



# **MINUTES**

**Ordinary Council Meeting**

**15 August 2017**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 15 AUGUST 2017 AT 2PM**

**PRESENT:** Cr Neville Kschenka, Cr David Fahey, Cr Narelle Payne, Cr Jenny Clarke, Cr Wesley Hall, Cr Tammy Galvin, Cr Tracey Lewis, Cr Barbara Bryon

**IN ATTENDANCE:** Julian Geddes (DGMI), Craig Taylor (Acting Deputy General Manager Corporate and Community), Interim General Manager Judy Charlton

2.01pm

**1 ACKNOWLEDGEMENT TO 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**

**5 APOLOGIES**

**RESOLUTION 17/226**

Moved: Cr Jenny Clarke

Seconded: Cr Barbara Bryon

That leave of absence from Cr Kevin Morris be received and accepted.

**CARRIED**

## **6 DECLARATIONS OF INTEREST**

IGM Judy Charlton declared a Pecuniary Interest in item 23.1 – Code of Conduct Reviewer Panel, under the Local Government Act as her company is one of the Reviewers recommended by the RAMROC Selection Panel and took no further part in debate or discussion.

## **7 PUBLIC QUESTION TIME**

**Acknowledgement of former long term Shire Clerk Mr Richard Goss and Council's condolences are extended to his family.**

## **SUSPENSION OF STANDING ORDERS AT 2.05PM**

### **RESOLUTION 17/227**

Moved: Cr Jenny Clarke  
Seconded: Cr Narelle Payne

A motion was moved that Council suspend standing orders.

**CARRIED**

## **8 PRESENTATIONS BY THE PUBLIC**

Rotary Club of Narrandera by President Joan Graham - Development of Water Tower Area.

## **RESUMPTION OF STANDING ORDERS AT 2.12PM**

### **RESOLUTION 17/228**

Moved: Cr Barbara Bryon  
Seconded: Cr Tammy Galvin

A motion was moved that Council resume standing orders.

**CARRIED**

## **9 PRESENTATIONS BY STAFF AND CONTRACTORS**

Nil

## **10 CONFIRMATION OF MINUTES**

### **RESOLUTION 17/229**

Moved: Cr Wesley Hall  
Seconded: Cr Narelle Payne

That the minutes of the Ordinary Council Meeting held on 18 July 2017 and the Extraordinary Council Meeting held on 19 July 2017 be confirmed.

**CARRIED**

**11 MAYORAL REPORT**

**11.1 MAYORAL REPORT - AUGUST 2017**

**RESOLUTION 17/230**

Moved: Cr Neville Kschenka

Seconded: Cr Tracey Lewis

That the August Mayoral Report be received and noted.

**CARRIED**

**12 NOTICES OF RESCISSION**

Nil

**13 NOTICES OF MOTION**

**13.1 NOTICE OF MOTION - FORMATION OF A SECTION 355 PARKS AND GARDENS COMMITTEE**

**RESOLUTION 17/231**

Moved: Cr Jenny Clarke

Seconded: Cr Tammy Galvin

That Council agree to the formation of a Section 355 Parks and Gardens Committee comprising of two (2) councillors, Open Space & Recreation Manager and four (4) community members.

**CARRIED**

**AMENDMENT**

Moved: Cr Tracey Lewis

Seconded: Cr Tammy Galvin

That Council receive further information for its consideration regarding the terms of reference, membership requirements and other matters associated with this proposed committee.

