



Ordinary Meeting

BUSINESS PAPER

Tuesday, 26 March 2024 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)
Anne Napoli (Deputy Mayor)
Glen Andreazza
Shari Blumer
Simon Croce
Jenny Ellis
Manjit Singh Lally
Melissa Marin
Christine Stead
Christopher Sutton
Laurie Testoni
Dino Zappacosta

dcurran@griffith.com.au
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gandreazza@griffith.com.au
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ltestoni@griffith.com.au
dzappacosta@griffith.com.au

MEMBERS OF THE PUBLIC CAN ADDRESS COUNCIL IN THE FOLLOWING WAYS

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

Addressing the Council on Business Paper matters

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

Notice of Motion via Councillor

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

Petition

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

Customer Request Management system

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

Direct correspondence to the General Manager

You may write directly to the General Manager about your issue or concern via letter or email. You may contact the General Manager at admin@griffith.nsw.gov.au 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
Acting Director Business, Cultural & Financial Services
Director Infrastructure and Operations
Director Sustainable Development
Director Utilities

Brett Stonestreet
Shireen Donaldson
Max Turner
Phil King
Bruce Gibbs
Graham Gordon

Economic & Organisational Development

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

Leanne Austin
Vacant
Annie Featherstone
Mike Gaze
Mirella Guidolin
Joanne Savage
Jeanette Franco
Melissa Canzian

Business, Cultural & Financial Services

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

Vanessa Edwards
Andrew Keith
Chris Robson
Jenny O'Donnell
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
Animal Control and Parking Compliance Coordinator
Environment & Public Health Coordinator
Corporate Property Officer & Native Title Coordinator
Building Certification Coordinator
Airport Facility Coordinator

Carel Potgieter
Kerry Rourke
Patterson Ngwira
Peter Badenhorst
Melanie Vella
Karin Penninga
Vanessa Johns
Amanda Vardanega
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, 26 MARCH 2024 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, 26 March 2024**.

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 | p19 | DA 222/2023 - Construction Of A New Dwelling And Torrens Title Subdivision To Create A Detached Dual Occupancy Development |
| CL02 | p31 | Community Gardens Large Scale Event Masterplan |
| CL03 | p60 | Street Scapes Seating Parklets Rental Policy |
| CL04 | p66 | Floodplain Management Australia National Conference 2024 |

- 9 Information Reports
- CL05 p79 Disclosures by Councillors and Designated Persons Returns - March 2023
- 10 Adoption of Committee Minutes
- p81 Minutes of the Disability Inclusion & Access Committee Meeting held on 6 March 2024
- p85 Minutes of the New Cemetery Masterplan Committee Meeting held on 7 March 2024
- p89 Minutes of the Scenic Hill User Group Meeting held on 4 March 2024
- p92 Minutes of the Traffic Committee Meeting held on 12 March 2024
- 11 Business with Notice – Rescission Motions
- 12 Business with Notice – Other Motions
- p95 Notice of Motion Received from Councillor Christine Stead
- 13 Outstanding Action Report
- p100 Outstanding Action Report
- 14 Matters to be dealt with by Closed Council
- CC01 Applications for the Audit, Risk and Improvement Committee
- personnel matters concerning particular individuals (other than councillors) 10A(2) (a)
- CC02 General Manager - Key Performance Indicators - January 2024 to August 2025
- personnel matters concerning particular individuals (other than councillors) 10A(2) (a)
- CC03 Powering Tomorrow: Regional Councils NSW Power Purchasing Agreement (PPA)
- commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret 10A(2) (d)

Brett Stonestreet

GENERAL MANAGER

**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
HELD IN GRIFFITH CITY COUNCIL CHAMBERS ON
TUESDAY, 12 MARCH 2024 COMMENCING AT 7:00 PM**

PRESENT

The Mayor, Doug Curran in the Chair; Councillors, Shari Blumer, Simon Croce, Jenny Ellis, Melissa Marin, Anne Napoli, Christine Stead, Chris Sutton and Dino Zappacosta

STAFF

General Manager, Brett Stonestreet, Director Economic & Organisational Development, Shireen Donaldson, Director Utilities, Graham Gordon, Director Infrastructure & Operations, Phil King, Acting Director Business, Cultural, Financial Services, Max Turner, Director Sustainable Development, Bruce Gibbs and Minute Taker, Hannah Hall

MEDIA

Cai Holroyd, The Area News

1 COUNCIL ACKNOWLEDGEMENTS

The Meeting opened with Councillor Melissa Marin reading the Opening Affirmation and the Acknowledgement of Country.

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

24/056

RESOLVED on the motion of Councillors Jenny Ellis and Christine Stead that apologies be received from Councillors Glen Andreazza, Manjit Singh Lally and Laurie Testoni and a leave of absence granted.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

3 CONFIRMATION OF MINUTES

24/057

RESOLVED on the motion of Councillors Jenny Ellis and Melissa Marin that the minutes of the Ordinary Meeting of Council held in Griffith City Council Chambers on 27 February 2024, having first been circulated amongst all members of Council, be confirmed.

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

4 BUSINESS ARISING

Nil

5 DECLARATIONS OF INTEREST

Pecuniary Interests

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

Councillor Anne Napoli
CL01 Endorsement of the Health Precinct Master Plan – Following Public Exhibition.
Reason – I own a property identified in this report.

Significant Non-Pecuniary Interests

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

Councillor Dino Zappacosta
CL02 Suspension of Alcohol Free Zone & Alcohol Prohibited Area – Kooyoo Street Mall
Event – Punjabi Mela – 20 April 2024
Reason – I own a liquor licence.

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 Shari Blumer
CL01 Endorsement of the Health Precinct Master Plan following Public Exhibition
Reason – One of my relatives made a submission.

6 PRESENTATIONS

The Mayor presented a token of appreciation to Griffith City Council which was received from the Giants Netball team after their pre-season match against the Melbourne Mavericks, held at the Griffith Regional Sport Centre.

7 MAYORAL MINUTES

Nil

8 GENERAL MANAGER'S REPORT

24/058

RESOLVED on the motion of Councillors Dino Zappacosta and Christine Stead that CC01 – Notice of Motion – Legal Matter be moved from Closed Council to Open Council.

A division was called for, voting on which was as follows:

For	Against
Councillor Simon Croce	Councillor Doug Curran
Councillor Dino Zappacosta	Councillor Shari Blumer
	Councillor Jenny Ellis
	Councillor Melissa Marin
	Councillor Anne Napoli
	Councillor Christine Stead
	Councillor Chris Sutton

The division was declared LOST by 7 votes to 2.

Councillor Anne Napoli left the meeting having declared a Pecuniary Conflict of Interest, the time being 7:13pm.

CL01 ENDORSEMENT OF THE HEALTH PRECINCT MASTER PLAN FOLLOWING PUBLIC EXHIBITION

24/059

RESOLVED on the motion of Councillors Simon Croce and Melissa Marin that:

- (a) Council notes the submissions received at Attachment B of the report;
- (b) Council endorses the Griffith Health Precinct Master Plan;
- (c) Council reviews the Griffith Residential Development Control Plan to ensure any of the recommendations in the Master Plan regarding development controls can be actioned; and
- (d) Council awaits new NSW legislation specific to the development of Local Precincts prior to implementing the other recommendations of the plan.

For	Against
Councillor Doug Curran	
Councillor Shari Blumer	
Councillor Simon Croce	
Councillor Jenny Ellis	
Councillor Melissa Marin	
Councillor Christine Stead	
Councillor Chris Sutton	

Councillor Dino Zappacosta

The division was declared PASSED by 8 votes to 0.

Councillor Anne Napoli returned to the meeting, the time being 7:14pm.

Councillor Dino Zappacosta left the meeting having declared a Significant Non-Pecuniary Conflict of Interest, the time being 7:14pm.

CL02 SUSPENSION OF ALCOHOL FREE ZONE AND ALCOHOL PROHIBITED AREA - KOOYOO STREET MALL EVENT - PUNJABI MELA - 20 APRIL 2024

24/060

RESOLVED on the motion of Councillors Jenny Ellis and Anne Napoli that Council suspend the Alcohol Free Zone and Alcohol Prohibited Area restrictions on Kooyoo Street from 5.00pm – 10.00pm on Saturday, 20 April 2024.

For

Against

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton

The division was declared PASSED by 8 votes to 0.

Councillor Dino Zappacosta returned to the meeting, the time being 7:15pm.

CL03 REQUEST FOR NEW ROAD NAME - MARIANNE CRESCENT

24/061

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

- (a) Includes the name 'MARIANNE' for road naming purposes for the newly developed road within the 13 lot rural industrial subdivision at 425 Kidman Way, Griffith into Council's Road Name Register;
- (b) Approves the use of the name 'Marianne Crescent' and advertise as required.

For

Against

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Councillor Melissa Marin

The division was declared PASSED by 8 votes to 1.

CL04 QUICK TURN AROUND GRANT APPLICATION MURRUMBIDGEE REGIONAL HIGH SCHOOL HARMONY DAY

24/062

RESOLVED on the motion of Councillors Shari Blumer and Jenny Ellis that Council approve the application for a Quick Turn Around Grant of \$1,500 to Murrumbidgee Regional High School Harmony Day program/event.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against
Councillor Melissa Marin

The division was declared PASSED by 8 votes to 1.

CL05 REVIEW OF COUNCIL'S INFORMATION GUIDE 2024

24/063

RESOLVED on the motion of Councillors Christine Stead and Chris Sutton that Council adopt the revised Agency Information Guide as per the requirements of the Government Information (Public Access) Act 2009.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

CL06 GRIFFITH CITY LIBRARY CLOSURE

24/064

RESOLVED on the motion of Councillors Anne Napoli and Jenny Ellis that:

- (a) The Griffith City Library building be closed to physical public access from Monday, 18 March to Friday, 22 March 2024 for the purposes of installation of new shelving and reconfiguration of library shelving layout.
- (b) Extensive community notification occur to inform the community of this temporary closure and the options to access library resources during this period.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin

Against

Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

The division was declared PASSED by 9 votes to 0.

9 INFORMATION REPORTS

Nil

10 ADOPTION OF COMMITTEE MINUTES

MINUTES OF THE LAKE WYANGAN & CATCHMENT MANAGEMENT COMMITTEE MEETING HELD ON 15 FEBRUARY 2024

24/065

RESOLVED on the motion of Councillors Anne Napoli and Chris Sutton that the recommendations as detailed in the Minutes of the Lake Wyangan & Catchment Management Committee meeting held on 15 February 2024 be adopted.

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

11 BUSINESS WITH NOTICE – RESCISSION MOTIONS

Nil

12 BUSINESS WITH NOTICE – OTHER MOTIONS

NOTICE OF MOTION - UPGRADE TO ORIGINAL BAGTOWN'S FIRST BLACKSMITH STORE SITE

24/066

RESOLVED on the motion of Councillors Dino Zappacosta and Simon Croce that Council upgrade the original Bagtown's first Blacksmith Store site at the Intersection of Old Wilbriggie (sic) Road and Research Station Road.

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis

Against

Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

The division was declared PASSED by 9 votes to 0.

13 OUTSTANDING ACTION REPORT

24/067

RESOLVED on the motion of Councillors Simon Croce and Melissa Marin that the report be noted.

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

14 MATTERS TO BE DEALT WITH BY CLOSED COUNCIL

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

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

The matters and information are the following:

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

- (h) **information concerning the nature and location of a place or an item of Aboriginal significance on Community land.**
- (i) **alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993.**

24/068

RESOLVED on the motion of Councillors Christine Stead and Chris Sutton that:

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

For

Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

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

CC01 NOTICE OF MOTION - LEGAL MATTER

Reason: Personnel Matters 10A(2)(a) and Legal Proceedings 10A(2)(g)

CC02 RFQ NO. 9-23/24 - DESIGN, SUPPLY AND DELIVERY OF A DIFFUSED AERATION SYSTEM FOR THE GWRP

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

Council closed its meeting at 7:39pm.

The public and media left the Chamber.

Livestream was disconnected.

REVERSION TO OPEN COUNCIL

24/069

RESOLVED on the motion of Councillors Christine Stead and Chris Sutton that Open Council be resumed.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Chris Sutton
Councillor Dino Zappacosta

Against

The division was declared PASSED by 9 votes to 0.

Open Council resumed at 7:46pm.

Livestream was reconnected.

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

MATTERS DEALT WITH IN CLOSED COUNCIL

CC01 NOTICE OF MOTION - LEGAL MATTER

Councillor Melissa Marin asked the General Manager at what point through the process did Council begin seeking legal advice. The General Manager took this **ON NOTICE**.

24/070

RESOLVED on the motion of Councillors Dino Zappacosta and Christine Stead that Council provide a report on all legal costs incurred leading up to, and including, the Full Bench of the Industrial Relation Commission Appeal decision handed down recently.

For
Councillor Shari Blumer
Councillor Simon Croce
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead
Councillor Dino Zappacosta

Against
Councillor Doug Curran
Councillor Jenny Ellis
Councillor Chris Sutton

The division was declared PASSED by 6 votes to 3.

CC02 RFQ NO. 9-23/24 - DESIGN, SUPPLY AND DELIVERY OF A DIFFUSED AERATION SYSTEM FOR THE GWRP

24/071

RESOLVED on the motion of Councillors Jenny Ellis and Chris Sutton that Council proceed with the appointment of INVENT Pacific Pty Ltd for Option 1, the Design, Supply and Delivery of a Diffused Aeration System for the Griffith Water Reclamation Plant and installation to be carried out by Griffith City Council and local contractors.

For
Councillor Doug Curran
Councillor Shari Blumer
Councillor Simon Croce
Councillor Jenny Ellis
Councillor Melissa Marin
Councillor Anne Napoli
Councillor Christine Stead

Against

Councillor Chris Sutton
Councillor Dino Zappacosta

The division was declared PASSED by 9 votes to 0.

There being no further business the meeting terminated at 7:49pm.

Confirmed:

CHAIRPERSON

CLAUSE	CL01
PROPOSAL	DA 222/2023 - CONSTRUCTION OF A NEW DWELLING AND TORRENS TITLE SUBDIVISION TO CREATE A DETACHED DUAL OCCUPANCY DEVELOPMENT
PROPERTY	LOT 314 DP 1250478
LOCATION	Griffith
ZONING	R1 General Residential
APPLICABLE PLANNING INSTRUMENT	Griffith Local Environmental Plan 2014
EXISTING DEVELOPMENT	Vacant land – DA 138/2022 approved for a single dwelling
APPLICANT	SKM Planning Pty Ltd
OWNER	Mr M M Davidson
DIRECTORS OF COMPANY (IF APPLICABLE)	Kelly McNicol – Director SKM Planning Pty Ltd
APPLICATION DATE	19 October 2023
REASON FOR REFERRAL	Variation to a development standard pursuant to Section 4.6 of the Griffith Local Environmental Plan 2014
FROM	Joanne Tarbit, Development Assessment Planner
TRIM REF	24/30651

SUMMARY

Proposal

- Council has received an application for the construction of a single-storey dwelling as a detached dual occupancy development, in conjunction with DA 138/2022 for a dwelling house, not yet constructed.
- The application includes Torrens Title subdivision with each dwelling on a separate lot. However the Griffith Local Environmental Plan, 2014 (GLEP) minimum lot size requirement of 400m² is not achieved for each lot.
- During notification under Council's Community Participation Plan (CPP), no submissions were received.
- The proposal generally complies with the provisions of Residential Development Control Plan 2020 (RDCP), however there are two variations to RDCP controls for setback controls which are proposed in this application.
- Under the provisions of Department of Planning & Environment Circular PS20-002 (as was in force at the time of this application lodgement) relating to the Secretary's assumed concurrence, applications including a development standard exception in excess of 10%, are outside officer delegation and must be reported to Council for determination.

- Consideration has been given to the exception request and it is recommended that the application be approved subject to conditions (see Attachment A).

Type of Development

Local

Main Issues

The application is reported to Council due to the variation request to create an allotment by subdivision that is more than 10% deficient of the minimum lot size development standard of Section 4.1A of the Griffith Local Environmental Plan, 2014 which is outside staff delegation.

RECOMMENDATION

- (a) Council, as the consent authority pursuant to Section 4.16(1)(a) of the Environmental Planning & Assessment Act 1979 grant consent to the to permit the construction of a new dwelling to create a dual occupancy development with Torrens Title subdivision at 31 Polkinghorne Street Griffith subject to conditions, including those set out provided in Attachment A.
- (b) Development Application 222/2023 be delegated to the Director of Sustainable Development for the preparation and issue of the Notice of Determination.

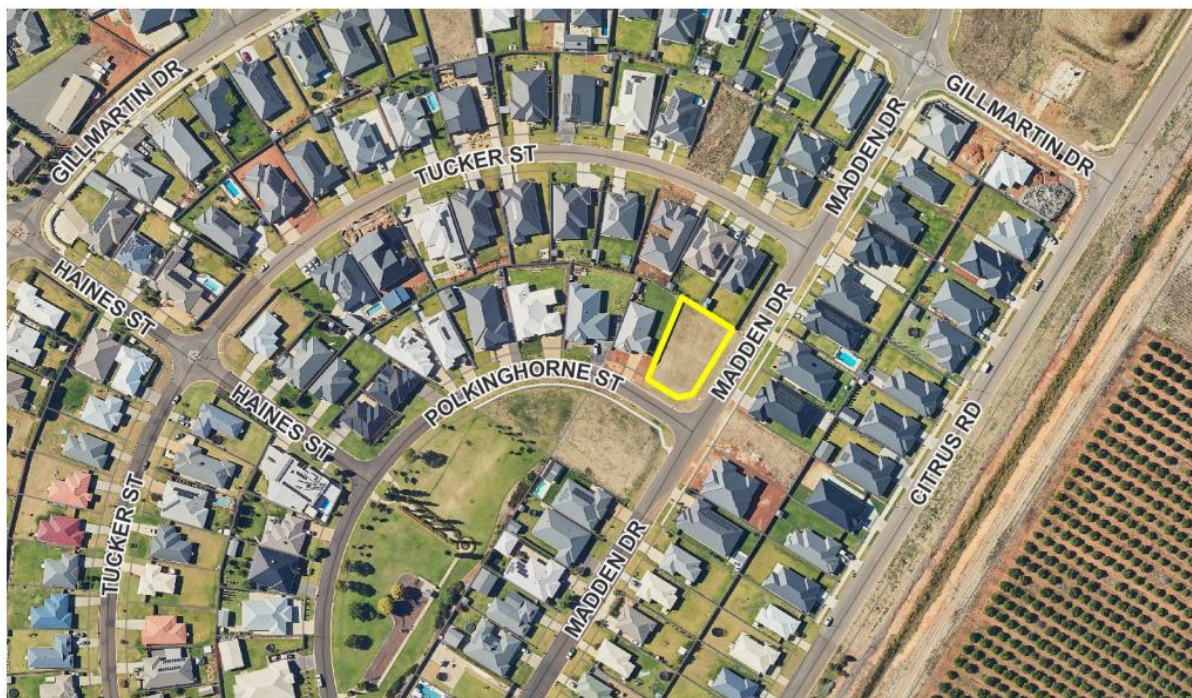
In accordance with the Local Government Act (section 375A - Recording of voting on planning matters) Council must record the Councillors' votes in relation to this matter.

