



# **MINUTES**

**Ordinary Council Meeting**

**23 November 2021**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 23 NOVEMBER 2021 AT 3PM**

The Mayor declared the Public Forum opened at 3pm and welcomed the Councillors, Staff, Members of the Gallery and those watching via live streaming.

**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.*

**PUBLIC FORUM**

**Presentation**

The Chair of the Garden Committee, Mr John Sullivan, presented the Narrandera Shire 2021 Garden Awards to those recipients who were able to attend. Award recipients not able to attend in person will receive certificates and prize vouchers via post. Mr Sullivan praised the high standard of the gardens in the Shire, and emphasised how important they are to help beautify our Shire's towns.

**Speaker**

One member of the community submitted an application to speak at the 23 November 2021 Public Forum on the items listed in the days Agenda:-

Mr Bob Manning – Spoke in person on Item 17.1 Playground on the Murrumbidgee - Change of Project Scope

The Mayor declared the Ordinary Council Meeting opened at **3.20pm**

**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 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), Amanda Collins (Observer)

#### **5 APOLOGIES**

##### **RESOLUTION 21/265**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That apologies from Cr Kevin Morris be received and accepted.

**CARRIED**

#### **6DECLARATIONS OF INTEREST**

Cr Neville Kschenka declared a Pecuniary Non Significant Interest in this Item 16.2 under the Local Government Act as *Active Business Group Member - Business in East Street – Property in East Street* and will leave the meeting during discussion and voting.

Cr Neville Kschenka declared a Pecuniary Interest in this Item 18.5 under the Local Government Act as *Nominated as Delegate for Mayor* and will leave the meeting during discussion and voting.

Cr Neville Kschenka declared a Non Pecuniary Non Significant Interest in this Item 22.2.5 under the Local Government Act as *A close relationship with one of the Nominees* and will leave the meeting during discussion and voting.

**7 CONFIRMATION OF MINUTES****RESOLUTION 21/266**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That the minutes of the Ordinary Council Meeting held on 19 October 2021 and the Extraordinary Council Meeting held on 3 November 2021 be confirmed.

**CARRIED**

**8 MAYORAL REPORT****8.1 MAYORAL REPORT OCTOBER / NOVEMBER 2021****RESOLUTION 21/267**

Moved: Cr Neville Kschenka

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Mayoral Report for October / November 2021.

**CARRIED**

**9 QUESTION WITH NOTICE**

Nil

**10 NOTICES OF RESCISSION**

Nil

**11 NOTICES OF MOTION****11.1 NOTICE OF MOTION - THANK YOU****RESOLUTION 21/268**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes Thank You by Deputy Mayor, Cr David Fahey.

**CARRIED**

**12 COUNCILLOR REPORTS**

Nil

**13 COMMITTEE REPORTS****13.1 MINUTES - LOCAL EMERGENCY MANAGEMENT COMMITTEE - 12 OCTOBER 2021****RESOLUTION 21/269**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 12 October 2021.

**CARRIED****13.2 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) - 2 NOVEMBER 2021****RESOLUTION 21/270**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held **2 November 2021**.
2. Tourism Stimulus Projects (non-confidential) as at **November 2021**.
3. Economic Stimulus Projects (non-confidential) as at **November 2021**.
4. Economic Development Strategy (non-confidential) as at **November 2021**.

**CARRIED****13.3 MINUTES - YOUTH ADVISORY COUNCIL - 8 NOVEMBER 2021****RESOLUTION 21/271**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 8

November 2021.

**CARRIED**

**13.4 MINUTES - YOUTH ADVISORY COUNCIL - 11 OCTOBER 2021**

**RESOLUTION 21/272**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Youth Advisory Council held on Monday 11 October 2021.

**CARRIED**

**13.5 MINUTES - RAILWAY STATION MANAGEMENT COMMITTEE - 9 NOVEMBER 2021**

**RESOLUTION 21/273**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Railway Station Management Committee held on Tuesday 9 November 2021.

**CARRIED**

**13.6 MINUTES - PARKSIDE COTTAGE MUSEUM COMMITTEE - 4 NOVEMBER 2021**

**RESOLUTION 21/274**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum Committee held on Thursday 4 November 2021 with the amendment that Cr Lewis was not in attendance at the meeting.

**CARRIED**

**13.7 MINUTES - BETTERING BARELLAN COMMITTEE - 3 NOVEMBER 2021****RESOLUTION 21/275**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Committee held on Wednesday 3 November 2021.
2. Review of existing Terms of Reference and future direction of the Committee.
3. Resolve to change from their existing status as a 355 Committee to an Advisory Committee relinquishing all associated delegations.

**CARRIED****13.8 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 10 NOVEMBER 2021****RESOLUTION 21/276**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Committee held on Wednesday 10 November 2021

**CARRIED****13.9 MINUTES - AUSTRALIA DAY PLANNING COMMITTEE - 9 NOVEMBER 2021****RESOLUTION 21/277**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Committee held on Tuesday 9 November 2021.