**LOST**

**14 COUNCILLOR REPORTS**

Nil

**15 COMMITTEE REPORTS****15.1 MINUTES - AUDIT, RISK AND IMPROVEMENT COMMITTEE - 26 JULY 2017****RESOLUTION 17/232**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey

1. That the Minutes of the Audit, Risk and Improvement Committee held on Wednesday 26 July 2017 be received and noted.

**CARRIED**

**16 OUR COMMUNITY****16.1 REGIONAL CULTURAL FUND - EXPRESSION OF INTEREST FOR CULTURAL PRECINCT****RECOMMENDATION**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council:

1. Endorse the Cultural, Heritage and Discovery Centre concept pending consultation prior to the closing of expressions of interest
2. Approve the submission of an expression of interest under the Regional Cultural Fund (medium scale regional cultural infrastructure \$60,000 - \$1m)
3. Allocate \$100,000 from Teloca Sale Reserve as a co-contribution
4. Approve expenditure from the 2017/2018 Visitor Information Centre refurbishment budget to progress the planning stage of the proposed centre
5. Reallocate funds for the refurbishment of the current Visitor Information Centre should the expression of interest be unsuccessful.

**AMENDMENT**

Moved: Cr David Fahey

Seconded: Cr Jenny Clarke

That Council:

1. Endorse the Cultural, Heritage and Discovery Centre concept pending consultation prior to the closing of expressions of interest
2. Approve the submission of an expression of interest under the Regional Cultural Fund (medium scale regional cultural infrastructure \$60,000 - \$1m)
3. Allocate \$100,000 from General Fund General Revenue as a co-contribution
4. Approve expenditure from the 2017/2018 Visitor Information Centre refurbishment budget to progress the planning stage of the proposed centre
5. Reallocate funds for the refurbishment of the current Visitor Information Centre should the expression of interest be unsuccessful.

**CARRIED****RESOLUTION 17/233**

Moved: Cr David Fahey

Seconded: Cr Jenny Clarke

That Council:

1. Endorse the Cultural, Heritage and Discovery Centre concept pending consultation prior to the closing of expressions of interest
2. Approve the submission of an expression of interest under the Regional Cultural Fund (medium scale regional cultural infrastructure \$60,000 - \$1m)
3. Allocate \$100,000 from General Fund General Revenue as a co-contribution
4. Approve expenditure from the 2017/2018 Visitor Information Centre refurbishment budget to progress the planning stage of the proposed centre
5. Reallocate funds for the refurbishment of the current Visitor Information Centre should the expression of interest be unsuccessful.

**CARRIED****17 OUR ENVIRONMENT**

Nil

**18 OUR ECONOMY****18.1 OPENING OF THE STRONGER COUNTRY COMMUNITIES FUND****RESOLUTION 17/234**

Moved: Cr David Fahey

Seconded: Cr Narelle Payne

1. That Council:
  - (a) Endorse the recommended projects for the purpose of public exhibition
  - (b) Implement the consultation strategy outlined in the report
  - (c) Receive a report at the September ordinary meeting in order to make a submission to tranche C

**CARRIED****18.2 MARKETING AND TOURISM UPDATE****RESOLUTION 17/235**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

1. That Council receive and note the contents of this report.

**CARRIED**

**18.3 DA 30/2016/2017 - PROPOSED RAIL LOADING INFRASTRUCTURE - 10 SANDY CREEK ROAD, BARELLAN**

No Disclosure of Political Donations was received by the Chairperson.

**RESOLUTION 17/236**

Moved: Cr Jenny Clarke  
 Seconded: Cr Narelle Payne

1. That Council pursuant to s80(1) of the Environmental Planning & Assessment Act 1979, grants consent to Development Application DA/30/2016/2017 for the construction of rail loading infrastructure at 10 Sandy Creek Road Barellan, Pt Lot 3006 DP1203503, Lot 1 DP1033278, Pt Crown Land, subject to the conditions set out in Attachment 1.

