



# **MINUTES**

**Ordinary Council Meeting**

**21 April 2020**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 21 APRIL 2020 AT 2PM**

The Mayor declared the meeting opened at **2.04pm** and welcomed the Councillors, Staff, and those viewing online.

**1 ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the Wiradjuri people who are the Traditional Custodians of the Land. I would also like to pay respect to their people both past and present and extend that respect to other Aboriginal Australians who are present*

**2 HOUSE KEEPING**

*Advice provided of Council's Work, Health and Safety (WHS) Evacuation Plan and location of the Amenities.*

**3 DISCLOSURE OF POLITICAL DONATIONS**

Advice provided to those present, of the legislative requirement for Disclosure of Political Donations:

*The Environmental Planning and Assessment Act 1979, Section 147 requires a person submitting planning applications or submissions regarding a planning application, to disclose any reportable political donation and/or gifts to any local Councillor or employee of Council. Reportable political donations include those of, or above, \$1,000. The Disclosure Statement forms are available on Councils website or from the Customer Service Centre and must be lodged in accordance with the Act.*

*There were no Disclosure of Political Donations received by the Chairperson.*

**4 PRESENT**

Cr Neville Kschenka, Cr David Fahey OAM, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Tammy Galvin, Cr Tracey Lewis, Cr Barbara Bryon

**In Attendance**

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Vicki Maher (Minute Taker)

**5 APOLOGIES**

Nil

**6 DECLARATIONS OF INTEREST**

Cr David Fahey OAM declared a Pecuniary Interest in Item 22.3 under the Local Government Act as *In-laws are neighbours to the property* and will leave the meeting during discussion and voting.

**7 CONFIRMATION OF MINUTES****RESOLUTION 20/071**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That the minutes of the Ordinary Council Meeting held on 17 March 2020 be confirmed.

**CARRIED**

**8 MAYORAL REPORT****8.1 MAYORAL MINUTE - COVID-19 - FINANCIAL SUPPORT****RESOLUTION 20/072**

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Calls on the Federal Government and NSW Government to urgently deliver comprehensive and multifaceted financial support and stimulus packages to local government to enable them to continue to operate effectively and provide essential services during the COVID-19 pandemic.
2. Calls for the packages to include the following measures:
  - Increasing Financial Assistance Grants payments to 1% to help councils maintain essential functions and services, acknowledging the increased costs and mounting revenue losses arising from COVID-19 and drought as well as giving councils capacity to provide hardship assistance to businesses and residents.
  - Immediate financial assistance to support council employees.
  - Providing stimulus funding to councils for projects that will help sustain council operations and boost local economies. This could be achieved through increasing or bringing forward funding under existing funding programs or introducing new programs.
3. Commends the NSW and Federal Governments on their stewardship during this crisis and commits to working in partnership to protect community health and

sustain local economies through this crisis.

4. Write to the local Federal and State Member(s) Steph Cooke MP and the Hon. Sussan Ley MP, Prime Minister the Hon. Scott Morrison MP, NSW Premier the Hon. Gladys Berejiklian MP, Federal Treasurer the Hon. Josh Frydenburg MP, NSW Treasurer the Hon. Dominic Perrottet MP, NSW Local Government Minister the Hon. Shelley Hancock MP, Federal Minister for Local Government the Hon. Mark Coultan, Federal Opposition Leader the Hon. Anthony Albanese, NSW Opposition Leader Jodi McKay MP, Federal Shadow Minister for Local Government Jason Clare MP and NSW Shadow Minister for Local Government Greg Warren MP to confirm their support for increased financial assistance and stimulus funding for local government to help councils maintain essential services and employment during the COVID-19 pandemic.
5. Endorses Local Government NSW's sector-wide campaign to obtain financial assistance, employment support and stimulus funding for the local government sector.
6. Advise LGNSW President Linda Scott of the passage of this Mayoral Minute.

**CARRIED**

## **8.2 MAYORAL REPORT MARCH / APRIL 2020**

### **RESOLUTION 20/073**

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council receive and note the Mayoral Report for March / April 2020.

**CARRIED**

## **9 QUESTION WITH NOTICE**

Nil

## **10 NOTICES OF RESCISSION**

Nil

## **11 NOTICES OF MOTION**

### **11.1 NOTICE OF MOTION - COVID-19 SUPPORT FOR RATEPAYERS**

#### **RESOLUTION 20/074**

Moved: Cr Tammy Galvin

Seconded: Cr Tracey Lewis

That Council:

1. Explore all options to sustain local businesses adversely impacted by the economic downturn being experienced as a result of the drought and measures implemented

by the Australian and NSW Governments to control the spread of COVID-19 (Coronavirus). Options include:

- a) Rental payments relief to businesses operating out of Council facilities where impacted.
  - b) Waiving of fees for business inspection costs until an agreed time to be determined by Council.
  - c) Grease trap inspections (trade waste etc) and associated costs on hold until further notice.
  - d) Assisting any businesses that may need advocacy and support to access State and Federal Government stimulus packages.
  - e) Investigating other funding programs and assist local businesses in extending knowledge of what opportunities exist and help maximise impact from State and Federal Government funding programs.
2. Extend the Rates and Charges Financial Hardship Policy to include all property owners in Narrandera Shire, subject to approved application, and establish a NIL interest rate on any amounts deferred.

