



ORDINARY MEETING OF COUNCIL

Agenda

Tuesday, 11 March 2014 at 7:00 pm

CONFLICTS OF INTEREST

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

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

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

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

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

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

COUNCIL CODE OF CONDUCT

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

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

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

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

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

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

STAFF RESPONSIBILITY AND REPORT AUTHOR CODES

REPORT AUTHORS

POSITION	NAME	CODES
General Manager	Brett Stonestreet	GM
Manager Executive Services	Shireen Donaldson	MES
Public Officer/Right to Information Officer	Shireen Donaldson	MES
Director Business, Cultural & Financial Services	Max Turner	DBCF
Director Utilities	David Tull	DU
Director Infrastructure and Operations	Dallas Bibby	DIO
Director Sustainable Development	Neil Southorn	DSD
Governance Coordinator	Wendy Krzus	GC
Compliance Coordinator	Michael Toohey	CC
Finance Manager	Vanessa Edwards	FM
Tourism & Economic Development Manager	Greg Lawrence	TEDM
Engineering Design & Approvals Manager	Graham Gordon	EDAM
Planning & Environment Manager	Carel Potgieter	PEM
Coordinator Landuse Planning and Compliance	Kelly McNicol	LPC
Senior Development Assessment Planner	Stephen Parisotto	SDAP
Principal Planner (UDSP)	Peter Badenhorst	PPUDSP
Development Assessment Planner	Linden Foster	DAP
Building Certification Coordinator	Ben Lang	BCC
Environment and Health Coordinator	Vacant	EHC
Environment Planner	Joanne Tarbit	EP
Corporate Property Officer	Daphne Bruce	CPO
Parks & Gardens Manager	Peter Craig	PGM
Works Manager - Maintenance	Manjit Chugha	WMM
Works Manager - Construction	Shree Shrestha	WMC
Senior W&S Engineer - Operations	Steven Oosthuysen	SWSE
Asset Management Coordinator	Andrew Keith	AMC
Library Manager	Pam Young	LM1
Library Manager	Christine Del Gigante	LM2
Griffith Regional Theatre & Art Gallery Manager	Sarah Boon	GRTAG
Data Information Officer	Wendy Vaccari	DIO
Economic Development Coordinator	Nicola James	EDC
Fleet & Depot Manager	Steve Croxon	FDM
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
11 MARCH 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, 11 March 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 17 Girl Guides Hall - Yenda - Proposed Demolition
 - CL02 p 22 Financial Assistance Request from The Gurdwara Singh Sabha Society, Griffith Re Sikh Temple
 - CL03 p 28 Theatre Seating & Carpet Refurbishment Project
 - CL04 p 45 National General Assembly of Local Government 2014
 - 9 Information Reports
 - 10 Adoption of Committee Minutes
- p 62 Minutes of the Griffith Local Emergency Management Committee held on 11 February 2014

p 67 Minutes of the Utilities Management Committee Meeting held on
13 February 2014

p107 Minutes of the Communities Management Committee Meeting held
on 18 February 2014

p112 Minutes of the Pioneer Park Management Committee Meeting held
on 25 February 2014

11 Business with Notice - Rescissions Motions

p 116 Council Committee Delegations and Designated Persons -
Ordinary Meeting of Council 11 Feb 2014 - Minute No 0038

12 Business with Notice - Other Motions

p 118 Notice of Motion - Council Committee Delegations and Designated
Persons

13 Question Time

14 Outstanding Action Report

15 Matters to be dealt with by Closed Council

Yours faithfully

JENNIFER O'DONNELL-PRIEST
GOVERNANCE OFFICER



MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON 25 FEBRUARY 2014 COMMENCING AT 7.00 PM

PRESENT

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

STAFF PRESENT

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

MEDIA

Jack Morphett, The Area News and Dolf Murwood, 2 MIA FM

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

PROCEDURAL MATTERS

APOLOGIES

0042

RESOLVED on the motion of Councillors Curran and Stead that an apologies be received from Councillor Bill Lancaster and Councillor Dino Zappacosta and a leave of absence be granted.

CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD 11 FEBRUARY 2014

0043

RESOLVED on the motion of Councillors Thorpe and Balind that the minutes of the Ordinary Meeting of Council held in the Council Chambers, Griffith on 11 February 2014, having first been circulated amongst all members of Council, be confirmed.

BUSINESS ARISING FROM THE ORDINARY MEETING OF COUNCIL HELD 11 FEBRUARY 2014

CL03 - Licence Agreement for Road Reserve Adjoining Lot 1 DP1067528 - International Backpackers Hostel - with Michael and Teresa Farronato

Councillor Neville advised he had spoken to the neighbour of the adjoining property and was advised that the neighbour had not been notified. Councillor Neville will follow this up with the General Manager.

CL04 - Council Committee Delegations and Designated Persons

Councillor Balind enquired if a Rescission Motion had been received in relation to this report and if it was received in time for this business paper.

Mr Stonestreet that he is of the understanding that a Rescission Motion is being prepared.

DECLARATIONS OF INTEREST

NON-PECUNIARY INTERESTS

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

Councillor Alison Balind

Minutes of Transport Management Committee Meeting - 10 February 2014

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

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

Minutes of Traffic Committee Meeting - 11 February 2014

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

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

Closed Council - Update on St Vincent's Private Community Hospital Griffith

Reason - Councillor Balind is a member of the Local Health Advisory Committee and employed on contract to the University of Wollongong Graduate School of Medicine.

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

Councillor Anne Napoli

Minutes of the Cultural Facilities Management Committee - 3 February 2014

Reason - A member of Councillor Napoli's family is employed at GRALC.

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

Councillor Christine Stead

CL05 Reason - Councillor Stead has spoken to two garden owners who are thinking about putting their garden in the 2014 Festival of Gardens.

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

PECUNIARY INTERESTS

No Pecuniary Interests were declared.

MAYORAL MINUTES

The Mayor advised a Mayoral Minute would be considered in Closed Council and members of the public wishing to speak in relation to the Clause could do so in Question Time.

GENERAL MANAGER'S REPORT

CL01 SECOND QUARTER PERFORMANCE REPORT 2013/14 - BUDGET REVIEW AND OPERATIONAL PLAN INCORPORATING THE DECEMBER DELIVERY PROGRAM PROGRESS REPORT

0044 (FM)

RESOLVED on the motion of Councillors Croce and Thorpe that:

- (a) Council note the variations to the 2013/14 original budget for the quarter ended 31 December 2013 as presented in this report.
- (b) The Financial Review for the quarter ended 31 December 2013 be adopted.
- (c) Council adopt the 31 December 2013 Operational Plan Review advising the extent to which the Operational Plan Actions (Performance Indicators) have been achieved.
- (d) Council endorse minor amendments to the Organisational Structure as per this report.

CL02 INVESTMENTS AT 31 JANUARY 2014

0045 (FM)

RESOLVED on the motion of Councillors Thorpe and Balind that Council note the investment report at the end of January 2014.

CL03 REPORT ON WAIVING PAR AVION LANDING FEES

0046 (DIO)

RESOLVED on the motion of Councillors Croce and Thorpe that Council waive the Regular Passenger Tax (RPT), as noted in Council's Revenue Policy, for Par Avion for a period of 12 months from the date of commencement of the service between Griffith and Melbourne.

Councillor Croce queried whether the waiver of the Regular Passenger Tax would be passed on to the customer. The Mayor advised that Par Avion had indicated the landing fee (RPT) will come off the price of the airfare.

CL04 FLOODPLAIN MANAGEMENT ASSOCIATION CONFERENCE - DENILQUIN

0047 (DU)

RESOLVED on the motion of Councillors Thorpe and Rossetto that Council approve the attendance of the Mayor (or his delegate) and the Chair of the Floodplain Management Committee, Councillor Lancaster (or his delegate) to attend the

Floodplain Management Association Conference at Deniliquin between 20 - 23 May, 2014.

The Mayor advised he was unable to attend this conference and called for a delegate. Councillor Rossetto nominated and will represent the Mayor.

CL05 FESTIVAL OF GARDENS
(DSD)

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

- (a) In regard to the Festival of Gardens event, the cost of general entry to gardens rise from \$5.00 to \$6.00 per adult and this be reviewed annually, and
- (b) Gate takings be split 50% to Festival of Gardens Management Committee and 50% to garden owners.

Councillor Stead **MOVED** the following **AMENDMENT** that:

- (a) In regard to the Festival of Gardens event, the cost of general entry to gardens rise from \$5.00 to \$6.00 per adult and this be reviewed annually, and
- (b) Gate takings be split 50% to Festival of Gardens Management Committee and 50% to garden owners.
- (c) Financial statements from the Festival of Gardens Management Committee be presented to Council for consideration on an annual basis to commence with the 2013 event.

Councillors Cox and Thorpe accepted the **AMENDMENT**. The **AMENDMENT** became the **MOTION**.

0048

RESOLVED on the motion of Councillors Cox and Thorpe that:

- (a) In regard to the Festival of Gardens event, the cost of general entry to gardens rise from \$5.00 to \$6.00 per adult and this be reviewed annually, and
- (b) Gate takings be split 50% to Festival of Gardens Management Committee and 50% to garden owners.
- (c) Financial statements from the Festival of Gardens Management Committee be presented to Council for consideration on an annual basis to commence with the 2013 event.

MINUTES FROM COMMITTEES

**MINUTES OF THE CULTURAL FACILITIES MANAGEMENT COMMITTEE MEETING
HELD ON 3 FEBRUARY 2014**

0049

RESOLVED on the motion of Councillors Neville and Curran that the Minutes of the Cultural Facilities Management Committee meeting held on 3 February 2014, having

first been circulated amongst members, be adopted.

Councillor Balind enquired about Council's plans for the Parenting facility at the Library and what Council intends to do with the empty building at Memorial Park. Mr Stonestreet advised no decision has been made as yet however this will be considered during the 2014/15 budget deliberations.

Councillor Neville **FORESHADOWED** a **MOTION** in relation to the upgrade of the Griffith Regional Theatre seating and carpet.

0050

RESOLVED on the motion of Councillors Neville and Curran that the General Manager provide a report in relation to the upgrade of the Griffith Regional Theatre seating and carpet.

MINUTES OF THE FESTIVAL OF GARDENS MANAGEMENT COMMITTEE MEETING HELD ON 6 FEBRUARY 2014

0051

RESOLVED on the motion of Councillors Curran and Cox that the Minutes of the Festival of Gardens Management Committee meeting held on 6 February 2014, having first been circulated amongst members, be adopted with the exception of the following recommendations in relation to Clauses 05 & 06 which had been dealt with in Clause 05 of this business paper:

CL05 GARDEN ENTRY COST

RECOMMENDED on the motion of Maryann Mitchell and Lyn Brown that the cost of the Garden Entry be increased from \$5 to \$6.

CL06 DIVISION OF FUNDS

RECOMMENDED on the motion of Lyn Brown and Gaynor Clements that the funds received from the gate takings at the Festival of the Gardens be divided fifty / fifty, that the Festival of Gardens Committee receive fifty percent and the garden owners receive fifty percent at the gardeners discretion.

Councillor Balind left the Chamber the time being 7.33 pm.

MINUTES OF THE TRANSPORT MANAGEMENT COMMITTEE MEETING HELD ON 10 FEBRUARY 2014

0052

RESOLVED on the motion of Councillors Stead and Curran that the Minutes of the Transport Management Committee meeting held on 10 February 2014, having first been circulated amongst members, be adopted.

Councillor Neville advised that he is in the process of re-convening the Access Committee.

MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ON 11 FEBRUARY 2014

Councillor Balind entered the Chamber the time being 7.34 pm.
Mr Southorn left the Chamber the time being 7.34 pm.

0053

RESOLVED on the motion of Councillors Curran and Stead that the Minutes of the Traffic Committee meeting held on 11 February 2014, having first been circulated amongst members, be adopted.

Councillor Rossetto advised that Yenda residents and shop owners have indicated that they were not willing to lose car spaces in order for the pedestrian access to be installed along North Avenue Yenda. Councillor Curran advised the Traffic Committee is awaiting written confirmation from the Yenda Progress Association advising that they no longer require the installation of a sheltered concrete pedestrian access crossing point.

Mr Southorn entered the Chamber the time being 7.35 pm.

QUESTION TIME

PUBLIC 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).

Mr Lance Perry asked the following question:

"When a councilor writes on a web site and tells, lies, why do they think it has no bearing on them as a person and has no bearing on the associations they belong too, and has no bearing on them as a councilor and the position they hold in the community of Griffith and, in respect for other members, should resign."

Mr Stonestreet advised he had no response to this question.

Mr S Rinaldo asked the following question:

"Noise pollution about real juice especially after hours."

The Mayor advised Council is working with Real Juice to overcome these issues.

Councillor Cox left the Chamber the time being 7.38 pm.

Mr John Dickens and Mrs Elaine Dickens asked the following question:

"We would like to request answers to the variation of operating Hours to Real Juice Company, Tony and Sam Taliano's & Co Business. We have put many complaints and to CRMS and No Reply from CRMS. We need to know why we hadn't been informed of the meeting tonight or near future that Real Juice will be allowed to operate many more hours, when Council has been informed of the noise and the DA's that haven't been finished."

The Mayor advised Council would be discussing the issue of Real Juice's operating hours in Closed Council and Council would take these concerns into consideration.

Councillor Cox returned to the Chamber the time being 7.40 pm.

COUNCILLOR QUESTION TIME

Councillor Balind asked the following question:

Could Councillors be provided with a copy of the Service Level Agreements when a CRMs is created.

Mr Stonestreet advised this will be taken on notice.

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.**

CCMM01 REAL JUICE COMPANY DEVELOPMENT CONSENT AND NON-COMPLIANCE - Legal Proceedings 10A(2)(g)

ST VINCENT'S PRIVATE COMMUNITY HOSPITAL GRIFFITH UPDATE - Legal Proceedings 10A(2)(g)

The Committee resolved that members of the press and public be excluded from the

meeting during consideration of this item, the reason being that the matter concerned advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege (Section 10A(2)(g)).

Councillor Cox left the Chamber the time being 7.47 pm.

0054

RESOLVED on the motion of Councillors Neville and Stead that:

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

Council closed its meeting at 7.47 pm. The public and media left the Chamber.

Councillor Cox returned to the Chamber the time being 7.48 pm.

0055

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

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

MATTERS DEALT WITH IN CLOSED COUNCIL

CCMM01 REAL JUICE COMPANY DEVELOPMENT CONSENT AND NON-COMPLIANCE

Councillors Curran and Croce **MOVED** the following **MOTION** that:

- (a) Council suspend further enforcement action against Real Juice with respect to non-compliance with condition of consent regarding operating hours subject to:
 - (i) Enforcement action will recommence as from 28 March 2014 should subsequent evidence of non-compliance occur after that date.
 - (ii) That revised hours of operation under (i) above be limited to 6.00 am and 12.00 am, 6 days per week.
- (b) Should there be any proven operation outside the approved operating hours the revised operating hours be revoked immediately.

Councillors Balind and Neville **MOVED** the following **AMENDMENT** that

- (a) Council suspend further enforcement action against Real Juice with respect to non-compliance with condition of consent regarding operating hours subject to:

- (i) Enforcement action will recommence as from 28 March 2014 should subsequent evidence of non-compliance occur after that date.
- (ii) Revised hours of operation under (i) above be limited to 6.00 am and 10.00 pm, 6 days per week.
- (b) Should there be any proven operation outside the approved operating hours the revised operating hours to be revoked immediately.

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

0056

RESOLVED on the motion of Councillors Curran and Croce that:

- (a) Council suspend further enforcement action against Real Juice with respect to non-compliance with condition of consent regarding operating hours subject to:
 - (i) Enforcement action will recommence as from 28 March 2014 should subsequent evidence of non-compliance occur after that date.
 - (ii) Revised hours of operation under (i) above be limited to 6.00 am and 12.00 am, 6 days per week.
 - (b) Should there be any proven operation outside the approved operating hours the revised operating hours to be revoked immediately.

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	Apology	
Cr Thorpe	x	
Cr Balind		x
Cr Zappacosta	Apology	
Cr Neville	x	
Cr Croce	x	
Cr Curran	x	
Cr Cox	x	
Cr Rossetto	x	
Cr Stead	x	

Councillors Balind and Napoli advised that they wished their names against the resolution be noted.

ST VINCENT'S PRIVATE COMMUNITY HOSPITAL GRIFFITH UPDATE

Mr Stonestreet updated the Council on the St Vincent's Private Community Hospital advising that the agreement of lease document is nearing finalisation. No resolution was made as for Councillor information purposes only.

OUTSTANDING ACTION REPORT

0057

RESOLVED on the motion of Councillors Rossetto and Thorpe that the Outstanding Action Report be noted.

11 February 2014 - Question Time - Councillor Rossetto - Recent Council Accidents

Councillor Balind enquired when Councillors would receive a report in relation to the above request. Mrs Donaldson advised a report is being prepared and will be distributed to Councillors once further information from State Cover has been received.

11 February 2014 - Question Time - Councillor Thorpe - Report on Tertiary Education

Councillor Balind enquired when Councillors would receive a report in relation to the above request. Mr Stonestreet advised a report is scheduled to be presented to Council on 25 March 2014.

12 November 2013 - Notice of Motion - Griffith Pound

Councillor Balind enquired when Councillors would receive a report in relation to the Griffith Pound. Mrs Donaldson advised the report is in the process of being prepared and Council is currently awaiting a quotation from a quantity surveyor.

11 February 2014 - Council Committee Delegations and Designated Persons

Councillor Stead enquired if the Council Committee Delegations and Designated Persons item could be removed. Mr Stonestreet advised that the resolution would not be enacted at this point as he understands that a Rescission Motion in relation to this item is being prepared.

There being no further business the meeting terminated at 8.47 pm.

Confirmed:
CHAIRPERSON

GRIFFITH CITY COUNCIL **REPORT**

CL01

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

SUMMARY

A report was presented to the Ordinary Meeting of Council on 14 January 2014 recommending the demolition of the Girl Guides Hall at Crown Reserve 61951, Wade Park Yenda, utilising approved grant funding from the Crown through the Public Reserves Management Fund Program of \$7,700.

The report was laid on the table.

RECOMMENDATION

- (a) The report be raised from the table.**
- (b) Council resolve to demolish and remove the Yenda Girl Guides Hall from Wade Park, Yenda utilising the funding grant of \$7,700 from the Public Reserves Management Fund Program.**
- (c) Any additional funding to demolish the building and reinstate the land be adjusted at either the March or June 2013/14 Quarterly Review.**

BACKGROUND

A report to Council on the 14 January 2014 recommended the demolition of the Girl Guides Hall at Wade Park, Yenda due to its deteriorating condition. As the land is Crown land and Council is the appointed Trustee, a successful application was also lodged through the Public Reserves Management Fund Program for \$7,700 towards the cost of demolishing the building and reinstating the land.

The report was laid on the table to allow further investigation into the current condition of the building. A Structural Engineers assessment in April 2011 advised remedial work could be undertaken to bring the building to a standard for occupation. A quotation, following the engineers guidelines, was sought and in the range of \$46,000 to undertake the works.

The flooding of Yenda in 2012 further contributed to the deteriorating condition of the building with Council's insurance policy having no flood coverage.

Council's Building Certification Coordinator, Ben Lang, undertook an inspection of the building on Monday 17 February 2014, together with several Councillors, with Mr Lang recommending the building not be rectified or reused and should be demolished (Attachment A). Further to this, if cost effective, the roof structure may be salvaged for reuse or sale.

OPTIONS

(a) Council resolve to demolish and remove the Yenda Girl Guides Hall from Wade Park, Yenda utilising the funds provided through the Public Reserves Management Fund Program of \$7,700 with any additional cost to be adjusted at either the March or June 2013/14 Quarterly Review.

(b) Council may resolve not to demolish the building but this is not the preferred option as considerable funds would be required to reinstate the building to an acceptable level for occupation. An annual budget allocation would be required for ongoing maintenance.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

Council has received \$7,700 in funding through the Public Reserves Management Fund Program towards the demolition of the building. A quotation in 2012 for the demolition was \$6,600 (Incl. GST). Two new quotations will be required to meet Council's purchasing guidelines. Additional fees will be incurred for a Development Application fee, disconnection of septic tank, plumbing and power, estimated at \$1,630. There will also be additional cost in reinstating the land.

Should Council resolved to reinstate the building, the cost may be in the vicinity of \$50,000.

c) Legal/Statutory Implications

Not Applicable

d) Environmental Implications

All building material, including asbestos, will be removed by a fully qualified asbestos removal expert and disposal of the materials as required. The site will be levelled and returned to a state acceptable for its ongoing use as a sporting ground and surrounds.

e) Community Implications

Council has a duty of care to the community that all buildings that are under its control are maintained to an acceptable standard for use by the community. The community would expect Council to consider all options and make sound financial decisions.

CONSULTATION

Xeros Kendall - Consulting Engineers
Yenda & District Progress Association
Senior Management Team
Leo Gonzo, Maintenance Coordinator
Ben Lang, Building Certification Coordinator

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Growing Griffith 2030 - Community Strategic Plan

D9 - Establish social and commercial infrastructure for the betterment of community well-being and natural resource management.

Council's Delivery Program 2012 -2017

D9.4 - Maintain and improve services to villages and rural areas of Griffith LGA.

ATTACHMENTS

(a) Building Certification Coordinator - Building Report Girl Guides Hall, Yenda

- (a) Building Certification Coordinator - Building Report Girl Guides Hall, Yenda

MEMORANDUM

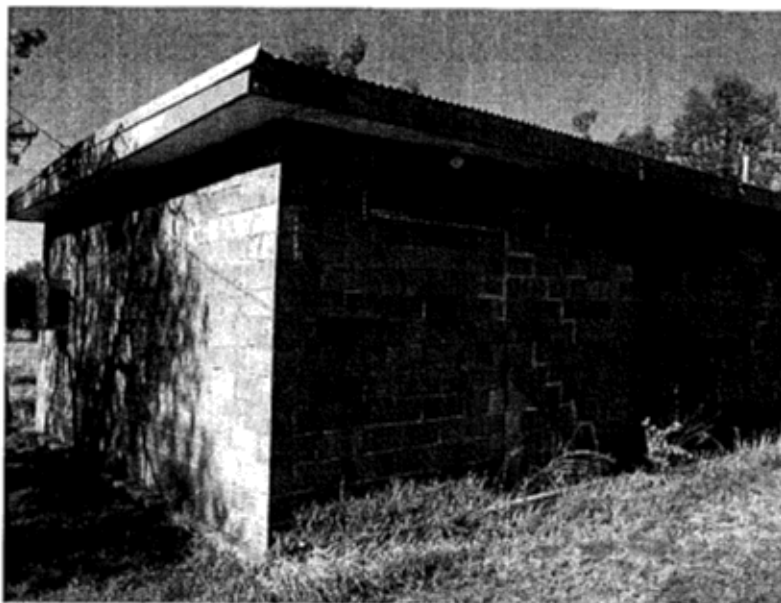


TO: Daphne Bruce, Corporate Property Officer
DATE: 25/02/2014
FROM: Ben Lang, Building Certification Coordinator
RE: Building Report of Girl Guides Hall at Yenda Sports Ground, YENDA

BUILDING REPORT GIRL GUIDES HALL, YENDA

Introduction

Council's Corporate Property Officer was asked to provide a report to Council regarding the possibly of utilising the existing unused Girl Guides Hall for the use of a 'Men's Shed' facility located on the Yenda Sports Ground and requested inspection and comments from Council's Building Surveyor in regards to the structure's suitability. A picture of the subject building is below.



Background

An initial on site meeting was held at the sportsground late last year in relation to the possibility of the Yenda Golf Club using the adjacent building and while on site an inspection was also conducted on the Girl Guides Hall as of the feasibility of using this building. At the time, the building was deemed 'unsuitable' including the fact that a structural engineering report prepared by Xeros Kendal Consulting Engineers had been given advising that a number

c:\users\bera\desktop\memo building report girl guides hall.doc

of structural issues/works were required to ensure the building was structurally 'safe' and/or usable. Council's Maintenance Coordinator, Leo Gonzo had obtained a quote for these works, which was in the vicinity of \$45,000.

A further recent inspection on 17 February 2014 by myself in conjunction with other staff members, the Mayor and Councillors revealed that;

- There is significant cracking in the floor slab and into the footings,
- There is significant cracking and movement in the brickwork,
- The building has moved significantly causing the walls not to be plumb.
- There is significant movement at the brickwork expansion joints, in which you can clearly see daylight through some of these cracks,
- There is little or no reinforcement in the concrete floor slab,
Note: The above matters are also recognised in the structural engineering report.
- The septic system appears very old and may not be in good working order (needs to be renewed or possible certification from a licensed plumber)

In addition to the above it should be noted that the structural engineers report notes that 'the walls are generally deformed' and that the north west corner wall has rotated and is 'considered outside the masonry code limits' in which the wall is considered to be unserviceable. Also the report states that the "**structural stability of this wall is considered to be insufficient with no wall bracing**".

