



ORDINARY MEETING OF COUNCIL

Agenda

Tuesday, 14 January 2014 at 7:00 pm

CONFLICTS OF INTEREST

A conflict of interest arises when Councillors or Council staff are influenced, or are seen to be influenced, in carrying out their duties by personal interests. Conflicts of interest can be pecuniary or non-pecuniary in nature.

A pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of a financial gain.

A non-pecuniary interest can arise as a result of a private or personal interest which does not relate to money. Examples include friendship, membership of an association or involvement or interest in an activity.

Any councillor or staff member who considers they may have a conflict of interest should read Council's Code of Conduct policy.

The responsibility of determining whether or not a Councillor or Council employee has a pecuniary or non-pecuniary interest in a matter, is the responsibility of that individual. It is not the role of Council's Mayor, General Manager, nor other Councillor nor another Council employee to determine whether or not a person may have a conflict of interest.

Should you be unsure as to whether or not you have a conflict of interest you should err on the side of caution and either declare a conflict of interest or, you should seek the advice of the Director General of Local Government. The contact number for the Director General of Local Government is 02 4428 4100.

COUNCIL CODE OF CONDUCT

The Council Code of Conduct is a requirement of section 440 of the Local Government Act 1993. The Code of Conduct sets the minimum requirements of conduct for council officials in carrying out their functions.

The Code of Conduct has been developed to assist council officials to:

- understand the standards of conduct that are expected of them
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence (section 439)
- act in a way that enhances public confidence in the integrity of local government.

Councillors, administrators, members of staff of council, independent conduct reviewers, members of council committees including the conduct review committee and delegates of the council must comply with the applicable provisions of council's code of conduct in carrying out their functions as council officials. It is the personal responsibility of council officials to comply with the standards in the code and regularly review their personal circumstances with this in mind.

Failure by a councillor to comply with the standards of conduct prescribed under this code constitutes misconduct for the purposes of the Act. The Act provides for a range of penalties that may be imposed on councillors for misconduct, including suspension or disqualification from civic office.

Council's Code of Conduct is available for viewing on Council's website.

STAFF RESPONSIBILITY AND REPORT AUTHOR CODES

REPORT AUTHORS

POSITION	NAME	CODES
General Manager	Brett Stonestreet	GM
Manager Executive Services	Shireen Donaldson	MES
Public Officer/Right to Information Officer	Shireen Donaldson	MES
Director Business, Cultural & Financial Services	Max Turner	DBCF
Director Utilities	David Tull	DU
Director Infrastructure and Operations	Dallas Bibby	DIO
Director Sustainable Development	Neil Southorn	DSD
Governance Coordinator	Wendy Krzus	GC
Compliance Coordinator	Michael Toohey	CC
Finance Manager	Vanessa Edwards	FM
Tourism & Economic Development Manager	Greg Lawrence	TEDM
Engineering Design & Approvals Manager	Graham Gordon	EDAM
Planning & Environment Manager	Carel Potgieter	PEM
Coordinator Landuse Planning and Compliance	Kelly McNicol	LPC
Senior Development Assessment Planner	Stephen Parisotto	SDAP
Principal Planner (UDSP)	Peter Badenhorst	PPUDSP
Development Assessment Planner	Linden Foster	DAP
Building Certification Coordinator	Ben Lang	BCC
Environment and Health Coordinator	Vacant	EHC
Environment Planner	Joanne Tarbit	EP
Corporate Property Officer	Daphne Bruce	CPO
Parks & Gardens Manager	Peter Craig	PGM
Works Manager - Maintenance	Manjit Chugha	WMM
Works Manager - Construction	Shree Shrestha	WMC
Senior W&S Engineer - Operations	Steven Oosthuysen	SWSE
Asset Management Coordinator	Andrew Keith	AMC
Library Manager	Pam Young	LM1
Library Manager	Christine Del Gigante	LM2
Griffith Regional Theatre & Art Gallery Manager	Sarah Boon	GRTAG
Data Information Officer	Wendy Vaccari	DIO
Economic Development Coordinator	Nicola James	EDC
Fleet & Depot Manager	Steve Croxon	FDM

PUBLIC QUESTION TIME

Public Question time is to be conducted according to the guidelines set out in Griffith City Council's Code of Meeting Practice:

34. Question time – members of public

- 34.1 Time is to be set aside at Ordinary Meetings of Council during which members of the public may ask questions of the Council via the chair. Any person in attendance may ask one (1) question only (with any additional questions to be at the discretion of the chair) and speak on it for a MAXIMUM of two (2) minutes.
- 34.2 Council shall provide a question time at each Council meeting, during which members of the public may ask questions of the Council. Written notice of the question is to be given during the meeting in the period prior to question time.
- 34.3 Each person may ask one question following which he or she may speak to it for a maximum period of two minutes.
- 34.4 Questions are to be directed to the Chairman who may choose to:
- (a) answer the question;
 - (b) refer it to another Councillor or senior staff member to answer; or
 - (c) arrange for the question to be researched and the answer supplied at a later date.
- 34.5 Normally if a person to whom a question is put does not answer the questions at that meeting or during that meeting, they should do so at the next meeting, or alternatively via direct communication (e.g. letter, e-mail, telephone call etc) with the person asking the question. The Councillors will be provided with a copy of the response via Council's information sheet.
- 34.6 No resolutions are to be put at the meeting as a result of the questions raised, answers to be provided at the following meeting unless the matter raised comes under the consideration of Clause 241(3) of the Regulation, if:
- (i) A motion is passed to have the matter brought before the meeting; and
 - (ii) The matter is ruled by the chairperson to be of great urgency.
- 34.7 Question time is to be reserved as an opportunity for members of the public to ask genuine questions of Council. It is not to be a forum for making statements or expressing points of view.
- 34.8 Any person making use of question time is required to observe the same standards required of a Councillor. Specifically he or she must:
- (a) obey the directions of the Chairman;
 - (b) not use any behaviour or language inconsistent with good order and decorum;
 - (c) not make personal reflections or impute improper motives to Councillors or staff; and
 - (d) not raise a question having the same effect (albeit differently worded) within a period of three months following the time the original question was answered.

COUNCILLOR QUESTION TIME

Councillor question time will follow public question time. Councillors must adhere to the guidelines set out in Griffith City Council's Code of Meeting Practice as follows:

33. Questions may be put to Councillors and Council employees (Councillors Question Time)

- 33.1 A councillor:
- (a) may, through the chairperson, put a question to another councillor; and
 - (b) may, through the chairperson and the General Manager, put a question to a Council employee.
- 33.2 However, a Councillor or Council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents.
- 33.3 The Councillor must put every such question directly, succinctly and without argument.
- 33.4 The chairperson must not permit discussion on any reply or refusal to reply to a question put to a councillor or Council employee under this clause.
- 33.5 Normally if a person to whom a question is put does not answer the questions at that meeting or during that meeting, they should do so at the next meeting, or alternatively via direct communication (e.g. letter, e-mail, telephone call etc) with the person asking the question. The Councillors will be provided with a copy of the response via Council's information sheet.
- 33.6 To assist with the recording of minutes, a councillor will put the question in writing prior to putting the question.
- 33.7 Councillors may ask one (1) question only (with any additional questions to be at the discretion of the chair).
- 33.8 Where possible, the terms of a question to be put to a council employee should be conveyed to the employee prior to the meeting.
- 33.9 No resolutions are to be put at the meeting as a result of the questions raised, answers to be provided at the following meeting unless the matter raised comes under the consideration of Clause 241(3) of the Regulation, that is if:
- (i) A motion is passed to have the matter brought before the meeting; and
 - (ii) The matter is ruled by the chairperson to be of great urgency.



**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON
14 JANUARY 2014 AT 7.00 PM**

Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Mayor and Councillors:

NOTICE OF MEETING

I have to inform you that an **ORDINARY MEETING** of the Council will be held in the **Council Chambers, Griffith** at **7.00 pm** on **TUESDAY, 14 JANUARY 2014**.

The agenda for the meeting is:

- 1 Acknowledgement and Council Prayer
- 2 Apologies
- 3 Confirmation of Minutes
- 4 Matters Arising from the Minutes
- 5 Declarations of Interest
- 6 Presentations
- 7 Mayoral Minutes
- 8 General Manager's Report
- CL01 p 19 Licence Agreement - Hot Fire Training Facility - NSW Rural Fire Service
- CL02 p 27 Licence Agreement for Part Drainage Reserve 159011 - 34A Harward Road, Griffith
- CL03 p 32 Girl Guides Hall - Yenda - Proposed Demolition
- 9 Information Reports
- 10 Adoption of Committee Minutes
- p 35 Minutes of the Griffith Community Private Hospital Management Committee Meeting held on 26 November 2013

AGENDA

- p 37 Minutes of the Floodplain Management Committee Meeting held on 5 December 2013
- p 49 Minutes of the Transport Management Committee Meeting held on 9 December 2013
- p 60 Minutes of the Traffic Committee Meeting held on 10 December 2013

11 Business with Notice - Rescissions Motions

12 Business with Notice - Other Motions

13 Question Time

14 Outstanding Action Report

15 Matters to be dealt with by Closed Council

CC01 p 77 Tender 1-13/14 Construction of Drainage Lagoons
- Tharbogang Landfill - Commercial Advantage 10A(2)(d)

CC02 p 81 Tender 3-13/14 Griffith City Council Sewer Reline Program
2013/2014 - Commercial Advantage 10A(2)(d)

Yours faithfully

LEANNE AUSTIN
SENIOR GOVERNANCE OFFICER



**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL
CHAMBERS, GRIFFITH ON 10 DECEMBER 2013 COMMENCING AT 7.03PM**

PRESENT

The Mayor, John Dal Broi in the Chair; Councillors, Alison Balind, Pat Cox, Simon Croce, Bill Lancaster, Anne Napoli, Mike Neville, Christine Stead, Leon Thorpe and Dino Zappacosta.

STAFF PRESENT

General Manager, Brett Stonestreet; Director Infrastructure and Operations, Dallas Bibby; Director Sustainable Development, Neil Southorn; Director Utilities, David Tull; Director Business, Cultural & Financial Services, Max Turner; Manager Executive Services, Shireen Donaldson and Minute Secretary, Naomi Brugger.

MEDIA

Leah Humphrys, The Area News

The Meeting opened with Councillor Balind reading the Council prayer and the Acknowledgment of Country.

PROCEDURAL MATTERS

APOLOGIES

0396

RESOLVED on the motion of Councillors Stead and Thorpe that apologies be received from Councillors Curran and Rossetto and a leave of absence be granted.

**CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL
HELD 26 NOVEMBER 2013**

0397

RESOLVED on the motion of Councillors Thorpe and Neville that the minutes of the Ordinary Meeting of Council held in the Council Chambers, Griffith on 26 November 2013, having first been circulated amongst all members of Council, be confirmed.

**BUSINESS ARISING FROM THE ORDINARY MEETING OF COUNCIL HELD 26
NOVEMBER 2013**

There were no matters arising.

DECLARATIONS OF INTEREST

NON-PECUNIARY INTERESTS

The following Councillors declared non-pecuniary interests in the following clauses:

Councillor Alison Balind

CL12 Reason - Councillor Balind has a pool at her residence.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Pat Cox

CL01 Reason - Councillor Cox has attended a community meeting to discuss the expansion.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor John Dal Broi

CL01 Reason - Councillor Dal Broi is a grape grower.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Bill Lancaster

CL08 Reason - Councillor Lancaster has a number of large trees on the nature strip in front of his residence which are on the waiting list to be thinned out.

Make a declaration, do not participate and leave the Chamber upon making the declaration. Do not return until the matter is resolved.

Councillor Anne Napoli

CL07 Reason - Councillor Napoli buys services from the mentioned organisation.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Minutes of the Cultural Facilities Management Committee Reason - A member of Councillor Napoli's family works at GRALC.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Mike Neville

CL10 Reason - Councillor Neville has had discussions with a company director who has made a submission to this report.

Make a declaration, stay in the Chamber and participate in the debate and vote.

CL12 Reason - Councillor Neville has a registered pool that complies with current policy.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Christine Stead

CL12 Reason - Councillor Stead has a pool and has registered it online.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Leon Thorpe

CL01 Reason - Councillor Thorpe held discussions with Stakeholders and residents interested in the proposal and has visited the site.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Councillor Dino Zappacosta

CL01 Reason - Councillor Zappacosta has a relative who made a submission and Councillor Zappacosta has utilised the business in the past.

Make a declaration, stay in the Chamber and participate in the debate and vote.

Minutes of Facilities Management Committee - CL10, 11, 12, 13 and 16.2

Reason - Councillor Zappacosta is related to a person who operates a similar facility.

Make a declaration, stay in the Chamber and participate in the debate and vote.

STAFF DECLARATION

Director Business, Cultural & Financial Services, Mr Max Turner

CL07 Reason - Mr Turner is a member of the Board of Management of Ningana Enterprises.

Make a declaration, do not participate and leave the Chamber upon making the declaration. Do not return until the matter is resolved.

PECUNIARY INTERESTS

There were no pecuniary interests received.

GENERAL MANAGER'S REPORT

CL01 DA 21/2013 - EXPANSION OF SPENT GRAPE MARC STORAGE AREA AT TARAC DISTILLERY

0398 F. DA 21/2013 (SDAP)

RESOLVED on the motion of Councillors Balind and Thorpe that Jeremy Blanks and Garry Salvestro on behalf of the applicant be invited to address Council.

Mr Jeremy Blanks addressed Council, the time being 7.10pm.

Mr Garry Salvestro addressed Council, the time being 7.14pm.

0399

RESOLVED on the motion of Councillors Neville and Lancaster that:

(a) Council pursuant to the provisions of Section 80(1)(a) of the Environmental Planning and Assessment Act, 1979, grant consent to Development Application 21/2013 to expand the spent grape marc storage area at an existing distillery at Lot 204 DP 751743, Beelbanger Road, Beelbanger subject to draft conditions and the General Terms of Approval provided by the Environmental Protection Authority set out in Attachment 'A'; with the deletion of Part O(3) of the conditions, and

(b) The application be delegated to the Director of Sustainable Development for the 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 Councillor's vote in relation to this matter.

Councillor	For	Against
Cr Dal Broi	x	
Cr Napoli	x	
Cr Lancaster	x	
Cr Thorpe	x	
Cr Balind	x	
Cr Zappacosta	x	
Cr Neville	x	
Cr Croce	x	
Cr Curran	Apology	
Cr Cox	x	
Cr Rossetto	Apology	
Cr Stead	x	

CL02 LICENCE AGREEMENT WITH BRIAN & PAM YOUNG FOR CAR PARKING SPACES ADJOINING 120 WAKADEN STREET, GRIFFITH

0400 (CPO)

RESOLVED on the motion of Councillors Neville and Thorpe that:

- (a) Council approve to enter into a licence agreement over the road reserve adjacent to 120 Wakaden Street, Griffith Lot 1 DP 847205, for 28 car parking spaces.
- (b) The term of the licence agreement be ten years (1 January 2014 - 31 December 2024) with one further option of ten years (1 January 2025 - 31 December 2035).
- (c) Brian James Young and Pamela Anne Young be required to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration Fee of \$359.
- (d) Annual licence fees be charged as per Council's Revenue Policy, currently \$47 per car space plus rates and charges for 2013/2014.
- (e) Council authorise the Mayor and General Manager to execute all documents relating to the licence agreement on behalf of Council under the common seal.