**CARRIED**

The Motion was carried on the Mayor's Casting Vote.

Councillors Morris, Clarke, Bryon and Fahey recorded their vote as Against the Motion.

## **12 COUNCILLOR REPORTS**

Nil

## **13 COMMITTEE REPORTS**

### **13.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 23 MARCH 2020**

#### **RESOLUTION 20/075**

Moved: Cr Kevin Morris

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held **23 March** 2020, together with the updated Economic Development Strategy (non-confidential).

**CARRIED**

**13.2 MINUTES - PARKS AND GARDENS ADVISORY COMMITTEE - 11 MARCH 2020**

**RESOLUTION 20/076**

Moved: Cr Jenny Clarke OAM  
 Seconded: Cr Barbara Bryon

That Council:

1. Note and receive the Minutes of the Parks and Gardens Advisory Committee held on Wednesday 11 March 2020.

**CARRIED**

**13.3 DISCUSSION - YOUTH ADVISORY COUNCIL - 16 MARCH 2020**

**RESOLUTION 20/077**

Moved: Cr Tracey Lewis  
 Seconded: Cr Barbara Bryon

That Council:

1. Receive and note that there was no formal meeting of the Youth Advisory Council in March 2020 due to insufficient numbers and lack of quorum.

**CARRIED**

Cr Payne flagged intention of submitting a Notice of Motion to next council meeting to change the name of the Youth Advisory Council.

**14 OUR COMMUNITY**

**14.1 NARRANDERA PARKSIDE COTTAGE MUSEUM S355 COMMITTEE AND NARRANDERA ARTS AND CULTURE ADVISORY COMMITTEE - DRAFT TERMS OF REFERENCE**

**RESOLUTION 20/078**

Moved: Cr Barbara Bryon  
 Seconded: Cr Narelle Payne

That Council:

1. Adopt the attached Terms of Reference for the Narrandera Parkside Cottage Museum S355 Committee and the Narrandera Arts and Culture Advisory Committee.
2. Commence recruitment for membership of those Committees in accordance with relevant adopted Terms of Reference.

**CARRIED**

**14.2 YOUTH ADVISORY COUNCIL NOMINATIONS****RESOLUTION 20/079**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Endorse the Youth Advisory Council nominees Mia Briggs and Madeline Fraser and appoint the nominees to the Youth Advisory Council.

**CARRIED**

**14.3 VARIATION TO COMMONWEALTH SUPPORT SERVICES****RESOLUTION 20/080**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the variations to Council's Community Transport and Home Support Programs during the COVID-19 Pandemic.

**CARRIED**

**14.4 LOCAL INITIATIVE DURING COVID-19****RESOLUTION 20/081**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Support the local initiatives established to assist the wider community during the COVID-19 pandemic.

**CARRIED**

**14.5 LEASE OF COUNCIL RESIDENCE TO NEW DOCTOR****RESOLUTION 20/082**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Endorses the arrangements made to lease 19 Argyle Street to the new doctor for 12

months from 1 May 2020 at a weekly rental of \$nil (0).

2. Notes that a bond of \$1,000 will be payable by the doctor.

**CARRIED**

## **15 OUR ENVIRONMENT**

Nil

## **16 OUR ECONOMY**

### **16.1 ECONOMIC DEVELOPMENT STRATEGY DEFERRED**

#### **RESOLUTION 20/083**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Directs the Economic Development Manager to proceed with the development of a short-term Business Recovery Strategy for implementation as soon as practicable.
2. Directs the Economic Development Manager to develop a new Strategy for 2021-2024 when the Health Emergency, and therefore the impact on all Economic Development and Tourism Initiatives, has passed.

**CARRIED**

### **16.2 SUPPORT FOR REGIONAL EXPRESS AIRLINES (REX)**

#### **RESOLUTION 20/084**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Ratifies the decision of the Mayor in accordance with cl 226 of the NSW Local Government Act 1993 to reduce head taxes payable by Rex Airlines for RPT operations into Narrandera/Leeton Airport on the following basis:
  - (i) For the period 1 April 2020 to 30 June 2020 zero dollars (\$0).
  - (ii) For the period 1 July 2020 to 31 December 2020 50% reduction of the usual head tax.
2. Notes the current proposal by REX for flight schedules affecting Narrandera/Leeton RPT services.