In my professional opinion, I believe this movement of the building may have been caused by a number of different factors such as, insufficient footing design, expansive/reactive clay type soils on the site, extreme weather conditions including extended drought and flooding.

It must however be recognised that the roof steel structure appeared to be in good order and of sufficient construction, although questions could be raised over the roof pitch meeting the minimum recommended roof pitch which is 5° for corrugated iron. It appears that full length sheets were used, which would help ensure no leaking would occur.

It could be recognised that the roof structure could be salvaged and reused, subject to structural engineer's approval.

Conclusion/recommendation

It would put Council at a great liability risk to let any community group use the building 'as is' and should not be considered as an option. While the building could be salvaged and reused with the required works carried out in the structural engineering report with final certification, the cost of these works could possibly far out way the cost of a new building, particularly a steel framed and clad wall type structure of similar size. For the cost of \$45,000 (and with the use of the existing roof structure) you could have a new clad type building rather than a rectified older type building.

It would therefore be my recommendation that the building should not be rectified or reused and demolished with the intentions of salvaging/reusing/selling the existing roof structure and providing a new building structure if this is deemed feasible.


BEN LANG

BUILDING CERTIFICATION COORDINATOR

GRIFFITH CITY COUNCIL **REPORT**

CL02

SUBJECT: FINANCIAL ASSISTANCE REQUEST FROM THE GURDWARA SINGH SABHA SOCIETY, GRIFFITH RE SIKH TEMPLE
FROM: Max Turner, Director Business, Cultural & Financial Services

SUMMARY

In February, Council received a letter of request from The Gurdwara Singh Sabha Society (will refer to as the Sikh community), Griffith for financial assistance in relation to certain DA Conditions involving the Sikh Temple Project on Rae Road, Griffith. This assistance would be required for certain road works at both Rae Road (reconstruction and sealing of a portion of Rae Road) and Kidman Way (intersection upgrade).

This report provides a recommendation to Council on the preferred action.

RECOMMENDATION

Council not provide financial assistance to the Sikh community in relation to the Sikh Temple Project as requested and require the completion of the development application conditions attached to the Project.

BACKGROUND

The Sikh Temple Project has been under development for some time now and appears to be nearing completion in regard to the building construction with some attached civil works elements to be completed; i.e. landscaping, car parking, entrance road to Temple, sealing of a portion of Rae Road and constructing turning lanes at the Kidman Way intersection. The Sikh community are seeking assistance with the Rae Road and Kidman Way intersection works.

This is an important issue for Council and has the potential to set a number of precedents that will have future ramifications for Council in similar circumstances.

In reaching the recommendation, consideration has also been made of the importance of the contribution and the standing of the Sikh community in Griffith. Griffith has a large Sikh population who have brought many economic and cultural benefits to Griffith and continue to play a very important role in the prosperity of the region. The newly constructed Sikh Temple will be another drawcard to the region and along with the annual Sikh Games demonstrates the significance of the contributions that the Sikh Community make to the City of Griffith.

The Sikh community have recently written to Council seeking assistance under a number of proposals as follows;

Proposal 1. Proponent will seek quotes for the completion of the roadworks (1 firm quote obtained to date with a cost estimate approaching \$250,000). They request that Council also considers putting forward a quote on the basis that the Sikh community would repay the costs of the works over a 10 year period on terms to be agreed.

SMT response: Whilst Council could choose to insert this project into the capital works program, two concerns are raised. Firstly, this would displace some other project that has already been assigned a priority. Secondly, within the required time frame, Council does not have the capacity to undertake the work due to the need to repair flood damaged roads under the RMS funded works program.

Proposal 2. If Proposal 1 is not approved, then the Sikh community request that Council consider advancing the Sikh community a loan sufficient to cover the costs of an external contractor completing the works in an amount of up to \$250,000 over an agreed period of time (suggested to be 10 years).

SMT response: Providing a loan of this type and under these circumstances would be quite problematic. Obtaining guarantees would be difficult as most individuals would be very reluctant to take on that risk. There might be a possibility of obtaining a first mortgage over the property but this would depend on further negotiations and whether there are any impediments to taking out a mortgage; i.e. the property might already be mortgaged, etc. Any interest free loan reduces Council's funds under investment and becomes dead money in terms of financial impact on Council. The amount in question is well beyond any current policy settings and would require a specific resolution of Council.

Proposal 3. The last preference of the Sikh community would be for Council to allow the completion of the roadworks to be deferred for a period of a least 5 years and provide an Interim Occupation Certificate so that the Temple can be opened and the benefits arising not be delayed.

SMT response: The Society has already been advised that this option is not possible as the issuing of an Interim Occupation Certificate can only be made under certain circumstances, these being where incomplete works are incidental or minor and not material to the occupation of the premises, and can only be issued for a limited time period where there is certainty the works will be completed. For this project, the requirement for roadworks is made by the RMS, who will not concur with a Council decision to permit occupation prior to their completion, given the works relate to safety and capacity on the Kidman Way.

The Society has also requested a variation to the consent relating to vegetation in the Kidman Way Road Reserve. This request will be considered on its merit.

OPTIONS

(a) The recommendation as printed.

(b) Council undertake the sealing of that portion of Rae Road plus construction of intersection upgrade on Kidman Way being the subject of the DA conditions and enter into an interest free loan arrangement with the Sikh Community to a maximum of \$250,000 and to repay that loan over a period of 10 years or as nominated by Council.

This is not the preferred option as this;

- will create a precedence for other similar situations
- impact further on critical resources and place in jeopardy the Council's ability to spend flood funding needing to be expended by December 2014, and

- divert critical funds away from higher priority areas already included in the forward works program or to be funded by RMS including heavy patching on main roads and shoulder widening on MR84 between Bilbul and Yoogali and also on MR321 between Griffith and Hanwood.
- the earliest these works could be undertaken is the end of Quarter 3 of the 2014/15 financial year.
- this option would require the availability of appropriate security.

(c) Council could undertake to fund and construct part of the roadworks required (ie Kidman Way component) and the Sikh Community fund the Rae Road works. This is not the preferred option as Council's longstanding policy has been not to contribute any rate payer funding to main or regional road works as these works are the responsibility of RMS or arise due to development consent conditions.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

a) If an interest free loan of \$250,000 was to be provided over a 10 year period, then the approximate financial cost (opportunity cost) to Council would be in the order \$197,000 assuming a 6% return compounding annually; i.e. if Council retained the \$250,000 under investment for the 10 years it would be better off by the \$197,000.

b) If Council utilises part of its external funding (i.e. R2R) for the project, then it would be diverting those financial resources away from already prioritised works in favour of the Sikh Temple Project.

c) Legal/Statutory Implications

It is not possible for Council to issue an Interim Occupation Certificate under Option 3 as requested.

CONSULTATION

Senior Management Team

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Not Applicable

ATTACHMENTS

- (a) Letter from The Gurdwara Singh Sabha Society, Griffith
- (b) Plan of required roadworks at Rae Road and Kidman Way intersection



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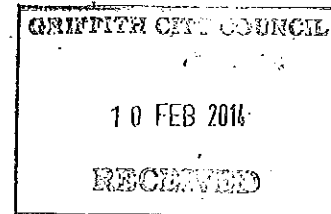
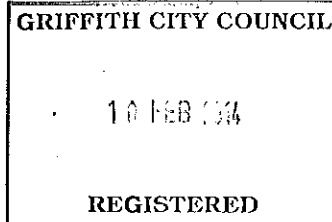


ਸ੍ਰੀ ਗੁਰੂ ਸਿੰਘ ਸਭਾ ਗੁਰਦਵਾਰਾ, ਯੂਗਾਲੀ, ਗਰਿਫਥ

THE GURDWARA SINGH SABHA SOCIETY, GRIFFITH (NSW) INC

11 Edon St, Yoogali, Griffith. Telephone: (02) 6964 6080

The General Manager
Griffith City Council
1 Benerembah St
GRIFFITH NSW 2680



0358

Dear Mr. Stonestreet,

Re: Gurdwara Singh Sabha Society Griffith (NSW) DA 147/2009

We refer to our meeting with the Mayor and yourself with other Councillors and members of staff on Wednesday 22nd January, 2014. We confirm that we will lodge a modification application with you seeking to defer completion of roadworks required under the terms and conditions of the original development approval for the building of the Temple at 895 Kidman Way, Hanwood.

We will also lodge an application for the removal of some of the trees in front of the temple and a waiver of payment of compensation for such removal. We will instead plant suitable trees in consultation with Council.

The purpose of this correspondence is to seek some assistance from Council for the completion of those works by way of a loan or deferment of the completion to enable us to open the Temple by the end of April, 2014.

The opening of the Temple will result in a substantial benefit to Griffith and the surrounding region, due to increased tourism and immigration from overseas and metropolitan areas.

The Sikh community is well established in Griffith and about 50 to 60 families supporting the Temple. The facilities provided by the new Temple will result in an increase in that support. All people are welcome at the temple and it is not restricted only to Sikhs. During festivals and other important event many more Indian people visit the temple and join in the community gatherings. Many of those are from areas outside Griffith and stay overnight or a few days at a time.

During the Annual Sikh festival thousands of visitor travel to Griffith and stay in Motels and Caravan Parks.

Already many Indian people who immigrate to Australia are attracted to Griffith because of the established Indian settlement here. This will increase when the Temple is open. The benefit to the town is that most of these people are experienced rural workers so that they provide a reliable and continuing workforce for Rural Industries here. The Rural Industries provide work so both sides are helped.

Of course not all Indian people are rural workers, more and more we are seeing professional people coming to Griffith to stay for a long or short period, for example health care professionals.

In addition to the number of people who come to Griffith for work, there are also numerous family members and relatives who visit the established residents already here. Many of these relatives are from overseas.

Experience from other areas where Sikh Temples such as ours have been built shows that they become a tourist attraction of themselves that add to the tourist experience of anybody who visits the town.

We are confident that the temple will benefit the whole of Griffith, its people, Industry and lifestyle. We believe then that it would be a suitable project for Council to assist or invest in.

We ask that Council consider the following proposals:

- A. We are obtaining quote for completion of the roadworks. At this point we have one firm quote. We would ask Council give consideration to tendering also for the work on the basis that we pay for the costs of the work over say 10 years on terms to be agreed upon.
- B. If Council is not able to assist in that manner we ask that Council consider advancing us a loan sufficient to cover the costs of an acceptable quote to complete the work. Again we ask that repayment of that loan be made over an agreed period as set out in A above. The quote already received indicates an amount in the vicinity of \$240,000 to \$250,000.00
- C. Our last preference is that Council allow the completion of the roadworks to be deferred for a period of at least 5 years and provide an interim occupation certificate so the Temple can be open and the benefits arising not be delayed.

We understand that such works have been deferred in respect to other developments.

Thank you for your consideration and any assistance that you can provide.


Yours faithfully

Drawing Title		
PLAN KIDMAN WAY AND RAE ROAD		
Drawing No.	Sheet 05 of 20	Rev 5
-09W014-73-C05		

LO1 163 /
DP 257323
HOUSE AND SHEDS

GRIFFITH CITY COUNCIL **REPORT**

CL03

SUBJECT: THEATRE SEATING & CARPET REFURBISHMENT PROJECT
FROM: Max Turner, Director Business, Cultural & Financial Services

SUMMARY

It was resolved at the Ordinary Meeting held Tuesday 25 February 2014 that a report in relation to the upgrade of the Griffith Regional Theatre seating and carpet be provided to Council.

This report is provided to give Council further details on this project and to obtain a resolution on the status and timeframe in which the project should be completed.

RECOMMENDATION

(a) Council confirm the inclusion of the Theatre seating and carpet refurbishment project in the 2014/15 financial year budget at a cost of \$321,368 excl GST (subject to final tender prices being obtained).

(b) The refurbishment project be undertaken in the January/February period in the 2015 year.

BACKGROUND

The Griffith Regional Theatre complex was opened in March 1987 therefore it is now some 27 years of age. The seats and carpets are the original furnishings in the building and are showing significant signs of wear and tear. Theatre staff have put a great deal of time and effort into maintaining the facility to this point and also in researching various options available for continuing to present the Theatre in a satisfactory condition to the community.

The main reasons for recommending the completion of the project in the time frame recommended are as follows;

- The age and condition of both the seats and carpets are assessed to pose a high degree of Work Health & Safety concerns, mainly the carpet as this is very thin in places and the seams or joins can pull apart quite quickly and pose an immediate trip hazard. In various places, tape is holding seams together as we no longer have any matching carpet remnants available to repair whole sections. The high traffic volumes per year, currently up to 32,000 visitors through the Theatre, would dictate that carpet should be replaced as a matter of priority when it has been assessed to have reached or exceeded its useful life. The carpet needs replacing as soon as possible and this will require the removal of all seating to install.
- The condition of the carpet in the change rooms is particularly poor and is in urgent need of refurbishment (refer to photos attached).
- Very poor aisle lighting particularly at evening events which are the predominant events held at the facility.

In accordance with the Building Code of Australia (Class 2 to Class 9 Buildings) Section H - Special Use Buildings, which includes Theatres, the following regulation applies;

H1.7 Aisle lights in theatres

In every enclosed Class 9b building, where in any part of the auditorium, the general lighting is dimmed or extinguished during public occupation and the floor is stepped or is inclined at a slope steeper than 1 in 12, aisle lights must be provided to illuminate the full length of the aisle and tread of each step.

The Griffith Regional Theatre aisle lighting does not presently conform to this requirement.

- Current seats do not flip up and it is difficult for patrons to access seating in the middle of the rows, particularly for older patrons. Again, new flip up designed seating would overcome this issue.
- A number of seats have structural defects as well including seat panels breaking, mainly along the aisle sections (refer to photos attached).
- In addition to this, the Theatre is a high visibility, well attended facility of Council and the interior furnishings are not being presented to a professional standard. A high number of seats have ripped and torn fabric on both the seats and the headrests and have been replaced with non-matching fabric and are exhibiting more and more a "patchwork" effect. Back rests are currently being covered by a removable cover to hide the back/head rest defects.
- Over the past several years there have been increasing costs to completely cover various seats that have simply worn through the fabric. The rate at which seats have to be recovered is increasing ie what started out as some seats here and there needing to be covered is increasing. Currently there are 40 seats in need of covering at approximately \$60 each to cover plus a large quantity of arm rests (at approx \$30 per arm). No back rests have been covered to date as these have been covered over by the removable headrest covers however these backrests will need to be repaired as much of the fabric has deteriorated to the point where foam is protruding through the fabric and therefore the headrests are not really that structurally sound. The cost to repair these would be similar to the seats (\$60 each) with potentially up to several hundred of these to be done. All of this is further complicated by the fact that matching the fabric is almost impossible to do year on year. Staff have done a tremendous job in presenting the Theatre in a reasonable state to this point however that is now becoming increasingly difficult to achieve and the reputation and standing of the facility will be compromised unless it can continue to be presented in a satisfactory condition.
- A quote has been obtained to supply all new head rest covers at a cost of \$16,000. This will not solve the issue of back/head rests that are structurally impaired ie foam backing protruding through fabric etc.

This project had most recently been included in the 2015/16 year budget when the previous years budget was prepared however the continuing rapid deterioration of seating and carpeting was the main catalyst for including the project in the 2014/15 year. Prior years budgets had the project being done earlier than that year however each year has been adjusted for various reasons mainly due to grant funding issues ie RDAF Round 5. The project could be deferred again until the 2015/16 year as originally indicated however as outlined in Option (c) there would need to be quite a large number of repairs to existing seats and arm rests which would be dead money as seats

would be replaced a year later anyway and this would further expose Council to significant Work Health Safety risks.

Due to the urgency of the project time line changing and to provide Council with more details and information on the project as a result of this, an operational decision by management staff was taken to postpone the progress of the tender. These measures have been taken to allow the time necessary to prepare this report and give Council the opportunity to further debate the matter and provide a clear determination on how to progress this project because it is not funded in the 2014/15 budget.

It is acknowledged that undertaking the project as recommended, would impact on holding the 2015 Australia Day event at the Theatre and if it was resolved to go ahead then an alternate venue would need to be secured for that event.

It is important that Council has the right balance between maintaining its existing asset base and extending that asset base with new infrastructure as this can create ongoing issues in providing sufficient funds to adequately maintain or refurbish its assets overall. Council needs to continue to manage its assets in an appropriate and systematic manner and by any assessment, the internal furnishings at the Theatre are in quite urgent need of refurbishment and if not undertaken this year then it is only a matter of time before they do and in the meantime Council will incur higher and higher expenses in repairing failed seats and carpet, will be further exposed to ongoing work health and safety issues and will present a sub-standard facility to the community.

OPTIONS

(a) As per recommendation.

(b) Council investigate undertaking the refurbishment after Australia Day in 2015, following negotiations over any existing contractual obligations.

This would mean the Theatre would essentially be unused between January to end of March 2015 but may be a preferable option to consider if Australia Day was to be retained at the Theatre for 2015. There are events scheduled in March and if this option was taken there would need to be discussion and negotiation with any prebooked events including hirers and there would be a financial impact which would need to be quantified depending on the final outcome of this report. At this point there has been no discussion with any event organisers and there also may be no option to cancel or postpone any events either.

(c) Council undertake the refurbishment in January/February of the 2015/16 financial year as originally included in the 2013/14 budget.

This will mean that additional temporary seat covering will continue to be required and safety risks regarding the carpet will be very difficult to mitigate against.

(d) Council replace carpets only and continue with seat, back and arm rest repairs as needed.

This will be an increasing task as more and more chairs wear through the fabric completely. It will be extremely difficult to match fabrics closely and there will be a significant annual increase in maintenance to undertake repairs each year. To match the fabric going forward, Council would need to buy a large quantity of fabric to adequately cover the need for seat repairs into the future and ensure the fabric can be matched.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

(a) The full cost of replacing the carpets and seating is assessed to be \$321,368 (excl GST) based on previous quotes obtained in the past 12 months. The value of seats is above the \$150,000 tender threshold and that will require a tender process to be undertaken. The above costs included as a budget item will therefore be subject to confirmation by way of the tender process. The inclusion of this project has no adverse impact on the 10 year Capital Expenditure Plan as it has already been included in 2015/16 and there is the capacity to bring forward the project into the 2014/15 year.

(b) Regardless of the seating replacement, carpet will need to be replaced throughout the auditorium, dressing rooms, hallways, foyer and Burley Griffin Room at a cost of \$122,924 (excl GST) as at September 2013 (which will be subject to an up to date quote).

c) Legal/Statutory Implications

Not Applicable

CONSULTATION

Senior Management Team
Councillors

STRATEGIC LINKS

a) Growth Strategy Plan

Under Councils Cultural Diversity section of the corporate Plan, a strategy to achieve this is;

1. Ensuring that all residents have equal access to council's services and facilities, and that the services and facilities are appropriate for the population.

b) Corporate/Business Plan

Not Applicable

ATTACHMENTS

- (a) Quotes for Seats and Carpet replacement
- (b) Quote for Head rest Covers
- (c) Photographs of deterioration in soft furnishings

HADLEY

THEATRE SEATING

HADLEY AUSTRALIA PTY LTD

10/100, Greenway Drive, Arncliffe NSW 1585

www.hadleyaustralia.com.au

SERIES

SERIES AUSTRALIA PTY LTD

ABN 95 116 452 055 | ACN 116 452 055

www.seriesseating.com

Griffith Regional Theatre
1 Neville Place
GRIFFITH NSW 2680

12th November 2012

ATTN John Matkovic

Dear John

Re Theatre Seating for Griffith Regional Theatre as per plan set 1.0 S 526

We have pleasure in quoting for the manufacture, delivery and installation of 526 High Quality Series Celebration 34 E CB CS tip up Theatre Chairs.

506 fixed seats to rows A – M
10 x 2 seat removable tandems to row N (centre)

2 ADA swing out aisle panels to the removable tandems.

Fully upholstered in Series house fabric . Choice of 48 colourways . 100,000 rubs Martindale . AS 1530 pt 111 Fire Certified.

Fire barrier to comply with CSIRO Fire Protocol for Fixed Row Seating (this is the fire test where they burn a row of 7 chairs)

Quick change seat cushion without tools in the event of soiling/vandalism

Zip off seat covers for cleaning/replacement

Solid hardwood timber arms – stained to choice

Silent gravity tip – no maintenance or springs to replace. Certified 300,000 cycles.

High tensile steel pivot axles.

Seat cushion – multi density moulded foam over strong metal frame with elastomeric webbing – certified 272 kgs on leading edge. 771 kgs at centre of seat

Back cushion – multi density moulded foam with lumbar support. Back rake to suit sight lines. Certified to a horizontal static load of 272 kgs at 75 mm from the top edge

Upholstered (B) aisle panels

Seat numbers and row letters (black with white font)

Under armrest LED 12 v DC recessed strip light to illuminate the row letter and aisle step.

THEATRE AND AUDITORIA SEATING MANUFACTURERS

Member Australasian Furnishing Research & Development Institute Limited | Quality Assurance ISO 9002

57 Carnarvon Drive, Frenchs Forest, Sydney, NSW 2086, Australia

Phone: +61 2 9986 3878 | Fax: +61 2 9986 3879 | Mobile: 0412 435 089 | email: hadley@hadleyaustralia.com.au

Page 2

CHAIR AND FABRIC HAS A 10 YEAR WARRANTY

Optional extras not included

Spare seat covers and arms available on request.

Additional trollies for the removables.

For the sum of \$ 172,130.00 plus GST

Installation \$ 18,410.00 plus GST

For the total sum of \$ 190,540.00 plus GST

Projected installation date unknown

Please note that no part of the chair is made in China and the chair construction has an AFRDI Blue Tick

Terms by mutual agreement

Please note that this quote is fixed for 30 days. We reserve the right to re quote after this period in the event of major fluctuations in raw materials, currencies etc.

This price will be fixed upon acceptance and purchase order.

We thank you for the opportunity of quoting and look forward to receiving your valued instructions.

Kind regards



Roger X Pratt
Hadley/Series Australia Pty Ltd
0412 085 982
rpx@hadleyaustralia.com.au

THEATRE AND AUDITORIA SEATING MANUFACTURERS

Member Australasian Furnishing Research & Development Institute Limited | Quality Assurance ISO 9002
57 Camurron Drive, Frenchs Forest, Sydney, NSW 2086, Australia

Phone: +61 2 9986 3878 | Fax: +61 2 9986 3879 | Mobile: 0412 435 089 | email: hadley@hadleyaustralia.com.au

Prince Auto Upholstery P/L

A.B.N 74 081 642 417

26 Benereembah Street

Griffith NSW 2680

ph: 69645330

fax: 69645331

Quote

Griffith Regional Theatre
C/- Griffith City Council
PO BOX 485
GRIFFITH NSW 2680

Invoice #: 00002774
Date: 27/02/2014
Page: 1
Your Ref:
Terms: Net 27th after EOM

Details	Total (ex-GST)
Supply 528 protective covers for theatre seat backrests. 120mtrs heavy commercial fabric @\$34pm Labour @0.3hrs per cover @\$75ph	\$4,080.00 \$11,880.00

Delivery Via:
Delivery Date:
Salesperson:

Delivery Address:
Griffith Regional Theatre
C/- Griffith City Council
PO BOX 485
GRIFFITH NSW 2680

Subtotal:	\$15,960.00
Freight (ex-GST):	\$0.00
GST:	\$1,596.00
Total (inc-GST):	\$17,556.00
Paid to Date:	\$0.00
Balance Due:	\$17,556.00

How to pay

A/C Name: Prince Auto Upholstery P/L
Bank: Commonwealth
BSB: 062-548
A/C No.: 10132822
Please note: If paying by direct deposit
please fax your remittance advice to
69645331



by mail

Detach this section and mail your cheque to...

Prince Auto Upholstery P/L
PO Box 2141
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Quote

Griffith Regional Theatre
Neville Place,
Griffith NSW 2680
Australia

Invoice #: 00003230

Date: 2/09/2013

Your Order #:

Service Description	Amount incl GST
Supply and Install a Good Quality Commercial Axminster Carpet, Custom Made to your Own Personal Design, and Installed Using Direct Stick Method as per the Existing Carpet Installation Method to the Theatre Lobby and the Foyer as Requested.	\$24,956.00
Supply and Install the Same Carpet to the Remainder of the Theatre, Comprising of the Auditorium Including the Walkways and Steps, the Control and Projection Rooms, the 4 Dressing Rooms and the Passages, the Burley Griffin Room and the Stairs as Requested	\$110,260.00
Installation is to be carried out using direct stick installation method as per the existing floor coverings installation method.	\$0.00
Please note: Take up and disposal of the existing floor coverings has been allowed for in this quoted price as requested.	\$0.00
: No furniture removal has been allowed for in this quoted price as requested.	
* This quotation has been calculated on the current pricing system. This price may vary due to the final design of the custom made carpet and the allocated installation time of approximately february/march 2015.	\$0.00
Please see us in store if you require any further information or have any questions. We look forward to hearing from you soon.	\$0.00
Bank Details BSB: 633 000 Account: 132010349	

We appreciate your business.

