



ORDINARY MEETING OF COUNCIL

Agenda

Tuesday, 28 January 2014 at 7.00 pm

CONFLICTS OF INTEREST

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

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

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

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

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

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

COUNCIL CODE OF CONDUCT

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

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

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

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

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

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

STAFF RESPONSIBILITY AND REPORT AUTHOR CODES

REPORT AUTHORS

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

PUBLIC QUESTION TIME

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

34. Question time – members of public

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

COUNCILLOR QUESTION TIME

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

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

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



**ORDINARY MEETING OF GRIFFITH CITY COUNCIL
TO BE HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON
TUESDAY, 28 JANUARY 2014 AT 7.00 PM**

Griffith City Council
PO Box 485
GRIFFITH NSW 2680

Mayor and Councillors:

NOTICE OF MEETING

I have to inform you that an **ORDINARY MEETING** of the Council will be held in the **Council Chambers, Griffith** at **7.00 pm** on **Tuesday, 28 January 2014**.

The agenda for the meeting is:

- 1 Acknowledgement and Council Prayer
- 2 Apologies
- 3 Confirmation of Minutes
- 4 Matters Arising from the Minutes
- 5 Declarations of Interest
- 6 Presentations

- 7 Mayoral Minutes

- 8 General Manager's Report

- CL01 p 14 Investments at 30 November and 31 December 2013
- CL02 p 19 Community Strategic Plan - Growing Griffith 2030 - Indicators and Measures
- CL03 p 42 Water Metering of Strata Developments - Proposed Change to Policy
- CL04 p 51 Griffith Shed for Men

- 9 Information Reports

10 Adoption of Committee Minutes

- p 70 Minutes of the General Facilities Committee Meeting held on 3 December 2013
- p 75 Minutes of the Environmental Sustainability Management Committee Meeting held on 10 December 2013
- p 82 Minutes of the Communities Management Committee Meeting held on 17 December 2013

11 Business with Notice - Rescissions Motions

12 Business with Notice - Other Motions

13 Question Time

14 Outstanding Action Report

15 Matters to be dealt with by Closed Council

- CC01 p 94 Tender 2-13/14: Supply and Delivery of Water & Sewerage Treatment Chemicals

Yours faithfully

JENNIFER O'DONNELL-PRIEST
GOVERNANCE OFFICER



MINUTES OF THE ORDINARY MEETING HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON 14 JANUARY 2014 COMMENCING AT 7.02PM

PRESENT

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

STAFF PRESENT

General Manager, Brett Stonestreet; Director Sustainable Development, Neil Southorn; Director Utilities, David Tull; Manager Executive Services, Shireen Donaldson, Works Manager Maintenance, Mr Manjit Chugha and Minute Secretary, Naomi Brugger.

MEDIA

Jack Morphett, The Area News

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

PROCEDURAL MATTERS

APOLOGIES

0001

RESOLVED on the motion of Councillors Stead and Curran that apologies be received from Councillors Balind and Neville, Director Infrastructure & Operations, Mr Dallas Bibby and Director Business, Finance & Cultural Services, Mr Max Turner a leave of absence be granted.

CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD 10 DECEMBER 2013

0002

RESOLVED on the motion of Councillors Thorpe and Stead that the minutes of the Ordinary Meeting of Council held in the Council Chambers, Griffith on 10 December 2013, having first been circulated amongst all members of Council, be confirmed.

BUSINESS ARISING FROM THE ORDINARY MEETING OF COUNCIL HELD 10 DECEMBER 2013

CL12 Adoption of Swimming Pool Inspection Program Policy

Councillor Croce asked if any inspections had been undertaken with the Director Sustainable Development, Mr Neil Southorn advising that the program had commenced with several hundred more to be undertaken as staff resourcing permits.

Minutes of the Tourism and Events Management Committee

Councillor Zappacosta enquired if the minutes of the La Festa Committee were going to be provided to the Tourism and Events Management Committee as per the commitment the committee were given?

Councillor Zappacosta also enquired as to the \$20,000 grant received by La Festa and requested an update.

Councillor Curran thanked Councillor Zappacosta for his comments and advised as Chair of the La Festa Committee, he had not received a request from Council for a copy of the minutes.

Councillor Curran added that the \$20,000 grant was for marketing from Destination NSW and means the marketing budget can be increased but does not add to the operating budget.

Councillor Zappacosta advised that the Minutes request was directed to and agreed to by Council's Manager Economic Development & Tourism Manager, Mr Greg Lawrence, who represents Council at the committee level.

DECLARATIONS OF INTEREST

NON-PECUNIARY INTERESTS

There were no non-pecuniary interests received.

PECUNIARY INTERESTS

There were no pecuniary interests received.

MAYORAL MINUTES

MM01 PETROLEUM EXPLORATION LICENCE APPLICATION N. PELA 154 0003 (M)

RESOLVED on the motion of Councillors Napoli and Cox that:

(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.'

GENERAL MANAGER'S REPORT

**CL01 LICENCE AGREEMENT - HOT FIRE TRAINING FACILITY - NSW
RURAL FIRE SERVICE**

0004 (CPO)

RESOLVED on the motion of Councillors Napoli and Thorpe that:

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

**CL02 LICENCE AGREEMENT FOR PART DRAINAGE RESERVE 159011 - 34A
HARWARD ROAD, GRIFFITH**

0005 (CPO)

Councillors Curran and Stead **MOVED** that:

- (a) Council approve to enter into a licence agreement with Altina Holdings Pty Ltd and Joseph Gino Altin for part drainage reserve 159011 (34A Harward Road) for a term of 10 years commencing 1 August 2013 and terminating 31 July 2023.
- (b) The licence fee continue to be charged in accordance with the original agreement currently \$118.74 for 2013/2014 to increase with CPI each year.
- (c) Altina Holdings Pty Ltd and Joseph Gino Altin be required to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration fee of \$359.
- (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal.

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

The motion was **PUT** and **CARRIED**.

RESOLVED on the motion of Councillor Lancaster that the report lay on the table.

CL03 GIRL GUIDES HALL - YENDA - PROPOSED DEMOLITION
0006 (CPO)

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

The motion was **PUT** and **CARRIED**.

RESOLVED on the motion of Councillor Rossetto that the report lay on the table.

MINUTES FROM COMMITTEES

MINUTES OF THE GRIFFITH COMMUNITY PRIVATE HOSPITAL MANAGEMENT
COMMITTEE MEETING HELD ON TUESDAY 26 NOVEMBER 2013
0007

RESOLVED on the motion of Councillors Napoli and Curran that the Minutes of the Griffith Community Private Hospital Management Committee Meeting held on 26 November 2013, having first been circulated amongst members, be adopted.

MINUTES OF THE FLOODPLAIN MANAGEMENT COMMITTEE MEETING HELD ON
THURSDAY, 5 DECEMBER 2013
0008

RESOLVED on the motion of Councillors Rossetto and Lancaster that the Minutes of the Floodplain Management Committee Meeting held on 5 December 2013, having first been circulated amongst members, be adopted.

MINUTES OF THE TRANSPORT MANAGEMENT COMMITTEE MEETING HELD ON
9 DECEMBER 2013 COMMENCING
0009

RESOLVED on the motion of Councillors Croce and Curran that the Minutes of the Transport Management Committee Meeting held on 9 December 2013, having first been circulated amongst members, be adopted.

MINUTES OF THE TRAFFIC COMMITTEE MEETING HELD ION 10 DECEMBER
2013
0010

RESOLVED on the motion of Councillors Curran and Stead that the Minutes of the Traffic Committee Meeting held on 10 December 2013, having first been circulated amongst members, be adopted.

QUESTION TIME

QUESTION TIME

(GM)

(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, 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.

COUNCILLOR QUESTION TIME

Councillor Paul Rossetto asked the following question:

"When will the review of LEP submissions put on hold commence?"

Director Sustainable Development, Mr Neil Southorn advised the review had commenced and the report would be presented to Council within the allocated 6 month period.

Councillor Christine Stead asked the following question:

"In reference to last Friday's meeting with external consultants at which council meeting was this moved and decided which consultants to use?"

The General Manager, Mr Stonestreet advised that this was carried out in accordance with the Procurement Policy, with three quotations obtained and a suitable consultant engaged. Mr Stonestreet added that the matter was not required to be determined by Council.

OUTSTANDING ACTION REPORT

0011

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

CLOSED COUNCIL

In accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005, in the opinion of the General Manager, the following business is of a kind as referred to in Section 10A(2) of the Act, and should be dealt with in a part of the meeting closed to the media and public.

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

The matters and information are the following:

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

CC01 TENDER 1-13/14 CONSTRUCTION OF DRAINAGE LAGOONS - THARBOGANG LANDFILL

Commercial Advantage 10A(2)(d)

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 commercial information of a confidential nature that would, if disclosed,

- (i) prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).
- (ii) confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).
- (iii) reveal a trade secret (Section 10A(2)(d)(iii)).

CC02 TENDER 3-13/14 GRIFFITH CITY COUNCIL SEWER RELINE PROGRAM 2013/2014

Commercial Advantage 10A(2)(d)

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 commercial information of a confidential nature that would, if disclosed,

- (i) prejudice the commercial position of the person who supplied it (Section 10A(2)(d)(i)).
- (ii) confer a commercial advantage on a competitor of the Council (Section 10A(2)(d)(ii)).
- (iii) reveal a trade secret (Section 10A(2)(d)(iii)).

0012

RESOLVED on the motion of Councillors Thorpe and Curran 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 the meeting at 7.54pm. The public and media left the chamber.

0013

RESOLVED on the motion of Councillors Stead and Napoli that open Council be resumed. Open Council resumed at 7.55pm.

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

MATTERS DEALT WITH IN CLOSED COUNCIL

CC01 TENDER 1-13/14 CONSTRUCTION OF DRAINAGE LAGOONS - THARBOGANG LANDFILL

0014 (DU)

RESOLVED on the motion of Councillors Zappacosta and Napoli that Council accept the tender offer of Snow's Excavation for Tender 1-13/14.

CC02 TENDER 3-13/14 GRIFFITH CITY COUNCIL SEWER RELINE PROGRAM 2013/2014

0015 (DU)

RESOLVED on the motion of Councillors Curran and Stead that Council accepts the tender offered by Kembla Watertech Pty Ltd for Tender 03-13/14: Griffith City Council Sewer Reline Program 2013/2014.

There being no further business the meeting terminated at 7.56pm.

Confirmed:
CHAIRPERSON

GRIFFITH CITY COUNCIL **REPORT**

CL01

SUBJECT: INVESTMENTS AT 30 NOVEMBER AND 31 DECEMBER 2013
FROM: Vanessa Edwards, Finance Manager

SUMMARY

This report details Council's investments for the months of November and December 2013.

RECOMMENDATION

Council note the investment report at the end of November and December 2013.

BACKGROUND

In accordance with Section 212 of the Local Government (General) Regulation, 2005 it is hereby certified that the investments detailed in the attached schedules have been made in accordance with Section 625 of the Local Government Act, 1993, its regulations and Council's current investment policy and strategy which were amended and adopted on 11 May 2010.

Management is striving to continue to build up cash and investment returns to provide ongoing financial stability and liquidity into the future.

OPTIONS

Not applicable

STATUTORY IMPLICATIONS

a) Policy Implications

The actions taken comply with Council's current investment policy and strategy, and the Ministerial Order as provided by the NSW Division of Local Government.

b) Financial Implications

As at the 31 December, 2013 Council had received a total of \$352,555 in interest coupon payments and a further \$43,868 interest from its ordinary trading account, giving a total cash received of \$396,423 YTD.

The overall net interest income recognised (when combining both interest received and market-to-market entries) at the 31 December, 2013 was \$510,542 against a YTD budget of \$610,002.

c) Legal/Statutory Implications

Section 212 of the Local Government (General) Regulation, 2005.

(d) Environmental Implications

Not Applicable.

(e) Community Implications

Not Applicable.

CONSULTATION

Senior Management Team

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

FINANCE AND MANAGEMENT:

To employ sound financial and other management practices so as to optimise use of Council's resources and ensure that the recipients of Council's services receive value and contribute on an equitable basis.

ATTACHMENTS

- (a) Statement of Funds at 30 November, 2013
- (b) Statement of Funds at 31 December, 2013
- (c) Investments Returns Analysis

(a) Statement of Funds at 30 November, 2013

GRIFFITH CITY COUNCIL

Statement of Funds Invested under Section 625 of the Local Government Act, 1993
30 November, 2013

INVESTMENTS

Annualised Return %	Type	Valuation Balance as at 30 November, 2013	Cash Flows for November, 2013	Non-Cash Valuation Adj's November, 2013	Fund as a Percentage of Total Investments
36.07%	BT Institutional Managed Cash	0.80	0.02		0.00%
3.73%	BT Institutional Enhanced Cash Fund	6,516.75		19.56	0.05%
2.44%	Perpetual Credit Income Fund	688,540.46	101.57	1,262.67	5.43%
19.34%	Hourglass	1,274,440.42		18,382.61	10.05%
22.22%	Interest Bearing Securities - non-ADI	-		4,110.00	0.00%
1.57%	UBS Cash Management Trust Account	58,622.81	(195.71)		0.46%
7.25%	Heritage Bank Bonds	1,068,000.00			8.42%
4.00%	Bendigo Bank 12 Month TD (Local) Maturity 21/07/14	555,612.14	1,826.67		4.38%
4.63%	NAB 365 Days TD (Local) Maturity 29/10/13	-			0.00%
4.44%	NAB 6 Month TD (Local) Maturity 28/09/13	-			0.00%
3.90%	NAB 12 Month TD (Local) Maturity 28/09/14	1,022,382.47	3,277.23		8.06%
4.40%	Bendigo Bank Local Term Deposit 12 months Maturity 28/03/14	1,000,000.00	3,616.44		7.89%
4.70%	AMP Term Deposit 365 Days Maturity 27/09/13	-			0.00%
4.80%	AMP Term Deposit 732 Days Maturity 29/09/14	500,000.00	2,057.53		3.94%
5.16%	Investec Term Deposit 732 Days Maturity 29/09/14	500,000.00	2,120.55		3.94%
4.03%	St George 365 Day Term Deposit Maturity 31/07/14	500,000.00	1,656.16		3.94%
4.11%	ME Bank 365 Day Term Deposit Maturity 31/07/14	750,000.00	2,533.56		5.91%
4.00%	BOQ 365 Term Deposit	750,000.00	2,465.75		5.91%
4.46%	St George 762 Day Term Deposit Maturity 04/05/15	2,000,000.00	7,331.51		15.77%
4.50%	CBA 5 Year Bank Bonds	2,000,000.00			15.77%
N/A	ANZ Premium Buisness Saver Account	7,790.18	4.81		0.06%
	Total	12,681,906.03	26,796.09	23,774.84	100%

Balance of Griffith City Council Trading Bank Account 7,150,432.47

Griffith Health Facilities Limited Bank Account Balances 5,435,148.55

Total Cash & Investments at 30/11/13

25,267,487.05

INTEREST

Interest Analysis	Actual
Accumulated Interest Brought Forward	366,443.52
Investment Interest for the month of November	50,570.93
Current Bank Account Interest for the month of November	6,826.02
Total interest at 30 November, 2013	423,840.47
Original Estimated Investment Income YTD @ November, 2013	508,335.00
Over (Under) Original Estimate	(84,494.53)
Percentage of Original Estimate Raised	83.38%
Percentage of Year at Report Date	41.67%

Fund	Original Estimate YTD	Actual YTD
Ordinary Fund	204,170.00	153,251.03
Water Fund	187,500.00	174,092.05
Sewerage Fund	102,500.00	82,670.57
Waste Fund	12,500.00	12,066.83
Western Riverina Library	1,665.00	1,759.99
Total	508,335.00	423,840.47
	Percentage of Year at Report Date	41.67%

In accordance with Section 212 of the Local Government (General) Regulation 2005, I hereby certify that the investments detailed above are made in accordance with the Local Government Act, its regulations and Council's investment policy adopted on 11 May, 2010.