**CARRIED**

Cr Lewis requested her vote be recorded as against the motion.

**13.10 MINUTES - KOALA REGENERATION COMMITTEE - 3 NOVEMBER 2021****RESOLUTION 21/278**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

**CARRIED**

**13.11 MINUTES - KOALA REGENERATION COMMITTEE - 3 NOVEMBER 2021****RESOLUTION 21/279**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Committee held on Wednesday 3 November 2021.

**CARRIED**

**14 OUR COMMUNITY****14.1 2021-2024 YOUTH STRATEGY ACTIONS QUARTERLY REVIEW - 30 SEPTEMBER 2021****RESOLUTION 21/280**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the 2021-2024 Youth Strategy Actions quarterly review dated 30 September 2021.

**CARRIED**



**15 OUR ENVIRONMENT****15.1 NARRANDERA SHIRE COUNCIL 2020-2025 TREE AUDIT****RESOLUTION 21/281**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Acknowledges the 2020-2025 Narrandera Shire Council Tree audit.
2. Adopts POL127 Tree Management Policy.
3. Formally adopts to purchase a digital based tree management program to assist with managing and documenting works in the field.
4. Ensures that appropriate resources, including budget, are allocated to address the tree maintenance requirements identified in the Narrandera Shire Council Tree Audit 2020-2025.

**CARRIED**

**16 OUR ECONOMY****16.1 SALE OF LAND PROCEEDING WITH NEW BUYER****RESOLUTION 21/282**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Notes that the sale of part Lot 12 DP869904, proposed lot 71 Driscoll Road in the Red Hill Industrial Estate, is proceeding in accordance with Council's resolution 21/216 of 21 September 2021.

**CARRIED**

At 3.48pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 16.2, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

**16.2 WAIVE FEES FOR STALLHOLDERS - CHRISTMAS PROMOTION****RESOLUTION 21/283**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Waives fees for stallholders on the occasion of the Special Christmas promotion on 4 December 2021.

**CARRIED**

At 3.49pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

## **17 OUR INFRASTRUCTURE**

### **17.1 PLAYGROUND ON THE MURRUMBIDGEE - CHANGE OF PROJECT SCOPE**

#### **RESOLUTION 21/284**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Approves the reallocation of \$821,000 from the now cancelled Lattice Bridge Walk project to the alternate project, being Elevated Walk (Skywalk) and viewing platform, improved pedestrian access and lakeside deck.

**CARRIED**

Cr Bryon requested her vote be recorded as against the motion.

## **18 OUR CIVIC LEADERSHIP**

### **18.1 PRESENTATION OF REDACTED 2020-2021 ANNUAL REPORT AND ATTACHMENTS**

#### **RESOLUTION 21/285**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Acknowledges that the attached 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, have been redacted to remove information that could be used as 'electoral matter' for the upcoming 4 December 2021 local government election – Circular 21-12 from the Office of Local Government makes the task of redacting some items of information a requirement.
2. Adopts the redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, for the purpose of publishing the reports to the community using Council's website and then provides the URL to the

Office of Local Government.

3. Adopts the un-redacted version of the 2020-2021 Annual Report and attachments, including the 2016-2021 End of Term Report, presented to Council during the briefing session.
4. Resolves to publish the documents in point three to the community following the 4 December 2021 local government election via council's website and provides the office of local government with an updated Url.

**CARRIED**

**18.2 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS - 1 SEPTEMBER 2020 TO 31 AUGUST 2021**

**RESOLUTION 21/286**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Notes the Model Code of Conduct complaints statistics for the reporting year 1 September 2020 to 31 August 2021.
2. Submits the statistical return as presented to the Office of Local Government by 31 December 2021.

**CARRIED**

**18.3 2022-2023 BUDGET TIMELINE**

**RESOLUTION 21/287**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receives and notes the information contained in the 2022-2023 Budget Timeline.

**CARRIED**

## 18.4 INTENTION TO ADVERTISE THE CLASSIFICATION OF LAND AS OPERATIONAL LAND

### RESOLUTION 21/288

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Notes that the subdivision of part of the Landervale Road reserve has been registered with the 2,066 square metres of land now known as Lot 1 DP 1277925.
2. Notes the intention to remove the notation 'Public Road' from the Certificate of Title for Lot 1 DP 1277925.
3. Resolves to publicly advertise the intention of Council to classify Lot 1 DP 1277925 as Operational Land in accordance with Section 34 of the *Local Government Act* 1993 for no less than 28 days.
4. Notes that at the end of the 28-day exhibition period, a report will be prepared for consideration at the 18 January 2022 meeting.
5. Authorises the Mayor and the General Manager to sign any documentation relating to this matter.
6. Approves the placement of the Seal of Council on any documentation relating to this matter.