Invoice Total: \$135,216.00

Paid So Far: \$0.00

Balance Due: \$135,216.00

This Invoice
Includes GST of: \$12,292.



27. 2. 2014



27. 2. 2014

















GRIFFITH CITY COUNCIL **REPORT**

CL04

SUBJECT: NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2014
FROM: Brett Stonestreet, General Manager

SUMMARY

The National General Assembly of Local Government is to be held in Canberra from 15 - 18 June 2014.

The National General Assembly provides the opportunity for councils throughout Australia to contribute to the development of national local government policy and receive updates on the major policy issues facing local government.

RECOMMENDATION

(a) Council nominate the Mayor (or nominee) and General Manager (or nominee) to attend the 2014 National General Assembly of Local Government from 15 - 18 June 2014.

(b) That Councillors forward to the General Manager by Friday 21 March 2014 a draft motion(s) for the National General Assembly of Local Government. These draft motion(s) will be reported to the 8 April 2014 Ordinary Meeting of Council for consideration.

BACKGROUND

Councils have been invited to submit motions for consideration at the National General Assembly of Local Government. To be eligible, the motion must follow certain principles as provided below:

- Fall under the National General Assembly theme - 'Getting Down to Business'
- Be relevant to the work of local government nationally; and
- Complement or build on the policies of state and territory local government associations.

Motions must be submitted electronically no later than 17 April 2014.

OPTIONS

(a) That Council participate in the National General Assembly of Local Government.

(b) That Council not participate in the National General Assembly of Local Government.

STATUTORY IMPLICATIONS

a) Policy Implications

Council's 'Councillors Payment of Expenses and Provision of Facilities Policy' GC-CP-407 nominates the National General Assembly of Local Government as one of the conferences of importance to Council each year.

b) Financial Implications

It is estimated that the cost of attending the National General Assembly of Local Government (registration, travel, accommodation, meals etc) will be \$2,000 per person. Early bird registrations close at the end of May 2014.

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) National General Assembly Discussion Paper 'Getting Down to Business'
- (b) National General Assembly Call for Motions Guidelines and Background Information

National General Assembly of Local Government

15 - 18 June 2014

Call for Motions

'Getting Down to Business'

Discussion Paper

Purpose

The National General Assembly of Local Government is an important opportunity for you and your council to influence the national policy agenda.

Your council is invited to submit notices of motion/s that can be debated on the floor of the National General Assembly (NGA) that can assist councils nationally to meet the needs of local communities across the country.

To assist you and your council to identify motions that address the theme of the NGA the ALGA Secretariat has prepared this short discussion paper. You are encouraged to read all of the sections of the Paper, but are not expected to respond to every question contained in them. Your motion/s can address one or all of the issues identified in the discussion paper.

To be eligible for inclusion in the NGA Business Papers, motions must follow the following principles:

1. Be relevant to the work of local government nationally;
2. Complement or build on the policy objectives of your state and territory local government association; and
3. proposes a clear action and outcome.

The Process

Motions should be lodged electronically using the online form available on the National General Assembly Website at: www.alga.asn.au. All motions require among other things: a contact officer; a clear national objective; a summary of the key arguments in support of the motion, and endorsement of your council. Motions should be received by ALGA no later than Friday 17 April 2014, electronically in the prescribed format.

All motion submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

For more information, please contact the 2014 Director National Events, Josh Thompson, on (02) 6122 9400.

Preamble

The 2014 NGA is being held against a backdrop of several key developments. Each of them could profoundly redefine the operation of Australia's system of government. These include

- the establishment, by the Commonwealth Government, of a National Commission of Audit;
- a promise within two years of coming to office to develop a White Paper on the Reform of the Federation;
- a commitment by all jurisdictions including the Australian Local Government Association (ALGA) through the Council of Australian Government's (COAG), to reduce duplication between governments; and
- a promise to develop a White Paper on Taxation within two years of coming to office.

Each of these are significant undertakings in their own right, but taken together, they could substantially help reshape the operation of the Australia federated system of government.

It is imperative that local government is an active participant in these processes and that we take every opportunity to influence the outcomes of these White Paper processes. The 2014 NGA is a great opportunity to commence this discussion.

The theme of the 2014 National General Assembly is 'Getting Down to Business'. It is a theme that invites NGA delegates, councils and interested stakeholders to reflect on the roles and responsibilities of local government, its funding and relative place in the Federation. It's a theme that enables local government to define for itself:

- what business local government is in;
- the resources we need to do it; and
- what we should expect from the Commonwealth and what we should expect from state and territory governments. In short how local government should fit in the Federation.

It's a theme that enable your council to engage with other councils from across the country to inform the national debate, and ALGA, on the issues contained in these important national processes, in particular the Government's White papers.

National Fiscal Settings

On 14 September 2013 the Federal Coalition was elected to Government. In coming to office the Government foreshadowed a deterioration in the federal budget position since the 2013 Pre-Election Economic and Fiscal Outlook (PEFO) and the need for a review of the current split of roles and responsibilities between levels of government. In December 2013 the Government's budget position was confirmed with the release of the 2013 - 14 Mid-Year Economic and Fiscal Outlook (MYEFO) which reported budget deficits totalling \$123 billion across the forward estimates. Further it suggests that '... Without policy change and taking no remedial action, deficits would be projected in each and every year to 2023-24'.

While the Commonwealth expressed concern about the sustainability of its budget position, in particular revenues, state, territories and local government have similar concerns. State and territory governments regularly report financial constraints and the limitation of, and distribution of, the Goods and Services Tax (GST), the inadequate intergovernmental

financial transfers to meet growing demand for their services and conditions placed upon national reforms, such as school and hospital funding.

Further, local government itself, that has well documented financial sustainability challenges included in a number of independent reports including the PricewaterhouseCoopers, National Financial Sustainability Study of Local Government commissioned by ALGA in 2006. The latter report highlighting the financial challenges councils face in particular in meeting the infrastructure backlog and underspend.

As a consequence, coupled with Australia's highly centralised taxation collection system, all state and territory governments and local government have sought changes to intergovernmental financial transfers from the Commonwealth, as well as options for increasing own source revenues.

QUESTIONS?

Are there things that the could be done to assist local government to expand own-source revenues?

Are there specific initiatives the Commonwealth can implement that improve the financial sustainability of local government?

Are there things that the Commonwealth could do to assist local government nationally to improve its efficiency and effectiveness?

The Commonwealth National Commission of Audit

In addressing the Commonwealth's challenges, the Government foreshadowed the establishment of a National Commission of Audit which would in broad terms, examine the details of what the Commonwealth Government does and whether it could be done better and more cost effectively.

The National Commission of Audit was established in October 2013 and required to complete its work in two Phases. The report on the first Phase being due to the Prime Minister, Treasurer and Minister for Finance by the end of January 2014.¹ This Phase was among other matters to "... assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication. In relation to activities performed by the Commonwealth, the Commission is asked to identify:

- whether there remains a compelling case for the activity to continue to be undertaken; and if so,
- whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.

¹¹ This Report is not available publicly.

This second dot point is particular relevant for the NGA with the direct reference to local government but it does not address the resourcing issues involved if the Commonwealth decided to transfer a specific role or a responsibility to the other potential service providers.

A full copy of the National Commission of Audit Terms of Reference is included as Attachment 1.

At the time of writing it is expected that the Commission will have completed or almost completed its Phase 1 Report to the Government. Unfortunately, the Commission's Phase 1 Report will not be a public document and therefore we cannot provide any specific information on the outcomes of the Commissions' deliberations. The Phase 2 Report focuses on the internal managerial matters and Commonwealth controls of its own financial expenditure. Both Phase 1 and 2 will presumably be directly relevant to the Federal Budget which will be brought down in May 2014 prior to the NGA.

The Budget therefore will be the first opportunity for the Government to flag to the Australian people how it proposes to address financial sustainability challenges in the short to medium term. However, more importantly for the longer term, the Government has committed to develop a White Paper on the Reform of the Federation and a separate White Paper on Taxation. The Government has set itself 2 years to complete these tasks and has indicated that it will take the outcome of these important processes to the next election.

The 1996 National Commission of Audit

As previously mentioned, the current Commission of Audit reports are not public documents and therefore this paper cannot provide insight into the Audit's content. However, for illustrative purposes it may be instructive to highlight the approach taken by the National Commission of Audit conducted for the Government led by the Prime Minister the Hon. John Howard Government in 1996. In particular, to highlight the findings of this Commission in relation to local government and regional development matters. The 1996 commission's report was essentially based on a strict interpretation of constitutional authority of the Commonwealth and its responsibilities. In doing so, it should be noted that the 1996 Audit Commission Report was an independent report and was not Government policy. Indeed several aspects of the 1996 Report were considered by the Government and rejected, including the view that the Commonwealth did not have a role in regional development.

The 1996 National Commission of Audit was asked to examine a wide range of matters which are substantially similar to of the current Audit. That Commission was Chaired by Professor Bob Officer and in relation to regional development, urban management and local government found: '.... Current (1996) arrangements for regional development and urban management involve overlap with State and local government responsibilities. **There is no clear rationale or constitutional basis for Commonwealth involvement.** Further, whatever the objectives behind Commonwealth involvement in these areas, they are not being achieved under current arrangements.'

The Commission recommended that these programs (the Regional Development Program, Better Cities Program and Urban Flood Mitigation Program) be abolished, and while there were changes made, the Commonwealth Government continued to be involved in regional development and subsequently introduced a number of initiatives including the Sustainable Regions Program in 2001.

In relation to local government financial assistance grants, the 1996 Commission recommended that these payments be integrated into revised State payments. This was also rejected, albeit that the FAGs were to be included in the original Good and Services Tax proposal, but were subsequently excluded in the final negotiated agreement between the Howard Government and the Democrats to pass the legislation. The system of FAGs continued and the current Government has given an undertaking to maintain the current system of FAGs and other direct funding to local government such as Roads to Recovery (R2R) and the new Bridge Renewal Program.

The 1996 Commission of Audit highlights a particular view of how the Federation and the Commonwealth should work. It took the view that the Commonwealth should only deal with national matters and the states and local government should deal with everything else. It also took the view that local government is a state responsibility and while accepting the legitimacy of providing FAGs, implied they should be integrated into revised state payments. While the continued recognition of the need for FAGs by the Commonwealth is welcome, it begs the question as to what support, in particular through untied grants, should local governments expect from state and territory governments?

QUESTIONS?

In thinking about the 1996 Commission of Audit are there any specific proposals your council has on Commonwealth - local government relations.

Should state and territory Governments do more to support councils including through providing direct untied funding to local government? If so what relationship would this have to Commonwealth provided FAGs?

Are the specific state and territory services that are Commonwealth or state responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Note: it should be noted that the NGA should deal with national issues and that motions related to specific state matters must be addressed through state and territory local government associations. NGA Motions should focus on funding for the system of local government in Australia, and therefore apply to all states and territories.

Regulation Reform

Over recent decades governments at all levels have acknowledge the importance microeconomic reform, including regulatory reform. The purpose of regulatory reform is to enhance Australia's productivity and competitiveness, raising potential growth rates, living standards, and better enable Australia to deal with difficult international economic circumstances.

At the December 2013 COAG meeting, first ministers, including the President of ALGA agreed unnecessary regulation is holding back Australia's economic prosperity and development. Cutting excessive red tape and improving the efficiency and effectiveness of regulation are important parts of the productivity story.

By way of example, the COAG Communiqué highlights the following: In '... running a cafe that serves alcohol and provides outdoor dining illustrates Australia's current problems with regulation. For example, it can require the operator to navigate around 21 local, 29 State and 25 Commonwealth regulations, or sets of regulations — 75 hoops to jump through. All governments acknowledged this is not good enough, and that collective action is needed to remove the excessive burden currently placed on small business'.

In coming to office the Government has set itself a target of reducing the red tape which impacts on business, individuals and the community by at least \$1 billion per year, and that this would complement existing State deregulation activity. COAG agreed to work together on reducing red tape in four areas — manufacturing, higher education, early childhood and 'end-to-end' regulation of small businesses, with each State to target specific small business sectors.

In July 2012 the Productivity Commission Reported on its study 'Performance Benchmarking of Australian Business Regulation, Role of Local Government as Regulator'. The report notes that local laws, quasi-regulatory instruments, rules, as well as delays, information requirements, restrictions on approvals, fees and penalties can be imposed costs on business and/or be anti-competitive. However, it suggests that 'implementing and enforcing state and territory laws, rather than local laws, dominates local governments' regulatory work.

In regard to support from states to local governments it identifies the following gaps:

- insufficient consideration of local governments' capacity to administer and enforce regulation before a new regulatory role is delegated to them ;
- limited guidance and training on how to administer and enforce regulations; and
- no clear indication and ranking of state regulatory priorities.

QUESTIONS?

Are there areas of unnecessary areas of unnecessary regulation that impose costs on manufacturing, business and residents that can be reformed?

What support do councils need to implement and enforce regulation, often on behalf of states and territory government?

Are there areas of regulation which local government are involved that could be streamlined and how?

What Business is Local Government in?

Local government is a pragmatic and hands-on level of government. It's focus is the provision of selected services, infrastructure, planning and coordination at the local level. In short local government is the level of government that responds to local needs, challenges and opportunities. The roles and responsibilities of local government are assigned to it through respective state and territory legislation and in all jurisdictions the relevant Local Government Acts are broadly consistent with the power of general competence, in general

terms the legislation require local government to provide for the good governance of the 'district'. In practise however, local governments roles and responsibilities are broadly confined to property services and specific policy choices to meet local community needs. They are sometime specified by statute, e.g. environmental health, constrained by access to resources, community expectations, the capacity to pay, and roles and function of the private sector and other levels of government. In simple terms councils cannot be held responsible for everything that occurs at the local level.

States and territory governments, for example, are responsible for a range of services and infrastructure at the local, regional and state level, including schools, hospitals and policing. Increasingly, over time, the Commonwealth has assumed policy, planning and funding responsibility for a range of activities including income and welfare support and selected national infrastructure such as the Auslink road network, major projects identified through Infrastructure Australia and the National Broadband Network, which have profound impacts on local communities.

While this complex stratification, and mix of roles, responsibilities and services, including those provided by the private sector contributed significantly to Australia having one of the highest standards of living in the world, it begs the question of whether there should be greater clarity in the roles and responsibilities of governments, and who should do what in the Federation. Indeed, the current system is frequently criticised as perpetuating duplication, inefficiency, cost and blame shifting between levels of government and policy and service delivery gaps. Moreover, all levels of governments face financial sustainability challenges which significantly impact on their capacity to deliver government services and infrastructure.

Examination of ABS General Government Expenses (2011 - 12) shows that local government spends around \$30.5 billion. Almost half of total local government expenditure i.e. 46 per cent is on 'Transport and Communications (primarily local roads) and 22 per cent of on 'Housing and Community Amenity, which includes waste services and in some states water and sewerage. The next highest area of expenditure is on General Public Services (which includes legislative and executive affairs and government superannuation benefits) at 18 per cent. This is followed by Recreation and Culture spending, which includes public halls and civic centres, swimming pools and beaches, national parks and wildlife, cultural institutions, etc, which is at 15 per cent.

While national averages are informative, broadly indicating the areas of local government activity state difference is also interesting. For example while the national average of spending on Transport and Communications is 24 percent, expenditure ranges from 34 per cent of total local government expenditure in Queensland and 28 per cent in Tasmania, down to 9 per cent in the Northern Territory.

Expenditure on Housing and Community Amenity nationally is 22 per cent but in NSW councils spend around 27 per cent of total expenditure in this area while in Western Australia it is 16 per cent.

Expenditure on Recreation and Culture nationally is 15 per cent of total expenditure but in Western Australia's local government expenditure it runs as high as 24 per cent and in South Australia around 22 per cent.

While this variation reflect different responsibilities, policy choices and priorities in respective states and territories, it makes defining the role of local government difficult in the

context of a review of the roles and responsibilities of each level of government. It is also sometimes criticised as causing duplication and inefficiency.

QUESTIONS?

What should the core business of local government be?

How should the Commonwealth support that role?

Are the specific services including state and territory or / and Commonwealth responsibilities, that councils undertake that should be undertaken by the private sector or other levels of government on equity grounds? e.g. market failure?

Are there services that local government is providing that could be provided by the private sector?

Regulation Reduction

The Coalition will streamline COAG meeting agendas and focus on concrete outcomes that will contribute to a Coalition government meeting the annual \$1 billion red and green tape reduction target.

We intend to make deregulation and red tape reduction a standing agenda item at COAG meetings.

Within two years of a change of government, working with the states, the Coalition will produce a White Paper on Reform of the Federation, and the responsibilities of different governments, to ensure that, as far as possible, the states are sovereign in their own sphere. The objective will be to reduce and end, as far as possible, the waste, duplication and second guessing between different levels of government that has resulted, for instance, in the Commonwealth employing 6,000 health bureaucrats even though it doesn't run a single hospital.

National Commission of Audit Terms of Reference

CONTEXT

- It is almost 20 years since there has been a thorough review of the scope, efficiency and functions of the Commonwealth government. During this time the size of the Commonwealth government has expanded significantly, as has the remit of some of its activities.
- It is also essential that the Commonwealth government live within its means and begin to pay down debt.
- It is therefore timely that there should be another full-scale review of the activities of the Commonwealth government to:
 - ensure taxpayers are receiving value-for-money from each dollar spent;
 - eliminate wasteful spending;
 - identify areas of unnecessary duplication between the activities of the Commonwealth and other levels of government;
 - identify areas or programs where Commonwealth involvement is inappropriate, no longer needed, or blurs lines of accountability; and
 - improve the overall efficiency and effectiveness with which government services and policy advice are delivered.
- Accordingly, the Commission of Audit ('the Commission') has a broad remit to examine the scope for efficiency and productivity improvements across all areas of Commonwealth expenditure, and to make recommendations to achieve savings sufficient to deliver a surplus of 1 per cent of GDP prior to 2023-24.
- In carrying out its work, the Commission may wish to invite submissions, consult key stakeholders and seek information from persons or bodies, where this will assist its deliberations.
- The Commission should also be guided in its work by the principles that:
 - government should have respect for taxpayers in the care with which it spends every dollar of revenue;
 - government should do for people what they cannot do, or cannot do efficiently, for themselves, but no more; and
 - government should live within its means.

SCOPE

Phase 1

Scope of government

- The Commission is asked to assess the current split of roles and responsibilities between and within the Commonwealth government and State and Territory governments, including areas of duplication.

- In relation to activities performed by the Commonwealth, the Commission is asked to identify:
 - whether there remains a compelling case for the activity to continue to be undertaken; and
 - if so, whether there is a strong case for continued direct involvement of government, or whether the activity could be undertaken more efficiently by the private sector, the not-for-profit sector, the States, or local government.
- The Commission may consider and comment upon the current architecture of Commonwealth-State relations. The Commission's views on this issue will help to inform the Government's forthcoming White Paper on the Reform of the Federation.

Efficiency and effectiveness of government expenditure

- The Commission is asked to report on efficiencies and savings to improve the effectiveness of, and value-for-money from, all Commonwealth expenditure across the forward estimates and in the medium term, including:
 - options for greater efficiencies in the Australian Government, such as:
 - : increasing contestability of services;
 - : adoption of new technologies in service delivery and within government;
 - : consolidation of agencies and boards;
 - : rationalising the service delivery footprint to ensure better, more productive and efficient services for stakeholders;
 - : flattening organisational structures and streamlining lines of responsibility and accountability;
 - : consolidating government support functions into a single agency; and
 - : privatisation of Commonwealth assets.
 - potential improvements to productivity, service quality, and value for money across the public sector, including better delivery of services to the regions; and
 - anything that is reasonably necessary or desirable to improve the efficiency and effectiveness of government generally.
- The Commission is asked to review and report on:
 - options to manage expenditure growth, including through reviewing existing policy settings, programs and discretionary spending (such as grants);
 - savings and appropriate price signals – such as the use of co-payments, user-charging or incentive payments – where such signals will help to ensure optimal targeting of programs and expenditure (including to those most in need), while addressing the rising cost of social and other spending;
 - mechanisms that allow for the periodic evaluation of the effectiveness of all areas of expenditure in meeting their announced objectives; and

– other savings or matters that the Commission considers should be brought to the Government’s attention.

State of the Commonwealth’s finances and medium-term risks to the integrity of the budget position

- The Commission is asked to assess the financial position of the Commonwealth, including the state of the balance sheet, including all assets and liabilities, and Commonwealth risk expenditures.
- The Commission is asked to review and report on the long-term sustainability of the budget position, identifying key policy areas where trends in expenses and revenue pose risks to the structural integrity of the budget.
- Where possible, the Commission should identify options to address any such budget risks in the medium to long term, including by introducing appropriate incentives to encourage self-provision of services by individuals over time.

Adequacy of existing budget controls and disciplines

- The Commission is asked to assess the adequacy of current budgetary practices and rules (including specified timeframes and targets) in promoting efficient and effective government, disciplined expenditure, long-term fiscal sustainability and budget transparency.

Phase 2

Commonwealth infrastructure

- The Commission is asked to review and report on the extent, condition and adequacy of Commonwealth sector infrastructure and, if found to be deficient, factors that may have contributed to the current situation and possible remedies.

Public sector performance and accountability

- The Commission is asked to:
 - identify options for continuous assessment of programs, agencies and performance;
 - identify options for strengthening Commonwealth budgeting arrangements by:
 - : increasing independent and credible scrutiny;
 - : examining the role of the Parliamentary Budget Office, the Australian National Audit Office and the Intergenerational Report; and
 - : reviewing the way risk expenditures are accounted for.
 - report on a methodology for developing and implementing financial performance targets for Commonwealth departments and agencies (having regard to international experience and Australian best-practice, including by government business enterprises);
 - review and report on the effectiveness of existing performance metrics and options for greater transparency and accountability through improved public reporting;
 - identify options for a clearer delineation of responsibilities for policy and service delivery; and

– identify other savings or matters that the Commission considers should be brought to the Government’s attention.

Reporting

- The Commission will report to the Prime Minister, Treasurer and Minister for Finance with:
 - the first phase due by the end of January 2014; and
 - the second phase due by no later than the end of March 2014.

GENERAL GOVERNMENT EXPENSES BY PURPOSE, Local

	NSW 2011– 12 \$m	Vic 2011– 12 \$m	Qld 2011– 12 \$m	SA 2011– 12 \$m	WA 2011– 12 \$m	Tas 2011– 12 \$m	NT 2011– 12 \$m	ACT 2011– 12 \$m	Total 2011– 12 \$m
General public services	1 680	1 044	1 953	130	400	111	144	–	1044
Public order and safety	311	169	124	33	117	7	19	–	779169
Education	72	79	7	–	4	–	5	–	166
Health	81	120	50	50	57	10	5	–	374
Social security and welfare	361	884	69	115	142	30	25	–	1 626
Housing and community amenities	2 590	1 433	1 681	434	498	136	99	–	6 872
Recreation and culture	1 321	1 184	837	392	727	104	57	–	4 622
Fuel and energy	–	–	10	13	–	–	1	–	25
Agriculture, forestry and fishing	–	3	15	12	1	–	–	–	31
Mining, manufacturing and construction	214	–	91	35	32	–	–	–	373
Transport and communications	1 871	1 266	2 740	416	783	182	41	–	7 297
Other economic affairs	313	356	187	58	111	30	38	–	1 093
Public debt transactions	227	52	277	40	32	4	1	–	633
Other	546	209	135	93	188	23	22	–	1 215
Total	9 588	6 796	8 176	1 821	3 092	639	457	–	30 569

– nil or rounded to zero (including null cells)

Cat 5512.0 Government Finance Strategic, Australia 2011 - 12

Call for Motions Guidelines and Background Information

The theme for this year's National General Assembly of Local Government (NGA) is '*Getting down to Business*'. The NGA theme reflects current issues being debated nationally and priority issues facing local government.

The NGA is your opportunity to contribute to the development of national local government policy and currently the ALGA Board is calling for motions for the 2014 NGA.

To assist Councils in preparing motions, a Discussion Paper has been prepared and is available at www.alga.asn.au.

To be eligible for inclusion in the NGA Business Papers motions must follow the following principles:

1. Fall under the NGA theme;
2. Be relevant to the work of local government nationally; and
3. Complement or build on the policy objectives of state and territory associations.