SITE DESCRIPTION

The subject land is located on the north-eastern corner of Polkinghorne Street and Madden Drive Griffith; with an area of approximately 939m², is an irregular shaped parcel that is currently vacant. The site has a long frontage to Madden Drive and a narrower frontage to Polkinghorne Street.

Adjoining development consists primarily of single storey dwellings.

LOCATION MAP



BACKGROUND

Site History

DA 138/2022 was approved for a single dwelling (on proposed Lot 1 under this DA) and inground pool and front fence (Madden Drive) on 7 September 2022. This application included a masterplan for the proposed dual occupancy and subdivision of land. Construction has not yet commenced for this development.

Council's records do not include any other applications over the property.

Timeline of Events Pertaining to the Development Application

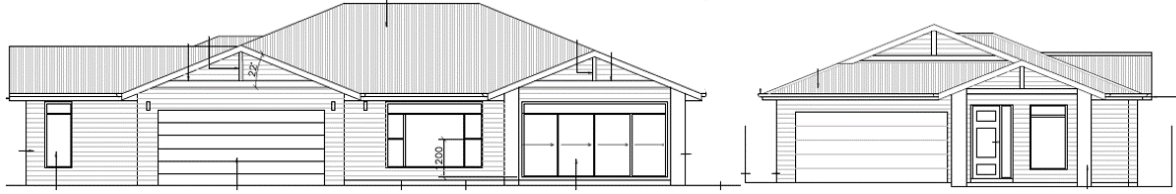
- 19/10/2023 – Subject Development Application lodged with Council.
- 25/10/2023 – various internal referrals undertaken for assessment of the application.
- 27/10/2023 – 10/11/23 notification of the development proposal to neighbours in accordance with Council's Community Participation Plan.
- 27/10/2023 – additional information requested of the applicant in relation payment of additional notification fees, details of sewer arrangements and confirmation that a variation of greater than 10% in lot size was to be assessed rather than community or strata title subdivision.
- 30/10/2023 – receipt of correspondence in relation to the additional information.
- 12/03/2024 – application assessment complete & business paper in preparation.

PROPOSAL IN DETAIL

It is proposed to construct a new single storey dwelling (referred to as unit 2) on 31 Polkinghorne Street Griffith in association with an approved but unconstructed dwelling, to create a detached dual occupancy. The application includes subdivision of the overall

development along with the construction of the new dwelling, under Section 4.1A of the Griffith Local Environmental Plan. 2014.

See Attachment B for the application plans and Attachment C for the submitted Statement of Environmental Effects which includes the Section 4.6 Exceptions to Development Standards request.

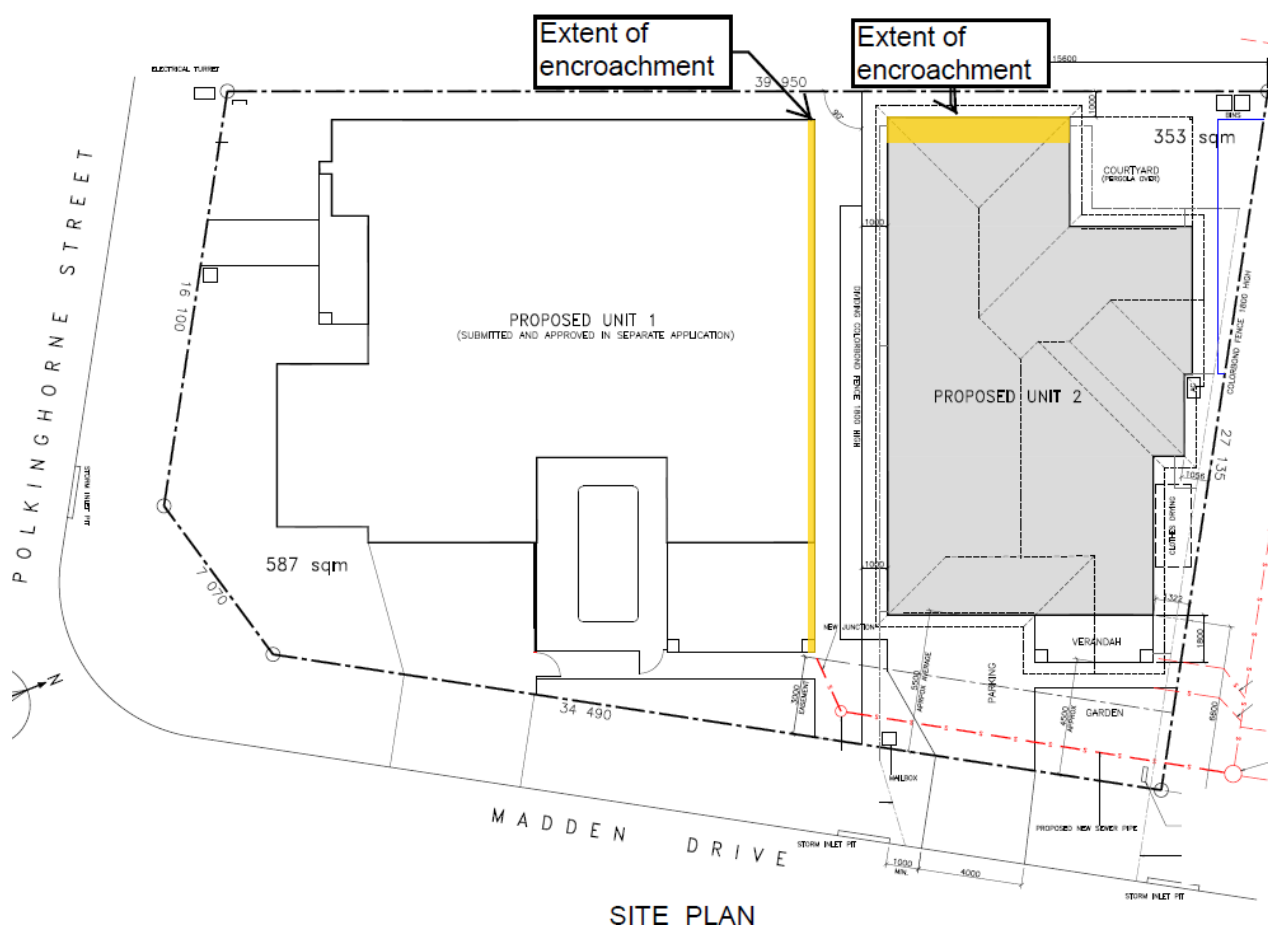


The above image is a composite Elevation of the total development on the Madden Drive frontage; previously approved Unit 1 (DA 138/2022, left) and proposed Unit 2 (subject application, right).

Unit 1, approved under DA 138/2022, was for a single dwelling house, however the site plan illustrated a footprint of another dwelling as an indication of future use of the remainder of the site.

The application also includes Torrens title subdivision of the land under Section 4.1A of Griffith Local Environmental Plan 2014. This section includes a minimum lot size development standard of 400m² for Torrens Title Lots in the R1 zone for detached dual occupancy development.

Section 4.6 of the GLEP gives Council some discretion and permits the submission of an exception request to allow flexibility in applying the standard where the objectives of the zone or development control can otherwise be achieved. In this instance one lot proposed is less than the 400m² minimum lot size; proposed lot 1 containing the approved dwelling under DA 138/2022, has an area of 587m² and proposed Lot 2, containing the new dwelling (unit 2) has an area of 353m².



This new dwelling has been designed to make best use of the subject site however there are noted variations to Council's Residential Development Control Plan 2020, including a one-metre encroachment into the rear setback as indicated on the plan below and a minor building line encroachment between the approved house and new boundary.

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 subject land is zoned R1 General Residential and under that zone, the Griffith Local Environmental Plan 2014 Dual Occupancy (Detached) development is permitted with consent. The controls relating to the construction of dual occupancy development are found within the Griffith Residential Development Control Plan 2020 (RDCP). The RDCP provisions relevant to the applicant construction are discussed later in this report.

b. Aims & Objectives

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

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

The objectives for R1 General Residential zone set down in the Land Use Table are as follows:

- *To provide for the housing needs of the community.*
- *To provide for a variety of housing types and densities.*
- *To enable other land uses that provide facilities or services to meet the day to day needs of residents.*
- *To facilitate development of social and community infrastructure to meet the needs of future residents.*
- *To allow people to carry out a reasonable range of activities from their homes, if such activities do not adversely affect the living environment of neighbours.*

The proposed development is consistent with zone objectives.

c. Section 4.1A Exceptions to minimum subdivision lot sizes for certain residential development

Development consent may be granted to a single development application for the erection of a dual occupancy R1 zoned land and the subdivision of that land into 2 lots if as a result of the subdivision, only one dwelling is located on each lot resulting from the subdivision, and each lot is a minimum of 400m² for detached development.

The subject site is zoned R1 and the proposal comprises a detached dual occupancy development with Torrens Title subdivision, thus this Section of the GLEP is relevant to this application.

The subject site has a lot size of 940m², with Lot 1 proposed area of 587m² and Lot 2 proposed area of 353m², thus 47m² deficient of the minimum 400m² development standard under this Clause.

d. Section 4.6 Exceptions to development standards

This clause establishes the process by which development standards may, in exceptional circumstances, be varied. Before granting a variation under this clause Council must consider a written request from the applicant that seeks to justify the contravention of the development standard. On 1 November 2023 changes were made effective to Clause 4.6 pertaining to Department of Planning Concurrence, however those changes do not impact development applications lodged prior to 1 November (i.e. this application).

An assessment against each clause is provided below.

(2) Development consent may, subject to this clause, be granted for development even though the development would contravene a development standard imposed by this or any other environmental planning instrument. However, this clause does not apply to a development standard that is expressly excluded from the operation of this clause.

Comment: Subdivision is permissible with development consent. The development seeks to vary the minimum lot size requirement of 400m² as set out in Clause 4.1A of the GLEP. The development will have one undersized lot of 353m² (Lot 2) and one compliant lot of 587m² (Lot 1). Clause 4.1A is not expressly excluded from the operation of Clause 4.6.

(3) Development consent must not be granted for development that contravenes a development standard unless the consent authority has considered a written request from the applicant that seeks to justify the contravention of the development standard by demonstrating—

Comment: The Applicant has submitted a written request to justify the contravening the minimum lot size requirement.

(3a) that compliance with the development standard is unreasonable or unnecessary in the circumstances of the case, and

Comment: The Applicant has provided the following response which has been summarised:

Strict adherence to a 400m² minimum lot size is unreasonable and unnecessary in this instance. The objectives of the development standard are: “to encourage housing diversity without adversely impacting on residential amenity.” The objective of the control has been achieved by providing a residential lot with a smaller site area, sufficiently containing a three bedroom dwelling, as preferred by the landowners to accommodate their family’s needs. A residential allotment with a site area of 353m² is not an unreasonable allotment size.

(3b) that there are sufficient environmental planning grounds to justify contravening the development standard

Comment: The Applicant has provided the following response which has been summarised:

The subdivision will result in one lot with an area less than the minimum specified by Section 4.1A. The variation of the lot size is minor, with Lot 2 to be 353m² which is 88.25% of the minimum area specified by Section 4.1A (i.e. 400m²), a deficiency of 11.75%.

The site is suitable for a dual occupancy development, as the site is a legally identified multi dwelling lot via the underlying subdivision approval. The new dwelling as proposed maintains site coverage below the FSR ratio for the precinct, the site is well-serviced and unburdened by easements.

The proposal would have negligible impacts in terms of visual bulk, overshadowing, privacy and view loss. The proposal is compatible with existing uses, similar or smaller in scale, and consistent with existing residential development in the locality. The proposed development achieves the objective of clause 4.1A... *to encourage housing diversity without adversely impacting on residential amenity* and the objectives of the R1 zone *by providing for the housing needs of the community & to provide for a variety of housing types and densities.*

The lot size is 47m² less than the standard, however it is a sufficient size to accommodate an appropriately sized 3-bedroom dwelling which will provide a high level of amenity to future occupants and without compromising the amenity of adjoining properties.

(4) Development consent must not be granted for development that contravenes a development standard unless—

(a) the consent authority is satisfied that—

(i) the applicant's written request has adequately addressed the matters required to be demonstrated by subclause (3)

Comment: The Applicant has sufficiently addressed matters required in subclause 3 as detailed above.

(4a) the proposed development will be in the public interest because it is consistent with the objectives of the particular standard and the objectives for development within the zone in which the development is proposed to be carried out.

Comment: The Applicant has provided the following response which has been summarised:

The proposed development is considered to be in the public interest as it is consistent with the objectives of Section 4.1A and the objectives for zone R1 General Residential.

The objective of Section 4.1A states:

(1) The objective of this clause is to encourage housing diversity without adversely impacting on residential amenity.

The proposal is encouraging housing diversity in providing a dwelling on a smaller lot which is unlikely to have any impact on the existing residential amenity of the area. FSR targets are within the specified controls, solar access and privacy to existing dwellings will not be negatively impacted on by construction of the additional dwelling and creation of a new allotment less than 400m².

The landowner wishes to build a 3-bedroom dwelling on a smaller sized lot with smaller landscaped areas for less maintenance than required by larger residential lots. The design as proposed therefore provides for the housing needs of the community by providing a varied lot size which adequately accommodates a dwelling.

(4b) the concurrence of the Planning Secretary has been obtained.

(5) In deciding whether to grant concurrence, the Planning Secretary must consider—

- (a) whether contravention of the development standard raises any matter of significance for State or regional environmental planning, and*
- (b) the public benefit of maintaining the development standard, and*
- (c) any other matters required to be taken into consideration by the Planning Secretary before granting concurrence.*

Comment: Planning Circular 20-002 Variations to Development Standards provides delegated council staff with the assumed delegation of the Secretary DPE in regard to development standard variations less than 10% in a residential zone.

The proposed variation is greater than 10% however being 11.7% and therefore must be determined with greater scrutiny and can be determined at an Ordinary meeting of Council.

(6) Development consent must not be granted under this clause for a subdivision of land in Zone RU1 Primary Production, Zone RU2 Rural Landscape, Zone RU3 Forestry, Zone RU4 Primary Production Small Lots, Zone RU6 Transition, Zone R5 Large Lot Residential, Zone C2 Environmental Conservation, Zone C3 Environmental Management or Zone C4 Environmental Living if—

- (a) the subdivision will result in 2 or more lots of less than the minimum area specified for such lots by a development standard, or*

(b) the subdivision will result in at least one lot that is less than 90% of the minimum area specified for such a lot by a development standard.

Comment: Not applicable.

(7) After determining a development application made pursuant to this clause, the consent authority must keep a record of its assessment of the factors required to be addressed in the applicant's written request referred to in subclause (3).

(8) This clause does not allow development consent to be granted for development that would contravene any of the following—

(a) a development standard for complying development,

(b) a development standard that arises, under the regulations under the Act, in connection with a commitment set out in a BASIX certificate for a building to which State Environmental Planning Policy (Building Sustainability Index: BASIX) 2004 applies or for the land on which such a building is situated,

(c) clause 5.4,

(caa) clause 5.5,

(ca) clause 6.1 or 6.2.

Comment: The development does not contravene any complying development, BASIX certificate or clauses 5.4, 5.5, 6.1 or 6.2 of the GLEP.

The Applicant has satisfied the requirements of this Clause.

State Environmental Planning Policies

State Environmental Planning Policy (BASIX) 2004 applies to the proposal and relevant water, thermal comfort and energy targets have been achieved in this proposal.

SECTION 4.15 (1)(a)(ii) any draft environmental planning instrument

There are no relevant draft environmental planning instruments applicable to this application.

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

The planner assessment report is provided as Attachment D to this report. There are two (2) variations to the Residential Development Control Plan 2020, being a 10% deficiency to the rear setback for Unit 1 to the new internal boundary, a 50% deficiency for the rear setback for Unit 2.

Clause 4.8.4 - Rear Setbacks.

A ground level development requires a 2m setback to the rear property boundary (i.e. the boundary opposite the primary street frontage). The dual occupancy provides the following setbacks:

- Unit 1: proposed to be 1.8m to the new internal boundary, which requires a 10% variation. It is considered that the 1.8m setback still allows for a pathway and garden hedge screening which achieve the objectives of this control.
- Unit 2: proposed 1.0m for a wall distance of 7m and 5m setback for remainder of dwelling to the rear boundary. A 50% variation has been sought in the submitted

statement of environmental effects. While this is a greater variation request than the abovementioned variation, the dwelling plan does not provide for any windows on this elevation, hence impact to neighbouring site will be negligible.

The two variations are supported and considered reasonable in the circumstances of this case.

SECTION 4.15 (1)(a)(iia) any planning agreement

There are no planning agreements

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

The regulations Sections 61 (demolition), 62 (fire safety), 63 (temporary structures) and 64 (upgrade of buildings) have been considered as part of this development.

