



# ORDINARY MEETING OF COUNCIL

## Agenda

Tuesday, 26 August 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	Graham Gordon	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	Vacant	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, Health & Sustainability Coordinator	Fiona de Wit	EHSC
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
Pioneer Park Manager	Bernadette Flynn	PPM

## **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  
26 AUGUST 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, 26 AUGUST 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 Access Committee - Adoption of Amended Terms of Reference and Endorsement of Community Representatives
- CL02 p 25 Delivery Program Six Monthly Progress Report - 30 June 2014
- CL03 p 28 Utilities Directorate Policies
- CL04 p 32 Griffith Regional Aquatic Leisure Centre Capital Developments Report
- CL05 p 37 Invitation to Attend Fairfield City Council's 'Cabramatta Moon Festival' - 7 September 2014
- CL06 p 40 National Local Roads and Transport Congress
- 9 Information Reports

10 Adoption of Committee Minutes

p 44 Minutes of the Festival of Gardens Committee Meeting held  
on 7 August 2014

p 49 Minutes of the Transport Committee Meeting held on 11 August  
2014

11 Business with Notice - Rescissions Motions

12 Business with Notice - Other Motions

p 53 Notice of Motion - Request for Letter to be Sent to NSW Trade  
and Investment Crown Lands

13 Question Time

14 Outstanding Action Report

15 Matters to be dealt with by Closed Council

CC01 p 67 Griffith Regional Aquatic Leisure Centre Report  
- Personnel Matters 10A(2)(a)

CC02 p 74 Review of Remuneration Package and Annual Performance  
Review for General Manager, Mr Brett Stonestreet  
- Personnel Matters 10A(2)(a)

Yours faithfully

**Brett Stonestreet**  
**GENERAL MANAGER**



**MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL  
CHAMBERS, GRIFFITH ON 12 AUGUST 2014 COMMENCING AT 7.00 PM**

**PRESENT**

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

**STAFF PRESENT**

General Manager, Brett Stonestreet; Acting Director Infrastructure and Operations, Manjit Chugha; Director Sustainable Development, Neil Southorn; Acting Director Utilities, Graham Gordon; Director Business, Cultural & Financial Services, Max Turner; Manager Executive Services, Shireen Donaldson and Minute Secretary, Jennifer O'Donnell-Priest.

**MEDIA**

Jack Morphett, The Area News

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

**PROCEDURAL MATTERS**

**APOLOGIES**

No apologies were received.

**CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL  
HELD 22 JULY 2014**

0243

**RESOLVED** on the motion of Councillors Rossetto and Stead that the minutes of the Ordinary Meeting of Council held in the Council Chambers, Griffith on 22 July 2014, having first been circulated amongst all members of Council, be confirmed.

**BUSINESS ARISING FROM THE ORDINARY MEETING OF COUNCIL HELD  
22 JULY 2014**

There was no business arising.

## **DECLARATIONS OF INTEREST**

The following Councillors declared Conflicts of Interest:

### **Pecuniary Interests**

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

Councillor Anne Napoli

Minutes of the Business Development & Major Projects Committee Meeting (CL06 - page 136 - Griffith Business Chamber Top 5 Ideas No 1)

Reason - Councillor Napoli holds a High Security Water Licence.

Councillor Paul Rossetto

CL07 - St Patrick's Primary School – Application to Close and Purchase Road Reserve in Noorebar Avenue Griffith

Reason - Councillor Rossetto is a member of Sacred Heart Church Griffith and his wife is employed by the Sacred Heart Parish Griffith.

Councillor Zappacosta

Minutes of the Business Development & Major Projects Committee Meeting - CL05

Reason: Councillor Zappacosta's family is involved in a freight hub.

### **Significant Non-Pecuniary Interests**

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

Councillor Alison Balind

CL06 - St Patrick's Primary School – Application to Close and Purchase Part Road Reserve in Kooba Street Griffith

Reason - Councillor Balind is a member of the St Patrick's School Council.

Councillor Alison Balind

CL07 - St Patrick's Primary School – Application to Purchase Road Reserve in Noorebar Avenue Griffith

Reason - Councillor Balind is a member of the St Patrick's School Council.

Councillor Simon Croce

CL01 - DA 43/2014 - Demolition of Existing Structures and the Erection of a New Two Storey Building for Use as a Hotel

Reason - Councillor Croce's employer owns a similar business to the proposed development in question.

Councillor Bill Lancaster

CL06 - St Patrick's Primary School – Application to Close and Purchase Part Road Reserve in Kooba Street Griffith

CL07 - St Patrick's Primary School – Application to Purchase Road Reserve in Noorebar Avenue Griffith

Reason - Councillor Lancaster's daughter is a member of the executive committee of the St Patrick's Primary School Board.



### Less than Significant Non-Pecuniary Interests

*Councillors making a less than significant non-pecuniary declaration may stay in the Chamber, participate in the debate and vote.*

Councillor Alison Balind

CL03 - Griffith Neighbourhood House Redevelopment

Reason - Councillor Balind is a member of the Headspace for Griffith Steering Committee.

Councillor Alison Balind

Minutes of the Traffic Committee Meeting

Reason - Councillor Balind's husband is employed as Road Safety Officer at Griffith City Council.

Councillor Paul Rossetto

Minutes of the Business Development & Major Projects Committee Meeting

Reason - Councillor Rossetto has a small share holding in Murrumbidgee Irrigation Pty Ltd.

Councillor Christine Stead

CL01 - DA 43/2014 - Demolition of Existing Structures and the Erection of a New Two Storey Building for Use as a Hotel

Reason - Councillor Stead holds a liquor licence.

Councillor Zappacosta

CL06 - St Patrick's Primary School – Application to Close and Purchase Part Road Reserve in Kooba Street Griffith

CL07 - St Patrick's Primary School – Application to Purchase Road Reserve in Noorebar Avenue Griffith

Reason - Councillor Zappacosta has 3 grandchildren that attend the school.

### GENERAL MANAGER'S REPORT

#### **CL01 DA 43/2014 - DEMOLITION OF EXISTING STRUCTURES AND THE ERECTION OF A NEW TWO STOREY BUILDING FOR USE AS A HOTEL**

F. DA 43/2014 (SDAP)

0244

**RESOLVED** on the motion of Councillors Neville and Stead that Mr Martin Ruggeri be permitted to address Council.

*Having declared a Conflict of Interest Councillor Croce vacated the Chamber, the time being 7.11 pm.*

Mr Ruggeri addressed the Council, the time being 7.12 pm.

Councillor Thorpe **MOVED** that the report **LAY ON THE TABLE**.

The **MOTION** was **PUT** and **LOST**.

Councillors Balind and Neville **MOVED** the following **MOTION** 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

43/2014 for the demolition of existing structures, the erection of a new two storey building and use as a hotel at Lots 24 and 25 Section 7 DP 758476, 471-475 Banna Avenue, Griffith subject to draft conditions set out in Attachment 'A'; and

(b) The application be delegated to the Director of Sustainable Development for the issue of the Notice of Determination.

Councillors Lancaster and Thorpe **MOVED** the following **AMENDMENT** 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 43/2014 for the demolition of existing structures, the erection of a new two storey building and use as a hotel at Lots 24 and 25 Section 7 DP 758476, 471-475 Banna Avenue, Griffith subject to draft conditions set out in Attachment 'A'; and

(b) The Conditions of Consent be amended to reflect that the balcony be constructed but not physically used by the patrons.

(c) The application be delegated to the Director of Sustainable Development for the issue of the Notice of Determination.

The **AMENDMENT** was **PUT** and **LOST**.

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		Left the Chamber
Cr Curran		X
Cr Cox		X
Cr Rossetto		X
Cr Stead		X

0245

**RESOLVED** on the motion of Councillors Balind and Neville 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 43/2014 for the demolition of existing structures, the erection of a new two storey building and use as a hotel at Lots 24 and 25 Section 7 DP 758476, 471-475 Banna Avenue, Griffith subject to draft conditions set out in Attachment 'A'; 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		Did not Vote
Cr Napoli	X	
Cr Lancaster		X
Cr Thorpe		X
Cr Balind	X	
Cr Zappacosta	X	
Cr Neville	X	
Cr Croce	Left the Chamber	
Cr Curran	X	
Cr Cox	X	
Cr Rossetto	X	
Cr Stead	X	

*Councillor Croce returned to the Chamber, the time being 7.42 pm.*

**CL02 ASSIGNMENT OF LEASE FROM MOSS CAPITAL PTY LIMITED TO ELANOR FUNDS MANAGEMENT LIMITED OF LOT 2 DP 1003564**  
(CPO)

0246

**RESOLVED** on the motion of Councillors Lancaster and Zappacosta that:

- (a) Council approve the assignment of the lease of Lot 2 DP 1003564 from Moss Capital Pty Limited to Elanor Funds Management Limited who will be bound by the terms of the existing lease.
- (b) Elanor Funds Management Limited be required to pay all applicable costs and charges in relation to the assignment of the lease for Lot 2 DP 1003564 together with Council's Administration Fee of \$370.
- (c) The Mayor and General Manager be authorised to sign and seal all documents in relation to this matter under the common seal.

**CL03 GRIFFITH NEIGHBOURHOOD HOUSE REDEVELOPMENT**  
(CPO)

Councillors Thorpe and Stead **MOVED** the following **MOTION** that:

Council support the location at 80-82 Benerembah Street, Griffith as the site preferred by the Management Committee for construction of a purpose built facility for Griffith Neighbourhood House community centre and proposed Headspace facility.

Councillors Balind and Cox **MOVED** the following **AMENDMENT** that:

Council support the location at 80-82 Benerembah Street, Griffith as the site preferred by the Management Committee for construction of a purpose built facility for Griffith Neighbourhood House community centre.

The **AMENDMENT** was **PUT** and **CARRIED**.

The **AMENDMENT** became the **MOTION**.

0247

**RESOLVED** on the motion of Councillors Balind and Cox that Council support the location at 80-82 Benerembah Street, Griffith as the site preferred by the Management Committee for construction of a purpose built facility for Griffith Neighbourhood House community centre.

**CL04 LICENCE AGREEMENT OVER AREA 31 DALTON PARK - PETA WILSON**  
(CPO)

0248

**RESOLVED** on the motion of Councillors Curran and Thorpe that:

(a) Council enter into a Licence Agreement with Peta Wilson for Area 31 Dalton Park for a period of 10 years commencing 1 January 2015 to 31 December 2025.

(b) The Licensee be required to pay all applicable charges and costs associated with the preparation of the Licence Agreement.

(c) The annual licence fee for Area 31 be charged in accordance with Council's adopted Revenue Policy (currently \$554 Inc. GST, per annum 2014/15) plus Council rates and charges and Council's Administration Fee of \$370.

(d) Council authorise the Mayor and General Manager to execute the Licence Agreement on behalf of Council under the Common Seal in relation to this matter.

**CL05 SCOUT ASSOCIATION OF NSW BRANCH RELINQUISHMENT OF BUILDING, YENDA SCOUT HALL - WADE PARK, YENDA, CROWN RESERVE 61951**  
(CPO)

0249

**RESOLVED** on the motion of Councillors Rossetto and Curran that:

(a) Council accept relinquishment of the Yenda Scout Hall to the control of Council as Trustee of Wade Park, Yenda.

(b) Council call for Expression of Interest for the licence of the building formerly known as the Yenda Scout Hall with a further report to Council on completion of the process.

(c) Council as Trustee of Reserve 61951 Wade Park, Yenda lodge an application through the Public Reserves Management Fund Program for funding to assist with the upgrade of the sewer and plumbing services to the former Scout Hall, Wade Park Yenda.

**CL06 ST PATRICK'S PRIMARY SCHOOL - APPLICATION TO CLOSE AND PURCHASE PART OF THE ROAD RESERVE IN KOOBA STREET, GRIFFITH**  
(CPO)

*Having declared a Conflict of Interest Councillors Balind and Lancaster vacated the Chamber, the time being 7.51 pm.*

0250

**RESOLVED** on the motion of Councillors Napoli and Curran that:

(a) Council commence the public notification process associated with the closure of that section of Kooba Street, shown in Attachment (b).