Motions submitted will be reviewed by the National General Assembly Committee as well as by State and Territory Local Government Associations to determine their eligibility for inclusion in the NGA Business Papers. When reviewing motions, the Committee considers the importance and relevance of the issue to local government. Please note that motions should not be prescriptive in directing how the matter should be pursued. Any motion deemed to be primarily concerned with local or state issues will be referred to the relevant state/territory local government association, and will not be included in the Business Papers.

Through the review process, minor edits may be made to motions to ensure they can be included in the Business Papers. These edits will change the motion to call for action, for example to 'call on the Australian Government' to do something, to ensure relevance to local government nationally by removing state specific references, or to ensure the wording is consistent with current conventions such as referring to the Australian Government instead of the Federal Government.

To assist in facilitating efficient and effective debate, motions that cover similar matters will appear grouped together in the Business Papers and the matter will be debated only once with the lead or strategic motion being that which is debated.

Motions that are agreed to at the National General Assembly become Resolutions. These Resolutions are then considered by the ALGA Board when setting national local government policy, when the Board is making representations to the Federal Government at Ministerial Councils, during meetings and in ALGA publications. The ALGA Board is not bound by any Resolution passed at the NGA.

Motions are to be submitted online at www.alga.asn.au and should be received by **ALGA no later than 17 April 2014**.

The following information will be required when you submit a motion using the online form.

National Objective

- Why is this a national issue and why should this be debated at the NGA?
- Maximum 100 words

Summary of Key Arguments

- Background information
- Supporting arguments
- Maximum of 300 words (additional information should be provided as speaking notes to the council representative who will move the motion at the NGA)

Declaration

You will need to declare that the motion has been endorsed by your Council.

For further information please contact Josh Thompson, Director National Events, on (02) 6122 9400 or josh.thompson@alga.asn.au



**MINUTES OF THE GRIFFITH LOCAL EMERGENCY MANAGEMENT COMMITTEE
HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON 11 FEBRUARY 2014
COMMENCING AT 12.30 PM**

PRESENT

Voting Members - Councillor Anne Napoli (Chairperson), Tom Freedom (NSW Fire & Rescue), Michael Borg (NSW Rural Fire Service), Ged Ryan (NSW Police), Paul O'Brien (NSW Ambulance Service), Meredith Whittaker (Health Services), Steve Mortlock (NSW State Emergency Service).

Non-Voting Members - Scott Fullerton (REMO), Stuart Larkin (Workcover), Mark Goudie (NSW Fire & Rescue), Jason Wall (NSW Rural Fire Service), Joseph Bianchini (LEMO Murrumbidgee Shire)

STAFF PRESENT

Dallas Bibby (LEMO, Engineering Operations Staff), Anne Roser (Minute Secretary), Bob Campbell (Airport Coordinator)

Quorum = 6

CL01 APOLOGIES

RECOMMENDED on the motion of Meredith Whittaker and Dallas Bibby that apologies be accepted from Inspector Stuart Gair (LEOCON, Murrumbidgee), Darren Walleth (DECC), Mayor John Dal Broi, Superintendent Michael Rowan (NSW Police), Andrew Long (NSW Ambulance Service), John Murphy (NSW Ambulance Service), Inspector John Wadsworth (LEOCON, NSW Police), Brett Kerruish (Agriculture and Animal Services), Renae Foggiano (GCC Health Services), Andrew Cozens (NSW Fire & Rescue), Matthew Ross (NSW Rural Fire Service) and Councillor Leon Thorpe.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Paul O'Brien and Bob Campbell that the minutes of the meeting held on the 8 October 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

Clause 11.1 (11 June 2013 Meeting) - Stuart Larkin (Workcover) advised that in an emergency, asbestos would be treated as a "Secondary Incident".

CL04 DECLARATIONS OF INTEREST

Nil

CL05 LETTER RECEIVED FROM SES - MIRROOL CREEK FLOODING

Dallas Bibby tabled a letter that had been forwarded by James McTavish, Regional Controller, SES in regards to Mirrool Creek Flooding.

CL06 REMO REPORT

Scott Fullerton gave an overview on his REMO report. Report to be attached to minutes.

Mr Fullerton advised that there is a new App being developed where it will decipher where 000 calls came from, advising Emergency Services of GPS coordinates.

The issue of Rural Addressing was raised by the Committee. There is a greater need for more public information on Rural Addressing.

CL07 LEOCON REPORT

Sergeant Ged Ryan advised there was nothing to report.

CL08 EMERGENCY SERVICES REPORT

- Mark Goudie (NSW Fire & Rescue) advised they have had a busy December and January. Two major fires and several small fires; cars set on fire and small vegetation fires. Tankers on call to be sent to help out in Victoria.
- Steve Mortlock (NSW State Emergency Service) advised they have only received calls to a few minor incidents.
- Jason Wall (NSW Rural Fire Service) advised Hay and Griffith areas have amalgamated, meaning more staff, but larger areas to monitor. He also advised that a new staff member has been recruited, Mr Michael Borg.
- Jason Wall (NSW Rural Fire Service) advised that second round of crews have been sent to Victoria bush fires. Has received request for crews for the next 14 days.
- Paul O'Brien (NSW Ambulance) advised they have had a busy December and January with several heat/alcohol related incidents.
- Paul O'Brien (NSW Ambulance) advised that Andrew Long has replaced Markus Zarins.
- Ged Ryan (NSW Police) advised there was nothing to report.

CL09 LEMO REPORT

Dallas Bibby advised nothing to report.

Dallas Bibby advised that a field exercise for Griffith Airport needs to be held later in the year.

CL10 GENERAL BUSINESS

10.1 Security of Power Supply - Power Stations in Emergency Events, Especially Floods.

RECOMMENDED on the MOTION of Dallas Bibby and Joseph Bianchini that an official letter be written to Transgrid to determine what flood mitigation works are intended in the future to protect assets.

10.2 National Parks and Wildlife Animal Cull

Scott Fullerton advised that Craig from National Parks and Wildlife has advised that Cocoparra National Park will be closed on Saturday 15 February for culling of feral animals.

National Parks and Wildlife are prepared to give a presentation to LEMC if requested.

CL11 NEXT MEETING

The next meeting is to be held on 10 June 2014.

The meeting closed at 1.25pm

(a) Copy of REMO Report


**Riverina Murray
Emergency Management Region**

Deniliquin Office: Region EMO - Scott Fullerton

Wagga Office: Region EMO - Owen Plowman

REMO Report to Riverina Murray EM Region LEMC Meetings for February 2014.
General Information

- 1.1 Emergency Operations – RFS Section 44 Declarations were made for the Minnimbah (Greater Hume & Wagga Wagga) and Moombril (Greater Hume) Fires. EOC support to the RFS IMT was managed through the Regional activation of the Wagga EOC. At the time of writing both fires are contained and being patrolled, the Wagga EOC is unmanned but remains at “Stand By”. Recovery is being coordinated by DPI given the rural nature of the impacted properties. A Community Gathering is scheduled to be held at Little Billabong Hall on the evening of Tues Feb 4th 2014. Note: Copies of the current Impact Assessment for the Minnimbah Fire are available from REMO Owen Plowman – See page 2 for contact details.
- 1.2 Edition 1 (One) of the Riverina Murray Region Emergency Management Plan was approved and signed by the REOCON Mr Gary Worboys at the November meeting of the Riverina Murray REMC. This document replaces the previous separate Murray and Riverina District Displans.
- 1.3 Riverina Murray Region Rescue Committee and Region Emergency Management Committee meetings were held on the 21st of November at Deniliquin. The meetings were well attended with a number of issues tabled for discussion.
- Issues related to emergency services deployment in rural areas and discussion on a recommendation to the SEMC that emergency agencies explore the introduction of an effective single GIS based common data base operating platform. This included a general discussion regarding GPS tracking technology of 000/112 calls from Mobiles
 - Lockhart, Murray, Tumbarumba and Wakool Local EM Plans were all endorsed by the REMC.
 - Information in relation to a proposal to adjust to the distribution of LGAs for the REMOs within the Riverina Murray EM Region was discussed, no objections were raised. REOCON Mr Worboys has formalised the new arrangements. See 2.1 below.
- 2.0 Community Engagement – Emergency Management. In line with REOCON Gary Worboys & the Southern Police Region’s stated priority centred on “Our People, Community, Crime”, the Southern REMOs are developing resources and a program for enhanced agency and community engagement regarding emergency management aspects of these focus points.
- 2.1 Following consultation with all stakeholders, as of 1st February 2014 the Riverina Murray EM Region LGAs will be re-distributed between the two REMOs. The new distribution of LGAs will be as follows.

REMO Scott Fullerton – LGA Coverage (West)	REMO Owen Plowman – LGA Coverage (East)
Balranald	Albury
Berrigan	Bland
Carrathool	Coolamon
Conargo	Greater Hume
Corowa	Junee
Deniliquin	Leeton
Griffith	Lockhart
Hay	Narrandera
Jerilderie	Temora
Murray	Tumbarumba
Murrumbidgee	Urana
Wakool	Wagga Wagga

Training & Capability

2.2 The current suites of MPES Emergency Management Courses are all in the process of being redeveloped to better meet the needs of Multi Agency requirements in Emergency Management training. MPES is moving toward some of the fundamental activities being completed as E-learning components that will be completed On-Line.

2.3 Riverina Murray REMOs attended the delivery of a pilot version of the new MPES (RTO) Introduction to Emergency Management that was conducted in Yass in early November 2013.

2.4 Scheduled Riverina Murray EM Training to be delivered between February and June 2014.

2.4.1 Introduction to Emergency Management Course - Scheduled training:

Course	Location	Date	Time	Course Manager
Introduction to Emergency management	Deniliquin RSL	20/2/14	8.30am	Scott Fullerton
Introduction to Emergency management	Albury EOC/RFS FCC	27/3/14	8.30am	Owen Plowman
Introduction to Emergency management	Griffith EOC/RFS FCC	16/4/14	8.30am	Scott Fullerton
Introduction to Emergency management	Balranald (venue to be advised)	30/4/13	8.30am	Scott Fullerton

For Nominations Go To: www.mpes.nsw.gov.au (follow the link to "training")

2.5 Region Exercises

- The NSW Police Force Simulated Operations Unit conducted a "Hydra" Exercise at Narrandera on the 8th of Aug 2013. Note: A similar activity is tentatively scheduled to take place in Deniliquin in Aug 2014.
- Wagga LEMC Discussion Ex – Major Hazard Facility Exercise "Bowman" 12th Aug 2013.
- The NSW RFS Region South conducted a large scale IMX at Griffith 10, 11 & 12 Sept, REMOs facilitated EOC Ops exercises supporting the RFS Section 44 IMX scenario.
- Thales (Major Hazard Facility) have conducted a Site Evacuation exercise at their facility located at Mulwala, this exercise was conducted with the support of Corowa LEMC agencies and both Riverina Murray REMOs.
- Airport Exercises were conducted at Griffith and Temora in late November 2013

Coming Activities

3.1 The Next Meetings of the Riverina Murray Regional Rescue Committee (RRC) and Regional Emergency Management Committee (REMC) will take place in Albury at the Southern Border RFS FCC in Airport Dve Albury on the 26th March 2014. The RRC (Emergency Services Organisations only) meets at 09:30 the REMC meets at 11:30 hrs.



Regional Emergency Management Officer Contact Details

Scott Fullerton
Riverina Murray Emergency Management Officer (West)
Mobile: 0429 819 745
Or E-mail at: full1sco@police.nsw.gov.au

Owen Plowman
Riverina Murray Emergency Management Officer (East)
Mobile: 0429 154 619
Or E-mail at: plow1owe@police.nsw.gov.au

COMMITTEE RECOMMENDATION



**MINUTES OF THE UTILITIES MANAGEMENT COMMITTEE MEETING HELD IN
THE COUNCIL CHAMBERS, GRIFFITH ON 13 FEBRUARY 2014
COMMENCING AT 1.00 PM**

PRESENT

Councillor Dino Zappacosta (Chair), Councillor Paul Rossetto, Christopher Green (Community), Russell Rowley (Stakeholder), Virginia Tropeano (Stakeholder).

STAFF PRESENT

Director Utilities, David Tull; Waste Operations Manager, John Roser;
Minute Secretary, Marisa Martinello.
Quorum = 5

Councillor Zappacosta welcomed Martin Haege, Senior Environmental Engineer and Director of Geolyse.

CL01 APOLOGIES

RECOMMENDED on the motion of Russell Rowley and Councillor Rossetto that apologies be received from Councillor Neville and Councillor Cox.

Absent: Matthew Curley, Pat Pittavino & Steve Oosthuysen.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Christopher Green and Russell Rowley that the minutes of the previous meeting held on 17 October 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

Councillor Rossetto asked if he could raise a matter regarding Blue Green Algae at Lake Wyangan. Councillor Zappacosta advised that he could bring this up in General Business.

3.1 Yenda Potable Water Pressure

Councillor Rossetto enquired of the pumping arrangements for the Yenda Potable Water Pressure. Mr Tull advised that pumping arrangements to provide an in-line pump at Mirrool Avenue, would need to be further investigated in detail as space limited the placing of any pump in the Yenda Treatment Plant site. There was no funding available with the 2014-15 budget. Mr Tull advised that funding for 2015-16 would need to be applied for. It is in the 10 year Capex plan.

Councillor Zappacosta advised that Councillor Rossetto could bring this matter up when Council considers the next budget.

Councillor Zappacosta advised that the presentation of building dams issue will be discussed after Easter when the Committee will meet to continue with the project.

CL DECLARATIONS OF INTEREST

Russell Rowley - Non-Pecuniary Interest CL06-Water Transfer Station - Owns a Family Owned Recycling Centre, stay in the meeting room and participate in the debate and vote.

CL05 WATER USAGE, SALES & QUALITY

Mrs Tropeano asked if the pH level in the water is normal. Mr Tull advised that there are 23 sites in the reticulated centre that are sent away to be tested. Three or four different types of sampling are done at one time. In general unless it is very high or very low the pH level is not an issue. The water is of good quality. Normal pH range is around 7.8 pH.

The Committee noted the information in the report.

CL06 WASTE TRANSFER STATION (WTS) - PRESENTATION OF DRAFT REPORT BY GEOLYSE

Councillor Zappacosta invited Mr Martin Haege, Senior Environmental Engineer and Director of Geolyse to make the presentation of the draft report of the Waste Transfer Station. (Attached)

Mr Haege gave a brief introduction of himself and the company. Geolyse has been engaged by Council to come up with a design and master plan.

Mr Haege explained to the Committee the objectives of the Tharbogang WTS are to:

- Minimise the volume of waste placed into landfill
- Maximise recycling; and
- Maximise site safety.

The objectives of this concept design report are to investigate the existing waste and traffic streams at Tharbogang:

1. Quantify the waste stream and traffic volumes likely to be received at the WTS. (waste stream - 24,000 tons a year, 1,000 tons is delivered by light vehicles which equates to approximately 2 tons to 10 tons a day.)
2. Investigate, review and report on possible sources of disposal for the recyclable. (eg. scrap steel, engine oil, green waste, e-waste and tyres - there may be potential markets for these items)
3. Present, justify and provide an opinion of costs for the concept design (to be provided in the final report.
4. Evaluate the feasibility of constructing facilities such as a Materials Recovery Facility (MRF) and Resource Recovery Centre (RRC).

Mr Tull advised that the RRC could be staffed by Council to raise revenue by selling the excess waste at a minimal cost generally this alternative is not viable. Alternatively, a community interest group could man the RRC at a minimal cost.

Mr Roser advised that in some places it is cheaper to bundle up the excess waste and have it sent off to the nearest city.

Facility - Design Master Plan - Issues Raised by Committee

- Mr Tull advised that the Waste Department Staff will be present to assist people with backing up trailers etc.
- Mr Rowley suggested that no charge be made before you go over the weighbridge before entering the WTS. The weighbridge has been designed to ensure it can weigh vehicles which are both entering and exiting the WMC (a two way bridge).
- Mr Haege advised that there is room for expansion at the site. The drop off section will need to be manned. The green waste is situated at the back of the WMC. The design of the ponds in the middle of the WMC is in accordance with the NSW EPA's solid waste landfill guidelines. Cardboard will be catered for at the WMC.
- Mr Tull advised that the cost of the whole operation will be in the order of 1.2 million dollars. (This includes an RRC)
- Councillor Rossetto asked if the steel from the waste centre could be sold. Mr Roser informed that a fixed contractor can come in to bail and ship the steel at a much better rate.
- Councillor Zappacosta asked if there was any structure to be built at the plant. Mr Tull advised that a roofed enclosure is to be built for items that need to be out of the weather, including the skip bins, so as to reduce contamination of the site.
- Mr Tull and Mr Roser advised that the Community engagement process would need to be undertaken before the Transfer Station is opened.
- Mr Tull advised that the start of the construction would need to commence in the middle of the next financial year.
- Mr Rowley advised that a percentage of Griffith people do not have a recycling bin. Mr Roser informed that all people in city limits and villages that have domestic waste service have recycling service. Mrs Tropeano asked for this to be noted and for Council to be aware of this.
- Mr Tull informed the Committee that a further meeting will be held to organise and discuss what was presented and to determine the outcome.
- Mr Green added that good supervision at the Transfer Station would be essential.
- Councillor Rossetto asked if he could see a similar facility in operation before it is built in Griffith. Mr Haege advised Wagga Wagga, Katoomba, Orange, Cowra, Parks, Wodonga and Mossvale have similar facilities.
- Mr Roser advised that some of the facilities are not the same, they may have the same concept this may also depend on the population and environment of the town. Wagga Wagga has a Transfer Station with the same principles.

Mr Tull outlined the process:

- Presentation of the Draft Report of the Waste Transfer Station
- Design and Construct - Tender Process
- Tender Process - 3 month process
- Build the Transfer Station - 6-8 month process

- Need to separate issue of pricing from concept design
- Document needed for the Design and Process
- If it is free it will need to be accounted for, in the budget process by Council, waste going to the Landfill and being diverted will have to be weighed
- What will the impact be if it is to be free entry
- Will need to separate the two topics design/payment process and concentrate on the design

Councillor Rossetto asked if it was possible to visit a Transfer Station with similar aspects as the Draft Report and also visit the existing Landfill facility in Griffith. Mr Tull advised that the Committee should go as a group so that everyone would have the same information.

RECOMMENDED on the motion of Councillor Rossetto and Russell Rowley that the Committee organise to visit the Transfer Station in Wagga Wagga and the Tharbogang Waste Management Centre.

CL07 ACTION REPORT

The Action Report will be updated at the next meeting.

CL08 _____

8.1 Blue Green Algae

Mr Tull informed that the Terms of Reference allowed Councillor Rossetto to speak regarding the Blue Green Algae at Lake Wyangan. Mr Tull advised that the land at the Lake was owned by Council and the water was owned by Murrumbidgee Irrigation.

Mr Tull went on to explain that it is not our water but we need to protect the use and users of the water. Council's concern is the quality of the water at Lake Wyangan.

Councillor Rossetto suggested that Council send a letter to MI from the community's perspective. Council should be doing what is possible to help restore the water, through local research.

Mrs Tropeano enquired if the matter is contamination and where is it coming from and can something be done. Councillor Rossetto informed that contamination needs to be controlled in spring time.

RECOMMENDED on the motion of Councillor Rossetto and Virginia Tropeano that the Committee recommend that Council pursue the issues of the poor quality - Blue Green Algae of the Lake Wyangan water with all relevant Authorities.

Mr Martin Haege, left the meeting the time being 2.10 pm.

8.2 Tip for Free Day

Mr Roser advised that the Tip for Free Day this year will be held on 15 and 16 March 2014 and the timing of the next Tip for Free Day will be discussed at one of the next Utilities Management Committee meeting.

Mr Roser advised that the Clean Up Australia will be held on the 1 and 2 March and due to the City to Lake the Tip for Free Day will be held later in the month.

8.3 Household Waste and Hazardous Household Waste Campaign

Mr Tull informed the Committee that a community engagement advertising campaign will occur regarding the \$250,000 application for the construction of a household hazardous waste (eg paint, fluro tube etc). facility to be combined with the Transfer Station.

8.3 Batteries

Mr Green advised that another drop off point for leaving old and used batteries could be Bunnings. Councillor Zappacosta advised the Committee that the Rotary Club has an existing collection for batteries.

Mr Rowley advised that distance and volume will have an impact on the cost of the collection.

Mr Roser informed that part of the \$250,000 funding is disposal for 4 years, if the Household Hazardous Waste facility is approved.

Councillor Rossetto asked if a mini Transfer Station could be established on the outskirts of the town. Mr Roser informed the Committee that this would be a big cost to the community. However, Yenda Landfill does collect some items currently.

8.4 RAMROC Regional Waste Strategy

Mr Tull attended the RAMROC Regional Waste Strategy with Mr Brett Stonestreet, General Manager, Mr Roser and Mayor John Dal Broi. Mr Tull informed the Committee that projects that link in with strategy have more of a chance to be funded.

8.5 Declaration of Interest

Mr Tull read out to the Committee a resolution of Council dated 11 February 2014 for the information of the Committee members.

"0037

RESOLVED on the motion of Councillors Balind and Neville that Council retain the current Committee structure until a review of the structure is undertaken.

0038

RESOLVED on the motion of Councillors Neville and Balind that:

(a) The General Manager contact those members who are non-compliant and prepare a report for Council to be presented at a future meeting of Council.

(b)

07 NEXT MEETING

The next meeting of the Utilities Management Committee is to be held on 17 April 2014 at 1.00 pm in the Council Chambers.

There being no further business the meeting closed the time being 2.35 pm.

ATTACHMENT

(a) Waste Transfer Station - Draft Report



GEOLYSE

**THARBOGANG WASTE TRANSFER STATION
CONCEPT DESIGN REPORT**

**PREPARED FOR
GRIFFITH CITY COUNCIL**

FEBRUARY 2014

THARBOGANG WASTE TRANSFER STATION

CONCEPT DESIGN REPORT

PREPARED FOR:

GRIFFITH CITY COUNCIL

FEBRUARY 2014



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Report Title:	<i>Tharbogang Waste Transfer Station</i>
Project:	<i>Concept Design Report</i>
Client:	<i>Griffith City Council</i>
Report Ref.:	<i>213251_REO_001B.docx</i>
Status:	<i>Final</i>
Issued:	<i>4 February 2014</i>

Geolyse Pty Ltd and the authors responsible for the preparation and compilation of this report declare that we do not have, nor expect to have a beneficial interest in the study area of this project and will not benefit from any of the recommendations outlined in this report.

The preparation of this report has been in accordance with the project brief provided by the client and has relied upon the information, data and results provided or collected from the sources and under the conditions outlined in the report.

All maps plans and cadastral information contained within this report are prepared for the exclusive use of Griffith City Council to accompany this report for the land described herein and are not to be used for any other purpose or by any other person or entity. No reliance should be placed on the information contained in this report for any purposes apart from those stated therein.

Geolyse Pty Ltd accepts no responsibility for any loss, damage suffered or inconveniences arising from, any person or entity using the plans or information in this study for purposes other than those stated above.

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Introduction

1.1 BACKGROUND

Griffith City Council provides waste management services (domestic kerbside waste collection, commercial waste collection, two 'tip for free' open days and kerbside recycling collection) to the city of Griffith (serviced population of approximately 22,000 people). Griffith City Council operates the Tharbogang Waste Management Centre (WMC) as well as the Yenda landfill (located in the Griffith LGA) however the Yenda landfill is not the subject of this concept design report.

Griffith City Council obtained project approval from the Department of Planning & Infrastructure (DOPI) on the 8th July, 2010 to expand the landfill and quarry at the Tharbogang WMC. Schedule 3, point 5 of the Project Approval set out the requirement for the proponent (being Council) to submit detailed plans of the proposed Waste Transfer Station (WTS) for approval by the Director-General.

Due to the increasing cost of constructing landfills the waste industry, as a whole, is aiming to increase the volume of waste diverted away from landfill. One tool being implemented to maximise waste diversion from landfills are WTS's.

1.2 OBJECTIVES

The objectives of the Tharbogang WTS are to:

- Minimise the volume of waste placed into landfill;
 - Maximise recycling; and
-
1. Quantify the waste stream and traffic volumes likely to be received at the WTS.
 2. Investigate, review and report on possible sources of disposal for the recyclables.
 3. Present, justify and provide an opinion of costs for the concept design (to be provided in final report).
 4. Evaluate the feasibility of constructing facilities such as a Materials Recovery Facility (MRF) and a Resource Recovery Centre (RRC).

1.3 REPORT STRUCTURE

This concept design report is presented in the following sections:

- **Section 1** provides the background to the investigation and sets out the report objectives;
- **Section 2** defines the existing waste facility and waste streams;
- **Section 3** summaries the WTS design inputs;
- **Section 4** outlines the proposed concept design;
- **Section 5** presents the investigations carried out into recyclable goods marketing; and
- **Section 6** presents the financial assessment into the viability of constructing a Resource Recovery Centre (RRC) and a Materials Recovery Facility (MRF).

