\$32,910
User Charges & Fees	\$15,046	\$17,792	\$15,280
Interest received	\$575	\$938	\$964
Other Revenues	\$1,215	\$1,584	\$1,609
Grants & Cont. – Operating	\$12,356	\$14,013	\$9,722
Grants & Cont. – Capital	\$19,635	\$30,410	\$15,091
Profit from Asset Disposals	\$211	\$0	\$0
Other Income	\$448	\$405	\$295
Total Revenues	\$83,997	\$98,208	\$75,871

Expenditure variations which contributed to the 2021/22 net result included: we are here

- Employee costs of \$24.572M increased by \$1.215M from 2020/21.
- Depreciation & Amortisation cost of \$15.369M increased by \$484K from 2020/21.
- Borrowing costs of \$1.020M increased by \$8K from 2020/21.
- Materials & contracts costs of \$18.725M increased by \$922K from 2020/21.
- Other Expenses of \$2.89M increased by \$1.571M from 2020/21, mainly due to a fair value decrement on the carrying value of Council's Bond investments of \$1.855M which will be recouped in future periods as these investments reach maturity (and par value) and the funds are returned to Council. These investments continue to pay interest coupons in the meantime.

A table summarising the Operating Expenses is provided as follows:

Expense type	2021/22 Actual \$000'	Original 2021/22 Budget \$000'	2020/21 Actual \$000'
Employee costs	\$24,572	\$27,528	\$23,357
Materials & Contracts	\$18,725	\$20,641	\$17,803
Borrowing costs	\$1,020	\$1,191	\$1,012

Depreciation, Amortisation & Impairment	\$15,369	\$14,559	\$14,885
Other expenses	\$2,890	\$1,266	\$1,346
Total Expenses	\$62,576	\$65,185	\$58,403

2. Borrowing Costs and Debt Servicing

Council did not take up any new loans throughout the 2021/22 financial year.

On a cash flow basis, loan principal of \$2.769M was repaid during the year along with a further \$1.020M in interest charges paid on loan borrowings (\$1.012M in 2020/21).

Total loan liabilities at 30 June 2022 were \$36.208M (2020/21 - \$38.977M). This is predominantly to do with existing loans for the following projects:

- Water Reclamation Plant (Sewer Fund)
- CBD Redevelopment
- Griffith Regional Sports Centre
- Griffin Green Affordable Housing

3. Cash on hand, Investments and Reserves

Council experienced a decrease in Cash Assets and Investments for the 2021/22 financial year. Cash and Investments decreased from \$81.860M at 30 June 2021 to \$77.28M at 30 June 2022. The quantum of all reserves (prior to current transfers) is provided as follows:

<u>External Reserves</u>	2021/22 Closing Balance \$'000	2020/21 Closing Balance \$'000
Reserve Name		
Developer Contributions - General	\$4,490	\$3,593
Developer Contributions - Water	\$6,671	\$5,689
Developer Contributions - Sewer	\$4,118	\$3,390
Specific Purpose Unexpended Grants/Cont's - General	\$9,275	\$6,400
Specific Purpose Unexpended Loans - General	\$2,519	\$14,155
Water Supply Fund	\$22,277	\$21,270
Sewer Supply Fund	\$13,446	\$11,127
Stormwater Management	\$759	\$713
Griffith Community Private Hospital	\$1	\$1
Total External Restrictions	\$63,556	\$66,338
<u>Internal Reserves</u>		
Reserve Name	Closing Balance \$'000	Closing Balance \$'000
Employee Leave Entitlements	\$2,151	\$2,212
Plant & Equipment Replacement	\$589	\$606
Infrastructure Replacement	\$973	\$1,027
Waste Management/Quarry	\$4,350	\$4,473
Griffith Health Facilities Ltd	\$22	\$22
Roads	\$443	\$493
St Vincent's Private Community Hospital (Sinking Fund)	\$228	\$202
Major Projects (CBD & Sports Precinct)	\$2,114	\$4,425
Facilities	\$445	\$458
Parks & Gardens	\$196	\$219
Griffith Community Centre – Sinking Fund	\$19	\$0

New Art Gallery Building	\$100	\$0
Floodplain & Drainage Mitigation	\$538	\$553
Total Internal Restrictions	\$12,168	\$14,690
<u>Unrestricted Cash Available</u>		
Reserve Name	Closing Balance \$'000	Closing Balance \$'000
Unrestricted Cash Available	\$1,556	\$832
Total Unrestricted Cash	\$1,556	\$832
Total Reserves at year end	\$77,280	\$81,860

Council resolved at its meeting held 22 June 2021 to allocate \$100K for the upkeep of Pioneer Park Museum. Those funds are unexpended as at 30 June 2022. This report recommends that a transfer to Pioneer Park reserve be completed to action Council's previous decision as mentioned above.

It will be important to continue to build up cash reserves for future replacement of Plant and Equipment, Capital Maintenance of Buildings, Parks & Reserves, Facilities, Waste/Quarry operations, and Roads, which will only be achieved by preparing and meeting disciplined and affordable budgets within each of the funds of Council, in particular the General Fund into the future.

4. Provisions

Council's current provisions increased by \$13K to \$6.380M as at 30 June 2022.

Council's non-current provisions decreased by \$683K to \$5.287M at 30 June 2022.

The largest component of provisions relates to employee leave entitlements and the newly recognised Landfill Remediation. Council is managing its employee leave entitlements well and with an increased emphasis on staff taking leave before it accrues significantly.

5. Performance Ratios

- (a) **Operating Performance Ratio** - This ratio measures Council's achievement in containing operating expenditure within operating revenue. Council has achieved another satisfactory operating result with a positive performance recorded in at least each of the past 10 financial years. In the 2021/22 year, the operating performance ratio increased to 5.30% (2021: 3.96%) mainly due to increases in Grants and Contributions for operating purposes.
- (b) **Own Source Operating Revenue Ratio** - This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants & contributions. For the 2021/22 year, Council's own source revenues decreased to 61.8% from 67.3% at 30 June 2021 but remain above the minimum 60.0% benchmark. Council has a healthy rating base that is supporting a strong ratio for own source revenue. **The ratio was diluted somewhat as a result of the receipt of significantly greater grant funding in the 2021/22 year.**
- (c) **Unrestricted Current Ratio** - This ratio assesses the adequacy of working capital and the ability to satisfy obligations in the short term for the unrestricted activities of Council. Council's Unrestricted Current Ratio has been on a positive or stable trend over the last 5 years in particular. Council's ratio of 2.19x remains in excess of the minimum 1.50x benchmark ratio.
- (d) **Debt Service Ratio Cover** - This ratio measures the availability of operating cash to service debt including interest, principal and lease payments. Council's ratio at 5.23x is comfortably above the benchmark minimum of 2.0x.

- (e) **Rates, Annual Charges, Interest & Extra Charges Outstanding Percentage** - This ratio is to assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts. This ratio is impacted by the timing of Council's 3rd Trimester Water/Sewer billing which is billed in June annually but is collectible in July and has also been impacted by COVID-19 and the decision by Council to provide rate payer relief on paying rates in the usual 4 quarterly instalment timeframes. The Ratio at 9.03% as at 30 June 2022 decreased from 10.53% as at 30 June 2021. The benchmark is below the 10.0% benchmark.
- (f) **Cash Expense Cover Ratio** - This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow. Council's Cash Expense Cover Ratio at 15.38 months remains in a very healthy position with the coverage of over 5 times the minimum benchmark of three (3) months.

Council has achieved a surplus operating result for the 2021/22 financial year with each of the General (incl. Waste) and Sewer funds recording surpluses and the Water Fund recording a modest deficit, however the Waste Fund provided all of the surplus for the combined General fund and management will need to carefully monitor the ongoing expenditure in the General Fund to ensure it strives to maintain balanced results in future years. Council will need to continue with its disciplined approach to short, medium and long term budgets in order to achieve ongoing operating surpluses and generate cash that can be placed under reserve whilst striving to maintain an acceptable level of service to the community.

Finally, I would like to extend my thanks and appreciation to the management and staff at Council, in particular the Finance, Revenue Services and Asset Management staff, who have worked diligently on preparing the financial information and reports in order to have them completed accurately and lodged on time.

OPTIONS

No other options to note, as it is a requirement for Council to adopt the audited annual financial accounts when presented.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

These results maintain Council's "Fit for the Future" status and continue a strong financial performance built up over the past several years.

LEGAL/STATUTORY IMPLICATIONS

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

419 Presentation of Council's Financial Reports

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

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

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

Not Applicable

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

Finance Manager

Council's External Auditor – Ms Dannielle MacKenzie (Crowe)

ATTACHMENTS

- (a) Griffith City Council - Financial Statements 2021-22 (under separate cover) [!\[\]\(11a0966cbb90b5c1d6ebfc666ec75f78_img.jpg\)](#)

CLAUSE	CL02
PROPOSAL	DA 20/2022 - CONSTRUCTION OF HEALTH SERVICES FACILITY (MEDICAL CENTRE) WITH ASSOCIATED CAR PARKING
PROPERTY	Lots 7 & 8 Section 31 DP 758476, 1 Palla Street & 2 Animoo Avenue and the adjacent road reserve of Koorungal Avenue
LOCATION	Griffith
ZONING	R1 General Residential
APPLICABLE PLANNING INSTRUMENT	Griffith Local Environmental Plan, 2014
EXISTING DEVELOPMENT	Dwelling houses
APPLICANT	Planningmatters Development Service
OWNER	Prime Super Doctors Pty Ltd
DIRECTORS OF COMPANY (IF APPLICABLE)	Martin Ruggeri (Planningmatters Development Service), Mohammad Rahman & Dr Tania Khan (Prime Super Doctors Pty Ltd)
APPLICATION DATE	15 February 2022
REASON FOR REFERRAL FROM	Submissions Objecting to Proposal
TRIM REF	Joanne Tarbit, Development Assessment Planner 22/141242

SUMMARY

Proposal

- The development relates the construction of a one storey medical centre with a total floor area of 880m², with frontages to Palla Street, Animoo Avenue and Koorungal Avenue. The development also includes the construction of a parking area, with vehicular access via Koorungal Avenue.
- Demolition of the dwellings and shed with tree removal on the subject site has previously been approved in 2020 under a separate Development Application 53/2020 and tree preservation order.
- The application has been referred to the Ordinary Meeting of Council on the basis of seven (7) submissions objecting to the proposal.
- It is recommended that the application be approved by a Deferred Commencement Consent, with the submission of an amended site and floor plan, to rectify the current car parking deficiency.

Type of Development

Local

Main Issues

- Variation of 11% in relation to car parking with fifty six (56) car and 4 motorbike parking spaces to be provided, where a total of sixty three (63) car parking spaces are required

under Griffith Residential Development Control Plan 2020 (Appendix 1 - Griffith Parking Code) assessment.

- As outlined further in this report, the variation to the required parking standard is not permitted under section 2.1 Appendix 1.
- Submissions were received as a result of notification in accordance with Council's Community Participation Plan, objecting to the development application.

RECOMMENDATION

- (a) Council, as the consent authority pursuant to Section 4.16(1)(a) of the Environmental Planning & Assessment Act 1979, grant a Deferred Commencement Consent to Development Application 20/2022 for a health services facility (medical centre) at 1 Palla Street and 2 Animoo Avenue, and the adjacent road reserve of Koorungal Avenue Griffith, subject to conditions including those set out in Attachment 'A' of this report; and**
- (b) Development Application 20/2022 be delegated to the Director of Sustainable Development for the preparation and issue of the notice of determination.**

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

SITE DESCRIPTION

The site is located on the north western side of Koorungal Avenue approximately extending from Palla Street to Animoo Avenue. The land has a combined area of 1,451m² with a frontage to Koorungal Avenue of 150m, Palla Street 22m and Animoo Avenue of 20m and has a depth of approximately 33m.

For the purpose of this application, the site also includes the road reserve fronting the site, for a length of approximately 106m along the Koorungal Avenue frontage, for the provision of car parking for this development. The total of the area to be leased for access and parking is approximately 1,200m².

A dwelling house is currently located on each lot with a detached garage on Lot 2 Sec 31 DP 758476; however approval has been issued under DA 53/2020 for the demolition of each building. The site can be accessed via a layback and gravel driveway to each subject lot from Koorungal Avenue.

The site is generally flat, draining to the street frontage and south to Palla Street, with a variety of trees on each lot and within the road reserve.

The locality is within the health precinct and comprises commercial development including a child care facility, hostel, accountancy business, dental practice and medical centres with residential development directly adjoining the site to the north.

LOCATION MAP



Aerial photo identifying the subject site and the nature strip which is to be utilised for addition carparking. Services are also shown on the plan including: Sewer (yellow), Water (Blue), Electricity (Pink)

BACKGROUND

Site History

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

2 Animoo Avenue

- BA 810 (1940) – Dwelling house
- BA 32/50 – Garage additions
- DA 53/2020 – Demolition of existing buildings and removal of trees

1 Palla Street

- BA 330 (1935) – Dwelling house
- BA 782 (1939) – Garage
- BA 350/92 – Front boundary fence
- DA 53/2020 – Demolition of existing buildings and removal of trees

Timeline of Events Pertaining to the Development Application

- 15/02/2022 – Application lodged
- 25/02/2022 – 11/03/2022 – Application notified in accordance with Community Participation Plan – Submissions received objecting to DA
- 22/03/2022 – Additional Information requested including traffic impact assessment, Essential Energy requirements, public submissions, and other matters
- 12/09/2022 – receipt of additional information – 175 days clock was stopped. Revised site plans included additional parking on 1 Palla Avenue where the original application plans had proposed to retain that dwelling and provide only 37 parking spaces. In responding to the additional information request the application plans were amended, effectively resetting the application clock back to zero.
- 5/10/2022 – Essential Energy provided conditions & indicated satisfied with additional information received.
- 28/10/2022 – re-notification of the application due to revised plans received

PROPOSAL IN DETAIL

The proposal relates to the construction of a new purpose built commercial development to be used for the purposes of a health services facility (medical centre) on Lots 7 & 8 Section 31 DP 758476, 1 Palla Street and 2 Animoo Avenue, Griffith, NSW. The proposal includes the construction of a single-storey building on Lot 8 Section 31 DP 758476 with a floor area of 800m². The development also includes associated vehicle parking & manoeuvring areas on the subject site of Lots 7 & 8 Section 31 DP 758476 and on the nature strip of Koorinal Avenue.

Approval was granted for the demolition of the existing residential development (including removal of several trees) on the subject lots under DA 53/2020, issued 23 March 2020.

The new building to be constructed comprises: 8 x consulting rooms; 2 x treatment rooms; 2 x nurses rooms; 4 x office /meeting rooms; staff room; administration areas; 1 x ultrasound room; patient waiting areas; store rooms; and amenities. The building also comprises: an area to be occupied by pathology collection & laboratory service and a pharmacy. The pathology area & the pharmacy will form an integral part of the medical centre and will not operate as separate tenancies that are not associated with the dominate use of the site. Landscaping will be provided around the carpark and the proposed building as shown on the submitted plans.

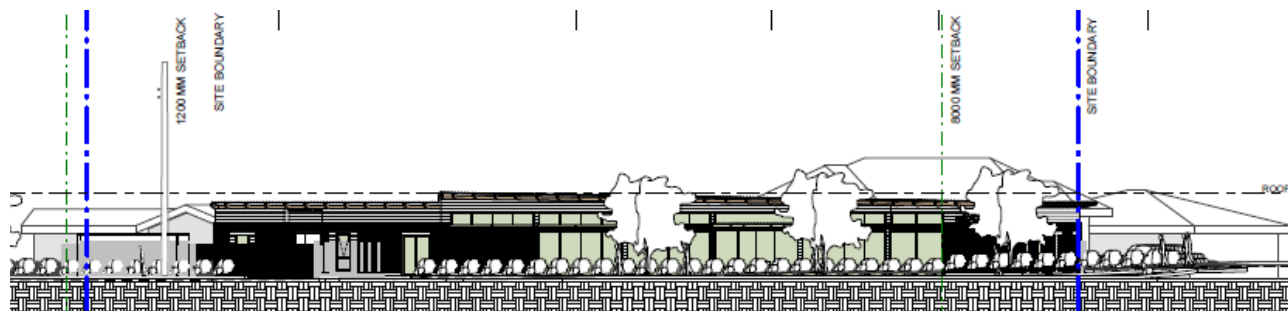
Proposed trading hours are 8:00am to 8:00pm Monday to Friday and 8:00am to 4:00pm Saturdays.