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

Consideration	Assessment
Built Environment	The proposed development is consistent with the R1 General Residential Zone objectives as it will contribute to a mix of housing types and densities in the area. The proposed development is also consistent with the intent of the New Collina Precinct statement.
Context and Setting	The proposed dual occupancy development is appropriate in the context of the low density residential setting.
Solar access, privacy and views	The Torrens title subdivision and single story dual occupancy will not impact on the solar access, privacy or views of other dwellings.
Compatibility	The proposed Torrens Title Subdivision and dual occupancy are compatible with the character and land uses surrounding the site.
Access Transport and Traffic	New concrete access from street frontage to garage to be provided.
Site design and internal design	<p>The site design and internal configuration is adequate in the context of the lot dimensions. A variation to the DCP requirements has been requested for the rear setback of the second dwelling and width of the lot at building line. The encroachment in both instances does not impact on the intended use of the land and will not result in unacceptable amenity impacts. Accordingly, the design is considered to reasonably accord with the objectives of the DCP.</p> <p>In relation to the rear boundary setback, there are no windows on that elevation and therefore impact to adjoining neighbours will be minimal.</p> <p>The twelve-metre width of the lot at the building line allows for a double garage and adequate addressing of the street frontage through a veranda covered entrance, with the lot widening to 18m at the rear of the site. This allows for stepping of the dwelling footprint to provide visual interest and use of the land available.</p> <p>A second variation which was not requested as part of the application is required for the rear boundary setback of proposed unit 1. This variation being a deviation of 1.8m rather than the required 2m. The width provided still allowing for a pathway and screening hedge</p>

Consideration	Assessment
	between the proposed dual occupancy.

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

The subject site is zoned R1 General Residential and the permissibility of the development under Griffith Local Environmental Plan 2014 provides a broad indication that the site is suitable for the proposed development. Based on the assessment under this and other sections within this report it is considered that the site suitable for the proposed development.

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 Council's 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, the notification of the development included the following:

Notification Description	Required	Submission Period
Publication in Council Catch up + Facebook	No	-
Letters to Neighbours	Yes	27/10/2023 – 10/11/2023

As a result of the public participation process, Council received no submissions relating to the development application.

SECTION 4.15 (1) (e) the public interest

The public interest is best served by the consistent application of the requirements of the relevant Environmental Planning Instruments, and by Council ensuring that any adverse effects on the surrounding area and the environment.

The proposed application has been considered in relation to relevant Environmental Planning Instruments, and deemed to be acceptable. On this basis, the proposal, is unlikely to raise any issues that are contrary to the public interest.

Section 7.12 developer contributions and Section 64 Water and Wastewater Developer Contribution Charges WS-CP-207 (Public Policy) have been applied to this application.

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Refusal to grant consent to the application.

OPTION 3

Any other Resolution of Council.

POLICY IMPLICATIONS

This proposal doesn't include any policy variations, and there are no adverse policy implications for Council.

FINANCIAL IMPLICATIONS

There are no adverse financial implications for Council through adopting the recommendation. If the application were to be refused, the applicant or owner has the lawful ability to pursue an appeal through the Land & Environment Court.

LEGAL/STATUTORY IMPLICATIONS

There are no reasonably anticipated legal or statutory implications through adopting the recommendation.

ENVIRONMENTAL IMPLICATIONS

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

COMMUNITY IMPLICATIONS

There are not considered to be any adverse impacts for the wider community in supporting this application. The proposal complies with Council's Development Control Plan and Housing Strategy.

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 Design & Approvals Manager, Building Certification Coordinator, Applicant and Community through the Community Participation Plan.

ATTACHMENTS

- (a) DA 222/2023 - Draft Conditions of Consent (Under Separate Cover)
- (b) DA 222/2023 - Application Plans (Under Separate Cover)
- (c) DA 222/2023 - Statement of Environmental Effects including variation requests (Under Separate Cover)
- (d) DA 222/2023 - DA Assessment Report (Under Separate Cover)

CLAUSE **CL02**

TITLE **Community Gardens Large Scale Event Masterplan**

FROM **Peter Badenhorst, Urban Strategic Design & Major Projects Manager**

TRIM REF **24/29731**

SUMMARY

The construction of the Stuart McWilliam Community Stage was completed in August 2021. Since the facility's opening, many shows and festivals have been held at the venue, including the Groove & Graze Festival, Carols by Candlelight and Blood, Sweat and Beers, to name a few.

At these festivals and shows, elements and additional facilities were identified to transform the venue and event space into a world-class outdoor venue.

This highlighted the need for a Masterplan to facilitate the site's continuous development.

At the Council Meeting held on 28 March 2023, Council resolved:

“That a master plan be prepared in collaboration with key stakeholders to facilitate hosting large-scale events at the Community Gardens and Memorial Gardens community stages. The master plan will outline a phased approach to improve the facilities, with costings for each stage dependent on available funds and grant funding”

Furthermore, at the Council Meeting held on 14 November 2023, Council resolved:

“That Council include event infrastructure (subject to Master Plan) to the value of \$50,000 in the 2024/25 draft budget to improve amenities at Community Gardens for large events”.

At the Council meeting held on 12 December 2023, Council resolved:

“That the draft Community Gardens Large Scale Event Masterplan will be placed on public exhibition for 42 days. If any submissions are received, a further report will be prepared for Council”.

One submission was received.

RECOMMENDATION

- (a) Council adopts the Community Gardens Large Scale Event Masterplan as exhibited.**
- (b) Council finalise the estimated costing and implement permanent power supply to service food vans adjacent to Willandra Avenue, relocation of existing backstage storage container to be permanently located behind Stuart McWilliam Stage subject to existing budget allocation of \$50,000.**
- (c) Council finalise a staged design of fencing for the Community Gardens site.**

REPORT

The draft masterplan that went out on public exhibition considers the following elements and recommendations:

Fencing:

The consultation process highlighted the need for permanent, high-quality, aesthetically pleasing fencing with both pedestrian and service access as a high priority due to the high cost of providing temporary fencing during festivals.

The recommendation is to plan and install an estimated 600 meters of 1.8-meter steel palisade fencing in 'diplomat style', including three pedestrian entrances and five vehicle service gates. The fencing installation will be staged to align with available funding and grants. The final layout and length of the fencing will be determined during negotiation with Murrumbidgee Irrigation (MI), as the fence will encroach on the MI reserve next to the canal.

Emergency Services:

The following requirements were highlighted during the stakeholder consultation process with the emergency services, including ambulance services:

- Designated ambulance parking is required next to the main entrance on Coolah Street and the Northern Service entrance on Willandra Avenue;
- The first aid station is designated for a specific location at all festivals and events: next to the main entrance on Coolah Street. This is to avoid any confusion regarding the location.

Access and Service Roads:

The following requirements were highlighted during the stakeholder consultation process.

- Easy access from servicing roads to service gates and roads;
- All-weather, durable service roads to assist in delivering and the setting up of food vans and stalls;
- Durable hardstand area for food vans and stalls, preventing venue damage;
- Assessable access to food vans and stalls by patrons during festivals.

Electrical Power supply:

Additional power supply is required in the form of power pillars to service food vans, stalls, the first aid station and other activities. The recommendation is to be consistent with the specification of electrical pillars for community use and festivals in the CBD. The proposed pillars are to be similar to the Kooyoo Street installation.

The final installation quantity will depend on the available power supply to community gardens. Additional power sources may still be needed during festivals in the short to medium term.

Lighting:

Additional lights in Community Garden are required to:

- Provide enough light to provide a safe environment after hours;
- Avoid creating excess light spills during festivals and performances to impact any shows, etc.;
- To assist in creating a sense of place and enhance the public space;
- Be robust and vandal-proof.

Food vendors and Stalls:

To create a layout for vendors and stalls and provide the following:

- Provide access route for setup;
- Level all-weather designated food van area (crushed granite);
- All-weather access for patrons to vendors;
- Power supply to food vans and vendors.

Expanding audience space:

Explore options to increase audience space, including creating a raised viewing area south of the amphitheatre entrance.

Shading Options:

To explore options to provide additional shade for the audience during performances. This will include:

- Providing shade and protection from the sun on the performance stage from the northwest;
- Providing additional shade for the audience in the atmosphere;
- Shade structure must be vandal-proof;
- Structure should not impact the view of audience members;
- The measures must be able to be staged;
- Temporary measures should be considered, mainly to be used during summer.

STAGING

The following stages and priorities were identified during the consultation process.

A preliminary costing was done through a combination of estimates and quotes. Refer to the confidential attachment A.

Actual costs will be determined during each stage of the procurement process.

COMMUNITY GARDENS LARGE SCALE EVENT MASTERPLAN STAGES		
	STAGE 1 - 4	\$307,500.00
1	Flagpole	
2	Entrance gates	
3	Fencing	
4	Shade Sail Behind stage	
	STAGE 5 - 11	\$560,397.50
5	Service Road	
6	Honey Locus Shade Master	
7	Light Bollards	
8	Electrical Pillars	
9	Earthworks (Raising Platform)	
10	Shade Sails 6	
11	Moving Sound box	
	STAGE 12 - 14	\$162,415.00
12	Shade Sails 4	
13	Shade Sails 9	
14	Honey Locus Shade Master	

PUBLIC EXHIBITION

The exhibition period was 15/12/2023 – 26/01/2024.

One submission was received on 22 January 2023.

The submission received includes the following recommendations:

- i) **Fencing** – A staged plan for installing permanent fencing should be given immediate attention. Some fixed fencing, linked with semi-permanent fencing tailored to the particular event requirements, would dramatically reduce event costs. The first priority would be a fixed fence along the canal running from Willandra Ave, behind the stage, to the paving/footbridge section of Community Gardens. Intermittent fixed fencing could then be installed around the perimeter of the Garden space. *(This was identified as a priority in the master plan).*
- ii) **"Green Room" for performers** – A fixed container (locked) behind the stage that performers could utilise would enhance the performer experience and provide covered storage in the performance space. *(Identified in the master plan. The area behind the stage is MI-owned. The "Green Room" can be placed permanently, with the capability to be temporarily relocated when MI requires space to do maintenance to the canal).*
- iii) **Shading** – For audience and performers. *(This was identified as a priority in the master plan).*
- iv) **Lighting (solar)** – To brighten the pathway to toilets is essential after sundown. *(Identified in the master plan).* Suitable power (3 phase) for food vendors' vans would eliminate the need to hire generators for food vans. *(Identified in the master plan).*

OPTIONS

OPTION 1

As per the Recommendation.

OPTION 2

Any other resolution of Council.

POLICY IMPLICATIONS

Implementation of a master plan may be dependent on existing policies.

FINANCIAL IMPLICATIONS

Implementing the master plan on identified components and stages will depend on Council funding or Council contributions as part of successful grant funding.

LEGAL/STATUTORY IMPLICATIONS

Not Applicable

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

Upgrading Community Gardens and increasing amenities to support large-scale events will benefit the community as a whole, including local businesses.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 5.6 Promote Griffith as a desirable visitor destination.

CONSULTATION

Senior Management Team
Councillors
Tourism
Theatre Staff
Parks and Gardens
Christmas by Candlelight
Ambulance and emergency services
Food vendors
Lighting and sound specialists
Shade specialists
Electricians
Public Exhibition

ATTACHMENTS

- (a) Confidential Community Garden Large Scale Draft Masterplan (confidential)
- (b) Community Gardens Large Scale Events Draft Masterplan [↓](#)



COMMUNITY GARDENS

LARGE SCALE EVENTS DRAFT MASTERPLAN

Current Available Funding

Total \$55,000.00

Installation of a new flag pole \$ 5,000.00 (095133.0224)

Resolution from Council Meeting held on 14 November 2023

CL 5

- b) Council include event infrastructure (subject to Masterplan) to value of \$50,000 to 2024/25 draft budget to improve amenities at Community Gardens for large events.**

Components considered

1. Fencing
2. Ambulance and emergency services access
3. Internal Service access
4. Lighting
5. Power pillars and site layout for food vendors
6. Possible enlargement of the viewing area at the stage
7. Backstage hardstand layout with change facilities
8. Dealing with the sun and providing more shade options
9. Better access to the existing toilets during festivals
10. Flagpole

The following groups were consulted during the preliminary Masterplan Draft Process:

INTERNAL STAKEHOLDERS

Directorate Economic and Organisational Development
Sustainable Development
Urban Design
Tourism
Theatre Staff
Parks and Gardens
Christmas by Candlelight

EXTERNAL STAKEHOLDERS AND CONSULTANTS

Ambulance and emergency services
Food vendors
Lighting and sound specialist
Shade specialists
Electricians
Quotes for various components

Fencing



LEGEND:

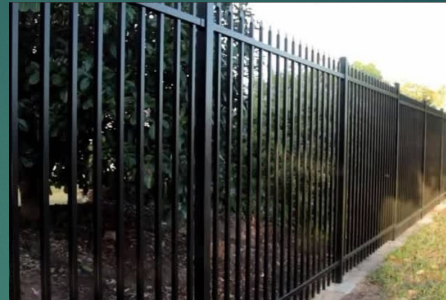
- S Service Entrance
- P Pedestrian Entrance
- A Ambulance Parking
- + First Aid Tent
- Electrical Pillar
- Light Bollard
- Food Truck
- Food / Market Tent
- Green Room
- Shade Tree
- Removable Shade Sail

FENCING REQUIREMENTS

Approximately 600 meters of Diplomat Style 1.8 meter steel palisade fencing

The fencing installation will be staged to align with available funding and grants.

Fencing Selection



Diplomat Style Fencing

- ▶ • 600 meter x 1.8 meters high
- ▶ • 3 Pedestrian Entrance Gates
- ▶ • 5 Vehicle Service Gates

Emergency Services



LEGEND:

- S Service Entrance
- P Pedestrian Entrance
- A Ambulance Parking
- First Aid First Aid Tent
- Electrical Pillar
- Light Bollard
- Food Truck
- Food / Market Tent
- G Green Room
- Shade Tree
- Removable Shade Sail

EMERGENCY SERVICES REQUIREMENTS

Designated Ambulance parking next to the main entrance on Coolah Street and the Northern Service entrance on Willandra Avenue.

A designated location at all festivals and events for the First Aid station next to the Main entrance on Coolah Street.

Services Road



LEGEND:

- S Service Entrance
- P Pedestrian Entrance
- A Ambulance Parking
- First Aid First Aid Tent
- Electrical Pillar
- Light Bollard
- ▭ Food Truck
- ▭ Food / Market Tent
- ▭ Green Room
- Shade Tree
- ▭ Removable Shade Sail

SERVICES AND ACCESS REQUIREMENTS

Easy access from servicing roads to service gates and roads;

All-weather, durable service roads to assist in delivering and the setting up of food vans and stalls;

Hardstand area for food vans and stalls, preventing venue damage;

Assessable access to food vans and stalls during festivals.

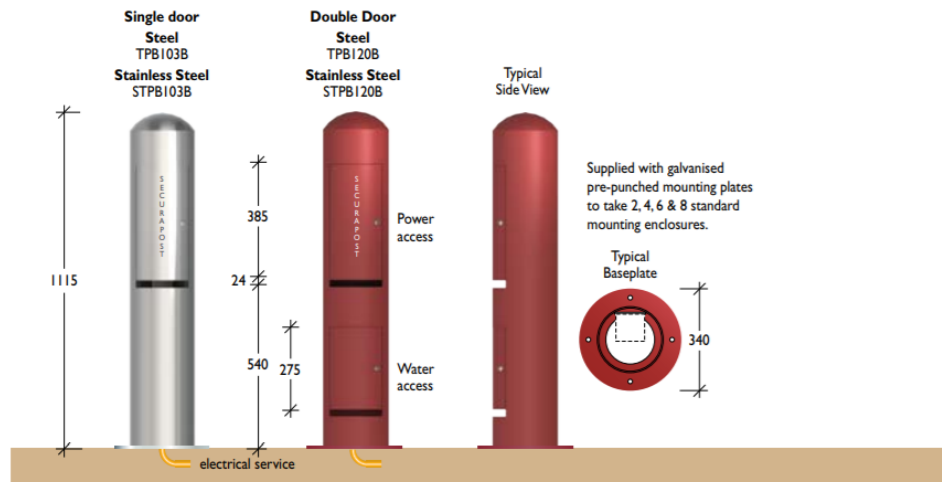
Electrical Supply

Titan 200NB

Material Steel – 200NB (219.1) x 4.8mm pipe
Stainless Steel – 200NB (219.0) x 3.76mm pipe
Finish Steel - Electrostatically powder coated or hot dipped galvanised
Stainless steel – Linished or electro-polished

Leda power bollards are designed for use with Clipsal 56 Series switch gear. Electrical installation must be carried out by a licensed electrical contractor to comply with SAA wiring rules (AS3000) and any additional requirements of statutory authorities.

- Lockable and secure
- Power and / or water outlets
- Designed for use in remote areas
- Safe



Electrical Pillars



LEGEND:

- S Service Entrance
- P Pedestrian Entrance
- A Ambulance Parking
- + First Aid Tent
- Electrical Pillar
- Light Bollard
- Food Truck
- Food / Market Tent
- Green Room
- Shade Tree
- Removable Shade Sail

ELECTRICAL REQUIREMENTS

The requirement of 9 electrical pillars was identified;

The available power supply to the site will determine the total amount to be installed. An additional power source may still be needed for festivals in the short to medium term.

Lighting



This is a commercial grade vandal proof bollard light with excellent dusk to dawn lighting. It is suitable for all locations including parks, walkways, beaches, homes and commercial premises. This is a premium product with moulded impact-proof aluminium housing that is rated IK10 for impact resistance, and is IP65 which means it is weatherproof. This product can withstand almost anything man or nature can throw at it.

NOTE: this bollard comes with a bottom baseplate for surface mounting on concrete.