CL03 APPLICATION TO CLOSE AND PURCHASE PART OF WATKINS AVENUE, GRIFFITH ADJOINING LOT 521 DP 751709 (GRIFFITH HOMEMAKERS CENTRE)

0401 (CPO)

RESOLVED on the motion of Councillors Zappacosta and Lancaster that:

- (a) Council commence the public notification process associated with the closure of that section of Watkins Avenue, shown in Attachment 'C'.
- (b) Should no submissions be received objecting to the closure of that section of Watkins Avenue, Council resolve the following:

- (i) Council delegate authority to the Mayor and General Manager to negotiate an appropriate sale price of the closed road to Betgal Pty Ltd and Ezk Pty Ltd.
- (ii) Council apply to the Department of Trade & Investment - Crown Lands Division to close that part of Watkins Avenue shown in Attachment 'C'.
- (iii) The Mayor and General Manager be delegated authority to sign all relevant road closure and sale documentation under Council's common seal.
- (iv) Total costs incurred by Council in closing that part of Watkins Avenue as identified in Attachment 'C' to be paid for by Betgal Pty Ltd and Ezk Pty Ltd in addition to the negotiated purchase price.
- (c) Should submission(s) be received by Council during the public exhibition process a separate report be presented to Council for determination and that recommendation (b) not proceed.

CL04 LICENCE AGREEMENTS WITH SOUTHWEST COMMUNICATION & SECURITY PTY LTD (TRADING AS EACOM TECHNOLOGIES) FOR 2 TELECOMMUNICATION TOWERS & STORAGE SHELTERS - PART LOT 1 DP 914631 0402 (CPO)

RESOLVED on the motion of Councillors Thorpe and Cox that:

- (a) Council enter into a licence agreement with Southwest Communication & Security Pty Ltd for construction and occupation of part Lot 1 DP 914631 for a radio communication tower and equipment storage shelter (Tower 1).
- (b) The annual rental for occupation of part Lot 1 DP 914631 by Southwest Communication & Security Pty Ltd for Tower 1 and equipment storage shelter be charged at \$5,873 + GST per annum plus rates and charges.
- (c) Southwest Communication & Security Pty Ltd provide access to both Tower 1 and the equipment storage shelter to Griffith City Council for the purpose of operating Council voice radio repeater and microwave links (including future microwave links as required) for an annual fee of \$5,873 + GST. No adjustment to rental shall be made should Council wish to have additional equipment installed at the site, taking into account agreement by both parties, which consent shall not be unreasonably withheld.
- (d) The term of the licence agreement be 10 years commencing 1 February 2014 with an option of 10 years.
- (e) Council enter into a licence agreement with Southwest Communication & Security Pty Ltd for occupation of part Lot 1 DP 914631 with a radio communication tower and equipment storage shelter (Tower 2).
- (f) The annual rental for occupation of part Lot 1 DP 914631 by Southwest Communication & Security Pty Ltd for Tower 2 and equipment storage shelter be charged at \$7,342 + GST to increase each year thereafter by CPI together with rates and charges.
- (g) The term of the licence agreement be 10 years commencing 1 February 2014 with an option of 10 years.

(h) Griffith City Council is to approve all sub licence agreements between Southwest Communication & Security Pty Ltd for both Tower 1 and Tower 2.

(i) All legal costs associated with the preparation of the two licence agreements are payable by the applicant Southwest Communication & Security Pty Ltd together with Council's Administration Fee of \$359.

(j) Council authorise the Mayor and General Manager to sign the documents under Council's common seal.

**CL05 LICENCE AGREEMENT FOR OCCUPATION OF ROAD RESERVE FOR
DISPLAY OF VEHICLES - ARKEAN PTY LTD, 126 MACKAY AVENUE, GRIFFITH**
0403 (CPO)

RESOLVED on the motion of Councillors Lancaster and Stead that:

(a) Council enter into a Licence Agreement with Arkean Pty Ltd over that part of Council's road reserve, an area of 351 square metres, to be used as a vehicle display area.

(b) Arkean Pty Ltd be required to pay all applicable costs and charges associated with the preparation of the Licence Agreement together with Council's Administration Fee of \$359.

(c) The annual licence fee be charged in accordance with Council's Revenue Policy for leasing of road reserves for business purposes, where the lease forms an integral part of the business, currently 5% of current land value, plus rates and charges. The annual fee shall be \$933 to increase with CPI thereafter, plus rates and charges.

(d) The term of the licence agreement be 10 years with a further option of 10 years commencing 1 February 2014.

(e) The Mayor and General Manager be authorised to sign and seal all relevant documents associated with the Licence Agreement under the common seal.

CL06 LEASE TO NU-MARC INDUSTRIES PTY LTD - GRIFFITH AERODROME
0404 (CPO)

RESOLVED on the motion of Councillors Balind and Thorpe that:

(a) Council approve the renewal of lease of part Lot 1 DP 1146897 to Nu-Marc Industries Pty Ltd for a further term of two years (17 January 2014 - 16 January 2016).

(b) Nu-Marc Industries Pty Ltd be required to pay all applicable costs and charges associated with the preparation of the lease agreement together with Council's Administration Fee of \$359.

(c) The annual lease fee for Nu-Marc Industries Pty Ltd continue on from the previous year (increasing by CPI (all Ordinaries) Sydney for the 12 months period ending on the 31 December + GST). 2013/2014 fee \$3,987.48 (incl. GST) plus rates and charges.

(d) Council authorise the Mayor and General Manager to execute the lease agreement on behalf of Council under the Common Seal.

CL07 LICENCE AGREEMENT - NINGANA ENTERPRISES INC. - PART LOT 4
DP 864407 KOOKORA STREET, GRIFFITH
 0405 (CPO)

Director Business, Cultural & Financial Services, Mr Max Turner vacated the Chamber, the time being 7.29pm.

RESOLVED on the motion of Councillors Balind and Stead that:

- (a) Council approve the entering into a Licence Agreement with Ningana Enterprises Inc. over part Crown Reserve 78167, part Lot 4 DP 864407, Kookora Street Griffith and Family & Community Services, Ageing, Disability & Home Care in relation to recommendation (c).
- (b) The term of the Licence Agreement be 10 years with a further option of 10 years commencing 1 February 2014.
- (c) A special clause be inserted in the licence agreement that in the event Ningana Enterprises Inc. can no longer provide the services required as per the original intent of the funding, Family & Community Services, Ageing, Disability & Home Care have first right to take over the licence providing a similar service, on approval of both Council and the Crown at the time.
- (d) Ningana Enterprises Inc. be required to pay all legal costs and charges associated with the preparation of the licence agreement including Council's Administration Fee of \$359.
- (e) Ningana Enterprises Inc. be required to pay \$3,250 per annum plus CPI increases with any rates and charges applicable.
- (f) In accordance with Council's Revenue Policy, a rebate of \$2,749 be applied to Ningana Enterprises Inc. being for the Lease of a Crown reserve to a non-profit organisation to reduce the licence fee to \$501 for 2013/14.
- (g) Council require, by way of a special clause in the licence agreement, that Ningana Enterprises Inc. and Family & Community Services, Ageing, Disability & Home Care are to demolish and remove the existing building and services located on Crown Reserve 88209, Lot 3 Section 125 DP 758476 and reinstate the land to an approved standard as required by Council on occupation of the new facility. All cost of demolition and removal of debris, services and reinstatement of land to be paid for by Ningana Enterprises Inc. and Family & Community Services, Ageing, Disability & Home Care.
- (h) Council authorise the Mayor and General Manager to execute all documents under the Common Seal in relation to this matter.

Mr Turner returned to the Chamber, the time being 7.32pm

CL08 REQUEST FOR REMOVAL OF EIGHTEEN ATHEL PINE TREES -
KOOKORA STREET
 0406 (PGM)

Councillor Lancaster vacated the Chamber, the time being 7.32pm.

RESOLVED on the motion of Councillors Neville and Zappacosta that the removal/replacement of the eighteen "Athel Pine" trees and installation of irrigation system in Kookora Street be submitted for deliberation of various priorities in preparation of the draft 2014/15 budget.

Councillor Lancaster returned to the Chamber, the time being 7.34pm.

CL09 INTERNAL AUDIT FORUM, SYDNEY - NOVEMBER 2013
0407 (C)

RESOLVED on the motion of Councillors Thorpe and Napoli that Council note the Report.

CL10 BUILDINGS – CONSTRUCTION NEAR WATER & SEWERAGE ASSETS
0408 (EDAM)

RESOLVED on the motion of Councillors Cox and Neville that:

- (a) Council approve the setback distance of 4 metres from the rear boundary for the proposed in-ground swimming pool at 82 Clifton Boulevard.
- (b) Council approve the amendments to Policy Number CS-CP-316, Buildings – Construction Near Water & Sewerage Assets as per attachment D.

CL11 REVIEW OF PUBLICATION GUIDE
0409 (GC)

RESOLVED on the motion of Councillors Thorpe and Neville that:

- (a) Council note the information contained in the report.
- (b) Council endorse the revised Publication Guide.

CL12 ADOPTION OF SWIMMING POOL INSPECTION PROGRAM POLICY
0410 (BCC)

RESOLVED on the motion of Councillors Croce and Zappacosta that:

- (a) Council formally adopt the Swimming Pool Inspection Program policy with amendments in accordance with Section 22B of the Swimming Pool Act 1992.
- (b) An inspection fee of \$100 (subject to CPI be applicable) in accordance with Council's Fees and Charges.
- (c) Council conduct further media releases and advertising, advising the public that Council's Swimming Pool Inspection Program policy has been adopted, inspections will be commencing shortly and also remind pool owner's that this is a State Government initiative and requirement that councils must abide by.
- (d) In due course, actual costings be provided to Council with regard to the inspections.

CL13 NSW STATE MASTERS ROAD CYCLE CHAMPIONSHIPS

0411 (MTED)

RESOLVED on the motion of Councillors Lancaster and Thorpe that in the event the Griffith Cycle Club bid to host the NSW State Masters Road Championships in Griffith is successful, Griffith City Council agrees to provide in kind support to cover the preparation and provision by Council's engineering staff of traffic control at nominated check points and to assist in the erection of signs and barriers for this event.

CL14 GRIFFITH CITY COUNCIL COMPARATIVE INFORMATION REPORT FOR THE 2011/12 FINANCIAL YEAR

0412 (DBCF)

RESOLVED on the motion of Councillors Thorpe and Balind that Council notes the information provided in this report.

CL15 COMMUNITY CLEAN UP OF SCENIC HILL

0413 (EHO)

RESOLVED on the motion of Councillors Cox and Stead that the concept of community clean up on Scenic Hill by way of individuals and/or community groups nominating clean up areas be publicised with maps of Scenic Hill being made available at the Library, Council Chambers and on-line.

MINUTES FROM COMMITTEES

MINUTES OF THE GRIFFITH COMMUNITY PRIVATE HOSPITAL MANAGEMENT COMMITTEE MEETING HELD ON 15 OCTOBER 2013

0414

RESOLVED on the motion of Councillors Neville and Napoli that the Minutes of the Griffith Community Private Hospital Management Committee held on 15 October 2013, having first been circulated amongst members, be adopted.

MINUTES OF THE TOURISM AND EVENTS MANAGEMENT COMMITTEE MEETING HELD ON 14 NOVEMBER 2013

0415

RESOLVED on the motion of Councillors Stead and Balind that the Minutes of the Tourism & Events Management Committee held on 14 November 2013, having first been circulated amongst members, be adopted.

MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS MANAGEMENT COMMITTEE MEETING HELD ON 18 NOVEMBER 2013

0416

RESOLVED on the motion of Councillors Neville and Zappacosta that the Minutes of the Business Development and Major Projects Management Committee held on 18 November 2013, having first been circulated amongst members, be adopted with the

matter regarding Minute Number 0201 Laid on the Table.

It was noted that in CL04 Councillor Rossetto submitted a non-pecuniary interest not a pecuniary interest.

**MINUTES OF THE CULTURAL FACILITIES MANAGEMENT COMMITTEE MEETING
HELD ON 25 NOVEMBER 2013**

0417

RESOLVED on the motion of Councillors Neville and Napoli that the Minutes of the Cultural Facilities Management Committee held on 25 November 2013, having first been circulated amongst members, be adopted.

Councillor Neville acknowledged the work undertaken by the Gallery Coordinator, Kristy Brown who has submitted her resignation.

**MINUTES OF THE PIONEER PARK MANAGEMENT COMMITTEE MEETING HELD
ON TUESDAY 26 NOVEMBER 2013**

0418

RESOLVED on the motion of Councillors Stead and Zappacosta that the Minutes of the Pioneer Park Management Committee held on 26 November 2013, having first been circulated amongst members, be adopted.

Councillor Cox requested the nomination of a Chairperson with the Mayor advising he would Chair the Committee in the interim.

QUESTION TIME

PUBLIC QUESTION TIME

There were no questions received from the public.

COUNCILLOR QUESTION TIME

Councillor Stead asked the following question:

"Can we (Councillors) met all new staff when they start work at Council."

The General Manager, Mr Stonestreet advised that this would be organised.

Councillor Thorpe asked the following question:

"Certainly our Twin City arrangement with our brothers and sisters in Italy needs regular care, cultivation and contact. What are the current plans or proposals designed to maintain our good relationship with our Italian Twin City?"

Councillor Stead advised that a meeting had not been held for three months, however the relationship is continuing. The 2013 trip was cancelled, however Councillor Stead is hoping to organise a community trip in July 2014.

OUTSTANDING ACTION REPORT

0419

RESOLVED on the motion of Councillors Neville and Stead that the report be noted.

CLOSED COUNCIL

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, 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) the matter concerned alleged contraventions of any code of conduct requirements applicable under section 440 of the Local Government Act 1993. (Section 10A(2)(i)).

CC01 ESSENTIAL ENERGY - LETTER OF OFFER - ACQUISITION OF PART LOT 863 DP 751709, KIDMAN WAY, GRIFFITH FOR A 132/33KV ZONE SUBSTATION - Council Business 10A(2)(c)

The Committee resolved that members of the press and public be excluded from the meeting during consideration of this item, the reason being that the matter concerned information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).

0420

RESOLVED on the motion of Councillors Napoli and Stead that:

- (a) Council resolve into closed council to consider business identified, together with any late reports tabled at the meeting.
- (b) That 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) That 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.

Council closed its meeting at 8.24pm. The public and media left the Chamber.

0421

RESOLVED on the motion of Councillors Stead and Thorpe that open Council be resumed. Open Council resumed at 8.42pm.

Upon resuming open Council the Mayor reported that the Closed Council had made the following resolutions.

MATTERS DEALT WITH IN CLOSED COUNCIL

CC01 ESSENTIAL ENERGY - LETTER OF OFFER - ACQUISITION OF PART LOT 863 DP 751709, KIDMAN WAY, GRIFFITH FOR A 132/33KV ZONE SUBSTATION

0422 (CPO)

RESOLVED on the motion of Councillors Neville and Zappacosta that:

- (a) Council decline the offer from Essential Energy as detailed in the report for purchase of part Lot 863 DP 751709.
- (b) Council delegates authority to the General Manager to negotiate the sale of part Lot 863 DP 751709 with a minimum price as detailed in the report together with costs to undertake the subdivision of the land and all other fees incurred by Council.
- (c) Council delegates authority to the General Manager and Mayor to sign all documents in relation to the sale of part Lot 863 DP 751709 on behalf of Council under the Common Seal.

There being no further business the meeting terminated at 8.43pm.

Confirmed:
CHAIRPERSON

GRIFFITH CITY COUNCIL **REPORT**

CL01

**SUBJECT: LICENCE AGREEMENT - HOT FIRE TRAINING FACILITY - NSW
RURAL FIRE SERVICE**
FROM: Daphne Bruce, Corporate Property Officer

SUMMARY

Council has received a request from NSW Rural Fire Service, MIA District, (RFS) to utilise part of Lot 862 DP 751709 for a Hot Fire Training Facility.

Located on Lot 862 DP 751709 is Griffith Sewerage Treatment Plant and Dog Pound.

The area required is estimated at 225 square metres.

It is now necessary to enter into a licence agreement with the RFS setting out all terms and conditions in relation to the occupation of Council's land.