(b) Should no submissions be received objecting to the closure of that section of Kooba Street shown in Attachment (b) Council resolve the following:

(i) Council delegate authority to the Mayor and General Manager to negotiate an appropriate sale price of the closed road with the Diocese of Wagga Wagga, Catholic Schools Office on behalf of St Patrick's Primary School.

(ii) Council apply to the Department of Trade & Investment - Crown Lands Division to close that part of Kooba Street shown in Attachment (b).

(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 Kooba Street as identified in attachment (b) to be paid for by Diocese of Wagga Wagga Catholic Schools Office and St Patrick's Primary School in addition to the negotiated sale 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.

**CL07 ST PATRICK'S PRIMARY SCHOOL - APPLICATION TO CLOSE AND PURCHASE ROAD RESERVE - NOOREBAR AVENUE, GRIFFITH**  
(CPO)

*Having declared a Conflict of Interest Councillor Rossetto vacated the Chamber, the time being 7.52 pm.*

Councillor Stead submitted photos on behalf of Councillor Rossetto of the site in question with a request for Council to perform reparation work.

0251

**RESOLVED** on the motion of Councillors Napoli and Thorpe that:

(a) Council rescind the following sections of Minute No. 0258 from the Ordinary Meeting of Council of 13 July 2010:

Minute 0258 part (b) Delegate authority to the General Manager and Mayor to negotiate an appropriate sale price for the Noorebar Avenue carpark to St Patrick's Primary School including all costs relating to the road closure application.

Minute 0258 part (c) Subject to the negotiation of a sale price for Noorebar Avenue carpark that:

Minute 0258 part (i) Council apply to the Department of Lands to close the road reserve on which the car park is situated.

Minute 0258 part (ii) On approval to the road closure application for Noorebar Avenue carpark the land be classified as operational land.

(b) Council retain the Noorebar Avenue road reserve under Council ownership.

*Councillors Balind, Lancaster and Rossetto returned to the Chamber, the time being 7.56 pm.*

## MINUTES FROM COMMITTEES

### **MINUTES OF THE FESTIVAL OF GARDENS COMMITTEE MEETING HELD ON 3 JULY 2014**

0252

**RESOLVED** on the motion of Councillors Cox and Curran that the minutes of the Festival of Gardens Committee meeting held on 3 July 2014, having first been circulated amongst members, be adopted.

Councillor Stead requested an update on RMS safety concern for the location of the citrus sculptures. Councillor Curran reported that a meeting had taken place with current traffic management plan being revised to mitigate safety issues raised by RMS and Police.

### **MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 8 JULY 2014**

0253

**RESOLVED** on the motion of Councillors Curran and Croce that the minutes of the Traffic Committee meeting held on 8 July 2014, having first been circulated amongst members, be adopted.

Councillor Zappacosta raised concern regarding the Mirrool Branch Canal Road and Kidman Way intersection and requested that the Traffic Committee to investigate. Councillor Curran reported that at the Traffic Committee had discussed that issue at the meeting held today with request to RMS to reduce speed zone. Councillor Curran also informed Council that the RMS had granted seed funding for commencement of improvement and design work at the intersection.

### **MINUTES OF THE TOURISM AND EVENTS COMMITTEE MEETING HELD ON 10 JULY 2014**

0254

**RESOLVED** on the motion of Councillors Stead and Rossetto that the minutes of the Tourism and Events Committee meeting held on 10 July 2014, having first been circulated amongst members, be adopted.

Councillor Stead commended the team involved in hosting the Inland Tourism Awards.

### **MINUTES OF THE UTILITIES COMMITTEE MEETING HELD ON 17 JULY 2014**

0255

**RESOLVED** on the motion of Councillors Rossetto and Stead that the minutes of the Utilities Committee meeting held on 17 July 2014, having first been circulated amongst members, be adopted with an amendment to wording in CL05.

**MINUTES OF THE GRIFFITH COMMUNITY PRIVATE HOSPITAL COMMITTEE  
MEETING HELD ON 22 JULY 2014**

0256

**RESOLVED** on the motion of Councillors Napoli and Neville that the minutes of the Griffith Community Private Hospital Committee meeting held on 22 July 2014, having first been circulated amongst members, be adopted.

**MINUTES OF THE PIONEER PARK MUSEUM COMMITTEE MEETING HELD ON 22  
JULY 2014**

0257

**RESOLVED** on the motion of Councillors Cox and Zappacosta that the minutes of the Pioneer Park Museum Committee meeting held on 22 July 2014, having first been circulated amongst members, be adopted.

**MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS  
COMMITTEE MEETING HELD ON 28 JULY 2014**

*Having declared a Conflict of Interest Councillor Napoli vacated the Chamber, the time being 8.05 pm.*

0258

**RESOLVED** on the motion of Councillors Rossetto and Lancaster that the minutes of the Business Development & Major Projects Committee meeting held on 28 July 2014, having first been circulated amongst members, be adopted with the exclusion of CL05 which is to be discussed in Closed Council.

*Councillor Napoli returned to the Chamber, the time being 8.06 pm.*

**QUESTION TIME**

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

**The following question was received from the Community & Development Council of Griffith Inc.**

QUESTION TO COUNCIL MEETING OF 12th AUGUST, 2014

"LARGE SHRUB outside 4 Animoo Street on Council nature strip. Could the shrub be trimmed to:

- Allow good visual access to passing motorists
- Allow passengers to alight from their vehicles in a safe manner

Photo attached for clarity.

Carmel La Rocca President"

Mr Stonestreet advised that the question would be taken on Notice.

**The following question was received by Mr Lance Perry**

"My question is to councilor Curran

In relation to him being the president or chair person and now past off La Festa where on his advertised attendance figures, \$70.000 APROX has gone missing, also can he explain why he has in the media and on web sites stated an average of 10.000 attendance and 2013 12.000 people attended when the official figures put out by the La Festa profit and loss of 2012/2013 states gate takings and token surplus as \$45.305.96 pre paid tickets \$503.21 Added up \$45.809.17 as the entry fee was \$10 how did he get odd numbers. The 10.000 and 12.000 persons attending is advertised on La Festa's web page, and these figures are, I am lead to believe, that Griffith city Council has also advertised these false and misleading attendance figures and range from the official 45.808 to 12.000 to 10.200 10.000 to 6.500 and 6.200 which of these numbers can any person believe, I would say none. I have asked the minister Andrew Stoner, to investigate La Festa. and Griffith City Council, tourist department.

**Comment**

As Councilor Curran has not been honest with the residents of Griffith, NSW Government, Tourism Australia, he has no option but to resign from Griffith City Council."

Mr Perry addressed the Council, the time being 8.09 pm.

Councillor Curran advised that he volunteered his time to La Festa and the La Festa Committee was not a Council Committee and therefore Mr Perry's claim had no relevance to a Council Meeting.

The Mayor warned Mr Perry that his comments were not appropriate.  
Mr Perry requested that his comment on Councillor's Curran family be withdrawn.

*Councillor Simon Croce vacated the Chamber at 8.10 pm and returned at 8.11 pm.*

**COUNCILLOR QUESTION TIME**

Councillor Rossetto asked for an update on the Alcohol Forum.

Mr Stonestreet advised that notice from Adrian Piccoli's office that he was available on Thursday 4 September and liaison was taking place with LAC prior to letters being distributed.

**OUTSTANDING ACTION REPORT**

**Review of Community Donation Policies and Budget 2014/15**

Councillor Balind informed Council that the Community Donations Policy being advertised on the website is not the same document that was endorsed by Council.

Mr Southorn advised that if it is the incorrect version that the exhibition period would be extended with a revised version.



**Financial Assistance request from the Gurdwara Singh Sabha Society, Griffith re Sikh Temple**

Councillor Croce requested an update on progression of the matter. The Mayor advised that no further information had been received.

0259

**RESOLVED** on the motion of Councillor Neville and Balind that the Action 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)).

**BUSINESS DEVELOPMENT & MAJOR PROJECTS COMMITTEE MINUTES - CL05  
WESTERN RIVERINA INTERMODAL & LOGISTICS FREIGHT HUB  
Reason: Commercial Advantage 10A(2)(d).**

0260

**RESOLVED** on the motion of Councillors Stead and Rossetto 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 8.16 pm. The public and media left the Chamber.

*Having declared a Conflict of Interest Councillor Zappacosta vacated the Chamber, the time being 8.16 pm.*

## REVERSION TO OPEN COUNCIL

0261

**RESOLVED** on the motion of Councillors Stead and Napoli that open Council be resumed. Open Council resumed at 8.40 pm.

Councillor Zappacosta returned to the Chamber, the time being 8.41 pm.

## MATTERS DEALT WITH IN CLOSED COUNCIL

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

### **BUSINESS DEVELOPMENT & MAJOR PROJECTS COMMITTEE MINUTES - CL05** **WESTERN RIVERINA INTERMODAL & LOGISTICS FREIGHT HUB**

0262

**RESOLVED** on the motion of Councillor Balind that the CL05 item of the Business Development and Major Projects Committee **LAY ON THE TABLE**

There being no further business the meeting terminated at 8.50 pm.

Confirmed: .....  
CHAIRPERSON

□

## **GRIFFITH CITY COUNCIL** **REPORT**

**CL01**

**SUBJECT: ACCESS COMMITTEE - ADOPTION OF AMENDED TERMS OF  
REFERENCE AND ENDORSEMENT OF COMMUNITY  
REPRESENTATIVES**

**FROM:** Shireen Donaldson, Manager Executive Services

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### **SUMMARY**

At the Ordinary Meeting 10 June 2014, Council adopted Terms of Reference for the Access Committee and resolved to advertise for Community Representatives to sit on the Access Committee. Applications closed on 25 July 2014. Three applications to the Access Committee were received.

Appointment to a Council Committee is by merit of application received.

### **RECOMMENDATION**

**(a) Council amend the Terms of Reference of the Access Committee to reflect 3 Community Representatives.**

**(b) Council endorse Ms Christine Tomlinson, Mr Keven Bradford and Mr David Jones as Community Representatives to the Access Committee.**

### **BACKGROUND**

During a restructure of the Council Committee structure, the former Access Committee was absorbed into the Transport Committee. Following Councillor and community concern that access and mobility issues would not be significantly addressed, reinstatement of this Committee as a separate entity was supported.

### **OPTIONS**

Council could choose not to endorse the nominations received.

### **STATUTORY IMPLICATIONS**

#### **a) Policy Implications**

Council Committees

#### **b) Financial Implications**

Nil

#### **c) Legal/Statutory Implications**

Section 355 - Local Government Act 1993.

## **CONSULTATION**

Council  
Senior Management Team

## **STRATEGIC LINKS**

### **a) Growth Strategy Plan**

Not Applicable

### **b) Corporate/Business Plan**

Growing Griffith 2030 - L1 - create accessible and safe liveable places.

## **ATTACHMENTS**

(a) Draft Terms of Reference Access Committee

## (TOR-016) Access Committee

### **Growing Griffith 2030 – Community Strategic Plan Alignment: ECONOMIC**

#### **1. Responsible Directorate:**

- 1.1 Sustainable Development

#### **2. Establishment and Guidelines:**

- 2.1 The Access Committee is established under section 355 of the Local Government Act 1993 which states:

*A function of Council may, subject to this Chapter, be exercised:  
(b) By a committee of the council*

- 2.3.1 The Access Committee, as a Committee of Council is bound by practices as established in Council policies, including:

- Code of Conduct
- Meeting Code of Practice
- Council Committees Policy
- Media contact

- 2.4 It is the responsibility of all Committee members to familiarise themselves with and follow practices as contained in the above. This includes responsibilities pertaining to declarations of interest, contact with the media in relation to Council business and awareness of confidentiality obligations.

#### **3. Authority to Act:**

- 3.1 The Access Committee has no powers to commit or expend any Council funds that are not contained within an adopted budget unless approval has been received via resolution from Council.
- 3.2 Any recommendation for expenditure other than within an adopted budget must be endorsed by Council through adoption of Committee minutes at the next Ordinary Meeting of Council and cannot be acted upon until the adoption of Committee Minutes at the next Ordinary Meeting of Council.