**CARRIED**

At 4.02pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 18.5, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

## 18.5 MAYORAL DELEGATIONS

### RESOLUTION 21/289

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Delegates to Mr Neville Kschenka the following roles during the period 4 December 2021 until 5 January 2022:
  - a. to be the leader of the Council and a leader in the local community.
  - b. to advance community cohesion and promote civic awareness.
  - c. to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities.
  - d. to promote partnerships between the Council and key stakeholders.
  - e. to advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council.

- f. in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the Council and the local community.
  - g. to carry out the civic and ceremonial functions of the Mayoral office, and
2. Continues to pay the equivalent of the Mayoral allowance to Mr Kschenka during this period.

**CARRIED**

At 4.03pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

## **18.6 REVIEW OF YOUTH ADVISORY COUNCIL TERMS OF REFERENCE**

### **RESOLUTION 21/290**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

The Council:

1. Receives and notes the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference.
2. Progresses the recommended changes of the Narrandera Shire Youth Advisory Council Terms of Reference to the newly elected Council for consideration.

**CARRIED**

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

### **19.1 OCTOBER 2021 DEVELOPMENT SERVICES ACTIVITIES**

#### **RESOLUTION 21/291**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Development Services Activities Report for October 2021.

**CARRIED**

**20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS****20.1 OCTOBER INCOME STATEMENT****RESOLUTION 21/292**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 October 2021.

**CARRIED**

**20.2 OCTOBER STATEMENT OF INVESTMENTS****RESOLUTION 21/293**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the information contained in the Statement of Investments report as at 31 October 2021.
2. Approves the revised portfolio credit limits and amendment to Policy CS40 Investments.

**CARRIED**

**20.3 OCTOBER STATEMENT OF BANK BALANCES****RESOLUTION 21/294**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 October 2021.

**CARRIED**

**20.4 OCTOBER STATEMENT OF RATES AND RECEIPTS****RESOLUTION 21/295**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 October 2021.

**CARRIED**

**20.5 OCTOBER CAPITAL WORKS PROGRAM****RESOLUTION 21/296**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Capital Works report as of 31 October 2021.

**CARRIED**

**20.6 SEPTEMBER 2021 QUARTERLY BUDGET REVIEW****RESOLUTION 21/297**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receives, notes and adopts the information and variations contained in the September Quarterly Review.

**CARRIED**

**21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS****21.1 RESPONSE TO DRAFT GUIDELINES - RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL COUNCILS IN NSW****RESOLUTION 21/298**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council

1. Adopts the attached response to Draft Guidelines – Risk Management and Internal Audit for Local Councils in NSW for submission to the Office of Local Government.

**CARRIED**

**22 CONFIDENTIAL BUSINESS PAPER REPORTS****RESOLUTION 21/299**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

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 Updates**

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 Narrandera Shire Australia Day Awards 2022**

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).

**CARRIED**

**22.1 ECONOMIC DEVELOPMENT UPDATES****RESOLUTION 21/300**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis



That Council:

1. Receives and notes the Economic Development updates following the Economic Taskforce Committee meeting held **2 November** 2021:
  - a. Economic Stimulus Projects (confidential) as at **November** 2021.
  - b. Economic Development Strategy (confidential) as at **November** 2021.

**CARRIED**

At 4.31pm, Cr Neville Kschenka, after earlier declaring an Interest in Item 22.2 attachment 5, Resolution points 3 and 4, vacated the Chambers and Deputy Mayor Cr David Fahey assumed the Mayoral Chair, during discussions and voting on the matter.

## **22.2 NARRANDERA SHIRE AUSTRALIA DAY AWARDS 2022**

### **RESOLUTION 21/301**

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the report for the 2022 Australia Day awards by the Australia Day Planning Committee.

**CARRIED**

### **RESOLUTION 21/302**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

2. Endorses the 2022 Australia Day award for Organisation of the Year.

**CARRIED**

### **RESOLUTION 21/303**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

3. Endorses the 2022 Australia Day award for Young Citizen of the Year.

**CARRIED**

### **RESOLUTION 21/304**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

4. Endorses the 2022 Australia Day award for Senior Citizen of the Year.

**CARRIED**

### **RESOLUTION 21/305**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

5. Endorses the 2022 Australia Day award for joint Citizen of the Year.

**CARRIED**

**RESOLUTION 21/306**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

6. Endorses the 2022 Australia Day award for joint Citizen of the Year.

**CARRIED**

At 4.32pm, Cr Neville Kschenka returned to the meeting, returning to the Mayoral Chair.

**23 OPEN COUNCIL**

**RESOLUTION 21/307**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

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

**CARRIED**

**The Meeting closed at 4.36pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 18 January 2022.**



.....  
**GENERAL MANAGER**



.....  
**CHAIRPERSON**