RESPONSIBLE ACCOUNTING OFFICER

(b) Statement of Funds at 31 December, 2013**GRIFFITH CITY COUNCIL****Statement of Funds Invested under Section 625 of the Local Government Act, 1993****31 December, 2013****INVESTMENTS**

Annualised Return %	Type	Valuation Balance as at 31 December, 2013	Cash Flows for December, 2013	Non-Cash Valuation Adj's December, 2013	Fund as a Percentage of Total Investments
0.00%	BT Institutional Managed Cash	0.80			0.00%
3.14%	BT Institutional Enhanced Cash Fund	6,533.87		17.12	0.04%
5.89%	Perpetual Credit Income Fund	691,896.06		3,355.60	4.41%
18.51%	Hourglass	1,292,954.34		18,513.89	8.23%
1.55%	UBS Cash Management Trust Account	60,330.61	1,707.80		0.38%
7.25%	Heritage Bank Bonds	1,065,000.00	18,075.00	(3,000.00)	6.78%
4.00%	Bendigo Bank 12 Month TD (Local) Maturity 21/07/14	555,612.14	1,887.56		3.54%
4.63%	NAB 365 Days TD (Local) Maturity 29/10/13	-			0.00%
4.44%	NAB 6 Month TD (Local) Maturity 28/09/13	-			0.00%
3.90%	NAB 12 Month TD (Local) Maturity 28/09/14	1,022,382.47	3,386.47		6.51%
4.40%	Bendigo Bank Local Term Deposit 12 months Maturity 28/03/14	1,000,000.00	3,736.99		6.37%
4.70%	AMP Term Deposit 365 Days Maturity 27/09/13	-			0.00%
4.80%	AMP Term Deposit 732 Days Maturity 29/09/14	500,000.00	2,038.36		3.18%
5.16%	Investec Term Deposit 732 Days Maturity 29/09/14	500,000.00	2,191.23		3.18%
4.03%	St George 365 Day Term Deposit Maturity 31/07/14	500,000.00	1,711.37		3.18%
4.11%	ME Bank 365 Day Term Deposit Maturity 31/07/14	750,000.00	2,618.01		4.78%
4.00%	BOQ 365 Term Deposit	750,000.00	2,547.95		4.78%
4.46%	St George 762 Day Term Deposit Maturity 04/05/15	2,000,000.00	7,575.89		12.74%
4.50%	CBA 5 Year Bank Bonds	2,000,000.00			12.74%
5.10%	BOQ 5 Yr Term Deposit Maturity 5/12/18	1,000,000.00	4,250.00		6.37%
5.15%	ME Bank 5 Yr Term Deposit Maturity 5/12/18	500,000.00	2,145.83		3.18%
5.10%	ING 5 Yr Term Deposit Maturity 5/12/18	1,500,000.00	6,375.00		9.55%
N/A	ANZ Premium Buisness Saver Account	7,793.72	3.54		0.05%
	Total	15,702,504.01	60,251.00	18,886.61	100%

Balance of Griffith City Council Trading Bank Account
Griffith Health Facilities Limited Bank Account Balances

3,116,626.49
5,435,148.55

Total Cash & Investments at 30/11/13**24,254,279.05****INTEREST**

Interest Analysis	Actual
Accumulated Interest Brought Forward	423,840.47
Investment Interest for the month of December	79,137.61
Current Bank Account Interest for the month of December	7,563.99
Total interest at 31 December, 2013	510,542.07
Original Estimated Investment Income YTD @ December, 2013	610,002.00
Over (Under) Original Estimate	(99,459.93)
Percentage of Original Estimate Raised	83.70%
Percentage of Year at Report Date	50.00%

Fund	Original Estimate YTD	Actual YTD
Ordinary Fund	245,004.00	194,982.75
Water Fund	225,000.00	202,980.64
Sewerage Fund	123,000.00	96,388.80
Waste Fund	15,000.00	14,137.84
Western Riverina Library	1,998.00	2,052.04
Total	610,002.00	510,542.07
	Percentage of Year at Report Date	50.00%

In accordance with Section 212 of the Local Government (General) Regulation 2005, I hereby certify that the investments detailed above are made in accordance with the Local Government Act, its regulations and Council's investment policy adopted on 11 May, 2010.


RESPONSIBLE ACCOUNTING OFFICER

(c) Investments Returns Analysis - 12 month Annualised Yields

INVESTMENT RETURNS ANALYSIS - 12 MONTH ANNUALISED YIELDS			
Month	Average Funds Invested for the month	Interest Earned	Yield %
Jan-13	\$11,364,500	\$483,695	4.26%
Feb-13	\$11,623,618	\$91,466	0.79%
Mar-13	\$11,572,623	\$61,131	0.53%
Apr-13	\$12,547,708	\$157,318	1.25%
May-13	\$13,636,421	\$85,824	0.63%
Jun-13	\$13,169,880	\$92,990	0.71%
Jul-13	\$13,710,488	\$61,803	0.45%
Aug-13	\$14,780,632	\$113,869	0.77%
Sep-13	\$14,347,941	\$95,212	0.66%
Oct-13	\$13,893,941	\$66,082	0.48%
Nov-13	\$13,295,688	\$50,571	0.38%
Dec-13	\$14,192,205	\$79,138	0.56%
12 Month Annualised Performance			11.46%
Current Year Performance Jul 13 - Nov 13			3.30%
(Cash basis only, net of fees)			

GRIFFITH CITY COUNCIL **REPORT**

CL02

**SUBJECT: COMMUNITY STRATEGIC PLAN - GROWING GRIFFITH 2030 -
INDICATORS AND MEASURES**
FROM: Shireen Donaldson, Manager Executive Services

SUMMARY

Council is required to undertake a review process every four years to assess the effectiveness of the Community Strategic Plan (CSP) in achieving its objectives. The purpose of this report is to provide indicators/measures for the objectives set out in Griffith's CSP - Growing Griffith 2030 to assist with End of Term Reporting requirements.

RECOMMENDATION

Council adopt the Indicators and Measures for Growing Griffith 2030 as listed in Attachment (a).

BACKGROUND

The Local Government Act requires that in the year in which an Ordinary Election is held, Council must provide an End of Term Report tabling Council's achievements in implementing the Community Strategic Plan (CSP) over the previous four years. The report must address the implementation and effectiveness of the CSP in achieving its social, environmental, economic and civic leadership objectives.

The purpose of developing and implementing a Community Strategic Plan is to bring about some form of positive change or desired outcome within the community. So it is important to assess whether or not the community is making progress towards achieving these goals. The CSP must identify assessment methods for determining whether its objectives are being achieved. Proposed Indicators/Measures for the objectives listed in Growing Griffith 2013 have been provided in Attachment (a).

Items marked in 'red' are covered by the Community Survey items in 'black' will be measured by other means.

Council's Community Survey which was launched in November 2013 aims to provide valuable information regarding the community's satisfaction in relation to the objectives set out in the CSP. Other statistical data will also be collected to assess the effectiveness of the objectives of the Plan. This data will be collected following the adoption of the recommendation in this report to provide a benchmark for reporting against. A similar survey and data collection will need to be undertaken in 2016 to enable comparison of data for the End of Term Reporting process.

OPTIONS

Council could choose not to adopt the proposed Indicators/Measures however this is not the preferred option.

STATUTORY IMPLICATIONS

a) Policy Implications

Not Applicable

b) Financial Implications

Not Applicable

c) Legal/Statutory Implications

Section 406 of the Local Government Act 1993 - Integrated planning and reporting guidelines

(2) The guidelines can impose requirements in connection with the preparation, development and review of, and the contents of, the community strategic plan, resourcing strategy, delivery program, operational plan, community engagement strategy, annual report and state of the environment report of a council.

CONSULTATION

Senior Management Team

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

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

ATTACHMENTS

(a) Proposed Indicators & Measures for Growing Griffith 2030 (Manual Insert)

INDICATORS & MEASURES FOR GROWING GRIFFITH 2030

Note: Indicators/Measures in Red will be sourced from the Community Survey currently being conducted. Measures in black will be sourced from data/statistics including Council's records, Bureau of Statistics.

Leadership

- To engage in an integrated planning framework that ensures a sustainable future for Griffith and its community.
- To engage with the community and others in decision making and planning.
- To collaborate with partners.
- To be a respected, professional and accountable organisation.
- To encourage community wellbeing and safety.

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
C1 - Provide clear and transparent communication to the local community on matters in which it is concerned.	<p>C1.1 - Develop and implement a range of effective communication processes incorporating traditional and emerging technologies. (S)</p> <p>C1.2 - Educate staff and community on the processes of Council's adopted Community Engagement Strategy. (S)</p> <p>C1.3 - Adequately resource communication and engagement processes throughout the organisation. (S)</p> <p>C1.4 - Ensure agenda and relevant information is reviewed prior to meetings. (S)</p>	<p>Increased community satisfaction with overall communication by Council to the local community.</p> <p>Increase in visits to Council's websites.</p>	<p>(26) How satisfied are you with the overall communication by Council to the local community?</p>

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
C2 - Be well informed about current issues that impact our community.	<p>C2.1 – Council review the role of the proposed Community Reference Panel and existing community groups to garner information about relevant issues. (S)</p> <p>C2.2 - Regularly review local and national media. (S)</p> <p>C2.3 - Council and committee agendas and minutes are prepared and distributed in a timely fashion in electronic and printed form. (S)</p>	<p>Increased community satisfaction with opportunities to have a say on important issues.</p> <p>Increased satisfaction with how well the community is informed about issues that impact our community.</p>	<p>(37) How satisfied are you that you have adequate opportunities to have a say on important issues?</p> <p>(37) How satisfied are you with how well the community is informed about current issues that impact our community?</p>
C3 - Mentor and support potential leaders from diverse backgrounds and age groups to ensure adequate community representation.	<p>C3.1 - Council review the role of the proposed Community Reference Panel as a ‘training ground’ for civic office. (M)</p> <p>C3.2 - Develop mentoring processes to encourage and guide involvement in Local Government activities. (M)</p> <p>C3.3 – Council review the role of the Youth Advisory Committee and pursue alternative engagement practices. (S)</p>	<p>Increased community satisfaction in relation to how well Council supports leaders from diverse backgrounds and age groups.</p> <p>Increased community satisfaction with opportunities to engage with Councillors.</p> <p>Increased involvement in volunteering/community organisations.</p>	<p>(30) How satisfied are you that Council mentors and supports leaders from diverse backgrounds and age groups to ensure adequate community representation?</p> <p>(5) Do you feel you have sufficient opportunities to engage with Councillors?</p> <p>(36) How would you rate your involvement in the community as a volunteer or a member of a community organisation?</p>

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
		Increased number of volunteers and COG participants.	
C4 - To advocate on behalf of the community with State and Federal authorities	<p>C4.1 - Actively engage with State and Federal agencies/governments to develop and maintain ongoing dialogue on issues of local importance. (S)</p> <p>C4.2 - Develop strategies to positively impact in the areas of education, health, employment, community safety, infrastructure, transport and housing. (S)</p> <p>C4.3 - Provide support and assistance, where possible, to organisations wishing to deliver services and programs locally to address identified needs, such as the Community Working Party's Social Action Plan. (S)</p>	Increased community satisfaction with Council's role in representing local community issues to State and Federal authorities.	(28) How satisfied are you with Council in representing local community issues with the State and Federal governments?
C5 - To provide a governance role in the continuous development of the City of Griffith	<p>C5.1 – Provide efficient and contemporary internal services to ensure needs are met.</p> <p>C5.2 - Ensure accountability measures for good governance are in place and adhered to. (S)</p>	Council's compliance with relevant statutory reporting requirements within designated timeframes.	
C6 - To partner with organisations to facilitate the delivery of required services	C6.1 - Identify opportunities for external funding for projects and programs that will positively impact the local community. (S)	Number of Grants/funding opportunities achieved.	

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
to the Griffith community	C6.2 - Implement the strategies of the Strengthening Basin Communities Project (SBC). (M)		
C7 - Integrate the core themes, to ensure realistic and achievable goals are set	C7.1 - Provide adequate resources to plan and monitor activities and strategies across the organisation and the community. (S)	Council maintains a strong financial position and can deliver services and facilities to meet the changing needs of our community.	

Love the Lifestyle

- To encourage and facilitate community wellbeing and safety.
- To develop and promote diversity.