Existing Facility

2.1 SITE LOCATION

The Tharbogang WMC is located at Tharbogang, approximately 10km west of Griffith, NSW on Lot 202, DP 756035. The land immediately surrounding the WMC is predominately agricultural land, with intensive horticulture in some areas. Tharbogang WMC is unique in the sense that quarrying activities and land filling activities occur simultaneously within the one site. Expired quarrying areas are utilised as landfill cells within the Tharbogang WMC. The site location is shown below in **Figure 1**.

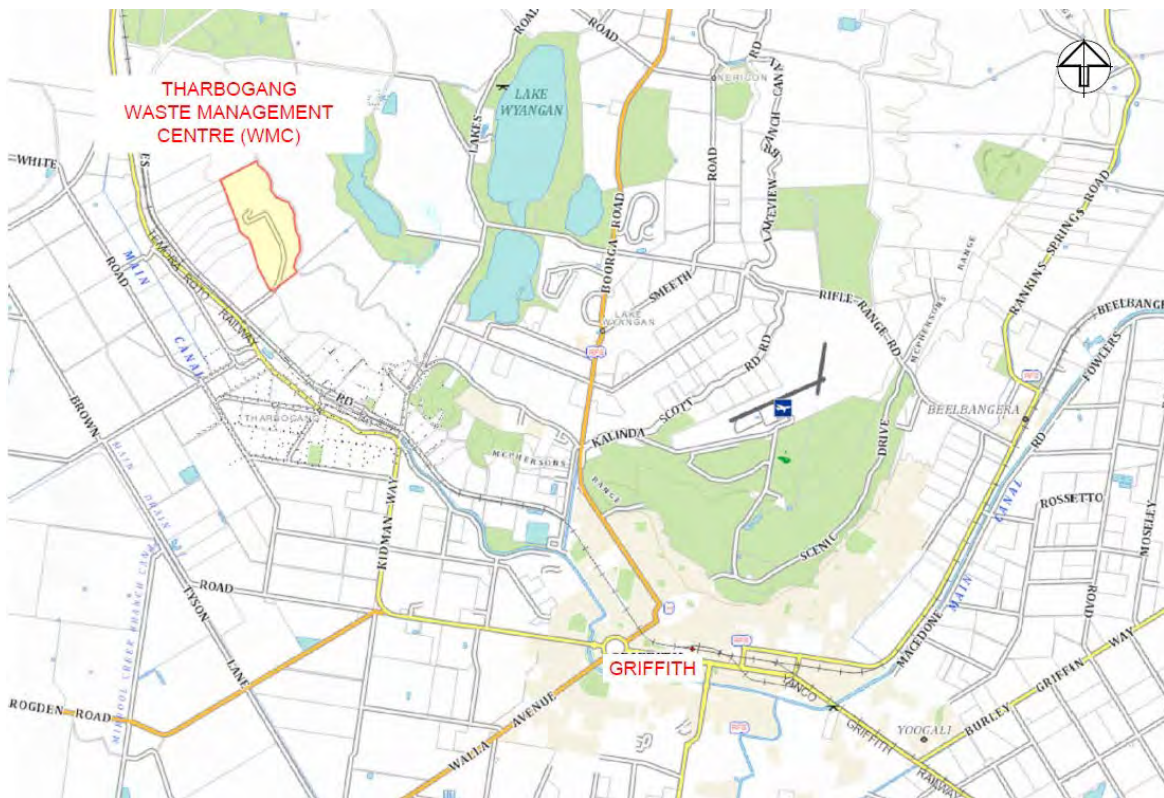


Figure 1: Site Location

2.2 SITE CHARACTERISTICS

Access to the Tharbogang WMC is via the Kidman Way, Slopes Road and then Hillside Drive. All access roads are two way and sealed. Within the site, sealed roads and formed gravel access roads lead to the various defined tipping areas, processing pads and quarrying areas.

At the entrance to the Tharbogang WMC is a weighbridge. The weighbridge is utilised for quarrying operations as well as receiving waste materials and weighing recyclable products as they leave the Waste Management Centre. The weighbridge has been designed to ensure it can weigh vehicles which are both entering and exiting the WMC /quarry (a two way weighbridge).

The Tharbogang WTS is proposed to be located immediately to the west of the existing weighbridge. This area slopes west to east and surface water runoff is captured in a contour bank running north-south along the eastern edge of the proposed site. Surface water overflows from the contour bank to a culvert under Hillside Drive.

2.3 LICENSING

The Environment Protection Authority (EPA) issues environment protection licences (EPL's) to the owners or operators of various industrial premises under the Protection of the Environment Operations Act 1997 (POEO Act). The Tharbogang WMC is currently licensed under EPL 5875 to accept the following wastes:

- Any waste received on site that is below licensing thresholds in Schedule 1 of the POEO Act, as in force from time to time;
- General solid waste (non putrescible);
- General solid waste (putrescibles); and
- Asbestos.

The Tharbogang WMC is open to the public between 8:00 am and 5:00 pm seven days a week. The la WMC is closed Christmas Day, Boxing Day, New Years Day and Good Friday. The weighbridge at the WMC entrance is staffed by one person at all times during opening hours.

All light and heavy vehicles enter the site through an automatic boom gate and traffic light system before proceeding to the site weighbridge. From the weighbridge traffic is directed to the appropriate waste disposal area by the weighbridge operator. Generally waste is directed to the active tipping face, or to stockpiles of green waste, scrap steel, e-waste, mattresses, waste oil or hazardous waste as appropriate. No members of the public are permitted to scavenge at the active tip face.

After closing hours the weighbridge gatehouse is locked. Boom gates at the site entrance prevent vehicles accessing the WMC/quarry after normal operating hours. The weighbridge is monitored with video cameras which also act as load inspection cameras.

2.5 WASTE OVERVIEW

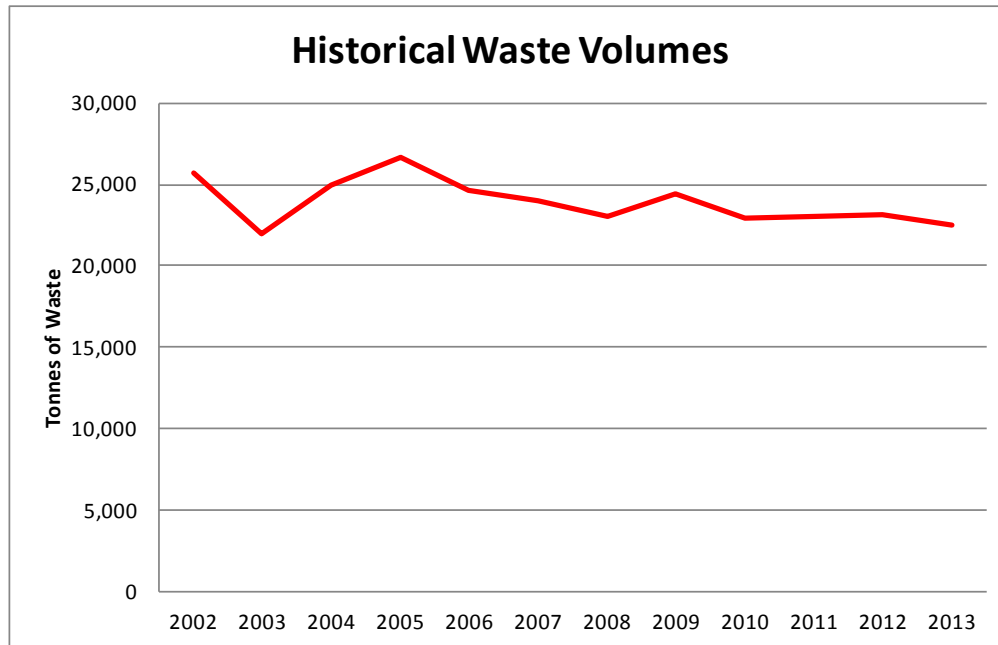
2.5.1 SECTION OVERVIEW

This section present's the historical tonnages of waste received at Tharbogang WMC from 2002 to 2013 and identifies an average waste receival year. The average waste receival year has been assessed in more detail and the waste data from this year used as WTS design input data.

Waste data is recorded at the weighbridge for every in and out vehicle transaction. Items such as the date, time, vehicle type and waste type are recorded by the weighbridge operator and entered into a database. This database is then used to summate the annual tonnages of the various waste types entering and leaving the facility. This database has been interrogated and data relevant to waste is presented within this section.

2.5.2 HISTORICAL WASTE VOLUMES

The historical tonnes of waste (excluding clean fill) delivered per year to the Tharbogang WMC from 2002 to 2013 are shown in **Figure 2**.



The annual average tonnage of waste accepted at Tharbogang is around 24,000 tonnes and generally shows no trend towards increasing or decreasing. The 24,000 tonnes excludes clean fill accepted at the site. During three years (2005, 2006 & 2011) approximately 30,000 tonnes of clean fill was accepted at Tharbogang (total approx. 90,000 tonnes). The large quantities and annual variability of clean fill distort the waste totals making trends difficult to identify. Clean fill was removed from the annual waste received tonnage shown in **Figure 2**.

2.5.3 ANNUAL WASTE VOLUMES BY WASTE STREAM

Based on **Figure 2** the year 2012 has been adopted as a typical year and data from this year was used as the basis for the WTS concept design. Data from the year 2012 is seen as suitable to use as the annual waste received tonnage is close to the long term average and was the most recent full calendar year of data available at the time of the investigation.

Figure 3 is provided to gain an appreciation of the annual volume of waste, per waste stream, received at Tharbogang in an average year (i.e. the 2012 calendar year) and includes waste delivered by all vehicle types.

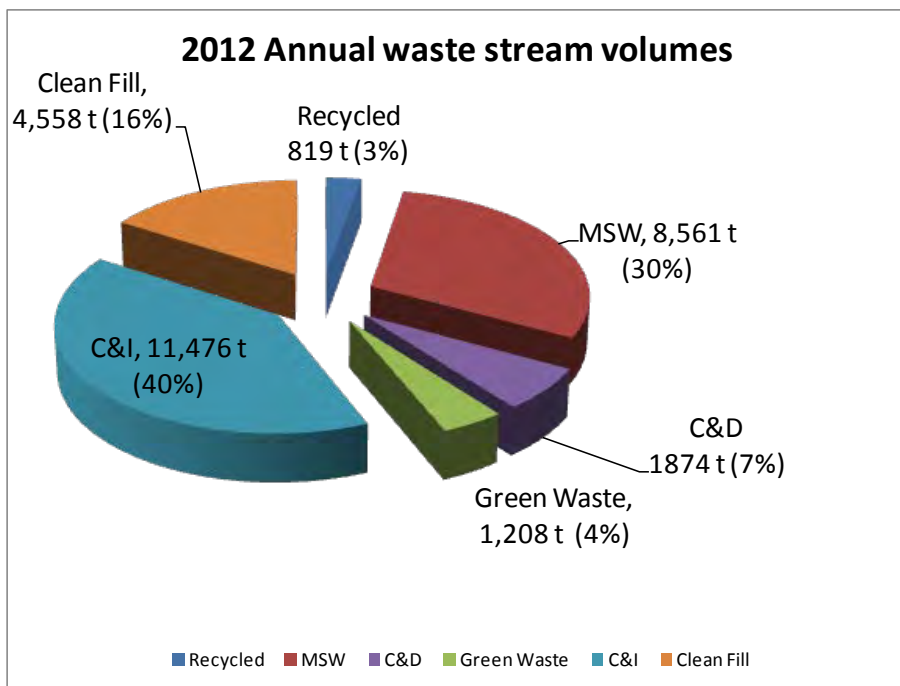


Figure 3: 2012 Annual Waste Stream Volumes

WTS Design Inputs

3.1 SECTION OVERVIEW

The WTS is proposed to accept waste that is delivered by light vehicles only. This section reviews the waste streams, waste volumes and traffic volumes of light vehicles which entered the Tharbogang WMC in 2012.

The WTS is not proposed to accept asbestos, it is proposed to continue the current practice of transferring asbestos to the appropriate area within the WMC.

3.2 ANNUAL WASTE STREAM

The 2012 waste stream for waste delivered by light vehicles is shown in **Table 3.1**.

Table 3.1 – 2012 Light Vehicle Waste Stream

Waste Stream	Tonnes delivered	Percentage of total waste (delivered by light vehicles)
Green waste	436	39%
Concrete & bricks	50	4.4%
Asbestos	8	0.7%
Clean fill	4	0.35%
Domestic mixed waste total ¹	626	55%
- Domestic mixed waste	382	34%
- Recycled steel	232	21%
- E-waste	6	0.5%
- Tyres	4	0.35%
- Engine oil	2	0.18%
TOTAL	1125	

¹note; The 626 tonnes of domestic mixed waste delivered by light vehicles is estimated to be comprised of five (5) waste streams. Currently a light vehicle delivering a load of mixed waste is recorded at the weighbridge as 'domestic mixed waste'. These loads are comprised of one, or a combination of domestic waste (garbage), steel, tyres, engine oil, cardboard, bottles and e-waste. Some recyclable goods are itemised as they enter the WMC over the weighbridge (green waste, concrete and bricks) when they are delivered as non mixed loads, however this is not always the case. It is not possible to individually weigh the different waste types which make up a mixed load.

Through consultation with Council it has been estimated that 80% of recyclable goods removed from Tharbogang WMC are delivered by light vehicles. This equals approximately 244 tonnes per year (excluding green waste). That is 244 tonnes of the annual 626 tonnes of domestic mixed waste delivered by light vehicles is estimated to be recoverable (39%). The annual totals of recycled steel, e-waste, tyres and engine oil leaving the facility has been analysed and their appropriate percentages have been applied to the 244 tonnes per year to yield the totals shown in **Table 3.1**.

Including green waste delivered by light vehicles the total annual recoverable goods (delivered by light vehicles) is estimated to be 680 tonnes. This equates to 60% of waste delivered being diverted from landfill. This is consistent with the NSW average diversion rate of 63% reported by the draft Waste Avoidance and Resource Recovery (WARR) Strategy 2010/2011.

The annual waste stream delivered by light vehicles in 2012 is represented graphically in **Figure 4**.

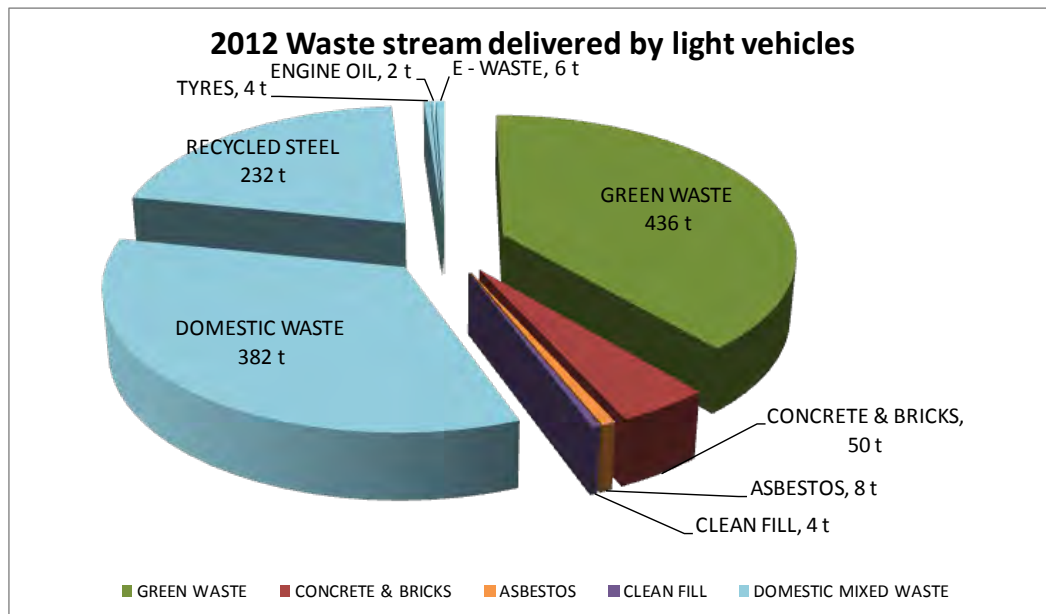


Figure 4: 2012 Waste Stream Delivered by Light Vehicles

Other waste types are delivered to the Tharbogang WMC, however quantities are not significant (less than 2 tonnes per year), these wastes are:

- Household problem waste (gas bottles, paint, batteries, fluorescent lights, smoke detectors);
- Mattresses; and
- Mixed recyclables (paper & cardboard, glass & plastics bottles, steel & aluminium cans).

3.3 WEEKLY AND DAILY WASTE STREAMS

3.3.1 OVERVIEW

This section quantifies the average weekly waste volumes and peak daily waste volumes likely to be received at the WTS. Waste volumes identified in this section have been translated into frequency of skip bin or waste stockpile emptying/removal in later sections. The optimum size of skip bins and waste stockpile size are identified in later sections.

Figure 5 below shows the total waste, in tonnages received over the average week in 2012.

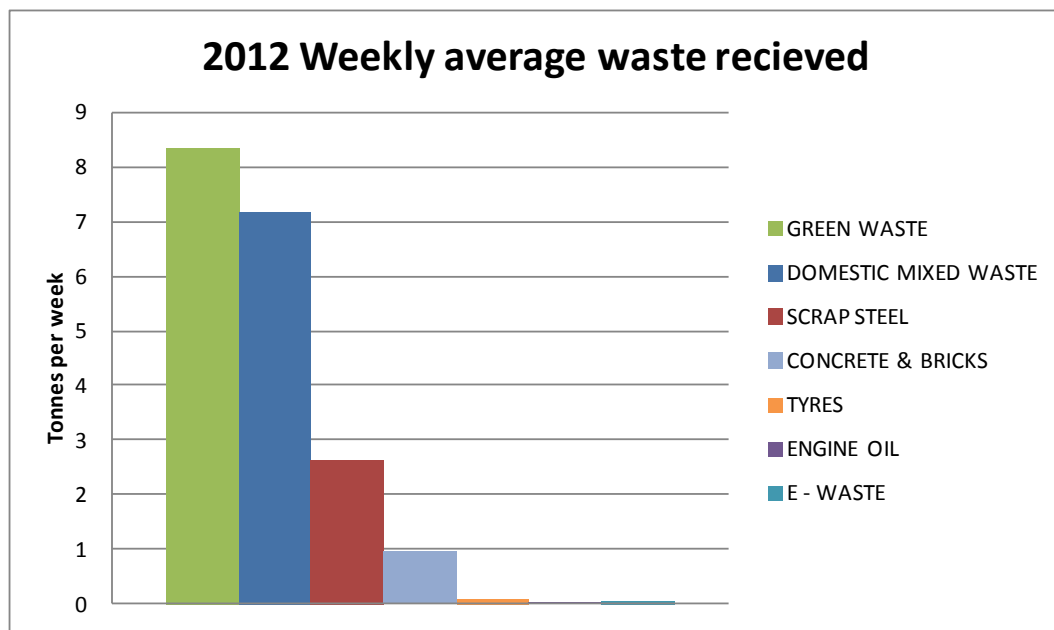


Figure 5: Average Week Tonnes Received

Figure 5 demonstrates the majority of wastes delivered are domestic mixed waste, green waste and scrap steel. The methodology for determining the weekly average waste volumes per waste type has been to remove the recyclable waste streams from the total domestic mixed waste stream and then apply the relevant percentages to each recyclable waste stream.

3.3.3 PEAK DAILY WASTE VOLUMES

This section quantifies the volumes of waste likely to be received at the WTS on a daily basis (considering waste delivered by light vehicles only). This has enabled staffing requirements and frequency of skip bin emptying to be quantified. Peak events occur around Christmas time however the Christmas data has not been used for design purposes as this is seen as an isolated peak event (not a typical event on which the design should be based).

Figure 6 shows the total waste, in tonnages received over the peak week day and weekend day in 2012.

Figure 6: 2012 Days of Peak Waste Delivered by Light Vehicles

Peak waste receipt days occur on weekends, which is consistent with what would be expected from a WTS. The main waste type delivered by light vehicles is domestic mixed waste with around 3.5 tonnes delivered on the peak day. The next largest waste type generator is green waste with around 3 tonnes being delivered on a peak day.

3.4 LIGHT VEHICLE TRAFFIC NUMBERS

3.4.1 OVERVIEW

This section determines the average number of light vehicles entering the Tharbogang WMC as well as the peak hour number of light vehicles. This information has been used to assist with the design of the proposed WTS in terms of required vehicle throughput capacity.

3.4.2 HOURLY TRAFFIC

2012 weighbridge data was used to determine the average number of light vehicles entering the facility. The average hourly distribution for waste delivered by light vehicles for the most recent year of recording (2012) is shown in **Figure 7**. The potential variability of traffic numbers was checked by assessing the 2011 traffic data and the results were very similar for each year which gives a good level of confidence, moving forward, that the 2012 data is fit for purpose.

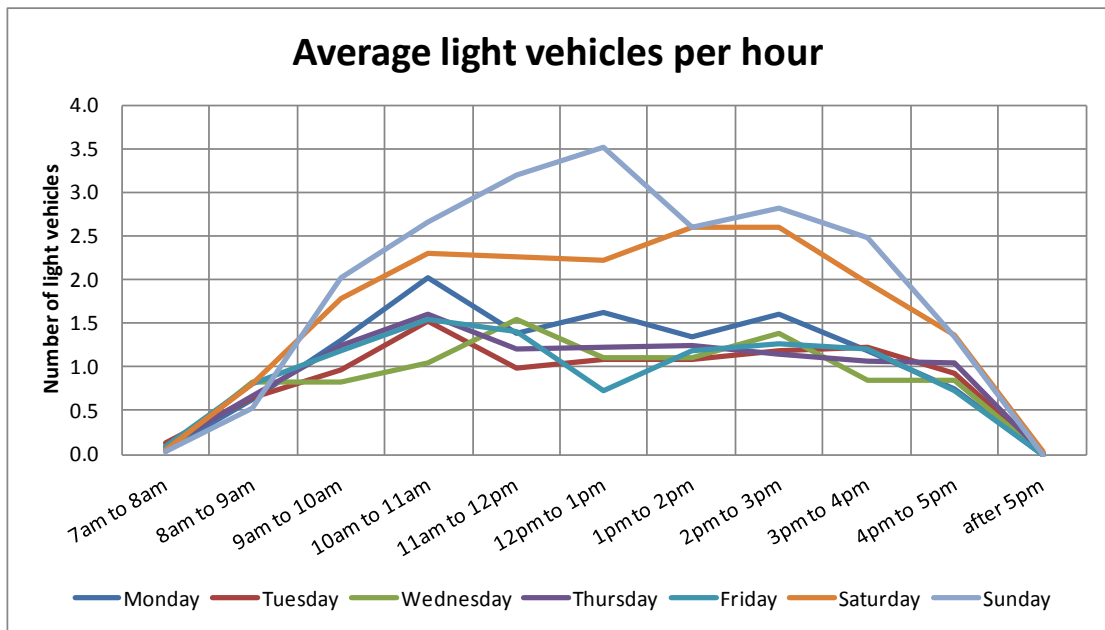


Figure 7: Average Light Vehicles Per Hour

The hourly traffic distribution is typical of waste facilities, peaking during the middle of the day and on weekends.

The highest hourly average was shown to occur on a Sunday. The hourly breakdown for the peak Sunday is presented in **Figure 8**.

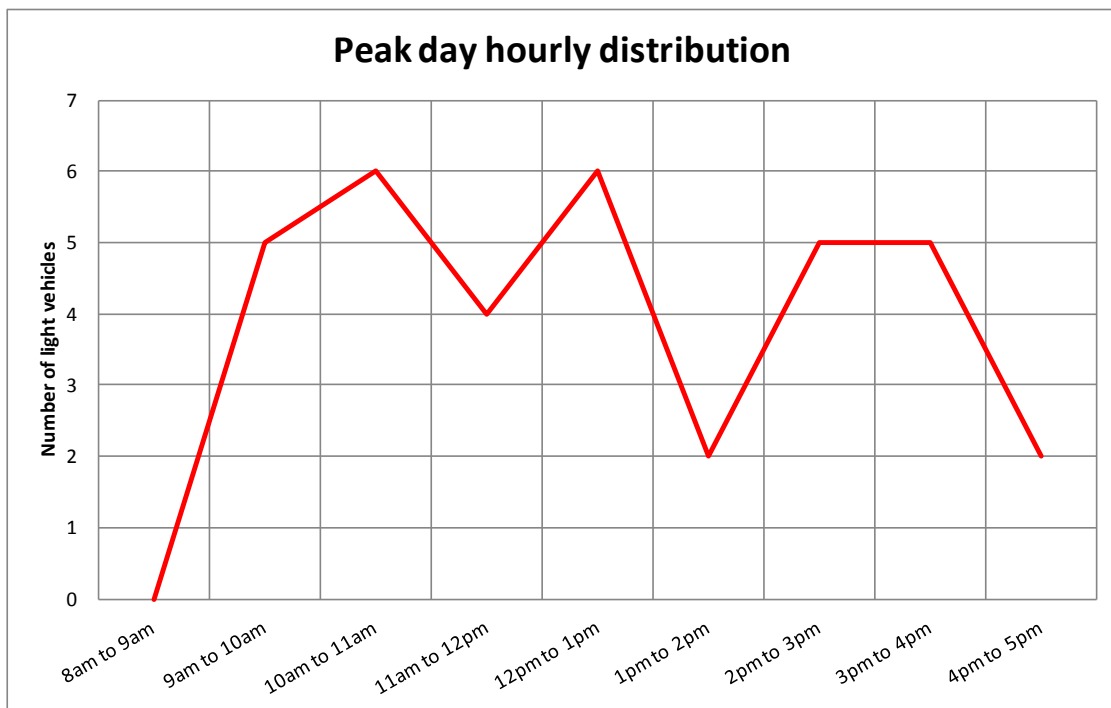


Figure 8: Peak Day Hourly Distribution

On the peak Sunday in 2012 the maximum number of light vehicles entering the Tharbogang WMC was 6 per hour.