The proposed development includes the consolidation of land and the leasing of part of the road reserve from Council for car parking spaces. A new central driveway will be constructed on Koorinal Avenue replacing the existing two gravel driveways and laybacks.

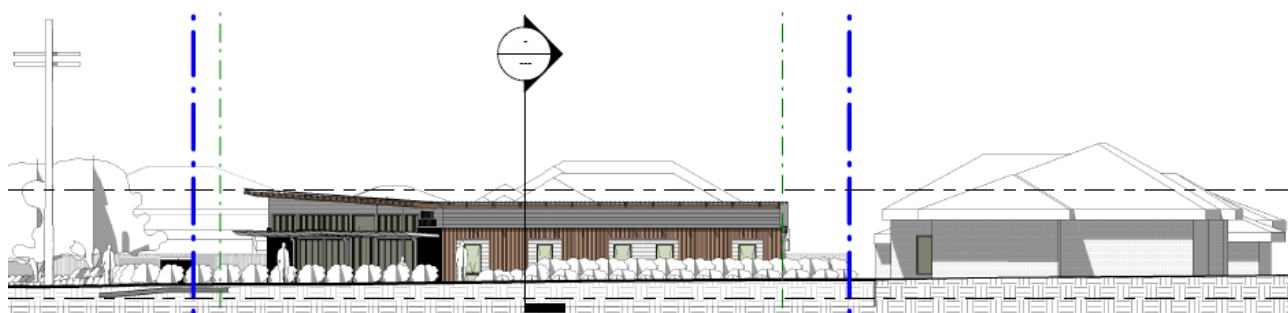
Signage is not included with this application and a separate DA can be submitted to Council to install/erect signage on the building and elsewhere on the site at a later date, if not otherwise exempt.

The proposed development will include the provision of outdoor lighting around the perimeter of the building and throughout the carpark and conditions have been imposed accordingly to minimise the potential disturbance to adjacent residential properties and road users.

The new building is considered to be of contemporary design and will have a considerable street presence, relative to residential development. The new building has been setback against the site's northern boundary so as to provide a wide setback from both Koorringal Avenue & Animoo Avenue. The provision of landscaping within the proposed carpark area is proposed to soften the appearance of the building.



East Elevation Koorringal Avenue



North Elevation Animoo Avenue

The proposed building footprint of 880m² is greater than the nearby residential dwellings which are generally ranging from 200m² to 400m² in size, however a large portion of the site and nature strip is to be developed as car parking and landscaped areas, reducing the overall bulkiness of the development at the site.

The development is also comparable to commercial buildings nearby such as the childcare centre and medical centres opposite which have an approximate footprint of 850m², 670m² and 995m² respectively and also adjoining open car parking areas and landscaping.

The application plans also include two areas of secure staff parking, for 16 vehicles, which are proposed to be fenced with 2.1m high palisade fencing.

ASSESSMENT UNDER THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979

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

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

Griffith Local Environmental Plan 2014

(a) Permissibility

The proposed development is for construction of a health services facility to be used for the purposes of a medical centre with associated carparking and this falls under the definition of *medical centre*, which is a type of *health service facility* in the Dictionary of Griffith Local Environmental Plan 2014, which is defined as:

1. **health services facility** means a building or place used to provide medical or other services relating to the maintenance or improvement of the health, or the restoration to health, of persons or the prevention of disease in or treatment of injury to persons, and includes any of the following:

- (a) a medical centre,
- (b) community health service facilities,
- (c) health consulting rooms,
- (d) patient transport facilities, including helipads and ambulance facilities,
- (e) hospital.

medical centre means premises that are used for the purpose of providing health services (including preventative care, diagnosis, medical or surgical treatment, counselling or alternative therapies) to out-patients only, where such services are principally provided by health care professionals. It may include the ancillary provision of other health services.

Note—Medical centres are a type of health services facility—see the definition of that term in this Dictionary

The subject land is zoned R1 General Residential and under Part 2 Land Use Table of Griffith Local Environmental Plan 2014 a medical centre or health services facility is development that can only be permitted with the consent of Council. On this basis the proposed development is considered permissible.

(b) Principal Development Standards & other LEP Provisions

The principal development standards of the Griffith Local Environmental Plan and other relevant local environmental plan provisions are addressed as follows:

Clause	Clause Requirement & Assessment Comment
2.7 Demolition requires consent	Demolition has been previously approved for the existing buildings on the site (DA 53/2020)
5.8 Conversion of fire alarms	<i>Fire alarm requirements to be assessed at Construction Certificate stage of development</i>
5.10 Heritage Conservation	<p>The subject site is located in the vicinity of the local heritage item St Albans Anglican Cathedral and Hall (Item I12). A second local heritage item, the matron's house and nurses quarters (Item I2) are also still listed on the Local Environmental Plan, however have been demolished and are therefore not relevant to this application.</p> <p>The key aspect of the cathedral, are the forecourts and main entrance of the cathedral from the intersection of Binya and Anzac Streets. The proposed development is located approximately 150 meters from the cathedral. The proposed development therefore is unlikely to obscure views of the cathedral from the road network in the locality. The dominant building element being the bell tower would remain clearly visible.</p> <p>The design of the proposed building is contemporary in style with the</p>

Clause	Clause Requirement & Assessment Comment
	<p>overall bulk and scale is generally in keeping with the locality and provides suitable setbacks from its boundaries.</p> <p>It is considered unlikely that the character, design, setbacks, bulk, scale, or height of the proposal would have a detrimental impact on the heritage item. The development is considered suitable from a heritage standpoint.</p>
5.21 Flood Planning	<p>According to the <i>CBD Overland Flow Floodplain Risk Management Study and Plan 2013 (WMA Water)</i>, the subject allotment is not flood prone for the 1% Annual Exceedance Probability (1 in 100 year event). Council is satisfied that the proposed health services facility is compatible with the flood function and behaviour on the land.</p> <p>As the subject development proposal includes the construction of a new building with vehicle parking and manoeuvring areas additional hardstand areas will be created. This will result in an increase of stormwater runoff from the site. Onsite detention will therefore be required to ensure the development does not have an adverse effect on downstream developments or properties.</p> <p>Any onsite detention basin is to be designed to cater for all hardstand areas being approved as part of the subject development and is to be designed and constructed in accordance with Council's <i>Onsite Detention Policy (CS-CP-404)</i>. Conditions of consent will be imposed to ensure the peak discharge from the proposed development is limited to 65 litres per second per hectare for the critical storm event as per the policy.</p>
7.1 Earthworks	<p>Minor earthworks will be required for the construction of footings and other infrastructure at the site, including cut for the building on the Animoo Avenue side of the building of approximately 620mm. The application plans do not illustrate any retaining walls at the northern or eastern sides of the proposed building. Due to the proposed floor level, the construction of such may be necessary and that is to be detailed at construction certificate stage as per conditions of consent, where the retaining walls aren't otherwise exempt development under SEPP Exempt & Complying Development Codes (i.e. less than 600mm high & 1 metre from a property boundary).</p>
7.10 Essential Services	<p>Potable Water – Water is available to the site on Palla Street and Animoo Avenue street frontages. The additional water meter to be removed. The connection to the facility to be increase in size subject to a flow rate and pressure test and supporting hydraulic calculations.</p> <p>Sewer – available running north/south through the site outside of the building footprint.</p> <p>Currently Lot 7 DP 758476 and Lot 8 DP 758476 are serviced by a 150mm vitrified clay gravity sewer main located along the north eastern boundary of Lot 7 DP 785476. The proposed development is situated on both allotments and as such, the applicant will be required to consolidate the site into a single allotment.</p>

Clause	Clause Requirement & Assessment Comment
	<p>A three (3) metre easement shall be established over Council's sewer infrastructure pursuant to Section 88B of the Conveyancing Act for the drainage of sewage over the consolidated Lot.</p> <p>In order to construct the additional 11 bays for Parking Area 'E', the dwelling on Lot 7 DP 785476 will be demolished as per the approval issued under DA 53/2020.</p> <p>It will be conditioned that the existing sewer junction servicing Lot 7 DP 785476 be excavated and made redundant in accordance with Council's <i>Engineering Guidelines – Subdivisions and Development Standards</i>.</p> <p>Site plans indicate that the parking areas and a roofed bin storage area will be constructed over Council's sewer infrastructure located on Lot 7 DP758476. Any construction over or near Council's sewer infrastructure shall be in accordance with Council's <i>Buildings – Construction Near Water & Sewerage Assets Policy (CS-CP-316)</i>.</p> <p>Electricity – Overhead lines are located within the site. The line is to be relocated underground in accordance with advice from Essential Energy.</p> <p>The applicant has stated in the submitted Statement of Environmental Effects, <i>"The proposal is anticipated to require amplification of the site's current electrical connection and may require the provision of a new substation to cater for the development's electrical needs"</i>.</p> <p>Essential Energy have advised the location of the proposed substation will need to be relocated within the subject lot, and is not to be located within the road reserve.</p> <p>The applicant is to make their own arrangements with the service provider for an adequate connection to electricity for the proposed development. All costs are to be borne by the applicant.</p> <p>Stormwater Drainage – The CBD Overland Flow Floodplain Risk Management Study and Plan 2013 (WMA Water) details that the subject allotment is not flood prone for the 1% Annual Exceedance probability (1 in 100 year event).</p> <p>As the subject development proposal includes the construction of a new building and vehicle parking and manoeuvring areas additional hardstand areas will be created. This will result in an increase of stormwater runoff from the site. Onsite detention will therefore be required to ensure the development does not have an adverse effect on downstream developments or properties.</p> <p>Stormwater to be directed to the street frontage.</p> <p>Vehicular access - The proposed development will have a single vehicular entry/exit access located approximately in the middle of the Koorringal Avenue frontage of the subject allotments. The accessway is 9.6m wide and will have mountable concrete access tapers, a central median and hatched splitter island to separate traffic entering</p>

Clause	Clause Requirement & Assessment Comment
	<p>the site from traffic exiting the site. The splitter island and mountable concrete access tapers will extend into Council's road reserve and shall be appropriately illuminated by way of shielded lighting to ensure that it does not impact on passing vehicles or surrounding properties in accordance with the Australian Standards and Austroads Publications. It will be conditioned that the ongoing maintenance of all line marking, hatched islands and mountable concrete access tapers will remain the responsibility of the applicant for the lifetime of the development.</p> <p>Turning paths supplied with the Traffic and Parking Assessment Report completed by the applicant's consultant Varga Traffic Planning received by Council on 12 September 2022 indicate that vehicles up to an 8.8m Medium Rigid Vehicle can enter the proposed development safely with a left-in movement while maintaining simultaneous two way movement.</p> <p>The turning path diagrams also show a 9.61m Refuse Collection truck entering the site with a right-in movement. As such, a condition shall be added to the Notice of Determination that the maximum sized vehicle able to load and unload for waste removal is a 9.61m Heavy Rigid Vehicle, utilising a right in movement to access the development. As this vehicle has the potential to inhibit the movements of light vehicles within the proposed development it will be conditioned that these vehicles access the site outside of peak times and are to be implemented as part of a Traffic Management Plan to be submitted to Council for approval prior to the issue of an Occupation Certificate for the development.</p> <p>In order to increase the sight distance from the proposed accessway the applicant has proposed to impose a no parking restriction along the northern side of Koorinal Avenue for the full frontage of the site. Council is in agreement with this proposal and will condition that an application is to be made to Council's Traffic Committee for approval to impose a no parking restriction of the full Koorinal Avenue frontage of the site.</p>

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

The following is a list of development control plans that apply to the Griffith City Council area. The table also identifies the applicability of the policy with respect to the subject development proposal. Where a policy has been identified as being applicable, further assessment is provided.

DCP No.	DCP TITLE	APPLIES
DCP No. 1	Non-Urban Development	No
DCP No. 3	Industrial Development	No
DCP No. 11	Urban Subdivision	No
DCP No. 19	Mixed Development	No

DCP No.	DCP TITLE	APPLIES
DCP No. 20	Off Street Parking Policy	No
DCP 2020	Residential Development Control Plan	Yes

Residential Development Control Plan 2020 – Clause 9.2 Health Care Facilities

Provision / Clause	Control	Proposal Compliance
9.2 Health Services Facilities (HSF) <i>Objectives:</i> a) To ensure HSF do not interfere unreasonably with the amenity of adjoining properties. b) To ensure the appearance of HSF are consistent with the existing streetscape of the locality.		
General Controls b) Development must be in accordance with the controls in Section 4, except where the controls in this section differ, in which case the controls in this section take precedence. Comment: Development controls in Section 4 relate to external items such as setback, building height, and design and are discussed following:		
4.3 Streetscape	Objective: To create streetscapes which are visually appealing and avoid building elements which lack articulation.	The proposed medical centre addresses both Koorngal Avenue and Animoo Avenue frontages with its contemporary design, main entrance, and secondary exit and window to each frontage. Landscaping has been provided, with additional street trees to be conditioned.
4.4 Building Design	Objective: To promote housing design that is consistent with and enhances the character and amenity of the area and has regard for the topography and existing adjoining land uses. Is the design generally in accordance with the precinct statement?	The building has been designed to provide visual interest to each street frontage.
4.5 Sustainability	Objective: To maximise microclimate benefits to residential lots while minimising energy use, consumption of potable water, site runoff and promote stormwater re-use.	Not applicable for commercial building
4.6 Height	Objective: To ensure the height of buildings maintains consistency and continuity of the character of residential areas and precincts and optimises privacy, solar access and views.	Complies. The proposed building is single story with a maximum height of approximately 4.8m which complies with the DCP maximum height of 9.0m
4.7 Solar Access and Energy Efficiency	Objective: To provide reasonable access for sunlight to living areas	The proposed building has been designed to capture morning sunlight, with the flat roof line providing afternoon

Provision / Clause	Control	Proposal Compliance
	within buildings and to open	shade to the frontage of the building.
4.8.1 Setbacks & Building Articulation Zone	Objectives: To ensure that setbacks reflect the objectives, planned densities, streetscapes, topography and land use structures of different	<p>The proposed building is setback 1.2 metres from the central boundary (adjoining accountants), 3 metres to side boundary adjoining residential site at 4 Animoo Avenue, 8 meters to Animoo Avenue and 2 metres to Koorungal Avenue. With the exception of the setback to Koorungal Avenue, these setbacks meet requirements.</p> <p>The 8 metre side setback to Animoo Avenue has been provided to ensure a consistent streetscape on this frontage with the adjoining dwelling being setback 8.5 metres to the street frontage.</p> <p>The reduced setback on Koorungal Avenue however has been proposed as the applicant also intends on constructing a carpark to lease on the nature strip of Koorungal Avenue. This nature strip is generous being approximately 16m in width. A width of nature strip 11.5m wide is proposed to be used for the purpose of car parking and manoeuvring, which will reduce the appearance of the building being located 2m from the lot boundary on this frontage.</p> <p>The remainder of the nature strip on this frontage has a total width of 5m and will cater for the existing power lines, a 1.2m wide footpath, lawn and street / shade trees.</p> <p>An open entry canopy 6 metres wide be 1 metre deep is proposed at the entrance to the building, providing articulation and visual interest in the setback area.</p>
4.9 Visual and Acoustic Privacy	Objective: To site and design dwellings to meet user requirements for visual and acoustic privacy, while minimising the visual and acoustic impacts of development on adjoining properties.	<p>Following consultation with the adjoining residential landowner it was determined that a 2.1 metre high fence to the property boundary would be constructed to ensure visual privacy to these property boundaries.</p> <p>The location of proposed air conditioning units has not been shown on the plans submitted to councils. A condition will be placed on the consent requiring details to be submitted to Council prior to the issue of the Construction certificate with units to meet the development standards of State</p>

Provision / Clause	Control	Proposal Compliance
		Environmental Planning Policy (Exempt and Complying Development Codes) 2008 - Subdivision 3 Air Conditioning Units.
4.10 Private Open Space	Objective: To provide private open space which meets user requirements for outdoor activities and use and to provide private open space areas that relate well to the living areas of dwellings.	Private open space is not required for a commercial premises, however a 3m wide setback has been provided to the side boundary which adjoins the staff room.
4.11 Landscape Area Controls	Objective: To provide attractive landscape areas which reinforce the function of a street and enhance the appearance, amenity and energy efficiency of urban housing through integrated landscape design.	Landscaping has been provided on the site plan, incorporating a small number of existing trees at the site. Additional Street/shade trees are to be provided. This will be conditioned.
4.12 Street Trees	Objective: To ensure new development provides street tree planting appropriate for the streetscape.	Landscaping has been provided on the site plan, incorporating a small number of existing trees at the site. Additional Street/shade trees are to be provided. This will be conditioned.
4.13(a) Vehicle access and parking	Parking Code is provided in Appendix 1. Objective: To provide sufficient and convenient parking for residents and visitors so as to maintain the amenity of the site and adjoining properties.	Generally complies - the driveway is to be constructed to commercial standards as conditioned.
4.14 Site Facilities	Objective: To ensure that site facilities are thoughtfully integrated into the development and are unobtrusive.	Waste site facilities are to be provided in a dedicated covered bay. Details of the bay to be provided with construction certificate.
4.15 Rainwater Tanks	Objective: To ensure rainwater tanks are provided for dwellings in locations which do not impact the visual amenity of the locality.	Rainwater tanks are not proposed in this development, however stormwater detention tanks may be provided under the car parking area if required.
4.16 Fencing	Objective: To ensure the streetscape does not become inundated with blank, bulky or obtrusive front fencing.	Front fencing of the site has not been proposed, however a 2.1m high security fencing is proposed for two staff parking areas.
4.17 Outbuildings, garages and carports	Objective: To ensure that a dwelling's ancillary structures are sited and designed to positively contribute to the streetscape and do not detract from the character of the area.	A roofed area is to be provided over the waste disposal area. This roof being irregular in size and up to 6.5 metres by 3.5 metres.