RECOMMENDATION

- (a) Council agree in principle to entering into a licence agreement with NSW Rural Fire Service, MIA District for part Lot 862 DP 751709 for the establishment of a Hot Fire Training Facility.**
- (b) Council negotiate with NSW Rural Fire Service in relation to the exact location of the facility on Lot 862 DP 751709 taking into consideration future location of a potential refurbishment/reconstruction of the dog pound facility.**
- (c) The term of the licence agreement be for a period of 5 years with a further option of 5 years from the date of signing.**
- (d) Griffith City Council be provided with access to utilise the facility to undertake training as required, on approval of the NSW Rural Fire Service, MIA Zone, at no costs.**
- (e) All costs associated with the preparation of the licence agreement together with Council's Administration Fee of \$359 be payable by NSW Rural Fire Service, MIA District.**
- (f) The Mayor and General Manager be authorised to sign and seal all relevant documents associated with the licence agreement.**

BACKGROUND

NSW Rural Fire Service, MIA District (RFS) are to construct a Hot Fire Training Facility within the Griffith district. Land adjoining the Griffith Sewerage Treatment Plant and Dog Pound was identified as suitable for this purpose.

The facility will be used to develop the skills of training instructors, as members of the MIA District Training Group and other emergency services. The facility will be used from May through to October with the majority of training occurring on weekends.

Council will have the opportunity to utilise this facility for training purposes at no cost, ie. confined space training. It is therefore recommended that no licence fee be applicable.

The site is deemed to be suitable for a Hot Fire Training Facility, however the final location of the facility on Lot 862 DP 751709 will be subject to consideration of the potential refurbishment/reconstruction of the dog pound facility.

OPTIONS

(a) The above option is preferred as the facility will further develop the skills of the local emergency services groups and also be available for training of Council staff.

(b) Council may determine that an alternate site be identified.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

Under the current funding model for Rural Fire Services, council's are required to contribute 11% of the total costs of operations and capital expenditure. As Council will be utilising this facility for training purposes at no costs, it is therefore proposed that no annual licence fee be applicable in this instance.

c) Legal/Statutory Implications

Not Applicable

d) Environmental Implications

Forexpan S, firefighting foam will be used on site. This is a synthetic fire fighting foam concentrate. It is advised that Forexpan S has acceptable environmental characteristics and is biodegradable, with no other chemicals to be used on site.

e) Community Implications

The emergency services play a vital role within our community and the opportunity to construct this training facility on Council land within our local area, will further assist to improve the quality of training available.

CONSULTATION

Senior Management Team
David Tull - Director Utilities
Steve Oosthuysen - Senior Engineer - Operations
Shireen Donaldson - Manager Executive Services

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Growing Griffith 2030 - Community Strategic Plan

L2 - Provide, maintain and monitor safe assets, facilities and services.

Council's Delivery Program 2013 - 2017

L2.4 – In partnership with key stakeholders, implement strategies to mitigate the impact of built and natural events including but not limited to flooding, fire and other natural disasters.

ATTACHMENTS

- (a) Letter from NSW Rural Fire Service - MIA Zone
- (b) Plans of the facility
- (c) Plan of proposed site

(a) Letter from NSW Rural Fire Service - MIA Zone

For communications to be addressed to:

MIA District
NSW Rural Fire Service
200 Wakaden St
GRIFFITH NSW 2680

Incorporating Rural Fire Districts of
Carrathool, Griffith, Hay, Leeton,
Murrumbidgee & Narrandera

Telephone: (02) 6966 7800
e-mail: mia.zone@rfs.nsw.gov.au

Facsimile: (02) 6966 7878



David Tull
Griffith City Council
PO Box 485
Griffith NSW 2680



Your Ref:

Our Ref: MIA TRN

10 October 2013

Dear David,

Proposed Use of Land – Site off Duchatel Rd, in between Water Treatment Facility & Dog Pound (Griffith, NSW)

The NSW Rural Fire Service MIA District, would like to request permission to utilise a portion of land, as mentioned above, to develop a Hot Fire Training Facility.

Discussions have already been held with Stephanus Oosthuysen in regards to use of the land.

The portion proposed is as per attached image. The following is proposed at the location mentioned:

1) Primary Training Pad

- o Construct a 'Hot House' training prop (See Appendix 4)
 - 3x 20ft Shipping container configuration
- o Western side of pad will be used as fire simulating area / training pad i.e.
 - Motor Vehicle Accident / Car fires
 - Gas cylinder fires
 - Extinguisher training

The RFS will use the facility during the training season, from May through to October, with the majority of this training occurring on weekends. The facility will also be used by the MIA District Training Group to further develop the skill and techniques of the training instructors. The Hot House prop has been designed to also cater for other emergency services, agencies and council. An estimated use may range from 10 through to 20 times per year.

Live/simulated fires and/or training to occur at the facility may include, but not limited to:

- Basic and Advanced fire training

L:\Staff\MIA TRN Training\Training Facility\David Tull Land Use For Training Facility 2013.docx

- Structural fire training
- Motor Vehicle Accident / Car fires
- Fuel Fires
- Gas cylinder fires
- Electrical type fires
- Foam fire fighting techniques*
- Ladder training and techniques
- Working on industrial style stairs and ladders
- Safe Working on Roofs and Height Safety
- Vertical rescue
- Compressed Air Breathing Apparatus training
- Confined space

*Firefighting foam, called Forexpan S, will be used on site. Forexpan S is a synthetic fire fighting foam concentrate designed for bushfire control, structural fires, tyre and paper fires. Forexpan S has acceptable environmental characteristics, and is readily biodegradable. No other chemicals will be used on site.

Appendixes

- 1) Proposed Site
- 2) Plans and Elevations

I look forward to hearing from you in regards to this matter.

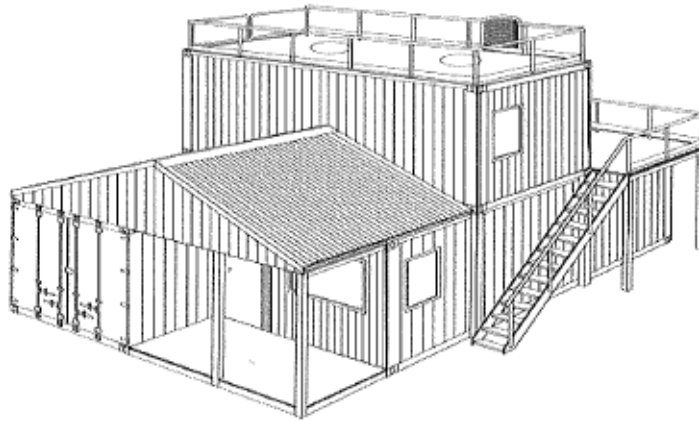
Yours Sincerely



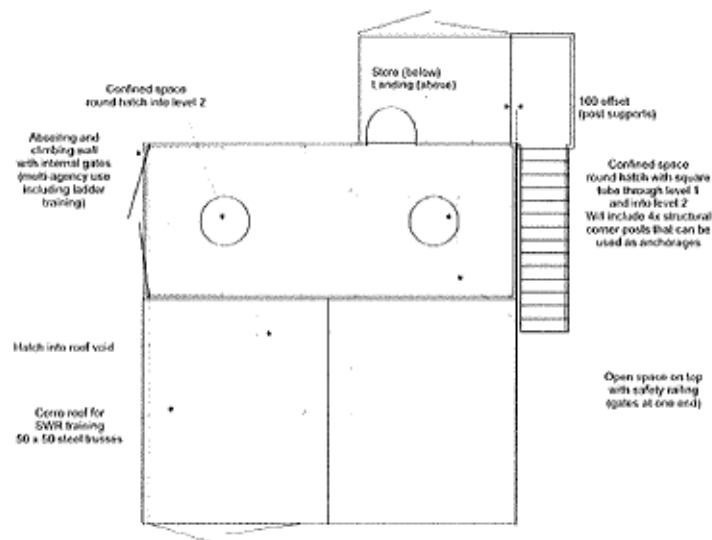
Kevin Adams
Superintendent
MIA Manager

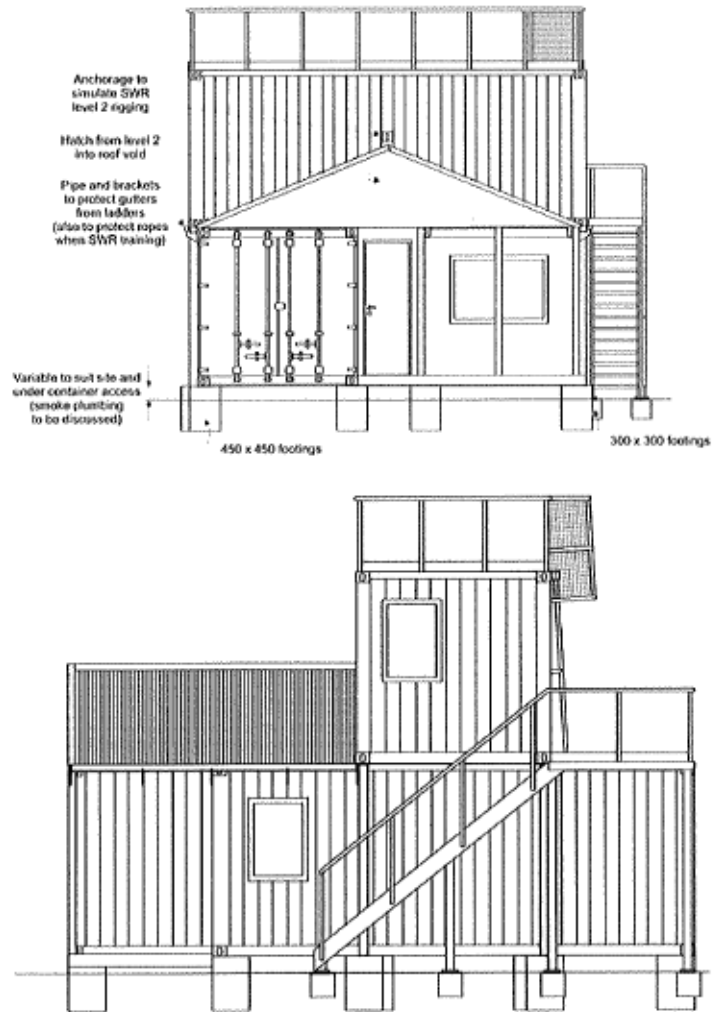
(b) Plans of the facility

APPENDIX 2

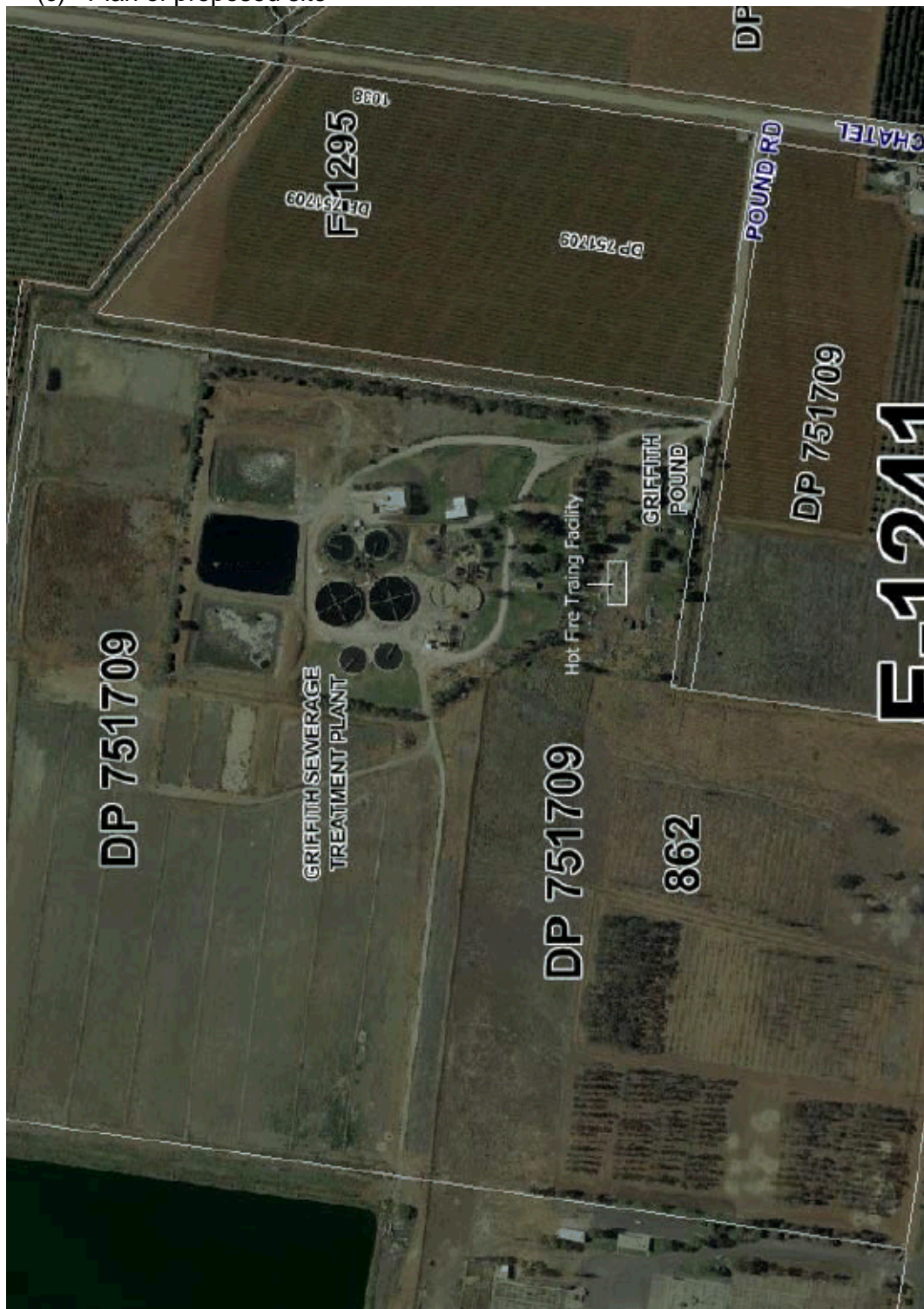


Plans and Elevations





(c) Plan of proposed site



GRIFFITH CITY COUNCIL **REPORT**

CL02

SUBJECT: LICENCE AGREEMENT FOR PART DRAINAGE RESERVE 159011 -
34A HARWARD ROAD, GRIFFITH
FROM: Daphne Bruce, Corporate Property Officer

SUMMARY

A lease agreement was in place with Gino Altin, Joseph Altin, Sergio Altin and Maria Dissegna over part Drainage Reserve 159011, 34A Harward Road, Griffith. The lease expired on the 31 July 2013. The lease agreement contained an option to renew for a further term of 10 years.

Altina Holdings Pty Ltd (Directors Gino & Gloria Altin) & Joseph Altin have requested to renew the agreement for a further term of 10 years in their names only.

As the notice of intention of the lessees to take up the option to renew the agreement had passed the required time and as there will be a change in lessees, it is now desirable that a new agreement be entered into. The original lease agreement was not a registered lease and therefore there is no requirement to surrender the original agreement.

The Crown also now require licence agreements in place of a lease agreement for all part lots.

RECOMMENDATION

(a) Council approve to enter into a licence agreement with Altina Holdings Pty Ltd and Joseph Gino Altin for part drainage reserve 159011 (34A Harward Road) for a term of 10 years commencing 1 August 2013 and terminating 31 July 2023.

(b) The licence fee continue to be charged in accordance with the original agreement currently \$118.74 for 2013/2014 to increase with CPI each year.

(c) Altina Holdings Pty Ltd and Joseph Gino Altin be required to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration fee of \$359.

(d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal.

BACKGROUND

Council has received a request from Gino Altin director of Altina Holdings Pty Ltd to exercise the option to renew the lease agreement for a further term of 10 years.

The original agreement was in the name of Gino Altin, Joseph Altin, Sergio Altin and Maria Dissegna and also due to the Crown preferring licence agreements and not lease agreements be in place for part Crown Reserves, it has been agreed that a

licence agreement is preferred in place of the renewal of the original lease agreement.