#### **4. Purpose & Scope:**

- 4.1 To advise and make recommendations to Council on matters relating to access and mobility issues with particular emphasis on issues for people with disabilities;
- 4.2 To advise Council on issues relating to the Pedestrian Access and Mobility Plan (PAMP), Bicycle Plan, CBD Strategy, Development Control Plans, Tourism and Economic Development Strategy or other Plans of Council and their implementation;
- 4.3 To prepare advice to Council during planning and design of public buildings, open space and recreation facilities;
- 4.4 To prepare submissions following public notification of Development Applications or significant development proposals in the public domain;
- 4.5 To advise Council on access issues relating to public events.

Approved: Senior Governance Officer	Group / System: Sustainable Development	Document ID: TOR-016	Version: 1
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## **(TOR-016) Access Committee**

### **5. Frequency of Meetings:**

- 5.1 Meetings are held on a **quarterly** basis. The Committee may also call a special meeting in extraordinary circumstances where a majority of members believes this to be necessary (suggested - in the lead up to an event).
- 5.2 Meetings will be held on the **xxx xxday of every quarter** at **xxpm** in the Murray Room, Griffith City Council unless otherwise notified.

### **6. Membership:**

The membership of the Access Committee will be:

- 1 Mayor (Cr Dal Broi)**
- 2 Councillors (Councillor Neville and Councillor Curran)  
(Alternate - Councillor Lancaster)**
- 3 Community Representative**

- 6.1 Membership shall be appointed by resolution of Council.
- 6.2 The Mayor, by virtue of holding the office of Mayor, is appointed as a member to all Committees established by Council.

### **7. Quorum:**

- 7.1 Minimum number for quorum will be half the above membership plus one (not including the Mayor). *(Note: In calculating the initial required quorum when establishing the Terms of Reference, the Mayor will not be taken into account when determining a Quorum as the attendance of the Mayor may vary from Committee to Committee.)*
- 7.2 Voting members will be **5** thus the quorum will be **3**.
- 7.3 A quorum is not required for meetings to take place. However, for a decision to be made at a meeting, a quorum of members must be present. If a quorum is not reached, the meeting can be held for information purposes only and discussion recorded as a Report of the meeting (in lieu of Minutes of the Meeting).

### **8. Voting:**

- 8.1 For the vote to be carried, a majority (more than half) of the above membership is required.
- 8.2 In the event of a tied vote, the Chair will have the casting vote.
- 8.3 The Mayor will have a voting right at any meeting the Mayor attends. (In accordance with Council's Code of Meeting Practice, Council Committees are to consist of the Mayor and such other Councillors as are elected by the Councillors or appointed by the Council. As such the Mayor will have a voting right at any meeting the Mayor attends).
- 8.4 Council staff do not have the authority to move or second motions nor vote on issues.

### **9. Chairperson:**

- 9.1 Councillor appointed Chairperson is **Councillor xxx**.

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## **(TOR-016) Access Committee**

### **9.2 Duties of the Chairperson:**

- 9.2.1 Chair meetings and ensure agenda items are discussed, decisions are made and action to be taken, as appropriate.
- 9.2.2 Ensure preparation of agenda before the meeting.
- 9.2.3 Approve meeting minutes prior to distribution.
- 9.2.4 Represent the Committee as spokesperson.
- 9.2.5 Comment to the media on minor matters only. Media contact on larger projects are to be channelled through the Mayors Office.
- 9.2.6 The Chairperson can cancel scheduled meetings if there are no scheduled Agenda items for consideration

### **10. Directorate and Staff Support**

- 10.1 The **Director Sustainable Development** will determine Directorate staff support to the Access Committee

#### **10.2 Duties of the Director Sustainable Development:**

- 10.2.1 Approve items for inclusion in the Agenda.
- 10.2.2 Provide appropriate Council staff support to Access Committee Meetings and coordination of the program of events.
- 10.3 The Access Committee will be coordinated by the Technical Support Officer:

#### **10.4 Duties of the Technical Support Officer :**

- 10.4.1 Be the nominated contact officer for the Committee.
- 10.4.2 Be the main conduit between the Committee and Council.
- 10.4.3 Be the custodian of information required for the Committee.
- 10.4.4 Coordinate meetings.
- 10.4.5 Provide and or collect reports for inclusion in the Agenda.
- 10.4.6 Monitor and follow-up the Action Report.

### **11. Secretary:**

- 11.1 Griffith City Council Governance staff will provide a secretary and administrative support to the Committee.

#### **11.2 Duties of the Secretary:**

- 11.2.1 Preparation and distribution of agendas.
- 11.2.2 Issuing notices for meetings (at least three (3) days prior to the meeting), ensuring all necessary documents requiring discussion or comment are attached to the agenda.

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## **(TOR-016) Access Committee**

11.2.3 Taking minutes and notes of proceedings and preparing and distributing minutes of the meeting. *Minute taking at Meetings may be shared among Governance staff and technical staff attending the meeting depending on staff loads.*

11.2.4 Update Action Report

### **12. Responsibility of Committee Members:**

12.1 Attend meetings and be punctual.

12.2 Send an apology if unable to attend a meeting.

12.3 Read Business Papers in advance and undertake necessary research.

12.4 Raise issues and concerns, and report on initiatives and issues which may be relevant to or of interest to other members.

12.5 Participate in discussions and decision making.

12.6 Follow through actions minuted and decided at the meetings.

### **13. Management of Business:**

13.1 The Committee may invite appropriate persons to attend any meeting but such persons shall not be entitled to vote on any decision arising out of that meeting.

### **14. Term of Office:**

14.1 The term of office for Section 355 committees will be the same term as the current Council, with addition of an extra three months after the General Election of Councillors, unless as a sunset committee i.e. with a finite time specified.

### **15. Reporting Framework:**

15.1 The Access Committee will report to Griffith City Council via minutes presented to Ordinary Council Meetings.

### **16. Governing Policies:**

GC-CP-402 – Council Committees

GC-CP-413 – Code of Meeting Practice

GC-CP-404 – Code of Conduct

Griffith Community Strategic Plan – Growing Griffith 2030

### **17. Amendments:**

17.1 The Terms of Reference may be amended in the following way:

17.1.1 Any amendment to the Terms of Reference as accepted by the Committee shall be forwarded to Council for consideration but cannot be applied until adopted by Council.

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Adopted: Council Meeting – 10 June 2014 Minute No: 0180

Approved: Senior Governance Officer	Group / System: Sustainable Development	Document ID: TOR-016	Version: 1
Relevant To:	Date Issued:	Revised:	Status: Draft Page: 4 of 4



## **GRIFFITH CITY COUNCIL** **REPORT**

**CL02**

**SUBJECT: DELIVERY PROGRAM SIX MONTHLY PROGRESS REPORT - 30 JUNE 2014**  
**FROM: Shireen Donaldson, Manager Executive Services**

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### **SUMMARY**

Section 404(5) of the Local Government Act 1993 requires that regular progress reports are provided to Council with respect to the principal activities detailed in its Delivery Program.

### **RECOMMENDATION**

**(a) Council note the Delivery Program Progress Report as at 30 June 2014 and adopt the Operational Plan Actions (Performance Indicators) for the 2013/14 financial year.**

**(b) Council adopt minor amendments to the Organisational Structure.**

### **BACKGROUND**

Council's Integrated Planning and Reporting Framework is based on a long term community strategic plan, Growing Griffith 2030, which sets out the community's vision and the directions that Council needs to pursue to help achieve this vision. In accordance with the legislation, complementing the Community Strategic Plan is a four year Delivery Program and a one year Operational Plan.

The Delivery Program is the commitment from Council, over a four year term, of what is going to be delivered to progress Council and the community towards the directions set out in the Community Strategic Plan. The one year Operational Plan sets out the actions being undertaken, in a particular year, to progress what the Delivery Program is to deliver.

This report and the attached performance measures provide a summary of progress to date in relation to the actions from Council's Delivery Program as at 30 June 2014.

Some of the 2013/14 Delivery Program achievements from July 2013 to June 2014 include:

- Upgrade of airport terminal, apron and carpark completed
- Internal refurbishment 30 MI reservoir
- Earthen retention basin construction Tharbogang Landfill
- Construction of litter fence Tharbogang Landfill
- Concept plans drafted for new waste transfer station Tharbogang Landfill
- Implementation of a new Document Management System - TRIM

- Depot redevelopment commenced - site purchased for Workshop 32-34 Jensen Road
- Yenda drainage improvements - Stage 1A and 1B completed
- Yoogali drainage improvements - Stage 1 completed
- Water mains replacement program - Raw Water mains replacement: 760 m, potable water mains replacement 945 m, new potable water mains: 1,200 m
- Sewer mains relining program - 1,847 m
- Griffith Waste Reclamation Plant fibre optic upgrade to saleyards and pump stations
- Effluent reuse project Griffith Water Reclamation Plant
- Flood restoration works: Local roads \$7,599,719 spent from 2012 to 30 June 2014. Remaining \$1,814,138 to be spent by December 2014. State roads as at 30 June 2014 \$214,691 spent. Regional roads as at 30 June 2014 \$774,862 spent.
- Koorringal Avenue rail crossing upgrade
- Construct and seal Old Aerodrome Road
- Beelbanger Road rehabilitation - 4.8 km. Final seal scheduled for January /February 2015.
- Binya Street/Beale Street roundabout completed
- Rifle Range Road and Rankins Springs Road intersection widening
- MR84 Burley Griffin Way
- Shared path construction McCudden Street and Poole Street approx 600 m.
- Finalisation of new Local Environment Plan (LEP) 2014
- Radio Frequency Identification (RFID) Equipment installed (automated book checkout) - Griffith Library
- Initiate operational review of Griffith Regional Aquatic Leisure Centre (GRALC)
- Best Practice Review project commenced
- Griffith Community Private Hospital project progressed
- Playground Strategy adopted
- Review of Council website and re-launch March 2014
- Concept plans drafted for new companion animal handling facility.

In addition, Council's Operational Plan Actions (Performance Indicators) for the 2013/14 financial year are presented to Council for adoption (Attachment A).

## **ORGANISATIONAL STRUCTURE AMENDMENTS**

Minor amendments to the current Organisational Structure in the final quarter of 2013/14 to be incorporated to show that the positions of:

1) Labourer (Cemetery) be amended to Gardener (Cemetery) to be an accurate reflection of the duties and expectations undertaken by this role.

2) Multicultural Community Projects Workers (1.4 FTE) be removed from the

Organisation Structure as funding for these positions ceased on 9 August 2013 and have not been re-funded.

## **OPTIONS**

Not Applicable

## **STATUTORY IMPLICATIONS**

### **a) Policy Implications**

Not Applicable

### **b) Financial Implications**

Not Applicable

### **c) Legal/Statutory Implications**

In accordance with the Local Government Act 1993 Section 404.

### **(d) Environmental Implications**

Whilst this report has no direct environmental implications, it does summarise Council's activities. Some of the objectives achieved have had a positive impact on environmental issues within the Local Government Area.

### **(e) Community Implications**

Council has an obligation to provide progress reports to the Community advising the extent to which Council has achieved its goals as set out in the Delivery Program. The Community has an expectation that Council will work towards meeting objectives outlined in the Growing Griffith 2030.

## **CONSULTATION**

Senior Management Team

## **STRATEGIC LINKS**

### **a) Growth Strategy Plan**

Not Applicable

### **b) Corporate/Business Plan**

Growing Griffith 2030: C5 - To provide a governance role in the continuous development of the City of Griffith

## **ATTACHMENTS**

### **UNDER SEPARATE COVER**

(a) Delivery Program Incorporating the 2013-14 Operational Plan Actions-30 June 2014

## **GRIFFITH CITY COUNCIL** **REPORT**

**CL03**

**SUBJECT: UTILITIES DIRECTORATE POLICIES**  
**FROM: Wendy Krzus, Governance Coordinator**

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### **SUMMARY**

A review of Council Policies has been underway by Council staff and Committees over the last 6 month period. The review is necessary to ensure all policies reflect current practices in place and to ensure adherence to governing legislation, best practice advice and changes to day to day procedures.

The Utilities Directorate Policies have been reviewed at a Council Workshop in April 2014 and now are presented to Council for formal endorsement with the intent of placing them on public exhibition.

Council policies are to be advertised in their manageable directorates rather than in bulk to allow greatest exposure to the public and therefore best opportunity for review and submissions.

