



# **MINUTES**

**Ordinary Council Meeting**

**10 December 2024**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 10 DECEMBER 2024 AT 2.30PM**

The Mayor declared the Public Forum opened at 1.30pm and welcomed the Councillors, Staff, Media, and those following on the Live Streaming.

### **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.*

### **PUBLIC FORUM**

Council's Open Space & Recreation Manager and Home & Community Care Manager, gave presentations on their service areas.

The Mayor declared the Ordinary Council meeting opened at **2.30pm**.

#### **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 Council's website or from the Customer Service Centre and must be lodged in accordance with the Act.*

There were no Disclosures of Political Donations received by the Chairperson.

#### **4 REQUEST TO ATTEND BY AUDIO-VISUAL LINK**

No requests to join via audio-visual link in December.

## 5 PRESENT

Mayor Cr Neville Kschenka, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis

### In Attendance

George Cowan (GM), Shane Wilson (DGMI), Cian Middleton (DGMCC), Vicki Maher (EA), Melissa Johnson (CAA)

## 6 APOLOGIES

Nil

## 7 DECLARATIONS OF INTEREST

Cr Jenny Clarke OAM declared a Non-Significant Non Pecuniary Interest in item 26.1 under the Local Government Act as *Member of the Rotary Club* and will remain and take part in debate or discussion.

Cr Bob Manning declared a Non-Significant Non Pecuniary Interest in item 26.1 under the Local Government Act as *Member of Rotary* and will remain and take part in debate or discussion..

Cr Cameron Rouse declared a Non Pecuniary Significant Interest in item 26.1 under the Local Government Act as *Citizen of Year and Disability Advocate* and will leave the meeting during discussion and voting on the matter.

## 8 CONFIRMATION OF MINUTES

### RESOLUTION 24/203

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That the minutes of the Ordinary Council Meeting held on 12 November 2024 be confirmed.

**CARRIED**

## ITEMS BROUGHT FORWARD IN THE AGENDA

### RESOLUTION 24/204

Moved: Cr Bob Manning

Seconded: Cr Tracey Lewis

1. That confidential Items 26.1, 26.2 and 26.3 be brought forward in the Agenda for consideration, with Item 26.3 being considered first.

**CARRIED**

**26 CONFIDENTIAL BUSINESS PAPER REPORT****RESOLUTION 24/205**

Moved: Cr Cameron Lander

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*:

**26.1 2025 Australia Day Awards Nominations and Event Update**

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

**26.2 Australia Day Planning Advisory Committee - Minutes - 21 November 2024**

This matter is considered to be confidential under Section 10A(2) - a 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 personnel matters concerning particular individuals (other than councillors).

**26.3 Endacom Pty Ltd**

This matter is considered to be confidential under Section 10A(2) - di, dii and diii 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, information that would, if disclosed, confer a commercial advantage on a competitor of the council and information that would, if disclosed, reveal a trade secret.

**CARRIED**

**26.3 ENDACOM PTY LTD****RESOLUTION 24/206**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Agrees to sell Lots 272, 274 DP751719 and Lot 2 DP 785518 Red Hill Road, Narrandera to Endacom as outlined in the report.
2. The contract of sale includes special conditions as outlined in the report placing ongoing obligations on Endacom to proceed with the development of the land.
3. Authorises the Mayor and General Manager to sign any documents on behalf of Council in relation to this matter.
4. Authorises the placement of the Seal of Council on any documents relating to this matter.

In Favour: Crs Neville Kschenka, Sue Ruffles, Bob Manning, Jenny Clarke OAM, Cameron Rouse, Peter Dawson, Cameron Lander, Braden Lyons and Tracey

Lewis

Against: Nil

**CARRIED 9/0**

At 2.47pm, Cr Cameron Rouse, after earlier declaring an Interest in Item 26.1, vacated the Chambers during discussions and voting on the matter.

## **26.1 2025 AUSTRALIA DAY AWARDS NOMINATIONS AND EVENT UPDATE**

### **RESOLUTION 24/207**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the minutes of the 21 November 2024 Australia Day Planning Committee meeting.
2. Endorses the 2025 Australia Day Award recipients in the below categories as selected by the Australia Day Planning Advisory Committee:
  - a. Citizen of the Year.
  - b. Senior Citizen of the Year.
  - c. Young Citizen of the Year.
  - d. Organisation of the Year.
  - e. Environmental Award.
  - f. Disability Advocate Award.