The original lease agreement was not registered on title and therefore will not require a surrender of the deed.

Further to the entering into a licence agreement, Gino Altin has requested Council consideration to the purchase of this part of the drainage reserve. As the drainage reserve is part of Crown Reserve 159011, with Council as Trustee, the process of relinquishment of the drain is lengthy and therefore it is necessary to finalise a licence agreement over the reserve to secure tenure. The matter of relinquishment of this part of Crown Reserve 159011 will be the subject of a further report in the future, for consideration by Council.

OPTIONS

(a) The above option is the preferred option to secure tenure over the drainage reserve and also meet the Crown's requirements to enter into licence agreements in place of lease agreements over part reserves.

(b) Council may determine another option.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

Council is receiving \$118.74 (2013/14) per annum for an estimated area of 530m2 with Gino Altin having piped and fenced the area at his cost. An earlier resolution of Council resolved not to supply water or connect Council sewers to the drainage reserve. This resulted in no rates payable for the reserve.

c) Legal/Statutory Implications

Not Applicable

d) Environmental Implications

This part of the drainage reserve has been piped and covered by Mr Altin at his expense and is used as a storage area for goods/equipment. There has been no recognised environmental implications in the use of this area by Bruno Altin & Co Pty Ltd.

e) Community Implications

The community would expect Council to assist business where possible if the entering into a licence agreement over the reserve does not impact on any future need for the drainage reserve.

CONSULTATION

Senior Management Team

Council Engineering staff
Department of Trade & Investment - Crown Lands Division

STRATEGIC LINKS

a) Growth Strategy Plan

Growing Griffith 2030 - Community Strategic Plan
D2 - Attract and develop new value-adding industries.

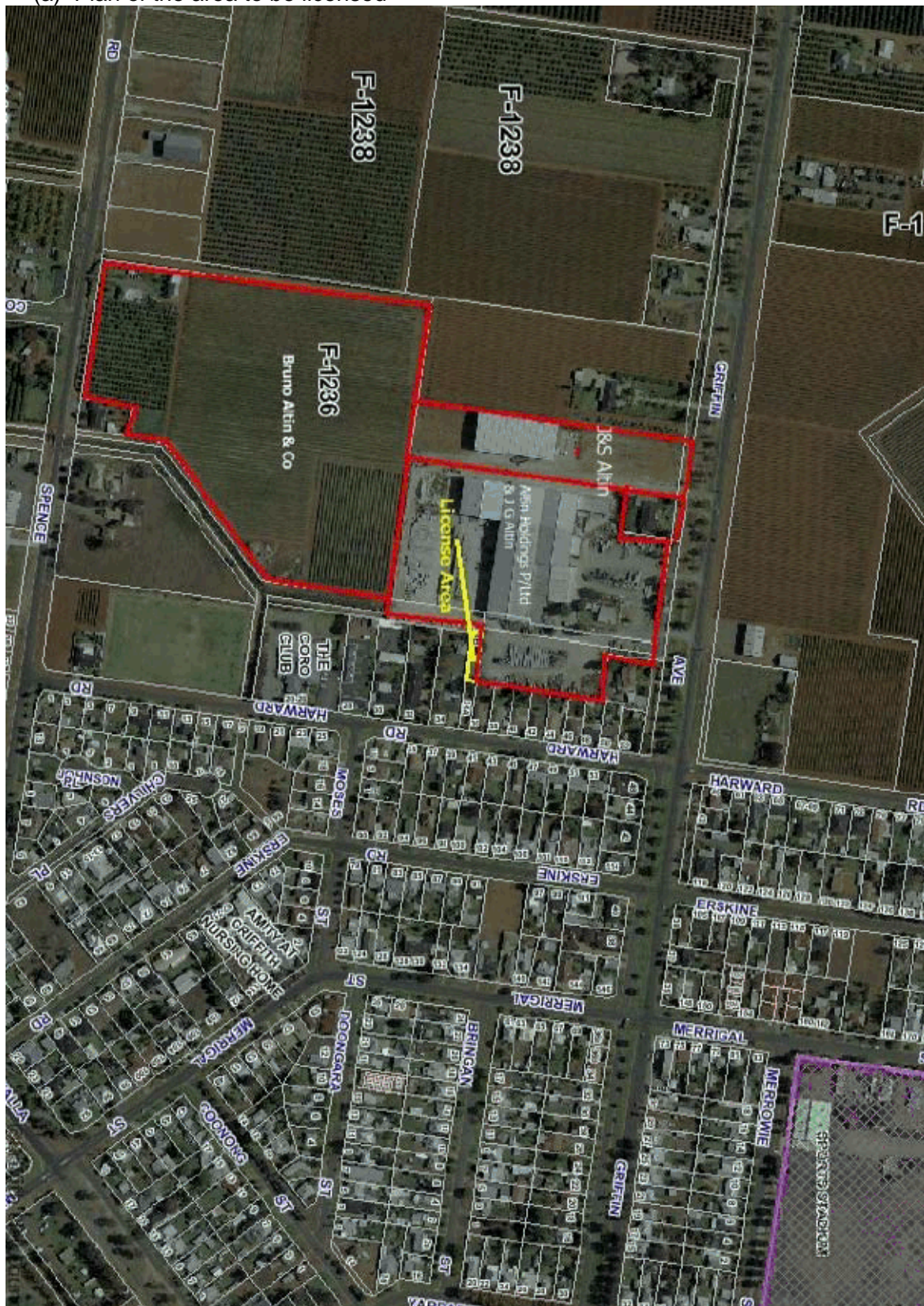
b) Corporate/Business Plan

Council's Delivery Program 2012-2017
D2.1.2 - Provide adequate industrial and commercial land via the Local Environmental Plan. ongoing

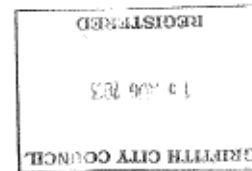
ATTACHMENTS

- (a) Plan of the area to be licensed
- (b) Letter from Gino Altin, Altina Holdings Pty Ltd

(a) Plan of the area to be licensed



(b) Letter from Gino Altin, Altina Holdings Pty Ltd



Griffith City Council

15/08/2013

To whom this may Concern,

Re: Renewal of lease Agreement over part Drainage Reserve 159011 -- Harward Road

Altina Holdings Pty gives notice to exercise the option to renew for 10 years subject to prior approval of the Minister for the Department of Lands.

Yours Faithfully

Gino Altin

Director

Altina Holdings Pty Ltd

GRIFFITH CITY COUNCIL **REPORT**

CL03

SUBJECT: GIRL GUIDES HALL - YENDA - PROPOSED DEMOLITION
FROM: Daphne Bruce, Corporate Property Officer

SUMMARY

A report to Council meeting of 14 October 2010 advised the relinquishment to Council of the Girl Guides Hall, located on Crown Reserve 61951, Wade Park, Yenda of which Council is the appointed Trustee to manage the land on behalf of the Crown.

The report recommended the building be demolished due to its deteriorating condition.

The resolution of Council was that the building not be demolished and that funding be sought through the Public Reserves Management Fund (PRMFP) for a Structural Engineers' assessment and thereafter the community be consulted.

A quotation was obtained utilising the Engineers' recommendations to repair the building and also a quote to demolish the building.

Yenda & District Progress Association were corresponded with and have advised that no interest was shown within the community to fund and upgrade the building to the engineers' requirements for occupation.

The building has further deteriorated since the flooding event in Yenda and a further application was made through the 2013/2014 PRMFP for cost to demolish and remove the building, with grant funding approved of \$7,700.

RECOMMENDATION

(a) Council resolve to demolish and remove the Yenda Girl Guides Hall from Wade Park, Yenda utilising the funding grant of \$7,700 from the Public Reserves Management Fund Program.

(b) Any additional funding to demolish the building will be adjusted at either the March or June 2013/14 Quarterly Review and reinstate the land.

BACKGROUND

A report was presented to the Council meeting of 14 October 2010 recommending seeking quotations to demolish the Yenda Girl Guides Hall and to lodge an application through the Public Reserves Management Fund Program (PRMFP) for funds towards the demolition costs. If funding was successful then Council to accept the relinquishment of the building and demolish the building.

Council resolved that the Girl Guides Hall not be demolished and that funding be sought through the PRMFP for a Structural Engineers assessment in the April 2011 round and on receipt of the Engineer's report the community be consulted.

Council was approved grant funding from the Crown of \$1200 towards the cost of engaging the Structural Engineer. The Engineers' report outlined considerable work was required to bring the building to an acceptable standard.

Quotations were obtained by Council in 2012 to gauge the cost of reinstating the building within the engineers recommendations, estimated at \$46,579.50 (GST Inc.) and a further quote to demolish the building of \$6,600 (GST Inc.).

Yenda & District Progress Association were contacted in October 2012 and again in January 2013 and have verbally advised that no formal application was received to reinstate the building using the engineers' guidelines. The Association also contacted the Yenda Golf Club who were then not interested in reinstating the building, although have recently shown some interest in the use of the building for storage.

The building has further deteriorated since the Yenda floods and a successful application was lodged through the PRMFP for \$7,700 to demolish and remove the building from Wade Park, Yenda.

It is Council's duty of care to the community that the building would need significant repairs and allocation of funding to reinstate it to an acceptable level for use and see little or no return on that investment.

Council has the opportunity to utilise the grant funding towards the cost of removing a liability.

OPTIONS

(a) Council utilise the financial assistance provided through the Public Reserves Management Fund Program of \$7,700 towards demolishing the Yenda Girl Guides Hall as a 'duty of care' to the community.

(b) Council do not demolish the Girl Guides Hall Yenda and seek further public interest in funding the repairs to the building to meet the Structural Engineers' requirements. It being further noted that there will be an ongoing maintenance issue with the building for little or no return on any investment in repairing the building. There is considered no historic value in the building.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

A quotation in 2012 to demolish the building was \$6,600 (inc GST). Development Application fee for approval to demolish the building \$530 plus removal and disconnection of the septic tank and plumbing \$800, disconnection of electricity supply \$300.

Total cost to demolish building = \$8,230 (2012 estimate)

Reinstating the building to an acceptable standard would also require annual allocation of funding for maintenance for little or no return on that investment.

c) Legal/Statutory Implications

Not Applicable

d) Environmental Implications

The quotation for demolition of the building included the removal of all building waste including asbestos, footings and to leave the site in a clean, levelled state. The demolition and removal of any asbestos would be undertaken by a fully qualified asbestos removal expert and disposal of the asbestos as required by law.

e) Community Implications

Council has a duty of care to the community that all buildings that are under its control are maintained to an acceptable standard. The opportunity to utilise grant funding to remove this building should be considered as the ongoing maintenance cost would outweigh any financial return on the asset.

CONSULTATION

Xeros Kendall - Consulting Engineers
Yenda & District Progress Association
Senior Management Team
Maintenance Coordinator

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Growing Griffith 2030 - Community Strategic Plan
D9 - Establish social and commercial infrastructure for the betterment of community well-being and natural resource management.

Council's Delivery Program - 2012 - 2017
D9.4 - Maintain and improve services to villages and rural areas of Griffith LGA.

ATTACHMENTS

Not Applicable



MINUTES OF THE GRIFFITH COMMUNITY PRIVATE HOSPITAL MANAGEMENT COMMITTEE MEETING HELD IN THE MURRAY ROOM, GRIFFITH ON TUESDAY 26 NOVEMBER 2013 COMMENCING AT 6.21 PM

PRESENT

Councillor John Dal Broi (Chairperson) and Councillor Mike Neville

STAFF PRESENT

General Manager, Mr Brett Stonestreet; Director Business Cultural & Financial Services, Mr Max Turner; Director Sustainable Development, Mr Neil Southorn; Manager Executive Services, Mrs Shireen Donaldson and Corporate Communications Officer, Mrs Naomi Brugger (Minute Secretary)

CL01 APOLOGIES

RECOMMENDED on the motion of Councillors Neville and Dal Broi that an apology from Councillor Napoli be noted.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Councillors Neville and Dal Broi that the minutes of the previous meeting held on Tuesday, 15 October 2013, having first been circulated amongst all members, be adopted.

CL03 BUSINESS ARISING

3.1 Existing Fence

Councillor Neville sought further information about the existing fence and if it was suitable to use during the construction phase. Mr Stonestreet advised that it did not meet the necessary standards.

RECOMMENDED on the motion of Councillors Neville and Dal Broi that the existing fence remain in situ until the construction phase of the project.

CL04 DECLARATIONS OF INTEREST

There were no declarations received.

CL05 GRIFFITH COMMUNITY PRIVATE HOSPITAL UPDATE

Mr Turner advised a letter had been received from Wagga Wagga City Council supporting the Community Private Hospital Project. Mr Stonestreet has personally extended Council's gratitude.

RECOMMENDED on the motion of Councillors Dal Broi and Neville that a formal letter of thanks be sent to Wagga Wagga City Council.

CL06 GENERAL BUSINESS

There was no General Business.

CL07 NEXT MEETING

The next meeting is to be held Tuesday, 10 December 2013 at 6.30pm.

There being no further business, the meeting closed at 6.24pm.

COMMITTEE RECOMMENDATION



**MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON THURSDAY,
5 DECEMBER 2013 COMMENCING AT 1.00 PM**

PRESENT

Councillor Bill Lancaster (Chair); Councillor Paul Rossetto; Peter Ryrie (Community); Louie Forner (Community); Michael Fisher (Community); Paul Giovinazzo (Community); Joseph Dal Broi (Community); Steve Mortlock (SES); Rob Kelly (MI); Peter Nankivell (OEH), Darren Lyons (BMT WBM), Daniel Williams (BMT WBM) and James McTavish (SES)

STAFF PRESENT

General Manager, Brett Stonestreet; Director Utilities, David Tull; Director Sustainable Development, Neil Southorn; Engineering Design Approvals Manager, Graham Gordon and Senior Infrastructure Planning Coordinator, Durgananda Chaudhary; Minute Secretary, Leanne Austin
Quorum = 7

CL01 APOLOGIES

RECOMMENDED on the motion of Councillor Rossetto and Steven Mortlock that apologies be received from Peter Budd, Sally Jones, Councillor Simon Croce, Councillor John Dal Broi and Councillor Dino Zappacosta.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Councillor Rossetto and Paul Giovinazzo that the minutes of the previous meeting held on 5 September 2013 having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

Nil.

CL04 DECLARATIONS OF INTEREST

Nil.

CL05 PRESENTATION - REVIEW OF MAIN DRAIN J FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN INCLUSIVE OF IMPACTS OF FLOODING IN MIRROOL CREEK

Mr Tull entered the Chambers the time being 1:06 pm.

Darren Lyons and Daniel Williams gave a Power point presentation on the review of Main Drain J Floodplain Risk Management Study and Plan including Mirrool Creek. The main points of the Power point presentation are listed below:

STUDY UPDATE:

Main Drain J Catchment

- Model development and calibration complete;
- Design event modelling complete;
- Preliminary flood report and mapping;
- Documenting option assessment.

Update of Previous Studies

- Completely new flood study;
- Re-work of structural option assessments.

KEY OUTCOMES:

Revised Flood Risk Mapping

- Generally lower overall flood hazard;
- Significant Changes in the Floodway extent;
- March 2012 to be used as a reference flood.

Feasible Flood Mitigation Options

- Yoogali – managing McCormack Road inflows
- Hanwood – managing Main Drain J backwater.

FLOOD MITIGATION OPTIONS:

Yoogali

- Main flows across McCormack Road;
- Spills from DC605J and local catchment runoff;
- Relatively minor earthworks to contain/re-direct.

MIRROOL CREEK/YENDA STUDY UPDATE:

- Detailed rainfall and historical event analysis;
- Whole of catchment hydrological model;
- Modelling of March 2012 event flows into Mirrool Creek / Yenda system;
- Quantification of historical event magnitudes;
- Preliminary option assessment – siphon / EMR / levees / culverts.