### **RECOMMENDATION**

- (a) Council endorse the Utilities Directorate Policies to be placed on public exhibition for a period of 28 days.**
- (b) Following the public exhibition period, if no submissions are received the policies be considered formally adopted.**
- (c) Policies that receive a submission be reported back to Council.**

### **BACKGROUND**

Council policies provide the framework from within which Council staff work and make decisions. This is of course additional to relevant statutory requirements set under legislation such as the Local Government Act 1993 and the Environmental Planning and Assessment Act 1979.

In accordance with Council policy GC-CP-311 and in line with strong corporate governance principles, Council undertakes a review of all policies on a periodic basis.

All Utilities Directorate policies have been reviewed by relevant staff and updated where required. The following Utilities Directorate policies have been reviewed;

### AMENDMENTS (Majority minor wording and directorate name)

Policy Number	Policy Description
EH-CP-802	Waste Septic Tank Waste Disposal
WM-CP-101	Waste - Derelict Car Bodies - Removal
WM-CP-301	Waste - Council Landfill Operations
WM-CP-401	Waste - Garbage Bin Replacement
WM-CP-402	Waste - Garbage Charges (incorporates wording from WM-CP-404 and WS-CP-101)
WM-CP-403	Waste - Garbage Service Outside Service Area
WS-CP-102	Water Conservation Measures Policy
WS-CP-201	Water - Backflow Prevention
WS-CP-203	Water - Use of Hydrants by External Parties
WS-CP-204	Position Statement on Water
WS-CP-209	Undetected Leak Policy for Water & Sewer Usage Charges
WS-CP-210	Water Supply Levels of Service (adopted levels of service table added)
WS-CP-211	Urban Water Tanks
WS-CP-302	Discharge of Liquid Trade Waste into Griffith City Council's Sewerage System (renamed and incorporates wording from WS-CP-301)
WS-CP-303	Pressure Sewerage (inclusion of reference to related docs)
WS-CP-501	Council Responsibility - Water and Sewerage Services
CS-CP-316	Buildings - Construction Near Water & Sewerage Assets - Local Policy (minor wording addition)

## RESCINDED/RENAMED POLICIES

WM-CP-404	Waste - Garbage Service Multiple Bins, Domestic & Commercial Garbage Service Additional Service	WM-CP-404 rescinded and now Incorporated in WM-CP-402
WS-CP-101	Utility Services - Service Location Charges - Public Authorities	WS-CP-101 rescinded and now Incorporated in WM-CP-402
WS-CP-301	Sewerage - Discharges to	WS-CP-301 rescinded and now incorporated in WM-CP-302
WS-CP-302	Sewerage - Trade Waste Approvals	Title Change and incorporation of WS-CP-301

## NEW UTILITY DIRECTORATE POLICIES

WS-CP-212	Recycled Water - Wastewater
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## OPTIONS

- (a) Per the recommendation, endorse the Utilities Directorate Policies to be placed on public exhibition for a period of 28 days.
- (b) Council can elect to amend any of the Utilities Directorate policies.

## STATUTORY IMPLICATIONS

### a) Policy Implications

This clause is in accordance with Policy GC-CP-311 Policies - Adoption of, requiring all policies to be reviewed once in each Council term.

### b) Financial Implications

Not Applicable

### c) Legal/Statutory Implications

Under Section 12 of the Local Government Act 1993 a copy of the policy register is to be made available to the public.

## CONSULTATION

Relevant Staff  
Senior Management Team

## **STRATEGIC LINKS**

### **a) Growth Strategy Plan**

Not Applicable

### **b) Corporate/Business Plan**

Not Applicable

## **ATTACHMENTS**

### **UNDER SEPARATE COVER**

(a) Utilities Directorate Policies

## **GRIFFITH CITY COUNCIL** **REPORT**

**CL04**

**SUBJECT: GRIFFITH REGIONAL AQUATIC LEISURE CENTRE CAPITAL DEVELOPMENTS REPORT**

**FROM:** Max Turner, Director Business, Cultural & Financial Services

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### **SUMMARY**

The recent review of the Griffith Regional Aquatic Leisure Centre (GRALC) focused on two main areas as follows;

1. The preferred future management and operating structure for the Aquatic Centre, and
2. In what form and preferred location, should any further development of aquatic facilities in the City, be provided.

This report is in relation to the 2nd point, being the further capital development of aquatic facilities for the City to meet current and future growth.

The review undertaken by Tredwell Management / RPM & Associates recommended the following in relation to capital developments for GRALC;

1. Develop a Master Plan for the GRALC incorporating capital works to improve the attractiveness of the centre for leisure swimmers and provide additional water space for program users and recreational swimmers. The Master Plan to incorporate upgrades to the Fitness area, expansion of the existing building (the Swim Club room) outdoor furniture and shade with some BBQ's to complement a new outdoor 25 metre 6-lane pool with a leisure pool integrated into the design and solar heated and shaded.
2. The capital investment in GRALC could be funded in part from Section 94 funds as the required expansion is due to increases in population since the centre was constructed.

The preferred future management and operating structure for the Aquatic Centre is the subject of a Closed Council report to Council as it includes reference to staff matters.

### **RECOMMENDATION**

**(a) Council proceed with a Master Plan for aquatic and recreation facilities in the Wayeela and Olympic Street precinct, Griffith.**

**(b) Council endorse the creation of a Working Group, being a sub group of the Cultural Facilities Committee, to oversee the development of the Master Plan outlined at (a) with a report to Council no later than April 2015.**



## **BACKGROUND**

The Griffith Regional Aquatic Leisure Centre was completed at a cost of \$4.8M and opened in its current form in February 2000 having been built on the previous 50 metre Olympic Pool facility. The facility comprises the following features and services;

- |                             |                                |
|-----------------------------|--------------------------------|
| - 25 metre Heated main pool | - 20 metre Heated program pool |
| - Children's wading pool    | - Spa                          |
| - Fully equipped Gymnasium  | - Creche                       |
| - Kiosk                     | - Outdoor grassed area         |

Whilst the Aquatic Centre enjoys a high level of popularity and support amongst the local community and is an accessible and frequently used facility across a number of activities, it has reached a point where the ability to adequately service the needs of the community is being viewed in some quarters as being sub-optimal.

The Centre is the only community provided and funded aquatic facility within the Griffith LGA and services a population of over 25,000 residents/visitors and therefore plays a vital role in the provision of services to a wide cross section of the community.

Council made a decision to undertake a further community engagement process to obtain feedback on what types of developments should be undertaken and where they should be located.

Some observations from the surveys undertaken in relation to developing additional facilities are as follows;

- Approx 81% of respondents indicated that Council should consider further development of aquatic facilities with the majority supporting the Wayeela Street / Olympic Street precinct
- 60% of respondents had a preference for a 50 metre outdoor pool to be developed
- 68% of respondents agreed that it would be appropriate for Council to borrow funds if necessary to build additional or improved facilities

In addition to the surveys, the majority of the 28 submissions forwarded to Council referred to the need for additional development of aquatic and leisure facilities.

Additional facilities, including more water space will open up future flexibility on optimum management and operating structures in the future however until a Master Plan, including details on any staged development of additional facilities is prepared, then it is not envisaged that an alternate structure would be of material benefit to Council at this point as Council would not be able to offer anything of material difference to the amenities that are currently available.

Some additional points regarding capital developments included in the recent information report provided to councillors are;

### **Capital Development of additional Aquatic facilities**

It is recommended that a number of actions or steps be taken in regards to any development of additional or improved facilities, these are;

1. Determine a process by which the community are engaged in the development of

additional facilities ie via a community working group consisting of councillors, facility management/staff and community representatives (in much the same way as the workshop development has been run). It is recommended that this be a sub-group of the Cultural Facilities Committee.

2. Determine the most appropriate site for the long term development of additional aquatic facilities. The Olympic / Wayeela Street precinct has been highlighted which also incorporates the area between PCYC & Ulong Street.
3. Council undertake geotechnical studies of the existing site where the previous 50 metre pool was constructed in order to fully inform the issues needing to be taken into account when and if a new pool is constructed on that site.
4. If a chosen site requires the acquisition or resumption of additional land that will need to be attended to. Suggestions have been made to acquire adjoining land next to the railway line, move the skate park and possibly develop the land on the Ulong Street side of the PCYC or take over the PCYC land by moving them to an alternate site. Any or all of the above would take a considerable amount of time and cost to achieve.
5. Develop Concept Plans with high level costs for the main options available for development. The working group would then determine the most appropriate Concepts with which to further develop a costed Master Plan of the area incorporating the staged development of the facilities. It is recommended that the Master Planning be undertaken internally to the point where detailed design would be required which would be undertaken by appropriately qualified and experienced design specialists.
6. Identify the most appropriate funding strategy to achieve each stage or stages of the development. This would include identifying possible grant funds, loan borrowings and possible use of S94A Contributions. Any opportunity for grant funds would be reliant on having a Master Plan and Development Application completed as it would be highly unlikely that a funding application would be successful without these being in place.

The indicative time frame to complete the Master Plan and report back to Council is the first Council meeting in April 2015. This will provide sufficient time for Council's Urban Design team to complete the project in conjunction with the other projects Council is currently involved in ie Depot workshop, Griffith City Pound and the private hospital.

The above steps would assist in negating some of the criticisms that have arisen over the redevelopment and replacement of the old 50 metre pool.

The recommendation requires the preparation of a Master Plan for new and improved aquatic and leisure facilities in the preferred location, being Wayeela and Olympic Streets. It is recommended that this Master Plan be initially developed in-house utilising a working group that comprises the councillor representatives on the Cultural Facilities Committee, staff from the Urban Development section of Council and selected community members that can provide input to the process.

It is envisaged that on completion of the Master Plan, there would be a period of public exhibition and amendment if necessary, after which the Master Plan would be complete and available for use in proceeding to the detailed design phase and in applying for possible grant funding.

Council could then proceed to DA lodgement in readiness for construction when funding is available or determined.

## **OPTIONS**

(a) Council proceed with the development of a Master Plan for the improvement and construction of new and existing aquatic and recreation facilities in Griffith, as per the recommendation.

(b) Council could opt to not proceed with developing a Master Plan and continue operating the current facilities as they are.

(c) Another option as determined by Council

## **STATUTORY IMPLICATIONS**

### **a) Policy Implications**

Not Applicable

### **b) Financial Implications**

Any further development of aquatic facilities will need to be incorporated into an appropriate funding strategy that would be attached to the Master Plan for consideration by Council.

### **c) Legal/Statutory Implications**

Not Applicable

## **CONSULTATION**

Senior Management Team  
Councillors  
Community  
Tredwell Management  
RPM & Associates

## **STRATEGIC LINKS**

### **a) Growth Strategy Plan**

Not Applicable

### **b) Corporate/Business Plan**

QUALITY LIFESTYLE

Our goals

We aim to:

1. have Griffith widely recognised as a centre providing a lifestyle of a high

standard;

2. have available locally a range of services commensurate with Griffith's status as a regional centre

#### Our Strategies

We will do this by:

15. providing and encouraging, and assisting others to provide, a wide range of quality recreational facilities;

Growing Griffith 2030: D9 - Establish social and commercial infrastructure for the betterment of community wellbeing and natural resource management.

Delivery Program: D9.2 - Investigate the development of an outdoor pool facility.

## **GRIFFITH CITY COUNCIL** **REPORT**

**CL05**

**SUBJECT:** INVITATION TO ATTEND FAIRFIELD CITY COUNCIL'S  
'CABRAMATTA MOON FESTIVAL' - 7 SEPTEMBER 2014  
**FROM:** Brett Stonestreet, General Manager

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### **SUMMARY**

Council has received an invitation from Fairfield City Council to attend the annual Cabramatta Moon Festival on Sunday 7 September 2014.

### **RECOMMENDATION**

**That the Mayor (or delegate), another Councillor and the General Manager (or delegate) represent Griffith City Council at the Cabramatta Moon Festival on Sunday 7 September 2014.**

### **BACKGROUND**

On the 11th July 2009, Griffith City Council signed a Sister City Agreement with Fairfield City Council in order to deepen friendship and mutual understanding through various exchange activities, predominately in the cultural educational, municipal and trading of business fields.