Provision / Clause	Control	Proposal Compliance
4.18 Stormwater	Objective: To ensure stormwater from new residential development including extensions and additions to existing houses, does not impact adjacent properties or Council's infrastructure.	Complies. Stormwater is to be directed to on-site detention before being release to the street frontage.
4.19 Swimming Pools		N/A Swimming pools are not proposed with this development.
4.20 Essential Services	Objective: To ensure that the provision of all necessary essential services are provided to all development in residential zones.	Compliant Essential Services are available to the subject site and have been previously considered in this report with conditions applied as necessary.
4.21 Bushfire Prone Land		N/A The subject site is not is a bushfire prone area
4.22 Frost Control Fan Buffer		N/A The subject site is not in a buffer area related to frost control fans.
Building Appearance and Layout		
c) The roof design must be compatible with surrounding properties with respect to height, pitch, building materials and colour.		The roof design is compatible with surrounding properties with respect to height, pitch, building materials and colour being single storey and contemporary such as the commercial premises such as the child care facility and other medical facility to the east of the site.
d) The building must be designed so that it is in character with the surrounding residential areas in terms of bulk, scale, size and height.		The building has been designed so that it complements the character with the surrounding residential areas in terms of bulk, scale, size and height, with the height of the medical centre being lower than the nearby residential dwellings at approximately 4.8m. The subject site has an area of 1,451m ² and the existing development on site (as yet undemolished) has a total floor area of approximately 500m ² . The proposed building has a floor area of approximately 800m ² , which is significantly less than could be built on the site via permissible multi dwelling development at a 1:1 FSR in the Hospital Precinct under the Residential DCP.
e) Buildings that face two street frontages or a street and public space must address both frontages through the use of verandas, balconies, windows or similar modulating elements.		The proposed building faces two street frontages and has addressed both frontages through the use of doors, windows and awnings.
f) All fencing must comply with Section 4.16.		All fencing heights and types have been

Provision / Clause	Control	Proposal Compliance
		considered.
Car Parking and Accessways		
g) Car parking and accessways must be designed and sited in accordance with Council's Parking Code (see Appendix 1) and Council's Engineering Guidelines: Subdivision and Development Standards (as amended).		See separate discussion below
Amenity & Environmental Impact		
h) The Statement of Environmental Effects for a Health Service Facility must consider, to the satisfaction of Council, the following potential impacts: I. Visual impacts; II. Hours of operation; III. Deliveries and loading and unloading; IV. Traffic generation; V. Pedestrian and vehicular access arrangements; VI. Waste removal; VII. Lighting; and VIII. Signage.		The Statement of Environmental Effects for a Health Service Facility has considered the following potential impacts with these items being conditioned as necessary
Hours of operation are generally restricted to between 7am and 8 pm Monday to Friday and 8 am to 8 pm on weekends.		Proposed trading hours are proposed from 8:00 am to 8:00 pm Monday to Friday and 8:00 am to 4:00 pm Saturdays.
Waste management		
j) Adequate waste disposal facilities must be provided for the development located away from adjacent residential dwellings and accessible by the maximum sized waste disposal truck required to access the development.		Adequate waste disposal facilities are accessible by the maximum sized waste disposal truck required to access the development. Standard waste management conditions will be applied to the development.

Car Parking and Accessways discussion

g) Car parking and accessways must be designed and sited in accordance with Council's Parking Code (see Appendix 1) and Council's Engineering Guidelines: Subdivision and Development Standards (as amended).

Council Assessment of Parking:

Council's Residential Development Control Plan provides the relevant rates for parking assessment for development other than dwellings in a residential zone.

In relation to this medical facility development, the DCP requires:

- *3 spaces per surgery, consultation room or treatment room + 1 space per staff doctor + 1 space per staff member on duty at any one time'*
- *1 marked motorcycle parking space for every 20 car parking spaces, and for bicycles at a rate of 1 bicycle rail with at least 3-wheel slots for every 50 car parking spaces.*

The Medical Centre / Health consulting rooms at the facility include:

- 8 consulting rooms, 2 treatment rooms, 2 nurses rooms and 1 ultrasound room (i.e. 13 rooms) @ rate of three car parking spaces per room = $13 \times 3 = 39$ spaces (pathology room is not included in this calculation).

Maximum staff as provided by the proponent in the SoEE – 24 staff = $1 \times 24 = 24$ spaces.

Using the above figures a **total of 63 car parking spaces** are required to serve the proposed development.

Additionally, four (4) motorbike parking spaces and two (2) bicycle rails are required.

The Traffic Impact Assessment submitted with the revised plans also indicated the required number of spaces at fifty seven (57), the difference in the traffic consultant's calculation to Council's method, being the exclusion of the two nurse's rooms from the calculation.

The applicant has suggested in the SoEE that these rooms should not be counted as consulting rooms '*because patients will generally be transferred to one of these rooms after seeing a doctor or physician in one of the consulting rooms before being referred to one of the nurses rooms*'.

Council staff do not agree on the basis that the nurse's rooms often function separately to doctors rooms and have their own booking schedule with many patients attending a medical centre for a scheduled appointment with a nurse only.

The applicant's revised plan provides a total of **56 car parking spaces** (16 of which are secured and exclusive to staff), 4 motorbike parking spaces and a bicycle bay with three rails to serve the proposed development.

The DCP does allow for reduction of parking in certain circumstances under Section 2.1 of Appendix 1:

2.1 Reduction of Required Parking

- a) *A reduction of the required number of parking spaces may be permitted in order to comply with the desired design standards suggested in this DCP, to improve accessibility to parking spaces, and to enhance manoeuvrability of vehicles.*
- b) *A further reduction of the required parking may only be permitted under the following circumstances:*
 - I. *Development within a precinct of the CBD; or*
 - II. *Departure from parking requirements because of Shared Parking Calculation*

Council does not consider 2.1 (a) applicable in this instance.

2.1.2 Reduction of Required Parking: Shared Parking Calculation

- a) *Shared Parking Calculation applies to development outside the CBD and in the following circumstances:*
 - I. *If a development exceeds 500m² in floor area and involves a combination of two or more of the respective primary and secondary land uses listed in Table 1 [Parking Schedule] on the same property, the applicant may apply for calculation of the required car parking based on Shared Parking Calculation*

Land-use Mixes Qualifying for a Shared Parking Calculation	
Primary uses	Secondary uses
Medical centre, hospital	Educational establishment, commercial premises

In this regard Council has considered the pharmacy to be a secondary use in terms of floor area only, and not a separate commercial or retail premises but ancillary to the primary purpose of the facility. However, the number of staff operating the pharmacy have been taken into consideration in the parking calculations by both the applicant and Council.

Therefore in Council's assessment of parking for this development, the overall requirement is 63 car spaces, and thus the 56 spaces provided on plan represents a shortfall of 7 spaces, or 11% deficient on DCP requirements.

Parking calculation summary:

DCP Requirements	Traffic & Parking Assessment Report (Varga)	Council Assessment	Summary
3 spaces per surgery, consultation room or treatment room	8 x Consulting Rooms = 24 spaces	8 x Consulting Rooms = 24 spaces	Complies
	2 x Treatment Rooms = 6 spaces	2 x Treatment rooms = 6	Complies
	1 x Ultrasound Room = 3 spaces	1 x Ultra sound room = 3 spaces	Complies
		2 x Nurses rooms = 6 spaces	Nurse appointments often separate bookings & should be considered as separate treatment rooms
<i>Sub Total</i>	<i>33 car spaces</i>	<i>39 car spaces</i>	<i>Disagree with Varga calculation</i>
+ 1 space per staff doctor + 1 space per staff member on duty at any one time'	Doctors = 8 Nurses = 2 Ultrasound tech = 1 Admin Staff = 6 Path & Lab Staff = 4 Pharmacy Staff = 3	Doctors = 8 Nurses = 2 Ultrasound tech = 1 Admin Staff = 6 Path & Lab Staff = 4 Pharmacy Staff = 3	Applicant has indicated maximum staffing levels based on current floor plan
<i>Sub Total</i>	<i>24 car spaces</i>	<i>24 car spaces</i>	<i>Agree with calculation</i>
Total	57 car spaces	63 car spaces	Application plans indicate 56 car

DCP Requirements	Traffic & Parking Assessment Report (Varga)	Council Assessment	Summary
			parking spaces = 7 deficient

As DCP provision 2.1 Reduction of Required Parking, as indicated above, does not apply to this development, and a variation in parking is not considered feasible. The applicant did not consider the two nurses rooms in the context of individual treatment rooms, resulting in a requirement for six (6) spaces.

Conclusion: if the floor plan is amended to remove two surgeries, consulting rooms or treatment rooms, the proposal will meet the DCP requirements, as that would also result in 2 less staff members on site at any one time (reduction of 8 car parking spaces totalling 55 on site spaces, generally consistent with the 56 spaces proposed). **Thus a Deferred Commencement Consent is recommended with the submission of revised floor plan removing two consulting/treatment rooms, and the secured parking so that the parking spaces are available for all staff and customers.**

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

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

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

Notification Description	Required	Submission Period
Publication in Council Catchup and on Facebook	Yes	22/2/2022 – 11/3/2022 Submitted Plans 25/10/2022 – 11/11/2022 Revised Plans
Letters to Neighbours	Yes	22/2/2022 – 11/3/2022 Submitted Plans 25/10/2022 – 11/11/2022 Revised Plans

As a result of the public participation process, Council received seven (7) submissions in response to the notification and referral of the development application during the initial notification period. The application was notified for a second period as the revised plan included a larger car parking plan. No additional submissions were received during the second period.

The details of the submissions, which Council has taken into consideration in accordance with section 4.15(1)(d) are as follows, noting the applicant's response has been provided where available:

Issue / Applicant Response / Council Assessment
Issue 1: Power Pole on Site Plan
A new power supply pole in our front yard at 4 Animoo Ave is not acceptable. Is this

new pole to enable power supply to us at 4 Animoo Avenue and/or 2 Animoo Avenue?*Applicants response:*

The amended site plan no longer makes reference to a new pole in the eastern corner of their site.

Council Assessment:

The pole was a drafting error and has been removed from the revised site plan.

Issue 2: Rear Boundary Setback of medical centre to 4 Animoo Avenue

The setback between the new construct and new boundary fence on north side to 4 Animoo Ave, of 3 metres is good. Is this space reserved for air conditioning units? Could the fence height and noise reduction properties of the fencing materials be given particular attention? Our residence has three bedrooms facing the new commercial building.

Applicants response:

The amended site plan identifies a new 2100mm high Colorbond® fence along the common boundary between Lots 8 & 9 Section 31 DP 758476. Whilst the location of air conditioners has to date not been confirmed it is understood that the adjoining landowner would be happy as long as the existing low height fence was replaced with a 2100mm high fence.

Council Assessment:

A new 2.1 metre high Colorbond® fence is to be installed on this boundary to provide additional privacy to the residential property.

Council has included the following condition on the draft notice of determination:

‘Prior to the issue of the Construction Certificate, the applicant is to provide an amended site plan detailing the location of the proposed air conditioning units. The units are to be located such that they meet the development standards of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 - Subdivision 3 Air Conditioning Units.’

The air conditioning units will be required to comply with the following development standards:

‘2.6(1A)(d1) be designed so as not to operate—

- (i) during peak time—at a noise level that is more than 5 dB(A) above the ambient background noise level measured at any property boundary, or
- (ii) during off peak time—at a noise level that is audible in habitable rooms of adjoining residences,’

Issue 3: Opening Hours**What would be the initial opening hours of the new practice?***Applicants response:*

A commentary relating to hours of operation & days of trade is provided in Section 2.3 of the SoEE that was submitted with the DA.

Council Assessment:

Proposed trading hours are from 8:00 am to 8:00 pm Monday to Friday and 8:00 am to 4:00 pm Saturdays which complies with the residential DCP requirements.

Issue 4: No Stopping zones

It would be more pedestrian safe if the 'No Standing' on Animoo Avenue now in front of 2 Animoo Ave, be extended from its present site, North to our driveway entrance. A lot of fast and heavy traffic now use this roadway and with the addition of this new facility, there may be more pedestrian foot traffic between the three medical focused sites all in close proximity.

Applicants response:

The amended site plan and the Traffic Impact Assessment report make reference to potentially extending the existing 'No Stopping' zone on south-western side of the Animoo Avenue carriageway so that it runs across the frontage of Lot 9 Section 31 DP 758476

Council Assessment:

Council has included the following condition on the draft notice of determination:

'Prior to the issue of an Occupation Certificate, a 'No Parking' zone is to be installed along the northern side of Koorungal Avenue for the full frontage of the development site, from Animoo Avenue to Palla Street. Restrictions are to be implemented by submitting a formal written application to Council's Local Traffic Committee for concurrence.'

Council's Traffic Committee will consider the parking zones in the locality when the request is submitted.

Issue 5: Footpaths

We notice on site plans to construct concrete footpath, on Council land, across the front of 2 Animoo Ave, stopping at our boundary corner. We do not want it extending past our property. There is a generous size footpath and cycle way on the Eastern side of Animoo.

Applicants response:

During discussions with the landowner of adjoining Lot 9 Section 31 DP 758476 they questioned why a 1.2m wide footpath was shown as being proposed across the Animoo Avenue nature strip of Lot 8 Section 31 DP 758476. We advised the adjoining landowner that this footpath is identified in Council's Pedestrian & Bicycle Plan and that we anticipate Council will require the proponent to provide such. Whilst the landowner of adjoining Lot 9 Section 31 DP 758476 indicated that they did not want a 1.2m wide footpath constructed across their property's nature strip the amended site plan still identifies a footpath across the nature strip of Lot 8 Section 31 DP 758476 on the basis that we anticipate that Council will impose a condition of consent requiring such.

Council Assessment:

The Griffith Pedestrian and Bicycle Strategy – July 2021 identifies a footpath along Animoo Avenue for the full frontage of the site. The strategy does not specify any paths along the northern side of Koorungal Avenue, however due to the nature of the development and its location in close proximity to the CBD and the health precinct of Griffith, a footpath is warranted.

The plans submitted by the applicant illustrates a footpath along the Koorungal Avenue

frontage of the site to link with the pathways on Animoo Avenue and Palla Street. As such it will be conditioned that a 1.2 metre wide footpath be installed along the Animoo Avenue and Koorringal Avenue frontage of the site.

Further, Section 7.3 Road Crossing & Accessibility provision of the *Griffith Pedestrian and Bicycle Strategy – July 2021* state that a pedestrian should not have to cross a road that is more than 8m wide with more than 1000 vehicle movements per day without some form of refuge or crossing (see Attachment E).

Animoo Avenue is 13m wide with a traffic count in excess of 1000 vehicles per day, as indicated in the Traffic and Parking Assessment Report prepared by the applicant's consultant Varga Traffic Planning. As such the construction of a pedestrian refuge on Animoo Avenue to link the existing footpath on the eastern side of Animoo Avenue with the proposed pathway along the western side of Animoo Avenue is warranted. It will be conditioned that a pedestrian refuge is constructed in Animoo Avenue to facilitate the safe crossing of pedestrians.