NOTE: Modelling results and flood mitigation options to be discussed with the Technical Sub-Committee prior to the report coming back to the Committee.

Mr Lyons advised that the data matches recorded actual conditions. That is, modelling is matching what happened on the ground.

In relation to flood mitigation options at Yoogali, Councillor Lancaster enquired if there would be an increase in water depth to rural properties if earthworks/levee banks were to be installed. Mr Lyons advised other measures need to be investigated and implemented to manage risk to rural properties. Mr Lyons indicated that any infrastructure constructed as a consequence to the flood planning process would have some impact on the flood way. Details of this proposal are still in the planning stages. Councillor Rossetto suggested adjustments to drainage on farms further up could mean a difference in the water coming down. Mr Lyons advised it is very difficult to control works on private rural land.

Mr Stonestreet enquired if the stormwater from the residential area in Collina contributes to flooding in Yoogali. Mr Lyons advised that the study shows that Collina water is not influencing the water levels at Yoogali. The Collina system is capped by what can get into the siphons.

Mr Tull left the meeting the time being 1.30 pm.

In relation to the Mirrool Creek/Yenda detailed rainfall event analysis, Mr Williams advised that soil mapping has confirmed sandier soils near Binya Creek. This has been applied to the model as it is significant for this study. There is little run off at Binya Creek due to infiltration.

Mr Lyons advised that March 2012 will be used as a reference flood event. The March 2012 event rainfall analysis was bigger than any other recorded event in terms of rainfall.

Mr Williams highlighted the March 2012 Flow Distribution map and explained to the Committee the significance of the breaches at Parisotto's, Daltons/Briens and Binya Creek bypass.

Mr Lyons stated that the magnitude of the 2012 flood was so great that Yenda would still have flooded even if the EMR was operational. For a Lawson Siphon to be effective it would need to be designed up to a 200 cubic metres per second capacity.

Mr Williams advised that residual flows at Binya Creek need to be considered as well. Councillor Rossetto advised there used to be two levies in the Binya Forest and Turners Farm approximately 2 metres high. Mr Williams stated that run off from the Binya Creek catchment area should have produced more flooding at Yenda in previous years. The existence of levies previously may have assisted in preventing earlier flooding events.

Mr Kelly enquired if the study had looked at the impact downstream. Mr Williams advised that testing would occur depending on the most suitable options. Mr Kelly stated his concern that Main Drain J would back up causing flooding issues at Hanwood.

Mr Dal Broi suggested getting the water coming down the creek earlier, through Barrenbox Swamp and out to the floodway. Councillor Rossetto suggested looking East and at other shires regarding letting their waters go.

Mr Lyons advised draft reports will be prepared in February 2014 and considered by the Technical Committee in March.

Mr Mortlock enquired if early warning devices have been investigated as part of the process. Mr Lyons advised the consultants are looking at key triggers and have identified where the main contributions are coming from. The process now involves managing the flows. With the big events, a few days warning would be given prior to the flood event.

Mr Lyons advised that Murrumbidgee Irrigation own and operate the assets and have the say on the types of structures installed. Consideration needs to be given to ongoing operations.

CL06 DRAINAGE UPGRADE WORK IN YENDA AND YOOGALI

Mr Gordon provided an update on upgrade work in Yenda and Yoogali. Electrical work is to be completed at Yoogali. Stage 1A at Yenda works have been completed with good results. In relation to Stage 1B there has been a delay in delivery of pipe material and other works. Council received delivery of the pump for Yoogali however it did not meet the required specifications. The supplier is to provide another pump as per the specifications.

Mr Fisher advised that improvements in drainage have been evident in relation to short rain events in Yoogali. Mr Gordon advised that inlet pits have assisted in alleviating the drainage issues in Yoogali. Once the pump is installed a number of different scenarios/conditions will be tested.

CL07 YENDA PROGRESS ASSOCIATION REQUEST FOR CONTINGENCY PLAN FOR EMR IN THE EVENT OF EXCESSIVE RAIN FALL

The Yenda Progress Association submitted a letter to Council dated 16 September 2013 regarding a contingency plan for the East Mirrool Regulator (EMR) in the event of excessive rainfall.

Councillor Lancaster advised that the correspondence provides valuable information for Committee members.

Councillor Rossetto advised he had drafted the letter and some requests had come from Yenda residents. Work that Murrumbidgee Irrigation has done has been great in the short term, but residents are concerned there will be another flooding event in Yenda. Councillor Rossetto advised the purpose of the letter was to request that a specific contingency plan be prepared at some point.

CL08 ATTENDANCE AT FLOODPLAIN MANAGEMENT ASSOCIATION QUARTERLY MEETING AND OEH WORKSHOP 28 NOVEMBER 2013

Councillor Rossetto read his report on the Floodplain Management Association Quarterly Meeting held in Sydney 28 November 2013. (Attachment A)

Councillor Rossetto enquired if the Lawson Siphon and associated infrastructure could be considered for government funding as flood capital works through the OEH.

Mr Nankivell advised that Council would be required to submit an application providing documentation, management plans, plans for physical works and such. Applications would be assessed and prioritised.

Councillor Lancaster suggested this could be investigated further once the management plan has been finalised.

Mr Gordon advised the management plan is not the only option. It will need to be placed on public exhibition for comment and to Council for adoption. Council will put forward a funding proposal and how that would mitigate the flooding problems we have. Cost benefit ratio and design costings would also need to be considered.

Councillor Lancaster enquired if the Binya area and EMR should be two different funding submissions. Mr Lyons advised it would be beneficial to split the two projects as Council would be competing with all the other projects around the State for fairly limited funding.

Mr Nankivell explained that when a council applies for funding it goes to the State assessment panel. Some councils will get a funding allocation, others may just miss out and be placed on the reserve list. The third category may be deemed not worthy and not considered for funding.

CL09 GENERAL BUSINESS

9.1 Invitation to Murrumbidgee Irrigation CEO

Councillor Rossetto suggested the Committee invite the CEO of Murrumbidgee Irrigation, Mr Peter Borrows, to attend the Floodplain Management Committee meetings. Mr Kelly advised he keeps Mr Borrows informed about what is discussed at the meetings. Councillor Lancaster advised he had spoken to the Mayor in relation to inviting Mr Borrows to attend a Council Workshop in the near future.

9.2 Disaster Funding

Mr Chaudhary requested that Mr Nankivell further clarify Commonwealth Disaster Funding. Mr Nankivell advised that when an application goes up to the panel for assessment, funding may be allocated from State source funding or a combination of State and Commonwealth funding. These are different programs but still assessed through OEH.

Mr Chaudhary enquired if funding can be sought from two sources. Mr Nankivell advised that Council would make one application and OEH would decide which funding/program it would come out of.

ACTION REPORT

Mr Gordon requested that the CBD Overland Flow Floodplain Risk Management Study and Plan be removed from the Action Report as it has been finalised.

CL07 NEXT MEETING

The next meeting of the Floodplain Management Committee is to be held on Thursday 6 March 2014 at Council Chambers commencing at 1.00 pm.

There being no further business the meeting closed the time being 3.30 pm.

ATTACHMENTS

- (a) Report by Councillor Paul Rossetto - Attendance at the Floodplain Management Association Quarterly Meeting and OEH Workshop
- (b) Additional correspondence in relation to CL07

(a) Report by Councillor Paul Rossetto - Attendance at the Floodplain Management Association Quarterly Meeting and OEH Workshop

REPORT by Cr Paul Rossetto

CL 8 Attendance at the Floodplain Management association quarterly meeting and OEH workshop on 28th November, 2013 in Sydney.

Preamble

May I begin this report by thanking GCC GM Brett Stonestreet for allowing me the opportunity to represent GCC and our community at the FMA meeting in Sydney. The venue was great being 15th floor of the BOM building and easy to get to being diagonally opposite Central Station. The meeting was well attended with the meeting room at capacity with easily over a 100 people in attendance. The Chairman Mr Ian Denham warmly welcomed new participants to the meeting.

Background

The FMA was established in 1961 to help reduce the risks and impact of flooding on life and property through out Australia. It started out as a small lobby group, mainly country focused network and now has grown into a large creditable Association of over 100 Councils, CMA's, businesses, consultants and individuals providing a forum for technical discussions, assistance and education.

Points to Note were as follows:-

- Later in meeting during the OEH Grants mini workshop will be looking at two questions; what Councils expect of the FMA in the next 10 years and what can the FMA do better?
- FMA director Danny Rose – presented a Flood Plain Risk Management course at Sydney University of Technology (UTS) for 20 interested people
- FMA will be sponsoring a 'Flood Planning project of the year' in 2014
- FMA will be sponsoring a 'Flood Planning Manager of the year' in 2015
- FMA February 2014 quarterly meeting will discuss operational plan
- FMA May 2014 Annual Conference will be held in Deniliquin.
- Future workshop on Levee banks – the risks; critical breaches, maintenance.

Discussion took place on the following points:-

- FMA website – all councils may access with a password
- FMA jurisdiction falls under NSW Attorney General Law & Justice Department
- LGA's 4% of tax take in Australia - doing more with less
- Interesting flood planning projects may be registered on FMA website – members
- Development of National FMA
- US Flood Planning Conference in Seattle. FMA may send a delegates.
- Future quarterly meeting dates – Feb 20, May 22, August 20, November 22

Presentations

- NRMA – Ms Brook O'Rourke - Rural Floodplain Resilience Program, Good Faith Defence Section 733, Address based pricing not postcodes, Narramine Cr McNeally suggested a policy on Natural Hazards. IAG uses FB.
- FMA Director Paul Gretch – spoke on LUP instruments and SEPP planning will consolidate Flood Planning guidelines into it, LGA's will become a one stop shop for all Flood Planning information. Every Council should add to their own websites. Questionable private certifiers. Future National FP Guidelines can fit into SEPP's.
- Deniliquin Council staffer – Mark spoke on preparations for FMA May 2014 Annual Conference, 81 abstracts, 2 site visits – Lawson Siphon and a \$6M fish ramp at Stephens Weir.
- BOM – ~~Duncan McLeukie~~ ^{Gordon McKay} spoke on Gov. investment in BOM services, \$58.5M over 4 years. BOM will employ 42 more meteorologists and 23 more hydrologists. Australian Rain Runoff report, reviewing State Flood Plans, National emergency Plans, Handbook on user needs- hazard definitions, practical measures.
- SES – Nick Cluster – ICAC inquiry into SES Commissioner, stepped down. Flood data base 40% complete – Cardno, SES & OEH joint effort. Levee risk review in terms of critical breach risks. SES requirement in Flood Planning instrument.
- J Wyndham Price – new corporate member presentation – Storm water Engineers.

Meeting closed 1.30pm

Lunch 30 minutes

WORKSHOP SESSION – OEH – GRANTS PROCESS 2.00pm

FLOOD MANAGEMENT PROGRAM MINI WORKSHOP – Rebecca Simpson

Background stats

FMP Objectives – tech support & financial support to Councils, have allocated \$260M on a 2:1 basis. 2012/2013 \$24.5M, 2013/14 \$3.5M

21 new projects, \$19M for active projects, \$10M in scheduled projects currently underway.

\$1M VP/VHR pool, \$832K for 13 projects not started yet. \$7M in overdue milestones.

81 projects on a reserve list, 300 current active grants.

The problem

the present delivery of grants is backing up due to bottlenecks in planning process. Last year there was \$9.8 M in approved but unclaimed projects.

300 active grants all scrambling to get their paperwork in before the end of June fin yr close just was not operable. Staff were over budgeting to allow for 50% of projects falling behind.

Therefore OEH has transitioned a change from Annual Grants to Project based Grants to smooth out payments on a monthly basis.

Conditions – SMAC anagram for State Management Assisting Councils vets all Flood Planning projects.

OEH Grants Unit to address all questions relating to project funding

All claims based on milestones linked to key work completed.

Urge all Council with Flood Planning projects to get into the reserve list.

Amounts up to \$3M relatively easy to secure. Bigger projects recommended they be staged.

Funding Agreement required between OEH & Council – Recipient Core Activity, not Study Brief by Council staff. Will not fund retrospectively, a cap on labour expense.

Sets out roles, responsibilities, & conditions.

Conditions to be met- Contractor competitive tenders.

Briefs discussed with OEH, project specific conditions to be met.

WP approval before work starts – construction Projects, draft plans, designs , estimates discussed with OEH.

Works plan approved in 2 weeks. Approval to engage, variances allowed.

Grants only paid to Councils and ONLY for Flood Planning Projects.

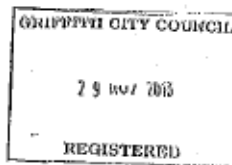
Workshop close 3.00pm

(b) Additional correspondence in relation to CL07

Adrian Piccoli MP

Member for Murrumbidgee

Deputy NSW Nationals Leader | Minister for Education



19 November 2013

Mr Brett Stonestreet
The General Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Dear Sir, *Brett*

I am writing to acknowledge your letter of 18th October regarding Mirrool Creek flooding enclosing the letter from Yenda Progress Association.

I have passed on your letter and the attachment to the various Ministers involved and have acknowledged the letter to Kay Pellizzer as well.

Please contact me if there is anything further I can do.

Yours sincerely,

Adrian Piccoli, MP
Member for Murrumbidgee
Deputy Leader of the Nationals
Minister for Education

email murrumbidgee@parliament.nsw.gov.au
website www.adrianpiccoli.com.au
office & postal address NSW Government Offices,
104-110 Barma Avenue, Griffith NSW 2680
phone 02 6962 0644 fax 02 6962 7725

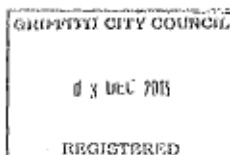


THE NATIONALS for Regional NSW

Michael McCormack MP

FEDERAL MEMBER FOR RIVERINA

29 November 2013



Mr Brett Stonestreet
General Manager
Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Brett
Dear Mr Stonestreet

I refer to representations dated 25 October 2013 made to the Hon Michael Keenan, MP
Minister for Justice in relation to the Mirrool Creek flooding in 2012.

The Minister has responded at length to my correspondence and I enclose a copy of his reply
dated 26 November 2013.

I trust that the information provided by the Minister is of some assistance.

Yours sincerely

Michael McCormack

Michael McCormack, MP
Federal Member for Riverina

mmc.deb.gth

Canberra
PO Box 6022, Parliament House, Canberra 2600
ph 02 6277 4725 fax 02 6277 8583

Wagga Wagga
Suite 2/11-15 Flinders St, Wagga Wagga 2650
ph 02 6921 4600 fax 02 6921 5900

Griffith
100 Yambill St, Griffith 2680
ph 02 6964 1212 fax 02 6962 7722



THE NATIONALS for Regional Australia



28 NOV 2013

THE HON MICHAEL KEENAN MP
Minister for Justice

MC13/29457

The Hon Michael McCormack MP
Federal Member for Riverina
Suite 2, 11-15 Fitzmaurice Street
WAGGA WAGGA NSW 2650

26 NOV 2013

Dear Mr McCormack

Thank you for your letter of 25 October 2013, regarding the Min'ool Creek flooding in 2012, and the issues surrounding flood mitigation in the Murrumbidgee Irrigation Area.

In Australia, the states and territories have primary responsibility for emergency management, including the issues raised in your letter. However, the Australian Government is actively working with the states and territories to build community resilience to future disasters, and make Australia a safer place to live.

As you may be aware, in 2011 the Council of Australian Governments (COAG) adopted the *National Strategy for Disaster Resilience*, which favours a whole-of-nation, resilience-based approach to disaster management. The Strategy emphasises that an improved understanding of disaster risk is an integral component of reducing the severity of impacts from natural disasters and building resilience within the community. As such, the Strategy marks a positive shift towards rebalancing a 'response and recovery' approach to one more focussed on 'preparation and mitigation'. The Strategy is available on the Australian Emergency Management webpage, at www.em.gov.au.