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
L1 - Create accessible and safe, liveable places.	<p>L1.1 – Promote positive health aspects of Active Transport options. (M)</p> <p>L1.2 - Develop and implement the strategies of the Hands Off Griffith Community Crime Plan (in development). (S)</p> <p>L1.3 - Finalise and implement the recommendations of the Playground Strategy and Plans of Management for Parks and Reserves. (S)</p> <p>L 1.4 – Further develop and implement the strategies of the Griffith Community Action Plan 2010 in partnership with State and Federal government agencies. (L)</p> <p>L1.5 – Work with key stakeholders to develop realistic and achievable mechanisms to mitigate and alleviate safety issues from built and natural impacts. (S) (M) (L)</p>	<p>Increased community satisfaction with accessibility options.</p> <p>Increased community perception of safety at home.</p> <p>Increased community perception of safety in public places.</p> <p>Improved community satisfaction with the presentation of parks and gardens, reserves and open spaces, sporting grounds, facilities at sporting grounds, City entrances.</p>	<p>(9) How would you rate access to buildings in Griffith for people with a disability?</p> <p>(33) How safe do you feel at home?</p> <p>(34) How safe do you feel in public places?</p> <p>(14) How satisfied are you with the presentation of Griffith's:</p> <ul style="list-style-type: none"> - Parks and gardens - Reserves and open spaces - Sporting grounds - Facilities at sporting grounds - City entrances

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
		Reduction in domestic violence, alcohol related assaults, property crime (NSW Bureau Statistics).	
L2 - Provide, maintain and monitor safe assets, facilities and services.	<p>L2.1 - Review the passive surveillance provided by CCTV throughout the Central Business District. (M)</p> <p>L2.2 - Develop and implement a detailed asset management and replacement program. (S)</p> <p>L2.3 - Implement the strategies of the Hands Off Griffith Community Crime Plan (in development) (S)</p> <p>L2.4 – In partnership with key stakeholders, implement strategies to mitigate the impact of built and natural events including but not limited to flooding, fire and other natural disasters. (S) (M) (L)</p>	<p>Improved community satisfaction with Council's assets, facilities and services.</p> <p>Availability of Floodplain Risk Management Plans and DISPLAN.</p>	<p>(6) How satisfied are you with the following facilities?</p> <ul style="list-style-type: none"> - Theatre - Aquatic Centre - Art Gallery - Library - Pioneer Park - Stadium - Pound - Visitors Centre - Cemeteries - Landfill <p>(10) How satisfied are you with the following services?</p> <ul style="list-style-type: none"> - Weed control - Garbage Collection - Kerbside recycling - Stormwater Drainage

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
			<p>(15) How satisfied are you with Council:</p> <ul style="list-style-type: none"> - Managing residential development - Town centre and village presentation - Village presentation - Litter control - Street cleaning - Public toilets - Parking for shoppers - Protection of heritage sites and buildings
L3 - Develop partnerships to grow health and educational services and facilities.	<p>L3.1 - Continue support of existing Memorandum of Understanding between Charles Sturt University and the NSW Riverina Institute of TAFE. (S)</p> <p>L3.2 - Continue support of existing medical</p>	<p>Increased community satisfaction with access to health services.</p> <p>Access to internet.</p>	<p>(35) How satisfied are you with access to community services?</p> <p>(44) How satisfactory is your ability to access the internet?</p>

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
	<p>students programs. (S)</p> <p>L3.3 – Build on existing relationships to ensure the established improved medical and health facilities and services. (M)</p> <p>L3.4 - Provide access to opportunities for self-education and improved well being using new technology eg. Internet access widely available at a range of locations, such as Library. (M)</p>	<p>Continued partnership with CSU and NSW Riverina Institute of TAFE to ensure provision of educational services.</p>	
<p>L4 - Plan and provide a suitable range of sporting, recreation and cultural facilities.</p>	<p>L4.1 - Implement the actions of the Griffith City Council Playground Strategy including Plans of Management for public reserves/parks. (S)</p> <p>L4.2 - Maintain and improve recreational facilities eg: parks, Lake Wyangan, Skate Park. (M)</p> <p>L4.3 - Encourage increased utilisation of existing recreation and sporting facilities by regularly maintaining existing infrastructure. (S)</p> <p>L4.4 - Investigate options to plan and develop facilities and services to meet the needs of the whole community – including young, ageing, low-socio economic and diverse community groups. (M)</p>	<p>Increased community satisfaction with a variety of leisure, recreational entertainment, arts and cultural activities.</p>	<p>(38) How satisfied are you with the variety of:</p> <ul style="list-style-type: none"> - Leisure activities - Recreational activities - Entertainment - Art and cultural activities.

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
L5 - Utilise facilities and services for optimal participation.	<p>L5.1 - Provide and promote accessibility to existing services and facilities, including sporting, education and cultural activities. (M)</p> <p>L5.2 - Promote pathways into alternative education and training where appropriate. (M)</p> <p>L5.3 - Promote the benefits of life-long learning. (M)</p> <p>L5.4 -Work with relevant agencies to establish support and mentoring through out of school hours programs. (S)</p>	Increased visits to Council facilities – Library, Theatre, Art Gallery, Aquatic Centre, Pioneer Park, Stadium.	
L6 - Integrate cultural and community groups and address issues faced by minority groups.	<p>L6.1 - Promote the implementation of Ethnic Affairs Priority Statement programs throughout the community. (S)</p> <p>L6.2 - Deliver diversity awareness training and support to new arrivals and community. (S)</p> <p>L6.3 - Support the implementation of first language education where appropriate. (M)</p> <p>L6.4 - Support the delivery of English language classes. (S)</p> <p>L6.5 - Develop projects and programs that actively address the incidence of bullying across the community. (M)</p>	<p>Number of volunteers and COG participants.</p> <p>Participation by broad range of community groups in Council's Committees.</p>	

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
	L6.6 - Promote the social and community benefits of volunteering.		
L7 – Promote, celebrate and build on our cultural diversity and cosmopolitan identity.	<p>L7.1 - Encourage participation in established activities celebrating community diversity. (S)</p> <p>L7.2 - Successfully deliver externally funded programs designed to increase community engagement by those from Culturally and Linguistically Diverse communities. (M)</p> <p>L7.3 - Increase and improve promotion of existing arts and cultural events and facilities. (S)</p>	Community values cultural diversity.	(32) Do you feel the community values our diverse population?
L8 - Acknowledge and be responsive to issues which have an impact upon the community's wellbeing and harmony.	<p>L8.1 - Maintain and build on current programs being delivered by local agencies and Council. (M)</p> <p>L8.2 - Support parents by increasing opportunities to access information and education on the role of parenting. (M)</p> <p>L8.3 – Review the strategies of the Hands Off Griffith Community Crime Plan. (S)</p> <p>L8.4 - Support parents by increasing access to quality child care. (S)</p> <p>L8.5 - Increase awareness of existing support services and programs. (M)</p> <p>L8.6 - Establish and promote an on-line</p>	Community satisfaction with response to issues impacting the community's well-being and harmony.	(29) How satisfied are you with Council's response to issues impacting the community's well-being and harmony?

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
	<p>process for information gathering and dissemination to address community safety issues. (S)</p> <p>L8.7 - Establish and promote Seniors Watch to help elderly people to maintain independent living options. (M)</p> <p>L8.8 - All new developments comply with the principles of Crime Prevention Through Environmental Design. (S)</p>		

Valuing our Environment

- To improve the ecological sustainability of Griffith's local environment.
- To preserve and enhance the natural and built environment.
- To develop and follow best practice in environmental management.

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
E1 - To reduce consumption and loss of water.	<p>E1.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water.</p> <p>E1.2 – Develop and implement a detailed asset management and replacement program for water infrastructure. (S) (M) (L)</p>	Reduced potable water consumption per capita.	
E2 - To increase reuse/recycling of wastewater and stormwater.	<p>E2.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water. (S) (M) (L)</p> <p>E2.2 – Develop and implement a detailed asset management and replacement program for sewerage. (S)</p>	Increase in reuse/recycling wastewater.	
E3 -To protect and enhance water quality.	<p>E3.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for water. (S) (M) (L)</p> <p>E3.2 – Develop and implement a detailed asset management and replacement program for water. (S)</p>	Increased community satisfaction with water quality.	(12) How would you rate the quality of Griffith's domestic water supply?

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
E4 - To reduce energy consumption and greenhouse gas emissions.	E4.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for energy, air and climate change. (M) (L)	Number of Council programs implemented to reduce energy consumption and greenhouse gas emissions eg Save Power, Earth Hour	
E5 – To improve air quality by reducing exposure to air pollution.	E5.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for energy, air and climate change. (M) (L)	Continued support of implementation of air pollution reduction programs eg stubble burning	
E6 – To minimise the environmental, social and financial costs of new development.	<p>E6.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment. (M) (L)</p> <p>E6.2- Provide development assessment and building certification services to the Griffith Community (S)</p>	Increased community satisfaction with environmental programs and education.	<p>(39) How satisfied are you with efforts being made in your community to:</p> <ul style="list-style-type: none"> - Protect and conserve the natural environment - To provide a liveable built environment - With regard to Environmental programs/education - To provide safe and clean food outlets

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
		Increased community satisfaction with Council's Land Use Strategy and Development Approval process.	(17) How satisfied are you with Council's Land Use Strategy and Development Approval process?
E7 – To preserve our natural and built heritage for future generations.	E7.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment. (S) (M)	Increased community satisfaction with the protection of the natural environment and provision of a liveable built environment.	(39) How satisfied are you with efforts being made in your community to: <ul style="list-style-type: none"> - Protect and conserve the natural environment - To provide a liveable built environment - With regard to Environmental programs/education - To provide safe and clean food outlets
E8 – To improve sustainable land use.	E8.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built environment. (S) (M)	Land Use Strategy implemented.	
E9 – To plan effectively and consider health issues within planning and sustainable	E9.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for land and the built	Community satisfaction with provision of bike paths, footpaths, exercise	(8) How satisfied are you with access to and provision of the following?

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
development frameworks.	environment. (S) (M)	equipment.	<ul style="list-style-type: none"> - Cycleways - Footpaths - Pedestrian access around shopping centres and community facilities - Lighting of public areas - Outdoor fitness equipment - Food Forest
E10 – To improve biodiversity by preserving and protecting existing biodiversity.	E10.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for biodiversity. (S) (M)	Increased active management and promotion of biodiversity eg weed control programs.	
E11 – To ensure and maintain the conservation of the natural environment.	E11.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for biodiversity. (S) (M) (L)	<p>Number of programs implemented.</p> <p>Increased amount of native plants planted.</p>	
E12 – To deal with waste more effectively, including using it as a resource.	E12.1 - Implement the Griffith City Council Environmental Sustainability Strategy's action plan for waste. (M)	<p>Reduction in dumped rubbish.</p> <p>Increased amount of waste recycled per capita.</p>	

Growing our City

- To develop our vibrant regional city.
- To ensure a balance between commercial and social infrastructure development.
- To enhance access to and from our city, as well as mobility within the region.

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
D1 - Develop Griffith as a centre of choice for trade, business, health, recreation and employment.	<p>D1.1 - Advocate for the early installation of National Broadband Network in the Griffith LGA. (S)</p> <p>D1.2 - Ensure development is planned and strategic, incorporating principles of sustainability and triple bottom line of being financially, socially and environmentally measured. (S)</p> <p>D1.3 - Advocate for access to improved health and allied health services through face-to-face and e-health processes. (S) (M) (L)</p> <p>D1.4 - Increase local access to further education options. (S) (M) (L)</p> <p>D1.5 - Promote the value of tourism and its economic benefits to the community. (S) (M) (L)</p>	<p>Increased perception of the community on the variety of retail options.</p> <p>Increased number of day and overnight visitors.</p> <p>Increased number of people employed in the tourism industry.</p>	(19) How satisfied are you with the variety of retail options?

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
D2 - Attract and develop new value-adding industries.	<p>D2.1 - Encourage the establishment of diversified industries. (S) (M)</p> <p>D2.2 - Advocate for the early installation of National Broadband Network in the Griffith LGA. (S)</p> <p>D2.3 - Improve the physical appearance of city and village entrances. (S)</p> <p>D2.4 - Encourage planned development in Griffith LGA villages and the wider region. (S) (M)</p> <p>D2.5 - Promote opportunities for small businesses to establish in our community. (M)</p> <p>D2.6 - Implement Economic Development Strategies to assist in filling vacant commercial spaces and consider location of shopping centres. (M)</p> <p>D2.7 - Invest in and implement the strategies identified by the Strengthening Basin Communities Project. (S)</p>	<p>Increased number of new businesses.</p> <p>Increased number of non-residential building approvals.</p>	

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
D3 - Develop Griffith as regional transport hub and inter-modal transport centre.	<p>D3.1 - Relocate freight terminal from Central Business District. (M)</p> <p>D3.2 - Improve facilities at existing Griffith transport infrastructure, ie: airport, bus interchange, railway station. (S)</p>	<p>Community satisfaction with location of freight terminal.</p> <p>Community satisfaction with Griffith's transport facilities - airport terminal, bus interchange, railway station facilities.</p>	<p>(43) Do you feel the current location of the Railway Street freight terminal is suitable?</p> <p>(42) How satisfied are you with Griffith's transport facilities?</p> <ul style="list-style-type: none"> - Overall - Airport Terminal - Bus Interchange - Railway station
D4 - Maintain and develop public roads, paths, cycleways and transport corridors.	<p>D4.1 - Develop and implement a detailed assets management and replacement program for roads, paths, cycleways and transport corridors. (M) (L)</p> <p>D4.2 - Extend and improve kerb and guttering in the CBD. (M)</p> <p>D4.3 - Install path/cycleways in residential areas. (L)</p> <p>D4.4 - Install path/cycleways to connect suburbs and villages. (L)</p> <p>D4.5 - Improve and maintain street lighting in residential and central business areas. (M)</p>	<p>Increased community satisfaction with sealed roads.</p> <p>Increased community satisfaction with unsealed roads.</p> <p>Increased community satisfaction with car parking.</p>	<p>(13) How satisfied are you with the maintenance of:</p> <ul style="list-style-type: none"> - sealed roads <p>(13) How satisfied are you with the maintenance of:</p> <ul style="list-style-type: none"> - unsealed (gravel) roads <p>(16) How satisfied are you with the car parking options in the CBD?</p>

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
D5 - Provide infrastructure in partnership with service providers.	<p>D5.1 - Advocate for the early installation of National Broadband Network in the Griffith LGA. (S)</p> <p>D5.2 – Investigate and provide options to implement the Strengthening Basin Communities Project strategies. (M)</p> <p>D5.3 – Facilitate the construction of appropriate accommodation for the delivery of additional health services. (S)</p> <p>D5.4 – Recommit to the Memorandum of Understanding between GCC, Charles Sturt University and NSW Institute of TAFE – Riverina to expand tertiary education options delivered locally. (S)</p>	Number of projects Council has partnered with external providers.	
D6 - Develop policies that encourage sustainable growth.	<p>D6.1 - Ensure development is planned and strategic, incorporating principles of ecological sustainability. (S) (M) (L)</p> <p>D6.2 - Progress the development of the new Griffith Cemetery to incorporate elements to accommodate the diverse cultural groups within our community.</p> <p>D6.3 - Implement the strategies identified in the Land Use Strategy. (M)</p> <p>D6.4 - Provide a suitable livestock marketing centre to facilitate the buying</p>	<p>Land Use planning is reviewed on a regular basis.</p> <p>Number of residential lots available from approved subdivisions.</p>	

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
	and selling of livestock. (M)		
D7 - Promote Griffith as a “centre of excellence”.	<p>D7.1 - Develop and sufficiently resource a cross-organisational marketing and promotion strategy that presents a unified and cohesive image of Griffith. (S)</p> <p>D7.2 - All new developments comply with the existing and future development strategies. (S) (M) (L)</p>	Improved community perception that Griffith is promoted as a Centre of Excellence.	<p>(31) How would you rate living in Griffith for:</p> <ul style="list-style-type: none"> - Young children - Teenagers - Seniors - Singles - Families - People with a Disability
D8 - Develop “easy access links” with key regional and capital centres (eg: Rex link to Melbourne).	<p>D8.1 - Relocate freight terminal from Central Business District. (M)</p> <p>D8.2 - Improve facilities at existing Griffith transport infrastructure, ie: airport, bus interchange, railway station. (S)</p>	Community satisfaction with transport services eg air, rail, bus.	<p>(41) How satisfied are you with the Griffith’s travel services?</p> <ul style="list-style-type: none"> - Overall - Air - Bus - Rail
D9 - Establish social and commercial infrastructure for the	D9.1 - Improve local access to affordable and appropriate housing – through rental or purchase options. (M)	Increased number of residential building approvals.	