Council has included the following condition on the draft notice of determination:

'Prior to the issue of an Occupation Certificate the applicant shall construct a 1.2-metre-wide, concrete footpath along Animoo Avenue and Koorringal Avenue for the full frontage of the subject allotment. Footpath construction is to include a pedestrian refuge on Animoo Avenue to ensure safe movements are available for pedestrians crossing the road. Construction works are to comply with Council's *Engineering Guidelines – Subdivisions and Development Standards* and Council's *Pedestrian and Bicycle Strategy – July 2021*, *Austroads Guide to Road Design - Part 4 2021* and *Standards Australia's Manual of uniform traffic control devices, Part 10: Pedestrian Control and protection (AS1742.10)*. Provision for lighting over a pedestrian refuge shall be in accordance with AS 1158.'

The footpath is to be provided in accordance with Council's *Pedestrian and Bicycle Strategy – July 2021*. As the locality becomes increasingly built up, further pedestrian footpaths will be constructed in the locality, including in front of 4 Animoo Avenue.

Issue 6: Congestion

There are already four medical centres, a dentist, childcare centre and backpackers lodge, two hospitals, one private and one public, and their associated services adjacent to the proposed development.

Traffic congestion and safety issues are a concern given the access proposal and the overall size of the proposed facility. In particular, the pharmacy should not be included. In addition, buses feeding two major primary schools also congest the street during the morning and afternoon traffic.

Animoo, Noorebar and Koorringal Avenue T- intersection is grossly inadequate to cater for the existing demands, on this precinct.

Make Koorringal Avenue a 'No Through Road', by closing off Koorringal Avenue at the corner of 2 Animoo Avenue and the Griffith Child Care Centre corner.

Applicants response: No response provided

Council Assessment:

Existing Road Network

The subject site is bordered by Animoo Avenue, Koorringal Avenue and Palla Street. Noorebar Avenue and Binya Street is located south of Koorringal Avenue. The surrounding

road network is shown in figure 1 below.



Figure 1- Surrounding road network

Kooringal Avenue

Kooringal Avenue is a 12m wide two lane, two way sealed local access road under the control of Griffith City Council. The speed limit on Kooringal Avenue fronting the proposed development is 50km/h. Kerb and gutter is installed on both sides of the road and kerb-side parking is permitted on northern side of Kooringal Avenue, with a no parking restriction on the southern side. Kooringal Avenue runs from north east to south west and connects Animoo/Noorebar Avenue with Palla/Binya Street.

Animoo Avenue/Noorebar Avenue

Animoo and Noorebar Avenue are 13m wide two lane, two way sealed local access roads under the control of Griffith City Council. The speed limit on the section of Animoo Avenue fronting the proposed development is 50km/h. Kerb and gutter is installed on both sides of the road and kerb-side parking is permitted on both sides of Animoo Avenue with the exception of the area across from the Kooringal Avenue intersection.

Traffic at the Kooringal Avenue and Animoo/Noorebar Avenue intersection is controlled by a give way sign for vehicles turning from Kooringal Avenue. The applicant has supplied a Traffic and Parking Assessment Report prepared by Varga Traffic Planning, indicating that the peak traffic flow at the intersection of Kooringal Avenue and Animoo/Noorebar Avenue is in the order of 650 vehicles per hour. Peak periods were identified as 8:45 to 9:45 in the morning and 3:15 to 4:15 in the afternoon.

This information was determined through a traffic survey conducted by the consultant on 17 and 18 February 2020.

Palla Street/Binya Street

Palla Street is a 12m wide two lane, two-way sealed sub-arterial local road under the control of Griffith City Council. It is gazetted as a B-double route with a speed limit of 50km/h. Kerb and gutter is installed on both sides of the road and kerb-side parking is allowed on both sides of the road.

Binya Street is a 12m wide two lane, two-way sealed local access road under the control of Griffith City Council. It has a speed limit of 50km/h. Kerb and gutter is installed on both sides of the road and kerb-side parking is allowed on both sides of the road with the exception of

the frontage of the medical facility on Lot 1 DP 1178960 (11-13 Binya Street) and the approach to the roundabout.

Traffic at the Koorungal Avenue and Palla/Binya Street intersection is controlled by a roundabout. The applicant has supplied a Traffic and Parking Assessment report prepared by Varga Traffic Planning, indicating that the peak traffic flow at the intersection of Koorungal Avenue and Palla/Binya Street is in the order of 850 vehicles per hour. Peak periods were identified as 8:45 to 9:45 in the morning and 3:15 to 4:15 in the afternoon. This information was determined through a traffic survey conducted by the consultant on 17 and 18 February 2020.

Council has conducted several traffic counts on the road network in the proximity of the proposed development. Peak periods noted in the traffic counts on weekdays coincide with peak periods noted in the Traffic and Parking Assessment prepared by Varga Traffic Planning. While Council has not conducted surveys at the intersection of the roads it can be confirmed that the overall peak traffic numbers specified in the report on Animoo/Noorebar Avenue, Palla/Binya Street and Koorungal Avenue is in line with the peak traffic counts obtained by Council in 2021.

Therefore, Council is satisfied with the accuracy of the traffic data recorded for the surrounding road network as specified in the Traffic and Parking Assessment Report prepared by Varga Traffic Planning.

Type of Traffic Expected to the Site

It is expected that the traffic accessing the proposed development will include passenger vehicles, 8.8m medium rigid vehicles associated with deliveries and 9.61m refuse collection vehicles.

Increase in Traffic to the Site

Transport for NSW's *Guide to Traffic Generating Developments* specifies a peak evening vehicle trip generation rate of 8.8 vehicles per hour per 100m² of gross floor area and 10.4 vehicles per hour per 100m² of gross floor area in the morning peak period. Based on this information the proposed medical centre is estimated to generate the following traffic:

Morning peak period:

$$\begin{aligned} \text{Peak Vehicle Trips} &= 10.4 \times \left(\frac{818.5}{100} \right) \\ &= 85 \text{ vehicles per hour} \end{aligned}$$

Evening peak period:

$$\begin{aligned} \text{Peak Vehicle Trips} &= 8.8 \times \left(\frac{818.5}{100} \right) \\ &= 72 \text{ vehicles per hour} \end{aligned}$$

As there are existing dwellings on Lot 7 and Lot 8 DP 758476 that will be demolished to enable to construction of the proposed development, credit will apply for the traffic generated by the existing dwellings when considering the impact of the proposed development on the road network.

Based on Transport for New South Wales' *Technical Direction TDT 2013/04a "Guide to Traffic Generating Developments Updated Traffic Surveys"* low density residential dwellings in regional areas will generate 0.78 peak vehicle trips in the evening peak period and 0.71

peak vehicle trips in the morning peak hour. As such the existing dwellings will generate an estimated 2 peak vehicle trips in the morning or evening peak period.

The resultant traffic generated by the site will be 83 peak hour vehicle trips in the morning peak period and 70 peak vehicle trips during the peak evening peak period.

The Traffic and Parking Assessment Report prepared by Varga Traffic Planning includes a SIDRA analysis on the surrounding road network considering the existing traffic as well as the existing traffic including the additional traffic generated by the proposed development. The results from the SIDRA analysis shows that the surrounding road network and intersections are operating at a Level of Service A (good operation) with an average delay per vehicle less than 14 seconds. The Traffic and Parking Assessment Report indicates that the additional traffic generated by the proposed development will not increase the average delay per vehicle beyond 14 seconds and the road will continue to operate at a Level of Service A (good operation).

It should be noted that the SIDRA analysis assumes a traffic generation rate of 70 vehicle per hour, consistent with the traffic generated during the evening peak period. A SIDRA analysis assuming a traffic generation rate of 83 vehicles per hour in accordance with the traffic generation rate for the morning peak periods was not done. An additional 13 vehicles per hour will result in approximately 1 additional vehicle every 4 minutes. Assuming an equal split between the Koorinal Avenue and Animoo/Noorebar Avenue intersection and the Koorinal Avenue and Palla/Binya Street intersection, it would result in 1 additional vehicle approximately every 8 minutes at either intersection. Upon consideration Council is satisfied that the additional 13 vehicles an hour would not have a remarkable impact on the surrounding road network.

Council is therefore satisfied that the additional traffic that will be generated by the proposed development will not have a detrimental effect on the surrounding road network.

Issue 7: Demolition of Dwellings

The proposed destruction of two magnificent homes is a tragedy in our beautiful central residential streetscape

Applicants response: No response provided

Council Assessment:

Development Application 53/2020 was assessed and approved in 2020 for the demolition of existing buildings and removal of trees on the subject site.

SECTION 4.15 (1) (e) the public interest

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

Council Policy - Road Reserves – Lease for Commercial Premises

The applicant has proposed to use Councils nature strip for essential car parking required for the development. A total of nineteen car parking spaces and four motorbike parking spaces are to be provided within the nature reserve.

Where a lease is for the provision of car parking on the footpath verge, an annual fee will be determined per car space as per the adopted Council Revenue Policy. The lessee shall be responsible for all legal cost and survey fees associated with the preparation of the lease/licence agreement. A condition has been placed on the draft notice of determination reflecting this requirement.

Compliance with Australian Standard AS 2890 – Parking Facilities – Off Street Car Parking

As part of the subject Development Application, the applicant submitted a Traffic and Parking Assessment Report, completed by Varga Traffic Planning, and a revised site plan, designed by Group HiS, on 12 September 2022. The Traffic and Parking Assessment Report indicated 57 spaces are required and the revised plans illustrate a total of fifty six (56) off-street parking spaces are provided, including two (2) disabled spaces.

It is noted that Parking A and Parking D located on the northern side of Koorinal Avenue is located wholly in Council's road reserve. As such the applicant will be required to enter into a licence agreement for the proposed car park spaces to be located on Council's road reserve in Koorinal Avenue. On approval of the Development Application the applicant is to request in writing to enter into a licence agreement and a report will be prepared for the next available Ordinary Meeting of Council for approval. The applicant is responsible for all legal fees associated in preparing the licence agreement together with an annual charge for occupation of the road reserve for parking plus the payment of rates and charges for the life of the development. The parking spaces in the road reserve is to be dedicated as public parking and will not be allocated or signposted for the exclusive use of the development. Therefore Parking A and Parking D may be used for the parking of vehicles not associated with the development.

Conclusion

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

OPTIONS

OPTION 1

As per the Recommendations.

OPTION 2

Approve as per submitted plans in attachment D and remove the relevant condition in attachment A relating to deferred commencement.

Comment:

The two consultation rooms proposed for nurses generates additional car parking requirement identical to that of General Practitioner rooms. Regardless of who occupies consulting rooms, the facility generates a requirement for 63 car parking spaces verses 57 car parking spaces as proposed by the applicant. In doing so, Council are setting a precedent in approving a deficit in parking spaces. The burden for provision of parking spaces which aren't provided on site will be shifted to adjacent residential streets and become an amenity issue for those residents.

OPTION 3

Refusal to grant consent for reasons provided by Council

POLICY IMPLICATIONS

There are no adverse policy implications for Council in supporting this application

FINANCIAL IMPLICATIONS

Council will benefit from some financial benefit from this application in relation to contributions and ongoing leasing arrangements for the car parking within the road reserve.

LEGAL/STATUTORY IMPLICATIONS

There are no legal or statutory implications arising from this application

ENVIRONMENTAL IMPLICATIONS

There are no adverse environmental implications arising from this application.

COMMUNITY IMPLICATIONS

The community will benefit from an additional medical centre in the region.

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team, Director Sustainable Development, Planning & Environment Manager, Engineering Approvals & Design Manager.

ATTACHMENTS

- (a) DA 20/2022 - Draft Conditions of Consent (under separate cover) ➡
- (b) DA 20/2022 - Submissions (under separate cover) ➡
- (c) DA 20/2022 - Applicant response to submissions (under separate cover) ➡
- (d) DA 20/2022 - Application Documentation (under separate cover) ➡
- (e) DA 20/2022 - Griffith Pedestrian & Bicycle Strategy July 2021 Extract (under separate cover) ➡

CLAUSE	CL03
TITLE	Draft Plan of Management - Village of Yenda Crown Reserves
FROM	Daphne Bruce, Corporate Property Officer & Native Title Coordinator
TRIM REF	22/137146

SUMMARY

A Draft Plan of Management (PoM) has been completed for Village of Yenda Crown Reserves (Memorial Park, Wade Park, Yenda Flora and Fauna Park, Yenda Retirement Village) to meet the requirements of the Crown Land Management Act 2016 (CLM Act) and the Local Government Act 1993 (LG Act).

This report is requesting the Draft PoM be referred to the Minister administering the CLM Act 2016 for approval to place on public exhibition.

RECOMMENDATION

- (a) Council refer the Draft Plan of Management for Village of Yenda Crown Reserves being Crown Reserves 62949 (Lot 701 DP 1030376), 61951, 63981, 65511 (Lot 881 DP 751728), 159006 (Lot 1241 P 821503) and 240000 (Lot 21-25 DP 44498) to the Minister administering the Crown Land Management Act 2016 for approval.**
- (b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Village of Yenda Crown Reserves if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.**
- (c) Native Title advice has been provided.**
- (d) A report be presented to Council to adopt the final Plan of Management for Yenda Crown Reserves on completion of the exhibition period, to consider all submissions.**

REPORT

Council has prepared a Draft Plan of Management (PoM) for Yenda Crown Reserves to meet the requirements within the Crown Land Management Act 2016 (CLM Act) and the Local Government Act 1993 (LG Act).

The land is classified as 'community land' and the LG Act requires that a PoM is prepared for all community land.

The PoM is inclusive of Crown Reserves 62949 Memorial Park (Lot 701 DP 1030376), Wade Park 61951, 63981, 65511 (Lot 881 DP 751728), 159006 Yenda Flora & Fauna Park (Lot 1241 P 821503) and 240000 Yenda Retirement Village (Lot 21-25 DP 44498).

Memorial Park is categorised as 'Park', Wade Park as 'Sportsground', Yenda Flora and Fauna Park as 'Natural Area – Bushland', with Yenda Retirement Village categorised as 'General Community Use' under the LG Act. The initial categorisation of the Crown reserves was approved by the Minister administering the CLM Act.

Council continues to manage the daily operations of Memorial Park, Wade Park and Yenda Flora and Fauna Park as the appointed Council Crown Land Manager. Although Council is the appointed Crown Land Manager of Yenda Retirement Village the ongoing management of the units is by an appointed committee (PoM pge. 21).

The Draft PoM Village of Yenda Crown Reserves is to be referred to the Minister administering the CLM Act 2016 for approval to place the plan on public exhibition.

All PoM must be compliant with the statutory requirements of the Native Title Act 1993, prescribed by both the CLM Act and the LG Act. Council cannot adopt a PoM until it has obtained written advice from a qualified native title manager that the PoM complies with applicable provisions of Commonwealth Native Title legislation.

Native title consideration was included throughout the drafting of the PoM. The adoption of the PoM Village of Yenda Crown Reserves authorises continued use of the lands for Park, Sportsground, Natural Area – Bushland and General Community Use and for any development that may accord with such use in the future and as prescribed in Attachment (b)). The adoption of the PoM does not authorise additional use of the land other than as prescribed in the initial notification of the Reserves at the time.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Any other resolution of Council.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Council initially received funding of \$70,036 provided by the NSW Government through the Plans of Management Funding Support Program in 2019. Council contributed an additional \$60,000 in the 2021/22 budget and \$30,000 in the 2022/23 budget with current funding available of \$71,643 to complete the project.

LEGAL/STATUTORY IMPLICATIONS

Local Government Act 1993

Division 2 – Use and Management of Community Land

Local Government (General) Regulation 2021

- 104 Guidelines for categorisation of land as a park
- 103 Guidelines for categorisation of land as a sportsground
- 106 Guidelines for categorisation of land as general community use
- 107 Guidelines for categorisation of land as bushland

Crown Land Management Act 2016

Division 3.4 Crown land managed by councils
Division 3.6 Plans of management and other plans

Crown Land Management Regulation 2018

Crown Land Management Amendment (Plan of Management) Regulation 2021

Native Title Act 1993

Subdivision J – Reservations etc.

Section 24JA – Acts covered by this subdivision

ENVIRONMENTAL IMPLICATIONS

Environmental implications were considered in the drafting of the PoM and were part of the development assessment process for past developments on the reserves.

COMMUNITY IMPLICATIONS

The community would expect Council to complete PoM for Crown reserves and Council owned land classified as Community Land, as required.