The Cabramatta Moon Festival is recognised as one of Sydney's biggest Asian celebrations and attracts more than 90,000 people from the community and across Sydney. It is a festival for family and friends to enjoy and celebrate good health and fortune.

### **OPTIONS**

- (a) Council accept the recommendation that the Mayor (or delegate), another Councillor and the General Manager represent Griffith City Council at the Cabramatta Moon Festival, or
- (b) Council decline Fairfield City Council's invitation to attend the Cabramatta Moon Festival.

### **STATUTORY IMPLICATIONS**

#### **a) Policy Implications**

Not Applicable

#### **b) Financial Implications**

Costs associated with attending the Cabramatta Moon Festival include travel, accommodation, meals and other out of pocket expenses. There is provision in Council's 2014/2015 budget to meet these expenses.

**c) Legal/Statutory Implications**

Not Applicable

**CONSULTATION**

Senior Management Team

**STRATEGIC LINKS**

**a) Growth Strategy Plan**

Not Applicable

**b) Corporate/Business Plan**

Not Applicable

**ATTACHMENTS**

(a) Cabramatta Moon Festival Flyer

(a) Cabramatta Moon Festival Flyer



Fairfield City Council presents

**Cabramatta**

**MOON FESTIVAL**

**SUNDAY, 7 SEPTEMBER 2014**

**Celebrate Father's Day!**

**11AM-8PM**

[www.fairfieldcity.nsw.gov.au/moonfestival](http://www.fairfieldcity.nsw.gov.au/moonfestival)

**LIKE US ON FACEBOOK FOR YOUR CHANCE TO MEET DAMI IM BACKSTAGE**

**'CABRAMATTA-A TASTE OF ASIA'**

Dami Im performing [LIVE]

Bananas in Pyjamas performing [LIVE] + Meet and Greet

3 Stages of entertainment + food competitions

Children's activities and lantern parade

Fishing show, wood turning and monster truck for dads

Lion dancing, street performers and local talent show

Gourmet foods and market stalls

8pm Fireworks finale

**PRINCIPAL SPONSOR**  
mekong

**PLATINUM SPONSOR**  
Blue Bear

**MAJOR MEDIA PARTNER**  
7 NEWS

**SUPPORTING PARTNER**  
paladdiam fit

**COMMUNITY PARTNERS**  
Sydney University, Lyca mobile, CLEVER COLLEGE, WUJ, etc.

**MEDIA PARTNERS**  
Fairfield Advance, SBS Radio, Champion, etc.

## **GRIFFITH CITY COUNCIL** **REPORT**

**CL06**

**SUBJECT: NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS**  
**FROM: Brett Stonestreet, General Manager**

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### **SUMMARY**

The Australian National Roads and Transport Congress will be held in Tamworth from 12 - 14 November 2014. As per the 'Councillors Payment of Expenses and Provision of Facilities' Policy (GC-CP-40):

"Section 2.5.2 - Attendance at Seminars and Conferences

The Mayor and Councillors will be nominated and authorised to attend conferences by the Council, through resolution duly passed in open session at a Council meeting."

### **RECOMMENDATION**

**Council nominate the Mayor and General Manager or their delegates to attend the Australian National Local Roads and Transport Congress from 12 - 14 November 2014.**

### **BACKGROUND**

The Australian National Local Roads and Transport Congress has always been and continues to be, critical in influencing the Federal Government and Opposition on road and infrastructure policies. The key aim of the upcoming Roads Congress is to highlight the importance of Federal funding in overcoming road and infrastructure challenges and reinforce the need for increased and permanent funding under the Roads to Recovery program beyond June 2019.

The Congress will also focus on broader policy issues such as transport challenge discussions on 'paddock to plate', the Inland Rail project, and improving transport access (from the aviation perspective and that of land transport roads and bridges).

### **OPTIONS**

(a) Council nominate the Mayor and General Manager (or their delegates) to attend the Australian National Local Roads and Transport Congress from 12 - 14 November 2014.

(b) Council not be represented at the Australian National Local Roads and Transport Congress from 12 - 14 November 2014.

### **STATUTORY IMPLICATIONS**

#### **a) Policy Implications**

Not Applicable



#### **b) Financial Implications**

Standard Congress registration fee is \$860 (until 7 October 2014) and includes all Congress sessions, welcome reception, dinner, morning tea, lunch and afternoon tea as per the Congress program.

Travel, accommodation and other expenses will be as per the 'Councillors Payment of Expenses and Provision of Facilities' policy.

#### **c) Legal/Statutory Implications**

Not Applicable

#### **CONSULTATION**

Senior Management Team

#### **STRATEGIC LINKS**

##### **a) Growth Strategy Plan**

Not Applicable

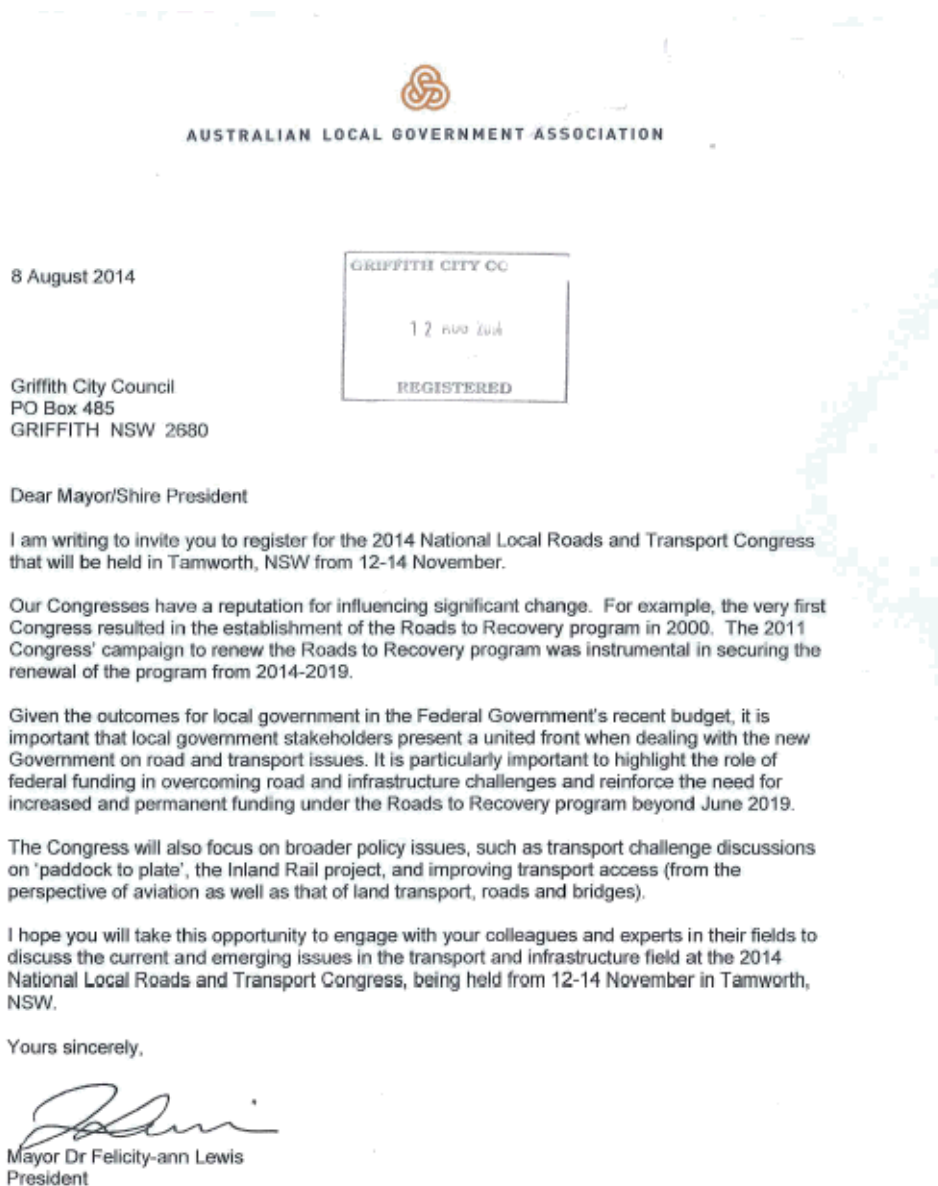
##### **b) Corporate/Business Plan**

Not Applicable

#### **ATTACHMENTS**

(a) The Australian National Local Roads and Transport Congress Letter to Mayor and Program

(a) The Australian National Local Roads and Transport Congress Letter to Mayor and Program





## CONGRESS PROGRAM

### Wednesday 12 November 2014

» TAMWORTH MEMORIAL HALL

5.00-7.00pm	Welcome Drinks
5.15-5.25pm	SPEECHES: ALGA President and Mayor of Tamworth

### Thursday 13 November 2014

» TAMWORTH REGIONAL ENTERTAINMENT AND  
CONFERENCE CENTRE (TRECC)

9.00am	Opening Ceremony
9.05am	ALGA President's Welcome
9.30am	Transport planning fit for the future
10.00am	Deputy Prime Minister, <b>The Hon Warren Truss MP</b> (invited)
10.45am	MORNING TEA
11.15am	<i>Paddock to Plate</i> : boosting agricultural competitiveness through integrated transport
12.30pm	LUNCH
1.30pm	<b>The Hon John Anderson AO</b> Inland rail and the importance of R2R
2.00pm	The Council's Forum
3.00pm	AFTERNOON TEA
3.30pm	Update on continuing policy priorities <ul style="list-style-type: none"> <li>• Airports</li> <li>• Bridges program</li> <li>• National Heavy Vehicle Regulator</li> </ul>
4.15pm	Update panel session
5.00pm	Close
7.00pm	DINNER » THE AUSTRALIAN EQUINE AND LIVESTOCK EVENTS CENTRE (AELEC)

### Friday 14 November 2014

» TAMWORTH REGIONAL ENTERTAINMENT AND  
CONFERENCE CENTRE (TRECC)

9.00am	Shadow Minister for Infrastructure and Transport, <b>the Hon Anthony Albanese MP</b> (invited)
9.45am	INTERNATIONAL SPEAKER: <b>Jack Short</b> , former Secretary General of the International Transport Forum (ITF) <i>Transport reform, the European story</i>
10.30am	MORNING TEA
11.00am	PLENARY SESSION: Forward-looking Road Expenditure Plans <ul style="list-style-type: none"> <li>• Asset management</li> <li>• Road Transport planning</li> </ul>
12.30pm	LUNCH
1.30pm	PANEL SESSION: Are we 'reformed out'?
2.30pm	Communiqué session
2.50-3.00pm	President's Close



**MINUTES OF THE FESTIVAL OF GARDENS COMMITTEE MEETING HELD IN  
THE COUNCIL CHAMBERS, GRIFFITH ON 7 AUGUST 2014 COMMENCING  
AT 3.05 PM**

**PRESENT**

Councillor Pat Cox (Chair), Councillor Dino Zappacosta, Gaynor Clements, Eleanor Hancock (Community), Rosa Mackenzie (Community), Maryanne Mitchell (Community), Susan Wegner (Community), Bruno Plos (Voting), Joy Plos (Voting), David Spence (Alternate), Glennis Spence (Alternate) and June Devery (Alternate)

**STAFF PRESENT**

Manager Tourism and Economic Development, Greg Lawrence; Marketing and Promotions Officer, Paige Campbell and Senior Tourism Officer, Mirella Guidolin and Minute Secretary, Marisa Martinello.

Quorum = 7

**CL01 APOLOGIES**

**RECOMMENDED** on the motion of Eleanor Hancock and Gaynor Clements that apologies be received from Rina Mercuri, Councillor Doug Curran and Ellen Kelly.

Absent: Ann Lynette Brown.

**CL02 CONFIRMATION OF PREVIOUS MINUTES**

**RECOMMENDED** on the motion of Eleanor Hancock and Gaynor Clements that the minutes of the previous meeting held on 3 July 2014, having first been circulated amongst members, be confirmed with the amendment to the word Lantanas to Nandinas.

**CL03 BUSINESS ARISING**

Nil.