Other peak vehicle numbers did occur throughout 2012 however this was during the Clean up Australia day campaign and the day after Boxing Day. The Clean up Australia day saw around 780 vehicles enter the facility over a 2 day period (around 390 per day). The day after Boxing Day saw a peak of 8 vehicles per hour (which is not considered significantly higher than the peak Sunday of 6 per hour). Traffic generated in the future from peak isolated waste delivery events (such as Clean up Australia day and during the Christmas period) could be managed by either directing traffic to the active tipping face or providing additional waste collection bins at the WTS.

3.5 WTS DESIGN INPUT SUMMARY

3.5.1 OVERVIEW

The WTS has been designed to accept waste from light vehicles, those being cars, utes and cars/utes with a trailer. The road network within the WTS has been designed to accommodate semi-trailers and hook lift trucks as these larger vehicles will be needed for the removal of wastes and recyclables. Larger waste delivery vehicles, such as garbage trucks, will continue the current practice of unloading at the active tip face.

A summary of the WTS design inputs is provided in this section for both the waste and traffic volumes anticipated at the WTS.

3.5.2 WASTE

A frequency distribution graph of waste tonnages delivered by light vehicles in 2012 is shown in **Figure 9**.

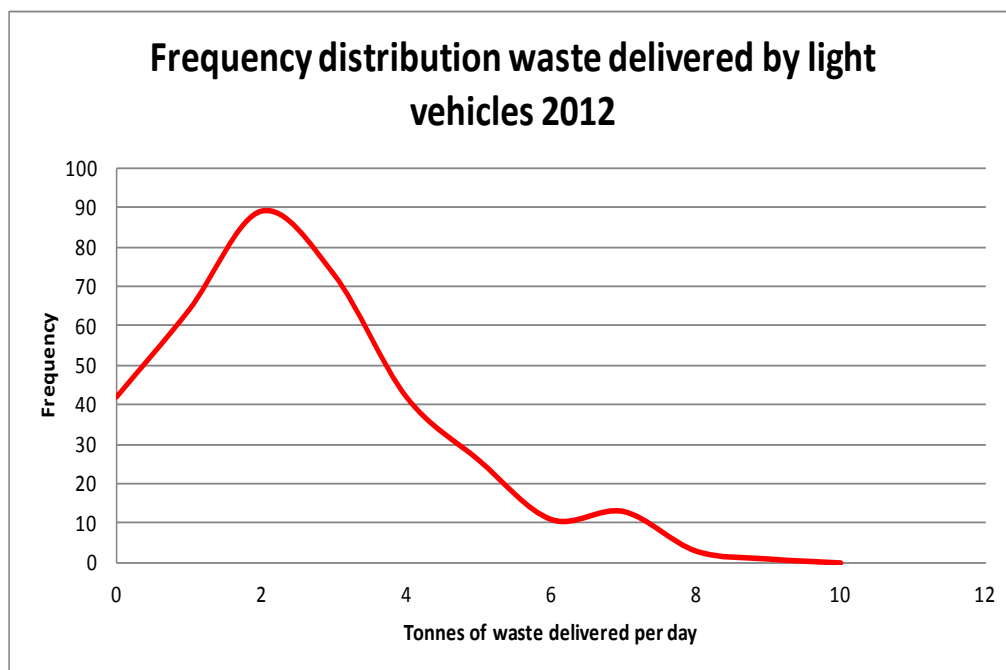


Figure 9: Frequency Distribution Waste Delivered by Light Vehicles 2012

The frequency distribution figure above demonstrates:

- The variability of waste tonnages expected to be delivered to the WTS;
- For the majority of the time around 2 to 3 tonnes of waste (total) is delivered to Tharbogang WMC each day (by light vehicles);
- There are a large number of days where no waste is delivered; and
- The volume of waste delivered by light vehicles each day is highly variable and ranges from nothing received to a maximum of around 9 tonnes per day.

The following waste tonnages have been adopted for the WTS design:

- 9 tonnes per day. This has been adopted from the recorded peak weekend day in 2012 and includes all waste types; and
- 20 tonnes per week. This is based on an average week and includes the summation of all waste types.

3.5.3 TRAFFIC

A frequency distribution graph of light vehicle numbers per day for the 2012 year shown in **Figure 10**.

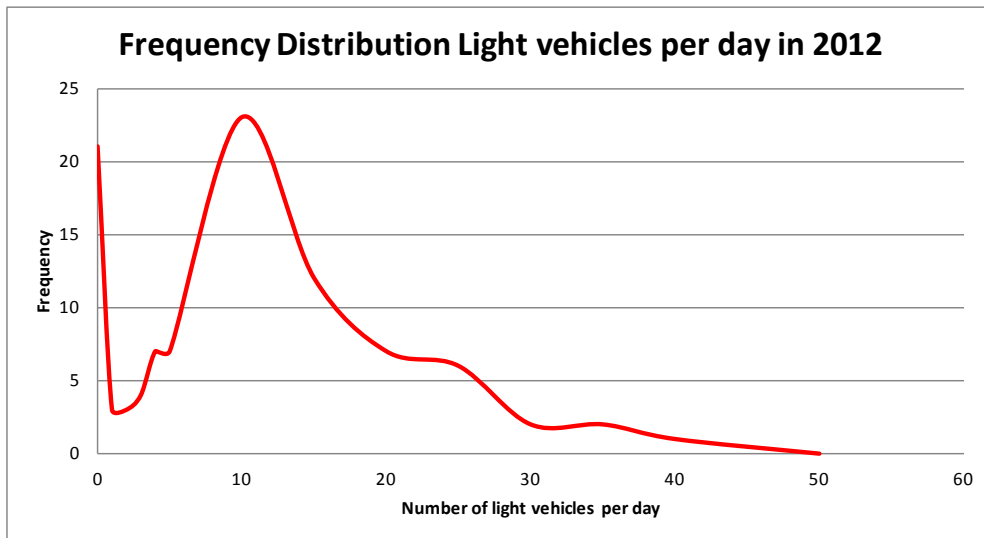


Figure 10: Frequency Distribution Light Vehicles 2012

The frequency distribution figure above demonstrates:

- The variability of daily light vehicle numbers expected to be processed at the WTS;
- For the majority of the time around 10 light vehicles per day deliver waste to Tharbogang WMC (just over 1 per hour);
- There are a large number of days where no light vehicles deliver waste; and
- The number of days where around 20 to 30 light vehicles deliver waste each day is relatively significant.

The traffic numbers anticipated to deliver waste to the WTS is highly variable, making staffing requirements difficult. Most of the time there would only be 10 or so vehicles per day (just over 1 per hour). However at times the site would be reasonably busy.

The peak hourly traffic flow occurs on weekends and around 6 vehicles per hour can be expected during peak conditions. A design throughput of 6 vehicles per hour has been adopted for the WTS design. Based on this throughput rate each vehicle would have approximately 10 minutes to unload and depart. Observed unloading times have been in the order of 5 to 8 minutes per vehicle at other WTS's within NSW and the 10 minutes per vehicle offers a safe level of redundancy.

Concept Design

4.1 OVERVIEW

This section:

- Gives a rationale to the proposed layout;
- Identifies site constraints;
- Outlines the proposed design; and
- Provides an opinion of costs.

4.2 PROPOSED LAYOUT

The design philosophy of the WTS has been to develop a robust and all-encompassing facility. The concept design WTS services the current needs, without being excessive and allows for easy expansion in the future.

The RRC location is proposed to be the first point of contact for customers visiting the WTS. At the RRC light vehicles would be inspected at an undercover awning and any reusable items would be taken into the RRC for cleaning, storing and selling. Having the RRC as the first point of contact maximises the opportunity to divert reusable waste from the WTS and the landfill.

The RRC could be accessed without the need to progress over the weighbridge and through the WTS. This reduces traffic through the WTS and caters for customers who might travel to the RRC purely for shopping. Heavy vehicles would bypass the RRC inspection bay.

Following inspection of light vehicles at the RRC customers would progress to the existing boom gate and traffic light system before entering onto the weighbridge. From the weighbridge customers would be directed to the WTS or landfill (by the weighbridge operator).

Customers progressing to the WTS would be offered seven recyclable disposal options prior to reaching the domestic mixed waste skip bins. This maximises the chance of customers separating their waste into recyclable and non-recyclable waste streams. Customers delivering green waste would enter the green waste stockpile and mulching area and drop off their green waste. The green waste entrance has been situated to enable customers to drop off mixed waste as well as green waste. The proposed skip bins are located to enable additional skip bins to be added as required in the future. The additional skip bins could be added to the south west of the currently proposed skip bins.

Scrap steel would be transferred from the scrap steel skip bin to the scrap steel stockpile area. The scrap steel stockpile area has been located to ensure a small travel distance from the skip bins as well as facilitate ease of access for heavy vehicles to remove the scrap steel. Heavy vehicles removing scrap steel from the WTS would enter over the weighbridge, pull in to the left, load, either turn around within the stockpile site area (pending remaining space and scrap steel stockpile size) or progress around the WTS and exit the facility through the northern access. From here the heavy vehicles would turn right onto the weighbridge.

Trucks removing e-waste from the WTS would enter the WTS via the northern access, turn left through the scrap steel stockpile area and be loaded with e-waste. They would then either turn around within the stockpile site area (pending remaining space and steel stockpile size) or progress around the WTS and exit the facility through the northern access. From here the heavy vehicles would turn right onto the weighbridge.

Heavy vehicles exiting the northern access point would need to drive the wrong way down a one way road within the WTS. This would be managed by the weighbridge operator ensuring no light vehicles entered the WTS while a heavy vehicle was exiting via the northern access. Currently a peak light vehicle number of 6 per hour makes this logistically possible. Should future traffic volumes increase significantly there is adequate space to provide an additional lane.

Recycle bins, waste oil, household problem waste, mattresses and tyres would all be serviced by heavy vehicles from western side of these bins and storage areas. This would occur during the week and given the small volumes of traffic experienced throughout the week this would be feasible.

The concrete and bricks and domestic mixed waste skip bins would be picked up by a hook lift truck and exit the WTS via the southern access point. From here the hook lift trucks would turn left and proceed over the weighbridge to the landfill.

The future MRF location was chosen as this site would have little traffic conflicts for vehicles entering and leaving the facility.

All light vehicles exiting the WTS would pass through a one way automated boom gate. The boom gate would prevent vehicles from entering the WTS without first proceeding to the weighbridge. Light vehicles would be forced to drive past the RRC on the way home, with an unloaded vehicle. This would help to maximise sales from the RRC.

4.3 SITE CONSTRAINTS

A site inspection was carried out on the 17th of October 2013 which identified the following minor site constraints:

- The amount of slope across the site (from west to east) is not insignificant and a one sided skip bin arrangement has been deemed suitable. Taking this approach negates the need for large excavations on the up-hill side of the facility and assists with the ease of construction of retaining walls. This approach will help reduce the cost of construction; and
- There are large mature trees at the proposed site.

4.4 PROPOSED DESIGN

4.4.1 WASTE COLLECTION

The waste types and proposed method of waste collection at the WTS are provided in **Table 4.1** below.

Table 4.1 – Waste Types and Collection Methodology

Waste Type	Collection Methodology	End use
Scrap steel	Stock pile	Sold off site
Green waste	Stock pile	Phytocap
E-waste	Under cover bay	Removed from site and recycled
Tyres & Mattresses	Small under cover bay	Removed from site
Engine oil	Undercover sump. Relocate existing facility to WTS.	Removed from site and recycled
House hold problem waste	Enclosed facility and 240L waste bins	Removed from site
Concrete and bricks	Skip Bin	Landfill cell walls
Domestic mixed waste	Skip Bin	Landfill
Mixed recyclables (paper, cardboard, bottles, cans)	240L collection bins	Removed from site and recycled

4.4.2 PROPOSED WASTE STORAGE CAPACITY

The waste data described in **Table 4.2** has been used to inform the required waste storage capacity at the WTS.

Table 4.2 – Waste Storage Area Design Data

Waste Type	Average weekly waste volume collected (tonnes)	Peak weekend day waste collected (tonnes)	Proposed waste storage capacity/area
Scrap steel	3	2.2	Stockpile area
Green waste	8	3	Stockpile area
E-waste	0.007	0.1	Undercover bay
Tyres	0.11	0	Undercover bay
Mattresses	0	0	Undercover bay
Engine oil	0.04	0.04	Existing sump to be utilised
House hold problem waste 1. Fluorescent lights. 2. Domestic batteries. 3. Car batteries. 4. Domestic gas cylinders and fire extinguishers. 5. Smoke alarms.	- - - - -	- - - - -	House hold problem waste facility
Concrete and bricks	1.0	0.3	One 10m ³ skip bin
Domestic mixed waste	7.2	3.6	Two 10m ³ skip bins
Mixed recyclables (paper, cardboard, bottles, cans)*	na	na	Four 240L domestic recycling waste bins

4.4.3 LABOUR REQUIREMENTS

The activities required to be undertaken at the WTS and the entity responsible for the activity is provided in **Table 4.3**.

Table 4.3 – WTS Activities and Responsible Entity

Waste Type	Responsible entity	Activity
Scrap steel	Council and Contractor	Council to overflow areas. Alternatively any light vehicles delivering scrap steel could be directed to a heavy vehicle drop off point. Contractor to collect scrap steel. Council to maintain stockpile throughout the week by pushing up/tidying up. During any periods of stockpile overflow steel may need to be carted by
Green waste	Council and Contractor	Council to maintain stockpile and cart mulch to landfill phytocapping area. Contractor to provide mulching service (as currently occurs).
E-waste	Council and Contractor	Council to maintain stockpiles. Contractor to collect e-waste (as currently occurs).
Tyres and Mattresses	Council	Council to collect tyres & mattresses and remove from site. An estimated one full ute load of tyres every couple of months is estimated.
Engine oil	Council and Contractor	Council to tip waste oil from containers into sump as required. Contractor to provide collections service.
House hold problem waste	Council and RAMROC	Council to maintain facilities, unlock enclosure when appropriate. RAMROC to collect and remove waste.

Table 4.3 – WTS Activities and Responsible Entity

Waste Type	Responsible entity	Activity
Concrete and bricks	Council	Council to transport skip bin to landfill for emptying. Estimated to need emptying once every 4 to 8 weeks.
Domestic mixed waste	Council	Council to transport skip bin to landfill for emptying. Estimated to need emptying once or twice a week.
Mixed recyclables (paper, cardboard, bottles, cans)	Council and Contractor	Council to maintain bins, ensure minimal contamination and contact contractor when recycling bins require emptying.

During the commissioning phases (during say the first 3 or 4 months of operations) it is suggested to staff the WTS with one worker. This would enable education and training of the public in the correct use of the WTS. Staffing of the WTS full time would not be justified as average vehicle movements are expected to be around 1 to 3 vehicles per hour.

Following the initial education and commissioning period it is suggested to monitor the performance of the public use of the WTS. If difficulty is found in transitioning the public to the WTS it is proposed to monitor WTS customers through the use of a video camera and speaker system, this is proposed to be operated by the weighbridge operator. The weighbridge operator currently, through the use of video cameras, inspects loads and directs traffic as they enter the WMC. For the weighbridge operator it would simply be a matter of recording the waste type entering the WTS and monitoring the vehicle to ensure its load is disposed of in the correct bins/areas within the WTS.

A summary of the site specific labour requirements, relevant to Council activities is provided in **Table 4.4**. If the tasks detailed in **Table 4.4** were to be completed by the weighbridge operator the tasks would need to be completed after weighbridge opening hours (as the weighbridge operator couldn't leave the weighbridge unmanned). Alternatively the duties could be added to an existing and suitably qualified Council staff member, such as the current WMC staff operations staff.

Table 4.4 – WTS Labour Requirements

Waste Type	Activity and duration	Frequency of completing task
Scrap steel	Push up scrap steel pile. 15 minutes on a front end loader.	Once or twice per week.
Green waste	Push up green waste stock pile. 15 minutes on a front end loader. Cart mulch to landfill capping area.	Once or twice per week for stockpile maintenance. As required for mulching.
E-waste	Monitor area and keep tidy. 10 mins per day.	Once or twice per week.
Tyres and Mattresses	Monitor area and keep tidy. 10 mins per day.	Once or twice per week.
Engine oil	Monitor area and keep tidy. 10 mins per day.	Once or twice per week.
House hold problem waste	Monitor area and keep tidy. 10 mins per day. Call for disposal before overflow.	Daily.
Concrete and bricks	Transport to landfill, 30 minutes.	Once every 6 to 8 weeks.
Household domestic waste	Transport to landfill, 30 minutes per bin.	Twice per week (once per bin).
Mixed recyclables (paper, cardboard, bottles, cans)	Monitor area and keep tidy. Call for disposal before overflow. 10 mins per day.	Daily.

Based on the above routine tasks it is anticipated that around 1 hour per day would be needed to conduct routine checks and tidying. Weekly tasks include the emptying of skip bins and maintaining stockpiles, this is anticipated to take around 1.5 to 2 hours per week. This WTS should be managed in such a way that the skip bins are empty, as best as possible, before the weekend. This would help ensure bins are not required to be emptied over the weekend.

In addition to the waste specific tasks above the WTS would also require some general duties, namely:

- Slashing and mowing;
- General maintenance and repairs; and
- Leachate pond monitoring.

4.4.4 WASTE HANDLING EQUIPMENT

The handling equipment that would be needed at the WTS is provided in **Table 4.5** below:

Table 4.5 – Waste Handling Equipment

Waste Type	Handling Equipment
Scrap steel	Council front end loader to push up stockpile and load scrap steel removal truck
Green waste	Front end loader to push up green waste stockpile by Council. Mulch loading and transportation trucks to landfill phytocapping site, nominally by Council (or this could also be let as a small contract). This could potentially be carried by empty quarry trucks entering the facility. Mulcher by current mulching contractor.
E-waste	Depending on collection contractor, could be hand stacked into a shipping container or a front end loader used to load a truck.
Tyres	Loaded by hand or front end loader onto a ute, trailer or small truck and transported off site by Council.
Mattresses	Loaded by hand or front end loader onto a ute, trailer or small truck and transported off site by Council.
Engine oil	Contractor to pump out of sump.
House hold problem waste	Individual bins and waste within enclosure lifted and removed by contractor (organised by RAMROC ¹).
Concrete and bricks	Hook lift truck used to transport waste to landfill cell walls.
Household domestic waste	Hook lift truck used to transport waste to landfill.
Mixed recyclables (paper, cardboard, bottles, cans)	Contractor recycling truck used to pick up recyclables.

Note¹ RAMROC is the acronym for Riverina and Murray Regional Organisations of Councils and represents the interests of eighteen Councils within the region.

4.4.5 LEACHATE

Leachate is proposed to be controlled using a purpose built leachate control pond. Design of the pond has been completed based on the proposed layout in accordance with the NSW EPA's solid waste landfill guidelines which states: "if the leachate dam or tanks are open at the top, they should generally be capable of accepting a 1 in 25 year, one-day-duration storm event without overflowing".

Assessment and design was undertaken using the DRAINS drainage program.

The DRAINS program performs design and analysis calculations for urban stormwater drainage systems and models the flood behaviour of rural and urban catchments. DRAINS was initially set up as a simulation model of rainfall-runoff processes, using a hydrological model taken from the ILSAX program. This main mode of operation works through a number of time steps, modelling the system behaviour at each step. Hydraulic grade line procedures are used to design pipe systems and to analyse how existing pipe and open channel drainage systems operate under different conditions.

The main flow generation method provided in DRAINS, the ILSAX hydrological model, is easy to apply and flexible, while being fairly rigorous. It uses the time-area method and Horton infiltration procedure as applied in the ILSAX program, which has been accepted widely in Australia and New Zealand.

Based on the DRAINS modelling a 1 in 25 year, one-day-duration storm event would generate approximately 250m³ of leachate. Based on the solid waste landfill guidelines the leachate pond must always have 250m³ of spare capacity (to store leachate runoff from the design storm event). As well as runoff which occurs during the

To determine the optimum size of the leachate pond a daily water cycle model was set up. A daily water cycle model uses SILO rainfall and evaporation data to model the likely day to day leachate level of the proposed pond. SILO data interpolates rainfall and evaporation values from surrounding climate stations to provide a long term data set for the specific location.

The optimum leachate pond size has been determined to be the minimum capacity, taking into account daily runoff and evaporation, which ensures an excess storage capacity of 250m³ is available. Based on the conceptual layout the optimum leachate pond volume has been determined to be 850m³ (0.85ML).

4.4.6 DRUM MUSTER

The functionality of the existing drum muster collection facility is expected to remain largely unchanged. The construction of the WTS could see some minor upgrades to the facility, likely upgrades include new signage and a sealed hardstand drop off area.

Should the RRC be constructed in the future there would be a need to assess this intersection in more detail. Conceptually this intersection would have many traffic conflicts (post RRC construction). For this reason a reverse bay has been designed for the future which will allow large vehicles to turn around and utilise the existing access as an exit also.

4.4.7 SERVICE REQUIREMENTS

The utility and servicing requirements of the proposed WTS are identified below:

Water

Initially it is not proposed to provide the WTS with water for operational purposes. The WTS may, from time to time require a wash down/hose down. It is proposed to complete this with a mobile water cart if/when required initially. Should there be a need for ongoing wash down water some garden tap outlets may be warranted or a rainwater tank could be installed to capture roof runoff.

Sewer

The proposed WTS will not require any connection to sewer. A single worker in the RRC, should it be constructed in the future, could use the existing toilet located at the weighbridge gatehouse. It is not proposed to provide any toilet facilities to members of the public.

Electricity

The WTS would require a power source to operate a video camera and speaker system, should this be required in the future. It is understood that the current power supply to the existing weighbridge and gatehouse is at full capacity however planning has commenced to upgrade the power source the existing quarry site and the weighbridge and gate house. Should a video camera and speaker system be required in the future it is likely that this would need to occur following the power supply upgrade.

4.5 OPINION OF COSTS

4.5.1 OVERVIEW

This section presents an opinion of costs for the proposed WTS and the basis for the opinion of costs is also provided herein. The opinion of costs has considered the following items:

1. Road works.
2. Roof structure.
3. Resource Recovery Centre.
4. Machinery.
5. Leachate pond.
6. Household Hazardous Waste Facility.
7. Retaining wall.
8. Skip bins.
9. E-waste, tyres and mattresses bay.
10. Automated one way boom gate.
11. Signage.
12. Landscaping.
13. Geotechnical investigations and detailed design.
14. CCTV camera system and PA system.

The design of the above components is at the concept level only and will be subject to change during detailed design. *It must be noted that the opinion of costs presented herein is preliminary only and is subject to the finalisation of design and extent of works. Geolyse provides this opinion of cost on the terms that Griffith City Council, or any other party, will not impose any liability whatsoever on Geolyse that may arise from the use of this opinion of cost.*

4.5.2 SUMMARY OF COSTS

A summary of the opinion of costs for constructing the Tharbogang WTS is provided in **Table 4.6**. The assumptions behind the cost for each item is provided in **section 4.5.3**.