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

Melva Robb, Consultant

Members of the various organisations that utilise the facilities.

ATTACHMENTS

- (a) Draft Plan of Management Village of Yenda Crown Reserves (under separate cover) ➡
- (b) Native Title Manager Report (under separate cover) ➡

CLAUSE CL04**TITLE Adoption of Draft Plan of Management - Community Services Precinct (Kookora & Benerembah Streets)****FROM Daphne Bruce, Corporate Property Officer & Native Title Coordinator****TRIM REF 22/146194**

SUMMARY

At the Ordinary Meeting of Council on 24 May 2022 it was resolved:

- (a) Council refer the Draft Plan of Management for Community Services Precinct (Kookora & Benerembah Streets) being Crown Reserves 78167 (Lot 4 DP 864407), 88209 (Lot 3 Section 125 DP 758476 & Lot 7023 DP 1023980) and 240007 (Lot 1 DP 1082412) to the Minister administering the Crown Land Management Act 2016 for approval.*
- (b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Community Services Precinct (Kookora & Benerembah Streets) if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.*
- (c) Native Title advice has been provided.*
- (d) A report be presented to Council to adopt the final Plan of Management for Community Services Precinct (Kookora & Benerembah Streets) on completion of the exhibition period, to consider all submissions.*

No submissions were received.

RECOMMENDATION

- (a) Council adopt the Plan of Management – Community Services Precinct (Kookora & Benerembah Streets) pursuant to Section 40 of the Local Government Act 1993 and in accordance with Section 3.23(6) of the Crown Land Management Act 2016.**
- (b) Council give public notice of the adoption of the Plan of Management – Community Services Precinct (Kookora & Benerembah Streets).**

REPORT

The delegate for the Minister administering the Crown Land Management Act 2016, approved by letter dated 14 October 2022 (Attachment (a)), after some minor amendments, to place the draft Plan of Management (PoM) for Community Services Precinct (Kookora & Benerembah Streets) on public exhibition (Attachment (b)).

The PoM is inclusive of Crown Reserve 78167 (Lot 4 DP 864407), Barnabas House, Linking Communities Network Ltd and Kulkuna Cottage Women's Refuge, Crown Reserve 88209 (Lot 3 Section 125 DP 758476) Griffith Base Hospital Day Respite Centre and Reserve 240007 (Lot 1 DP 1082412) former Neighbourhood House Community Centre.

The PoM was placed on public exhibition from Thursday 27 October 2022 for a period of 28 days allowing an additional 14 days to receive submissions as required under Section 38 of the Local Government Act 1993. No submissions were received.

Council can now proceed to adopt the PoM under clause 70B of the Crown Land Management Regulation 2018 following the public exhibition period.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

As determined by Council.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Council initially received funding of \$70,036 from the NSW Government through the Plans of Management Funding Support Program in 2019. Council has continued to contribute additional funding of \$60,000 in the 2021/2022 budget and \$30,000 in the 2022/2023 budget with current funding available of \$71,643 to complete the project.

LEGAL/STATUTORY IMPLICATIONS

Local Government Act 1993

Part 2 Division 2 – Use and Management of community land

Crown Land Management Act 2016

Division 3.4 Crown land managed by councils

Crown Land Management Regulation 2018

Crown Land Management Amendment (Plan of Management Regulation) 2021

ENVIRONMENTAL IMPLICATIONS

All environmental implications were considered during the drafting of the PoM and as part of the development approvals process with past development on the lands.

COMMUNITY IMPLICATIONS

The community would expect Council to complete a PoM for all Crown Reserves and Council land classified as community land under the CLM Act and LG Act.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information. Item 4.3 Provide and promote accessibility to services.

CONSULTATION

Senior Management Team
Melva Robb, Consultant

ATTACHMENTS

- (a) Letter - Department of Planning and Environment (under separate cover) ➡
- (b) Plan of Management - Community Services Precinct (Kookora & Benerembah Streets) (under separate cover) ➡

CLAUSE	CL05
TITLE	General Amendment - Griffith Local Environmental Plan 2014 - Public Exhibition Endorsement
FROM	Kelly McNicol, Consultant Planner
TRIM REF	23/301

SUMMARY

The Department of Planning and Environment (DPE) issued a Gateway Determination for a Planning Proposal entitled General Amendment to the Griffith Local Environmental Plan 2014 on 23 December 2022 following a lengthy assessment of the proposal. The purpose of this report is for Council to endorse the amended Planning Proposal and place it on public exhibition for a period of 28 days. The report also provides a summary of the outstanding steps in the LEP plan making process which must be followed to formally amend the LEP in accordance with the Planning Proposal.

RECOMMENDATION

- (a) Council endorse the amended Planning Proposal set out in Attachment (a), and varied by Attachment (e), which seeks to amend the Griffith Local Environmental Plan 2014;**
- (b) Council resolve to place the Planning Proposal on public exhibition for a period of 28 days and where identified consult with any relevant public authority and private landowners;**
- (c) Should any submissions be received, Council consider the submissions at an Ordinary Meeting and if any amendments are made, the Planning Proposal be re-submitted to the Department of Planning and Environment (DPE);**
- (d) Should no submissions be received, delegate the Director Sustainable Development to carry out the following actions to process and make the LEP:**
 - i. Seek the concurrence of the Secretary of the DPE for any inconsistencies with the applicable directions of the Minister under Section 9.1 of the Environmental Planning and Assessment Act 1979;**
 - ii. Forward this report, and all required documents and plans to Parliamentary Counsel for an opinion and drafting of the amendments;**
 - iii. Make the LEP; and**
 - iv. Forward the signed LEP and supporting documents to DPE to notify the amendments.**

REPORT

At the 26 April 2022 Ordinary Meeting of Council, Council resolved to endorse a Planning Proposal to carry out general amendments to the Griffith Local Environmental Plan 2014 (GLEP 2014). The Planning Proposal was then sent to DPE to seek a Gateway Determination. DPE carried out an initial assessment of the Planning Proposal and requested Council make amendments and provide additional justification to facilitate the

issue of a Gateway Determination. The amendments to the version of the Planning Proposal endorsed by Council in April 2022 can be summarised as follows:

- Deletion of the proposed clause related to the temporary use of land for moveable dwellings. The NSW Government is presently investigating standardised planning pathways for temporary accommodation to address spikes in housing demand across the state. DPE requested Council await the outcomes of these investigations prior to considering the insertion of the clause.
- Deletion of the proposed clause related to “Events on public land permitted without consent” as DPE has made amendments and clarifications to State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 which achieves the objectives of the proposed clause.
- Withdraw the proposed rezoning of E1 Local Centre zoned land on Yambil Street, Canal Street and Railway Street to the MU1 Mixed Use zone until Council has completed its Employment Lands Strategy.
- Withdraw the proposed rezoning of land at Lot 691 DP42508 – 51 Todd Road, Lake Wyangan as a portion of the lot is located within a floodway adjacent to the Murrumbidgee Irrigation drainage channel. Ministerial Direction 4.1 prohibits the rezoning of land within a floodway.
 - Council has prepared detailed engineering plans for the drainage network in the Lake Wyangan Growth Area including the channel adjacent to 51 Todd Road. Following the completion of the drainage upgrades to facilitate the development of the growth area, the Lake Wyangan Flood Study would be updated. In consideration of the augmented drainage network it is possible the floodway presently located on 51 Todd Road would be reduced to be within the adjacent channel which would permit rezoning. Should this occur, a separate planning proposal could be submitted for these lands.
- DPE required additional justification to permit the rezoning of land for residential purposes because the Griffith Housing Strategy 2019, at the time, concluded that Griffith had an adequate supply of zoned residential land. Appendix 5 of Attachment A provides justification for the rezoning of additional residential lands.

The updated Planning Proposal was re-submitted to DPE in October 2022. On 23 December 2022, DPE issued a Gateway Determination (see Attachment B) which required some minor amendments to the Planning Proposal prior to public exhibition. These amendments have been made and the final Planning Proposal is ready to be placed on public exhibition (see Attachment A).

Next Steps

The following steps in the LEP plan making process remain outstanding and must be achieved prior to the amendments taking legal effect:

1. Council must place the Planning Proposal on public exhibition for 28 days.
2. Council reviews any submissions received including any made by a public authority. These submissions and a recommendation would be reported back to an Ordinary Council Meeting.
3. Following a Council resolution, all required documents and plans would be forwarded to NSW Parliamentary Counsel for an opinion and drafting of the amendments. This step can take 2-3 months to complete (provided there are no further Council amendments to the Proposal).
4. Once the opinion and draft LEP are provided to Council, the Director Sustainable Development under delegated authority would “make” the plan and forward the signed LEP and all required supporting documentation via the Planning Portal to DPE to notify the amendments. The amended LEP would take effect after this final step.

Based on Council’s past experiences with LEP amendments, delays in the process are inevitable. However, the Gateway Determination has stated the LEP should be completed within nine months (provided there are no further Council amendments to the Proposal).

OPTIONS

OPTION 1

As per recommendation.

OPTION2

Any other resolution of Council.

POLICY IMPLICATIONS

Not Applicable

FINANCIAL IMPLICATIONS

Not Applicable

LEGAL/STATUTORY IMPLICATIONS

Griffith Local Environmental Plan 2014 is an environmental planning instrument for the purpose of the Environmental Planning and Assessment Act, 1979 and it provides the statutory provisions whereby Council establishes the zoning of land and the means for identifying permissible land uses. A planning proposal is a lawful mechanism that enables Council to consider amendments to its environmental planning instrument for land uses that are otherwise prohibited within a zone.

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

Not Applicable

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team, Director Sustainable Development, Manager Planning & Environment.

ATTACHMENTS

- (a) General Amendment Planning Proposal V3 (under separate cover) ➡
- (b) Gateway Determination Dec 22 (under separate cover) ➡
- (c) Gateway Determination Report (under separate cover) ➡
- (d) DPE Letter to Council - 23 December 2022 (under separate cover) ➡
- (e) DPE Letter to Council - 12 January 2023 (under separate cover) ➡

CLAUSE	CL06
TITLE	Disclosures by Councillors and Designated Persons Return - Business, Cultural & Financial Services
FROM	Melanie Hebrok, Senior Governance Officer
TRIM REF	22/148343

SUMMARY

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

RECOMMENDATION

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

REPORT

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

OPTIONS

Councillors and designated staff 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

Not Applicable

LEGAL/STATUTORY IMPLICATIONS

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

Not Applicable

COMMUNITY IMPLICATIONS

Not Applicable

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

**TRAFFIC COMMITTEE
HELD IN MURRAY ROOM, GRIFFITH ON
TUESDAY, 13 DECEMBER 2022 COMMENCING AT 10:33 AM**

PRESENT

Councillor Anne Napoli (Chair), Jason Hinson (Police Representative), Colin Lonsdale (Police – Alternate, non-voting), Greg Minehan (Transport for NSW), Andrew Tankard (Transport for NSW – Observer, non-voting), Michael Crump (Member for Murray Representative)

Quorum = 3

STAFF

Engineering Design & Approvals Manager, Joe Rizzo, Development & Traffic Coordinator, Greg Balind and Minute Secretary, Melanie Hebrok

1 APOLOGIES

RECOMMENDED on the motion of Greg Minehan and Michael Crump that an apology be received from Development and Traffic Engineer, Ronelle Green.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Greg Minehan and Michael Crump that the minutes of the previous meeting held on 11 October 2022, 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 significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 MEETING DATES FOR 2023

RECOMMENDED on the motion of Greg Minehan and Jason Hinson that the proposed dates for 2023 be noted.

CL02 TRAFFIC MANAGEMENT - 2023 CITY TO LAKE FUN RUN

The Committee noted that part of the suggested route is currently closed due to water over the road and that organisers may need to amend plans accordingly closer to the event.

RECOMMENDED on the motion of Greg Minehan and Jason Hinson that the Traffic Committee approve the implementation of the Traffic Control Plan and the Traffic Management Plan associated with the 2023 'City to Lake' fun run event in principle, subject to the production of suitable public liability insurance listing Griffith City Council, TfNSW and NSW Police Griffith LAC as interested parties.

CL03 TRAFFIC MANAGEMENT - 2023 VINTAGE FESTIVAL - JONDARYAN AVENUE

RECOMMENDED on the motion of Michael Crump and Greg Minehan that the Traffic Committee approve the implementation of the Traffic Control and Management Plans associated with the 2023 Vintage Festival Event as attached in principle, on the proviso a copy of a relevant Certificate of Currency/Public Liability Policy listing Griffith City Council, TfNSW and NSW Police Griffith LAC as interested parties and covering the date of the event is submitted 4 weeks prior to the event.

CL04 INSTALLATION OF NO U-TURN SIGN - MACKAY AVENUE/EBERT STREET INTERSECTION

RECOMMENDED on the motion of Jason Hinson and Greg Minehan that the Traffic Committee recommend the installation of a No U-Turn sign (R2-5N) facing eastbound drivers on Mackay Avenue at the intersection of Ebert Street

6 OUTSTANDING ACTION REPORT

6.1 Speed Zone Reviews

Beelbangera Road's 70 km/h zone is now active, signs have been installed. Classifiers to be installed to monitor.

Kooyoo Street Stage 1 (10 km/h shared zone) has been approved.

Burley Griffin Way (Yenda) assessed by TfNSW, no change.

New requests added for Eipper Road and McCormack Road.

Michael Crump left the meeting at 11:13 am.

6.2 Hanwood School Crossing

Mr Minehan provided an update to the Committee. After consultation with Hanwood School's P&C, TfNSW had explored other options including pedestrian activated lights, however these were ultimately deemed unsuitable for the location. Revised concept designs for the funded school crossing update have been forwarded to Council staff and were currently being assessed for comment as a matter of urgency. It was noted that the Deputy Premier has announced the project will be completed in early 2023.

6.3 TfNSW Projects

Mr Balind sought an update from TfNSW representative Mr Minehan regarding the Kidman Way realignment at Willbriggie and the Hanwood cycleway crossing both of which have remained outstanding actions for extended periods due to the absence of funding. Mr Balind specifically asked whether TfNSW are actively sourcing funding for those projects so they could progress rather than remaining stalled. Mr Minehan advised he would provide a response at the next meeting.

RECOMMENDED on the motion of Greg Minehan and Jason Hinson that the report be noted.

7 GENERAL BUSINESS

7.1 Letter – School Crossing Complaint

The Committee tabled a letter that had been distributed by Mr Crump prior to the meeting. The letter by Mr Lance Perry mainly contained statements, and as such it was difficult to ascertain what was being asked of the Committee. Letter to be registered and further clarification sought from Mr Crump as to what the Committee is being asked to address.

7.2 Signage Myall Park Road Yenda Railway Crossing

Councillor Napoli read out an email received from Councillor Lally raising the issue of new signage at the railway crossing on Myall Park Road approaching Yenda blocking the view of existing 'Give Way' signage. Mr Balind to clarify with Councillor Lally and inspect.

8 NEXT MEETING

The next meeting of the Traffic Committee is to be held on Tuesday, 14 February 2023 at 10:30am.

There being no further business the meeting terminated at 11:36am.

Confirmed:

CHAIRPERSON

**CULTURAL PRECINCT MASTERPLAN COMMITTEE
HELD IN COUNCIL CHAMBERS, GRIFFITH ON
THURSDAY, 15 DECEMBER 2022 COMMENCING AT 12:03 PM**

PRESENT

Councillor Jenny Ellis (Chair), Councillor Shari Blumer, Denis Couch (Community Representative), Rhonda Miranda (Community Representative), Antoinette Howard (Community Representative), Val Woodland (Community Representative (Alternate))

Quorum = 3

STAFF

Director Business, Cultural, Financial Services, Max Turner, Director Business, Cultural, Financial Services, Steve Saffioti, Manager Griffith Regional Theatre and Art Gallery, Margaret Andreadza, Acting Library Manager, Chris Robson, Urban Strategic Design and Major Projects Manager, Peter Badenhorst and Minute Secretary, Hannah Hall

ABSENT

Ester Hookey (Community Representative), Oumi Karenga-Hewitt (Community Representative), Desma Newman (Community Representative).

1 APOLOGIES

RECOMMENDED on the motion of Councillor Shari Blumer and Val Woodland that apologies be received from Jann Morrison, Steven Parisotto and Pirkko Makarainen.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Councillor Shari Blumer and Antoinette Howard that the minutes of the previous meeting held on 14 November 2022, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

Councillor Ellis tabled a document outlining the purpose of the Cultural Precinct Masterplan and its Committee. She advised that the document would be an important tool for consistent messaging throughout the Masterplan process.