**CARRIED**



**17 OUR INFRASTRUCTURE****17.1 CLOSURE OF COUNCIL PUBLIC ROADS AND PRIVATE PURCHASE****RESOLUTION 20/085**

Moved: Cr Kevin Morris

Seconded: Cr Barbara Bryon

That Council:

1. Adopt the policy Public Road Closure and Private Sale for exhibition.
2. Should no submissions be received during exhibition the policy be adopted and implemented.

**CARRIED**

**17.2 BARELLAN STAGE TWO NETBALL COURT UPGRADE GRANT****RESOLUTION 20/086**

Moved: Cr Kevin Morris

Seconded: Cr David Fahey OAM

That Council:

1. Acknowledge the significant savings made in the construction of the Barellan change rooms through successful grant applications throughout the project, including \$182,500 from the Barellan Football Club.
2. Accept the Infrastructure Grant for the amount of \$115,000 plus GST for Stage Two of the Barellan Netball Court upgrade.
3. Commit \$30,000 as Councils contribution to the court 3 upgrade project.

**CARRIED**

**18 OUR CIVIC LEADERSHIP****18.1 LAKE TALBOT TOURIST PARK - ABATEMENT OF MONTHLY LEASE PAYMENTS TO COUNCIL****RESOLUTION 20/087**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Agree to the abatement of the monthly lease payments for the month of April 2020 with the abatement to be extended until such time as the Lake Talbot Tourist Park is able to lawfully reopen for business.

**CARRIED**

**18.2 LAKE TALBOT TOURIST PARK - NOTICE OF INTENTION TO ACCEPT THIRD OPTION TO RENEW LEASE****RESOLUTION 20/088**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Agree to proceed with the third option to renew the lease with Graejan Pty Ltd for the Lake Talbot Tourist park for the period 1 July 2020 to 30 June 2024;
2. Indicate to Graejan Pty Ltd that Council reserves the right to undertake a rent review when works funded through the Playground on the Murrumbidgee are substantially completed;
3. Indicate to Graejan Pty Ltd that Council intends to phase in the levying of water consumption charges and sewer usage charges during the third option but will do so in consultation with Graejan Pty Ltd;
4. Authorise the Mayor and General Manager to sign the lease document on behalf of Council when signed by the lessee;
5. Authorise the placement of the Seal of Council on the lease document and any other documents necessary relating to this matter.

**CARRIED**

**18.3 CVGT AUSTRALIA - RENEWAL OF LEASE FOR 147 EAST STREET, NARRANDERA****RESOLUTION 20/089**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Endorse the progression of a new commercial lease agreement with CVGT Australia for the continued rental of 147 East Street, Narrandera as proposed by CVGT Australia;
2. Authorise the Mayor and the General Manager to sign the lease agreement on behalf of Council when the lease agreement is signed by CVGT Australia;
3. Authorise the placement of the Seal of Council to this lease document or any other document relating to this matter.
4. Authorise the abatement of the lease payments as per the arrangements relative to the Covid-19 Virus should a request be received.

**CARRIED**

**18.4 MURRUMBIDGEE LOCAL HEALTH DISTRICT - NEW MEMORANDUM OF UNDERSTANDING FOR THE HIRE OF PART 17-21 TWYNAM STREET, NARRANDERA ALSO SEEKING SHORT TERM HIRE FEE ABATEMENT**

**RESOLUTION 20/090**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Endorse the proposed Memorandum of Understanding with Murrumbidgee Local Health District – Aboriginal Health as presented and authorise the Mayor and the General to sign the document on behalf of Council;
2. Agree to the abatement of the weekly hire fee for partial use of the Emergency Operations Centre until such time as Murrumbidgee Local Health District recommences clinics at this location.

**CARRIED**

**18.5 NARRANDERA IMPERIAL FOOTBALL & NETBALL CLUB INCORPORATED - AGREEMENT IN PRINCIPLE TO NEGOTIATE A NEW LICENCE**

**RESOLUTION 20/091**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Endorse actions to enter into an ‘agreement in principle’ with the Narrandera Imperial Football & Netball Club for a new licence for both exclusive and non-exclusive use of areas within and surrounding the proposed new clubhouse to be constructed at the Narrandera Sportsground;
2. Agree to action the preparation of the new licence agreement for the purpose of entering into formal discussions by both parties.

**LOST**

**18.6 IMPACT OF COVID 19 VIRUS**

**RESOLUTION 20/092**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Receive and note the report on the impact of the COVID-19 Virus on Councils operations and within the Shire community.