Objective	Strategy – How do we achieve this	Indicators/Measures	Survey Questions
betterment of community wellbeing and natural resource management.	<p>D9.2 - Investigate the development of an outdoor pool facility. (L)</p> <p>D9.3 - Maximise community support for tourism by increasing awareness of how community interaction is central to the quality of experiencing the local region. (S)</p> <p>D9.4 - Maintain and improve services to villages and rural areas of Griffith LGA. (S) (M)</p> <p>D9.5 - Facilitate the development of a multi-purpose community centre that provides for all cultures and ages and incorporates a range of facilities ie: meeting rooms, office space, wet areas, family friendly. (M)</p> <p>D9.6 - Implement the actions of the CBD Enhancement Strategy. (S)</p> <p>D9.7 - Ensure buildings are accessible in accordance with disability access requirements. (S)</p>	<p>Increased satisfaction with support provided by Council for Small business, developers, generating local employment opportunities.</p> <p>Increased community satisfaction with Council managing residential development, town centre and village presentation, litter control, street cleaning, public toilets, parking, protection of heritage sites and buildings.</p>	<p>(18) How would you rate the support provided by Council for the following? Small business, developers, generating local employment opportunities.</p> <p>(15) How satisfied are you with Council:</p> <ul style="list-style-type: none"> - Managing residential development - Town centre and village presentation - Village presentation - Litter control - Street cleaning - Public toilets - Parking for shoppers - Protection of heritage sites and buildings

GRIFFITH CITY COUNCIL **REPORT**

CL03

**SUBJECT: WATER METERING OF STRATA DEVELOPMENTS - PROPOSED
CHANGE TO POLICY**
FROM: David Tull, Director Utilities

SUMMARY

Staff have received a request from PlanningMatters Development Services for a review of the condition for the separate metering of a multi-unit property in Wakaden Street when a property is converted to Strata Title. This is a requirement of Council Policy WS-CP-202 (Water Supply and Charges).

RECOMMENDATION

- (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.**
- (b) That recommendation (a) apply subject to a 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.**

BACKGROUND

Council's current Policy WS-CP-202 requires separate water meter connections for all new strata and community title properties.

Increasingly, single owner multi unit developments are being converted to Strata Title. These single owner units invariably only have one water meter connection with little consideration having been given to the internal plumbing to allow their easy conversion to individual units (Strata) ownership at a later date.

This policy review recognises the difficulties in complying with the current policy which requires individual metering of Strata Community Title units.

The issue for Council in this matter has been to ensure that the Body Corporate of a Strata or Community Title property was able to be legally charged for the service provided. Legal advice was sought and it was confirmed by Council's legal advisor that a Body Corporate was a legal entity able to accept and pay Council charges on behalf of its unit holders.

The draft policy attached will still require all newly constructed Strata and Community Title units to be separately metered and encourages, where possible, individual meters on redeveloped multi unit properties.

As Council's policies are to be reviewed in the near future, this policy has been updated with other minor amendments.

OPTIONS

- (a) Council approve the draft recommendation
- (b) Council not approve a change in the current policy
- (c) Other resolution as determined by Council

STATUTORY IMPLICATIONS

a) Policy Implications

If approved, there will be change to Council's existing policy WS-CP-202

b) Financial Implications

Not Applicable

c) Legal/Statutory Implications

Not Applicable

CONSULTATION

Senior Management Team
Engineer Design & Approvals Manager

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable

b) Corporate/Business Plan

Not Applicable

ATTACHMENTS

MANUAL INSERT

- (a) Proposed draft policy WS-CP-202 showing changes in red.

Water – Supply and Charges

WS-CP-202



Previous Policy Number: **720**
Original Adoption Date: 28 January 1992
Policy Revision Date: **2013**
Policy Revision No: **± 2**
Responsible Area: **Utilities Directorate**

Policy Objective:

To establish guidelines for the supply and charges for the use of Council's water supply.

Policy Statement:

1) SUPPLY OF WATER

a) Land to be supplied with water service

- i) Potable water will be supplied to all properties situated within the urban zones of Council's Deemed Local Environmental Plan.
- ii) Raw water will be supplied to major bulk users within the Griffith Local Government Area where feasible. Requests for connections will be at the discretion of Council and each application will be considered on its merits.
- iii) A dual potable and raw water supply ~~will be~~ **is currently** supplied to the Yenda village and Yenda rural area where feasible. Requests for connections will be at the discretion of Council and each application will be considered on its merits.

b) Land not to be supplied with water service

- i) Council may determine not to supply water to a parcel of land within the Council area in accordance with Section 557 of the Local Government Act, 1993.
- ii) Council has resolved not to supply water to land in those parts of the Council's area being ~~Portions Lot 210, 223 and 224, Parish of Ballinal, DP756035, County of Cooper and Lot 1829, DP 41710 Clifton Boulevard, Griffith. (Sec. 557(1) Local Government Act, 1993).~~

c) Extensions to Supply

Applications for extension to the water supply will be dealt with in accordance with Council's policy No. 745.

d) Water Meter Requirements

- i) Connection to the potable water supply shall be limited to a maximum of 25 mm where only a potable supply is available and a maximum of 20mm where the property is supplied with a dual service except in the case of industrial, commercial and medium density developments where hydraulic

calculations may be required. Individual cases may be considered on their merit and approved by ~~Council~~ **the Director, Utilities**.

- ii) Separate Council owned water meters are required for all newly **constructed** strata and community title properties. Only one meter is required for each residential flat development where separate titles do not exist, however the owner may choose to provide more than one meter.
- iii) **Where existing single owner multi-unit buildings are to be converted to Strata Title, Council encourages each strata unit to be metered where feasible.**

e) Plumbing Standards

It is the responsibility of every consumer, to ensure that plumbing works undertaken on their side of the meter comply with the ~~NSW Plumbing Code~~ **Plumbing Code of Australia**. The possibility of “Backflow” (water flowing back towards Council’s mains, or even in a reverse direction to that intended within the property) must be prevented. **Backflow Prevention Policy is covered under Policy WS-CP-201.**

Advice on plumbing standards, including backflow prevention, may be obtained by contacting Council’s Water Supply Section.

f) Connections to Trunk Water Mains

Council does not permit the connection of services to trunk water mains. Written requests for exemption may be considered by Council in exceptional circumstances.

Where such connections are permitted, Council cannot guarantee their minimum levels of service or reliability.

2) WATER SUPPLY CHARGES

a) Land liable for a water supply charge

- i) Water supply charges are to be levied, in accordance with Section 552 of the Local Government Act, 1993, on:-
 - land that is supplied with water from a water pipe of the Council; and
 - land that is situated within 225 metres of a water pipe of the Council whether the land has a frontage or not to the public road (if any) in which the water pipe is land and although the land is not actually supplied with water from any water pipe of the council.
- ii) Water supply charges will not be levied on land, in accordance with item 1(b) above, unless water could be supplied to some part of the land from a standpipe at least 1 metre in height from the ground level, if such pipe were laid and connected to the council’s mains (Section 552(2) of the Local Government Act, 1993).

b) Access Charges

- i) An annual access fee will be charged, in accordance with Section 501 of the Local Government Act, 1993, on all service connections in accordance with item 2 (a)(i) above.
- ii) The access fee is based on the type of service connection (meter size) and will be charged at the amount adopted in the Council's revenue policy.
- iii) Where a property is liable for a water supply charge in accordance with 2(a)(i) above but is not connected to the water supply a 20mm access fee will apply.

c) Consumption Charges

- i) All supplies are metered and a consumption charge will be applied to all land supplied with potable and raw water for actual use of the water supply service in accordance with Section 502 of the Local Government Act, 1993. The consumption charge is based on a per kilolitre (kl) fee and will be charged at the amount adopted in the Council's adopted revenue policy subject to the following:-
- ii) The annual access fee entitles potable water users to the first 200 kl of water charged in accordance with the revenue policy.
- iii) A rebate for an additional 100 kl of free water may be provided to water users for publicly accessible nature strips or reserves provided that:-
 - An application form is received;
 - The property is categorised as residential;
 - The nature strip/reserve adjoining the property is greater than 200m²;
 - The applicant uses in excess of 600 kl of water per annum;
 - The nature strip/reserve is maintained in an acceptable manner (as determined by Council); and
 - The granting of the rebate is reviewed annually.

d) Payment of Accounts

- i) Water meters are read three times within a financial year and accounts will be issued to the owner of the property on a trimester basis (three bills per year).
- ii) The access charge will be spread equally across the three accounts. Any allowances and rebates, including pension rebates and consumption rebates, will be applied as applicable.
- iii) All accounts will include a due date for payment (usually within 30 days of issue).
- iv) Interest accrues on a daily basis on water usage accounts that remain unpaid after the due date for payment. All interest charges are levied in accordance with Section 566 of the Local Government Act, 1993 and at the rate adopted in Council's revenue policy.

- v) Where an account remains unpaid after the due date for payment, Council will commence recovery action in accordance with Council's adopted debt recovery policy ~~(no. 320)~~ **FS-CP-502**.
- vi) Action to recover outstanding water charges may include the cutting off or restriction of the supply of water to the premises in accordance with the ~~Local Government (Water Services) Regulation 1999~~ — Section 13 **Local Government (General Regulation) 2005**. A reconnection fee may apply.

e) Non-rateable properties

- i) Non-rateable properties, determined in accordance with Section 555 of the Local Government Act 1993, will be levied a consumption charge at the kl rate adopted in the Council's revenue policy.
- ii) An access charge will not be applied to these services and, accordingly, these services are not entitled to the first 200 kl charged at the lower consumption rate in accordance with the revenue policy.

f) Un-metered properties

- i) Council will attempt to ensure all water services are metered **where practicable**.
- ii) Un-metered properties will be classified based upon the type of usage of the property and charged in accordance with that classification. The charge will be levied in accordance with Council's adopted revenue policy.
- iii) The following un-metered property classification criteria will apply:-

High User (> 6 kl per day) – Typical Uses

Hotels/Motels
Supermarkets
Large Restaurants/Cafes
Gymnasiums

Clubs
Parks
Petrol Stations with Carwash
Units (7 or more)

Medium User (1 to 6 kl per day) – Typical Uses

Car Sales Yards
Printers
Hairdressers
Small or Medium
Restaurants/Cafés
Residential Units (2-6)

Mechanics
Funeral Directors
Butchers/Bakeries
Petrol Stations without Carwash
Veterinary Clinics

Low User (<1 kl per day) – Typical Uses

General Retail
Banks

Professional Services
(Accountancy etc.)
Single Dwellings

g) One meter servicing two houses on one lot (separate valuations)

Council has some properties where the Valuer General has supplied two separate valuations for the one parcel of land (e.g. two dwellings on a farm property).

To ensure that Council receives adequate revenue and the property owner is not disadvantaged the following will apply:-

- i) The assessment that has the meter (primary assessment) will be charged the access charge and entitled to the first 400 kl of potable water charged at the lower consumption rate in accordance with the revenue policy.
- ii) The assessment that does not have the meter will be charged a 20mm access fee.
- iii) The consumption charge will be levied on the primary assessment.
- iv) A pension rebate (where applicable) may be applied to the primary assessment.

h) One meter servicing two houses on one lot (one valuation)

Council has some properties where one meter services more than one dwelling on one lot but no subdivision of land has occurred. (e.g. residential flats). At the time that the development was approved Council's policy required only one meter to each residential flat development or cluster housing development.

To ensure that Council receives adequate revenue and the property owner is not disadvantaged the following will apply:-

- i) The assessment will be charged the applicable access charge according to meter size and entitled to the first 200 kl of potable water charged at the lower consumption rate in accordance with the revenue policy.
- ii) The assessment is eligible to apply for the additional 100kl allowance where applicable.
- iii) A consumption charge will be levied on the assessment.
- iv) A pension rebate (where applicable) may be applied to the assessment.

i) Dedicated Fire Services on properties

- i) All dedicated fire services will be metered services.
- ii) Dedicated Fire services will be levied a consumption charge at the kl rate adopted in the council's revenue policy.
- iii) An access charge will not be applied to these services and accordingly these services are not entitled to the first 200 kl charged at the lower consumption rate as stated in the revenue policy.
- iv) This clause does not refer to NSW Fire Brigade or Rural Fire Services water services.

j) Water Meter Tests

- i) Council shall impose a fee (as per Revenue Policy) when application is made for a water meter test. Should the meter be found to be registering within plus or minus three percent (+/- 3%) of the correct quantity, it shall be deemed to correctly indicate the water passing through it. In all other cases, the test fee will be refunded by Council and the water usage account adjusted. Adjustments will only be made within the current financial year in which the request was lodged.

For undetected leaks within the property's service, refer to the policy, *Undetected Leaks for Water & Sewerage Usage Charges (WS-CP-209)*.

k) Special Water Meter Read

- i) A consumer may make application for a special water meter reading which will be carried out upon payment of the fee adopted in the council's revenue policy.
- ii) Where the special reading is requested to verify the routine reading previously taken by Council, and the routine reading is found to be in error, the fee will be refunded and the water usage account adjusted.

The results of a special meter reading will be available within 3 working days. Where the result is required within 24 hours an urgency fee in accordance with council's revenue policy is applicable.