TYPE: Commercial Grade Bollard Light - Vandal Proof Impact Resistant

APPLICATIONS: Parks, paths, tracks, gardens and driveways - all residential and commercial premises

COLOUR: Black

WARRANTY: 3 years

IP RATING: IP65 (weatherproof)

IK RATING: IK10 (impact proof to 10kg hammer being slammed down from 40cm height)

COMPLIANCE: Australian compliant

MATERIAL: Impact proof aluminium

COLOUR TEMP: 3000K / 4000K (selected by switch)

LUMENS: 780 lm warm white / 870 lm cool white

GLOBE TYPE: LED (fixed LED chips)

DIMMABLE: No

HEIGHT: 1000mm

DIAMETER: 168mm

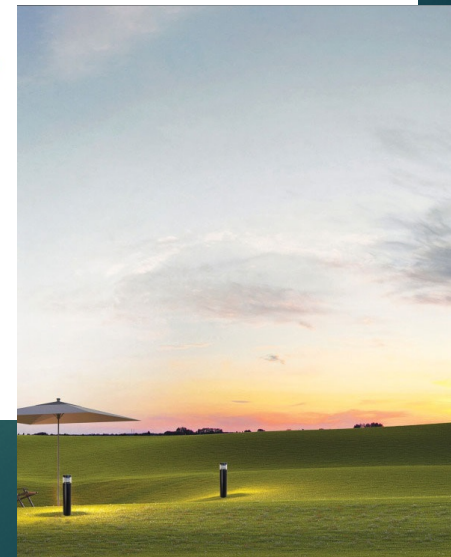
WATTAGE: 25W

MOUNTING: Surface mounted

LIFESPAN: 50,000 hours

WORKING TEMP: -20° to 45°

VOLTAGE: 240V



Light Bollards



LEGEND:

- S Service Entrance
- P Pedestrian Entrance
- A Ambulance Parking
- First Aid First Aid Tent
- Electrical Pillar
- Light Bollard
- Food Truck
- Food / Market Tent
- G Green Room
- Shade Tree
- Removable Shade Sail

ADDITIONAL LIGHTS REQUIREMENTS

Provide enough light to provide a safe environment after hours;

To avoid creating excess light spills during festivals and performances that impact any shows, etc.;






To assist in creating a sense of place and enhance the public space;

Be robust and vandal-proof.

Food Vendors



LEGEND:

-  Service Entrance
-  Pedestrian Entrance
-  Ambulance Parking
-  First Aid Tent
-  Electrical Pillar
-  Light Bollard
-  Food Truck
-  Food / Market Tent
-  Green Room
-  Shade Tree
-  Removable Shade Sail

FOOD VANS, VENDORS AND STALLS

Provide access route for setup;

Level all-weather
designated food van
area (crushed granite);

All-weather access for patrons to vendors;

Power supply to Food Vans and vendors.

Raised Viewing



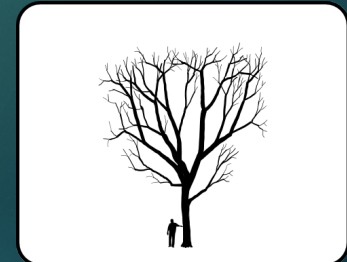
- LEGEND:**
- S Service Entrance
 - P Pedestrian Entrance
 - A Ambulance Parking
 - First Aid First Aid Tent
 - Electrical Pillar
 - Light Bollard
 - Food Truck
 - Food / Market Tent
 - Green Room
 - Shade Tree
 - Removable Shade Sail

Shading Options: Trees



Shademaster Honeylocust

- ▶ • Deciduous
- ▶ • 12 – 15 Meters High
- ▶ • A great, stunning feature tree. It can also be used in parks and gardens as it is a great filtered shade tree.
- ▶ • Minimum size to plant: 6 m / 100 calliper trees



Shading Options: Trees



LEGEND:

S	Service Entrance
P	Pedestrian Entrance
A	Ambulance Parking
First Aid Tent	First Aid Tent
Electrical Pillar	Electrical Pillar
Light Bollard	Light Bollard
Food Truck	Food Truck
Food / Market Tent	Food / Market Tent
Green Room	Green Room
Shade Tree	Shade Tree
Removable Shade Sail	Removable Shade Sail

PROVIDING SHADE BY PLANTING TREES

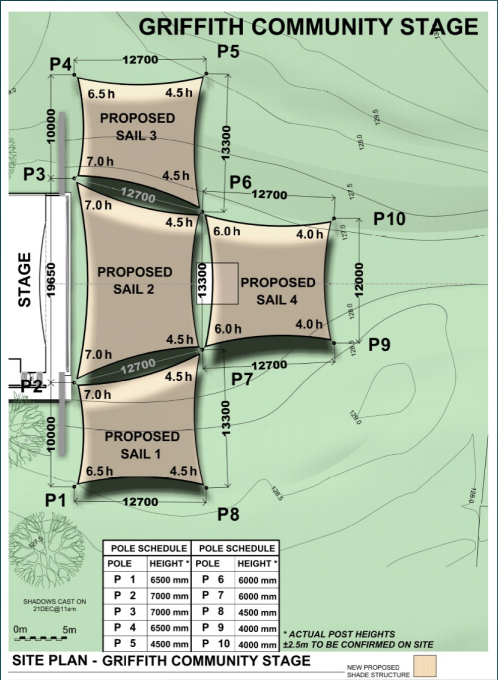
Trees to be deciduous;
Trees should not impact visibility;
Trees with small leaves to reduce maintenance during autumn.

Shading Options: Shade Sails

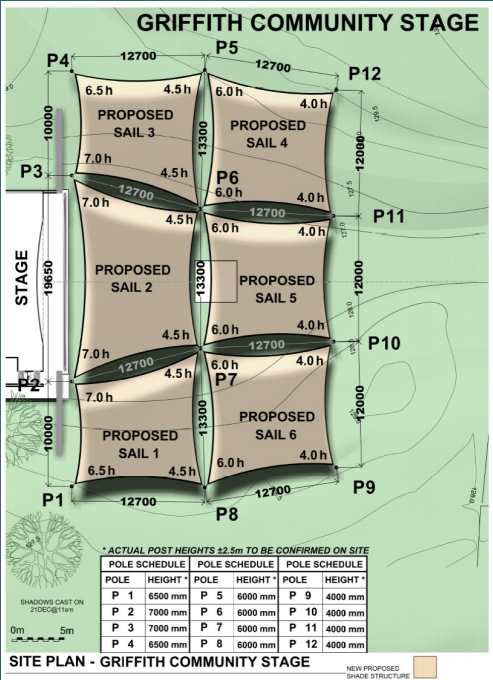


Received 3 design
options from
Engineers

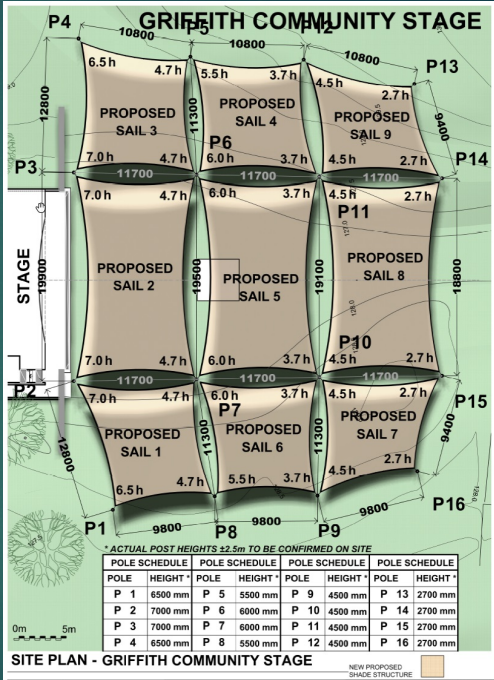
Option 1



Option 2



Option 3



Option : 1



LEGEND:

S	Service Entrance
P	Pedestrian Entrance
A	Ambulance Parking
+	First Aid Tent
.	Electrical Pillar
.	Light Bollard
▭	Food Truck
▭	Food / Market Tent
▭	Green Room
●	Shade Tree
▭	Removable Shade Sail

PROVIDING SHADE SAIL STRUCTURE

Shade sails to be removable;

Robust vandal-proof support structure;

Not to impact visibility;

Removal and installation of sails should not be labour intensive.

Option : 2



LEGEND:

S	Service Entrance
P	Pedestrian Entrance
A	Ambulance Parking
First Aid	First Aid Tent
Electrical Pillar	Electrical Pillar
Light Bollard	Light Bollard
Food Truck	Food Truck
Food / Market Tent	Food / Market Tent
Green Room	Green Room
Shade Tree	Shade Tree
Removable Shade Sail	Removable Shade Sail

Option : 3



- LEGEND:**
- S Service Entrance
 - P Pedestrian Entrance
 - A Ambulance Parking
 - First Aid Tent
 - Electrical Pillar
 - Light Bollard
 - Food Truck
 - Food / Market Tent
 - G Green Room
 - Shade Tree
 - Removable Shade Sail

Behind Stage :



LEGEND:	
S	Service Entrance
P	Pedestrian Entrance
A	Ambulance Parking
+	First Aid Tent
.	Electrical Pillar
.	Light Bollard
▭	Food Truck
▭	Food / Market Tent
▭	Green Room
●	Shade Tree
▭	Removable Shade Sail

Option 4 and Change Rooms:



- LEGEND:**
- S Service Entrance
 - P Pedestrian Entrance
 - A Ambulance Parking
 - First Aid Tent
 - Electrical Pillar
 - Light Bollard
 - Food Truck
 - Food / Market Tent
 - G Green Room
 - Shade Tree
 - Removable Shade Sail

Staging

COMMUNITY GARDENS LARGE SCALE EVENT MASTERPLAN STAGES		
	STAGE 1 - 4	\$307,500.00
1	Flagpole	
2	Entrance gates	
3	Fencing	
4	Shade Sail Behind stage	
	STAGE 5 - 11	\$560,397.50
5	Service Road	
6	Honey Locus Shade Master	
7	Light Bollards	
8	Electrical Pillars	
9	Earthworks (Raising Platform)	
10	Shade Sails 6	
11	Moving Sound box	
	STAGE 12 - 14	\$162,415.00
12	Shade Sails 4	
13	Shade Sails 9	
14	Honey Locus Shade Master	

QUESTIONS

CLAUSE CL03**TITLE** Street Scapes Seating Parklets Rental Policy**FROM** Peter Badenhorst, Urban Strategic Design & Major Projects Manager**TRIM REF** 24/29852

SUMMARY

A draft Street Scape Seating Parklet Rental Policy has been prepared by staff. The draft policy will ensure:

- Council activities can access this infrastructure for other activities on Council Land. This will enable Council to get the maximum value from existing assets.
- A rental price is calculated to cover all expenses, including registration, maintenance, and insurance, as with any of Council's other fleet items.
- Availability to the parklets during street activations and pop-ups.

RECOMMENDATION

- (a) Council endorse the Street Scapes Seating Parklets Rental Policy and place on public exhibition for 28 days.
- (b) Should submissions be received a further report be submitted to Council? Should no submissions be received the policy be adopted and the applicable fees and charges be included Councils current and future revenue policy.

REPORT**Background**

Griffith City Council was fortunate to secure funding from Streets as Shared Spaces Round 1 for procuring 3 Parklets for the Kooyoo Street activation, Street Scapes 2021. The funding conditions stipulate that money could be spent on temporary infrastructure for street activation.

The Parklets were commissioned from a local manufacturer. Their aim was to create something different and exciting, which also forms part of the Street Scape branding, to activate and create exciting pop-ups in the CBD.

This valuable asset forms a critical part of the Council's urban activation. Street Scapes 2021, in Kooyoo Street, led to approximately \$1,000,000 in additional funding, which enabled the Council to turn Kooyoo Street into a permanent mall.

Keeping Council infrastructure safe, protected and available for future activities and street activations.

These are valuable assets to Council and must be taken care of and protected. The parklets are not built entirely from steel. The poly planks can deteriorate in the sun. Constant sun exposure discolours the poly planks and also deforms and degrade them. The Parklets must be kept in a safe undercover area to prevent deterioration and possible vandalism if they are permanently exposed to weather and the public.

The parklets are also part of the Council's registered fleet, including vehicle registration, insurance, service and maintenance costs. As with any of the Council's other fleet items, a rental price is calculated to cover all these expenses.

The parklets must also be thoroughly cleaned before being used for public activation or usage on any of the Council's assets. This incurs additional costs that the rental agreement must cover.

Safety of our staff and members of the public

The parklets are fully registered and meet all legal standards and requirements for trailers.

The parklets' design is pretty narrow and high, resulting in difficulty moving them around. They can only be moved by experienced drivers who know how to tow and act when pulled. Moving the parklets can only be done at a very low speed. The policy only allows designated staff to move the parklets.

Setting up the parklets incorrectly on site can result in safety issues and damage or theft of the units.

Usage

First and foremost, the parklets were procured for street activation. Council needs to prioritise the Parklet usage for activations and pop-ups.

It is also essential to enable other Council activities to access this infrastructure during other activities on Council Land.

Usage of the parklets comes at a cost. As with any of Council's other fleet items, a rental price is calculated to cover all these expenses.

The purpose of the parklets is not primarily to provide seating at different venues but to help create an atmosphere in line with Streetscape's activation character.

If temporary seating is required for significant events at council venues, the Street Scapes picnic settings, if available, can be used as a seating option. The Street Scapes Picnic setting will be housed at the Regional Sports Centre.

Draft Policy Conditions.

1. Any community or charitable organisation requesting usage of the parklets must have appropriate insurance and provide the Council with a copy upon booking.
2. The relevant rental form (Application to Hire Street Scapes Seating Trailers) is to be completed by the intending hirers, stipulating the hire conditions and cost involved;
3. The Street Scape Seating Parklets are only to be placed on Griffith City Council property to minimise the risk of vandalism;
4. The GCC Urban Design Department will be given priority use during street activations;
5. Delivery, parking, and pick-up will be done by Urban Design staff members only (or appointed GCC staff) to ensure trailers are handled appropriately;

COMMENT: Council's insurer has advised that the parklet cover is not extended to non-council employees who deliver/retrieve trailers – it must be Council Staff.

6. Two weeks' notice to be given (to allow time for cleaning, repairs,

maintenance and delivery);

7. The hire fee per trailer is \$100 (1 day up to 7 days), with an additional fee of \$25 per day for additional days;
8. Cleaning, delivery, set-up and return will be charged as per the rental cost below.
9. A bond charge of \$1000 will be charged per trailer to community and charitable organisations;

COMMENT: Council's insurer has advised that a standard Vehicle Scheme Deductible of \$700 will apply for all damage when the Parklet is damaged during towing by Council staff and if any damage occurs while used by a Council department.

Any malicious damage or acts of vandalism that occur to the Parklets when in the custody of Griffith City Council a \$700 deductible will apply.

Any malicious damage or acts of vandalism that occur to the Parklets when in the custody of any external organisation will incur a Deductible of \$5,000. Non-Council users should be aware that they may be liable to pay the deductible in case of any damage to the trailer while in their care.

10. All delivery & pick-up will occur only during working hours.
11. A pre-event inspection check and induction is to be undertaken by Urban Design staff and the assigned Event Coordinator;
12. A post-event inspection check is to be undertaken by Urban Design staff and the assigned Event Coordinator;
13. In case of any damages, Urban Design will organise quotes and repairs at the cost of the relevant department or non-profit organisation renting the units. Where applicable, the bond received may be used to cover the cost.
14. All damage or vandalism is to be reported to the Council within 24 hours of occurrence.

TYPICAL RENTAL COST

Street Scapes Parklet Rental Fees Per Trailer					
Discription	Number of Parklets	Hours/Days	Staff	\$ Rate	Total
Pre delivery cleaning	1			\$ 100.00	\$ 100.00
Delivery and setup	1	1.5	2	\$ 50.00	\$ 150.00
Pickup and return	1	1.5	2	\$ 50.00	\$ 150.00
Hire fee first week	1	1		\$ 100.00	\$ 100.00
Additional days	1	0		\$ 25.00	\$ -
Bond (Community and Non-profits)				\$1,000.00	
Cost per Parklet / Week					\$ 500.00

OPTIONS

OPTION 1

As per the recommendation.

OPTION 2

Any other resolution of Council.

POLICY IMPLICATIONS

This policy will enable community non-profit organisations to gain access to the parklet for festivals and usage.

FINANCIAL IMPLICATIONS

The implications of this policy will result in an increase in the usage of the parklets, which will increase maintenance costs and reduce the lifespan of the units.

Allowing non-council organisations to use the parklets will also increase insurance liability to Council.

LEGAL/STATUTORY IMPLICATIONS

Allowing non-council organisations to use the parklets will increase Council's liability.

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

This policy will enable community non-profit organisations to gain access to the parklet for festivals and usage.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 5.6 Promote Griffith as a desirable visitor destination.

CONSULTATION

Senior Management Team

Councillors

ATTACHMENTS

(a) Draft Street Scapes Seating Parklets Rental Policy [↓](#)

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Street Scapes Seating Parklet Rental Policy XX-CP-000 (LOCAL)

1 Policy History

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

2 Policy Objective

To establish a policy for hiring the Street Scapes Seating Trailers to other Council Departments and community and charitable organisations.

3 Policy Statement

The Street Scape Seating Parklets are only to be hired out within Council and approved community and non-profit charitable organisations meeting the following conditions:

- 3.1 Any community or charitable organisation requesting usage of the parklets must have appropriate insurance in place and provide the Council with a copy upon booking.
- 3.2 The relevant rental form (XXXX Application to Hire Street Scapes Seating Trailers) is to be completed by the intending hirers, stipulating the hire conditions and cost involved;
- 3.3 The Street Scape Seating Parklets only to be placed on GCC property to minimise the risk of vandalism;
- 3.4 The GCC Urban Design Department will be given priority use during street activations;
- 3.5 Delivery, parking, and pick-up will be done by Urban Design staff members only (or appointed GCC staff) to ensure trailers are handled appropriately;
- 3.6 Two weeks' notice to be given (to allow time for cleaning, repairs, maintenance and delivery);
- 3.7 The hire fee per trailer is \$100 (1 day up to 7 days), with an additional fee of \$25 per day for additional days;
- 3.8 Cleaning, delivery and set-up, pick-up and return, will be charged. (Please see section 4 - Rental Cost);
- 3.9 A bond charge of \$1000 will be charged per trailer to community and charitable organisations;
- 3.10 All delivery & pick-up will occur only during working hours.
- 3.11 A pre-event inspection check and induction is to be undertaken by Urban Design staff & the assigned Event Coordinator;
- 3.12 A post-event inspection check is to be undertaken by Urban Design staff & the assigned Event Coordinator;



- 3.13 In case of any damages, Urban Design will organise quotes and repairs at the cost of the relevant department or non-profit organisation renting the units. Where applicable, the bond received may be used to cover the cost.
- 3.14 In case of any damages, Urban Design will organise quotes and repairs at the cost of the relevant Department renting the units.

