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

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**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.