The Australian Government recognises the importance of mitigation to minimise risks to the community from natural disasters. This is why the Australian Government contributes to a range of initiatives, including providing \$12 million to Geoscience Australia to deliver the National Flood Risk Information Project (the Project). The Project includes an internet portal which will provide free access to authoritative flood studies and associated flood mapping data to enable users to undertake their own analysis of the likelihood of flooding at a given location. The Project also includes the development of national guidelines for the collection, comparability and reporting of flood risk information. These initiatives will better inform decision making in a wide range of areas including emergency management, land use planning and insurance.

A complementary body of work, the National Work Program for Flood Mapping (the Work Program), is currently being implemented under the auspices of the Standing Council on Police and Emergency Management (SCPEM). Completion of the Work Program will set enhanced consistency and quality of flood mapping information across Australia. A key outcome of the Work Program will be a clearer understanding on the coverage of existing flood maps, enabling all jurisdictions to prioritise their flood mapping projects to address key gaps.

Parliament House Canberra ACT 2600 • Telephone: (02) 6277 7290 Facsimile: (02) 6273 7098

SCPEM has also endorsed the National Emergency Risk Assessment Guidelines (NERAG) as the nationally consistent methodology for future use by Australian governments to assess risk for priority hazards, is another important step. The NERAG aim to ensure consistency in the way in which risks are assessed and improve the consistency and rigour of emergency risk assessments undertaken across hazards and jurisdictions.

You may be interested to note that the *Managing the Floodplain: A Guide to Best Practice in Flood Risk Management in Australia* has recently been revised using funding provided by the Australian Government's National Emergency Management Projects grants program. The Guide, which will be published shortly, provides broad advice on all important aspects of flood risk management in Australia.

Thank you for bringing these issues to my attention. I trust this information is of some assistance. The action officer for this matter in the Attorney-General's Department is Samantha Chard who can be contacted on 02 6141 2970.

Yours sincerely



Michael Keenan



**MINUTES OF THE TRANSPORT MANAGEMENT COMMITTEE MEETING
HELD IN THE MURRAY ROOM, GRIFFITH ON 9 DECEMBER 2013
COMMENCING AT 5.31 PM**

PRESENT

Councillor Simon Croce (Chair), Councillor Doug Curran, Councillor Anne Napoli, Ray Ellis (Stakeholder), James Jackson (Stakeholder), Christine Tomlinson (Stakeholder), Ray Ellis (Stakeholder), Gerry Wilcox (Stakeholder - alternate)

STAFF PRESENT

Director Infrastructure and Operations, Dallas Bibby; Engineering Design and Approvals Manager, Graham Gordon; Traffic Engineer, Mathew Vitucci; Airport Coordinator, Bob Campbell; Road Safety Officer, Greg Balind; Minute Secretary, Leanne Austin
Quorum = 4

CL01 APOLOGIES

An apology was received from Alf Trefilo.

Absent: Councillor Stead (Alternate), Allan Bennett (Alternate).

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Councillor Curran and James Jackson that the minutes of the previous meeting held on 14 October 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

3.1 REX Counter Griffith Airport

Councillor Curran enquired if rope barriers had been trialled at the REX Counter at Griffith Airport as yet. Mr Campbell advised they had not been trialled but they are available if required.

3.2 Grain Harvest Management Scheme

Mr Jackson advised there have been some issues with the Grain Harvest Management Scheme. Councillor Curran advised that Council would consider not signing up to the agreement in future. Mr Bibby advised a future review will allow for submissions to be

provided to improve the scheme.

Mr Ellis entered the meeting the time being 5.37 pm.

3.3 Myall Park Road Intersection Beelbanger Road

James Jackson enquired about any progress in relation to the Myall Park Road / Beelbanger Road intersection. This matter is to be considered by the Traffic Committee on 10 December 2013.

3.4 Coffee Shop Airport Terminal

Mr Bibby advised an Expression of Interest has been drafted and is to be advertised prior to a trial period being undertaken.

3.5 Kookora Street and Willandra Avenue Intersection

Mr Bibby advised the road surface at the intersection of Kookora Street and Willandra Avenue has been temporarily repaired.

CL04 DECLARATIONS OF INTEREST

Ray Ellis declared a Pecuniary Interest in relation to CL13 - Taxi/Hire Car Parking at the Airport. Mr Ellis is the Manager of Griffith Taxi Co-op.

CL05 2013 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS

The Committee considered a report on the 2013 National Local Roads and Transport Congress which was held at Alice Springs 12-14 November 2013 and attended by Councillors Croce and Curran and Mr Bibby.

RECOMMENDED on the motion of Councillor Napoli and James Jackson that the Committee note the report.

CL06 DOUG MCWILLIAM ROAD - ROAD TRAIN TRIAL

A road train trial along Doug McWilliam Road and Barracks Road Yenda was conducted by Council at the request of McNaught's Transport.

RECOMMENDED on the motion of James Jackson and Ray Ellis that:

- (a) Council staff conduct a preliminary investigation to determine what is required to make Doug McWilliam Road Road Train accessible.**
- (b) Council staff liaise with Casella Wines and AGS regarding the possibility of contributing to the upgrading of Doug McWilliam Road.**

CL07 GRIFFITH CYCLE CLUB - PROPOSAL TO HOST 2014 NSW MASTERS CHAMPIONSHIPS

Griffith Cycle Club are currently investigating the possibility of hosting the NSW State Masters Road Championships in Griffith. The Club is proposing to utilise the road network around Scenic Hill for the larger courses and possibly Benerembah Street for a criterium race. The proposed event will require the development and implementation of a traffic management plan and traffic control plans.

Mr Vitucci advised access to the Airport will need to be maintained. The routes will need to be considered further as full road closures may be required. This item is to be presented to the Traffic Committee on 10 December 2013.

RECOMMENDED on the motion of Christine Tomlinson and Councillor Curran that Council staff liaise with Griffith Cycle Club to determine the full extent of traffic management for the event and assist in identifying other potential routes for the event.

CL08 INTERNAL SIGNAGE AT GRIFFITH AIRPORT TERMINAL

The Committee reconsidered a report regarding internal signage at the Griffith Airport Terminal at Council's request. REX have contacted Council in relation to the previous decision and Council requested the Committee reconsider this report.

Mr Campbell advised REX currently use three counters however should a new carrier be appointed REX would only use two counters. Rental vehicle companies have signs which will be placed on the counter, not on the wall behind the counter.

Mr Campbell advised Wagga Airport has signs behind the counters on the wall. Hire cars have signage on the counters and wall behind. Dubbo Airport has signs everywhere, with an advertising company selling the space and giving Council 20% of the sales. The airport at Albury has no signs. Mr Campbell suggested another option to consider is a TV screen with looping advertisements.

Councillor Napoli agreed that signage may assist with directing the public to the correct area/counter.

Councillor Curran stated that if the Committee approves signage for REX, the same approval would have to apply to all companies using space at the terminal.

RECOMMENDED on the motion of Christine Tomlinson and Gerry Wilcox that:

- (a) The application for signage on the wall be refused.**
- (b) The signage on the Check-in Counter be approved pending reduction in size of sign to a maximum of 840 x 594 mm (A1).**
- (c) Council staff investigate options regarding advertising, signage and artwork within Airport and report back to the Committee.**

CL09 INTERSECTION TREATMENT - WALLA AVENUE AND MERRIGAL STREET

Council has received complaints from residents in the vicinity of Walla Avenue and Merrigal Street intersection regarding incidents of traffic collisions.

Mr Jackson advised tree trimming could improve sight distance at the intersection.
Mrs Tomlinson advised speeding in the area is also an issue.

Mr Bibby advised blackspot funding will be applied for in the near future which could be applied to this project.

RECOMMENDED on the motion of Councillor Curran and James Jackson that:

- (a) The existing Give Way signs on Merrigal Street be increased from size 'A' to size 'B' with warning signs to be installed in advance of the intersection.**
- (b) Priority be given to apply appropriate transverse markings (hold lines) at the intersection.**
- (c) State/Federal Government funding options be explored to obtain financial assistance to Griffith City Council for road safety treatments to the site.**

CL10 KOOBA STREET/BOONAH STREET INTERSECTION SIGHT DISTANCE

North Griffith School Council has raised concerns regarding sight distance at the intersection of Kooba Street and Boonah Street.

Councillor Curran commended the staff on keeping the reduction of car parking spaces to a minimum.

RECOMMENDED on the motion of Councillor Curran and Ray Ellis that the No Stopping zone be extended twelve (12) metres north along the western side of Boonah Street.

CL11 NORTH KOOBA SETTLERS ROAD AND KIDMAN WAY INTERSECTION SIGN UPGRADES

The Committee considered a report regarding North Kooba Settlers Road and Kidman Way intersection in relation to improving safety issues.

RECOMMENDED on the motion of Councillors Curran and Napoli that:

- (a) Larger advanced warning signs be installed advising west bound drivers on North Kooba Settlers Road of the pending intersection with the Kidman Way.**
- (b) Appropriate delineation (stop hold line and double barrier lines) be applied on North Kooba Settlers Road near the intersection the Kidman Way as per Roads and Maritime Delineation Supplement.**

CL12 PEDESTRIAN ACCESS - PROBERT AVENUE, HART STREET AND GIBBS STREET

Council has received a request from the Manager of the Soldier Settlers Villages off Probert Avenue, Hart Street and Gibbs Street to install pedestrian crossings around the villages in East Griffith. The Committee considered a concept design to construct a centre median on Gibbs Street and Hart Street to reduce the distance pedestrians are required to travel unprotected. The area does not meet the criteria for a pedestrian crossing.

Mr Balind advised that there is a proposal to make Probert Avenue between Turner Street and Hart Street a 40kph zone during school hours.

RECOMMENDED on the motion of Councillor Curran and Christine Tomlinson that Council staff develop costings for the project and send a project proposal to the Roads and Maritime Services under the PAMP program.

CL13 TAXI/HIRE CAR PARKING AT THE AIRPORT

Mr Ellis left the room the time being 6:08 pm.

The Committee considered a report regarding car parking fees and charges for commercial users, including Taxis, at Griffith Airport car park.

Mr Campbell advised he had investigated other regional airports and they do not charge taxis for car parking.

Councillor Curran stated the taxi zone is not a car park but a pick up zone. In light of other airports not charging taxis Council should not charge. Concerns were raised that taxis may pass the extra fees and charges on to customers.

Mr Campbell advised that the Hire Car service must have a booking and can pull up at front of terminal at the pick up/drop off zone.

Mr Vitucci stated that taxis are considered to be public transport.

Mrs Tomlinson advised there are no other public transport options at the Airport so taxis should have access to pick up passengers.

RECOMMENDED on the motion of Councillor Curran and James Jackson that Council continues with the practice of not charging car parking fees and charges for taxis at Griffith Airport car park.

Mr Ellis entered the room the time being 6:18 pm.

CL14 UPGRADE OF SIGNAGE AND TRAFFIC PRIORITY - OLD WILLBRIGGIE X MIRROOL BRANCH CANAL ROAD

The Committee considered a report regarding conflicting signage at the Old Willbriggie Road and Mirrool Branch Canal Road T intersection.

Councillor Curran requested the report be LAID ON THE TABLE pending further information from traffic counters.

CL15 DRAFT ROUTE BUS SERVICE TIMETABLE REVIEW FOR GRIFFITH BUSLINES

Mr Ellis advised that the town route services were required to be reviewed within 12 months of the Census and placed on public exhibition. A public information session was held last Wednesday with two people attending.

Buslines are now implementing a new timetable for the town bus service. The new timetable will commence 14 December 2013. Town runs will be wheelchair accessible.

Additional services have been included in the new timetable targeting areas of the City and outlying areas that most require public transport options. Buslines will provide new brochures/timetables to the Visitors Centre and these will also be available on the web. Councillor Curran suggested new brochures should also be left at the Council Chambers and Griffith City Library.

Mrs Tomlinson enquired about the low floor buses. Mr Ellis advised that Buslines have two low floor buses which have a ramp that folds out for wheelchair access and the buses also kneel to the kerb for easier access.

Mr Bibby requested that Buslines provide an electronic copy of the current town and school bus routes to be layered onto Council's GIS mapping system.

CL16 CITY TO LAKE FUN RUN 2014 TRAFFIC MANAGEMENT PLAN

The Committee considered a report on the Griffith City to Lake Fun Run to be held on 2 March 2014 which is being held to raise funds for the construction of the Griffith Community Private Hospital.

Mr Vitucci advised the Fun Run will be the same route as last year but this year Wyangan Avenue and Boorga Road will be closed at the request of the Police.

Councillor Napoli advised that this year over 1,000 participants entered with up to 2,000 expected in 2014. \$55,000 was raised. Mr Jackson enquired how much the event cost Council in relation to road closures and traffic control.

RECOMMENDED on the motion of Councillor Napoli and Christine Tomlinson that the Griffith 2014 City to Lake Fun Run Traffic Management Plan and Traffic Control Plan be approved.

CL17 ACTION REPORT

Proposal to Relocate School Bus Zone Kooba Street to Boonah Street - St Patrick's Primary School have appointed consultants to draft a masterplan.

Yoogali Intersection - Council has received correspondence from the Minister for Roads and Ports, the Hon. Duncan Gay MP, advising the railway line should be relocated.

Pedestrian Access North Avenue Yenda - Council is waiting feedback from the Yenda community.

Stafford Road Traffic Movements - A report is going to the Traffic Committee meeting 10 December 2013.

MR321 Willbriggie Reconstruction - The RMS have replied to Council advising they have approval from Graincorp and Sunrice to realign/remove the section of railway line. The report is to be raised from the table at the Transport Management Committee meeting 11 February 2014.

Councillor Napoli left the meeting the time being 6:49 pm.

CL18 GENERAL BUSINESS

18.1 Bridge Road Sight Distance

Mrs Tomlinson advised there is a lack of sight distance emerging from MIA Smash car park on to Bridge Road due to the cars parking along the kerb. Council staff to investigate. Councillor Curran advised if car parks are removed from the area it would disadvantage businesses in the area. Mr Gordon advised that sight distances were investigated when looking at Kooba Street issues and the sight distance assessment methods do not really apply to parallel parking.

18.2 Car Parking Canal Street

Mrs Tomlinson advised that there is traffic congestion along Canal Street due to the Rotary Markets. There are no formal parking arrangements in the area however cars should be parking parallel.

18.3 Culvert and Drain Citrus Road

Mr Balind advised there are safety issues in relation to a narrow culvert and drain along Citrus Road. Mr Jackson advised the culvert is not used any more. Council staff to investigate.

18.4 Taxi Parking Airport

Mr Balind advised the taxis are parking too close to doorway at the Griffith Airport. Mr Ellis to advise taxi drivers.

18.5 Regional Airline Enroute Subsidy Scheme

Mr Bibby advised that the Minister for Infrastructure and Regional Development, the Hon. Warren Truss MP, recently announced a Government proposal to reintroduce the regional airline enroute subsidy scheme. Mr Stonestreet has written to the Member for Riverina, the Hon. Michael McCormack, requesting details of the scheme. Mr McCormack has in turn made written representations to the Minister for further clarification.

18.6 Bus Stop Jondaryan Avenue

Mr Ellis advised that at a recent community consultation meeting a request was received for a bus stop along Jondaryan Avenue near the Aboriginal Medical Centre. Council staff to investigate further.

18.7 Signage Airport for Taxis

Mr Ellis enquired if it was possible to place signage at the Airport for the Taxi service. Councillor Croce advised this would be included in a previously requested report to the Committee.

Greg Balind left the time being 7:04 pm.

18.8 Presentation - Bicycle Racks Banna Avenue

Council's Community Development Coordinator, Peter Dummett and Project Planner, Nathan Farnell entered the meeting the time being 7:07 pm to give a presentation on the implementation of Bicycle Racks on Banna Avenue under the Healthy Communities program.