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 significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 CONSULTANCY UPDATE

Consultants from Conrad Gargett and TCL shared a presentation on the Masterplan process.

SMT Comment: Since the meeting of the Committee 15 December 2022, Council staff in consultation with Conrad Gargett have revised the program to take account of the following:

- **Insertion of Councillor Workshop (early July 2023) to scheduled following stakeholder engagement and prior to presentation to Council to endorse public exhibition of draft document.**
- **Insertion of Public Exhibition Period for Draft Cultural Precinct Masterplan**

As a consequence of the above, the draft consultancy agreement will be amended to include these items and amend the final completion date for the Masterplan to 31 October 2023. Should Council endorse the Minutes of the meeting held 15 December 2022, the budget for the project will be increased by \$2,000 to \$137,500. The amended consultancy agreement will be reported to the next meeting of Cultural Precinct Masterplan Committee.

Overview

Conrad Gargett T.C.L BLAKLASH

The Griffith Cultural Precinct Master Plan (GCPMP) will provide;

- An overarching vision supported by a series of design principles which address the key opportunities and constraints developed through our thorough analysis;
- Setout an agreed mission statement and core values against which operational objectives will be assessed, prioritised, programmed and their delivery measured;
- Assess each cultural site, defining purposes and functions on a building by building, precinct by precinct basis, considering the relationships and current uses;
- High level master plan concepts for future better activation, on-going use and future requirements, with consideration of the buildings, structures and landscapes in each precinct;
- Propose improvements to connectivity, seasonal amenity and the movement of people between the sites;
- Develop short, medium- and long-term plans for cultural precincts/buildings (with supporting graphics and schedule of actions);
- High level concept plans for the existing Gallery and proposed new gallery location with rationale for a preferred site (rationale to use a weighted site assessment matrix);
- A feasible and practical program for each of the immediate, short, medium and long term agreed actions over the period 2023 to 2033 (Draft GCPMP).

Methodology

Conrad Gargett T.C.L BLAKLASH

- Phase 1: preparation
- Phase 2: project initiation
- Phase 3: Stakeholder Engagement Plan (draft issued)
- Phase 4: field work - site inspection of Griffith city and all the key cultural offerings, and targeted client and Stakeholder consultations
- Phase 5: analysis
- Phase 6: draft cultural precinct master plan (GCPMP)
- Phase 7: draft GCPMP presentation
- Phase 8: public consultation on draft GCPMP (value add phase)
- Phase 9: final draft cultural precinct masterplan (GCPMP)
- Phase 10: presentation of final draft GCPMP
- Phase 11: Issue of the final GCPMP

Program

PHASE 1: PREPARATION	November 15 – December 2
PHASE 2: PROJECT INITIATION	December 15
PHASE 3: STAKEHOLDER ENGAGEMENT PLAN	November 28 – December 21
CONRAD GARGETT AND TCL CHRISTMAS CLOSURE	December 22 – January 8
CLIENT REVIEW AND EXISTING INFORMATION GATHERING	December 12 – January 30 2023
PHASE 4:	
— FIELD WORK - SITE INSPECTION OF GRIFFITH CITY AND ALL THE KEY CULTURAL OFFERINGS AND TARGETED CLIENT AND STAKEHOLDER CONSULTATIONS	February 22-24
— STAKEHOLDER CONSULTATION OUTCOMES REPORT	February 25 – March 16
PHASE 5: ANALYSIS	February 22 – March 24
PHASE 6: DRAFT CULTURAL PRECINCT MASTER PLAN (GCPMP)	March 24 – May 30
PHASE 7: DRAFT GCPMP PRESENTATION	May 30 – June 5 (Exact Date TBC)
CLIENT REVIEW PERIOD	June 5 – June 15
PHASE 8: PUBLIC CONSULTATION ON DRAFT GCPMP (VALUE ADD OPTION)	June (TBC if Accepted)
PHASE 9: FINAL DRAFT CULTURAL PRECINCT MASTERPLAN (GCPMP)	June 15 – July 1
PHASE 10: PRESENTATION OF FINAL DRAFT GCPMP	July 1 – July 5 (Exact Date TBC)
CLIENT REVIEW PERIOD	July 5 – June 15
PHASE 11: FINAL GCPMP	July 15 – July 30

Stakeholder Consultation Purpose of Engagement

Conrad
Gargett T.C.L BLAKLASH

The GCP has a wide variety of Stakeholders who have varying level of engagement in the day to day and longer-term operation of the sites and precinct.

We endeavour to communicate the project aims and expectations to all parties and to engage Stakeholders in the exploration of themes, including;



- Consider existing and future uses of buildings and infrastructure on site;
- Consider existing and future uses of open space, parks or squares;
- Constraints for future development, including governance, infrastructure, condition, maintenance and compliance;
- Workshop on Cultural Precincts and how they can make 'the whole greater than the sum of its parts';
- Workshop new uses for known areas of interest including the location of a new Art Gallery;
- Assess existing Theatre, Library, and Museum offerings, and potential for expansion, consolidation and change.

Stakeholder Consultation Form of Engagement

Conrad
Gargett T.C.L BLAKLASH

Consultation on the GCPMP and Stakeholder Engagement will occur over a period of 3 days;

- Day 1: Site and cultural institution visits, including;
 - Griffith Regional Theatre,
 - Griffith Regional Art Gallery,
 - Griffith War Memorial Museum,
 - Pioneer Park Museum,
 - Griffith City Library,
 - State Bank House,
 - Zecca's Restaurant,
 - Banna Lane Murals,
- Stone sculptures and public art pieces,
 - Kooyoo Street Plaza,
 - Community stages, and venues associated with the various cultural festivals
- Day 2-3: Stakeholder engagement meetings. The communication will involve a combination of:
 - Face to face meetings and workshops / presentations
 - Potential for video conferencing with specialists if they are not in physical attendance (TBC)
 - Use of surveys where appropriate
 - Use of social media where appropriate
 - To counter consultation fatigue, we propose to undertake a thorough analysis and review of the consultation inputs we receive.

Value Adds

Conrad Gargett T.C.L BLAKLAS

PHASE 1: PREPARATION

Value add option:	SMA - Review visitor market to Griffith
Value add option:	SMA - Review Griffith cultural tourism sector
Value add option:	SMA - Review projected demographic data for future growth of the LGA

PHASE 4: FIELD WORK - SITE INSPECTION OF GRIFFITH CITY AND ALL THE KEY CULTURAL OFFERINGS AND TARGETED CLIENT AND STAKEHOLDER CONSULTATIONS

Value add option:	Site visit by our tourism, gallery, theatre, library, museum specialist and or cultural / indigenous design consultant (\$2,000 per person)
Value add option:	SMA - Review of projected demographic data for future growth in the city and region. Review of existing visitor / tourism experiences on the sites to correlate with policies, strategies, visitor market needs and contemporary trends. This assessment will inform an understanding/ projection of future needs for the cultural institutions in Griffith.

PHASE 5: ANALYSIS

Value add option:	AUA can manage and facilitate a 'collection quantification' process
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PHASE 6: DRAFT CULTURAL PRECINCT MASTER PLAN (GCPMP)

Value add option:	Quantity surveyor costings for key masterplan initiatives
Value add option:	3d visualisations - photomontages with basic massing for illustrating realisation of some key ideas.
Value add option:	3d fly through of a massing model in context

PHASE 7: DRAFT GCPMP PRESENTATION

Value add option:	CG TCL - The core team to present the GCPMP in person in Griffith
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PHASE 8: PUBLIC CONSULTATION ON DRAFT GCPMP (VALUE ADD PHASE)

Value add option:	CG TCL - In Person public consultation and presentation of Draft GCPMP
Value add option:	SMA - Market testing of options with target market

PHASE 10: PRESENTATION OF FINAL DRAFT GCPMP

Value add option:	The core team to present the GCPMP in person in Griffith
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Next Steps - What we need from you

Conrad Gargett T.C.L BLAKLASH

Getting to know you all, your city and the key cultural offerings

- Background material
 - Geographic Information System (GIS) Mapping
 - Planning documents and other statutory material
 - Base plans (existing) for each of the arts institutions (gallery, theatre, library, museum)
 - Confirm existing uses for each of the arts institutions
- Tell us about Griffith in your own words
 - What is special and unique about Griffith - places, streets, people, events, landscape, features, monuments, etc.

- Strategic plans

- Griffith Strategic Plan
- Future plans and ideas for each of the art institutions / have any of these been articulated
- Proposed alternate art gallery sites
- Proposed new art gallery design brief (high level)

Mr Couch asked the consultants to ensure that the multicultural diversity of the Griffith community is properly reflected in the Masterplan. Bianca from T.C.L asked that any exhibitions, performances, events etc. be sent to her in preparation so she can get an understanding of the multicultural angle.

The consultants left the meeting at 1:02 pm.

Councillor Ellis mentioned that whilst the Council has set aside \$200K in the budget for the Masterplan, the Committee want to be very prudent in adding any value added options. In the first meeting next year the Committee will discuss what value added options they are likely to want.

However due to the in person visit being planned for February the Committee needed to decide in this meeting, whether they would like any of the following value added in person visits:

1. Troy Daley (or Erin McDonald) from Blacklash to enable face to face meetings and engagement with the indigenous community representatives.
2. Greg Randal from Randal Arts Management to enable face to face meetings and engagement for overview of cultural facilities management, synergies and strategies.
3. Bianca Acimovic from Neo T to enable and facilitate a particular focus in person on the potential new Art gallery including face to face meetings, high level assessment of existing facilities and brief development for new gallery.

The Committee discussed and moved that a consultant from Blacklash should be onsite during Stage 4 of the program to meet with local aboriginal community, at an additional cost of \$2,000.

Mr Turner advised that he sent the draft consultancy agreements to all Committee members and asked that they provide him with any feedback they may have.

Mr Turner left the meeting the time being 1:15 pm.

Ms Howard pointed out that Griffith may become a Cultural Precinct not just for Griffith but for surrounding towns as well and to keep that in mind throughout the Masterplan project.

Mr Turner returned to the meeting the time being 1:17 pm.

Councillor Ellis asked that Committee members who are interested, to submit via email to her, no more than three pages about their personal experiences and thoughts around arts and culture in Griffith and possible locations for the Art Gallery.

RECOMMENDED on the motion of Councillor Shari Blumer and Denis Couch that a consultant from Blacklash attend onsite consultations during Stage 4 of the Masterplan Program, at an additional cost of \$2,000.

6 OUTSTANDING ACTION REPORT

The Committee noted the report.

7 GENERAL BUSINESS

Nil

8 NEXT MEETING

The next meeting of the Cultural Precinct Masterplan Committee is to be held on Monday, 13 February 2023 at 1:00pm to prepare for Consultants visiting the following week.

There being no further business the meeting terminated at 1:29 pm.

Confirmed:

CHAIRPERSON

**AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD IN MURRAY ROOM, GRIFFITH ON
WEDNESDAY, 14 DECEMBER 2022 COMMENCING AT 5:00 PM**

PRESENT

Stuart Heffer (Chair) (Community Representative), Alan Shea (Community Representative), Councillor Manjit Singh Lally, Christine Stead (Councillor - Alternate), Dannielle Mackenzie (Crowe Australasia via Zoom), Hong Wee Soh (NSW Audit Office via Zoom)

Quorum = 2

STAFF

General Manager, Brett Stonestreet, Directors Business, Cultural, Financial Services, Max Turner and Steve Saffioti, Internal Auditor, Keith Coates and Governance Manager, Leanne Austin

1 APOLOGIES

The Committee noted an apology from George Youssef (Community Representative).

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Stuart Heffer and Alan Shea that the minutes of the previous meeting held on 28 September 2022, 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 significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL02 was brought forward.

CL02 DRAFT ANNUAL FINANCIAL STATEMENTS AND INTERIM MANAGEMENT LETTER

Ms Mackenzie advised that Council had been granted an extension for the preparation of the draft Annual Financial Statements to 12 December 2022. The NSW Audit Office recommended that Council apply for a further extension to ensure sufficient time for finalisation of the audit process. An extension has been granted to 23 December 2022.

Ms Mackenzie outlined issues raised in the Interim Management Letter including review of general journals. Mr Turner advised that the Director Business, Cultural Financial Services will review the general journal report and make a notation on the general journals file on a monthly basis.

Ms Mackenzie advised that the review of Cybersecurity controls identified there were no formal cybersecurity policies or procedures, regular monitoring and reporting of cybersecurity risks is not performed and there is a lack of formal cybersecurity governance in place. These issues have also been highlighted in a comprehensive audit and review of IT operations which was undertaken in 2021/22. A number of cyber security policies and procedures are currently being developed for implementation in 2023.

There are a number of outstanding issues from previous years which will be addressed in the final management letter to be issued soon.

Mr Hong Wee Soh advised that the NSW Audit Office will consider the risk ratings for the outstanding management issues. The rural firefighting equipment has not been recognised in the financial statements. This has been assessed by the Audit Office as being high risk as this will result in a qualified audit. The Committee agreed that in terms of actual risk to Council, this was not a High risk.

Mr Stonestreet advised that many councils in NSW have taken the view that councils should not have to include the RFS assets in the financial statements as they are not under council control and this would therefore not be in accordance with Australian Accounting Standards.

Mr Shea advised he had no concerns about Council's accounts being qualified for in this situation.

Councillor Christine Stead entered the meeting at 5:16 pm.

Dannielle Mackenzie and Hong Wee Soh left 5:17 pm.

Mr Turner and Mr Saffioti provided an overview of the draft annual financial statements including some items requiring adjustments.

Mr Stonestreet advised that in comparison with other councils of similar size Griffith City Council is in a sound financial position however, the financial positions of all NSW councils are deteriorating with many applying for Special Rate Variations to maintain current levels of service. There is a lot of pressure on Council's General Fund and moving forward, Council will need to consider the level of services it provides, possibility of a Special Rate Variation and lobby for more funding to ensure financial sustainability.

Mr Shea enquired what is the financial risk to Council regarding repair to roads following the recent floods? Mr Stonestreet advised Council has joined with Local Government NSW and the Country Mayors Association in the declaration of a Statewide Road Emergency.

Council recently received \$450,000 funding towards repair of potholes however, more funding is required and assessment of required repairs is still being undertaken.

Mr Shea stated that along with the financial risk to Council there are increased safety issues, the amount of time it will take to repair could affect local industry, the cost of repairs is increasing and there is difficulty in sourcing materials.

Mr Heffer requested an update on this matter to be presented at the next meeting.

RECOMMENDED on the motion of Stuart Heffer and Alan Shea that the report be noted.

SMT Comment: During the first week of January 2023, Minister for Regional Transport and Roads, Hon. Sam Faraway, announced significant additional funding for the repair of potholes across the NSW road network of \$500M additional funds for NSW of which \$280M to go to Country Councils. It is anticipated that the funding distribution formula will be similar to that of the Round 1 program. Griffith City Council's allocation is therefore likely to be in excess of an additional \$2M.

CL01 INTERNAL AUDIT REPORTS - ASSET MANAGEMENT FOLLOW UP REVIEW, UPDATED PECUNIARY INTEREST RETURNS

Mr Coates advised the Committee that he would not be seeking to renew his contract next year.

The Asset Management Review showed that resourcing issues have impacted the ability to action some of the previous recommendations. Mr Saffioti will follow up with the Asset Management Coordinator to address outstanding issues and prioritise any high risk items.

Council staff are to address the assets 'works as executed' to improve processes relating to the addition of new assets.

Mr Coates advised some of the pecuniary interest returns submitted by Councillors and Designated Staff require amendment. Returns need to be completed according to the requirements outlined in the Code of Conduct. Councillors and Designated Staff are provided with explanatory guidelines provided by the Office of Local Government (OLG) to assist in completion of Disclosure forms.

RECOMMENDED on the motion of Alan Shea and Stuart Heffer that the Committee note the Internal Audit Reports for Asset Management Follow Up Review and Updated Pecuniary Interest Returns Review.

CL03 GRIFFITH STRATEGIC INTERNAL AUDIT PLAN 2021-2023

RECOMMENDED on the motion of Alan Shea and Stuart Heffer that the report be noted.

Mr Shea enquired as to what extent the Committee looks at improvement and streamlining of Council processes and procedures? This is to be considered in future planning.

CL04 RESPONSE TO RFS ASSETS ISSUE - MINISTER FOR LOCAL GOVERNMENT, WENDY TUCKERMAN

The Committee noted the information provided by the Minister for Local Government. This issue was addressed in CL02.