2. Endorse the actions taken to implement the Business Continuity Plan and the Public Health Orders issued by the Minister for Health.
3. Amend Policy CS300 Rates and Charges Financial Hardship to allow applications to be lodged by ratepayers suffering financial hardship by way of a simple Statutory Declaration.
4. Consider extending the policy to apply to all rate categories.
5. Resolve that the interest rate to be charged on outstanding rates for the period subject to any deferment be set at Zero.
6. Delegate to the General Manager the authority to determine all applications for deferment and periodic payment of rates and charges during the period of the pandemic.
7. Note the deferment of the Local Government Elections previously scheduled for September.
8. Support the continued efforts of the staff to transition to web based support services particularly in Community Services and Economic Development.

**CARRIED**

## **19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

### **19.1 MARCH DEVELOPMENT SERVICES ACTIVITIES**

#### **RESOLUTION 20/093**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Development Services Activities Report for March 2020.

**CARRIED**

## **20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**

### **20.1 MARCH STATEMENT OF BANK BALANCES**

#### **RESOLUTION 20/094**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as at 31 March 2020.

**CARRIED**

## **20.2 MARCH STATEMENT OF INVESTMENTS**

### **RESOLUTION 20/095**

Moved: Cr David Fahey OAM  
Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 31 March 2020.

**CARRIED**

## **20.3 MARCH INCOME STATEMENT**

### **RESOLUTION 20/096**

Moved: Cr Barbara Bryon  
Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 31 March 2020.

**CARRIED**

## **20.4 MARCH STATEMENT OF RATES AND RECEIPTS**

### **RESOLUTION 20/097**

Moved: Cr Barbara Bryon  
Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 31 March 2020.

**CARRIED**

## **20.5 MARCH CAPITAL WORKS PROGRAM**

### **RESOLUTION 20/098**

Moved: Cr Narelle Payne  
Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the information contained in the Capital Works report as at 31 March 2020.

**CARRIED**

**20.6 PROPOSED EXTRAORDINARY MEETING FOR THE PURPOSE OF CONSIDERING THE ADOPTION OF COUNCIL'S OPERATING PLAN FOR 2020-21**

**RESOLUTION 20/099**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

1. That Council conduct an extraordinary meeting at 9.30am on Tuesday 28<sup>th</sup> April for consideration of the draft 2020 – 2021 operating plan.
2. That Council conduct an extraordinary meeting on Tuesday 2<sup>nd</sup> June for consideration and adoption of the 2020 – 2021 operating plan.

**CARRIED**

**21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**

Nil

**22 CONFIDENTIAL BUSINESS PAPER REPORTS****RESOLUTION 20/100**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

**22.1 Economic Development Strategy at 23 March 2020**

This matter is considered to be confidential under Section 10A(2) - c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**22.2 Lake Talbot Tourist Park - Financial impact of the abatement of the monthly lease payment to Council**

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**22.3 Deed of Indemnity**

This matter is considered to be confidential under Section 10A(2) - e of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, prejudice the maintenance of law.

**22.4 Tender Amendment Update - Master Plan Upgrades - Lake Talbot Water Park**

This matter is considered to be confidential under Section 10A(2) - di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**CARRIED**

**22.1 ECONOMIC DEVELOPMENT STRATEGY AT 23 MARCH 2020****RESOLUTION 20/101**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held **23 March 2020**.

**CARRIED**

**22.2 LAKE TALBOT TOURIST PARK - FINANCIAL IMPACT OF THE ABATEMENT OF THE MONTHLY LEASE PAYMENT TO COUNCIL**

**RESOLUTION 20/102**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council:

1. Acknowledge the potential financial implications of the monthly lease payment abatement.

**CARRIED**

At 3:19 pm, Cr David Fahey OAM, after earlier declaring an Interest in Item 22.3, vacated the Chambers during discussions and voting on the matter.

**22.3 DEED OF INDEMNITY**

**RESOLUTION 20/103**

Moved: Cr Narelle Payne

Seconded: Cr Kevin Morris

That Council:

1. Note the findings of the report,
2. Invite the prospective land owner to seek a Building Information Certificate.

**CARRIED**

At 3:25 pm, Cr David Fahey OAM returned to the meeting.

**22.4 TENDER AMENDMENT UPDATE - MASTER PLAN UPGRADES - LAKE TALBOT WATER PARK**

**RESOLUTION 20/104**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Approve the final design as detailed in Option 1 – Amended Design and Construct Offer.
2. Allocate additional funding as detailed in Table 1 - Playground on the Murrumbidgee funding breakdown for LTWP Upgrades.

**CARRIED**



**MOTION**

**RESOLUTION 20/105**

Moved: Cr Barbara Bryon  
Seconded: Cr Narelle Payne

That Council moves out of Closed Council into Open Council and the Mayor advised of resolutions endorsed in Closed Session.

**CARRIED**

**The Meeting closed at 3.52pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 May 2020.**



.....  
**GENERAL MANAGER**



.....  
**CHAIRPERSON**