**CARRIED**

At 3pm, Cr Cameron Rouse returned to the meeting.

## **26.2 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 21 NOVEMBER 2024**

### **RESOLUTION 24/208**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Confidential Minutes of the Australia Day Planning Advisory Committee held on Thursday 21 November 2024.

**CARRIED**

## **26.3 OPEN COUNCIL**

### **RESOLUTION 24/209**

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

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

**CARRIED**

## **9 MAYORAL REPORT**

### **9.1 MAYORAL REPORT - NOVEMBER 2024**

#### **RESOLUTION 24/210**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Mayoral Report for November 2024.

**CARRIED**

### **9.2 MAYORAL REPORT - NARRANDERA MEDICAL SERVICES**

#### **RESOLUTION 24/211**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Endorses the actions of the Mayor in offering a recruitment incentive of \$35,000 to cover the cost of subsidised rental of a suitable dwelling and enrolment fee for the next phase of the doctor's training.
2. Requires the General Manager to report back to Council on the establishment of a suitable financial reserve to enable Council to fund this initiative and future requests.
3. Receives a draft policy for consideration.

**CARRIED**

## **10 COUNCILLOR REPORTS**

### **10.1 CR LEWIS - ATTENDANCE AT NSW PUBLIC LIBRARIES ASSOCIATION ANNUAL CONFERENCE - SWITCH 2024**

#### **RESOLUTION 24/212**

Moved: Cr Tracey Lewis

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Receives and notes information provided in the Report 'NSW Public Libraries Association Annual Conference – Switch 2024'.

**CARRIED**

## **11 NOTICES OF RESCISSION**

Nil

## **12 NOTICES OF MOTION**

### **12.1 NOTICE OF MOTION - IRRIGATION WAY CANAL BRIDGE**

#### **RESOLUTION 24/213**

Moved: Cr Bob Manning

Seconded: Cr Tracey Lewis

That Council:

1. Seek support from various users of the Irrigation Way Canal Bridge before the Mayor forms a delegation to meet with Minister Atkinson.

**CARRIED**

## **13 QUESTION WITH NOTICE**

Nil

## **14 OUR COMMUNITY**

Nil

## **15 OUR ENVIRONMENT**

### **15.1 NARRANDERA FLORA AND FAUNA RESERVE - LICENCES FOR ENVIRONMENTAL STUDIES**

#### **RESOLUTION 24/214**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Cameron Lander

That Council:

1. Concurs with the issue of two concurrent short-term (12 months) Licences numbered 673335 and 673388 received from the NSW Department of Planning, Housing and Infrastructure for the purpose of 'Environmental Studies – Koala

Studies’.

2. Council request more information on the process and expectations from the Environmental Studies – Koala Studies.

**CARRIED**

## **16 OUR ECONOMY**

Nil

## **17 OUR INFRASTRUCTURE**

### **17.1 NARRANDERA SHOWGROUND LAND MANAGERS - RAW WATER CONNECTION**

#### **RESOLUTION 24/215**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Considers the request for assistance from the Narrandera Showground Land Managers to reduce the financial impact of the raw water connection to the Narrandera Showground.
2. Make contribution of \$2,500 to the showground trust from the Mayor and General Manager fund.
3. Establish a payment plan for the remainder of connection fees.

**CARRIED**

## **18 OUR LEADERSHIP**

### **18.1 ENDORSEMENT OF TERMS OF REFERENCE FOR CORPORATE AND COMMUNITY SERVICES COMMITTEES**

#### **RESOLUTION 24/216**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Endorse the Terms of Reference for the Parkside Cottage Museum Section 355 Committee, appended at *Attachment 1*.
2. Endorse the Terms of Reference for the following Advisory Committees:
  - (a) Arts and Culture Advisory Committee, appended at *Attachment 2*.
  - (b) Bettering Barellan Advisory Committee, appended at *Attachment 3*.
  - (c) Domestic Violence Advisory Committee, appended at *Attachment 4*.



- (d) Railway Station Community Advisory Committee, appended at *Attachment 5*.
- 3. Receive a further report regarding the Grong Grong Community Advisory Committee once a meeting of that committee has been held.
- 4. Receive a further report regarding the appointment of external members to the various committees, following a public expression of interest process commencing December 2024 and concluding February 2025.
- 5. Amend the Terms of Reference for committees to include that the Council's Alternate Delegate is afforded voting rights in the absence of the main delegate.