CL05 UPDATE ON PROCUREMENT MANUAL AND ASSOCIATED DOCUMENTS

The Committee considered a number of procurement policies and processes which have been reviewed in line with recommendations made by Council's Internal Auditor including:

- Procurement Manual
- Store Procurement Procedure
- Light Vehicle Purchasing and Disposal Procedures
- Local Preference Purchasing Policy.

Mr Shea suggested Council review the purchasing limits and number of quotations required to make the procurement process less onerous.

Mr Coates advised he would check with the OLG regarding any guidelines and report back to the next meeting.

Mr Stonestreet agreed there may be some flexibility to increase the purchasing range however it is important to ensure the community gets value for money.

The Committee discussed the maximum value allowed for purchase of safety boots other than those supplied by the Store and agreed that the limit of \$125 be removed from the Store Procurement Procedures document (Section 3.4.2).

RECOMMENDED on the motion of Alan Shea and Stuart Heffer that:

- (a) The Committee note the report.
- (b) The abovementioned changes be made to the Store Procurement Procedures document.

CL06 COMMITTEE MEETING DATES 2023

The Committee noted the proposed meeting dates for 2023 being 1 February, 3 May, 2 August, 1 November. A special meeting will be held via Zoom on Wednesday 11 January at 5:00 pm to endorse the Annual Financial statements.

6 OUTSTANDING ACTION REPORT

The Committee noted the Outstanding Action Report.

Mr Coates and Mr Stonestreet to review the Outstanding Action Report to clarify actions required.

7 GENERAL BUSINESS

7.1 Parks and Gardens Safety Issue

Councillor Manjit Singh Lally raised the issue of Council Parks and Gardens staff operating mowers without the rollover bar in it's correct position.

7.2 Internal Auditor

Committee members thanked Mr Coates for his services to Council. The Committee will begin the procurement process to appoint a new Internal Auditor early next year.

8 NEXT MEETING

The next meeting of the Audit, Risk and Improvement Committee is to be held on Wednesday, 11 January 2023 at 5:00 pm.

There being no further business the meeting terminated at 6:45 pm.

Confirmed:

CHAIRPERSON

**DISABILITY INCLUSION & ACCESS COMMITTEE
HELD IN GRIFFITH CITY LIBRARY ON
WEDNESDAY, 14 DECEMBER 2022 COMMENCING AT 1:00PM**

PRESENT

Councillor Shari Blumer (Chair), Patricia Cox (Community Representative), Marilyn Hams (Community Representative), Simone Murphy (Community Representative), Val Woodland (Community Representative), Luke Woodward (Community Representative), Jaimee Damini (Community Representative)

Quorum = 3

STAFF

Urban Strategic Design & Major Projects Manager, Peter Badenhorst, Director Sustainable Development, Bruce Gibbs and Minute Secretary, Hannah Hall.

1 APOLOGIES

RECOMMENDED on the motion of Val Woodland and Patricia Cox that apologies be received from Melissa Canzian, Melanie Vella, Mike Neville, Laurie Testoni and Colin Beaton.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Val Woodland and Luke Woodward that the minutes of the previous meeting held on 9 November 2022, 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 significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 WHEELCHAIR RUGBY UPDATE AND PLAN FOR 2023

Ms Murphy advised that the stadium has six wheelchairs that are currently on loan from Wheelchair Sports ACT/NSW. Rowan Vergano from Wheelchair Sports ACT/NSW advised that the wheelchairs are not to be used for Wheelchair Rugby due to insurance exclusions. The Committee expressed that they would like to meet with Mr Vergano at the next Committee Meeting on Wednesday, 1 February 2023 to provide more information.

Ms Murphy was made aware that a local school may have four chairs available. She will make further inquiries as to how the Committee might acquire those, what condition they are in and which sports they are suitable for.

The Committee discussed using the existing chairs for Wheelchair Basketball. Mr Woodward mentioned that he participated in a Wheelchair Basketball Competition many years ago which was partially funded by Wheelchair Sports NSW. The competition was very popular but was halted due to the deteriorated condition of the wheelchairs.

The Committee suggested that Griffith Sports Council may have some input into running each of these sports and suggested that the Committee invite Griffith Sports Council to the next Committee Meeting on Wednesday, 1 February 2023.

Mrs Damini advised that Kalinda School students responded well to the 'Come and Try' day at the Griffith Regional Sports Centre and mentioned that if more Wheelchairs were available, they would utilise them.

The Committee discussed other options for funding wheelchairs for Wheelchair Rugby and asked that the Committee apply for a grant through the Community Grants Program which closes on the 13 January 2023.

RECOMMENDED on the motion of Patricia Cox and Luke Woodward that the Committee will invite Mr Vergano from Wheelchair Sports ACT/NSW to attend the next Committee Meeting on Wednesday, 1 February 2023.

RECOMMENDED on the motion of Patricia Cox and Marilyn Hams that the Committee will apply for a grant through the Community Grants Program which closes on the 13 January 2023.

RECOMMENDED on the motion of Val Woodland and Simone Murphy that the Committee invite Griffith Sports Council to attend the next Committee Meeting on Wednesday, 1 February 2023.

CL02 UPDATE ON ACCESS AT A GLANCE

Ms Murphy advised that she, Mayor Doug Curran and Councillor Blumer engaged with local businesses in the lead up to International Day of People with a Disability to provide information on Access at a Glance and to gain footage for promotional reasons. Video has been sent to Council for approval. An assessment of the Griffith Visitors Centre was also conducted. The launch of Access at a Glance, Intereach in partnership with Council, has commenced and further implementation and assessments will take place in mid to late January 2023 and continue throughout the year.

Mrs Cox asked how businesses can get involved and request assessments. Ms Murphy responded and advised that they just need to contact Intereach.

6 OUTSTANDING ACTION REPORT

Heavy Doors

Mr Woodward advised that he has had positive experiences when he has approached establishments regarding heavy doors. They have been accommodating and in most circumstances they have rectified the issue. Mr Badenhorst reiterated that Council have no authority to ask businesses to amend their doors and reminded the Committee that if a business is not, helpful then people can engage Human Rights Australia and make a complaint.

MLAK

Councillor Blumer advised that this was still on hold as a suitable solution has not been found.

Bins for Blokes

Councillor Blumer suggested that the Committee make Bins for Blokes a priority for next year. Mr Beaton had previously committed to sending letters to local clubs and pubs, however, was an Apology and unable to give an update.

Library Theatre

Mr Badenhorst advised that he is waiting for a builder to come on site to provide a second quote for the works.

7 GENERAL BUSINESS

7.1 Adult Change Facilities

Ms Damini raised the issue of the lack of disability and adult sized change facilities locally. When taking their students off site, Kalinda School have to take their change tables with them to accommodate their student's needs.

7.2 Disability Inclusion Action Plan

Councillor Blumer advised the Committee that the Disability Inclusion Action Plan is due for review and update in 2025. She asked that the Committee provide feedback on the policy. More information will follow in the February Agenda.

8 NEXT MEETING

The next meeting of the Disability Inclusion & Access Committee is to be held on Wednesday, 1 February 2023 at 1:00pm.

There being no further business the meeting terminated at 2:05pm.

Confirmed:

CHAIRPERSON

**AUDIT, RISK AND IMPROVEMENT COMMITTEE
HELD IN MURRAY ROOM, GRIFFITH ON
WEDNESDAY, 11 JANUARY 2023 COMMENCING AT 5:08 PM**

PRESENT

Stuart Heffer (Chair) (Community Representative), George Youssef (Community Representative – via Telephone)

Quorum = 2

STAFF

General Manager, Brett Stonestreet, Director Business, Cultural, Financial Services, Steve Saffioti, Governance Manager, Leanne Austin

1 APOLOGIES

RECOMMENDED on the motion of Stuart Heffer and George Youssef that apologies be received from Alan Shea (Community Representative) and Internal Auditor, Keith Coates.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Stuart Heffer and George Youssef that the minutes of the previous meeting held on 14 December 2022, 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 significant non-pecuniary interests declared.

5 ITEMS OF BUSINESS

CL01 NSW AUDIT OFFICE REPORT ON THE CONDUCT OF THE AUDIT AND INDEPENDENT AUDITOR'S REPORT

Mr Heffer advised that the accounts had been slightly amended from the previous version presented to the Committee. Mr Saffioti explained that there had been a variation in terms of re-evaluations of the landfill. Mr Stonestreet advised the report from the NSW Audit Office was as expected with a qualified audit being determined as a result of Council's position not to recognise RFS Assets in the financial statements.

RECOMMENDED on the motion of George Youssef and Stuart Heffer that:

- (a) The Annual Financial Statements as attached to the report be endorsed by the Committee.
- (b) The Committee note the information provided by the NSW Audit Office in relation to the Annual Financial Statements.

CL02 ADOPTION OF 2021/22 ANNUAL FINANCIAL STATEMENTS AND AUDITOR'S REPORT

RECOMMENDED on the motion of George Youssef and Stuart Heffer that the Committee endorse the following recommendations to Council:

- (a) Council adopt the 2021/22 Annual Financial Reports and associated Auditor's Reports.
- (b) Council resolve to transfer \$100,000 to Internal Reserve relating to Pioneer Park Museum (for Strategic projects) as referred to in this report.
- (c) Council express its appreciation to both Crowe Australasia and Griffith City Council staff involved in the preparation of the Reports.

Mr Youssef stated his appreciation to Council for the financial contribution to Pioneer Park which will assist the facility in future projects.

CL03 ENGAGEMENT CLOSING REPORT - NSW AUDIT OFFICE

RECOMMENDED on the motion of George Youssef and Stuart Heffer that the Committee note the Engagement Closing Report provided by the NSW Audit Office.

6 GENERAL BUSINESS

6.1 Procurement Manual

Mr Saffioti advised purchasing limits are being reviewed and will be provided to Senior Management Team for discussion.

7 NEXT MEETING

The next meeting of the Audit, Risk and Improvement Committee is to be held on Wednesday, 1 February 2023 at 5:00 pm.

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

Confirmed:

CHAIRPERSON

TITLE Outstanding Action Report

TRIM REF 23/4410

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Outstanding Action Report [↓](#)

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OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
13 December 2022	CL09 COUNCIL-RELATED DEVELOPMENT APPLICATION CONFLICT OF INTEREST POLICY	GOV	126674	22/332	<p>RESOLVED on the motion of Councillors Shari Blumer and Melissa Marin that:</p> <p>(a) Council endorse the draft Council-related Development Application Conflict of Interest Policy (Attachment A) and place the policy on exhibition for a period of 28 days.</p> <p>(b) Should any submissions be received, a report be provided to Council.</p> <p>(c) Should no submissions be received, the draft Council-related Development Application Conflict of Interest Policy be considered adopted as at the end date of the public exhibition period.</p>	22/12/2022: On exhibition to 13 January 2023.
13 December 2022	CL10 ENDORSEMENT OF GRIFFITH PIONEER PARK MUSEUM ACQUISITION AND ACCESSION POLICY	GOV	126675	22/333	<p>RESOLVED on the motion of Councillors Jenny Ellis and Anne Napoli that:</p> <p>(a) Council endorse the draft Griffith Pioneer Park Museum Acquisition and Accession Policy and place on exhibition for a period of 28 days.</p> <p>(b) Should any submissions be received, a report be provided to Council.</p> <p>(c) Should no submissions be received, the draft Griffith Pioneer Park Museum Acquisition and</p>	22/12/2022: On exhibition to 13 January 2023.

OUTSTANDING ACTION REPORT

					Accession Policy be considered adopted as at the end date of the public exhibition period.	
22 November 2022	NOTICE OF MOTION - MURRUMBIDGEE REGIONAL HIGH SCHOOL	GM	125682	22/311	RESOLVED on the motion of Councillors Jenny Ellis and Anne Napoli that Griffith City Council invite the Minister for Education to meet with Council and the Griffith Community regarding the future of Murrumbidgee Regional High School.	03/01/2023: Letter written to Minister for Education.
22 November 2022	CC02 COMPULSORY ACQUISITION - LOT 103 DP 751730	CPO	125684	22/316	<p>RESOLVED on the motion of Councillors Simon Croce and Christine Stead that:</p> <p>(a) Council approves the acquisition of Crown Land, Lot 103 DP 751730, for road widening purposes under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(b) Council make an application to the Minister and/or Governor of the Local Government Act 1993 for approval to acquire Crown Land Lot 103 DP 751730 (excluding minerals), by compulsory acquisition process under Section 177(1) of the Roads Act 1993.</p> <p>(c) Council continue to negotiate with Department of Planning & Environment – Crown Lands to acquire the land by agreement, or as determined by the Valuer General as defined in Section 55 of the Land Acquisition (Just Terms) Compensation Act 1991.</p>	25/11/2022: Application and all required documentation forwarded to the Director-General Department of Local Government for Ministers approval to acquire Crown Land Lot 103 DP 751730.

OUTSTANDING ACTION REPORT

					<p>(d) Following receipt of the Governor's approval, Council give effect to the acquisition by publication of an Acquisition Notice in the NSW Government Gazette and such other publication as may be required by law.</p> <p>(e) Council delegate authority to the General Manager to execute all documents on behalf of Council under the Common Seal if required.</p> <p>(f) Council pay compensation to all interest holders entitled to compensation by virtue of the compulsory acquisition on the terms set out in the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p>(g) Upon acquisition of the land, Council resolves to classify the acquired land as operational land pursuant to Section 31 of the Local Government Act 1993.</p>	
8 November 2022	CL02 REGIONAL AIRPORTS PROGRAM ROUND 2	P&EM	125039	22/290	<p>RESOLVED on the motion of Councillors Simon Croce and Manjit Singh Lally that:</p> <p>(a) Council authorise the Mayor and General Manager to execute the Commonwealth Simple Grant Agreement on behalf of Council under Council Common Seal for resurfacing/upgrading and line marking on Runway 06/24, Regular Passenger Transport (RPT).</p>	<p>24/11/2022: Process for extension of time has commenced.</p> <p>03/01/2023: Confirmation received of extension of Grant.</p>

OUTSTANDING ACTION REPORT

					(b) That Council approach Department of Industry, Science Energy and Resource to request extension of time and amendment of the end date stipulated in the Commonwealth Simple Grant Agreement from 31 March 2023 to 31 March 2024.	
27 September 2022	CL02 DA 42/2022 - COMPLETION OF A RETAINING WALL AND INSTALLATION OF A 2.1M HIGH BOUNDARY FENCE	AO	122987	22/238	RESOLVED on the motion of Councillor Christine Stead that the report LAY ON THE TABLE .	<p>6/10/2022: Meeting held with applicants/owners to discuss pathway forward. Letter provided and modification to original DA to be submitted.</p> <p>13/10/2022: Report to go to 13 December Council Meeting.</p> <p>03/01/2023: Report raised from table and subsequently laid on the table at the Council Meeting of 13 December 2022. Report to go to 24 January 2023 Council Meeting.</p>
9 August 2022	CL02 UPGRADE OF BOORGA ROAD AND DICKIE ROAD	DI&O	121040	22/191	<p>RESOLVED on the motion of Councillors Shari Blumer and Melissa Marin that:</p> <p>(a) Council submit an application under the Fixing Local Roads Round 4 to seal an addition of approximately 2km on Dickie Road west of the bridge over the Lake View Branch Canal.</p> <p>(b) Should the application referred to in (a) above be unsuccessful Council adopt the revised scope of works for the upgrade of Boorga Road and Dickie Road, reducing the total scope of works to 8.6km.</p>	<p>05/09/2022: Application submitted to Fixing Local Roads Round 4.</p>

OUTSTANDING ACTION REPORT

					<p>(c) Should the application referred to in (a) above be unsuccessful Council complete a gravel resheet of approximately 2km on Dickie Road West of the bridge over the Lake View Bridge Canal.</p> <p>(d) A Council Workshop be held to further inform Councillors on works to date.</p>	
9 August 2022	CL03 COUNCIL REPORT ON FUNDING OPTIONS - HANWOOD SPORTS COMPLEX UPGRADE	DBCF	121041	22/192	<p>RESOLVED on the motion of Councillors Glen Andreazza and Manjit Singh Lally that:</p> <p>(a) Council endorse submitting an application under the Multi Sports Community Facility Fund for new amenities (toilets & change rooms) and kiosk at the Hanwood Sports Complex.</p> <p>(b) Council to receive a further report to endorse projects to apply for funding under the Stronger Country Communities Fund Round 5. Projects within the current 10 year capex plan would be identified as a means of providing sufficient funds to meet the minimum \$500,000 funding contribution required at (a), and</p> <p>(c) Council undertake additional user consultation relating to the options for the scope and exact location of the facilities which are to be modelled on the new Jubilee Oval facilities.</p>	<p>05/09/2022:</p> <p>(a) Application has been submitted 31/08/2022.</p> <p>(b) Reported to Council to apply for Yambil Street Stage 4.</p> <p>(c) Additional consultation to be undertaken.</p> <p>03/01/2023: Preliminary consultation meeting held with two members of the Hanwood sporting stakeholder group on 16 December 2022. Further discussions to be held early 2023.</p>