Definitions:

None

Exceptions:

None

Legislation:

Local Government Act 1993
Water Management (Water Supply Authorities) Regulation 2004

Policy Owner:

Utilities Directorate / Business, Cultural & Financial Services

Related Documents:

~~NSW Code of Practice – Plumbing and Drainage~~ **Plumbing Code of Australia**
AS/NZS 3500 – Plumbing and Drainage
AS/NZS 2419 – Fire Hydrant Installation
AS/NZS 2118 – Automatic Fire Sprinkler Systems
AS/NZS 2845 – Water Supply – Backflow Prevention Devices
AS/NZS 2441 – Installation of Fire Reels
GCC Policy – **WS-CP-209 - Undetected Leaks for Water & Sewerage Usage Charges**
GCC Policy - WS-CP-201 - Backflow Prevention Policy.

Policy History:

Date of Adoption/Amendment	Minute Number
28/01/92	C22
25/02/03	163
13/05/03	486
24/08/04	651
11/05/10	0142

DRAFT

GRIFFITH CITY COUNCIL **REPORT**

CL04

SUBJECT: GRIFFITH SHED FOR MEN
FROM: Brett Stonestreet, General Manager

SUMMARY

Council has received a submission from the Griffith Shed for Men seeking the waiver of the balance of an interest free loan with Council such that these funds can be diverted to undertake internal renovation to facilities at the site.

RECOMMENDATION

(a) Council decline the request by the Griffith Shed for Men to waive the balance outstanding on an interest free loan being \$9,000.

(b) Council offer to the Griffith Shed for Men a 12 month deferment of all remaining loan instalments without interest.

(c) The organisation be advised of Stage 2 of Council's 2013/14 Community Grants Assistance Scheme and that they may wish to make application under that process. All applications are considered on merit by Council.

(d) The organisation be advised of the existence of the annual NSW State Government Community Partnership program and should the organisation wish to make application under the next round, Council provide a letter of support to that application.

BACKGROUND

In November 2010 the Griffith Shed for Men submitted a development application in relation to their new site at Kalinda Road, Griffith. Also submitted to Council at that time was an application for financial assistance in the sum of \$44,315 towards the new work spaces and included the Development Application fee of \$4,315.

At its Meeting held 22 March 2011 Council resolved:

0089

RESOLVED on the motion of Councillors Curran and Stead that:

(a) Council forward fund the refund of \$4,315 in Development Application fees in the current budget and reduce the budget amount for 2011/2012 by the same amount, in accordance with Council policy FS-CP-604.

(b) Provide an interest free loan for \$15,000 in accordance with Council Policy FS-CP-702.

(c) Council grant \$5,000 financial assistance through the community grants budget to sponsor the Men's Shed and as such be afforded the appropriate recognition in line with Council Policy CC-CP-701.

(d) Council place the request for the remainder of funding - total \$20,000 into the budget discussions process for the 2011-2012 financial year.

The Griffith Shed for Men have submitted a request to Council seeking a waiver of the balance remaining of the interest free loan component of the assistance package being \$9,000. The request/submission is included as an attachment to this report. It should be noted that the organisation has made loan repayments to date in accordance with the agreement.

The Griffith Shed for Men has been very successful in attracting members and as the submission highlights, the catering/kitchen facilities are in need of improvement. I personally commend the organisation and its numerous members for the valuable contribution they make to the Griffith Community and the proposed work to renovate the kitchen facilities as proposed is certainly a worthy project. Notwithstanding these comments, the terms of the financial assistance package were clearly understood at the time of the agreement and should be complied with.

The recommendation as drafted does provide some opportunity for the Griffith Shed for Men to achieve the project outcome.

OPTIONS

Option A: Council decline the request by the Griffith Shed for Men to waive the balance outstanding on an interest free loan being \$9,000.

Option B: As per the recommendation.

1. That Council decline the request by the Griffith Shed for Men to waive the balance outstanding on an interest free loan being \$9,000.
2. That Council offer to the Griffith Shed for Men a 12 month deferment of all remaining loan instalments without interest.
3. That the organisation be advised of Stage 2 of Council's 2013/14 Community Grants Assistance Scheme and that they may wish to make application under that process. All applications are considered on merit by Council.
4. That the organisation be advised of the existence of the annual NSW State Government Community Partnership Program and should the organisation wish to make application under the next round, Council provide a letter of support to that application.

Option C: Council agree to waive the balance outstanding on the loan of \$9,000.

Option D: Other resolution as determined by Council.

STATUTORY IMPLICATIONS

a) Policy Implications

Loans for Community Organisations and Sporting Bodies (FS-CP-702)

b) Financial Implications

Should Council resolve to waive the outstanding loan balance this will have an impact on the 2013/14 budget and may well create a precedent for other organisations to seek similar assistance.

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) Background information regarding the application by the Griffith Shed for Men for assistance. ie 2011, Council's resolution regarding same and status of the interest free loan.

(b) Current Submission from the Griffith Shed for Men seeking the waiver of the balance remaining on the interest free loan.

Attachment (a) Original report with application and resolution from Council regarding the Griffith Shed for Men's Request for Assistance (22 March 2011).

GRIFFITH CITY COUNCIL **REPORT**

CL05

SUBJECT: GRIFFITH SHED FOR MEN - REQUEST FOR FUNDING ASSISTANCE
FROM: Peter Brooks, General Manager

SUMMARY

After a prolonged period the Griffith Shed for Men secured a site for their organisation having outgrown their previous site (a shed at Griffith Skills Centre). The new site is on Kalinda Rd, Griffith (Lot 560 DP751743) and was the Kalinda Special School site. The land is Crown Land with the Trustee being Post School Options - Ningana Reserve Trust.

In December 2010 the Griffith Shed for Men lodged a Development Application for two new sheds. The Land & Property Management Authority being owners of the land (Crown Land) consented to the Development Application and the Development Application was approved on 27th January 2011.

Council received a request for funding assistance totalling \$44,315 including \$4315 being Development Application fees and charges. Council's financial capacity is very tight and our ability to provide assistance in the current budget constraints is very limited.

RECOMMENDATION

Council place this request for funding - total \$44,315 into the budget discussions process for the 2011-2012 financial year.

BACKGROUND

The Men's Shed organisations are an important community service and assist in men's health issues including engaging men including the elderly, differently -abled, youth, indigenous, veterans and other groups to specifically address isolation, loneliness and depression. The Griffith Men's Shed was formed in 2006 with the main objective being to have a place for men to meet and develop new friends and mateship, to have fun and to do practical things. Healthy, happy men radiate throughout the family circle with projects put in place to mentor the younger generation.

The Griffith Men's Shed also assists other community programs, for example, Riding for the Disabled, CWA, Scouts and Girl Guides. The Men's Shed has a fully equipped workshop and members make and repair small items of furniture, toys, craft items and do their own projects.

Their letter requesting funding assistance lists a number of items. Mayor Mike Neville and the General Manager met with the executive recently and were advised that the priority items were a) \$4,315 refund of Development Application fees and charges and b) \$15,000 for installation of power and lighting to the new sheds.

Attachment (a) Original report with application and resolution from Council regarding the Griffith Shed for Men's Request for Assistance (22 March 2011).

OPTIONS

(a) *Recommendation as above.*

(b) *Forward fund the refund of \$4,315 in Development Application fees in the current budget and reduce the budget amount to be set next year by the \$4,315 - in accord with Council Policy FS-CP-604.*

(c) *Provide an interest free loan for \$20,000 in accordance with Council Policy FS-CP-702, Council could then consider a donation at a later date when Council's finances are in better shape.*

(d) *Council could consider accessing funding in the Community Grants budget to become a major sponsor of the Men's Shed and as such could be afforded the appropriate recognition in line with Council Policy CC-CP-701.*

(e) *A combination of the above.*

STATUTORY IMPLICATIONS

a) Policy Implications

"Requests for Financial Assistance" (FS-CP-604 - previously 367)

"Loans for Community Organisations and Sporting Bodies" (FS-CP-702 - previously 360)

"Sponsorship and Acknowledgement of Assistance" (CC-CP-701)

"Donations/Subsidies/Financial Assistance by Council" (FS-CP-601 - previously 255)

b) Financial Implications

Council has no budget allocations left for 2010-2011 financial year for both Refund of Development Application fees & charges & for community donations.

c) Legal/Statutory Implications

Not Applicable

CONSULTATION

Mayor, General Manager, Team ExL.

STRATEGIC LINKS

a) Growth Strategy Plan

Not Applicable


b) Corporate/Business Plan

Not Applicable

Attachment (a) Original report with application and resolution from Council regarding the Griffith Shed for Men's Request for Assistance (22 March 2011).

ATTACHMENTS

(a) Letter from Griffith Shed for Men Inc dated 30 November 2010



Office Phone Number: (02) 6962 5042
(Monday/Wednesday/Friday)
Lot 560, Kalinda Road, (off Lake Wyangan Road) Griffith.

griffith shed for men
INCORPORATED
INC9889142

G. McCarten
Ph: (02) 6964 0460
Mob: 0427 640 460

R. J. Moot
Ph: (02) 6964 4338
Mob: 0427 644 339
PO Box 1959 Griffith NSW 2680

Mr Peter Brooks
General Manager
PO Box 485
GRIFFITH NSW 2680

30th Nov 2010

Dear Peter

**Ref – Griffith Shed for Men
Proposed New Work Spaces**

Further to our discussions on site on Thursday 18th November 2010, on behalf of the Griffith Shed for Men I now enclose a completed application for a D/A C/C, for the above project, and request you submit this application to your Council as soon as possible.

We have today signed a contract with Griffith Sheds and Garages for the construction of the new buildings with the concrete slabs scheduled to be poured on 17th January 2011.

The Griffith Shed for Men have the funding for the basic buildings and request Council consider assisting us with funding of the following items for this project:

1. Refunding application costs	\$4315.00
2. Installation of water services and fire hose reel	\$5,000.00
3. Insulation to the roof and walls of the building	\$11,000.00
4. Installation of 2 x 22,000 litre rainwater tanks	\$6,000.00
5. Installation of power and lighting to the buildings	\$15,000.00
6. Relocation of existing machinery and exhaust system to new work areas	\$3,000.00

Attachment (a) Original report with application and resolution from Council regarding the Griffith Shed for Men's Request for Assistance (22 March 2011).

As our income is limited to barbeques at Bunnings and other locations and the generosity of individual people, organisations and business houses, any assistance from Council would be greatly appreciated.

I enclose the following information for your Council's consideration to this application and request for assistance.

- a) Completed application form
- b) Correspondence from Land and Property Management Authority (re: site owners)
- c) Location Plan
- d) Plan of Portion 560
- e) Schedule of Works - 3 copies
- f) Site and Building Plans - 3 copies
- g) Contract copy for buildings
- h) Building Engineering Drawing - 3 copies
- i) Site Classification Report

The members of Griffith Shed for Men have been mindful of requesting assistance from Council because of the tenure of the present site, but this matter is resolved and we can look forward to improving the facilities and work spaces at this ideal site and welcome Council and individual Councillors to now visit the site to comprehend the degree of community involvement this organisation provides.

Your interest in this proposal is appreciated and we look forward to Council's support

Yours sincerely

Vic Budd
Project Co-Ordinator
0402 979 336

Attachment (a) Original report with application and resolution from Council regarding the Griffith Shed for Men's Request for Assistance (22 March 2011).

DRAFT RESOLUTION

0088

RESOLVED on the motion of Councillors Zappacosta and Cox that Standing Orders be suspended to allow Mr Vic Budd, member of the Men's Shed Griffith to address the meeting, the time being 6.35 pm.

Councillors Taylor and Testoni **MOVED** the following **MOTION**:

(a) Council forward fund the refund of \$4,315 in Development Application fees in the current budget and reduce the 2011/2012 budget by the same amount.

(b) Council grant a gift of \$10,685 financial assistance to the Men's Shed, becoming a major sponsor and as such be afforded the appropriate recognition in line with Council Policy CC-CP-710.

(c) Council place the request for the remainder of the funding - total \$29,315 into the budget discussions process for the 2011-2012 financial year.

An **AMENDMENT** was moved by Councillors Curran and Stead that:

(a) Council forward fund the refund of \$4,315 in Development Application fees in the current budget and reduce the budget amount for 2011/2012 by the same amount, in accordance with Council policy FS-CP-604.

(b) Provide an interest free loan for \$15,000 in accordance with Council Policy FS-CP-702.

(c) Council grant \$5,000 financial assistance through the community grants budget to sponsor the Men's Shed and as such be afforded the appropriate recognition in line with Council Policy CC-CP-701.

(d) Council place the request for the remainder of funding - total \$20,000 into the budget discussions process for the 2011-2012 financial year.

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

0089

RESOLVED on the motion of Councillors Curran and Stead that:

(a) Council forward fund the refund of \$4,315 in Development Application fees in the current budget and reduce the budget amount for 2011/2012 by the same amount, in accordance with Council policy FS-CP-604.

(b) Provide an interest free loan for \$15,000 in accordance with Council Policy FS-CP-702.

(c) Council grant \$5,000 financial assistance through the community grants budget to sponsor the Men's Shed and as such be afforded the appropriate recognition in line with Council Policy CC-CP-701.

(d) Council place the request for the remainder of funding - total \$20,000 into the budget discussions process for the 2011-2012 financial year.

(2) Current Submission from the Griffith Shed for Men seeking the waiver of the balance remaining on the interest free loan.



Received by hand
14/1/14

Griffith shed for men

- Men working together • Men supporting each other
- Men helping the community

Phone: (02) 6962 5042 PO Box 1959, GRIFFITH, NSW, 2680

ABN: 43 020 183 867

13th Jan 2014

Councillors
Griffith City Council
Neville Place
GRIFFITH NSW 2680



Dear Councillors

The Griffith Shed for Men would like to take this opportunity to make a request from Griffith City Council to waiver the remainder of our Interest Free Loan.

In May 2011 the Shed was granted a \$15,000 loan to fund the completion of our New Work Spaces. This project has been hugely successful and both sheds are now in operation. To date we have repaid \$6000 of this loan leaving a balance of \$9000.

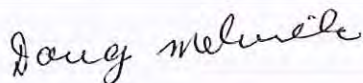
We request now that this amount is waived as we have a project which is to be undertaken as a matter of necessity. Our active membership has increased considerably in the last six months with attendance averaging 60 per week who physically turn up at the shed. Our kitchen is cramped and outdated being the original one that was installed when the building was constructed. It is not functional, it has exposed shelving which fills with dust, there is little cupboard and bench space and the stove is extremely old and has been infested at some stage with mice. The flooring also needs to be renewed as it is damaged lino. We also require a new refrigerator as the existing is old and unreliable and a deep freeze so we can store ice we make to keep our drinks cold for our fundraising BBQ's.

We have draft plans made up, are in the process of obtaining quotes from a local builder for work to be completed and have contacted Crown Lands to obtain permission for the project. They can see no issues as long as we provide them with plans, specifications and quotes. As local businesses shut down over the Christmas period we have not yet obtained quotes but we envisage this project to cost in the range of \$7000 - \$8000

I have provided pictures of the existing sub-standard kitchen to support our request and the attendance at the Shed at date of writing this letter. Today we have 4 Scalabrini Village residents with one carer, a visitor from America and 19 shed members.