4 Rental Cost

Street Scapes Parklet Rental Fees Per Trailer					
Discription	Number of Parklets	Hours/Days	Staff	\$ Rate	Total
Pre delivery cleaning	1			\$100.00	\$100.00
Delivery and setup	1	1.5	2	\$50.00	\$150.00
Picup and return	1	1.5	2	\$50.00	\$150.00
Hire fee first week	1			\$100.00	\$100.00
Additional Days	1	0		\$25.00	\$0.00
Bond (Community and Non profits)				\$1,000.00	
		Cost per Parklet /Week			\$500.00

5 Definitions

None

6 Exceptions

None

7 Legislation

None

8 Related Documents

Application for hire of Street Scape Seating Parklet through Bookable
 Pre-event Inspection Check (to be finalised)
 Post-event Inspection Check (to be completed)

9 Directorate

Sustainable Development

CLAUSE **CL04**

TITLE **Floodplain Management Australia National Conference 2024**

FROM **Graham Gordon, Director Utilities**

TRIM REF **24/18090**

SUMMARY

This report seeks Council authority to nominate delegate(s) to attend the 2024 Floodplain Management Australia (FMA) National Conference to be held in Brisbane from 22 – 24 May 2024.

RECOMMENDATION

- (a) Council be represented at the 2024 Floodplain Management Australia National Conference to be held in Brisbane from 22 – 24 May 2024.**
- (b) The Mayor and General Manager (or their delegates) attend the Conference.**
- (c) Expenses to attend the Conference be paid by Council in accordance with the Councillors Payment of Expenses and Provision of Facilities Policy.**

REPORT

The 2024 Floodplain Management Australia National Conference will be held in Brisbane, QLD from Wednesday 22 – Friday 24 May 2024.

The theme of the conference is “Floods in a changing Climate”, which will focus on applying lessons from recent floods and new research to better manage the increasing costs of extreme weather events.

The FMA Conference has been held annually for over 60 years and is the most respected flood risk management event held in Australia.

The Conference is for anyone interested in making our communities more flood safe. It will bring together over 350 flood professionals and community members with interests in flood risk management. Attendees will include Commonwealth, State and Local Government representatives, research organisations and education providers as well as consultants, engineers, land-use planners, emergency responders and community volunteer organisations.

The Conference will include outstanding Australian and International speakers, plenary and concurrent presentations, a Local Government Councillors’ session, field trips addressing floodplain issues in Brisbane and surrounding areas, as well as great networking events.

OPTIONS

OPTION 1

Council be represented at the Floodplain Management Australia National Conference 2024 as per the recommendation above.

OPTION 2

That Council note the report and not be represented.

POLICY IMPLICATIONS

Councillors Payment of Expenses and Provision of Facilities Policy.

FINANCIAL IMPLICATIONS

Registration plus accommodation and travel.

Registration	Early Bird (by 5 April 2024)	Regular (After 5 April 2024)
Three Day Registration FMA Full / Corporate / Associate Member	\$1050	\$1250
Three Day Registration Non Member	\$1350	\$1500
Three Day Registration FMA Professional Member	\$550	\$650
Three Day Registration FMA Individual Member or Student	\$450	\$550

LEGAL/STATUTORY IMPLICATIONS

Not Applicable

ENVIRONMENTAL IMPLICATIONS

Not Applicable

COMMUNITY IMPLICATIONS

Not Applicable

LINK TO STRATEGIC PLAN

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

CONSULTATION

Senior Management Team

ATTACHMENTS

- | | | |
|-----|--------------------------------------|----|
| (a) | Registration Fees ↓ | 68 |
| (b) | Conference Program ↓ | 69 |

Registration Fees

Conference Registration	'Early' Registration (by 5 April 2024)	Regular Registration (after 5 April 2024)
Three Day Registration – FMA Full / Corporate / Associate Member Includes all conference sessions & social functions	\$1050	\$1250
Three Day Registration – Non Member Includes all conference sessions & social functions	\$1350	\$1500
Three Day Registration – FMA Professional Member Includes all conference sessions, welcome reception & casual dinner (excluding conference dinner) <i>*Available for FMA professional member only</i>	\$550	\$650
Three Day Registration – FMA Individual Member or Student Includes all conference sessions, welcome reception & casual dinner (excluding conference dinner) <i>*Available for FMA individual member or students</i>	\$450	\$550
One Day Registration Includes conference sessions for nominated day only. Excludes all social functions	\$500	\$600
One Day Registration – FMA Individual Member or Student Includes conference sessions for nominated day only. Excludes all social functions <i>*Available for FMA individual member or students</i>	\$195	\$245
Pre-Conference Workshop Half Day pre-conference workshop on Tuesday 21 May. Additional information to follow	\$120	\$120



CONFERENCE PROGRAM

(Program, subject to change)

Monday 20 May 2024

8.30am – 5.00pm **Rainfall-runoff modelling with HEC-HMS Full Day Workshop**
BCEC (additional cost full day workshop)

Tuesday 21 May 2024

8.00am – 12.30pm **Pre-Conference Morning Rain on grid modelling with HEC-RAS Workshop**
BCEC (additional cost full day workshop – morning tea & lunch included)

8.30am – 12.30pm **Pre-Conference Morning Workshop: Risk to Life Tolerability in Floodplain Management**
BCEC (additional cost half day workshop – morning tea & lunch included)

Pre-Conference Morning Workshop: The data is in – how can we use research to shape change?
BCEC (additional cost half day workshop – morning tea & lunch included)

12.30pm – 5.00pm **Pre-Conference Afternoon Bridges and culverts in HEC-RAS Workshop**
BCEC (additional cost half day workshop – lunch & afternoon tea included)

12.30pm – 5.00pm **Pre-Conference Afternoon Workshop: Rising to the Challenge – learning from flood hazards to build resilient communities**
BCEC (additional cost half day workshop – lunch & afternoon tea included)

12.30pm – 5.00pm **FMA YFM TriWater Cup: What does flood resilience look like in the context of the Brisbane 2032 Olympic and Paralympic Games? That's for you and your team mates to determine!**
BCEC (additional cost half day TriWater Cup)

5.00pm – 7.00pm **Conference Registration & Welcome Reception**
Trade Exhibition Area, Boulevard Auditorium Foyer, BCEC

From 7.00pm **YFM Function** (open to all delegates registered for the Conference)
The Charming Squire

Day One – Wednesday 22 May 2024

7.30am

Conference Registration, Boulevard Auditorium Foyer

Session 1

Plenary

8.30am – 10.10am

Welcome to Country

Welcome from Floodplain Management Australia

Ian Dinham, *President, Floodplain Management Australia*

Welcome from Brisbane City Council

Minister Address (TBC)

Keynote Address

Professor Gavin Smith, *North Carolina State University College of Design*

10.10am – 10.40am Morning Tea + Poster Presentations

Session 2

Concurrent

10.40am – 12.35pm

Sponsored by:



	2A: Emergency preparedness, response and recovery	2B: Flood case studies and stories	2C: Modelling and flood data	2D: Managing growth and land use planning
Location:	Boulevard Auditorium	B1	B2	B3
10.40am – 11.05am	No Escape: Secondary Risks in Flood-Isolated Communities Elspeth O'Shannessy , NSW State Emergency Service	The good, bad and ugly Milwaukee's journey to sustainable flood management David Fowler , Association of State Floodplain Managers <i>International Presenter</i>	Hawkesbury-Nepean River Flood Study: key features and findings Stephen Yeo , NSW Reconstruction Authority	Adapting through risk-based planning - is there a role for the 1%AEP anymore? William Prentice , Water Technology
5 minute	Changeover	Changeover	Changeover	Changeover
11.10am – 11.35am	Burning Issues: The Impacts of Bushfires on Flood Preparedness and Response Elspeth O'Shannessy , NSW State Emergency Service	Scotland's proactive approach to flood management: the Grangemouth Flood Protection Scheme Adele Jacon , Jacobs Engineering <i>International Presenter</i>	NSW State Disaster Mitigation Plan – A Statewide Review of Managed Relocation Rhys Thomson , Rhelm	Impacts of the new ARR climate change factors on flood planning levels Mark Babister , WMAwater
5 minute	Changeover	Changeover	Changeover	Changeover

11.40am – 12.05pm	NSW Flood Data Portal: From the beginning, linking data to disaster response. Kieran O'Fee & Melissa Daley , NSW State Emergency Service	Ex-Tropical Cyclone Gabrielle Flood Hazard Categorisation, Hawke's Bay, New Zealand Ramon Strong , PDP <i>International Presenter</i>	Precipitation-streamflow regression to synthetically extend record length in flood frequency analyses Evan O'Brien , SMEC	Integrating flood risk into planning: Using data analysis to identify intolerable risk Stephen Dredge , Meridian Urban
5 minute	Changeover	Changeover	Changeover	Changeover
12.10pm – 12.35pm	Combining and amplifying outcomes from FRMP's, Flood Forecasting and Community Awareness Projects Adam Berry , Synergy Solutions	Community experiences of the 2022 Tasmanian floods: A mixed methods study Darryl Stellmach , University of Tasmania	Update of design rainfall intensities for South East Queensland Phillip Jordan , HARC	Integrating Climate Change into Design Criteria: Science Becomes Policy Michael McMahon , HDR <i>International Presenter</i>

12.35pm – 1.15pm Lunch + Poster Presentations

Long Field Trip – Referable Dams departs at 1.00pm and return approximately 5.30pm, afternoon tea included on tour.

Session 3 Concurrent 1.15pm – 2.40pm

	3A: Flood policy, guidance and best practice	3B: Flood prediction and warning	3C: Flood case studies and stories	3D: 10 Minute Presentations
Location:	Boulevard Auditorium	B1	B2	B3
1.15pm – 1.40pm	\$31 Million Flood Risk Management Program Katrina Smith , Queensland Reconstruction Authority	Probabilistic flood forecasting – embrace a range or maintain the binary? Chris Samuel , Bureau of Meteorology	Comparing Flood Modelling Approaches: MIKE+ to TUFLOW in Tauranga, New Zealand Ramisa Bhuiyan , Aurecon	1.15pm – 1.25pm Estimating environmental damages from soil loss during flooding events Mitchell Kirby , JB Pacific 1.30pm – 1.40pm Getting harder and harder to drain: 'flood mitigation' in low-lying coastal floodplains Chris Clay , Rous County Council
5 minute	Changeover	Changeover	Changeover	Changeover
1.45pm – 2.10pm	Everything's different north of the border – even flood risk management Mathew Martin & Carrie Dearnley , WRM Water & Environment	Understanding Flood Risk When Engineers and the General Public Do Not Speak the Same Language Mark Forest , Consor <i>International Presenter</i>	The flow must go on: more robust river gauges for future extremes Van Cuong Nguyen , Department of Water and Environmental Regulation	1.45pm – 1.55pm Flood Mitigation in the Pacific: A scoping Study for Ba, Fiji Luke Joseph , Royal HaskoningDHV 2.00pm – 2.10pm Croc n' Roll: Navigating Floods in the Adelaide River Tarkan Pasin , WRM Water and Environment

5 minute 2.15pm – 2.40pm	Changeover Incentivizing Community Actions to Reduce Flood Damage: United States' Community Rating System Molly O'Toole, <i>Molly O'Toole & Associates</i> <i>International Presenter</i>	Changeover Applying the Bureau's Flood Scenarios Product to Emergency Response Coordination Tom Jory, NSW <i>State Emergency Service & Ailsa Schofield, Bureau of Meteorology</i>	Changeover Australia's largest measured river flow? Assessing the 2023 Fitzroy River rating curves Krey Price, <i>Surface Water Solutions</i>	Changeover 2.15pm – 2.25pm Innovative approaches for floodplain management – RFD flood model update 2022 Anne Kolega, BMT 2.30pm – 2.40pm How are Victorian authorities using climate change riverine modelling in decision making Lachlan Inglis, <i>Water Technology</i>
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Session 4 Short Field Trips 3.00pm – 5.30pm

Short field trips depart at 3.00pm (sharp) and will return to BCEC approximately 5.30pm, afternoon tea is included on all tours.

FT2: City Cat Tour – Creating a Resilient River City

FT3: Delivering the Norman Creek Master Plan

FT4: Kedron Brook

5.30pm Close of Day One

7.30pm – 10.30pm Casual Dinner

Rivershed, Howard Smith Wharves

(return transfers available from Southbank – additional information to follow)

Sponsored by WMAwater

Day Two – Thursday 23 May 2024

7.30am

Councillors Choice Breakfast Session*Opportunity for Councillors to raise and discuss issues of importance to Local Government*

8.30am

Registration (for 1 Day delegates), Boulevard Auditorium Foyer**Session 5****Concurrent****9.00am – 10.25am**

	5A: Flood policy, guidance and best practice	5B: Social sciences, human behaviour and communication	5C: Environmental aspects, climate change, coastal hazards and adaptation	5D: 10 Minute Presentations
Location:	Boulevard Auditorium	B1	B2	B3
9.00am – 9.25am	Strategic Management of Flood Risk Duncan McLuckie , NSW DCCEE	'Know your flood risk' simple advice for a profoundly mis-understood learning context Willow Forsyth , University of Newcastle	Tomorrow's Floodplain: A change in thinking on future coastal flooding Richard Sharp , Water Technology	<div>9.00am – 9.10am</div> IoT Hydrometric Smart Sensors – The Good, the Bad and the Ugly Brany Iezzi , Brisbane City Council <div>9.15am – 9.25am</div> Impacts of pre-burst on extreme floods. A case study in southeast Queensland Ash Rasheed , HARC
5 minute	Changeover	Changeover	Changeover	Changeover
9.30am – 9.55am	Changes in Rural Floodplain Management in New South Wales Tim Morrison , NSW DCCEE	Challenges in Providing Helpful Flood Information to Brisbane Residents Robert McGlinn , Brisbane City Council	Navigating the future: lessons for risk-based assessment of coastal flooding and erosion Christine Lauchlan Arrowsmith , Streamology	<div>9.30am – 9.40am</div> Environmental Modelling of the flood relief channels in the River Thames Scheme Keiko Yamagata , DHI <div>9.45am – 9.55am</div> Discovering water information for robust modelling Chinee Mercado , Manly Hydraulics Laboratory
5 minute	Changeover	Changeover	Changeover	Changeover
10.00am – 10.25am	Keeping Flood Funding From Drying Out Meg Preston , Queensland Reconstruction Authority	What I have learnt engaging with flood affected communities for twenty years Emma Maratea , Rhelm	Influence of Climate Change on Logan Albert Flood Characteristic Janaka Gunawardena , Logan City Council	<div>10.00am – 10.10am</div> Community Flood Information Online - A Lismore City Council Case Study Cameron Druery , Worley Consulting <div>10.15am – 10.25am</div> Communicating uncertainty in flash flood events Carla Mooney , Bureau of Meteorology

10.25am – 11.00am Morning Tea + Poster Presentations**Session 6****Plenary****11.00am – 12.30pm****Welcome to Day 2****ANZ Updates 2024****Keynote Address:****Dr Margaret Cook, Australian Rivers Institute, Griffith University****12.45pm – 1.45pm Lunch + Poster Presentations****Session 7 Concurrent****1.45pm – 3.10pm**

	7A: Flood policy, guidance and best practice	7B: New technology and research	7C: Environmental aspects, climate change, coastal hazards and adaptation	7D: Community recovery
Location	Boulevard Auditorium	B1	B2	B3
1.45pm – 2.10pm	The Technical Mapping Advisory Council – Shaping US Flood Risk Management Practices Doug Bellomo <i>AECOM</i> <i>International Presenter</i>	Visualising multi-source data streams to communicate uncertainty in flood forecasts Fiona Johnson , <i>UNSW</i>	Partnering with Regional Communities to Develop Nature-Based Solutions to Flooding Roslyn Prinsley , <i>Australian National University</i>	After the floodwaters recede - Improving support for flood affected residents Mel Taylor , <i>Macquarie University / Enduring Advantage Consulting</i>
5 minute	Changeover	Changeover	Changeover	Changeover
2.15pm – 2.40pm	The Problem with Parks Alana Mosely , <i>City of Moreton Bay</i> <i>Young Floodplain Manager</i>	Rip Rap to Rock Bags, physical modelling of high flow cases Dan Messiter , <i>Royal HaskoningDHV</i>	Enabling healthy waterway outcomes in flood risk planning – a nature-based approach John Bucinkas & Nathan Pomfret , <i>NSW DCCEEW</i>	Empowering Community-Led Resilience: A Co-Design Approach to Disaster Recovery in Wisemans Ferry Prawi Woods , <i>Alluvium Consulting</i>
5 minute	Changeover	Changeover	Changeover	Changeover
2.45pm – 3.10pm	Where do you Draw the Line? (Engineering Judgement in Flood Extent Delineation) Kate Prout , <i>Engeny</i>	Building better networks, Australia's new ALERT2TM Flood Warning Alarm System Laurens Willems van Beveren & Michael Galloway , <i>Manly Hydraulics Laboratory</i>	The power of innovative technology to deliver carbon negative flood management solutions Richard Crowder , <i>Jacobs</i> <i>International Presenter</i>	Prioritising properties for buyback, raising and retrofit – The Evidence Base and Approach to the Northern Rivers Resilient Homes Program Louise Collier , <i>Rhelm</i>

3.10pm – 3.45pm Afternoon Tea + Poster Presentations

Session 8		FMA Annual General Meeting	3.45pm – 5.30pm
		<i>"All FMA Members please attend"</i>	
Location:		Location:	
8A: FMA Annual General Meeting -		8B:	
<i>"All FMA Members please attend"</i>			

5.30pm

7.00pm

Close of Day Two

Conference Dinner & Floodplain Management Australia
Excellence Awards, Plaza Terrace Room, BCEC Sponsored by
Royal HaskoningDHV

Day Three – Friday 24 May 2024

8.30am

Registration (for 1 Day delegates), Boulevard Auditorium Foyer

Session 9 Plenary

9.00am – 10.20am

Presentation by Winner of FMA - IAG Flood Risk Management Project of the Year Award

Keynote Address:

Professor Paula Jarzabkowski, *University of Queensland*

2025 FMA National Conference Announcement

10.20 am – 10.50am Morning Tea + Poster Presentations

Session 10

Concurrent

10.50am – 12.45pm

	10A: Flood prediction and warning	10B: Managing growth and land use planning	10C: Infrastructure projects and asset management	10D: 10 Minute Presentations
Location:	Boulevard Auditorium	B1	B2	B3
10.50am – 11.15am	Townsville's FLASH New Flood Warning System Alan Baker, <i>Royal HaskoningDHV</i>	Development controls for equitable management of filling across the Lower Hunter Richard Murphy, <i>NSW DCCEEW & Michael Osborne,</i> <i>Port Stephens Council</i>	Dams and Levee System Operations, Maintenance and Emergency Management and Risk Comparison? Malcolm Barker, <i>GHD</i>	10.50am – 11.00am The Psychology of Flooding, how understanding psychology can assist with emergency management Melissa Blum, <i>Burchills Engineering Solutions</i> 11.05am – 11.15am Community-Based Flood Action Plans, an effective way of managing flood risk Jess Carey, Stantec
5 minute	Changeover	Changeover	Changeover	Changeover
11.20am – 11.45am	Real-time Flash Flood Forecasting in Adelaide Trent Laves, Worley	Is South East Queensland growing into high hazard flood areas? Pradesh Ramiah, <i>Moreton Bay Regional Council</i>	Eight years of working on the Hunter Valley Flood Mitigation Scheme Ben Patterson, <i>Royal HaskoningDHV</i>	11.20am – 11.30am Building back better – Balancing resilience in recovery William Kershaw, <i>Department of Energy and Public Works</i> 11.35am -11.45am Flood evacuation planning the meeting of models, data and logic Damion Cavanagh, <i>BMT</i>
5 minute	Changeover	Changeover	Changeover	Changeover
11.50am – 12.15pm	Flood Forecasting and warnings for ICOLLS Dan Rodger, <i>JB Pacific</i>	Managing Stormwater Flood Risk for Infill Development Nadia Guterres, <i>Sunshine Coast Council</i>	The Maitland Flood of July 2022 Ian Jackson, NSW DCCEEW	11.50am – 12.00pm Integrative Decision Support Tool for Flood-Informed Road Infrastructure Investment Prioritisation Gangfu Zhang, AECOM

				12.05pm – 12.15pm Flood Mitigation Works – Improving Construction Cost Estimation and Cost Benefit Analysis Andrew Morris, <i>Royal HaskoningDHV</i>
5 minute	Changeover	Changeover	Changeover	Changeover
12.20pm – 12.45pm	New tools assisting adaptive pathway planning for sea level rise in NSW Galen Lewis, <i>Manly Hydraulics Laboratory</i>	Let Your Catchment Be Your Guide – Flood Sensitive Rezoning James Ogg, <i>Inner West Council</i>	Stormwater Backflow Device Operations During the February 2022 Brisbane Flood-Case Study Evan Caswell, <i>Brisbane City Council</i>	12.20pm – 12.30pm Interstate Levee Committee – Floods Know No Boundaries Phillip Buchanan <i>NSW DCCEEW</i> 12.35pm – 12.45pm Not broken? Don't fix it! The cautionary tale of Pental Islands levees Shaun Morgan, <i>North Central CMA</i>

12.45pm – 1.30pm Lunch

Session 11 Concurrent

1.30pm – 3.00pm

	11A: Flood damages and insurance	11B: Flood Stories	11C: Modelling and flood data	11D: 10 Minute Presentations
Location:	Boulevard Auditorium	B1	B2	B3
1.30pm – 1.55pm	2022 Floods in the Northern Rivers: impacts on businesses and their recovery Tariq Maqsood, <i>RMIT University</i>	Effectively engaging with indigenous communities before, during and after floods Neil Dufty, <i>Water Technology</i>	Infragravity Wave Considerations in Small Coastal Creeks Geoff Newell, <i>Sunshine Coast Council</i>	1.30pm – 1.40pm Contaminants of emerging concern in floodwaters Minna Saaristo, <i>EPA Victoria</i> 1.45pm – 1.55pm A Strategic approach to building flash flood forecasting capability in South Australia Myles Fauser, <i>Department for Environment and Water</i>
5 minute	Changeover	Changeover	Changeover	Changeover
2.00pm – 2.25pm	Benchmarking the 2022 and 2023 DT01 Flood Damage Tool(s) to Seven Sub-Catchment(s) Martin Griffin, <i>Stantec</i>	FRMSPs when few buildings are inundated: the Boggabri case study Hayden Guse, <i>WRM Water & Environment</i>	Changing Flood Magnitudes through Flood Frequency Analysis Joel Leister, <i>Goulburn Broken Catchment Management Authority</i>	2.00pm – 2.10pm Brisbane's future flood resilience blueprint: mapping synergy of studies and technology Simon Otero, <i>Brisbane City Council</i> 2.15pm – 2.25pm Annual average damages in an uncertain world Callan Schonrock, <i>JB Pacific</i>

5 minute	Changeover	Changeover	Changeover	Changeover
2.30pm – 2.55pm	Rising waters, sinking coverage: Innovative strategies for managing insurance hydrologic assessments Carson Ly , <i>Engeny Australia</i>	Update published: Climate Change Considerations chapter in Australian Rainfall and Runoff Guidelines Kirsty Mackay ,	2.30pm – 2.40pm Leveraging Distributed Sensor Networks for Enhanced Flash Flood Monitoring Simon Igoi , <i>Lixia</i>	2.30pm – 2.40pm Flood Forecasting and Flood Management, Thailand Greg Whyte , <i>DHI Water & Environment</i>
			2.45pm – 2.55pm Aligning design rainfall and FFA flow estimates on the NSW south coast Luke Evans , <i>Rhelim</i>	2.45pm – 2.55pm MoretonAlert - Automating Flood Warning Messages Elton Chong , <i>City of Moreton Bay</i>

3.00pm – 3.30pm**Conference Wrap Up with Afternoon Tea**

CLAUSE CL05**TITLE Disclosures by Councillors and Designated Persons Returns - March 2023****FROM Melanie Hebrok, Senior Governance Officer****TRIM REF 24/31535**

SUMMARY

The Disclosures by Councillors and Designated Persons Returns for the Acting Director Business, Cultural & Financial Services and the Animal Control & Parking Compliance Coordinator are to be tabled at the meeting.

RECOMMENDATION

The Disclosures by Councillors and Designated Persons Returns for Council's Director Business, Cultural & Financial Services and Animal Control & Parking Compliance Coordinator be noted.

REPORT

The Disclosures by Councillors and Designated Persons Returns for the Acting Director Business, Cultural & Financial Services and the Animal Control & Parking Compliance Coordinator are 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

**DISABILITY INCLUSION & ACCESS COMMITTEE
HELD IN COUNCIL CHAMBERS, GRIFFITH ON
WEDNESDAY, 6 MARCH 2024 COMMENCING AT 1:05 PM**

PRESENT

Councillor Shari Blumer (Chair), Patricia Cox (Community Representative), Marilyn Hams (Community Representative), Val Woodland (Community Representative), Soheil Derakhshan (Community Representative)

Quorum = 3

STAFF

Urban Strategic Design & Major Projects Manager, Peter Badenhorst, Project Planner, and Minute Secretary, Hannah Hall

ABSENT

Simone Murphy (Community Representative), Laurie Testoni (Councillor - Alternate), Erin Fletcher (Community Representative)

Councillor Blumer welcomed Mr Soheil Derakhshan to the Disability Inclusion and Access Committee.

1 APOLOGIES

RECOMMENDED on the motion of Val Woodland and Marilyn Hams that apologies be received from Colin Beaton, Mike Neville, Jaimee Damini, Melissa Canzian, Melanie Vella & Bruce Gibbs.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Val Woodland and Marilyn Hams that the minutes of the previous meeting held on 7 February 2024, 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 SUGGESTIONS FOR DEMENTIA

Councillor Blumer thanked Ms Hams for her suggestions for inclusivity regarding people living with dementia.

The Committee discussed multiple initiatives including way finding signage and purpose built dementia parks, similar to the dementia park which was recently opened in Ashfield, Sydney. The Committee asked that Council investigate the elements of such parks and report to the Committee. Mr Derakhshan suggested that the lessons learned from the Ashfield dementia park be studied to gain insight into what worked and what didn't.

RECOMMENDED on the motion of Pat Cox and Val Woodland that Council:

- (a) Investigate the elements of dementia parks.
- (b) Prepare a report to the Committee with such elements.

CL02 MLAK KEY AND ACCESS FOR THE NEW MOUNTAIN BIKE TRAIL

Councillor Blumer raised the issue of access through the front gate of the new Mountain Bike Trail recently constructed. Mr Badenhorst explained that the gate has been designed in such a way that doesn't allow access for motorbikes. A solution that Council are currently investigating is installing a 1m wide gate to the side which has an MLAK key for accessible access. This will only allow access for people with a disability who hold an MLAK key. MLAK keys are available from Council, free of charge.

Mrs Donaldson took the opportunity to advise the Committee of the Council's history regarding the MLAK system. Currently, Council do not lock the accessible toilet facilities throughout the Griffith LGA following litigation. The Committee raised concerns with this stating that the toilets are being used for activities which are not acceptable.

RECOMMENDED on the motion of Soheil Derakhshan and Val Woodland that:

The MLAK system be used at the Mountain Bike Trail.
Council reinstate the MLAK system throughout the Griffith LGA.
A map be created and displayed on Council website and social media platforms identifying locations of accessible facilities with the MLAK system.

CL03 POSSIBLE BUDGET BID AND PROCESS FOR COUNCIL ACCESSIBLE EMPLOYMENT

Mrs Donaldson advised that following the previous meeting of the Disability Inclusion and Access Committee, Council have begun reviewing their recruitment process and have so far identified areas for improvement. These include:

- All Council job adverts will now include the following statement:

“Council is an Equal Employment Opportunity and Child Safe Organisation. We are committed to building a workplace culture that values diversity and inclusion, and welcome applications from Aboriginal and Torres Strait Islander people, workers of all ages, people with disabilities, people who identify as LGBTIQIA+ and those from culturally and linguistically diverse backgrounds. People with disability are encouraged to reach out so they can be supported in recruitment processes, to enable them to demonstrate their skills and capabilities to meet the requirements of the job”.
- Council are working with the recruitment program provider to include a field in job applications where applicants can notify Council of a Disability Recruitment Agency who is advocating for them during the recruitment process.
- The Equal Employment Opportunity (EEO) Policy is being reviewed. It is currently an internal policy, however, staff will be recommending that it be made a Public Policy. A further report will be presented to the Committee with the Draft Policy once reviewed.

Councillor Blumer advised the Committee that she has submitted a budget bid for the 2024/25 budget for a supported employment position for people with a disability. She has proposed that the budget not be fixed to a particular position, and be available where the need arises.

RECOMMENDED on the motion of Marilyn Hams and Soheil Derakhshan that:

- (a) The Committee note the information received from Council’s Workforce Planning department.
- (b) The Committee note that Councillor Blumer has submitted a budget bid in the 2024/25 draft budget to fund a support position for people with a disability.
- (c) A further report be presented to the Committee for the Draft Equal Employment Opportunity Employment Policy.

6 OUTSTANDING ACTION REPORT

Mr Badenhorst advised the Committee that an adult change facility will be installed in the new toilet block planned in the Lake Wyangan Foreshore Improvements project.

The Committee noted the Outstanding Action Report.

7 GENERAL BUSINESS

7.1 Local Government Elections 2024

Councillor Blumer advised the Committee that the last meeting of this Committee before the Local Government elections will be 4 September 2024. However, this will be within caretaker period and no recommendations of significance can be made to Council. Therefore, the last meeting where recommendations can be made will be 7 August 2024.

7.3 Regional Disability Advocacy Service

Councillor Blumer asked that the Committee invite Kirsty Girling from Regional Disability Advocacy Service to the next Committee meeting to provide insight into the Self-Advocacy Inclusive Learning Sessions they are currently delivering.

7.3 Introduction from Soheil Derakhshan

Mr Derakhshan introduced himself to the Committee. He advised that he is employed by the Multicultural Disability Advocacy Association of NSW (MDAA) which is a NSW State Government funded program which works to protect and secure the rights and interest of people with a disability, particularly focusing on culturally and linguistically diverse backgrounds. The MDAA advocate for people on matters such as medical issues and problems with the law.

8 NEXT MEETING

The next meeting of the Disability Inclusion & Access Committee is to be held on Wednesday, 3 April 2024 at 1:00pm.

There being no further business the meeting terminated at 2:04pm.

**NEW CEMETERY MASTERPLAN COMMITTEE
HELD IN MURRAY ROOM, GRIFFITH ON
THURSDAY, 7 MARCH 2024 COMMENCING AT 5:31 PM**

PRESENT

Councillor Simon Croce (Chair), Wendy Collis (Community Representative), Bruno Guidolin (Community Representative), Steven Parisotto (Community Representative), George Santalucia (Community Representative), Virginia Tropeano (Community Representative), Peter Woodward (Community Representative)

Quorum = 3

STAFF

Director Infrastructure & Operations, Phil King, Parks & Gardens Manager, Peter Craig and Minute Taker, Joanne Bollen

1 APOLOGIES

An apology was received from Councillor Melissa Marin.

Patricia Clarke (Community Representative) was absent.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Peter Woodward and Virginia Tropeano that the minutes of the previous meeting held on 27 February 2023, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

3.1 Cemetery Signage

Wendy Collis advised that new signage hasn't been displayed in Section 4 of the Griffith Cemetery. Director Infrastructure & Operations, Mr Phil King advised that the new signage would be organised for Section 4.

3.2 Lawn 6

Mr King advised that Lawn 6 has been completed and is being used for burials.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

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

Peter Woodward

CC01 EOI 18-21/22 Partnership to Establish and Operate Crematorium for Griffith City Council

Reason – Financial interest in the discussion relating to the installation of a crematorium.

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

Nil

6 OUTSTANDING ACTION REPORT

The report was noted.

7 GENERAL BUSINESS

7.1 Grave Reuse

Bruno Guidolin enquired if the Griffith Cemetery has the option of a “renewable interment”, meaning that a burial lot can be purchased for between 25 and 99 years.

Mr King and Mr Craig advised that Griffith Cemetery sells its lots “in perpetuity”, which means it is forever.

7.2 Ants at Yenda Cemetery

George Santalucia mentioned that ants have become a problem at the Yenda Cemetery. Mr Craig advised that they have been sprayed.

8 MATTERS TO BE DEALT WITH BY CLOSED COMMITTEE

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

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

The matters and information are the following:

- (a) personnel matters concerning particular individuals (other than Councillors)**
- (b) the personal hardship of any resident or ratepayer**

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

CC01 EOI 18-21/22 PARTNERSHIP TO ESTABLISH AND OPERATE A CREMATORIUM FOR GRIFFITH CITY COUNCIL

Reason: Council Business 10A(2)(c) and Commercial Advantage 10A(2)(d)

RECOMMENDED on the motion of Steven Parisotto and Wendy Collis that Peter Woodward remain in the meeting during Closed Committee, not to debate the clause but to answer any questions the Committee may have.

CC01 EOI 18-21/22 PARTNERSHIP TO ESTABLISH AND OPERATE A CREMATORIUM FOR GRIFFITH CITY COUNCIL

RECOMMENDED on the motion of Steven Parisotto and George Santalucia that the report be noted.

Peter Woodward did not participate in the vote.

RECOMMENDED on the motion of Virginia Tropeano and Wendy Collis that:

- (a) Council proceed with the Land Use Application; and
- (b) Council commence the tender process for the purchasing of a cremator.

Peter Woodward did not participate in the vote.

SMT Comment:

Should Council support the above recommendation it is proposed that Council should adopt the following in lieu of the recommendation above.

- (a) Council invite Griffith Regional Funerals to submit a Development Application for assessment with respect to the installation and operation of a cremation service to be located at Lot 4 DP775986 Wakaden St, Griffith and that the owner of the property sign the Development Application.
- (b) Council appoint an external planner to assess the development application with the determination remaining with Griffith City Council. The assessment report of the development application to be determined by a meeting of Council.

- (c) In the event that Griffith City Council approved the development application that a deed of agreement be drafted between Griffith City Council and Griffith Regional Funeral Services detailing the lease and conditions of use of the cremator. The documentation is to include reference to the owner of the property and their concurrence to the installation and use of the cremator. Further, that the owner concurs to the circumstances that the cremator may be removed from the property. Legal costs to prepare the above documentation are the responsibility of Griffith Regional Funeral Services.
- (d) Subject to a, b and c above being completed, that Council proceed to acquire and install the cremator.
- (e) Funding to be drawn from the long term financial plan 2025/26 approximately \$400,000 installed.
- (f) The fees applicable to the lease of the cremator as detailed in confidential attachment A as previously reported to Council and the Committee will be included in Council's revenue policy and are subject to annual review.

9 NEXT MEETING

The next meeting of the New Cemetery Masterplan Committee is to be held on Thursday, 6 June 2024 at 5:30pm.

There being no further business the meeting terminated at 6:38pm.

**SCENIC HILL USER GROUP
HELD IN COUNCIL CHAMBERS, GRIFFITH ON
MONDAY, 4 MARCH 2024 COMMENCING AT 5:30 PM**

PRESENT

Councillor Jenny Ellis (Chair), Ronald Anson (Community Representative), Matthew Hockings (Community Representative), Helen Vowles (Community Representative), David Heffer (Community Representative), Denis Couch (Community Representative), Matthew Pasin (Community Representative), Sally Bamblett (ZOOM) (Community Representative), Karen Patten (Community Representative), Deb Longhurst (Community Representative), Desma Newman (GLALC Representative)

Quorum = 3

STAFF

Director Sustainable Development, Bruce Gibbs, Director Infrastructure & Operations, Phil King, Tourism Manager, Mirella Guidolin, Visitor Information Centre Coordinator, Vicki McRae, Minute Taker, Joanne Bollen

1 APOLOGIES

RECOMMENDED on the motion of Ronald Anson and Rodney Savage that apologies be received from Sharon Careri (Community Representative), Julie Groat (Community Representative) and Corporate Property Officer & Native Title Coordinator, Amanda Vardanega.

Absent: Councillor Christine Stead.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Ronald Anson and Denis Couch that the minutes of the previous meeting held on 5 February 2024, 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 DESMA NEWMAN - GRIFFITH LOCAL ABORIGINAL LAND COUNCIL

Desma Newman addressed the Committee and advised what the Griffith Local Aboriginal Land Council (GLALC) has been working on and what plans it has for Scenic Hill.