Initial designs and bicycle rack locations were presented to the Committee. The bicycle racks represent orange trees. Six bicycle racks are proposed to be located near the pedestrian crossings on the southern side and four bicycle racks at the parks (Memorial Gardens and CWA Park) on the northern side of Banna Avenue.

Councillor Croce advised the racks will need a footing to ensure members of the public cannot easily remove them. Councillor Curran suggested the bike racks be placed closer to pedestrian crossings and perhaps on the opposite side of Banna Avenue near parks. Other suggested areas to consider were Griffin Plaza, Griffith Central, Griffith Aquatic Leisure Centre, the skate park and the lawn areas in the centre of Banna Avenue.

Ms Dummett advised the funding needs to be expended by March 2014.

CL19 NEXT MEETING

The next meeting of the Transport Management Committee is to be held on 10 February 2014 at 5:30 pm.

There being no further business the meeting closed the time being 7:19 pm.

ATTACHMENTS

- (a) CL05 - 2013 National Local Roads and Transport Congress (Attached for the information of Councillors)

- (a) CL05 - 2013 National Local Roads and Transport Congress (Attached for the information of Councillors

GRIFFITH CITY COUNCIL **REPORT**

05

SUBJECT: 2013 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS
FROM: Dallas Bibby, Director Infrastructure and Operations

SUMMARY

The 2013 National Local Roads and Transport Congress was held at Alice Springs, 12-14 November 2013 and was attended by Cr Croce - Chairperson of the Transport Management Committee, Councillor Curran - Deputy Mayor and Chairperson of the Local Traffic Committee, together with Director of Infrastructure and Operations, Mr Dallas Bibby.

This report outlines the subjects covered at the Congress.

RECOMMENDATION

That the Committee notes the Report.

BACKGROUND

Annually the Australian Local Government Association (ALGA) conducts the National Local Roads and Transport Congress. In 2013 it was held at Alice Springs Convention Centre 12-14 November with the theme "Sustaining Our Roads, Good Business/Good Governance/Good Bottom Line.

Council had resolved that the Chairperson of the Transport Management Committee, Councillor Croce and the Deputy Mayor and Chairperson of the Local Traffic Committee, Mr Doug Curran attend the Congress accompanied by the Director of Infrastructure and Operations, Mr Dallas Bibby.

The retiring President of the ALGA, Felicity-Ann Lewis, opened the conference, advising that 250 delegates from Councils across Australia were in attendance, recognising the critical role of infrastructure in Local Roads and Regional Airports in communities across Australia.

She also welcomed the Prime Minister's commitment to invest in the nation's infrastructure. Delegates applauded the Government's commitment to continue to invest in the Roads to Recovery Program (R2R).

The Honourable Warren Truss MP, Minister for Infrastructure and Transport advised by video, as parliament was sitting, that the new Government had a new vision and wished to be an Infrastructure Government with the Prime Minister wanting to be known as the Infrastructure Prime Minister.

Mr Truss recognises that most journeys start/finish on Local Roads and reiterated that R2R is to continue as a vital funding component to 2019, together with continuation of \$60m Black Spot funding, which has in the past provided a Benefit Cost Ratio of \$7.70 for each \$1 spent.

He also announced the Federal Government is providing \$330 million for the Bridges Renewal Program which is to be boosted by Local/State Funding.

The Honourable Anthony Albanese MP, Shadow Minister for Infrastructure, also speaking by video, that the previous Government are proud that it has doubled the road budget during its term as well as continuing with the vital R2R funding and delivering 30% reduction in road deaths through the Black Spot Program.

ALGA launched the bridges brochure, Bridges to a Stronger Future, which highlights the under investment in Local Bridges. The ALGA will continue to push for additional R2R funding to counter this under investment for both Local Roads and Bridges.

Mr Richard Hancock, CEO of the National Heavy Vehicle Regulator (NHVR), spoke of the link between Local Government and NHVR and the commencement of NHVR in February 2014.

The benefits to Local Government will be the availability to prioritise funding with collation of data of the frequently used transport routes.

The NHVR will coordinate pre-approvals of transport routes with the Roads Manager, and issue permits on a national basis for linked trip permits and eventually any notices.

It will be interesting to see how the NHVR impacts locally on Griffith.

Mr Jeff Roorda, who works closely with ALGA on Asset Management of Local Roads advised that only 60% of Council's have asset management plans and that a plan is vital to advise capacity building. Ten year plans are needed to recognise risks and affordable service levels for Local Government.

He advised that 344 Council's across Australia responded to the national condition survey, with 200 not doing so. Griffith responded. The survey showed 12% of Transport Infrastructure is in poor condition, which represents \$19 billion, this is made up of:

1. 11% Local Sealed Roads (\$13 billion)
2. 18% Local Sealed Roads(4.8 billion)
3. 30% Timber Bridges (\$1.5 billion)

There is 667,000 km of Local Roads across Australia with 28,000 bridges.

Other speakers spoke on Australia Airports Association, Heavy Vehicle Charging and Investment, Investment and alternate funding of Infrastructure, The Last Mile and challenges facing Local Government.

At the Regional Airport Workshop, Councillor Croce noted that there has been 45 RPT services closed over the last 7 years.

With the mining boom some Regional Airports have seen significant increases with one airport increasing from 40,000 to 250,000 passengers per annum. This is impacting on airlines funding aircraft and making decisions on viable routes.

Some mining companies are providing their own infrastructure for Fly In, Fly Out (FIFO) which is not providing benefits to local communities.



**MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD IN THE MURRAY
ROOM, GRIFFITH CITY COUNCIL ON 10 DECEMBER 2013
COMMENCING AT 10.30 AM**

PRESENT

Councillor Doug Curran (Chair), Sergeant Tim Lockwood (Police), Michael Buckley (RMS), Adrian Piccoli (MP) or John Bonetti (representing Adrian Piccoli), Peter Budd; Griffith Cycle Club (visitor) and Greg Lawrence; Manager Economic Development and Tourism.

STAFF PRESENT

Engineering Design and Approvals Manager, Graham Gordon; Assistant Traffic Engineer, Mathew Vitucci; Minute Secretary, Jenny O'Donnell-Priest

CL01 APOLOGIES

RECOMMENDED on the motion of John Bonetti and RMS representative that apologies be received from Road Safety Officer, Greg Balind.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of RMS representative and John Bonetti that the minutes of the previous meeting held on 10 September 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

3.1 Pedestrian Crossing in North Avenue Yenda

Yenda Progress Association have verbally opted not to install a pedestrian crossing as this would reduce car parking spaces. Council to await formal response.

3.2 Large Machinery on Roads

Mr Gordon queried Council's responsibility and jurisdiction regulating large machinery on roads. Councillor Curran recommended that in future a 'ring road' concept would slow heavy vehicle usage through town and in turn would alleviate traffic and local road maintenance issues.

CL04 DECLARATIONS OF INTEREST

NON PECUNIARY INTEREST

Councillor Curran - CL15 - La Festa 2014 - Traffic Management Plan

Reason: Councillor Curran is Chairman of La Festa Management Committee

Make a declaration, do not participate and leave the Chamber upon making the declaration.

Do not return until the matter is resolved.

At this point in the meeting, the Chair brought Clause 7 forward and invited Mr Peter Budd from the Griffith Cycle Club to address the Committee.

CL07 GRIFFITH CYCLE CLUB - PROPOSAL TO HOST 2014 NSW MASTERS CHAMPIONSHIPS

Peter Budd advised the Committee that the Griffith Cycle Club are intending to put in a bid to host the 2014 NSW Masters Championships. The Championship event is required to be held on an appropriate racing course. This would entail using Scenic Hill and surrounding roads plus Benerembah Street. The NSW State Masters Championships consist of three events raced over three days.

- The individual time trial – 20-22 km distance raced Friday
- The road race – race distances vary according to age groups raced Saturday
- The Criterium – a circuit event on a short course and usually timed (30 minutes plus three laps) raced Sunday.

There would be required road closures and detailed traffic management plans in place including the use of traffic controllers. No major obstruction to traffic is envisaged.

Mr Budd stated that the Cycle Club were seeking in kind support from Council at the next Ordinary Meeting and that he was presenting to the Traffic Committee to be able to address any queries or possible obstructions to holding the event.

The Committee discussed the draft proposal and were in agreement that in principle support to the event be given. This would be subject to a comprehensive Traffic Management Plan and due procedure being followed with the assessment process. Council would determine at its meeting whether engineering staff would be providing in kind assistance.

RECOMMENDED on the motion of RMS representative and Sgt Tim Lockwood that the Committee give in principle support to the event and recommend Council staff liaise with Griffith Cycle Club to determine the full extent of traffic management for the event and assist in identifying other potential routes for the event.

SMT COMMENT

At the Ordinary Meeting of Council on 10 December 2013, Council RESOLVED on the motion of Councillors Lancaster and Thorpe that in the event the Griffith Cycle Club bid to host the NSW State Masters Road Championships in Griffith is successful, Griffith City Council agrees to provide in kind support to cover the preparation and provision by Council's engineering staff of traffic control at nominated check points and to assist in the erection of signs and barriers for this event.

Greg Lawrence and Peter Budd left the meeting, the time being 11.31 am

CL05 GRIFFITH CYCLE CLUB - 2014 CLUB RACING TRAFFIC MANAGEMENT PLAN

The Committee discussed the Traffic Management Plan submitted from the Griffith Cycle Club for their 2014 club racing.

RECOMMENDED on the motion of Mr Bonetti and RMS representative that Council approve the Traffic Management Plan subject to the approval of the Public Liability Insurance by Council and the RMS.

CL06 GRIFFITH CYCLE CLUB - 2014 INTERCLUB ROAD RACE TRAFFIC MANAGEMENT PLAN

The Committee discussed the Traffic Management Plan submitted from the Griffith Cycle Club for their 2014 interclub races.

RECOMMENDED on the motion of RMS representative and Sgt Lockwood that Council approve the Traffic Management Plan subject to the approval of the Public Liability Insurance by Council and the RMS and the approval of Carrathool Shire Council for the event.

CL08 OLD WILLBRIGGIE ROAD X MIRROOL BRANCH CANAL ROAD CONFLICT OF PRIORITY

The Committee discussed options for treatment of the intersection of Old Willbriggie and Mirrool Branch Canal Road. Councillor Curran advised the Committee that this item had been discussed at the Transport Management Committee meeting the previous evening and the report was laid on the table until results of in situ classifiers were returned. The results would determine proposed treatment to the intersection.

John Bonetti MOVED that the report LAY on the TABLE until the results of the in situ classifiers are returned.

CL09 SIGN UPGRADES - NORTH KOOBA SETTLERS ROAD X KIDMAN WAY

As a result of an audit of the existing road environment along North Kooba Settlers Road - a number of signage deficiencies have been identified which may contribute to the potential for motor vehicle conflict. The Committee considered a report regarding North Kooba Settlers Road and Kidman Way intersection in relation to improving safety issues.

RECOMMENDED on the motion of Sgt Lockwood and RMS representative that Council:

- (a) Install larger advanced warning signs and barrier boards advising west bound drivers on North Kooba Settlers Road of the pending intersection with the Kidman Way (as per the attached design).**
- (b) Application of appropriate delineation (stop hold line and increased length of the double barrier lines) on North Kooba Settlers Road near the intersection the Kidman Way as per Roads and Maritime Delineation Supplement.**

CL10 CLIFTON BOULEVARDE

Several concerns have been relayed to Council regarding parked vehicles causing sight distance issues at the intersection of Doolan Crescent and Clifton Boulevard. Council has conducted an assessment of the intersection based upon Austroads standards and found that the sight distance at the intersection needs to be addressed. The Committee deliberated on a report regarding this issue.

RECOMMENDED on the motion of John Bonetti and RMS representative that the Committee recommend the installation of 'No Stopping' zone and associated signage along Clifton Boulevard and Doolan Crescent extending 10 metres north and south along the western side of Clifton Boulevard from Doolan Crescent (northern exit) and 10 metres west along Doolan Crescent from Clifton Boulevard. This shall improve sight distance for vehicles exiting Doolan Crescent.

CL11 INTERSECTION TREATMENT - MYALL PARK RD X BEELBANGERA RD

Several corrective actions have been suggested to increase the future safety of the Myall Park Road and Beelbanger Road intersection. The Committee discussed the safety report and it was noted that this intersection does not meet criteria for installation of a Stop sign.

RECOMMENDED on the motion of Sgt Lockwood and RMS representative that:

- (a) The Committee note the contents of the attached safety report;**
- (b) A request be forwarded to RMS to conduct assessment with a view to reduce the speed limit on Beelbanger Road (east of Myall Park intersection) from 100k/h to 80k/h;**
- (c) Request RMS to review signage with regard to changes to advisory signage along the Beelbanger Road to the intersection.**
- (d) Council submit a project proposal to the RMS for improvement of the road hatching.**

CL12 EXTENSION OF 50K ZONE - SIDLOW ROAD

In 2009 the traffic priority of the Sidlow Road x Stafford Road intersection was changed to allow for the higher traffic volumes travelling on Stafford Road to have right of way through the intersection. Following recent crashes recorded at the site, it is deemed a reduction in the speed limit on Sidlow Road from 80k/h to 50k/h would better manage traffic at the location. The Committee considered the report and agreed that the speed limit should be reduced.

RECOMMENDED on the motion of John Bonetti and Sgt Lockwood that the RMS review the feasibility of extending the current 50k/h zone on Sidlow Road from its existing location (75 metres north of Stafford Road) to 250 metres south of the Stafford Road intersection.

CL13 KOOBA STREET/BOONAH STREET INTERSECTION SIGHT DISTANCE

The North Griffith School Council had raised concerns regarding the sight distance available at the intersection of Kooba Street and Boonah Street. Council has conducted an assessment of the intersection based upon Austroads standards and found that the sight distance at the intersection needs to be addressed. The Committee discussed the issue and agreed to the extend the No

Stopping zone.

RECOMMENDED on the motion of John Bonetti and RMS representative that the Committee recommend the extension of the No Stopping zone twelve (12) metres north along the western side of Boonah Street.

CL14 PEDESTRIAN ACCESS EAST GRIFFITH SHOPS - PROBERT AVENUE, HART STREET AND GIBBS STREET

The Committee considered a request to install pedestrian crossings in the East Griffith Shop precinct. The Committee considered a concept design to construct a centre median on Gibbs Street and Hart Street to reduce the distance pedestrians are required to travel unprotected.

RECOMMENDED on the motion of RMS representative and John Bonetti that the Committee recommend Council staff develop costings for the project and send a project proposal to the Roads and Maritime Services under the PAMP program.

CL15 LA FESTA 2014 - TRAFFIC MANAGEMENT PLAN

Councillor Curran left the room, the time being 11.56 am. Mr Bonetti assumed the Chair.

The Committee reviewed the Traffic Management Plan for the 2014 La Festa event.

RECOMMENDED on the motion of RMS representative and Sgt Lockwood that authorisation of the TMP be given subject to the approval of the public liability insurance by Council and the RMS.

Councillor Curran returned to the meeting, the time being 11.59 am.

CL16 GRIFFITH CITY TO LAKE FUN RUN TRAFFIC MANAGEMENT PLAN

The Committee reviewed the Traffic Management Plan submitted to Council from the organisers of the Griffith City to Lake Fun Run for their 2014 event.

RECOMMENDED on the motion of Sgt Lockwood and John Bonetti that the Committee authorise the Traffic Management Plan for the Griffith City to Lake Fun Run.

CL17 GENERAL BUSINESS

17.1 Snowy Hydro Southcare Back 2 Base Bike Ride

The Sponsorship and Events Manager for the Snowy Hydro Southcare Back 2 Base Bike Ride forwarded the Risk Management Plan to Griffith City Council as there are a couple of Griffith LGA roads involved.

RECOMMENDED on the motion of Sgt Lockwood and John Bonetti that the Committee support the risk management plan for the roads in the Griffith LGA subject to RMS approval for the entire event.