We hope you view this request favourably so we can put the \$9000 we owe Council towards this much needed project. We can supply any information supporting this claim that you may require.

With gratitude

A handwritten signature in blue ink that reads "Doug Melville". The signature is written in a cursive, flowing style.

Doug Melville
President
GRIFFITH SHED FOR MEN



- Men working together • Men supporting each other
- Men helping the community

Phone: (02) 6962 5042

ABN: 43 020 183 867

Councillors
Griffith City Council
Neville Place
GRIFFITH NSW 2680

11 July 2011

To All Councillors

The Griffith Shed for Men would like to take this opportunity to thank you all for your generous support of our organisation. The allocation of funding and the interest free loan will provide valuable funds to assist with the completion of our New Work Spaces.

The Shed provides a valuable service to the community. Not only do we assist retired gentlemen to keep busy and active therefore increasing morale and reducing depression, but we mentor the younger generation via various programs, complete much needed community projects such as the seats for the Griffith North Public School, assist with any community work that is required that won't interfere with local tradesman and provide beneficial health and wellbeing information sessions to Members, guests and their families.

We sincerely thank you for the assistance the Griffith City Council has given and the personal interest taken. It is with community support such as this that we can continue to provide this much needed service.

With gratitude,

COPY

Alan Snow
President

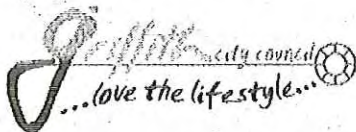
GRIFFITH CITY COUNCIL LOAN TO GRIFFITH SHED FOR MEN

Overview: An interest free loan was made by Griffith City Council for \$15,000 for assistance with the New Work Spaces

This was received in May 2011

Repayment plan as follows:

Date	Amount repaid	Balance
1.5.11		\$15,000
20.12.11	\$1,500	\$13,500
18.6.12	\$1,500	\$12,000
21.12.12	\$1,500	\$10,500
24.6.13	\$1,500	\$9,000



Griffith City Council
1 Benerembah Street Griffith NSW 2680
Phone: (02) 6962 8100 Fax: (02) 6962 7161
ABN: 81 274 100 792

STATEMENT

Please direct all mail to PO Box 485, GRIFFITH NSW 2680

Page 1

To: Griffith Shed for Men Inc
C/- Mr Alan Snow
PO Box 1773
Griffith NSW 2680

Debtor Acc. 2165.05
Date: 31/12/2013

DATE	INVOICE No.	DESCRIPTION	ORIG / RCVD	BALANCE
01/12/2013	27182	6 MONTHLY INTEREST FREE LOAN REPAYMENT From - 01/12/2013 To - 31/05/2014	1,500.00	1,500.0
COPY				
30 Days	60 Days	90 Days	120+ Days	Current
0.00	0.00	0.00	0.00	1,500.00
TOTAL				1,500.0

GRIFFITH CITY COUNCIL - REMITTANCE ADVICE SLIP
(Please return this slip with your payment to PO Box 485, GRIFFITH NSW 2680)

To:
Griffith Shed for Men Inc
C/- Mr Alan Snow
PO Box 1773
Griffith NSW 2680

DUE DATE: 30/01/2014
ACCOUNT No. 2165.05

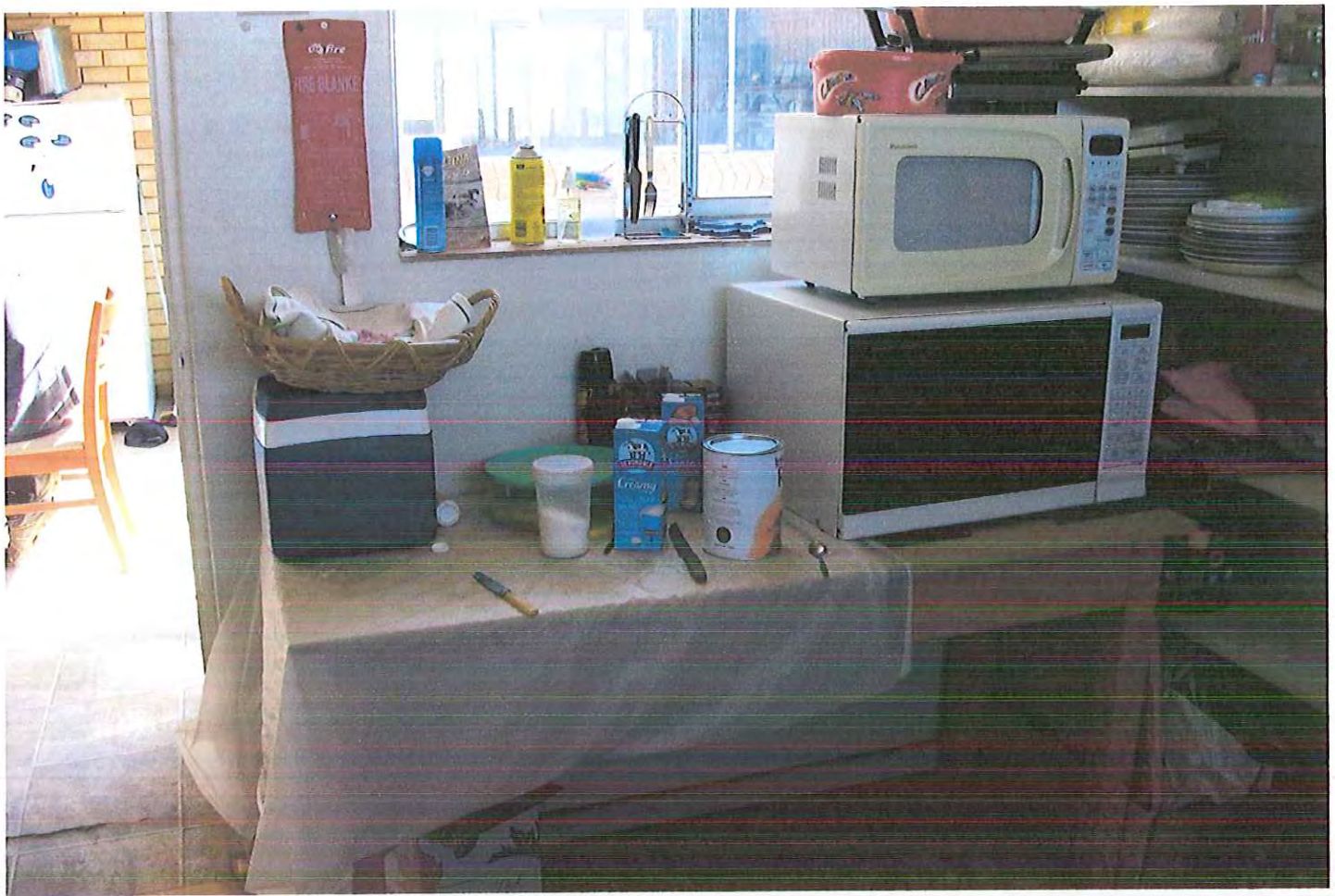
AMOUNT DUE: 1,500.0



Old mouse damaged stove now
used as bench space



Existing shelving. Dust & grime is a large problem due to our rural location.



old table supporting microwave. This is
where the gents prepare their beverages



Existing kitchen cupboards + sink

These are the only bench tops available



Second hand fridge

xxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxx



Some of the members + guests who
attended the Shed on 13.1.14.

Other members were sitting in alcove or in kitchen



**MINUTES OF THE GENERAL FACILITIES MANAGEMENT COMMITTEE MEETING
HELD AT THE LIVESTOCK MARKETING CENTRE, GRIFFITH ON TUESDAY, 3
DECEMBER 2013 COMMENCING AT 4.00 PM**

PRESENT

Councillor Doug Curran (Chairperson), Councillor Bill Lancaster, Councillor Mike Neville, Ginge Davies (Community), Ronald Anson (Community), Denis Conroy (Stakeholder); Don Barbaro (Stakeholder), Marilyn Hams (Stakeholder), Greg Collier (Stakeholder), Renae Wynne (Stakeholder) & Wayne Spencer (Stakeholder)

STAFF PRESENT

Director Infrastructure & Operations, Dallas Bibby; Director Utilities, David Tull; Manager Executive Services, Shireen Donaldson; Parks & Gardens Manager, Peter Craig; Compliance Coordinator, Michael Toohey; Team Leader Saleyards, Les Warren; Groundsman Dalton Park, Warren Hodge & Governance Coordinator & Minute Taker, Wendy Krzus

Quorum = 6

CL01 APOLOGIES

RECOMMENDED on the motion of Ron Anson and Ginge Davies that apologies be received from Councillor John Dal Broi, Gavin Brady (Stakeholder) and Judy Kroek (Stakeholder).

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Ron Anson and Councillor Lancaster that the minutes of the previous meeting held on 8 October 2013 having first been circulated amongst members, be confirmed.

Mrs Donaldson and Mr Toohey entered the meeting, the time being 4.06 pm.

CL03 BUSINESS ARISING

3.1 Meeting Dates 2014

Mr Conroy stated that with the amendment to meeting dates which had been decided at the previous meeting he would be unable to attend meetings as he is committed to attend the NSW Harness Racing Club meetings.

Mrs Hams enquired if the frequency of meetings was to be amended.

The Chair advised that the frequency of meetings would be reviewed and considered in 2014.

RECOMMENDED on the motion of Denis Conroy and Ron Anson that meetings be held on the first Tuesday of every second month, with the first meeting for 2014 being held in March.

CL04 DECLARATIONS OF INTEREST

Nil.

At this point of the meeting the Chair introduced and welcomed the Manager Executive Services, Mrs Shireen Donaldson and the Compliance Coordinator, Mr Michael Toohey to the Committee.

CL05 GRIFFITH LIVESTOCK MARKETING CENTRE - INCOME & EXPENDITURE INFORMATION

Mr Tull addressed the meeting regarding the Griffith Livestock Marketing Centre.

In summary:

- Operating income is significantly up from last year, mainly due to good sheep sales.
- There has been an increase in expenditure.
- Another lot of concreting has been finalised, works will continue.
- Meeting has taken place with stakeholders regarding water re-use, matter is progressing well.

Mrs Hams stated that there had been no cattle sale for the month and enquired if the arrangements for sales should be changed perhaps to every second month.

Mr Spencer stated that cattle numbers have decreased as a result of the past drought and irrigation/water issues and that he felt it would be some time before cattle numbers increase.

RECOMMENDED on the motion of Councillor Lancaster and Denis Conroy that the information contained in the report be noted.

Councillor Neville entered the meeting, the time being 4.12 pm.

CL06 FINANCIAL FIGURES

Information contained in the financial report for the Senior Citizens Centre and for the Cemetery was noted.

Discussion took place on the financial report for Dalton Park.

Mr Conroy enquired if financial figures for Dalton Park could be presented in a clearer format, and that this had been a request at an earlier meeting.

Mr Bibby stated that he would see what he could do to present the information in a clearer context.

RECOMMENDED on the motion of Ron Anson and Wayne Spencer that the financial figures as reported for the various facilities be noted.

CL07 CURRENT STATUS OF GRIFFITH CITY COUNCIL POUND

Mrs Donaldson addressed the meeting, stating the following:

- Pound in dilapidated state, no significant improvements made for many years.
- Pound under scrutiny due to perceived infestation of parvovirus.
- Potential health and safety issues.
- Significant security issues with current buildings and facility.
- Recent article appeared in The Area News regarding parvovirus at the Dog Pound.
- Animal Rescue group has indicated that they no longer wish to deal with Council.
- Seeking acceptance of the Pound facility into the General Facilities Management Committee.
- Terms of Reference would need to be amended to include the Dog Pound facility.
- Griffith Veterinarians have inspected the Pound.
- Representative from the RSPCA to attend the Pound with a view to providing a report on its status.
- Site visit conducted today at local Pound, a number of Councillors and staff attended.
- Visit to Wodonga Pound has been arranged.

Councillor Curran stated that staff were doing a good job at the Pound under the conditions in which they were working.

Councillor Lancaster stated that it was timely to include the Pound in the General Facilities Management Committee portfolio as Council is currently preparing for the next financial year's budget.

Mr Conroy stated that he was concerned as to why Council has not cleaned up the parvovirus before passing the Pound onto this Committee.

Councillor Curran noted the comments made by Mr Conroy and commented that he acknowledged that members did not have a lot of knowledge about Pounds.

Councillor Curran advised that a visit to the Wodonga Pound has been arranged for tomorrow, Wednesday 4 December 2013.

RECOMMENDED on the motion Denis Conroy and Ginge Davies, that

(a) The General Facilities Committee incorporate the Griffith City Council Pound facility into the Committee charter and that the Committee Terms of Reference be amended to reflect this.

(b) The report regarding the current status of the Griffith Pound be noted.

CL08 GENERAL BUSINESS

8.1 Cemetery - Interment of Ashes

Mr Collier stated that with the interment of ashes in a plot containing a double burial, concern has been expressed regarding the fact that a separate bronze plaque is not permitted for the third interment.

Mr Craig stated that by allowing a separate plaque for the third interment (ashes) could be seen to be creating a jig saw puzzle of plaques and would clutter the existing plaque area.

Mr Collier stated that the interment of ashes (third interment) should not be allowed if a plaque is not permitted and that it would be expensive if families had to remove the existing plaque and

replace it with a new plaque containing details of all three interments.

Councillor Curran stated that he would take the matter on notice and get back to Mr Collier.

8.2 Letter from Ms Judith Johnson

Mr Collier enquired if a letter from Ms Judith Johnson regarding a burial plot at the Griffith Cemetery had been responded to.

Councillor Curran advised that he had misplaced the letter however, it has since been located and that he would respond immediately.

8.3 Dalton Park - Access to Track

Mr Craig tabled a letter from Council's Groundsman at Dalton Park regarding a member from the public accessing the stalls area at Dalton Park and also safety issues regarding rails being removed to access the trotting track.

Discussion took place on the matter with Mr Conroy suggesting that there were various options available that could resolve the situation.

Mr Conroy suggested the matter be taken off the table, however it does need to be talked about in order to find a solution.

Mr Conroy made reference to the wording of Licence Agreements - clause 25 - Obligations and Restrictions Relating to Premises, in particular point 25.1 regarding access which states that "the Licensee shall have unfettered and free access to and from, the Premises at all times".

A meeting is to be held to resolve the issue.

8.4 Race Meetings

Ms Wynne informed the Committee that Racing NSW had advised that they have granted a race meeting for Griffith to be held on Saturday, 13 November 2014.