Ms Newman informed the Committee that GLALC currently has 8 or 9 land claims over Scenic Hill.

Ms Newman read the following definition of a Land Claim to the Committee:

“The *Aboriginal Land Rights Act 1983 (ALRA)* was introduced to compensate Aboriginal people in NSW for dispossession of their land.

The *ALRA* enables Local Aboriginal Land Councils (LALCS) to claim Crown Land, that is, land in NSW that is owned and managed by the State Government. LALCs can have land transferred to them in freehold title if at the time of the claim the land is, among other requirements:

- Able to be lawfully sold or leased
- Not lawfully used or occupied
- Not needed nor likely to be needed as residential lands
- Not needed nor likely to be needed for an essential public purpose including nature conservation
- Not impacted by native title (registration application or determination).

The Minister for Aboriginal Affairs has no role or power to determine Aboriginal Land claims in NSW. The role of determining land claims resides with the Minister administering the Crown Lands Management Act 2016, currently the Minister for Water, Property and Housing, and for claims made in the Greater Sydney region the Minister for Planning and Public Spaces.

Successful claims result in the transfer of land in freehold title to the claimant LALC.

LALCs can develop and/or sell land based on the decision of their members and with the approval of NSWALC. However, land acquired under the NSW land claims process after 1994 is subject to Native Title and the *Commonwealth Native Title Act 1993*.

LALC land acquired under the land claims process is held in freehold title and is subject to all prevailing planning, environmental management, and cultural heritage legislation.”

Ms Newman advised that the GLALC’s aims for Scenic Hill include:

- Preserving land for cultural heritage
- Indigenous tourism
- Cultural gathering place
- Yarning circle.

Any works that the GLALC would intend on undertaking would have to be funded by grants.

The Committee agreed to invite CEO of the GLALC to the next meeting of the Scenic Hill User Group so he can provide some further information.

CL02 UPDATE ON CURRENT LEVELS OF SERVICE / RESOURCING ON SCENIC HILL.

Director Infrastructure & Operations, Phil King addressed the Committee regarding resourcing for Scenic Hill. He advised that there is a budget allocation of \$6,000 per year which equates to roughly 2 hours per week.

Members of the community subject to Corrections Order also help clean up Scenic Hill as part of their community service.

CL03 UPDATE ON VISITOR FEEDBACK.

Tourism Manager, Mirella Guidolin spoke to the Committee about feedback they get from visitors to Griffith about Hermit's Cave and the lookout.

She advised the Committee that Scenic Hill, the Scenic Lookout and Hermits Cave are one of Griffith's main tourist attractions and the state of it lets Griffith down.

Ms Guidolin advised that due to the overgrown flora, rubbish, vandalism and lack of signage that the majority of feedback they are receiving is negative.

Ms Guidolin noted that accessibility is also an issue.

6 GENERAL BUSINESS

6.1 Hazard Reduction Burning

Helen Vowles enquired about hazard reduction burns on Scenic Hill. Mr King advised that Council puts in an application to the Rural Fire Service to engage them for hazard reduction burning.

SMT Comment:

RFS advised hazard reduction burns to take place the first week of April on some parts of Scenic Hill.

6.2 "Wish List" from Committee Members

Councillor Ellis asked Committee members to come up with a "wish list" of works and ideas that they wish to be involved in. The Committee will review them at the next meeting.

7 NEXT MEETING

The next meeting of the Scenic Hill User Group is to be held on Monday, 6 May 2024 at 5:30pm.

There being no further business the meeting terminated at 6:50pm.

**TRAFFIC COMMITTEE
HELD IN MURRAY ROOM, GRIFFITH ON
TUESDAY, 12 MARCH 2024 COMMENCING AT 10:30 AM**

PRESENT

Councillor Anne Napoli (Chair), Jason Hinson (Police Representative), Greg Minehan (Transport for NSW Representative), Michael Rowley (Member for Murray Representative)

STAFF

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

1 APOLOGIES

No apologies were received.

2 CONFIRMATION OF MINUTES

RECOMMENDED on the motion of Greg Minehan and Michael Rowley that the minutes of the previous meeting held on 13 February 2024, having first been circulated amongst all members, be confirmed.

3 BUSINESS ARISING

3.1 Traffic Management – Vintage Festival 30 March 2024

Mr Balind informed the Committee that the new Certificate of Currency has not yet been provided. As it was a condition of the Traffic Committee's approval that the COC be submitted 4 weeks prior to the event, Mr Balind asked whether the approval should be revoked. The Committee agreed to give the organisers 7 days to submit the updated COC, being close of business on 19 March 2024, or the approval will be revoked. This will allow sufficient time for the Road Occupancy Licence (ROL) application to be submitted to TfNSW.

3.2 Condition of Old Willbriggie Road

Mr Rowley noted that Council have promptly undertaken the required roadside slashing. MI works were still outstanding.

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 TRAFFIC MANAGEMENT - 2024 SHAHEEDI TOURNAMENT - SIKH GAMES

Mr Balind presented the Traffic Control Plans and Traffic Management Plan for the 2024 Sikh Games, which have been slightly amended from the previous year following discussions with the organising committee. Designated emergency services parking has been added to allow for easy access in the carpark, as well as designated accessible parking which had previously been blocked out to cater for people with a disability. The organisers have been advised that it was imperative the plans are followed as approved.

Mr Minehan noted that the organiser's public liability insurance expires on 9 June but with clean-up work still to be carried out the following day, an updated COC will need to be submitted. Mr Balind noted Council's Insurance Coordinator was following up with the Committee regarding this.

RECOMMENDED on the motion of Jason Hinson and Greg Minehan that the Traffic Committee:

- (a) Support the implementation of the attached Traffic Control Plans relevant to the 2024 Shaheedi Tournament (Sikh Games).
- (b) Note the Traffic Management Plan as submitted.

CL02 INSTALLATION OF A BUS ZONE AND PEDESTRIAN INFRASTRUCTURE - CITRUS ROAD

RECOMMENDED on the motion of Greg Minehan and Jason Hinson that the Traffic Committee approve the installation of prescribed traffic control devices associated with the proposed bus zone and pedestrian refuge as per the attached plan.

6 OUTSTANDING ACTION REPORT

6.1 Speed Zone Review

Mr Minehan gave an update on this item. Slopes Road will move forward for the sealed section to drop to 80km/h. Rifle Range Road is still non-compliant with inconsistent signage the issue. Mr Balind to refer to Phil King for action. Murrumbidgee Avenue and Barracks Road are next on the list.

RECOMMENDED on the motion of Michael Rowley and Jason Hinson that the report be noted.

7 GENERAL BUSINESS

7.1 Yambil Street Accessible Parking

The Committee discussed the repeat request from Griffith Foot Clinic in Yambil Street for a designated accessible parking spot in front of the clinic. Mr Balind noted the request has been dealt with before, with a 15 minute zone 30 metres around the corner as well as 5 accessible parking spaces in close proximity to the building. A disabled parking space was also located at the back of the building that could be utilised. Mr Balind to advise the complainant.

7.2 Recruitment for Road Safety Officer

Mr Minehan enquired about the status of Council's recruitment process for a Road Safety & Traffic Officer, with Mr Rizzo advising the application deadline has been extended until Monday, 18 March 2024.

8 NEXT MEETING

The next meeting of the Traffic Committee is to be held on Tuesday, 9 April 2024 at 10:30am.

There being no further business the meeting terminated at 11:18am.

TITLE **Notice of Motion Received from Councillor Christine Stead**

FROM **Christine Stead, Councillor**

TRIM REF **24/33489**

SUMMARY

A Notice of Motion was received from Councillor Christine Stead on 6 March 2024.

RECOMMENDATION

I seek from Griffith City Council to support The Multicultural Council for a period of 12 mths rental at the Griffith Community Centre for a rental space at \$15,400 (inclusive of GST), which they are currently unable to fund. Securing this accommodation would significantly enhance the services offered by the Multicultural Council and provide a basis for further funding opportunities for much needed service to the community.

SENIOR MANAGEMENT TEAM COMMENT

Griffith City Council currently leases space in the Griffith Community Centre to the Griffith Community Centre Inc. on a peppercorn rent basis. Individual spaces within this lease are negotiated with the Griffith Community Centre Inc. and rental income retained by the Incorporation to offset operating costs.

There is no provision in Council's 2023/24 budget for to subsidise any individual lessee space within the Griffith Community Centre.

ATTACHMENTS

(a) Notice of Motion [↓](#)

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Notice of Motion

Notice of Motion

Councillor's Name * Cr Christine Stead

Date * 06-Mar-24
12:30:49 PM

Time * 12:30:49 PM

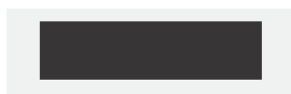
Brett Stonestreet
General Manager
Griffith City Council
GRIFFITH NSW 2680

Dear Mr Stonestreet, I I Seek from Griffith City Council to support The Multicultural Council for a period of
hereby give notice of 12 mths rental at the Griffith Community Centre for a rental space at \$15,400
the following Notice (inclusive of GST), which they are currently unable to fund. Securing this
of Motion for the accommodation would significantly enhance the services offered by the Multicultural
Council Meeting to be Council and provide a basis for further funding opportunities for much needed
held as indicated service to the community.
below: *

Letter attached from The Multicultural Council.

Council Meeting 3/26/2024
Date: *

Signature *



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

Giving notice of business to be considered at Council Meetings

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

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

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

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

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

(b) by written notice sent to all councillors with the business papers for the meeting for which the notice of motion has

been submitted, defer consideration of the matter by the council to such a date specified in the notice, pending the preparation of such a report.

Questions with notice

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

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

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

In relation to Section 3.13 - Please identify the source of funding for expenditure if applicable: * \$15,400 (inclusive of GST)

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

Privacy Protection Notice

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



MULTICULTURAL COUNCIL OF GRIFFITH

20-02-2024

Councillors
Griffith City Council
1 Benerembah Street
Griffith NSW 2680

Dear Councillors,

Support for Notice of Motion for funding for the Multicultural Council of Griffith

Dear Councillors,

Re: Support for Funding the Multicultural Council of Griffith

On behalf of the Multicultural Council of Griffith, I am writing to seek your support for a proposed Notice of Motion to secure funding for the Multicultural Council of Griffith Inc, enabling us to lease premises at the Griffith Community Centre located at 1 Olympic Street.

Griffith boasts a vibrant multicultural community, representing over 60 countries and with over 50% percent of residents speaking a language other than English at home.

Recent reports highlight Griffith as a preferred destination for migrants/refugees arriving in NSW, underscoring our city's reputation as an inclusive and welcoming place.

Our diversity is a cornerstone of our community's strength. Generations of migrants from Italy, India, the South Pacific, Asia and beyond have enriched Griffith's social, cultural, and economic fabric, making it a uniquely diverse and thriving destination.

The Multicultural Council, a registered association in NSW and a Not-for-profits. It is dedicated to promoting diversity and supporting Griffith's community groups such as:

Filipino, Samoan, Tongan, Fijian, Malaysian, Pakistani, Papua New Guinea, Solomon Island, Vanuatu, Italian, Spanish, Cook Islands, Indonesia, Japanese, Chinese, African, Indian, Afghani, Sri Lankan, Kiribati, and many other smaller communities and individuals, with challenges and opportunities, making it a vibrant and welcoming place for all residents and visitors.

In 2023, the Multicultural Council secured funding from the Department of Communities and Justice to employ Ms. Talome Tengere as a full-time Multicultural Liaison Officer until October 31, 2024. Ms. Tengere's role is crucial in providing essential services to new and existing migrants, including access to food, housing, visa support, a diversity of enquiries and support, and integration into existing migrant networks, services and other non-for-profits.

Contact us at:
P.O. BOX 2327 GRIFFITH NSW 2680
Tel: (02)69644366 M: 0412811343
A.B.N. 58 014 127 559
Email: multiculturalcouncilofgriffith@gmail.com F: www.facebook.com/GriffithMulticulturalCouncil

Re: Office Space Motion
Support P2

However, our efforts are hindered by the lack of affordable rental space.

After surveying potential rental spaces, we believe that the Griffith Community Centre at 1 Olympic Street is the most suitable location due to its:

- central location
- would share the centre with other migrant services such as Red Cross, Multicultural Disability Advocacy Association and others
- Would function as a meeting place for cultural activities and our monthly meetings.

The Multicultural Council has received a quote from the Griffith Community Centre for rental space at \$15,400 (inclusive of GST), which we are currently unable to fund. Securing this accommodation would significantly enhance the services offered by the Multicultural Council and provide a basis for further funding opportunities for much needed service to the community.

Ms. Tengere's monthly reports on her activities, mandated by the Department of Communities and Justice funding, will be instrumental in applying for additional grants and advocating for the needs of our residents to all levels of government and non-for-profits.

While we understand the economic constraints faced by the Council, However, we believe it is imperative to properly welcome and integrate our economic migrants.

On behalf of the Multicultural Council of Griffith, I commend Griffith City Councillors to support the Notice of Motion.

For further information, please do not hesitate to contact me.

Sincerely,



Carmel La Rocca
President
0412811343
On behalf the Committee, members and the Community of Griffith

Multicultural Council of Griffith
Contact us at: P.O. BOX 2327 GRIFFITH NSW 2680
Tel: (02)69644366 M: 0412811343
Email: multiculturalcouncilofgriffith@gmail.com A.B.N. 58 014 127 559

Re: Office Space
Motion Support P2

TITLE Outstanding Action Report

TRIM REF 24/31888

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Outstanding Action Report [↓](#) 101

OUTSTANDING ACTION REPORT

Council Meeting Date	MEETING ITEM	Action Officer	CRM No.	Minute No.	Council Resolution	Additional Information
12 March 2024	CL03 REQUEST FOR NEW ROAD NAME - MARIANNE CRESCENT	IM	143520/2024	24/061	RESOLVED on the motion of Councillors Anne Napoli and Christine Stead that Council: (a) Includes the name 'MARIANNE' for road naming purposes for the newly developed road within the 13 lot rural industrial subdivision at 425 Kidman Way, Griffith into Council's Road Name Register; (b) Approves the use of the name 'Marianne Crescent' and advertise as required.	
12 March 2024	NOTICE OF MOTION - UPGRADE TO ORIGINAL BAGTOWN'S FIRST BLACKSMITH STORE SITE	DI&O DSD	143524/2024	24/066	RESOLVED on the motion of Councillors Dino Zappacosta and Simon Croce that Council upgrade the original Bagtown's first Blacksmith Store site at the Intersection of Old Wilbriggie (sic) Road and Research Station Road.	18/03/2024: Councillors and SMT inspecting site 19/03/2024 to discuss scope.
12 March 2024	CC01 NOTICE OF MOTION - LEGAL MATTER	GM	143525/2024	24/070	RESOLVED on the motion of Councillors Dino Zappacosta and Christine Stead that Council provide a report on all legal costs incurred leading up to, and including, the Full Bench of the Industrial Relation Commission Appeal decision handed down recently.	18/03/2024: Financial data (including disbursements back to Council from insurer) being gathered, and report being prepared.
13 February 2024	CL01 REQUEST FOR ROAD NAME - BURRABOGIE AND GOOLGUMBLA	IMA	142541	24/028	RESOLVED on the motion of Councillors Christine Stead and Laurie Testoni that: (a) Council include the names 'Burragogie Street', 'Goolgumbbla Circuit' and 'Toganmain Street' for road	20/02/2024: On Public Exhibition.

OUTSTANDING ACTION REPORT

					<p>naming purposes for the newly developed roads within the large lot residential subdivision on Watson Road, Griffith into Council's Road Name Register;</p> <p>(b) Council approves the use of the names 'Burrabogie Street', 'Goolgumbbla Circuit' and 'Toganmain Street' and advertise as required.</p>	
13 February 2024	CC02 EOI 18-21/22 PARTNERSHIP TO ESTABLISH AND OPERATE A CREMATORIUM FOR GRIFFITH CITY COUNCIL	DI&O	142544	24/037	<p>RESOLVED on the motion of Councillors Glen Andreazza and Manjit Singh Lally that the report be noted by Council and referred to the New Cemetery Masterplan Committee for their consideration.</p>	<p>28/02/2024: New Cemetery Masterplan Committee meeting scheduled for 7 March 2024.</p> <p>18/03/2024: Minutes of Committee reported at Council Meeting 26/03/2024.</p>
23 January 2024	CC01 ENERGY PURCHASE AGREEMENT - HUNTER JOINT ORGANISATIONS OF COUNCILS	PO	141541	24/022	<p>RESOLVED on the motion of Councillors Simon Croce and Christine Stead that:</p> <p>(a) Council agree to accept the proposal from Hunter Joint Organisation to tender for the purchase of power for Council's large sites and unmetered streetlighting.</p> <p>(b) A further report be submitted for Council for consideration following the completion of stage one (1) of the procurement process as referred to in this report to determine;</p> <ol style="list-style-type: none"> i. The percentage of energy from renewable sources. ii. The delegation of authority to the General Manager to accept or decline a contract with the preferred tenderer as determined by 	<p>05/02/2024: HJO have been advised. Further report to follow.</p> <p>18/03/2024: Report presented to Council 26/03/2024.</p>

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OUTSTANDING ACTION REPORT

					the Power Purchasing Agreement Steering Committee.	
23 January 2024	MEMORIAL PARK GARDENS EMBELLISHMENT COMMITTEE MINUTES <u>CL02 RAILWAY STREET TREE SAFETY/HAZARD ASSESSMENT REPORT</u>	FM	141537	24/018	RECOMMENDED on the motion of Councillor Jenny Ellis and Jenna Thomas that a budget line item be added to the 2024/25 Budget to the removal of hazardous trees in Railway Street.	05/02/2024: Quote being obtained to determine allocation of funds. 04/03/2024: Estimate obtained. For inclusion in list of projects for consideration by Council during deliberation of 2024/25 draft budget.
12 December 2023	CL04 COMPULSORY ACQUISITION - AFFECTING LOT 27 DP751709 - BEAUMONT ROAD, HANWOOD - HANWOOD LEVY	CPO	140274	23/303	RESOLVED on the motion of Councillors Glen Andreazza and Melissa Marin that: (a) Council approves the acquisition of Crown Land, shown as Lot 1 DP 1296073 in Plan of Acquisition affecting Lot 27 DP 751709 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the purposes of the Local Government Act 1993 Section 186. (b) Council make application to the Minister and/or Governor of the Local Government Act 1993 for approval to acquire Lot 1 DP 1296073 as shown in plan of acquisition affecting Lot 27 DP 751709 by compulsory acquisition process under Section 187 of the Local Government Act 1993. (c) Council continues to negotiate with Department of Planning & Environment to acquire the land by agreement, or as determined	15/01/2024: Application preparation in progress.