**CL04 DECLARATIONS OF INTEREST**

**June Devery - Less than Significant Non-Pecuniary Conflict of Interests CL10 - Gardens** - Garden entry in the Festival of Gardens - *Make a declaration, stay in the Meeting and participate in the debate and vote on the item.*

**Bruno and Joy Plos - Less than Significant Non-Pecuniary Conflict of Interests CL10 - Gardens** - Garden entry in the Festival of Gardens - *Make a declaration, stay in the meeting and participate in the debate and vote on the item.*

#### **CL05 WINDOW DISPLAY**

Councillor Cox advised that letters regarding the window display entry forms have been prepared and sent out. Mrs Wegner has delivered letters prepared to shopping centres in Banna Avenue and Yambil Street. Mrs Wegner has spoken to the Manager of Ritchies IGA at Griffith Central Plaza who will incorporate the window display at Griffith Central Plaza with a garden path.

Mr Lawrence to send a copy of the application form to the Griffith Business Chamber.

A press release from Griffith City Council is to be put out regarding the window display "Up the Garden Path" for the Festival of Gardens by Corporate Communications Officer, Saideh Barlow.

#### **CL06 SPECIAL GUEST PROGRAM**

Ms Campbell advised that the itinerary of the four day stay in Griffith with special guest, that was prepared by the Committee, has been sent to Mr Carnevale.

Ms Guidolin advised that flights have been booked for Mr Carnevale and that the workshops with Mr Carnevale will be advertised in the brochure.

#### **CL07 LAUNCH - FRIDAY NIGHT - BANNA AVENUE**

Ms Campbell advised that the road closure from Econo lodge to Jondaryan Avenue roundabout, for the Friday night launch, has not been confirmed as yet.

Ms Campbell advised that the Committee is still proceeding with the Paella being made by Mr Steven Bertoldo and that Mr Bertoldo would be sourcing all the ingredients. The Committee asked to keep the prices down for the Paella to make it affordable for families. Ms Campbell advised that the Taste Riverina Food Festival Program will be incorporated into the Festival of Gardens Launch.

The Committee advised that entertainment and activities will include face painting, music, school bands and balloons. The Committee to approach the La Festa Committee and Real Juice Co re marquees if there is inclement weather for the launch on the Friday night.

A sub Committee was formed and the members are Councillor Pat Cox, Gaynor Clements and Sue Wegner.

Mrs McKenzie was concerned about people with allergies and if a BBQ could be available at the launch. The Friday night launch will be held from 6:00 pm till 10:00 pm. Mrs Wegner has agreed to dress up and walk around the sculptures with a donations collection box.

#### **CL08 SATURDAY NIGHT - DINNER - PIONEER PARK**

A Sub Committee was formed for the Saturday Night dinner to be held at Pioneer Park and the members are Councillor Cox, Councillor Zappacosta, Eleanor Hancock and Rosa McKenzie. The Saturday night dinner at Pioneer Park will commence at 6:00 pm and conclude at 10:00 pm.

Mr Lawrence advised that the menu should reflect our local food, produce and local wines, this should include the Riverina Taste Program.

Ms Guidolin will make contact with the licensing Sergeant (Brett Ryan) re alcohol being donated/serving of alcohol/Bring Your Own options for the Saturday night at Pioneer Park. Water and juice to be available on the night.

The Committee agreed that \$30 a head would be a reasonable fee per head on the Saturday night with an Italian theme. The Sub Committee to obtain quotes from caterers and source some entertainment for the evening eg. the Italian Choir.

### **CL09 CITRUS SCULPTURES**

Ms Guidolin advised the Committee that there are 61 Sculptures in total at the moment, the numbers have increased from last year.

Mr Trevor Ceccato has inspected all the new sculptures to check that they comply with the regulations of structural safety issues.

Ms Guidolin advised that the Traffic Plan has been presented to the Traffic Committee and will be discussed the coming week.

Councillor Cox advised that the Committee is waiting on RMS to give the tick of approval. The Committee will need to work on keeping the sculptures where they are, as concerns were raised regarding the current location and safety. Other venues have been looked into but leave no options as space is not available elsewhere such as Memorial Park

Ms Guidolin, Councillor Curran, Councillor Zappacosta and Mr Balind will all be at the Traffic Committee Meeting, to be held on site at the Visitors Information Centre carpark to be held Tuesday 12 August 2014 at 10.30 am, to discuss the citrus sculptures and closure of part of Banna Avenue.

**RECOMMENDED on the motion of Councillor Zappacosta and Eleanor Hancock that as a Committee they wish to work with RMS to keep the Citrus Sculptures at the present site.**

Mr Lawrence wished for it to be noted that the Festival of Gardens Citrus Sculptures event has a significant and viable impact on Tourism and Economic in Australia.

### **CL10 GARDENS**

Ms Guidolin advised that Parks and Gardens Peter Craig has been contacted and will be looking after and maintaining the area around Curtin Street.

Mrs Mitchell updated the Committee regarding the workshop by Wayne Fox on rock display at Julie McMahon's Garden and products for the workshop will be on sale.

Ms Guidolin advised that at present there are 18 coaches that have been booked into Griffith. The stays have been booked anywhere from 13 October 2014 to 26 October 2014. There have already been booking enquiries for 2015.

Mr Lawrence and Mrs Hancock left the meeting the time being 3.55 pm.

Ms Campbell advised that the program will be out mid August.

There are eight garden entries this year, they are as follows:

- June Devery
- Cass Turner & Wayne Cook
- Marj & Mick Careri
- Bruno & Joy Plos
- Julie & Bruce Armstrong
- Rina & Santo Mercuri
- Pat Jones
- Julie & Patrick McMahon

## **CL11 GENERAL BUSINESS**

### **11.1 Show Bags**

Councillor Cox advised that there will be show bags this year. Ms Guidolin has been in contact with April at Bunnings to obtain further samples for the show bags.

Denis and Glennis Spence left the meeting the time being 4:00 pm.

Some of the items placed in the show bags are Sunrice, Real Juice, Bunnings item and Bertoldo's nougat.

### **11.2 Flower Pots in Banna Avenue**

Mrs McKenzie is very upset and ashamed of the way the Banna Avenue pots and main street looks. " It is absolutely shocking", there are no signs of plantings the cumquats that are there are anemic looking and yellow. Mrs McKenzie would like to recommend to remove all the pots and keep the pergolas and modernise the look of the street.

**RECOMMENDED on the motion of Rosa McKenzie and Maryann Mitchell that the flower pots in Banna Avenue that have not been maintained be removed as soon as possible.**

Councillor Zappacosta advised the Committee that in order to be able to beautify the main street, Banna Avenue, it needs to be part of the strategic budget. The Committee needs to have a development plan for the gardens in place to go to the next budget. Griffith City Council do not have a garden to be proud of. The Committee need to plan a budget.

Councillor Zappacosta suggested that the Committee come up with a design to brighten the main street to create a beautified city garden.

Mrs McKenzie advised that nothing had followed up from the meeting held with Parks and Gardens on 16 April 2014. Flowering plants that were suggested were not guaranteed for the main street.

Mrs Wegner advised the Committee that the Inland Tourism Award night was very successful and that it was a marvellous event. The Visitor Information Centre staff need to be commended on a job well done.

Ms Campbell advised that the knitted garden will be on display at Pioneer Park during the Festival of Gardens, in the Music Room.

**CL12 NEXT MEETING**

The next meeting of the Festival of Gardens Management Committee is to be held on 4 September 2014 at 3:00 pm in the Murray Room.

There being no further business the meeting closed the time being 4:15 pm.





**MINUTES OF THE TRANSPORT COMMITTEE MEETING HELD IN THE  
MURRAY ROOM, GRIFFITH ON 11 AUGUST 2014 COMMENCING AT 5.30 PM**

**PRESENT**

Councillor Simon Croce (Chair), Councillor Doug Curran, Councillor Anne Napoli,  
Councillor Christine Stead, Ray Ellis (Stakeholder), Christine Tomlinson (Stakeholder), Alf  
Trefilo (Stakeholder), Gerry Wilcox (Stakeholder).

**STAFF PRESENT**

Engineering Design and Approvals Manager, Graham Gordon; Traffic Engineer, William  
Wood; Airport Coordinator, Bob Campbell; Road Safety Officer, Greg Balind;  
Development Engineer, Joe Rizzo; Works Manager Maintenance, Manjit Chugha; Minute  
Secretary, Marisa Martinello.

Quorum = 4

**CL01 APOLOGIES**

**RECOMMENDED** on the motion of Councillor Curran and Christine Tomlinson that  
apologies be received from James Jackson and Dallas Bibby.

**Absent:**

**CL02 CONFIRMATION OF PREVIOUS MINUTES**

**RECOMMENDED** on the motion of Councillor Curran and Christine Tomlinson  
that the minutes of the previous meeting held on 7 July 2014, having first been  
circulated amongst members, be confirmed.

**CL03 BUSINESS ARISING**

**3.1 Griffith Airport Terminal Security**

Mr Campbell advised that he has now moved into his office at the Griffith Airport Terminal.

### **3.1 Road Train Access - Hartwigs**

Mr Balind advised that the centre island would have to be removed for the road trains to enter the Hartwigs premises. An upgrade to Oakes Road will be required before the road trains will have access to Hartwigs. Mr Balind to write a letter to Hartwigs with an explanation.

### **3.2 Couch Road**

Mr Chugha advised that Mr Bibby had investigated the condition of Couch Road and advised that it will be followed up and attended to.

### **3.3 Traffic Management Plans - Citrus Sculpture Events 2014**

Mr Balind informed the Committee that a meeting is to be held on site to determine the Traffic Management Plan for the Citrus Sculpture Event 12 to 26 October 2014.

### **3.4 Crossing Street**

Mr Balind advised that at this issue is ongoing and that it was dependant on the future development of the old Murrumbidgee Irrigation site in relation to the placement of cheese blocks along Crossing Street at the exit from McDonalds.

## **CL04 DECLARATIONS OF INTEREST**

Nil

## **CL05 CLOSURE OF RUNWAY 18/36 (DIRT STRIP) AT THE AIRPORT DUE TO UNSAFE CONDITION**

The Committee discussed issues in relation to the closure of runway 18/36 following a technical inspection and advice by Council's contract inspector. The reason for this closure was the runway was found to be in an unsafe condition with too many loose stones on the surface being greater in size than 50 mm.

**RECOMMENDED on the motion of Gerry Wilcox and Ray Ellis that a cost benefit analysis be conducted to determine the viability of keeping runway 18/36 open for service.**

## **CL06 FLIGHT SCHEDULE CHANGE FOR PAR AVION GRIFFITH/MELBOURNE SERVICE**

Par Avion, for operational purposes, are required to base their planes overnight at Essendon Airport, which necessitates a change in flight timetables. In addition Par Avion are going to introduce a Sunday service leaving Essendon at 5:00pm, for a five week trial period.

**RECOMMENDED on the motion of Bob Campbell and Gerry Wilcox that the Committee note the report.**

## **CL07 PROGRESS OF PROJECTS AND POTENTIAL PROJECTS WITH THE GRIFFITH LGA**

The Committee considered a progress report of projects and potential projects within the Griffith LGA including:

- \* Murrumbidgee Avenue/Thorne Road Intersection Upgrade.
- \* Morley Road Upgrade
- \* Fixing Country Roads - Jones Road

**RECOMMENDED on the motion of Councillor Curran and Christine Tomlinson that the report be noted and placed on the Minutes of the Transport Committee for adoption at Council's Ordinary Meeting.**

**CL08 BANNA AVENUE PRIVATE VEHICLES FOR SALE**

A request was received by Council in April 2014 by a business owner for the installation of 30 minute parking along the eastern end of Banna Avenue on the southern side in front of Belford Petroleum. This request was in reaction to the increasing number of vehicles for sale parked permanently along Banna Avenue.

**RECOMMENDED on the motion of Gerry Wilcox and Alf Trefilo that Council investigate placing 30 minute parking in front of businesses along the eastern end of Banna Avenue taking into account the entry and exit point.**

**CL09 EAST GRIFFITH SHOPS - TIME RESTRICTED PARKING**

Council requested an investigation be undertaken into the availability of time restricted parking at East Griffith Shops. The number of surveys was increased from 20 to 50 per business. The study is still ongoing.