Table 4.6 – Summary of Project Cost

Item	Description	Opinion of cost
1	Road works.	\$396,750
2	Roof structure.	\$116,250
3	Resource Recovery Centre.	\$265,000
4	Machinery (hook lift Truck)	\$50,000
5	Leachate pond.	\$30,000
6	Household Hazardous Waste Facility.	\$0
7	Retaining wall.	\$50,400

Table 4.6 – Summary of Project Cost

Item	Description	Opinion of cost
8	Skip bins.	\$14,000
9	E-waste, tyres and mattresses bay.	\$5,500
10	Automated one way boom gate.	\$5,000
11	Signage.	\$7,200
12	Landscaping	\$2,000
		\$10,000
14	Geotechnical investigations and detailed design.	\$110,000
15	Contingency (15%)	\$159,315
	TOTAL	\$1,221,415

4.5.3 OPINION OF COST ASSUMPTIONS

Table 4.7 – Opinion of Cost Assumptions

Item	Description	Assumption
1	Road works.	\$115 per m ² , based on recently tendered prices and 3,450m ² of sealed pavement. Includes culverts and table drains/drainage swales
2	Roof structure.	\$465 per m ² , based on Rawlinsons 2013 construction handbook for 'open sided, covered ways'. Roof is 250m ² .
3	Resource Recovery Centre.	Based on quotation for shed and slab from shed company. Including sealed car park & fencing.
4	Machinery.	\$50,000. Based on carsales hooklift trucks. Machinery excludes a front end loader as it has been assumed that council would have one available for intermittent use at the landfill.
5	Leachate pond.	\$30,000. Based on per m ³ rates for clay liner and bulk excavations from recent tendered prices. Earthworks volumes based on similar sized ponds.
6	Household Hazardous Waste Facility.	Nil cost. Assumed to be fully funded from grants.
7	Retaining wall.	Average 2m high assumed by 70m long. \$360 per m ² based on Rawlinsons 2013 construction handbook for cast in situ concrete walls.
8	Skip bins.	\$3,500 per skip bin. Based on ebay supplier.
9	E-waste, tyres and mattresses bay.	\$5,500. Allowance for concrete barrier.
10	Automated one way boom gate.	\$5,000. Price based on ebay supplier. Includes and installation allowance.
11	Signage.	20 signs, \$110 per sign, based on quote for a 60cm by 40cm sign. Plus \$5,000 for posts, concrete and installation.
12	Landscaping.	\$2,000 Allowance. Assumed to be completed at minimal cost by Council.
13	Geotechnical investigations and detailed design.	\$95,000. Preliminary estimate.
14	CCTV camera system and PA system.	\$10,000 Allowance. Based on simple system, includes installation.
15	Geotechnical investigations and detailed design.	10% of project cost for design plus \$15k for geotechnical investigations.

Recyclables marketing

5.1 OVERVIEW

This section will quantify the annual volume of recyclables received at Tharbogang. Potential markets for recyclables collected from the WTS and from other sources will be investigated.

5.2 RECYCLABLE WASTE STREAM

5.2.1 ANNUAL

The tonnes of recyclables leaving recorded as leaving Tharbogang WMC in 2012 are presented in Table 5.1.

Table 5.1 – Annual Recycled Waste Stream

Waste Stream	Tonnes per year
Engine oil	3
Green waste	530
E-waste	8
Tyres	5.5
Total	836.5

Source: Griffith City Council annual waste records

In addition to the above recyclables, it is envisaged the following recyclables could be recovered from the domestic mixed waste loads delivered by light vehicles to the WTS:

- Mixed recyclables (paper & cardboard, glass & plastics bottles, steel & aluminium cans); and
- Household problems waste;

The existing kerbside collection service for these recyclables, theoretically, should negate the need for designated recyclables collection bins at the proposed WTS. It is however noted that there is a need for recyclable collection bins at most other regional transfer stations. This is consistent with the majority of example WTS's included in the Department of Environment and *Conservations Handbook for the Design and Operation of Regional Transfer Stations*.

5.3 POTENTIAL MARKETS

5.3.1 OVERVIEW

There are many factors which affect the sale price of unprocessed recyclable materials, the main factors being a combination of the:

- Volume of recyclable material;
- Distance from source to re-use location; and
- Amount of processing involved to make the recycled product fit for re-use.

Many of the recyclables are paid for per kg or per volume, hence if there is a fairly small volume the amount of money received will be minimal. The farther the distance from a processing or re-sale facility the less the recyclables are worth, as the cost of transport needs to be taken out of the value of the recyclable. The dollar value of a large volume of recyclable material that is close to a processing facility will be of greater value than a small volume of recyclable material that needs to be transported some distance before it can be processed and sold on.

5.3.2 SCRAP STEEL

The current practice for the selling of scrap steel involves Council maintaining a scrap steel stockpile and a Contractor collecting and removing the scrap steel from the site, paying Council a fixed dollar rate per tonne of scrap steel removed. The Contractor and the fixed dollar rate is to be selected through a tender process.

Around 290 tonnes of scrap steel was recycled in 2012. Currently the price received for scrap steel is \$165 per tonne. This equates to an annual income of ~\$48k from scrap steel. There is potential for Council to self manage a scrap steel stockpile which would mean Council could potentially sell the steel when prices are high and stockpile scrap steel during periods where scrap steel prices are low. To quantify if this would be feasible a price range of scrap metal was obtained from scrap metal purchasers in the region, the purchasers quoted paying a maximum rate of \$180 per tonne during the 2012 year. If it was possible to sell the entire 2012 annual scrap steel from Tharbogang (total 290 tonnes) for \$180 per tonne and extra \$4,350 could be generated each year through this approach. Taking this approach would incur some additional costs, these would be:

- Council resources to manage the stockpile; and
- Lost revenue should the price received be too low.

Based on this it is evident that there is a possible small gain to be had from self managing a scrap steel pile, however this comes at an increased risk. It is recommended that for the small potential gain it is not warranted for Council to self manage a scrap steel pile.

5.3.3 ENGINE OIL

Currently Council maintains a waste oil sump at the WMC. The waste oil is removed from site free of charge by a Contractor. It is understood the Contractor is required to take on part loads at various facilities in order to fill the truck.

On average 2 tonnes of waste oil is recycled annually from the Tharbogang facility. In some cases where there are large volumes of oil available a rate of 2-3 cents per litre can be paid by oil refiners for waste oil. If Council could manage to sell all of their waste oil an annual income of around \$60 could be received.

Based on the recorded waste oil volumes and the low value of waste oil it is recommended that the current practices continues whereby Council has the waste oil removed from site for free.

Annually around 1280 tonnes of green waste is received at the Tharbogang WMC. Without value adding to the product, marketing options for green waste are limited. The green waste marketing options identified by this investigation are:

- Mulch and use as a landfill phytocap;
- Mulch and resale to local customers; or
- Create a compost and resale to local customers.

Mulched green waste can be used as a landfill phytocap and it is understood that Council intend to use mulched green waste as phytocapping material. A phytocap is used to cover an expired landfill cell and prevents the infiltration of rainfall into the expired landfill cell. Phytocaps are advantageous as they effectively reduce the volume of leachate generated from a landfill cell and unlike clay material the phytocap does not shrink and crack during periods of dry weather. A feature of a phytocap is that it can support vegetation which acts to stabilise the landfill cap and through evapotranspiration it can reduce the volume of leachate generated at a landfill site.

Mulched green waste can also be provided to customers, either free of charge or at cost. Providing mulch to non commercial entities free of charge, or on a load for load swapping basis encourages recycling of green waste. Council would need to make only a limited supply available to customers so as to ensure enough mulch was retained for phytocapping.

The 1280 tonnes of green waste equates to around 4,250 trailer loads of green waste annually (assuming an average of 300kg per trailer). If council were to make half of the green waste available this would equate to 2,125 sales per year (assuming sales would not be limiting). Charges could be adjusted to match demand however an inception price of \$10 per trailer load would generate \$21,250 per year.

From an operations perspective, having green mulch buy back would be undesirable for two reasons; firstly there would be a need to have a loader and operator on standby which is likely to be cost prohibitive and secondly it is understood Council are wanting to use all of the mulch material as phytocap material.

Green waste can be mulched, composted and pasteurised into a high quality garden compost (as opposed to a mulch). The processes involved in generating compost from green waste mulch are specialised and require investing in significant infrastructure (a recently completed composting facility for the Orange Waste Project was in the order of millions of dollars). The approach of constructing a specialised composting facility is not deemed appropriate as it is understood Council is wanting to use all of the mulch material as phytocap material.

The cost of breaking down e-waste into its recyclable portions is subsidised through a product stewardship program. Without the funding of the stewardship program recycling of e-waste would not be viable. If Council could achieve the removal of e-waste from their site for free, this would be a good outcome. For this situation to change the saleable products from processed e-waste would need to increase in value and the process involved in recycling the e-waste would need to undergo significant technological advancements. An increase in the number of e-waste processors/recyclers would also see an increase in the value of unprocessed e-waste.

5.3.6 TYRES

The current practice of tyre disposal is for Council to maintain a stockpile within the WMC. When a suitable quantity is accumulated a load is then taken off site to a facility licensed to dispose of tyres. This is at a cost to Council.

There are limited options for the disposal of tyres, the options are to either dispose of the used tyres in an appropriately licensed facility or recycle tyres. The only recycling option available for tyres is to have a contractor collect the tyres, remove the steel and produce two recyclable products (rubber and steel). Either option requires a cost to be incurred for the disposal of the tyres.

5.3.7 MIXED RECYCLABLES

There are currently no options available at the WMC for the collection of mixed recyclables such as paper, cardboard, glass & plastic bottles, aluminium & steel cans.

The volume of mixed recyclables likely to be received at the WTS is estimated to be minimal. This is because there is already a kerbside collection service operating for Griffith residents. Customers can take recyclables which are not collected through the kerbside collection service to privately operated facilities within Griffith. Given the likely small volumes it is logical to combine this stream with another larger recyclables stream, that being either the recyclables stream collected by the current recyclables kerbside collection service provider (JR Richards), or a privately operating recyclables company, Griffith Recycling.

Options for removal of cardboard, glass and plastics include approaching either the recyclables kerbside collection service provider (JR Richards) for providing an 'on request' service or approaching the privately operating recyclables company, Griffith Recycling.

Future Infrastructure

6.1 SECTION OVERVIEW

The potential for the establishment of a Resource Recovery Centre (RRC) and a Materials Recovery Facility (MRF) has been assessed within this section.

An RRC is also known as a 'buy back centre' and involves intercepting recyclable goods that are suitable for reuse & resale, without any product improvement, prior to them entering landfill. Typical goods intercepted and sold at an RRC includes push bikes, electronics, plants as well as office and home furniture. Ideally an RRC operates by having vehicles stop for inspection prior to entering a landfill or WTS facility, this gives the RRC operator a chance to inspect the load for recyclable goods prior to waste being placed into landfill. A RRC is a waste diversion strategy as they divert potentially reusable goods from being entered into valuable landfill space.

The purpose of a MRF is to separate, sort and compact mixed recyclables. This process improves the density of the recyclables and consequently transportation costs are reduced. There is a critical point whereby a MRF is financially viable. This is the point where the following costs savings are greater than the cost of constructing and operating a MRF:

- Savings in transportation (through compaction and improved density); and
- The cost difference between creating the raw recycled product and the value added by processing the product through the MRF.

Regardless of the viability of either an RRC or MRF the concept design layout has made allowance for the possible inclusion of these facilities in the future. This has been provided due to the ever changing and evolving waste and recycling industry. Provision for this infrastructure provides a level of reassurance that the Tharbogang facility has the capacity to deal with future changes to the waste environment.

6.2 RESOURCE RECOVERY CENTRE (RRC)

The operating costs of a RRC can easily outweigh any proceeds from the sale of recovered goods. The value of an RRC is achieved through minimising the volume of waste entombed in a landfill cell each year – prolonging the need for expanding a landfill.

This section presents the results of a net present value (NPV) analysis undertaken to determine the feasibility of constructing a RRC at Tharbogang. The NPV is the difference between the present value of the net cash inflows generated by a project and the initial capital outlay. The NPV compares the value of a dollar today to the value of a dollar in the future, taking inflation and returns into account.

For a RRC to be financially viable the cost of constructing and operating a RRC needs to be offset by saved landfill space and any revenue generated by the sale of reusable goods. A financial analysis has been undertaken to help determine the feasibility of constructing a RRC using the following assumptions:

- The RRC is manned for 5 days per week (nominally Wednesday to Sunday). A cost of \$60,000 pa has been assumed for this labour unit;
- An annual operating costs of \$5,000 is assumed (electricity, disposables etc.);
- The upfront capital cost of the RRC is estimated to be \$265,000;
- A time period of 30 years has been used, coupled with an annual discount rate of 7%; and
- The RRC generates \$10,000 of income through the sale of reusable goods.

For the first year of operation the RRC cost is estimated to be \$320k (\$265k + \$5k + \$60k - \$10k). Following the first year of operation the annual cost is estimated to be \$55k (\$5k + \$60k - \$10k).

Based on the above assumptions the Present Value (PV) of constructing and operating the RRC is \$40,982.

In 2012 approximately 24,000 tonnes of waste was entombed in landfill at the Tharbogang WMC, assuming a compacted waste density of 0.85t/m³ the volume of waste entombed would be around 28,200m³. Based on recent project experience the cost of creating landfill void space can be around \$100 per m³. This cost estimate includes many variables and as such would need to undergo detailed analysis to determine an exact cost relevant to Griffith. It is provided for the purposes of gaining a broad appreciation of the likely feasibility of constructing and operating a RRC. The \$100 per m³ includes items such as land acquisition, project approvals, design, construction and environmental controls.

For the purposes of this analysis one cubic meter of waste diverted from landfill space has been classified as generating \$100 of income.

The volumetric percentage of waste diverted from landfill through the implementation of RRC's is largely unknown to the waste industry and diversion rates are variable between locations. For this reason a sensitivity analysis has been undertaken which has considered a range of potential diversion percentages achieved through the implementation of a RRC. **Table 6.1** shows the total income generated from the RRC for a range of diversion percentages potentially achieved and gives an indication of the sensitivity of an RRC to potential diversion percentages:

Table 6.1 – RRC Waste Diversion Rate and Potential Income

		PV of annual income generated	PV of annual costs	NPV of RRC
0	0	\$0	\$40,982	-\$40,982
2	480	\$33,235	\$40,982	-\$7,747
4	960	\$61,471	\$40,982	\$20,489
6	1,440	\$89,706	\$40,982	\$48,724
7	1,680	\$103,824	\$40,982	\$62,842
8	1,920	\$117,941	\$40,982	\$76,959
10	2,400	\$146,176	\$40,982	\$105,194

Based on the assumptions stated herein the RRC would need to achieve a waste diversion rate of around 3% to exceed the ~\$41k NPV of costs associated with constructing and operating the RRC.

6.3 MATERIALS RECOVERY FACILITY (MRF)

It is common practice within the waste industry for mixed recyclables (paper & cardboard, glass & plastics bottles, steel & aluminium cans) to be collected within the one household recyclables collection bin (as is the current practice at Griffith). A facility which separates, crushes, compacts and packages mixed recyclables is known as a Materials Recovery Facility (MRF). A MRF has two primary functions. The first function is to group recyclables into common products, i.e. all the aluminium cans grouped together. This is achieved through separation of the mixed recyclables. The second function of a MRF is to compact and package the grouped recyclables into easily transported units. From these two functions a compacted and saleable raw recyclable product is produced.

Processing recyclables through a MRF comes at a financial cost. For a MRF to be financially viable the cost of constructing and operating the MRF must be overcome by adding value to the product and reducing transportation costs.

The value added to mixed recyclables by processing through a MRF must be greater than the cost of constructing and operating the MRF. Through compaction of post processed, mixed recyclables transportation cost savings are made. These cost savings are influenced by haul distances and need to be factored into the financial viability of constructing and operating a MRF. The greater the processing throughput the greater the utilisation rate of capital infrastructure and the more financially efficient the MRF becomes. There is a critical point where the MRF throughput and transportation cost savings will be large enough for a MRF to be financially viable.

Based on the investigations to date there is a significant shortfall of mixed recyclable products available to Griffith Council to make the construction and operation of a MRF financially viable. Future technologies and growth may make MRF's more financially viable. Should Council decide not to pursue the idea of a labour intensive MRF it is recommended that a MRF not be constructed at Tharbogang.

Drawings



**MINUTES OF THE COMMUNITIES MANAGEMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON
18 FEBRUARY 2014 COMMENCING AT 4.10 PM**

PRESENT

Councillor Anne Napoli (Chair), Councillor Alison Balind, Susan Delves (Community), Michelle Druitt (Community), Judy Johnson (Community - Alternate), Anita Naidoo (Community), Sue Reynolds (Community), Jenna Thomas (Stakeholder).

STAFF PRESENT

Director Sustainable Development, Neil Southorn; Community Development Coordinator, Peta Dummett, Community Development Officer; Robyn Tabrett, Aboriginal Liaison Officer; Roger Penrith, Minute Secretary; Jennifer O'Donnell-Priest.

Quorum = 6

Councillor Napoli introduced and welcomed Council's new Community Development Officer, Robyn Tabrett.

CL01 APOLOGIES

RECOMMENDED on the motion of Sue Delves and Anita Naidoo that apologies be accepted from Councillor Pat Cox.

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Sue Delves and Anita Naidoo that the minutes of the previous meeting held on 17 December 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

3.1 Community Road Map - Tai Chi Classes

Ms Dummett gave an update on the Tai Chi Classes run provided by NSW Health. These classes are being held at the Aged Care and Community Health Centre.

3.2 Community Road Map - Community Services and Equipment

Ms Thomas enquired as to whether the services and equipment have been promoted to the community e.g. sports van, engraver at library etc.

Ms Dummett advised that a media release about home security and the free loan of engravers was done prior to Christmas. The sports van has not been advertised because of the PCYC currently using it. Ms Thomas requested that this be followed up.

3.5 Youth Engagement Strategy

Ms Dummett advised that she has been in contact with Principals of Wade and Griffith High School regarding addressing a future Community Management Committee Meeting but a date had not been set.

RECOMMENDED on the motion of Sue Delves and Councillor Balind that a meeting be set up with the Principals of Wade High and Griffith High School.

3.6 Midnight Basketball

Mr Southorn advised that Ms Tabrett and Mr Penrith are able to review the Midnight Basketball strategy and put on the radar. The Sports Council are informed and are happy to be involved. The Westend Stadium Manager is informed and enthusiastic to participate. The next is to work with Midnight Basketball Organisation to gain further support and commence community liaison.

CL06 Resignation of Community Representative

Following the advertisement of a community representative Ms Dummett advised that two (2) nominations had been received. It was noted that there were two vacant positions on the Committee for community members.

RECOMMENDED on the motion of Councillor Balind and Jenna Thomas that both Hifo Loseli and Lexi King nominations be accepted to join the Communities Management Committee (pending endorsement by Council).

CL08 Community Donations Scheme

The next round has been advertised. To be discussed in General Business.

GB10.2 Community Committee Associations - COG Issue

Ms Thomas reiterated that as a member of the Community Opinion Group she has never had any information sent to her or notification of any community related issues. She enquired as to how many items of information had been sent out. Mr Southorn advised that there had been a technical issue with Council's computer firewall blocking communications and also acknowledged a decrease in information. Mr Southorn requested that this item be listed for the next Committee agenda.

Staff Comment

Post Script: Mr Southorn to consult with Senior Management Team and will advise Committee of outcome (not necessary to list as an Agenda item).

CL04 DECLARATIONS OF INTEREST

Councillor Balind – Non-Pecuniary Interest - Community Engagement Strategy

Reason – Councillor Balind developed the Community Engagement Strategy whilst being employed as an officer of Council.

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

Sue Delves - Non-Pecuniary Interest - CL06 UCan Reach

Reason - Mrs Delves to facilitate UCan Reach Program in Griffith.

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

CL05 OVERVIEW OF PLAYGROUND AND CBD STRATEGIES

Mr Farnell, Council's Project Planner, gave an update and information on the Playground Strategy that is currently on Public Exhibition. Mrs Reynolds raised a question in relation to the recent receipt of a \$50k grant for the Yenda Playground and Council's 50% co-contribution and how this money will be allocated. Mr Farnell stated that it will still need to be determined but that it was likely that part allocation would be given to play space and part to toilet amenities.

Mr Farnell then presented the project framework for the CBD Strategy. The strategy is still in the information gathering stage but would be focussing on the Walter Burley Griffin original masterplan. Having a city that is beautiful, vibrant, healthy and sustainable are the key targets.

The Committee agreed that Griffith needed a strong vision and continued development of walking and bike tracks. The Committee also strongly agreed that priority should be given to improving the city's entrances. Mr Farnell advised that analyses on entrances are being undertaken. It was requested that the Committee be kept up to date with progress of the CBD Strategy.

CL06 UCAN REACH

Mr Southorn informed the Committee that UCan Reach program was being run in Griffith two (2) days a week for fourteen (14) weeks. This will be undertaken at the Western Riverina Community College.

Mrs Delves stated that an information session was to be held on 24 February. She advised that the program is not just for students that have done Year 12 but for the broad section of population. The commencement date will be Monday 10 March 2014.

CL07 DRAFT DISABILITY INCLUSION BILL 2014

Mr Southorn informed the Committee that the Department of Family and Community Services had drafted a new disability law after consultation with councils and general public. It is proposed that NSW Government departments will be required to develop Disability Action Plans (DAPs). Mr Southorn stated that although the submission period had ended that the Bill will be introduced to Parliament next year and would need to be on the Committee's 'radar'.

CL08 REVIEW OF COMMUNITY ASSISTANCE FUNDING

The second round of Community Assistance Funding is being advertised although most expenditure has occurred which only leaves a small amount to distribute. Ms Dummett advised that Ms Tabrett was currently undertaking review of the Community Assistance Funding program including policies relating to any financial assistance given by Council. This review is to ensure transparency and cohesion with Council's financial assistance process. Ms Dummett advised that Council is receiving an increased number of requests for financial support or assistance, therefore a robust review of guidelines is required that encompasses all monetary support.

CL09 GENERAL BUSINESS

9.1 Committee Purpose and Scope

Mrs Delves again enquired as to the purpose, scope and responsibility of the Committee. Ms Thomas also queried what actions the Committee could be involved in to facilitate community management.

Neil Southorn asked to take these queries on notice so that he could address the Committee next meeting. Any recommendations on assisting community strategies such as Headspace, Youth Week or any other listed in the Community Action Plan would help to 'lighten the load'. Mr Southorn suggested that information may be drawn from the Quarterly report and presented to the Committee for discussion and input.

Mr Southorn advised that the Committee's Terms of Reference will be listed on the next agenda for discussion.

Councillor Balind left meeting, the time being 5.23 pm.

9.2 Yenda - Well-being

Mrs Reynolds advised the Committee that residents still feel anxious that Council could do more to help regain village morale after the floods, and that the village businesses are still readjusting to changing circumstances. Mr Southorn said that Council had placed a priority on upgrading physical infrastructure such as drainage works. It may be possible to address the issue of long grass at the Police Station premises through Council Compliance.

Mrs Reynolds informed the Committee that Yenda will be celebrating their Centenary in 2015 and is hoping that this will lift morale. The Committee recommended that the organising committee or Yenda Progress should apply for rural and remote small communities funding. Community Development team would be available to assist with an application if required.

9.3 Aboriginal men's program

Mr Penrith advised the Committee that a 'Strong Aboriginal Man' program will be run in March. There will be three sessions run over three days and the facilitators will be writing to the General Manager to request time off for aboriginal staff to attend. The Committee requested a copy of the flyer. It was asked whether a woman's program will be run as well. Mr Penrith advised that it would and he would send a copy of flyer to the Committee.

9.4 Employment Opportunity for Aboriginal and Torres Strait Islanders

Mr Penrith advised the Committee that Wagga Wagga Base Hospital are undertaking a program where they are employing and putting Aboriginals through training to secure work at the hospital on completion of refurbishment. Council, TAFE and the Private Hospital Committee have discussed similar opportunities for Griffith.

9.5 Senior Weeks

It was noted that the Senior Week Program commences on 15 March. Council will be holding events throughout the week with two healthy lifestyle and nutrition programs on 19 March.

9.6 Resignation of Committee Member

It was advised that Graham Kilby has resigned from the Lands Council and therefore would not be attending further Community Management meetings. Robert Carroll is now acting in the Graham's role at the Lands Council. Judy Johnson will be attending meetings as the alternate aboriginal member.

9.7 Volunteer and Pecuniary Declaration Forms

Councillor Napoli advised the Committee on the current standing of Committee member declarations and Council's determination regarding the same. It was requested that forms be brought to the next meeting for those who have not completed them as yet.

CL10 NEXT MEETING

The next meeting of the Communities Management Committee is to be held on Tuesday, 18 March 2014 at Griffith City Council Chambers commencing at 4:00 pm.

There being no further business the meeting closed the time being 5.47 pm.