3 of 19

OUTSTANDING ACTION REPORT

					<p>by the Valuer General as defined in Section 55 of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <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) 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> <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) Council delegate authority to the General Manager to execute the documents on behalf of Council under the Common Seal if required.</p>	
12 December 2023	CL05 COMPULSORY ACQUISITION - AFFECTING LOT 7322 DP1164483, MALLEE STREET, HANWOOD - WATER DRAINAGE WORKS	CPO	140275	23/304	<p>RESOLVED on the motion of Councillors Glen Andreazza and Melissa Marin that:</p> <p>(a) Council approves the acquisition of Crown Land, shown as Lot 1 DP 1295951 in Plan of Acquisition affecting Lot 7322 DP 1164483 under the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 for the</p>	15/01/2024: Application preparation in progress.

OUTSTANDING ACTION REPORT

					<p>purposes of the Local Government Act 1993 Section 186.</p> <p>(b) Council make application to the Minister and/or Governor of the Local Government Act 1993 for approval to acquire Lot 1 DP 1295951 as shown in plan of acquisition affecting Lot 7322 DP 1164483 by compulsory acquisition process under Section 187 of the Local Government Act 1993.</p> <p>(c) Council continues to negotiate with Department of Planning & Environment 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> <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) 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> <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</p>	
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OUTSTANDING ACTION REPORT

					Acquisition (Just Terms Compensation) Act 1991. (g) Council delegate authority to the General Manager to execute the documents on behalf of Council under the Common Seal if required.	
12 December 2023	CL06 ENDORSEMENT OF THE DRAFT COMMUNITY GARDENS LARGE SCALE EVENT MASTERPLAN	GO	140276	23/305	RESOLVED on the motion of Councillors Shari Blumer and Laurie Testoni that: (a) Council endorse the Draft Community Gardens Large Scale Event Masterplan and place it on public exhibition for 42 days. (b) If any submissions are received, a further report will be prepared for Council. (c) If no submissions are received, the Community Gardens Large Scale Event Masterplan be considered as adopted.	11/01/2024: On public exhibition until 26/01/2024. 30/01/2024: Submission received. Report to go back to Council. 04/03/2024: Report to Council Meeting 26 March 2024.
12 December 2023	CCMM01 REVIEW OF LAKE WYANGAN FLOOD STUDY AND FLOODPLAIN RISK MANAGEMENT PLAN	DU	140281	23/317	RESOLVED on the motion of Councillors Christine Stead and Glen Andreazza that Council authorise the General Manager to progress action with regard to the review of the Lake Wyangan Flood Study and Floodplain Risk Management Plan, in accordance with this Report.	15/01/2024: Consultancy brief being prepared for tender. 04/03/2024: Brief in preparation. 18/03/2024: Tender documentation released on Vendor Panel. Tenders close 1 May 2024.
28 November 2023	CULTURAL PRECINCT MASTER PLAN COMMITTEE MINUTES – 11 OCTOBER 2023	DBC&FS		23/285	RECOMMENDED on the motion of Councillor Jenny Ellis and Oumi Karenga-Hewitt, that Council apply for the Regional Precincts and Partnerships Program (rPPP) stream one.	04/12/2023: An application will be submitted in accordance with Council's resolution. 15/01/2024: Application preparation has commenced. 04/03/2024: Application will be lodged March 2024.

OUTSTANDING ACTION REPORT

28 November 2023	OUTSTANDING ACTION REPORT	DIO	139715/2023	23/288	<p>RESOLVED on the motion of Councillors Manjit Singh Lally and Shari Blumer that in relation to the outstanding action item from 28 March 2023, minute number 22/061 - Crematorium Feasibility Study, that the author of the expression of interest submission provide Council with a detailed proposal by 31 January 2024.</p>	<p>06/12/2023: Letter drafted and sent to author of the expression of interest.</p> <p>31/01/2024: Report to Council 13 February 2024.</p> <p>04/03/2024: New Cemetery Masterplan meeting scheduled for 7 March 2024.</p> <p>18/03/2024: Minutes of the : New Cemetery Masterplan Committee presented to Council 26/03/2024.</p>
28 November 2023	CC03 TENDER NO. 6-23/24 – EXTENSION TO SHED AT 53 OAKES ROAD GRIFFITH	DIO	139719/2023	23/294	<p>RESOLVED on the motion of Councillors Christine Stead and Shari Blumer that:</p> <p>(a) Council, in accordance with Section 178(1) (b) of the Local Government Regulation 2021, reject all tenders submitted for Tender No. 6-23/24 Extension to shed at 53 Oakes Road Griffith due to tender submitted being well over the budget allocation for this project.</p> <p>(b) Council, in accordance with Section 178(3) (e) of the Local Government Regulation 2021, enter into negotiations with local shed builders to enable the project to be completed taking into consideration that the project may not have as many bays as originally planned.</p> <p>(c) In addition, a further report to be presented to Council recommending the preferred method of project execution.</p>	<p>04/12/2023: Letters to be sent rejecting all tenders and inviting suitable shed builders to enter into negotiations with Council.</p> <p>05/02/2024: Commenced negotiations.</p>

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14 November 2023	CL02 THARBOGANG TENNIS CLUB DEMOLITION	CPO	139227	23/260	<p>RESOLVED on the motion of Councillors Shari Blumer and Melissa Marin that:</p> <p>(a) Council to seek Crown Reserve Improvement Fund funding and if successful in receiving the grant monies then the demolition of the Tharbogang Tennis Club and other infrastructure situated on the Public Reserve can proceed.</p> <p>(b) Council confirm its intention to demolish the Tharbogang Tennis Club facility and Council to then re-engage with the Tharbogang Community to advise of the available funds and Council's decision to demolish the disused Tennis Club building.</p>	<p>04/12/2023: Council has included in the current budget 2023/24 approximately \$6,500 to part fund the demolition of the building. Application has been made for further funding to complete the project. Grant funding body to advise outcome in approximately May 2024. Community meeting to be held February 2024.</p> <p>04/03/2024: Tharbogang Public School has been contacted seeking confirmation of suitable date for meeting.</p>
24 October 2023	CL01 SPECIAL RATE VARIATION (SRV) - DECISION TO APPLY TO THE INDEPENDENT PRICING AND REGULATORY TRIBUNAL (IPART)	DBC&FS	138461	23/251	<p>RESOLVED on the motion of Councillors Doug Curran and Jenny Ellis that:</p> <p>(a) Council receive and note the SRV Community Engagement Summary attached to the report including submissions, feedback received and key findings.</p> <p>(b) Council apply to the Independent Pricing and Regulatory Tribunal (IPART) under Section 508(A) of the Local Government Act 1993, for a permanent SRV of 10.5% inclusive of the assumed 3.0% rate peg each year for three consecutive years from 2024/25 to 2026/27. This is a cumulative increase of 34.9%. Applications are to be submitted by 5</p>	<p>25/10/2023: Letter of intent to apply for SRV sent to IPART.</p> <p>06/11/2023: Application process has commenced.</p> <p>16/01/2024: Application submitted to IPART. Copy of submission provided to Councillors.</p> <p>04/03/2024: IPART notified community submissions are open. Closing date for submissions is 18 March 2024.</p>

OUTSTANDING ACTION REPORT

					<p>February 2024 as determined by IPART.</p> <p>(c) Council to notify IPART that it intends to apply for a Special Rate Variation as referred to in (b) above, by 25 November 2023 (date as determined by IPART).</p> <p>(d) Council approves additional Service Reviews to those already listed in the 2022/23-2025/26 Delivery Program, as identified in this report. These are functions within the General Fund and will explore productivity improvements and cost containment strategies. The Delivery Program is to be updated accordingly.</p> <p>(e) Management to report to Council on a quarterly basis with details of cost savings and additional revenue initiatives.</p> <p>(f) Council to review the Financial Hardship Policy (FS-CP-506) to ensure adequate assistance is provided to ratepayers experiencing genuine financial hardship.</p> <p>(g) Council cap increases Water and Sewer charges by the assumed 3% annual rate peg (per the SRV) for the period of the 3 year implementation of the SRV.</p> <p>(h) Council increase the pensioner rebates on Ordinary Rates by the following amounts for the period of the 3 year implementation of the SRV.</p>	
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OUTSTANDING ACTION REPORT

					SEE TABLE IN MINUTES (i) Council staff prepare the next draft Operational Plan (Budget) 2024/2025, draft Delivery Plan 2022/23 – 2025/26 and the draft 10 year 2024/25 – 2033/34 Financial Plan on the basis of removing the Art Gallery project. (j) Council staff prepare reports with respect to the following cost savings projects and alternative revenue opportunities: i) Paid parking at the Airport ii) Review of recent energy audit and further installation of solar panels on high energy consumption facilities. iii) Audit of buildings owned by Council which are leased to other entities (to include purpose of the original purchase and current lease arrangements relative to commercial terms). iv) Initiate a Road Service review as a matter of priority (as referred to in this report) including improvements to the gravel and sealed road networks and the resheeting programs.	
24 October 2023	CL03 CLOSURE OF KOORYOO STREET STAGE 1 - BANNA AVENUE TO BANNA LANE	DU	138463	23/255	RESOLVED on the motion of Councillors Glen Andreazza and Chris Sutton that Council authorise the General Manager to apply to Transport for NSW to permanently	06/11/2023: Contact made with TfNSW. Report being prepared for consideration of Traffic Committee.

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					close Kooyoo Street, Griffith from Banna Avenue to Banna Lane for the purpose of motor vehicle access.	<p>15/01/2024: Traffic Committee approved at meeting held 12 December 2023.</p> <p>05/02/2024: Works will be implemented to finalise the closure.</p> <p>04/03/2024: Bollards will be order during March 2024 and scheduled for installation.</p>
10 October 2023	CL03 EMPLOYMENT LANDS STRATEGY REQUEST FOR PUBLIC CONSULTATION	SP	137999	23/240	<p>RESOLVED on the motion of Councillors Glen Andreazza and Shari Blumer that:</p> <p>(a) Council place the draft Employment Lands Strategy on public exhibition for a period of 28 days to allow submissions from the public and key stakeholders.</p> <p>(b) Should submissions be received, a report with recommendations be presented back to an Ordinary Council Meeting for final endorsement.</p> <p>(c) Should no submissions be received, the Employment Lands Strategy Request for Public Consultation is considered endorsed the day after the close of the public exhibition period.</p>	<p>02/11/2023: On Public Exhibition until 1 December 2023. Public consultation session to be held 23 November 2023.</p> <p>04/12/2023: Submissions received. Report being prepared for Council.</p> <p>15/01/2024: Report to March 2024 Council Meeting.</p> <p>18/03/2024: Report to Council 9 April 2024.</p>
12 September 2023	CC02 NON RATEABLE ASSESSMENTS, SPORTING CLUBS AND COMMUNITY ORGANISATIONS SUBSIDIES	DBC&F	137019	23/221	<p>RESOLVED on the motion of Councillors Glen Andreazza and Laurie Testoni that:</p> <p>(a) The information be noted.</p> <p>(b) The Rates – Payment by Community Organisations Policy be reviewed and presented to Council at a later date.</p>	<p>03/10/2023: Policy to be reported to Council March Quarter 2024.</p> <p>04/03/2024: Policy to be reported to April 2024 Council Meeting.</p>

OUTSTANDING ACTION REPORT

12 July 2022	NOTICE OF MOTION – COUNCILLOR TESTONI – YENDA MASTERPLAN	GM	119905	22/167	<p>RESOLVED on the motion of Councillors Laurie Testoni and Glen Andrezza 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,</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> <p>13/02/2023: Tender awarded to CBRE.</p> <p>01/05/2023: Site inspection and survey completed. Landowner, MI and staff consultation completed. Draft Masterplan presentation to 20 June Council Workshop.</p> <p>17/07/2023: Draft Masterplan to go to Council in September/October 2023.</p> <p>03/10/2023: Draft Masterplan to go to Council 14 November 2023.</p>
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					<p>amendment and adoption of scoping document.</p> <p>06/11/2023: Draft Masterplan to go to Council Meeting in December 2023.</p> <p>04/12/2023: Draft Masterplan to go to Council Meeting in February 2024.</p> <p>15/01/2024: Report to March 2024 Council Meeting.</p> <p>18/03/2024: DATE???</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
26 April 2023	CL01 DRAFT PLAN OF MANAGEMENT - SCENIC HILL (ZONE 3) - NATURAL AREAS	CPO	131726	23/106	<p>RESOLVED on the motion of Councillors Shari Blumer and Jenny Ellis that:</p> <p>(a) Council refer the Draft Plan of Management for Scenic Hill – Zone 3 – Natural Areas to the Minister administering the Crown Land Management Act 2016 for approval.</p> <p>(b) Upon approval of the Minister administering the Crown Land Management Act 2016 Council amends the Draft Plan of Management for Scenic Hill – Zone 3 – Natural Areas 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 3 – Natural Areas on completion of the exhibition period, to consider all submissions.</p> <p>(e) Council will set up a Scenic Hill User Group to meet three times a year for the purpose of raising issues and sharing information. The Mayor or their delegate to Chair the meeting with appropriate Council staff to attend in order to</p>	<p>28/04/2023: Draft Plan of Management Scenic Hill - Zone 3 - Natural Areas referred to the Crown for Ministers consent to place on public exhibition. The set up of the Scenic Hill User Group has been referred to Senior Management Team for direction.</p> <p>4/07/2023: Report to Council regarding user group on 11 July 2023.</p> <p>17/07/2023: Council resolved 11 July 2023 to form a user group committee and advertising for committee members to commence 21 July 2023.</p> <p>03/10/2023: Report to Council 10 October 2023.</p> <p>04/12/2023: Draft PoM to be referred to the Scenic Hill User Group Committee for consideration and recommendation to Council.</p> <p>04/03/2024: Draft POM endorsed by Scenic Hill User Group on 5 February 2024 and minutes adopted by Council.</p>

OUTSTANDING ACTION REPORT
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					<p>provide advice and guidance to the User Group and follow up on actions where appropriate. The User Group invitees should include but not limited to;</p> <ul style="list-style-type: none"> • Interested Councillors • Airport Manager • Griffith Aboriginal Land Council • The Golf Club • Pioneer Park • Dalton Park Stakeholders (including Riding for the Disabled and the Jockey Club) • Feral Joggers • Murrumbidgee Field Naturalists • Mountain Bike Riders • Rotary Club • Lions Club • Other interested parties and people who completed the survey. 	18/03/2024: A report being prepared for 9 April 2024 Council Meeting.
14 February 2023	CL03 PCYC PROPOSAL TO ERECT AND FITOUT AN INTEGRATED GYMNASTICS AND COVERED OUTDOOR MULTI-SPORTS COMPETITION FACILITY - OLYMPIC STREET, GRIFFITH	GM	128874	22/034	<p>RESOLVED on the motion of Councillors Jenny Ellis and Simon Croce that:</p> <p>(a) Council endorse in principle the lease of (Part Lot 1 DP1272062. Crown Reserve 85064, 3 Olympic Street, Griffith) to PCYC NSW for a period of 20 years.</p> <p>(b) The annual lease fee be in accordance with Council's adopted Revenue Policy</p>	<p>06/03/2023: Letter written to PCYC advising terms of proposed lease. Letter of response received accepting terms. Proposed lease to be prepared by Council and publicly exhibited.</p> <p>4/07/2023: Council staff have obtained a quote for subdivision from PHL. Once the Survey Plan</p>

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					<p>(Schedule of Fees and Charges) as at the date of execution of the Lease. 2022/23 annual lease fee to Not for Profit Organisations is \$607.</p> <p>(c) PCYC pay all applicable costs and charges associated with the preparation of the lease agreement (this would include the survey plan preparation for leasing and registration fees if required). Also, an Administration Fee of \$481 (page 13 Revenue Policy) will be applicable.</p> <p>(d) Council communicate the above terms to PCYC NSW and subject to their agreement, Council advertise the proposed lease for a period of 28 days seeking public submissions.</p> <p>(e) All public submissions be reported to Council for consideration. Should no submissions be received, Council authorise the General Manager and the Mayor to sign the lease under Council seal.</p> <p>(f) Council progress the subdivision of the subject land and authorise the General Manager and Mayor the authority to sign documents under Council seal as</p>	<p>has been finalised a Two (2) Lot subdivision is required to create a Lot for PCYC and a Lot for the remaining land.</p> <p>31/07/2023: PCYC finalising planned subdivision.</p> <p>04/12/2023: Council seeking additional information from PCYC prior to lodgement of their DA.</p>
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OUTSTANDING ACTION REPORT
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					required. All costs in relation to the subdivision to be paid by the PCYC NSW.	
24 January 2023	CL03 DRAFT PLAN OF MANAGEMENT - VILLAGE OF YENDA CROWN RESERVES	CPO	127986	23/014	<p>RESOLVED on the motion of Councillors Laurie Testoni and Manjit Singh Lally that:</p> <p>(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.</p> <p>(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.</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 Yenda Crown Reserves on completion of the exhibition</p>	30/1/2023: The Draft Plan of Management was referred to the Crown for Ministers approval to place on public exhibition.

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					period, to consider all submissions.	
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>(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>14/03/2022: Funding estimate for Path and Bridge: \$1.4 million.</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> <p>05/06/2023: Funding application successful. Design to commence.</p> <p>17/07/2023: Inception meeting scheduled for 18 August 2023. Project to be completed 20 June 2025.</p> <p>18/09/2023: Ongoing consultation being held with stakeholders.</p> <p>04/12/2023: Staff updated realignment of plans and have sent to TfNSW representatives for review. Draft tender documents have</p>

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						<p>been prepared. Majority of vegetation removed on proposed pathway.</p> <p>04/03/2024: Tree removal nearing completion.</p> <p>18/03/2024: Tree clearing complete. Tenders for bridge to be called for in March 2024.</p>
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