OUTSTANDING ACTION REPORT

12 July 2022	NOTICE OF MOTION - COUNCILLOR YENDA MASTERPLAN	GM	119905	22/167	<p>RESOLVED on the motion of Councillors Laurie Testoni and Glen Andreazza that:</p> <p>(a) Council undertake a master planning exercise for the village of Yenda. Factors such as future residential sub divisions, lifestyle blocks and rural residential to be considered along with future amenities for the village, such as sporting infrastructure to be considered. With a number of major projects nearing completion the time is right to focus on what opportunities are there for our region with growth and development. Yenda has a lot of potential for growth and by investigating strategies for the future it would benefit the growth on not only the village but that of the ever expanding Griffith City limits. It would be important for community engagement and with the next Community Opinion Group meeting to be held in Yenda it is a great opportunity for Griffith City Council to engage with community.</p> <p>(b) Council schedule a Councillor Workshop to refine the scope of the Master Plan.</p> <p>(c) Staff prepare the scoping document and report to Council for consideration of source of budget resources, time line, amendment and adoption of scoping document.</p>	<p>01/08/2022: This matter will be scheduled for discussion at Council Workshop 16 August 2022.</p> <p>05/09/2022: Council to submit an application to NSW Department of Planning and Environment for grant funding under Regional Housing Strategic Planning Fund Round 1 to complete a Yenda Masterplan. Application close 30 September 2022.</p> <p>04/10/2022: Grant application submitted.</p> <p>03/01/2023: NSW Government advised the Grant application successful on 30 November 2022. Expressions of Interests invited to coordinate and undertake the Yenda Masterplan.</p>
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OUTSTANDING ACTION REPORT

24 May 2022	CC02 TENDER NO. 16-21/22 - HANWOOD STORMWATER PUMP AND LEVEE HANWOOD	DU	117734	22/143	<p>RESOLVED on the motion of Councillors Christine Stead and Manjit Singh Lally that:</p> <p>(a) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2005, reject all tenders submitted for Tender No. 16 - 21/22 - Hanwood Stormwater Pump and Levee due to budget constraints.</p> <p>(b) Council, in accordance with Section 178(4) (a) of the Local Government Regulation 2005, does not need to call fresh tenders for Tender No. 16 - 21/22 - Hanwood Stormwater Pump and Levee as there are suitably qualified and experienced tenderers available to negotiate with.</p> <p>(c) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2005, enter into negotiations with B&C Plumbing Pty Ltd for Tender No. 16 - 21/22 - Hanwood Stormwater Pump and Levee based on the Contractor's experience and workmanship.</p> <p>(d) A further report to be presented to Council following negotiations with B&C Plumbing regarding Stages 1a & 2, recommending the preferred contractor.</p> <p>(e) A further report to be presented to Council for Stage 1b upon notification of the grant.</p>	<p>20/06/2022: Report to come back to Council.</p> <p>11/08/2022: Report to Council 9 August 2022 – Tender 16-21/22 Stage 1A and Stage 2.</p> <p>05/09/2022: Contractors engaged. 1500mm diameter concrete pipes delivered to site.</p> <p>16/01/2023: Works commenced 11/01/2023.</p>
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OUTSTANDING ACTION REPORT

22 February 2022	CC01 CREMATORIUM FEASIBILITY STUDY	DIO	114001	22/061	<p>RESOLVED on the motion of Councillors Simon Croce and Manjit Singh Lally that:</p> <p>(a) Council call an Expression of Interest from interested parties for a period of 60 days to seek interest in entering into a partnership arrangement with Griffith City Council to construct and operate a crematorium facility.</p> <p>(b) The feasibility study completed by the consultants regarding construction and operation of a crematorium be considered by Councillors in conjunction with the review of the 10 Year Capital Expenditure Plan and Draft Budget 2022/2023.</p> <p>(c) Following the adoption of the new Committee Structure by Council during March 2022, the final report by the consultants be referred to the relevant committee seeking a firm recommendation to Council regarding a preferred location for a crematorium.</p>	<p>14/03/2022: Expression of Interest document being drafted.</p> <p>08/04/2022: Expression of Interest document on Exhibition. Expression of Interest to close 7 June 2022.</p> <p>04/07/2022: For consideration at New Cemetery Masterplan Committee held 04/07/2022.</p> <p>18/07/2022: staff commenced discussions with the author of the submission to outline next steps.</p> <p>05/09/2022: Council staff have met with the author of the submission. The author is to prepare costings to construct a crematorium and then forward to Council for consideration by the New Cemetery Masterplan Committee.</p> <p>16/01/2023: New Cemetery Masterplan Committee meeting scheduled for 27/02/2023.</p>
8 February 2022	CL07 AUSTRALIAN GOVERNMENT - BUILDING BETTER REGIONS FUND (ROUND 6) GRANT APPLICATION	GM	113316	22/027	<p>RESOLVED on the motion of Councillors Dino Zappacosta and Christine Stead that:</p> <p>(a) Council endorse the lodgement of an application for grant funding to the Australian Government Building Better Regions Fund (Round 6) by the closing date of Thursday 10 February 2022.</p>	<p>28/02/2022: Application submitted.</p> <p>14/03/2022: Letter written to MAAS Properties and Griffith Local Aboriginal Lands Council inviting parties to commence negotiations with Council.</p> <p>05/09/2022: Negotiations with respect to extension of Clifton Blvd have been suspended due</p>

OUTSTANDING ACTION REPORT

					<p>(b) The purpose of the application is to accelerate or bring forward additional developed residential housing lots in Collina, Griffith thus enabling more housing construction.</p> <p>(c) The scope of works to include the acquisition of land to construct an extension of Clifton Boulevard by approximately 850m to the intersection of Rifle Range Road, the upgrade of that intersection and provision of utilities i.e. water, sewer, drainage and street lighting.</p> <p>(d) The General Manager be authorised to sign the Grant Funding Application.</p> <p>(e) The Mayor and General Manager be authorised to commence negotiations with the Griffith Local Aboriginal Land Council for the acquisition (by agreement) of land required for the extension of Clifton Boulevard to the intersection with Rifle Range Road. A further report be presented to Council for consideration following negotiations.</p> <p>(f) The Mayor and General Manager be authorised to commence negotiations with the Griffith Local Aboriginal Land Council and the MAAS Property Group with a view to preparing a Voluntary Planning Agreement with each party. A further report be prepared for</p>	<p>to current Federal Court of Australia Native Title Extinguishment proceedings. Council progressing with funding model to extend Citrus Road in Collina in lieu of Clifton Blvd extension.</p> <p>16/01/2023: Program of works regarding Citrus Road/Rifle Range Road intersection submitted to Department of Planning NSW. Strategic planning milestone report also submitted for approval. Works scheduled to commence July 2023.</p>
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OUTSTANDING ACTION REPORT

					<p>Council consideration following negotiations.</p> <p>(g) Should Council be invited to submit a formal application for grant/loan funds by the National Housing Finance and Investment Corporation then the General Manager be authorised to prepare and lodge that application.</p>	
8 December 2020	CL03 - LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM (EXTENSION)	DIO	95319	20/295	<p>RESOLVED on the motion of Councillors Doug Curran and Christine Stead that Council submit the following projects to the Federal Government under the Local Roads and Community Infrastructure (Extension) Program: Griffith City Council Allocation: \$1,397,601.</p> <p>(1) Railway Street Car Park (East End). Estimated Cost: \$500,000.</p> <p>(2) Jubilee Oval - Car Park adjacent to new amenities block. Estimated Cost: \$160,000.</p> <p>(3) Asphalt exiting shared path (4.7km) along Wyangan Avenue (from residential area) to Jones Road and then along Jones Road to Eastern side of causeway. Similar to Hanwood path asphalt surface. Estimated Cost: \$350,000</p> <p>(4) Barber Road Project Contribution. Estimated Cost: \$390,000.</p> <p>Should Council's application to seal Barber Road under Fixing Local Roads (Round 2) be unsuccessful, then Council submit Footpath between West End Oval</p>	<p>18/07/2022:</p> <p>Project 1: Completed.</p> <p>Project 2: Completed.</p> <p>Project 3: Completed.</p> <p>Project 4: Drainage expected completion August 2022.</p> <p>Project 5: Awaiting finalisation on quotes.</p> <p>TfNSW has informed Council that its application for 2.5m shared pathway is unsuccessful. Council has been invited to make a submission to TfNSW Active Transport for a 4.5m wide shared pathway for scoping and design. Submission lodged by Council.</p>

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OUTSTANDING ACTION REPORT

					<p>and Jubilee Oval. Estimated Cost to \$390,000.</p> <p>(5) A costing for a Pedestrian Bridge over the canal on Mackay Avenue/ Macedone Road (northern side) and a costing for footpaths as per the Pedestrian Access and Mobility Plan (PAMP) designed for the area.</p> <p>Total Projects 1, 2, 3 and 4 - \$1,400,000.</p>	
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OUTSTANDING ACTION REPORT
OUTSTANDING ACTION REPORT – COMPLETION BY OTHER AGENCIES PENDING

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
14 June 2022	CL05 DRAFT PLAN OF MANAGEMENT - SCENIC HILL ZONE 2 - PIONEER PARK	CPO	118591	22/149	<p>RESOLVED on the motion of Councillors Anne Napoli and Glen Andreazza that:</p> <p>(a) Council refer the Draft Plan of Management for Scenic Hill Zone 2 – Pioneer Park being Crown Reserves 87129 (part Lot 7012 DP 1024031) and 87945 (Lot 1347 DP 751709) to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval from the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Scenic Hill Zone 2 – Pioneer Park if required, and place it on public exhibition as per Section 38 of the Local Government Act 1993.</p> <p>(c) Native Title advice has been provided.</p> <p>(d) A report be presented to Council to adopt the final Plan of Management for Scenic Hill Zone 2 – Pioneer Park on completion of the exhibition period, to consider all submissions.</p>	16/06/2022: Draft Plan of Management sent to the Crown seeking approval to place on public exhibition.

OUTSTANDING ACTION REPORT

26 April 2022	CL02 GENERAL AMENDMENT - GRIFFITH LOCAL ENVIRONMENTAL PLAN 2014	SP	116522	21/110	<p>RESOLVED on the motion of Councillors Dino Zappacosta and Christine Stead that:</p> <p>(a) Council endorse the Planning Proposal set out in Attachment (a) that seeks a General Amendment to the Griffith Local Environmental Plan 2014;</p> <p>(b) Council give delegated authority to the Director Sustainable Development to submit the Planning Proposal to the Department of Planning and Environment to seek a Gateway Determination;</p> <p>(c) Should Gateway Determination be granted by the Department of Planning & Environment, the Planning Proposal be placed on public exhibition for community consultation, and where identified consult with any relevant public authority; and</p> <p>(d) If any submissions are received, Council considers the submissions at an Ordinary Meeting before the planning proposal is re-submitted to the Department of Planning and Environment for consideration and final assessment.</p>	<p>05/05/2022: Awaiting Gateway Determination from Department of Planning & Environment.</p> <p>9/11/2022: Discussions after 05/05/2022 with Department of Planning lead to some amendments to the GLEP which was subsequently re-submitted to the Department of Planning. Council are waiting on gateway approval of the amended Planning Proposal.</p> <p>16/01/2023: Report to Council Meeting 24/01/2023.</p>
08 March 2022	CL03 NSW REGIONAL HOUSING FUND -	GM	114648	22/070	<p>RESOLVED on the motion of Councillors Jenny Ellis and Dino Zappacosta that:</p>	<p>04/04/2022: Application submitted.</p>

OUTSTANDING ACTION REPORT

	GRANT APPLICATION				<p>(a) Council submit an Expression of Interest to the NSW Government under the NSW Regional Housing Fund Program.</p> <p>(b) The Expression of Interest is to part fund the Residential Housing Enabling Infrastructure Project. The scope of the project includes: the extension of Clifton Boulevard east to the intersection with Rifle Range Road, upgrade of that intersection and provision of necessary utilities (water sewer, drainage and street lighting).</p> <p>(c) The Expression of Interest to be the maximum allowed under the guidelines being \$1,400,000.</p> <p>(d) Should Council be invited to progress to a Stage 2 Application, that Council authorise the General Manager to submit an application in this regard.</p> <p>(e) The Mayor and General Manager be authorised to sign any relevant documents in relation to this Expression of Interest/ Application process.</p>	<p>15/08/2022: Grant funding application diverted from Clifton Boulevard to Citrus Road extension.</p> <p>16/01/2023: Program of works regarding Citrus Road/Rifle Range Road intersection submitted to Department of Planning NSW. Strategic planning milestone report also submitted for approval. Works scheduled to commence July 2023.</p>
22 February 2022	NOTICE OF MOTION – YOOGALI SHARED BICYCLE PATH	DIO	114000	22/057	<p>RESOLVED on the motion of Councillors Simon Croce and Anne Napoli that:</p>	<p>14/03/2022: Funding estimate for Path and Bridge: \$1.4 million.</p>

OUTSTANDING ACTION REPORT

					<p>(a) Council consider the construction of the Griffith to Yoogali shared bicycle track as a priority.</p> <p>(b) Council undertake a full costing of the track and bridge as to facilitate funding opportunities to contribute towards the new construction.</p>	<p>100% funding request submitted to Transport for NSW Active Transport Program.</p> <p>16/01/2023: TfNSW has informed Council that its application for 2.5m shared pathway is unsuccessful. Council has been invited to make a submission to TfNSW Active Transport for a 4.5m wide shared pathway for scoping and design. Submission lodged by Council.</p>
9 March 2021	CL02 - BENEREMBAH STREET - LIGHTING AND BEAUTIFICATION	DIO	99137	21/081	<p>RESOLVED on the motion of Councillors Brian Simpson and Rina Mercuri that Council proceed with the design and installation of 4 street lights in Benerembah Street to a maximum cost of \$60,000 and commence these works during the current financial year being 2020-2021.</p>	<p>06/04/2021: Installation of street lights progressing.</p> <p>14/04/2021: Quotation received. Design commenced.</p> <p>20/09/2021: Contractor engaged, awaiting certified design.</p> <p>01/11/2021: Certified Design received.</p> <p>17/01/2022: Proposed commencement date 7 Feb 2022.</p> <p>02/03/2022: Awaiting approval from Essential Energy on modification to trench location due to hard rock being located as per original plans.</p>

OUTSTANDING ACTION REPORT

					<p>05/05/2022: Approval still pending with Essential Energy.</p> <p>05/09/2022: Approval received. Works commenced.</p> <p>16/03/2023: Footings poured.</p>
23 March 2021	<p>BUSINESS ARISING - MINUTES OF THE TRANSPORT COMMITTEE MEETING HELD ON 8 FEBRUARY 2021 – BRIDGE NORTH OF KIDMAN WAY AND COPPARD ROAD</p>	RSTO	99774	21/001	<p>RESOLVED on the motion of Councillors Dino Zappacosta and Simon Croce that Council follow up with Transport for NSW in relation to the upgrade of bridge north of the Kidman Way and Coppard Road intersection.</p> <p>14/04/2021: A report was presented to Transport Committee 12/04/2021 regarding site history with a recommendation that Transport for NSW be approached for an update. Subsequently the issue was also raised at the Traffic Committee 13/04/2021 and the matter was put to the Transport for NSW representative who advised they would investigate and report the outcome back to the Traffic Committee.</p> <p>16/07/2021: Minutes from the Traffic Committee Meeting 11 May 2021 <i>'Mr Minehan has received advice from TfNSW's Asset Manager that the realignment works were a shovel ready project with the design finalised however no date has been set at this stage due to lack of funding.'</i></p> <p>03/08/2021: Letter sent to the Local Member, Helen Dalton MP for support in</p>

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OUTSTANDING ACTION REPORT

						requesting Transport for NSW proceed with plans of re-alignment of Willbriggie Bridge, Kidman Way.
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