**MINUTES OF THE PIONEER PARK MANAGEMENT COMMITTEE MEETING
HELD IN THE MYALL PARK HALL, PIONEER PARK MUSEUM GRIFFITH ON
25 FEBRUARY 2014 COMMENCING AT 1.30 PM**

PRESENT

Councillor John Dal Broi (Chair), Councillor Pat Cox, Councillor Paul Rossetto, Doreen Stephens (Community), June McGrane (Community), John Robinson (Community), Maureen Scott (Community), Gordon McCaw (Community), Steven Murray (Community), Frank Perosin (Community), Rhonda Romagnolo (Community)

STAFF PRESENT

Director Sustainable Development, Neil Southorn; Manager Tourism and Economic Development, Greg Lawrence; Pioneer Park Manager, Bernadette Flynn; Pioneer Park Curator, Shirley Norris, Pioneer Park Technical Officer; Harvie Terrazas and Pioneer Park Administrative Assistant, Rosa Vasta; Minute Secretary, Jennifer O'Donnell-Priest
Quorum = 7

The Mayor, Cr Dal Broi introduced and welcomed the new Manager, Bernadette Flynn.

CL01 APOLOGIES

RECOMMENDED on the motion of Councillor Rossetto and June McGrane that apologies be received from Councillor Dino Zappacosta, Allan Bennett (Community), John Bisetto (Community).

Absent: Andrew Calabria

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Councillor Rossetto and June McGrane that the Minutes of the previous meeting held on 26 November 2013 and the Notes from 28 January 2014, having first been circulated amongst members, be confirmed with amendment to November meeting venue from Council Chambers to Pioneer Park.

CL03 BUSINESS ARISING

26 November 2013

BA 3.2 Datatrax (promotional video at Visitor's Centre)

Councillor Cox requested an update on the effectiveness of the Datatrax promotional video.

Mr Lawrence responded that the information was very limited as it had only just been installed but now it may be monitored over time.

BA 3.7 Todd Collection

To be raised in General Business.

GB 9.2 Fire Safety

Councillor Cox requested a status report on the fire safety concerns. Mr Southorn advised that the fire evacuation and mitigation measures had been addressed and was still being undertaken. Council's IT Department were being consulted on most appropriate equipment for PA system that included additional features.

Councillor Cox advised that Pioneer Park Web Page had not been updated to reflect that Mr Collins was no longer the Manager. Mr Lawrence will attend to this.

28 January 2014

BA 3.1 Australia Day Breakfast

Mrs Romagnolo expressed her concern regarding the Area News article regarding a question asked at the Ordinary Meeting of Council referring to the Australia Day Breakfast. The Mayor advised that he addressed this at the meeting and informed the questioner that approximately 150 people were in attendance and income was gained but this did not reflect in the news article.

CL06 Pioneer Park Draft Budget

Discussion took place on the Draft Budget. It was noted that the depreciation item and cottage lease income/expense item queries would be taken on board. A question was raised on the delegation of the Committee if Council determined that Council Committees were to change from 355 to Advisory Committees. Mr Southorn explained that the debate would be on focussed on delegations only and would not affect how the Committee operates.

CL04 DECLARATIONS OF INTEREST

Non Pecuniary Interest Declaration

Mr Steven Murray - Entrance Facility Project

Reason - Mr Murray's professional service has been engaged for this project.

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

Mr Steven Murray - General Business - The Todd Collection

Reason - Mr Murray is an architect and has offered his professional services for no fee to develop the Masterplan for Pioneer Park Museum.

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

CL05 INTRODUCTION TO THE MANAGER

Bernadette Flynn introduced herself and spoke on her background. She expressed her enthusiasm to undertake proposed projects and thanked Mr Terrazas for his valuable input. Mr Terrazas commented that he was inspired by Ms Flynn's vision and was looking forward to working towards goals for the Pioneer Park Museum.

CL06 GENERAL BUSINESS

6.1 Action Report

At this point in the meeting the Chair called on members to review and update the Committee Action Report. Updates were noted for the following:

- Conservation Management Plan - This will be revisited as a part of planning the strategic review.
- Pioneer Park Site Map - Completed.
- Tours - Bus tours commencing and catering being organised.
- Kitchen Completion - Kitchen completed. Item finalised and can be removed.
- Increase Catering - Catering has been promoted to bus groups.

6.2 Financial Report

RECOMMENDED on the motion of June McGrane and Gordon McCaw that the Financial Report for January/February be noted.

A query regarding the cost of hiring of facilities was raised. The question was taken on notice for the next meeting.

6.3 Memorandum of Understanding (MoU)

The Mayor requested that members review the MoU between Pioneer Park Museum and the Italian Museum Committee prior to the arranged meeting between the two parties on 5 April.

6.4 The Todd Collection

Mr Southorn reported that progress into establishing the Todd Collection was satisfactory. The Executrix had been consulted and a site visit and audit had taken place. The structural plan is in the process. An appropriate site for the water trough was determined. In discussion with the Executrix, she had offered her own bequeathed items for loan to Pioneer Park for additional display.

Discussion took place on the number of items to be displayed and the effect on the size/cost of the building, the appropriate storage for non displayed items and integrating the collection. It was noted that storage sheds may need to be considered in the CAPEX plan. Further discussion was had levelling land, customising the shed to the Museum i.e. utilising staff and project management. Mr Lawrence commented that the Committee needs to have a fully costed project so the Committee can make the appropriate determination.

RECOMMENDED on the motion of Steven Murray and Councillor Cox that a Todd Building Sub Committee be formed to expedite and oversee project. The Sub Committee members to be Manager Bernadette Flynn, Community member Rhonda Romagnolo, Technical Officer Harvie Terrazas, Councillor Pat Cox, Community member/architect Steven Murray and Curator Shirley Norris.

6.5 Work for the Dole

Councillor Rossetto enquired whether the Pioneer Park Museum/Council would participate in the Federal Government Work for the Dole initiative. The information was noted and will be kept in mind if/when the scheme commences.

6.6 Demolition of Church

Mr Terrazas put forward a proposal to investigate an alternative to the \$25,000 cost to demolish the Church due to asbestos. After consultation with another builder, it was believed that the building could be resurrected and made useable. Mr Terrazas to further investigate and report back to the Committee.

6.7 Pioneer Park Car Park

Mrs Romagnolo queried Council officers on who was responsible for the carpark out the front of Pioneer Park Museum. Her main concern was the water run deterioration through the car park area.

RECOMMENDED on the motion of Councillor Cox and John Bisetto that Council's roads engineering department investigate Pioneer Park Museum car park for proposed remedial action.

Councillor Rossetto suggested that if graded contours were placed diagonally than this would slow progress of water flow. He also recommended that a culvert be installed so that the water does not run off the road onto the car park.

6.8 Till Upgrade

Two quotes were presented for cash registers with Point of Sale software. Mr Lawrence requested that he consult with Council IT department to see if there is integrated equipment/software that can be used for EFTPOS as well as analyse information such as visitor entry etc. Item to be listed on next agenda for consideration.

CL07 NEXT MEETING

The next meeting of the Pioneer Park Management Committee is to be held on 25/03/2014 at Myall Park Hall, Pioneer Park Museum at 1.30 pm.

There being no further business the meeting closed the time being 2.47 pm.

GRIFFITH CITY COUNCIL
RESCISSION MOTION

**SUBJECT: RESCISSION MOTION - CL04 COUNCIL COMMITTEE DELEGATIONS
AND DESIGNATED PERSONS - ORDINARY MEETING OF COUNCIL
HELD 11 FEBRUARY 2014 - MINUTE NUMBER 0038**

Council has received a Rescission Motion on 24 February 2014. Councillors Doug Curran, Christine Stead and Simon Croce have lodged the following Rescission Motion in accordance with the Code of Meeting Practice. This Notice of Motion is attached.

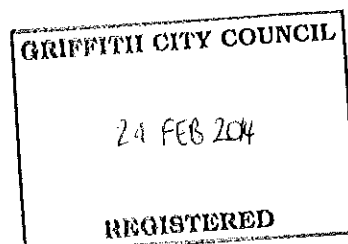
RECOMMENDATION

Rescind the motion from the Griffith City Council Ordinary Meeting held on Tuesday 11 February 2014 being:

"CL04 Council Committee Delegations and Designated Persons"

Resolved on the motion of Councillors Neville & Balind that:

- (a) The General Manager contact those members who are non-compliant and prepare a report for Council to be presented at a future meeting of Council.**
- (b) The Chairs of the various Committees with non-compliant members assist the General Manager.**



Notice of Rescission Motion

We the undersigned, move to rescind the motion from the Griffith City Council Ordinary Meeting held on Tuesday, 11th February 2014 being:

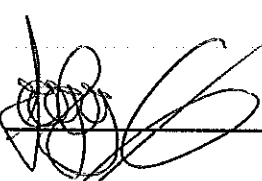
"CL04 Council Committee Delegations And Designated Persons"

Resolved on the motion of Councillors Neville & Balind that:

- (a) The General Manager contact those members who are non-compliant and prepare a report for Council to be presented at a future meeting of Council.
- (b) The Chairs of the various Committees with non-compliant members assist the General Manager.

Explanation:

Whilst the intention of this clause was to ensure the integrity and protection of all 355 Committee's and their members, it has become apparent that a minority of members prefer for various reasons not to complete the necessary forms. In an effort to ensure the current Committee structure remains successful, we should then remove the delegated nature of these committee's and as such rescind the need for members to complete these forms. I believe one of my fellow Councillors is preparing a Notice of Motion with a view of removing the delegation.

Signed 

Councillor Curran

Date 24.02.14

Signed 

Councillor Stead.

Date 24.2.14.

Signed 

Councillor Croce

Date 24-2-14

GRIFFITH CITY COUNCIL
NOTICE OF MOTION

SUBJECT: NOTICE OF MOTION - COUNCIL COMMITTEE DELEGATIONS AND DESIGNATED PERSONS

Council has received a Notice of Motion from Councillor Paul Rossetto regarding Council Committee Delegations and Designated Persons.

"I hereby give notice of the following motion for the Council meeting to be held on Tuesday, 11 March 2014." Notice of Motion is attached.

RECOMMENDATION

- (a) Council continue with the current Committee structure pending items b) and c)**
- (b) All Committees of Council established under Section 355 of the Local Government Act be deemed Advisory Committees with no delegations including the ability to make variations of expenditure within the approved budgets.**
- (c) Council no longer recognise community or stakeholder Committee members as designated officers exercising a function of Council.**
- (d) Council amend all current Committee Terms of Reference accordingly.**



Councillor	Paul Rossetto
Date	19 February 2014

NOTICE OF MOTION

Mr Brett Stonestreet
General Manager
Griffith City Council
GRIFFITH NSW 2680

Dear Brett

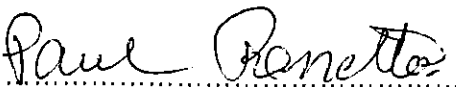
Re: Notice of Motion - Council Committee and Designated Persons

I hereby give notice of the following motion for the Council meeting to be held on Tuesday, 11 March 2014.

I move that:

- a) Council continue with the current Committee structure pending items b) and c)
- b) All Committees of Council established under Section 355 of the Local Government Act be deemed Advisory Committees with no delegations including the ability to make variations of expenditure within the approved budgets.
- c) Council no longer recognise community or stakeholder Committee members as designated officers exercising a function of Council.
- d) Council amend all current Committee Terms of Reference accordingly.

Yours sincerely



Councillor Paul Rossetto

19 February 2014

GRIFFITH CITY COUNCIL **REPORT**

SUBJECT: QUESTION TIME

ACTION OFFICER: Brett Stonestreet, General Manager

SUMMARY

Public question time will be followed by Councillor question time.

RECOMMENDATION

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

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
11 Feb 2014	CL05 INDEPENDENT LOCAL GOVERNMENT REVIEW PANEL - FINAL REPORT LOCAL GOVERNMENT ACT REVIEW TASK FORCE - FINAL REPORT	GM	953/2014	0039	RESOLVED on the motion of Councillors Napoli and Thorpe that: (a) Council prepare a submission in relation to the Independent Local Government Review Panel final report. (b) The submission in relation to (a) above provide in principle support to the report provided that the NSW Government adopts the recommendations as a package. (c) Council prepare a submission in relation to the Local Government Acts Review Task Force report. (d) The submission in relation to parts (b) and (c) above provide in principle support to the report with it being reflected that Council does not support the removal of "Rate Pegging".	03/03/2014: SMT Update. Draft submission prepared and distributed to Councillors for comment.
11 Feb 2014	COUNCIL COMMITTEE DELEGATIONS AND DESIGNATED PERSONS	MES	952/2014	0037-0038	RESOLVED on the motion of Councillors Balind and Neville that Council retain the current Committee structure until a review of the structure is undertaken. RESOLVED on the motion of Councillors Neville and Balind that: (a) The General Manager contact those members who are non-compliant and prepare a report for Council to be presented at a future meeting of Council. (b) The Chairs of the various Committees with non-compliant members assist the General Manager.	17/02/2014: Workshop to be held 18 February 2014. 03/03/2014: SMT Update. Rescission Motion received and to be considered on 11 March 2014.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

11 Feb 2014	MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS MANAGEMENT COMMITTEE MEETING HELD ON 20 JANUARY 2014	DSD	954/2014	0040	<p>(a) The Minutes of the Business Development and Major Projects Management Committee meeting held on 20 January 2014, having first been circulated amongst all members, be adopted with the exclusion of CL09 Amendments to Council's Engineering Guidelines.</p> <p>(b) Council prepare a draft amendment and exhibit the draft amendment of Council's Engineering Guidelines and other relevant policies to include the following....</p>	17/02/2014 Report being prepared.
11 Feb 2014	QUESTION TIME – COUNCILLOR ROSETTO - RECENT COUNCIL ACCIDENTS	MES	955/2014		<p>"Will Councillors be provided a detailed report of the 2 accidents by Council staff reported on 23/12/14 Area News. Including Workcover report. And what steps have been put in place to reduce future accidents in relation to workshop pits."</p> <p>Mr Stonestreet advised that a report will be forthcoming.</p>	<p>17/02/2014: Report in preparation.</p> <p>25/02/2014: Report in process, awaiting WHS report findings.</p>
11 Feb 2014	QUESTION TIME – COUNCILLOR THORPE - REPORT ON TERTIARY EDUCATION	DSD	956/2014		<p>"With a Memorandum of Understanding being signed (with much hope for the future) on 21 Sep 2007 between Griffith City Council, TAFE and Charles Sturt University could we please have a report or assessment on the progress made in this tertiary education area, including the Bachelor Degree details available in Griffith for 2014. It is approaching seven years since the memorandum - what has been the progress for Griffith? Thank you."</p> <p>Mr Stonestreet advised that a report will be prepared for Councillors and be distributed.</p>	<p>17/02/2014: Report in preparation.</p> <p>25/02/2014: Report being prepared and will come to Council 25 March 2014.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

28 Jan 2014	TENDER 2-13/14 SUPPLY AND DELIVERY OF WATER & SEWERAGE TREATMENT CHEMICALS	SWSE	623/2014	0030	<p>(a) Council accepts the offers on Tender 2-13/14: Supply and Delivery of Water & Sewerage Treatment Chemicals from:</p> <p>(1) Redox (for dense soda ash and sodium silica fluoride) at \$440/ton and \$1,250/ton</p> <p>(2) Omega Chemicals (for liquid alum) at \$247.50/ton</p> <p>(3) Orica (for liquid chlorine gas) at \$2,794/920 kg drum, and</p> <p>(4) Biosol (for replacement chemicals for ferrous chloride and magnesium chloride BRX 2DE, BRX 1CN, BRX 3EY) at \$12.10/litre, \$1.59/litre and \$16.35/litre</p> <p>(b) Council approve purchasing of alum replacement chemical from Nalco (Altrion 44560) pending the outcome of two (2) more offered alternatives</p> <p>(c) Council approve purchasing of currently used dewatering polymer from Nalco (Polymer 71306), pending the outcome of one (1) more offered alternative</p> <p>(d) A future report to Council be submitted following the completion of trials with offered alternative chemicals.</p>	<p>11/02/2014</p> <p>Letters of approval completed 31/1/14.</p>
28 Jan 2014	WATER METERING OF STRATA DEVELOPMENTS – PROPOSED CHANGE TO POLICY	DU	621/2014	0021	<p>(a) Council amend Policy WS-CP-202 to not require separate water meters for each new Title created in the conversion of single owner unit developments to Strata or Community Title.</p> <p>(b) Recommendation (a) apply subject to a</p>	<p>30/01/2013</p> <p>Policy advertised. Submissions to be received to 7 March 2014.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

					development approval condition on the proponent that a body corporate be established through which Council can legally charge for water access and consumption and sewer. (c) The draft amended policy be placed on public exhibition for a period of 28 days and if no objections to the proposed amendment be received that the policy be adopted.	
28 Jan 2014	COMMUNITY STRATEGIC PLAN – GROWING GRIFFITH 2030 – INDICATORS AND MEASURES	MES	620/2014	0020	RESOLVED on the motion of Councillor Balind that the report lay on the table.	17/02/2014 Workshop 4 March 2014.
14 Jan 2014	MM01 PETROLEUM EXPLORATION LICENCE APPLICATION	GM	316/2014	0003	(a) Council prepare and forward a submission in relation to Petroleum Exploration Licence N. PELA 154. (b) The Mayor and General Manager be authorised to discuss this matter and other licence applications with adjoining Local Government areas and private sector agricultural industry groups. (c) The submission be prepared referencing the provisions of the State Government document 'Public Comment Process - for the exploration of coal and petroleum, including coal seam gas.'	20/01/14: NSW Farmers meeting on 23/01/14 to discuss also. Council meeting with Murrumbidgee Valley Stakeholders Group on 6/02/14 to discuss this issue. 17/02/2014: Submission lodged. 03/03/2014: Completed. Finalised.
14 Jan 2014	CL03 GIRL GUIDES HALL - YENDA - PROPOSED DEMOLITION	CPO	319/2014	0006	Councillor Rossetto MOVED that the report LAY ON THE TABLE. (interest been shown in restoring hall).	20/01/14: Council staff organising a site visit with Councillors. 17/02/2014: Premises inspected by staff and councillors today. 03/03/2014: Report to Council 11/03/14 for consideration.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

14 Jan 2014	QUESTION TIME (GM)	WMM	328/2014		Mr Lance Perry, on behalf of the Community and Development Council of Griffith Inc. asked the following question: "The parking area in Kookora Street adjacent to City Park keeps being brought up by members of the public, both by drivers of trucks and vehicles as well as patrons to City Park. Their concern is that of safety when alighting from their vehicles in Kookora Street to access City Park. Griffith City Council would be aware that this has been a concern from the beginning of the city park project As a duty of care by Council to the public we suggest the follow to the Council to discuss and resolve. 1. That warning signs or other devices be installed to alert vehicle drivers including truck drivers and other road users of children alighting from vehicles to access City Park. 2. That a proper parking area in the community gardens be built for those accessing city park with clear signage alerting to the parking area. 3. No parking signs along Kookora St adjacent to Park." The General Manager, Mr Brett Stonestreet advised this matter would be taken on notice and a written reply be provided to the president.	20/01/2014 Matter will be referred to the Transport Committee and Council's urban design team. 17/02/2014 Considered by Traffic Committee 11 February 2014. Letter of reply drafted. 03/03/2014 Completed. Finalised.
10 Dec 2013	MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS MANAGEMENT COMMITTEE MEETING HELD 18 NOVEMBER 2013	MES	243/2013	0416	That the Minutes of the Business Development and Major Projects Management Committee held on 18 November 2013, having first been circulated amongst members, be adopted with the matter regarding Minute Number 0201 Laid on the Table. (RECOMMENDED on the motion of Paul Pierotti and Peter Bonaventura that Council rescind the following resolution adopted at the Council	06/01/2014 Clarification sought from DLG - response received - matter to be discussed at Council workshop 21 Jan 2014 for future determination by Council. 17/02/2014 Workshop to be held 18 February 2014. 03/03/2014: Matter pending.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

					<p>Meeting held 25 June 2013:</p> <p>0201</p> <p>RESOLVED on the motion of Councillors Lancaster & Balind that members of all 355 Committees are identified by the Council as designated persons because the functions of the Committee involve the exercise of the Council's functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the Committee and the member's private interest.</p> <p>Mr Stonestreet advised that Committee members are still required to submit Pecuniary Interest Declarations and Non-Pecuniary Interest Declarations in relation to specific agenda items on a case by case basis.</p> <p>SMT COMMENT:</p> <p>The resolution 0201 of Council of 25 June 2013 has been acted on by staff therefore this resolution cannot be rescinded. Council staff are investigating options for Council to consider this issue. The primary issue being researched is whether Section 355 Committees which have delegated authority to act "involve the exercise of the Council's functions". If this is the case then all Committee Members should be designated persons.)</p>	
26 Nov 2013	PLAYGROUND STRATEGY REVIEW	UDDM	10810888	0371	<p>(a) Council place the draft Griffith Playground Strategy (2013) on public exhibition for a minimum of 40 days.</p> <p>(b) After assessing submission and making</p>	<p>09/12/2013 Strategy has been put on public exhibition until 21/02/2014.</p> <p>03/03/2014: Submission/s received.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

					relevant amendments, a further report will be presented to Council with a view to its adoption.	Further report to Council on 25/03/2014.
12 Nov 2013	NOTICE OF MOTION – GRIFFITH POUND	MES	10767328	360	<p>(a) Griffith City Council complete a review of operations at the Griffith pound including but not limited to:</p> <ul style="list-style-type: none"> * Animal intake * Animal accommodation * Animal re-homing. <p>(b) As part of that review, Council investigate costs and options for providing subsidies to those who reside within the Local Government area to have animals de-sexed.</p> <p>(c) Proposals for redevelopment of the facility be incorporated into the report, including preliminary costs, as well as alternatives for operating the facility.</p> <p>(d) The final report be presented to Council in time for any financial implications to be considered as part of the budget process for the 2014-2015 financial year.</p>	<p>15/11/2013: Action: Finalised, Completed. Report commenced to be presented to Council at future date.</p> <p>25/02/14: Report awaiting Quantity Surveyor quotation.</p>
12 Nov 2013	MINUTES OF THE TRANSPORT MANAGEMENT COMMITTEE MEETING 14 OCTOBER 2013	DIO	10767212	356-357	<p>Minutes of the Transport Management Committee meeting held on 14 October 2013, having first been circulated amongst members, be confirmed with the following amendments:</p> <p>Clause 06 - Proposed Internal Signage at the Airport Terminal</p> <p>The recommendation as stated in the minutes be referred back to the Committee for further discussion.</p> <p>Clause 11 - Coffee Shop Airport Terminal</p> <p>Withdrawal of the following recommendation:</p>	<p>20/11/2013: Action: Comments - The Internal signage proposal is the subject of an additional Report to the Transport Management Committee on 8 December 2013. An EOI is currently being drafted for the Coffee Shop at the Airport Terminal.</p> <p>17/02/2014: EOI advertised 10 February 2014.</p> <p>03/03/2014: Report in preparation for Council 25/03/14.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

					<p>RECOMMENDED on the motion of Councillor Curran and Christine Tomlinson that:</p> <p>(a) Peeches Mobile Coffee Van be given a two week trial period operating in the Griffith Airport Terminal providing that relevant documentation including insurance, written request be submitted.</p> <p>(b) Following the trial a further Expression of Interest be advertised.</p> <p>RESOLVED on the motion of Councillors Lancaster and Stead that in relation to Clause 11.1 - Coffee Shop Airport Terminal an Expression of Interest be advertised prior to a trial period being undertaken.</p>	
22 Oct 2013	UPDATE ON AIR TRAVEL BETWEEN GRIFFITH AND MELBOURNE	GM	10702578	0345	<p>The Mayor seek Expressions of Interest from other airlines in order to find an operator for the Griffith/Melbourne route.</p>	<p>04/11/2013: Investigations continuing into alternate airlines.</p> <p>17/02/2014: Par Avion Proposed to commence March 2014.</p> <p>03/03/2014: Finalised. Completed.</p>
23 Jul 2013	OPTIONS FOR THE DELIVERY OF MECHANICAL SERVICES TO GRIFFITH CITY COUNCIL	DSD	10366732	0239	<p>(a) Council construct a stand alone workshop on appropriate land and defer full redevelopment of the existing depot as the preferred option for continuation of mechanical and fabrication services.</p> <p>(b) Suitable accommodation to be made for the fuel supply.</p> <p>(c) Council consider a further report on the recommended means to implement part (a).</p> <p>(d) A Working Group of Council be established to guide the planning, design and construction of the facility.</p>	<p>05/08/2013: Due diligence of alternative sites under way. TORS for Working Group to be circulated.</p> <p>18/09/2013: Action: Finalised, Completed. Finalised CRMS as per SMT 16/09/13. Working Group has commenced operations. Proceeding with acquisition of land. Minutes of Working Group to be submitted to Council.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 11 MARCH 2014

					(e) Further redevelopment of the Depot site and costings for the implementation of the same; be subject to a further report to Council.	<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>
23 Jul 2013	NOTICE OF MOTION - COOPER ROAD	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 SMT Update: 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>