Ms Wynne further advised that they were waiting on a letter of confirmation, following which Dalton Park would be booked for the event.

8.5 Senior Citizens Centre - Storeroom

Mr Anson provided an update on the progress of preparing costing of materials for the construction of a storeroom at the Senior Citizens Centre.

Mr Anson stated that if Council could meet the cost of materials the Griffith East Rotary Club have offered to undertake the project as a community project providing in-kind labour in the construction of the storeroom.

8.6 Senior Citizens Centre - Griffith Aged Support - Purchase of Chairs

Mr Anson advised that he has received a letter from the Griffith Aged Support Services advising that they have received funding of \$1,500 which is to be used to purchase new chairs to be used at the Senior Citizens Centre. The purchase of the chairs will assist the elderly who attend the Centre for weekly exercise sessions.

8.7 Update on Harness Race Meetings held at Dalton Park

Mr Conroy advised that two race meetings have been held at Dalton Park, both very successful events.

Mr Conroy stated that the track was in excellent condition and that everything went according to plan.

CL09 ACTION REPORT

No discussion took place on the Action Report.

CL10 - NEXT MEETING

The next meeting of the General Facilities Management Committee is to be held on Tuesday, 4 March 2014 commencing at 4.00 pm in the Griffith City Council Chambers.

There being no further business the meeting closed, the time being 4.50 pm.

COMMITTEE RECOMMENDATION



**MINUTES OF THE ENVIRONMENTAL SUSTAINABILITY MANAGEMENT
COMMITTEE MEETING HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON
TUESDAY, 10 DECEMBER 2013 COMMENCING AT 1.00 PM**

PRESENT

Councillor Cox (Acting Chairperson), Judy Allen (Community), Eleanor Hancock (Community),
Russell Rowley (Community), Bronwynne McCaw (Community), Catherine McDonnell
(Community), Brian Sainty (Community)

STAFF PRESENT

Director Sustainable Development, Neil Southorn; Director Utilities, David Tull; Project Planner,
Nathan Farnell; Healthy Communities Coordinator / Community Development Coordinator, Peta
Dummett; Environmental Planner, Joanne Tarbit; Environmental Health Officer, Renae
Foggiato; Environmental Health Officer Cassie Vitucci; Governance Coordinator & Minute
Secretary Wendy Krzus
Quorum = 6

CL01 APOLOGIES

RECOMMENDED on the motion of Eleanor Hancock and Bronwynne McCaw that
apologies be accepted from Councillor Lancaster, Councillor Dal Broi, Councillor Leon
Thorpe, Councillor Alison Balind, Planning & Environment Manager, Carel Potgieter;
Director Infrastructure & Operations, Dallas Bibby and George Youssef (Community)

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Judy Allen and Russell Rowley that the minutes of
the previous meeting held on 8 October 2013, having first been circulated amongst
members, be confirmed with the following changes:

CL08 - General Business

8.1 Burning of Household Rubbish

"Mrs Allen stated that she is concerned about the burning of household rubbish in
backyards, in particular the burning of certain plastics."

To be amended to read:

Mrs Allen stated that she is concerned about the burning of plastics in backyards.

CL03 - Business Arising

3.1 Upgrade of Lakeview Branch Canal

"Mrs Allen enquired if it would be possible to provide an access watering point for the
kangaroos."

To be amended to read:

Mrs Allen enquired if it would be possible to provide an alternative watering point for
the kangaroos.

CL03 BUSINESS ARISING**3.1 CL03 General Business - Tharbogang Landfill Offset Strategy**

Mrs Tarbit advised that there was nothing further to report at this point of time regarding the Tharbogang Landfill Offset Strategy.

3.2 CL03 General Business - Energy & Water (Environmental Sustainability Strategy)

Mrs Foggiano advised that she was still waiting on a response from the Griffith Business Chamber regarding an invitation to meet with representatives from Council and the Committee to discuss working with Griffith City Council and the Committees of Council in promoting and supporting the objectives of the Environmental Sustainability Strategy.

3.3 CL05 - Environmental Trust - Restoration & Rehabilitation Grants

Mrs Tarbit advised that the application for funding closed on 31 October 2013 and that an application was not submitted as there was not a suitable project that met the application criteria.

3.4 CL06 - Scenic Hill - Mapping of Targeted Clean Up Areas

A report has been put to Council about the concept of community clean ups on Scenic Hill by way of individuals and/or community groups nominating clean up area. The report also mentions the possibility of this strategy becoming part of a broader litter reduction strategy. Report back to the next meeting.

3.5 CL07 - Noxious Weeds Declarations - Classes & Control Requirements

Mr Southorn advised that in relation to the recommendation made at the meeting of 8 October 2013, being that "Council supports Noxious Weeds staff on taking enforcement action in the control of noxious weeds on private land and to undertake a publicity campaign outlining public responsibility" that a couple of Councillors were concerned that Council may enter private properties and remove Prickly Pear, however he stated that this was not the intention, the intention was to highlight the need to stop the spread of Prickly Pear.

3.6 CL08 - General Business - Burning of Household Rubbish

The question was raised whether a resident could burn household rubbish in their backyard.

Environmental staff to enquire and report back to the next meeting.

CL04 DECLARATIONS OF INTEREST

Nil

CL05 DRAFT PLAYGROUND STRATEGY

Council's Project Planner, Nathan Farnell gave a presentation on the Draft Playground Strategy with the following points being noted:

- Council has prepared the strategy to direct the provision of land and maintenance of playgrounds within the LGA.
- Strategy seeks to 'provide a diverse and experiential spread of quality play experiences for the community in a sustainable and economic manner'.
- Quality playgrounds and play area can significantly contribute to the physical health and increase the social connection that help develop an healthy and connected community.
- Playgrounds play an important role in the development of children.
- Griffith has ample open space.
- 41 playgrounds managed by Parks and Gardens.
- Draft strategy currently of public exhibition until 21 February 2014.

Discussion took place on the Draft Strategy.

Mr Rowley asked if expressions of interest would take place seeking interest from persons who may wish to look after certain parks and/or reserves.

Mr Southorn stated that interested persons would be encouraged to provide this type of feedback during the exhibition period.

Mr Sainty stated that Beelbanger Park was an example where this occurs.

Mrs Allen commented that if this is to be allowed then there must be guidelines available so that people understand the implications of looking after parks and reserves of Council.

CL06 - HEALTHY COMMUNITIES PROGRAM - BIKE RACKS IN THE CBD

Council's Healthy Communities Coordinator / Community Development Coordinator, Peta Dummett addressed the meeting in relation to a proposal to construct bike racks in the CBD.

Ms Dummett stated that this was part of the Healthy Communities initiative and that she was seeking feedback from the Committee.

Ms Dummett informed the Committee of the structures, being made of stainless steel, powder coated and tree shaped.

RECOMMENDED on the motion of Brian Sainty and Russell Rowley that the Committee endorse the trial of the bike racks, two banks of three tree shaped racks of differing sizes to be placed in a location in the CBD as determined by Council.

CL07 COUNCIL'S WATER INITIATIVES IN REFERENCE TO COUNCIL'S SUSTAINABLE DEVELOPMENT STRATEGY

Council's Director Utilities, David Tull addressed the meeting, with the following points being noted:

- Griffith consumes 7,000 megalitres of water per year.
- One of the highest users of water in the State.
- We are a semi arid area, City built around water.
- Griffith has two treatment plants.
- New Reclamation Plant - modern, sewerage treatment plant is state of the art.
- Projects have been aired to get residents to use less water and to become more water efficient.
- 2011/12 home tune-up scheme encouraged greater water efficiency by way of rebates to change shower roses, install dual flush toilets.
- 1,426 house inspections conducted, typically replacing such items as shower roses and installation of dual flush toilets to become more water efficient.

- 450 kms of watermains which are prone to leakage.
- Unaccounted usage of water, through leaking mains, valves etc.
- Have spent quite a bit on pressure reduction system, about 70% of the houses in Griffith are now on reduced pressure, this has saved over 250 kilolitres of water per year.
- Sectorised the whole network (now 9 sectors), now able to tell how much water is going into each sector and at what time, giving greater confidence in managing our water.
- Now managing water at a much better level than before.
- Currently designing effluent re-use pilot program at the Saleyards (truck wash down & paddock irrigation to grow grass for adjustment)
- Two to three months getting approval for the project.
- Most of Griffith parks are connected to raw water.
- Unit price of water is one of the lowest in the State.

Mr Tull suggested that the next Committee meeting be held at the Water Reclamation Plant.

RECOMMENDED on the motion of Brian Sainty and Eleanor Hancock that Nathan Farnell, Peta Dummett and David Tull be thanked for their professional presentations to the Committee.

CL08 LAKEVIEW BRANCH CANAL UPGRADE

Mrs Tarbit advised that Council had received a letter from Murrumbidgee Irrigation in relation to Lakeview Branch Canal upgrade (copy attached).

Mrs Tarbit further advised that Murrumbidgee Irrigation was addressing the problem of kangaroos falling into the canal by trialing make shift ladders made of pallets placed at various intervals along the canal.

CL09 GENERAL BUSINESS

9.1 Tidy Towns

Councillor Cox advised that there were no local entries in the 2013 Tidy Towns Competition and that the Tidy Towns Committee would look at possible entries for the 2014 competition.

9.2 Landcare Group

Mrs Tarbit advised that she had met with the new Landcare Officer, Wendy Minato and with local Landcare members Mrs Phoebe Harrison and Mrs Rhonda Miranda.

Mrs Tarbit further advised that the Local Landcare Group would cease to meet due to lack of membership and that any remaining funding is to be used to provide more pathways at City Park and to undertake some works on Scenic Hill.

9.3 City Park - Food Forest

Mrs Tarbit informed the Committee that she had recently visited City Park and noticed that the food forest was particularly weedy.

Mrs Tarbit stated that she will plan an environmental day which would involve the weeding of the food forest.

9.4 Council Survey

Mrs Allen enquired if it is acceptable to pass on to others the recent survey sent out by Council seeking views on how Council is going about various things.

Councillor Cox responded encouraging Mrs Allen to pass on the survey to other members of the community for their feedback.

9.5 Lake Wyangan

Mrs Foggato advised that Lake Wyangan is currently closed due to the presence of blue green algae and that Council is currently monitoring the outbreak.

Mrs Foggato further advised that the matter has been publicised and that notices were in place on site.

CL10 NEXT MEETING

The next meeting of the Environmental Sustainability Management Committee is to be held on 11 February 2014 and the Water Reclamation Plant.

There being no further business the meeting closed the time being 2.50 pm.

ATTACHMENTS

(a) Letter Murrumbidgee Irrigation Limited dated 4 November 2013

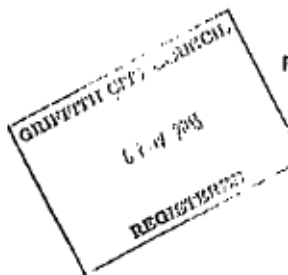
(a) Letter Murrumbidgee Irrigation Limited dated 4 November 2013



Postal Locked Bag 6010, Griffith NSW 2680
 Offices Research Station Rd, Harwood NSW 2680 | Dunn Ave, Leeton NSW 2705
 Contact T (02) 6962 0200 | F (02) 6962 0209 | E info@murrirrigation.com.au
 www.murrirrigation.com.au | ABN 35 684 943 037

4 November 2013

Joanne Tarbit
 Environmental Planner
 Griffith City Council
 PO Box 485
 Griffith NSW 2680



Ref No: 256260

Dear Joanne,

RE: LAKE VIEW BRANCH CANAL UPGRADE

I refer to your correspondence dated 1st July in relation to the above.

In your letter you requested that MI develop and implement a revegetation plan for the Lakeview Branch Canal (LVBC) upgrade and development area. I make the following response to the issues raised:

Clearing – corridor widths and linkages between stands

Linkages and corridor widths of the native vegetation along Lake View Branch Canal have not been altered significantly by the development of the LVBC. Trees within the 6m buffer zone from the channel edge were cleared for access for machinery and future protection of the infrastructure. Given there was already a cleared access rd running down the side of the Lake View Branch Canal, and opposite side is predominantly cleared farmland, few trees were removed, with most being able to be pruned back to allow access. The removal of the trees was done by a qualified arborist, following extensive environmental assessment by the Alliance Environmental Advisor. Processes and documentation were also checked by an independent environmental auditor. We were able to retain significant portions of vegetation in both the Red Gum and White Cypress Pine communities which was beyond expectations. The clearing of the understory has taken place which makes it look bare, however this was previously mainly fennel and other weed species.

Disturbance to soils and weed invasion

The LVBC weed maintenance will be included on MI's weed control schedule and be carried out as stated in our licence.

Revegetation with low growing species

Under our development rules, to protect new infrastructure we cannot plant any vegetation within 10m of the toe of the channel bank. Given this is a fifty million dollar project, we are very hesitant to embark on revegetation activities in the LVBC area where there where it may impact on the longevity of the infrastructure or cause future maintenance issues.

Nericon site

The Alliance is working on a rehabilitation plan for this area which will be forwarded to you as soon as it is available.

In the last financial year, Murrumbidgee Irrigation has revegetated 280 hectares along the Mirrool Creek and contributed to further 105 hectares of revegetation activities on private land. We are currently planning a further 230 hectares along Mirrool creek to be direct seeded in spring 2014. We also are continuing to rehabilitate 1600 hectares at Barren Box. We feel this should not be overlooked as a valuable contribution to the environmental values of this area.

For further information in relation to the above matter, please contact me on (02) 6962 0200.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Rob Kelly', is written above the printed name.

Rob Kelly
Executive Manager, Planning

COMMITTEE RECOMMENDATION



**MINUTES OF THE COMMUNITIES MANAGEMENT COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS, GRIFFITH ON TUESDAY,
17 DECEMBER 2013 COMMENCING AT 4.30 PM**

PRESENT

Councillor Anne Napoli (Chair), Councillor Pat Cox, Susan Delves (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; Aboriginal Liaison Officer, Roger Penrith, Minute Secretary, Jennifer O'Donnell-Priest. Quorum = 6

CL01 APOLOGIES

RECOMMENDED on the motion of Jenna Thomas and Councillor Cox that apologies be received from Councillor Alison Balind, Graham Kilby (Community) and Michelle Druitt (Community).

CL02 CONFIRMATION OF PREVIOUS MINUTES

RECOMMENDED on the motion of Sue Delves and Anita Naidoo that the minutes of the previous meeting held on 15 October 2013, having first been circulated amongst members, be confirmed.