**RECOMMENDED on the motion of Councillor Curran and Councillor Napoli that the Committee note the ongoing Community Consultation being undertaken in relation to this issue with surveys to be finalised on 15 August 2014. A completed report will be presented to the September Committee meeting.**

**CL10 JONDARYAN AVENUE PEDESTRIAN CROSSING INVESTIGATION**

An issue was raised at Council on the 27 May 2014 for an investigation into options for pedestrian safety in the Jondaryan Avenue – Yambil Street intersection area.

**RECOMMENDED on the motion of Ray Ellis and Gerry Wilcox that:**

- (a) Two high visibility pedestrian barriers be installed at each pedestrian refuge as per the attached map in Appendix C of the report.**
- (b) W6-1 Pedestrian Warning and W8-25 Refuge Island sign be installed at the location specified on the attached map in Appendix D of the report.**

**CL11 ST PATRICK'S PRIMARY SCHOOL BUS ZONE - END OF TRIAL PERIOD REPORT**

As a result of the closure of the off-street school bus bay on Warrambool Street, a new 105 metre long on-street bus zone was installed on the eastern side of Warrambool Street on a trial basis to service the St Patrick's Primary School. Feedback from relevant stakeholders has been received in relation to the results of the trial and are included in this report.

**RECOMMENDED on the motion of Gerry Wilcox and Alf Trefilo that the Committee note the contents of the report and confirm the permanent application of the school bus zone on Warrambool Street as is presently in existence.**

## **CL12 ACTION REPORT**

The Action Report was updated and noted.

## **CL13 GENERAL BUSINESS**

### **13.1 Airport Parking Area**

Mr Trefilo stated his concerns in relation to minimal parking at the airport. Patrons have had to park on the dirt area, bringing in the mud when trolleying in their luggage. Mr Trefilo asked to have this investigated.

### **13.2 Entrance to Airport Terminal**

Mr Trefilo advised the Committee that the entrance to the airport terminal requires a solid bollard in the middle of the entrance. This is a security issue.

### **13.3 Security of Airport Terminal**

Mr Trefilo stated his concerns with the security of the terminal building at the end of the day. He wished to clarify who is responsible to lock up, especially on weekends. This is to be discussed further at a later date.

### **13.4 Mirrool Branch Intersection**

Councillor Curran advised the Committee that Council needs to revisit safety issues at the Mirrool Branch Canal Road and Kidman Way Intersection. It is understood that previous investigations explored options regarding the closing of the Intersection of Mirrool Branch Road and with alternative routes along Jack McWilliam Road, Murphy Road and the original Old Willbriggie Road (which now extends through farm 1057) being considered. An update on accidents at this intersection has been requested, Mr Balind to bring back a report. Mr Balind also discussed a letter from Teermans Transport which also stated concerns with safety at the intersection. Further discussion of the issue will be raised with RMS at Council's Traffic Committee to be held 12 August 2014.

### **13.5 Additional B-Double Route Requests**

Mr Balind has received applications for B-Double route assessments along McCarthy Road, Murray Road and Research Station Road. These assessments will be done in due course.

### **13.5 Upgrade Application Carrathool Bridge**

Council has received an invitation from The Honourable, Michael McCormack MP to attend a meeting with Mr McCormack with regards to a funding application to construct and replace Carrathool Bridge in the Carrathool Shire.

### **13.6 Yoogali Intersection Bridge Rails**

Councillor Napoli asked for an update on the bridge rails at the Yoogali Intersection and whether they were being replaced and if they were up to standard requirements. Councillor Napoli asked if it was up to RMS or Council to replace. It was noted that the bridge crew had fixed the rails.

## **CL14 NEXT MEETING**

The next meeting of the Transport Management Committee is to be held on 8 September 2014 at 5:30 pm in the Murray Room.

There being no further business the meeting closed the time being 6:45 pm.

## **GRIFFITH CITY COUNCIL**

### **REPORT**

**SUBJECT:** NOTICE OF MOTION - REQUEST FOR LETTER TO BE SENT  
TO NSW TRADE AND INVESTMENT CROWN LANDS  
**ACTION OFFICER:** Paul Rossetto, Councillor

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#### **SUMMARY**

The below Notice of Motion was received from Councillor Paul Rossetto on 19 August 2014.

#### **RECOMMENDATION**

"That Griffith City Council General Manager, Mr Brett Stonestreet write to Melva Robb, NSW Trade & Investment - Crown Lands, PO Box 2215, DANGAR NSW 2309. Objecting to the Revoking Part of a Reservation of Crown Land." (Area News, Government Notices, 15/8/2014.) quoted below:

'Description: Reserve 1015068 for 'Rural Lands' (notified 4 July, 2008, Folio 6594) and known as Mirrool Creek and Little Mirrool Creek extending through the Mirrool Irrigation Area of approximately 96 kilometres and containing approximately 1378 ha, various Parishes.'

For the following reasons:

(a) Mirrool Creek and Little Mirrool Creek are natural water courses and fall within the responsibility of NSW Department of Infrastructure and Planning as per NSW 2005 Flood Plain Development Manual pages 11 & 14. quoted below:

'In specific rural areas, defined under the Water and Water Management Acts, Department of Infrastructure and Planning has responsibility for development and licensing of flood control works, as discussed in Section 3.2. (page 14).

(b) The revoking of Crown Lands and vesting in Murrumbidgee Irrigation Ltd will cause the transfer of all responsibilities and costs to the private company and its shareholder / customers.

These costs would include all Flood Planning mitigation costs mentioned in (a) above and or any new works or maintenance measures into the future. In essence it is another example of blatant cost and responsibility shifting by the NSW State Government so clearly outlined in the NSW 2005 Floodplain Development Manual and should be objected to so that appropriate community consultation may occur.

The letter should be written and sent within 2 days to comply with the 14 days after the date of the Notice 15/8/2014".

## **GRIFFITH CITY COUNCIL** **REPORT**

**SUBJECT: QUESTION TIME**

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### **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 26 AUGUST 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
22 July 2014	<b>RESCISSION MOTION - AMENDMENT TO COUNCIL'S ON-SITE DETENTION POLICY</b>  <b>NOTICE OF MOTION - DRAFT AMENDMENTS TO ON-SITE DETENTION POLICY</b>	EDAM	4702/2014	0240-0241	<p>RESOLVED on the motion of Councillors Thorpe and Zappacosta that Council rescind Minute Number 0219 from the Ordinary Meeting of Council held 8 July 2014 as follows:</p> <p><i>CL01 AMENDMENTS TO COUNCIL'S ON-SITE DETENTION POLICY 0219</i></p> <p><i>RESOLVED on the motion of Councillors Lancaster and Thorpe that Council decline the proposed amendments to the Council's on site detention policy (CS-CP-404) and rescind its decision to prepare a draft amendment as resolved at the Council Meeting of 11 February 2014.</i></p> <p>RESOLVED on the motion of Councillors Thorpe and Balind that:</p> <p>(a) The draft amendments to the On-site Detention Policy - CS-CP-404 as per attachment (a) of the report be placed on public exhibition for 28 days.</p> <p>(b) Following the 28 days exhibition period the amendments be reported back to Council inclusive of any submissions for final adoption.</p>	<p>31/07/2014: Document has been placed on public exhibition. Comments or submissions will be received up to 4 pm, Friday 29 August 2014.</p>
22 July 2014	<b>UPDATE ON AMENDMENTS TO THE LOCAL ENVIRONMENTAL PLAN 2014</b>	DSD	4698/2014	0234	<p>RESOLVED on the motion of Councillors Neville and Balind that:</p> <p>(a) Council acknowledge this report meets the requirement to advise Councillors before 30 July of the status of Planning Proposals.</p> <p>(b) Council provide in principle support for the</p>	04/08/2014: Planning proposals are in preparation.

## OUTSTANDING ACTION REPORT

### FOR THE ORDINARY MEETING OF COUNCIL 26 AUGUST 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					preparation of three Planning Proposals to carry out three rounds of amendments to the Griffith Local Environmental Plan 2014.	
8 July 2014	<b>PROPOSAL FOR A GRIFFITH LOCAL ECONOMIC DEVELOPMENT ASSISTANCE PROGRAM</b>	DSD	4321	0216	<p>(a) The draft Griffith City Council Local Economic Development Assistance Program be exhibited for 28 days.</p> <p>(b) Should there be no objections received, the Policy be adopted.</p> <p>(c) Should objections be received, there be a further report to Council.</p> <p>(d) Once adopted, the level and value of development activity be monitored and reported annually to the Business, Development and Major Projects Committee and Council with a view to determining the success of the program and if continuance past the sunset period should be warranted.</p>	<p>28/07/14: Policy has been placed on public exhibition until 15 August.</p> <p>14/08/2014: Minor changes to technical detail in preparation.</p>
8 July 2014	<b>AMENDMENTS TO GRIFFITH CITY COUNCIL'S ENGINEERING GUIDELINES</b>	EDAM	4325	0220	<p>(a) Council exhibit the draft amendments to the Engineering Guidelines as per attachment A for a period of 28 days,</p> <p>(b) Following the exhibition period should objections be received, these be reported to Council for consideration. Should no objections be received and subject to the adoption of the Sealing of Parking and Manoeuvring Areas Policy as exhibited, that Council adopt the revised Engineering Guidelines.</p>	<p>21/07/2014: Finalised. Engineering Guidelines public exhibition period closes 15 August 2014.</p> <p>14/08/2014: No submissions received.</p>



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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
8 July 2014	<b>SMMR PTY LTD ATF SMMR UNIT TRUST SUB-LICENCE TO DOM'S MOTORS PTY LTD - PART DRAINAGE RESERVE 159011</b>	CPO	4328	0223	<p>Councillor Lancaster enquired the reason that Council is not charging a licence fee for the road reserve. The question was taken on Notice.</p> <p>RESOLVED on the motion of Councillors Thorpe and Stead that: (a) Council approve the sub-licence of part Drainage Reserve 159011, Lot 7316 DP1156810 by SMMR Pty Ltd ATF SMMR Unit Trust to Dom's Motors Pty Ltd. (b) The term of the sub-licence shall terminate no later than the 30 June 2018 to be consistent with the head licence. (c) The Mayor and General Manager be authorised to sign and seal all documents on behalf of Council if so required.</p>	<p>28/07/2014: Advice regarding licence fee for road reserve in preparation.</p> <p>14/08/2014: Memo sent to Councillors on 6 August 2014.</p>
8 July 2014	<b>REVIEW OF COMMUNITY DONATIONS POLICIES AND BUDGET 2014/15</b>	DSD	4329	0224	<p>(i) Draft amendments to Council Policy FS-CP-601 as contained in Attachment A to this report, including a change in the title of the Policy to Community Grant Program, be exhibited for 28 days and a further report be presented to Council on submissions received.</p> <p>(ii) Policy FS-CP-603 Requests for Financial Assistance for Sporting Achievements and its budget allocation be deleted by incorporating its provisions and budget into the draft Community Grant Program.</p> <p>(iii) Policy FS-CP-604 Requests for Financial Assistance be deleted.</p> <p>(iv) Funding for Fee Rebate to Community</p>	<p>28/07/2014: Public exhibition period of policies closes 15 August 2014.</p> <p>14/08/2014: Policy to be re-exhibited.</p>

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					<p>Organisations, Bush Bursary and Graduate Medical Student Program Support be considered under the Community Grant Program.</p> <p>(v) The following charitable organisations be pre-approved to receive funding assistance for the term of the current Council: Organisation Purpose Amount Griffith Town Band Assistance towards conductor fees and purchase of new sheet music. \$7,000 Lifeball Financial support for inter-town Lifeball tournament \$700 Community FM Radio 2MIA To assist with electricity charges - Scenic Hill transmitter \$3,000</p> <p>(vi) The draft Promotion, Advertising and Sponsorship of Events Policy as presented in Attachment F to this report be placed on public exhibition for 28 days and a further report be presented to Council on submissions received.</p> <p>(b) That Policy GC-CP-309 Council Community Partnership Program be deleted (additional recommendation by staff).</p> <p>(c) In accordance with an amendment to the Motion foreshadowed by Councillor Curran, the following organisations be pre-approved for the 2014/15 budget with the Community Grant Program budget as the source of funds. Organisation Purpose Amount Rotary Club of South Wagga Circus Quircus; activity for needy children from Griffith \$550 Southern Sports Academy Support for two participants</p>	