**CARRIED**

**19 DEVELOPMENT APPLICATION**

Nil

**20 PROCUREMENT**

Nil

**21 POLICY**

**21.1 POLICY REVIEW - POL060 COMPLAINTS MANAGEMENT POLICY**

**RESOLUTION 24/217**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

- 1. Reviews the amended policy titled POL060 Complaints Management Policy.
- 2. Endorses the proposed amendments for the purpose of exhibition seeking community comment.
- 3. Deems the policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**CARRIED**

**22 COMMITTEE REPORTS**

**22.1 NARRANDERA DOMESTIC VIOLENCE ADVISORY COMMITTEE - MINUTES - 4 NOVEMBER 2024**

**RESOLUTION 24/218**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera Domestic Violence Advisory Committee held on Monday 4 November 2024.

**CARRIED**

## **22.2 NARRANDERA STADIUM ADVISORY COMMITTEE - MINUTES - 13 NOVEMBER 2024**

### **RESOLUTION 24/219**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Narrandera Stadium Advisory Committee held on Wednesday 13 November 2024.
2. Endorses the Terms of Reference subject to the following amendments:
  - a. Section 1 – ‘assistance’ be changed to ‘advice’ to Council who....
  - b. Section 4 – be amended as required when the new Community Strategic Plan is adopted
  - c. Section 6 – recruitment be amended to include ‘advertising be for a minimum of 14 days with a targeted invitation letter to all users groups’.
3. Includes the Narrandera Stadium in tourist information for use as a venue for suitable events.
4. Amend the Terms of Reference to include that the Council's Alternate Delegate is afforded voting rights in the absence of the main delegate.

**CARRIED**

## **22.3 LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - MINUTES - 13 NOVEMBER 2024**

### **RESOLUTION 24/220**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Lake Talbot Environs Advisory Committee held on Wednesday 13 November 2024.
2. Endorses the Terms of Reference subject to the following amendments:
  - a. Section 1 – purpose of the committee to align with the area’s outcomes and actions contained within the Plan of Management for ‘Lake Talbot and Environs’, with an area map to be included.
  - b. Section 4 – be amended as required when the new Community Strategic Plan is adopted.
  - c. Section 6 – recruitment be amended to include ‘advertising be for a minimum of

14 days with a targeted invitation letter to all user groups’.

3. Amend the Terms of Reference for committees to include that the Council’s Alternate Delegate is afforded voting rights in the absence of the main delegate.

**CARRIED**

**22.4 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 8 NOVEMBER 2024**

**RESOLUTION 24/221**

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Friday 8 November 2024.

**CARRIED**

**22.5 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 7 NOVEMBER 2024**

**RESOLUTION 24/222**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Thursday 7 November 2024.

**CARRIED**

**22.6 RAILWAY STATION FACILITY ADVISORY COMMITTEE - MINUTES - 7 NOVEMBER 2024**

**RESOLUTION 24/223**

Moved: Cr Bob Manning

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Railway Station Facility Advisory Committee held on Thursday 7 November 2024.

**CARRIED**

**22.7 NARRANDERA - LEETON SHIRE COUNCILS JOINT AIRPORT MANAGEMENT COMMITTEE - MINUTES - 26 NOVEMBER 2024****RESOLUTION 24/224**

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the Narrandera - Leeton Shire Councils Joint Airport Management Committee held on Tuesday 26 November 2024.

**CARRIED****22.8 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 27 NOVEMBER 2024****RESOLUTION 24/225**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 27 November 2024.

**CARRIED****22.9 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 28 NOVEMBER 2024****RESOLUTION 24/226**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held on Thursday 28 November 2024.

**CARRIED****22.10 ABORIGINAL ELDERS LIAISON - MINUTES - 25 NOVEMBER 2024****RESOLUTION 24/227**

Moved: Cr Braden Lyons

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 25 November 2024.

**CARRIED**

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

### **23.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - NOVEMBER 2024**

#### **RESOLUTION 24/228**

Moved: Cr Tracey Lewis

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Development Services Activities Report for November 2024.

**CARRIED**

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

### **24.1 STATEMENT OF INVESTMENTS - SEPTEMBER 2024**

#### **RESOLUTION 24/229**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Statement of Investments as at 30 September 2024.

**CARRIED**


## **25 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**

Nil

*Items 26.1, 26.2, 26.3 have been considered at another section.*

**The Meeting closed at 4.21pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 February 2025.**



.....  
**GENERAL MANAGER**



.....  
**CHAIRPERSON**