17.2 Doug McWilliam - Road Train Trial

Councillor Curran advised that a road train trial along Doug McWilliam Road and Barracks Road Yenda was conducted by Council. Approval will be dependent on further investigation.

17.3 Request for Hard copy of the Traffic Agenda

Mr Bonetti requested that a hard copy of the Traffic Agenda be sent to him.

17.4 Harvest Concession Scheme

Mr Bonetti queried the requirement to abide by the Harvest Concession Scheme being run by the State Government. He stated that one grain storage facility does it whilst another does not. Councillor Curran advised that the State had asked for the concession to be passed by councils and it would be dependent on Council whether the scheme is accepted. It was also confirmed that it is dependent on individual receival site acceptance.

17.5 Traffic Management Plan Bacchus Fun Run

Mr Vitucci advised that the Traffic Management Plan for the Bacchus Fun Run and been received and would need to be reviewed by the Committee. To ensure time frame is met, Mr Vitucci will send an electronic copy to Committee members for consideration.

17.6 Traffic Committee Action Report

The Committee reviewed and updated the Action Plan (attached).

CL18 NEXT MEETING

The next meeting of the Traffic Committee is to be held on 11 February 2014 in the Murray Room at Griffith City Council commencing at 10:30 am.

There being no further business the meeting closed the time being 12.25 pm.

Councillor Curran thanked the Committee for their commitment and input throughout the year.

ATTACHMENT

(a) Traffic Committee Action Report as at 10 December 2013

(a) Traffic Committee Action Report as at 10 December 2013

TRAFFIC COMMITTEE ACTION REPORT @ 10 DECEMBER 2013

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
03/04/2012	Hanwood Public School – Traffic/Pedestrian Issues	Council staff to liaise with RMS Section Manager regarding issues	Greg Balind	10/12/13: Greg to follow up with Sharon (RMS).
03/04/2012	B-Double Access – Pedley Rd	RMS to review the heavy vehicle access to their inspection station off Pedley Road	Mat Vitucci	10/12/13: Issues highlighted at last RMS meeting. RMS investigating. Mat to follow up.
11/12/2012	McNabb Crescent – Speed Repeater Signage	Signage to be installed	Greg Balind	10/12/13: Residents have requested a meeting. Item to be followed up.
12/02/2013	Kidman Way	Council have met with representatives from Balada and McWilliam's and are currently in the process of developing a traffic management plan for the area	RMS	10/12/13: Progressing
12/02/2013	Blackspot – Bilbul	RMS investigation options for a blackspot along the Burley Griffin Way in Bilbul	RMS	10/12/13: RMS rep stated that there have been recommendations made, he will follow up and report back to the Committee
13/08/2013	St Patricks School Traffic Management	St Patricks have hired a traffic consultant to determine the most appropriate solution	Mat Vitucci	
10/09/2013	No Stopping Zone – Kidman Way	Signage to be installed	Greg Balind	10/12/13: To be followed up.
10/09/2013	Stop Sign Noorilla/Boonah St intersection	Additional Give way signage to be installed	Greg Balind	10/12/13: To be followed up.

Updated: 17/12/2013

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TRAFFIC COMMITTEE ACTION REPORT @ 10 DECEMBER 2013

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
10/12/2013	Oversize Machinery	Meeting to be organised or sub committee	Greg Balind	10/12/13: Graham queried Council's jurisdiction/responsibility regulating this.
10/09/2013	Speed Zone Macarthy Road	To be reviewed by RMS	RMS	10/12/13: To be followed up.
10/09/2013	Speed Zone Walla Ave	To be reviewed by RMS	RMS	10/12/13: To be followed up.
10/09/2013	Kidman Way Fatality	Report to the Committee	Greg Balind	10/12/13: Report for today's meeting.
10/09/2013	Myall Park Rd Beelbangera Rd Intersection	Report to the Committee	Greg Balind	10/12/13: Report for today's meeting.
10/12/2013	Old Willbriggie Road x Mirrool Branch Canal Road intersection	CL08 report laid on the table until results of the classifiers are returned.	Mat Vitucci	
10/12/2013	Sign Upgrades – North Kooba Settlers Road x Kidman Way	(a) Install larger advanced warning signs and barrier boards advising west bound drivers on North Kooba Settlers Road of the pending intersection with the Kidman Way (as per the attached design). (b) Application of appropriate delineation (stop hold line and increased length of the double barrier lines) on North Kooba Settlers Road near the intersection the Kidman Way as per Roads and Maritime Delineation Supplement	Mat Vitucci	

Updated: 17/12/2013

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TRAFFIC COMMITTEE ACTION REPORT @ 10 DECEMBER 2013

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
10/12/2013	Clifton Boulevard - No Stopping signage	Committee recommend the installation of a 10 metre 'No Stopping' zone and associated signage on the western side of Clifton Boulevard to the ??? south of Doolan Crescent (northern exit) and also the ????? side to allow for improved sight distance for vehicles exiting Doolan Crescent.	Mat Vitucci	
10/12/2013	Intersection Treatment – Myall Park Rd x Beelbanger Rd	(b) A request be forwarded to RMS to conduct an assessment with a view to reduce the speed limit on Beelbanger Road (east of Myall Park intersection) from 100k/h to 80k/h; (c) Request RMS to review signage with regard to changes to advisory signage along the Beelbanger Road to the intersection. (d) Council submit a project proposal to the RMS for improvement of the road hatching.	Mat Vitucci	
10/12/2013	Extension 50k Zone – Sidlow Road	RECOMMENDED on the motion of John Bonetti and Sgt Lockwood that the RMS review the feasibility of extending the current 50k/h zone on Sidlow Road from its existing location (75 metres north of Stafford Road) to 250 metres south of the Stafford Road intersection.	RMS	
10/12/2013	Kooba St/Boonah St intersection	RECOMMENDED on the motion of John Bonetti and RMS representative that the Committee recommend the extension of the No Stopping zone twelve (12) metres north along the western side of Boonah Street.		
10/12/2013	Pedestrian Access East Griffith Shops	RECOMMENDED on the motion of RMS representative and John Bonetti that the Committee recommend Council staff develop costings for the project and send a project		

Updated: 17/12/2013

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TRAFFIC COMMITTEE ACTION REPORT @ 10 DECEMBER 2013

Date of Meeting	Item	Action/Recommendation	Action Officer	Comment
		proposal to the Roads and Maritime Services under the PAMP program.		
10/12/2013	TMP Bacchus Fun Run	Mr Vitucci to send proposed TMP to Committee members electronically for determination.	Mat Vitucci	



GRIFFITH CITY COUNCIL **REPORT**

SUBJECT: QUESTION TIME
ACTION OFFICER: Brett Stonestreet, General Manager

SUMMARY

Public question time will be followed by Councillor question time.

RECOMMENDATION

(Council note: questions as recorded in the Minutes are exact copies of the material provided by the member of public asking the question).

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
10 Dec 2013	APPLICATION TO CLOSE AND PURCHASE PART OF WATKINS AVENUE, GRIFFITH ADJOINING LOT 521 DP 751709 (GRIFFITH HOME MAKERS CENTRE)	CPO	107/2013	0401	<p>(a) Council commence the public notification process associated with the closure of that section of Watkins Avenue, shown in Attachment 'C'.</p> <p>(b) Should no submissions be received objecting to the closure of that section of Watkins Avenue, Council resolve the following:</p> <p>(i) Council delegate authority to the Mayor and General Manager to negotiate an appropriate sale price of the closed road to Betgal Pty Ltd and Ezk Pty Ltd.</p> <p>(ii) Council apply to the Department of Trade & Investment - Crown Lands Division to close that part of Watkins Avenue shown in Attachment 'C'.</p> <p>(iii) The Mayor and General Manager be delegated authority to sign all relevant road closure and sale documentation under Council's common seal.</p> <p>(iv) Total costs incurred by Council in closing that part of Watkins Avenue as identified in Attachment 'C' to be paid for by Betgal Pty Ltd and Ezk Pty Ltd in addition to the negotiated purchase price.</p> <p>(c) Should submission(s) be received by Council during the public exhibition process a separate report be presented to Council for determination and that recommendation (b) not proceed.</p>	<p>18/12/2013</p> <p>Finalised. Notified applicant of approval to advertise the proposed road closure. Advert will be placed in the Area News starting 10 January 2014 and submissions will close 6 February 2014.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
10 Dec 2013	BUILDINGS – CONSTRUCTION NEAR WATER & SEWERAGE ASSETS	EDAM	113/2013	0408	(a) Council approve the setback distance of 4 metres from the rear boundary for the proposed in-ground swimming pool at 82 Clifton Boulevard. (b) Council approve the amendments to Policy Number CS-CP-316, Buildings – Construction Near Water & Sewerage Assets as per attachment D.	06/01/2014 Update: Public Exhibition period ends 24/01/2014. Further report to Council if any submission/s received.
10 Dec 2013	MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS MANAGEMENT COMMITTEE MEETING HELD 18 NOVEMBER 2013	MES	243/2013	0416	That the Minutes of the Business Development and Major Projects Management Committee held on 18 November 2013, having first been circulated amongst members, be adopted with the matter regarding Minute Number 0201 Laid on the Table.	06/01/2014 Clarification sought from DLG - response received - matter to be discussed at Council workshop 21 Jan 2014 for future determination by Council
26 Nov 2013	RESCISSION MOTION - EXPRESSION OF INTEREST FOR COUNCIL OWNED LAND, 29-31 RAILWAY STREET GRIFFITH - MINUTE NUMBER 0340 ORDINARY MEETING OF COUNCIL 22 OCTOBER 2013	DSD	10811488	0394	(a) Council rescind Minute Number 0340 of the Ordinary Meeting of Council held 22 October 2013 regarding Expression of Interest for Council Owned Land 29-31 Railway Street Griffith and (b) Council enter into negotiations with the previously identified interested party of Council owned land at 29-31 Railway Street, Griffith to determine if any other Council owned land may be suitable for the proposed development. (c) If another Council owned portion of land can be identified as suitable, then staff report to Council detailing the interest received with a view to Council considering a resolution to call for Expressions of Interest. (d) Subject to (b) above: A further report to	09/12/2013 Finalised, Completed. Previously identified interested party has withdrawn from negotiations.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					Council be prepared to consider any offers received from the Expression of Interest process.	
26 Nov 2013	PLAYGROUND STRATEGY REVIEW	UDDM	10810888	0371	<p>(a) Council place the draft Griffith Playground Strategy (2013) on public exhibition for a minimum of 40 days.</p> <p>(b) After assessing submission and making relevant amendments, a further report will be presented to Council with a view to its adoption.</p>	09/12/13 Strategy has been put on public exhibition until 21/02/2014.
12 Nov 2013	NOTICE OF MOTION – GRIFFITH POUND	MES	10767328	360	<p>(a) Griffith City Council complete a review of operations at the Griffith pound including but not limited to:</p> <ul style="list-style-type: none"> * Animal intake * Animal accommodation * Animal re-homing. <p>(b) As part of that review, Council investigate costs and options for providing subsidies to those who reside within the Local Government area to have animals de-sexed.</p> <p>(c) Proposals for redevelopment of the facility be incorporated into the report, including preliminary costs, as well as alternatives for operating the facility.</p> <p>(d) The final report be presented to Council in time for any financial implications to be considered as part of the budget process for the 2014-2015 financial year.</p>	15/11/2013 Action: Finalised, Completed. Report commenced to be presented to Council at future date.
12 Nov 2013	MINUTES OF THE TRANSPORT MANAGEMENT COMMITTEE	DIO	10767212	356-357	Minutes of the Transport Management Committee meeting held on 14 October 2013, having first been circulated amongst members,	20/11/2013 Action: Comments - The Internal signage proposal is the subject of an

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
	MEETING 14 OCTOBER 2013				<p>be confirmed with the following amendments:</p> <p>Clause 06 - Proposed Internal Signage at the Airport Terminal</p> <p>The recommendation as stated in the minutes be referred back to the Committee for further discussion.</p> <p>Clause 11 - Coffee Shop Airport Terminal</p> <p>Withdrawal of the following recommendation:</p> <p><i>RECOMMENDED on the motion of Councillor Curran and Christine Tomlinson that:</i></p> <p><i>(a) Peeches Mobile Coffee Van be given a two week trial period operating in the Griffith Airport Terminal providing that relevant documentation including insurance, written request be submitted.</i></p> <p><i>(b) Following the trial a further Expression of Interest be advertised.</i></p> <p>RESOLVED on the motion of Councillors Lancaster and Stead that in relation to Clause 11.1 - Coffee Shop Airport Terminal an Expression of Interest be advertised prior to a trial period being undertaken.</p>	additional Report to the Transport Management Committee on 8 December 2013. An EOI is currently being drafted for the Coffee Shop at the Airport Terminal.
22 Oct 2013	UPDATE ON AIR TRAVEL BETWEEN GRIFFITH AND MELBOURNE	GM	10702578	0345	The Mayor seek Expressions of Interest from other airlines in order to find an operator for the Griffith/Melbourne route.	04/11/2013 Investigations continuing into alternate airlines.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
24 Sep 2013	REGIONAL SPORTS DECENTRALISATION PROGRAM	DSD	10621192	0296	<p>(a) The report be raised from the table.</p> <p>(b) Council allocate up to \$30,000 to fund a Capacity and Capability Assessment to be undertaken by Sports Marketing Australia in conjunction with Griffith City Council and Griffith City Sports Council Inc.</p> <p>(c) Council determine the funding source from savings identified in Council's Quarterly review, or alternatively forward fund the initiative from the 2014/15 budget.</p> <p>(d) This arrangement to be managed through the Sustainable Development Directorate via the Tourism & Economic Development Unit.</p>	<p>14/10/2013 Action Finalised. Funding to be allocated during the quarterly review process – September 2013.</p>
23 Jul 2013	OPTIONS FOR THE DELIVERY OF MECHANICAL SERVICES TO GRIFFITH CITY COUNCIL	DSD	10366732	0239	<p>(a) Council construct a stand alone workshop on appropriate land and defer full redevelopment of the existing depot as the preferred option for continuation of mechanical and fabrication services.</p> <p>(b) Suitable accommodation to be made for the fuel supply.</p> <p>(c) Council consider a further report on the recommended means to implement part (a).</p> <p>(d) A Working Group of Council be established to guide the planning, design and construction of the facility.</p> <p>(e) Further redevelopment of the Depot site and costings for the implementation of the same; be</p>	<p>05/08/2013 Due diligence of alternative sites under way. TORS for Working Group to be circulated.</p> <p>18/09/2013 Action: Finalised, Completed. Finalised CRMS as per SMT 16/09/13. Working Group has commenced operations. Proceeding with acquisition of land. Minutes of Working Group to be submitted to Council.</p> <p>14/10/2013 Meeting scheduled for 16 October 2013 at 1 pm.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 14 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					subject to a further report to Council.	15/11/2013 Next meeting scheduled for 19 November at 1 pm. 06/01/2014 Concept Plans approved and endorsed for DA documentation at 10 Dec 2013 Council Meeting.
23 Jul 2013	NOTICE OF MOTION - COOPER ROAD	DIO	10367017	0243	(a) Council approve the allocation of \$11,500 towards the re-sheeting (gravel) and grading of Cooper Road. (b) Council investigates the drainage concerns of Cooper Road residents and prepare a report with options on the drainage problem for the consideration of Councillors. (c) Council add Cooper Road to the list of priority roads to be sealed as soon as funds become available.	05/08/2013 Site inspection scheduled. Surveys under way. Report to Council identifying any issues and full cost update. 19/08/2013 SMT Update: Cooper Road is a priority listing for road sealing. 16/09/2013 Update: (b) Drainage being investigated and report is being prepared. 30/09/2013 To be discussed at the next Councillor Workshop 15/10/2013. 18/11/2013 Gravel sheeting/stabilising works are scheduled for 21/11/ 2013. 06/01/2014 Gravel resheeting/stabilising works completed. Drainage issue investigations continuing.