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					from Griffith \$400 Rotary Club of Griffith East Police Officer of the Year Award Dinner Dance \$1,500 Snowy Hydro Southcare Emergency evacuation helicopter \$1000 NSW TAFE Riverina Institute Graduation Award \$150 Griffith Business Chamber Outstanding Business Awards \$2,000.	
8 July 2014	MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING ON 19 JUNE 2014	EDAM	4334	0227	<b>RESOLVED</b> on the motion of Councillors Zappacosta and Thorpe that the minutes from the Floodplain Management Committee meeting held on 19 June 2014, having first been circulated amongst members, be adopted.	24/07/2014: Main Drain J and Mirrool Creek Flood Study placed on public exhibition 18 Jul – 15 Aug.  14/08/2014: 4 submissions received and forwarded to consultants for consideration.
24 June 2014	EXHIBITION OF DRAFT POLICY SEALING OF CAR PARK AND MANOEUVRING AREAS	DSD	4076/2014	0200	RESOLVED on the motion of Councillors Neville and Lancaster that:  (a) Council exhibit the draft Sealing of Car Park and Manoeuvring Areas Policy for 28 days.  (b) If there are no submissions received objecting to the Policy and no other significant changes required, the Policy be adopted by Council as exhibited.  (c) If there are submissions objecting to the Policy or significant changes required, a further report be presented to Council.	09/07/2014: On exhibition until 1 August 2014.  14/08/2014: Minor changes to technical detail in preparation. No submissions received.
10 June 2014	NOTICE OF MOTION -	GM	3745/2014	0193	RESOLVED on the motion of Councillors	20/6/2014: Noted

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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
	COUNCILLOR ROSSETTO				<p>Rossetto and Stead that:</p> <p>Council write to the Local Member of Parliament, the Hon. Adrian Piccoli MP, Griffith LAC Crime Prevention Unit, Griffith Business Chamber, Griffith Liquor Accord, Griffith City Taxis, Youth Off The Streets Fr Chris Riley and other stakeholder organisations inviting them to a Council convened workshop forum for the purpose of:</p> <p>(a) (i) updating Council on recent amendments to the Crimes Act and</p> <p>(ii) divisions of the Crimes Act and associated legislation that still need amending;</p> <p>(b) (i) reviewing current strategies dealing with malicious assaults within Griffith and</p> <p>(ii) discussing the implementation and support of additional crime prevention strategies in the Griffith LGA; for the purpose of assisting Council develop and implement its L.1.2 "Hands Off Griffith Community Crime Plan" mentioned on page 16 of Council's Strategic Plan.</p>	<p>1407/2014: Contacted office of Adrian Piccoli, awaiting notification of a suitable date.</p> <p>14/08/2014: Date has been set for 4 September 2014.</p>
13 May 2014	REVIEW OF MOTOR VEHICLE POLICIES - INTERNAL AUDIT REPORT	MES	3258/2014	0158	<p>RESOLVED on the motion of Councillors Neville and Thorpe that:</p> <p>(a) The 'Review of Motor Vehicle Policies' Internal Audit report be adopted in principle and that the report be referred to the Consultative Committee and Senior Management Team for preparation of Draft Motor Vehicle Policies.</p> <p>(b) These draft revised policies will be</p>	<p>02/06/2014: Referred to Council's Fleet Manager to review policies and provide to SMT.</p> <p>29/07/2014: To be workshopped 19 August. Report to Council 9 Sept.</p> <p>14/08/2014: To be workshopped 2 September 2014.</p>

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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					reported to Council for consideration.	
13 May 2014	<b>FINANCIAL ASSISTANCE REQUEST FROM THE GURDWARA SINGH SABHA SOCIETY, GRIFFITH RE SIKH TEMPLE</b>	DBCF	3253/2014	0151	<p>RESOLVED on the motion of Councillors Zappacosta and Balind that:</p> <p>Council note the submission received and progress with the outstanding recommendations from the meeting on the 11 March 2014, namely to:</p> <p>(a) Provide a loan to the Gurdwara Singh Sabha Society, Griffith to the maximum amount of \$250,000 at 3% interest per annum over a period of 10 years.</p> <p>(b) Arrange for appropriate security to be provided on the loan by the Gurdwara Singh Sabha Society, Griffith, and</p> <p>(c) Assist the Gurdwara Singh Sabha Society, Griffith with other development issues including liaising with Murrumbidgee Irrigation and other matters pertaining to a proposed function at the Temple during construction.</p>	02/06/2014: Council has written to the Society twice and met with 2 representatives on 13 May. Council is awaiting further details from the Society before the matter can be progressed.
8 Apr 2014	<b>GRIFFITH REGIONAL AQUATIC LEISURE CENTRE REPORT</b>	DBCF	2437/2014	0111	<p>(a) Council adopt in principle the Griffith Regional Aquatic Leisure Centre options report as prepared by Tredwell Management Services and RPM &amp; Associates.</p> <p>(b) Council undertake a comprehensive community consultation process based on the Tredwell and RPM options report to;</p> <p>(i) obtain community feedback on the preferred management structure for GRALC in the future, and</p>	<p>05/05/2014: Community Engagement Process has commenced. One Committee workshop held today. A further community workshop is scheduled for 29 May and 6 June. Draft Community Survey being developed for future circulation.</p> <p>16/06/2014: Further session to be held 26 June 2014. Submissions from the public by 7 July and report to be</p>

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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					<p>(ii) obtain community feedback on the type, scope, timing and cost of any future development of the facility.</p> <p>(c) Council adopt the draft GRALC Community Engagement Plan (as attached) and commences the consultation process.</p> <p>(d) A further report be prepared for Council, no later than 31 July 2014 on the various options after taking into account the submissions and feedback from the community and the Consultant's report.</p> <p>Councillor Balind queried why the recommendation was to hold the public forum at the Griffith City Library and not at GRALC. Mr Turner advised that staff would have no issue changing the venue to GRALC.</p>	<p>presented end July.</p> <p>30/06/2014: Report to be compiled after end of submission period (7 July) and Council Workshop (29 July).</p> <p>04/08/2014: Report under preparation for Council Meeting 26 Aug.</p>
8 Apr 2014	<b>REVIEW OF SERVICES - GRIFFITH CITY COUNCIL</b>	GM	2438/2014	0112	<p>(a) Council endorse in principle the 'Review of Council Readiness for Best Value Reviews' Report inclusive of recommendations contained therein, subject to any amendments as determined by Council</p> <p>(b) The General Manager prepare a report for Council's consideration in terms of an implementation plan for the various recommendations referred to in (a) above.</p> <p>(c) (i) Council undertake the Customer Focus Review across the entire organisation commencing in the current financial year (2013/14) and a variation be made to the</p>	<p>05/05/2014: Customer Focus Service review scheduled to commence prior to 30 June.</p> <p>General Manager's report regarding implementation of various recommendations to be prepared in conjunction with Customer Focus Review.</p> <p>30/06/2014: Report being presented to meeting of 8 July.</p> <p>14/07/2014: Implementation plan adopted by Council 8 July 2014.</p>

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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					<p>budget through the March 2014 quarterly review process to undertake this project.</p> <p>(ii) That Blackadder Associates be engaged to assist with this review using Best Value Review Methodology.</p> <p>(d) Council undertake the Roads Design, Construction, Maintenance and Associated Services Best Value Review during the 2014/15 financial year and that provision be made in Council's draft 2014/15 budget (Operational Plan) for this purpose.</p> <p>(e) As a matter of Policy, Council undertake the Customer Focus Review and Roads - Design, Construction, Maintenance and Associated Services Review with the objective of achieving best practice. These two reviews will not result in outsourcing of these services provided performance is better or comparable to DLG benchmarks.</p>	<p>28/07/2014: Blackadder &amp; Associates on site to commence customer focus review 13 August.</p> <p>14/08/2014: Customer focus review commenced.</p>
8 Apr 2014	<b>NOTICE OF MOTION - GRIFFITH POUND - EOI FOR ANIMAL HOLDING FACILITY</b>	MES	2439/2014	0117	<p>Griffith City Council seek expressions of interest (EOI) submissions from interested and experienced parties for the provisions of an animal holding facility at Griffith.</p> <p>The EOI is an opportunity for parties who are able to provide facilities, or wish to lease facilities provided by Council, for keeping of dogs and cats that are surrendered to or impounded by Council.</p> <p>The services required may include, but is not</p>	<p>05/05/2014: Item being presented to the General Facilities Meeting to be held 06 May 2014.</p> <p>19/05/2014: presented to meeting and EOI approved to be advertised.</p> <p>02/06/2014: EOI to be advertised in the next week or so.</p> <p>16/06/2014: To be advertised Friday 20 June 2014.</p> <p>14/07/2014: EOI closed Friday 11 July</p>

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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
					<p>limited to one or more of the following:</p> <ol style="list-style-type: none"> <li>1. Accept impounded companion animals from Council Officers and members of the public.</li> <li>2. Assist Council Officers with microchipping procedures as required.</li> <li>3. Be responsible for the safe keeping, security, feeding, watering and shelter of impounded animals.</li> <li>4. Release animals within agreed hours.</li> <li>5. Assist Council Officers with euthanizing procedures as required.</li> </ol> <p>The expression of interest process could proceed in the short term with a view to any expressions of interests being considered during the design phase of Council's impounding facility for companion animals. In accordance with resolution 0092, Council staff will conduct the proposed expression of interest process via the General Facilities Management Committee.</p>	<p>2014. No Expression of Interests have been received.</p> <p>14/07/2014: Concept design referred to draft standard design.</p> <p>04/08/2014: Require access to Draft Guidelines for Council Pounds document, which is not yet released to ensure compliance.</p>
11 Mar 2014	CLOSED COUNCIL - GENERAL BUSINESS - SIGNIFICANT SERVICE TO THE COMMUNITY - CIVIC RECOGNITION	MES	1721/2014	0078	RESOLVED on the motion of Councillors Neville and Rossetto that Council bestow an award of civic recognition to a member of the Griffith Local Government Area community.	31/3/2014: Awaiting relevant information to be forthcoming.
23 Jul 2013	OPTIONS FOR THE DELIVERY OF MECHANICAL	DSD	10366732	0239	(a) Council construct a stand alone workshop on appropriate land and defer full	05/08/2013: Due diligence of alternative sites under way. TORS for



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Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
	SERVICES TO GRIFFITH CITY COUNCIL				<p>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 subject to a further report to Council.</p>	<p>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> <p>15/11/2013: Next meeting scheduled for 19 November at 1 pm.</p> <p>06/01/2014: Concept Plans approved and endorsed for DA documentation at 10 Dec 2013 Council Meeting.</p> <p>17/03/2014: DA has been lodged.</p> <p>05/05/2014: Awaiting DA determination.</p> <p>19/05/2014: DA approved with conditions. Detailed design to be prepared.</p> <p>02/06/2014: Local contractor appointed for detailed design. Council staff meeting fortnightly with that team.</p> <p>04/08/2014: First draft of detailed plans with QS.</p> <p>14/08/2014: No date set for next working group meeting. Awaiting</p>

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						documentation.
23 Jul 2013	<b>NOTICE OF MOTION - COOPER ROAD</b>	DIO	10367017	0243	<p>(a) Council approve the allocation of \$11,500 towards the re-sheeting (gravel) and grading of Cooper Road.</p> <p>(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.</p> <p>(c) Council add Cooper Road to the list of priority roads to be sealed as soon as funds become available.</p>	<p>05/08/2013: Site inspection scheduled. Surveys under way. Report to Council identifying any issues and full cost update.</p> <p>19/08/2013: Cooper Road is a priority listing for road sealing.</p> <p>16/09/2013 Update: (b) Drainage being investigated and report is being prepared.</p> <p>30/09/2013: To be discussed at the next Councillor Workshop 15/10/2013.</p> <p>18/11/2013: Gravel sheeting/stabilising works are scheduled for 21/11/ 2013.</p> <p>06/01/2014: Gravel resheeting /stabilising works completed. Drainage issue investigations continuing.</p> <p>05/05/2014: Cooper Road drainage surveyed and listed for design program. Design for completion by 31 October 2014 for consideration with other capital projects in 2015/16 budget.</p>