CL03 BUSINESS ARISING

3.1 Carevan Update

Councillor Cox requested an update on the Carevan project. Roger Penrith advised that the Carevan Committee met last Friday of which he is a member. The food caravan is set up and just needs Council inspection. The program will be rolled out next year.

3.2 Community Road Map - Tai Chi Classes

Mrs Delves enquired if there was any progress for obtaining a venue for Tai Chi Classes.

Ms Dummett advised that the organisers had secured a venue already but stated that she did not have any further information. Mrs Delves queried the promotion of the free classes

and whether they had been advertised. Ms Dummett stated that the Tai Chi/gentle exercise classes are not funded. The facilitators received free training in lieu of delivering classes to the aged. Training was provided by NSW Health. It is optional if participants make a donation to the facilitator at each exercise session but this is not a preferred model.

3.3 Dramatic Minds Festival

Ms Dummett updated the Committee on the Dramatic Minds Festival. Feedback and reports indicated that the program was successful and will be undertaken again next year. The quality of performance was very high and a DVD has been given to the Library. Ms Dummett encouraged members to view and promote this DVD.

Ms Thomas stated that the next Dramatic Minds Festival will be commenced earlier in the school year so as not to clash with other school demands (June 2014). She also took the opportunity to thank Griffith City Council and the Manager of the Theatre for allowing classes to be held at the Theatre free of charge and also the Manager for giving her time.

RECOMMENDED on the motion of Jenna Thomas and Sue Delves that the Committee thank Griffith City Council for donating the venue and the Manager of the Griffith Regional Theatre for her time.

It was noted that a copy of the DVD with a certificate will be distributed to donating organisations. A debrief meeting was held in early December and another meeting is to be held in January.

3.4 School Based Trainee - Building Surveyor

Mr Penrith reported to the Committee that Daniel Green had been officially signed up as a school based trainee on 6 December 2013. He will commence on 20 January 2014. Mr Southorn advised that the successful applicant had attended Council for a week of work experience.

3.5 Youth Engagement Strategy

Ms Dummett advised that an alternate classrooms and an education foundation had been initiated in partnership with Griffith High, Wade High, GetSet, Griffith TAFE, Council and non government organisations. Both initiatives support students at risk of not completing their education and habitual truants. Students will be assisted into traineeships and apprenticeships or employment through classes at Griffith TAFE campus. To date there has been a marked improvement in some student behaviours. The foundation will be administered by a board of directors and will raise sponsorship money that will be allocated to students to pay for external classes, uniforms and other necessary resources.

The Committee requested that the principals of Wade High School (Ken Chalmers) and Griffith High School (Charlie Cochrane) address a future Communities Management meeting on the Education Foundation project and ideas for other possible youth engagement strategies that the schools could identify.

3.6 Midnight Basketball

Councillor Cox requested an update on the Midnight Basketball project with Mr Southorn advising that this will be looked at in the next year as there will be a new person in the Community Development department that can assist and/or focus on the project.

CL04 DECLARATIONS OF INTEREST

Nil

CL05 INTRODUCTION TO ALTERNATE ABORIGINAL COMMUNITY COMMITTEE MEMBER

Councillor Napoli welcomed Judy Johnson (Aboriginal community alternate member) and invited her to address the Committee. Ms Johnson introduced herself and spoke regarding her new appointment to the Committee.

CL06 RESIGNATION OF COMMUNITY REPRESENTATIVE FROM COMMITTEE

The Committee discussed the membership of the Communities Management Committee and recruitment of another community member to replace the recently resigned George Youssef. The Committee were agreeable to advertising for interested persons to join the Committee. It was agreed to advertise in the local newspaper.

RECOMMENDED on the motion of Councillor Cox and Jenna Thomas that the position of a community member be advertised in the local newspaper.

CL07 COMMUNITIES MANAGEMENT COMMITTEE MEETING DATES FOR 2014

Proposed meeting dates were reviewed for 2014. The Committee discussed and took a vote for the frequency, time and venue of future meetings. The following dates were endorsed:

- 18 February 2014
- 18 March 2014
- 15 April 2014
- 20 May 2014
- 17 June 2014
- 15 July 2014
- 19 August 2014
- 16 September 2014
- 21 October 2014
- 18 November 2014
- 16 December 2014

RECOMMENDED on the motion of Susan Delves and Jenna Thomas that the Communities Management Committee continue to meet on a monthly basis in the Council Chambers commencing at 4.00 pm and that the Terms of Reference be checked/updated to reflect this.

CL08 UPDATE ON COMMUNITY DONATIONS SCHEME

Peta Dummett updated the Committee on the Community Donations Scheme presentation. A total of \$15,800 was distributed to 14 recipients. Remaining funds are to be distributed in the second round in Feb/March. It was queried whether public promotion had taken place and it was noted that the recipients were listed in the local paper with some pictures included. The Committee requested to receive the list of who the recipients and an overview of the program/s being delivered. Ms Dummett advised that recipients are required to send back an acquittal and this can be reviewed by the Committee.

ACTION: Ms Dummett to distribute Community Donation applications to the Committee for their information.

CL09 UPDATE ON COMMUNITY DEVELOPMENT OFFICER REPLACEMENT

The Committee were informed of the appointment of Robyn Tabrett, the successful applicant for the position of Community Development Officer. It was noted that Robyn has experience in youth/student development and community development in general. Mr Southorn stated that Robyn will be a welcome addition to the Community Development team and he thanked Ms Dummett and Mr Penrith for their continued hard work.

Ms Dummett advised that there were also two externally funded positions (1 day per week each) in Community Development. Both staff are delivering a component of the Healthy Communities initiative. Ms Dummett stated that the dietician would be available to deliver nutrition programs to Council and the broader community.

CL10 GENERAL BUSINESS & REVIEW OF ACTION REPORT

10.1 Community Road Map 2014

The Community Road Map Strategic Plan as listed on the Action Report was noted and approved.

RECOMMENDED on the motion of Jenna Thomas and Sue Delves that the Griffith City Council Community Road Map be endorsed and a six month status report on community strategies and KPI's being reviewed.

10.2 Community Committee Associations

Mrs Delves questioned the Committee purpose and whether there was direct liaison with other Community Committees or organisations. Mr Southorn explained the purpose of the Committee and the links with interagency networks for the Council to ensure the community wellbeing was being addressed through community programs. It was also explained that the agenda should be approached strategically with core business being progression towards the Community Action Plan key indicators and performance measures (identified areas in the Community Road Map).

The Playground Strategy was identified as Council business that the Committee could give input due to the safety, community/youth engagement aspect. It was suggested that Council staff present the Playground Strategy to the Committee for their input and information. Mr Southorn invited Committee members to request any information or ask questions regarding community health and well being.

Ms Thomas mentioned that Council's Community Opinion Group initiative had 'gone quiet' with her not receiving any messages or notices as she thought would happen when she registered. She also enquired whether the results of the Community Survey that Council is currently undertaking will be available to the public/interested parties. Mr Southorn stated that once the survey is closed and information collated, a report will be formulated with the results. The objective of the survey is to gain feedback from the public to gauge whether Council has achieved targets/delivered services that are listed in the strategic plan.

Action: Mr Southorn requested that Mr Farnell be invited to address the Committee regarding the Playground Strategy currently on public exhibition and that the

Community Survey be listed on the Committee's Action List.

10.3 Funding future - Community Grants and Donations

Ms Thomas reminded the Committee that a previous community survey/request was to hold health services forums. It was noted that there is currently a Healthy Communities Forum services available. A review of the 2014/15 budget raises serious questions on currently funded and not yet funded programs. This item has been put on notice for next meeting.

10.4 Crime Statistics

Cr Cox referenced 'Hands Off Our Homes' in relation to recent local crime statistics. Ms Dummett advised that the Council owned engravers are now situated at the library but this service needs to be advertised.

10.5 Drugs and Alcohol (CDAT)

The Committee discussed D&A information and awareness programs available to families and community. Cr Cox advised that members need to be encouraged to join the Drug and Alcohol Team and promote programs for responsible behaviour, responsible drinking etc. It was requested that this be listed on Communities Management Committee Agenda to keep abreast of the situation.

10.6 The CAD Factory Arts Project - Yenda Community

Sue Reynolds advised the Committee that she had received feedback from some of the Yenda Community on the Southwest Arts project. It was reported that the project did not resonate with the Community and they felt there was a disconnection from their experiences and the Yenda Community as a whole to the actual presentations. The Committee suggested that this Feedback be given to the organisers. This was facilitated by Kristy Brown from the Art Gallery.

CL11 NEXT MEETING

The next meeting of the Communities Management Committee is to be held on Tuesday, 18 February 2013 in the Council Chambers commencing at 4.00 pm.

There being no further business the meeting closed the time being 5.53 pm.

OUTSTANDING ACTION REPORT
FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
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.
14 Jan 2014	CL02 LICENCE AGREEMENT FOR PART DRAINAGE RESERVE 159011 – 34A HARWARD ROAD, GRIFFITH	CPO	318/2014	0005	Council approve to enter into a licence agreement with Altina Holdings Pty Ltd and Joseph Gino Altin for part drainage reserve 159011 (34A Harward Road) for a term of 10 years commencing 1 August 2013 and terminating 31 July 2023. (b) The licence fee continue to be charged in accordance with the original agreement currently \$118.74 for 2013/2014 to increase with CPI each year. (c) Altina Holdings Pty Ltd and Joseph Gino Altin be required to pay all applicable costs and charges associated with the preparation of the licence agreement together with Council's Administration fee of \$359. (d) Council authorise the Mayor and General Manager to execute the licence agreement on behalf of Council under the common seal. Councillor Lancaster MOVED that the report LAY ON THE TABLE. The motion was PUT and CARRIED. RESOLVED on the motion of Councillor Lancaster that the report lay on the table.	22/01/14: Further report to Council scheduled for 11 February 2014.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

Council Meeting Date	Meeting Item	Action Officer	CRMS No.	Minute No.	Council Resolution	Additional Information
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.
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.	20/01/14: Matter will be referred to the Transport Committee and Council's urban design team.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

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

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

10 Dec 2013	BUILDINGS – CONSTRUCTION NEAR WATER & SEWERAGE ASSETS	EDAM	113/2013	0408	(a) Council approve the setback distance of 4 metres from the rear boundary for the proposed in-ground swimming pool at 82 Clifton Boulevard. (b) Council approve the amendments to Policy Number CS-CP-316, Buildings – Construction Near Water & Sewerage Assets as per attachment D.	06/01/2014 Update: Public Exhibition period ends 24/01/2014. Further report to Council if any submission/s received.
10 Dec 2013	MINUTES OF THE BUSINESS DEVELOPMENT AND MAJOR PROJECTS MANAGEMENT COMMITTEE MEETING HELD 18 NOVEMBER 2013	MES	243/2013	0416	That the Minutes of the Business Development and Major Projects Management Committee held on 18 November 2013, having first been circulated amongst members, be adopted with the matter regarding Minute Number 0201 Laid on the Table.	06/01/2014 Clarification sought from DLG - response received - matter to be discussed at Council workshop 21 Jan 2014 for future determination by Council
26 Nov 2013	PLAYGROUND STRATEGY REVIEW	UDDM	10810888	0371	(a) Council place the draft Griffith Playground Strategy (2013) on public exhibition for a minimum of 40 days. (b) After assessing submission and making relevant amendments, a further report will be presented to Council with a view to its adoption.	09/12/13 Strategy has been put on public exhibition until 21/02/2014.
12 Nov 2013	NOTICE OF MOTION – GRIFFITH POUND	MES	10767328	360	(a) Griffith City Council complete a review of operations at the Griffith pound including but not limited to: * Animal intake * Animal accommodation * Animal re-homing. (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. (c) Proposals for redevelopment of the facility be incorporated into the report, including preliminary costs, as well as alternatives for operating the facility.	15/11/2013 Action: Finalised, Completed. Report commenced to be presented to Council at future date.

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

					(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.	
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><i>RECOMMENDED on the motion of Councillor Curran and Christine Tomlinson that:</i></p> <p><i>(a) Peeches Mobile Coffee Van be given a two week trial period operating in the Griffith Airport Terminal providing that relevant documentation including insurance, written request be submitted.</i></p> <p><i>(b) Following the trial a further Expression of Interest be advertised.</i></p> <p>RESOLVED on the motion of Councillors Lancaster and Stead that in relation to Clause 11.1 - Coffee Shop Airport Terminal an Expression of Interest be advertised prior to a trial period being undertaken.</p>	<p>20/11/2013</p> <p>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>
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</p> <p>Investigations continuing into alternate airlines.</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

24 Sep 2013	REGIONAL SPORTS DECENTRALISATION PROGRAM	DSD	10621192	0296	<p>(a) The report be raised from the table.</p> <p>(b) Council allocate up to \$30,000 to fund a Capacity and Capability Assessment to be undertaken by Sports Marketing Australia in conjunction with Griffith City Council and Griffith City Sports Council Inc.</p> <p>(c) Council determine the funding source from savings identified in Council's Quarterly review, or alternatively forward fund the initiative from the 2014/15 budget.</p> <p>(d) This arrangement to be managed through the Sustainable Development Directorate via the Tourism & Economic Development Unit.</p>	<p>14/10/2013 Action Finalised. Funding to be allocated during the quarterly review process – September 2013.</p>
23 Jul 2013	OPTIONS FOR THE DELIVERY OF MECHANICAL SERVICES TO GRIFFITH CITY COUNCIL	DSD	10366732	0239	<p>(a) Council construct a stand alone workshop on appropriate land and defer full redevelopment of the existing depot as the preferred option for continuation of mechanical and fabrication services.</p> <p>(b) Suitable accommodation to be made for the fuel supply.</p> <p>(c) Council consider a further report on the recommended means to implement part (a).</p> <p>(d) A Working Group of Council be established to guide the planning, design and construction of the facility.</p> <p>(e) Further redevelopment of the Depot site and costings for the implementation of the same; be subject to a further report to Council.</p>	<p>05/08/2013 Due diligence of alternative sites under way. TORS for Working Group to be circulated.</p> <p>18/09/2013 Action: Finalised, Completed. Finalised CRMS as per SMT 16/09/13. Working Group has commenced operations. Proceeding with acquisition of land. Minutes of Working Group to be submitted to Council.</p> <p>14/10/2013 Meeting scheduled for 16 October 2013 at 1 pm.</p> <p>15/11/2013 Next meeting scheduled for 19 November at 1 pm.</p> <p>06/01/2014</p>

OUTSTANDING ACTION REPORT

FOR THE ORDINARY MEETING OF COUNCIL 28 JANUARY 2014

						Concept Plans approved and endorsed for DA documentation at 10 Dec 2013 Council Meeting.
23 Jul 2013	NOTICE OF MOTION - COOPER ROAD	DIO	10367017	0243	<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>