**CARRIED**

In Favour: Crs Neville Kschenka, David Fahey, Narelle Payne, Jenny Clarke, Wesley Hall, Tammy Galvin, Tracey Lewis and Barbara Bryon

Against: Nil

**CARRIED 8/0**

**19 OUR INFRASTRUCTURE**

**19.1 DRAFT LAKE TALBOT POOL COMPLEX MASTER PLAN**

**RESOLUTION 17/237**

Moved: Cr Wesley Hall  
 Seconded: Cr Narelle Payne

That:

1. Council adopt option 1 of the revised Draft Lake Talbot Pool Complex Master Plan as presented with a notional value of \$8.222M. Option 1 redevelopment project options are planned to be constructed over three stages as grant funding becomes available.
2. Council support an application of funding under the Regional Sports Infrastructure Program to secure funds to construct Stage 1 of the Lake Talbot Pool Complex Master Plan with has a notional cost value of \$4.555M.
3. Council to reallocate \$68,000 from the Lake Talbot Pool Master Plan internal restriction fund, to increase the budget of the Detailed Design of the Lake Talbot Master Plan, this will be used to get the Master Plan to the “shovel ready” stage to apply for the Regional Growth Fund - Regional Sports Infrastructure program.
4. The changes, as approved by Council, be included in the next Quarterly Review for completeness

**CARRIED**

**19.2 RMS GRANT FUNDING FOR PEDESTRIAN ACCESS AND MOBILITY PLAN AND CYCLEWAY PROGRAM 2017/2018**

**RESOLUTION 17/238**

Moved: Cr David Fahey

Seconded: Cr Jenny Clarke

That Council:

1. confirms acceptance of the RMS funding of \$66,000 for the 2017/2018 financial year for two PAMP and Cycleway projects being Burley Griffin Way blisters in Barellan and shared cycleway, Marie Bashir Park, Narrandera.
2. reduces the expenditure for PAMP- East Street and Douglas Streets, from \$200,000 to zero, and the RMS contribution be reduced from \$65,000 to zero also, a reduction in the use of General Revenue by \$135,000;
3. reallocates \$15,000 from the Building Maintenance Reserve, to engage a suitably qualified consultant to prepare an Buildings Asbestos Management Plan to meet Council's obligation under the Code of Practice for the Management and Control of Asbestos in the Workplace.
4. reallocates the remaining \$120,000 to the Council General Revenue Fund.
5. approves the changes to be included in the next Quarterly Budget Review for completeness.

**CARRIED**

### **19.3 FIXING COUNTRY ROADS ROUND 3 FUNDING APPLICATION**

#### **RESOLUTION 17/239**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That:

1. Council endorse the proposed list of projects for Fixing Country Roads Round 3 funding application
  - (a) Installation of culvert at Cowabbie Creek on Canola Way to flood proof Canola Way. Project to be listed as priority one with an estimated cost of \$650,000 and a co-contribution of 10% (\$65,000) from block grant funding.
  - (b) Upgrade of Settlers Road and Rosedale road. Project to be listed as priority two with an estimated cost of \$620,000 and council co-contribution of 10% (\$57,000) of the remaining project costs after industry contributions.
  - (c) Upgrade of Boree Road, Donaldson Road and Corbie Hill Road. Project to be listed as priority three with an estimated value of \$1.3M and no co-contribution.

**CARRIED**

## **20 OUR CIVIC LEADERSHIP**

### **20.1 NARRANDERA PARKSIDE COTTAGE MUSEUM - CONSIDERATION AS A NEW SECTION 355 COMMITTEE**

#### **RESOLUTION 17/240**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Endorse the request from the Narrandera Parkside Cottage Museum Committee for the establishment of a Section 355 Committee to be known as the Parkside Cottage



Museum Committee;

2. Endorse the recommendation from Ms Biggs report and request staff to provide an implementation plan and budget;
3. Suggest that the Narrandera Parkside Cottage Museum Committee deregister their incorporation;
4. Request staff to prepare a Constitution for the proposed Parkside Cottage Museum Committee for Council approval;
5. Subsequent to adoption of a Constitution that expressions of interest be advertised to the community to be members of the Parkside Cottage Museum Committee.

**CARRIED**

## **20.2 CURRENT DATA PROTECTION STRATEGIES AT COUNCIL**

### **RESOLUTION 17/241**

Moved: Cr Wesley Hall

Seconded: Cr David Fahey

1. That Council note the contents of this report.

**CARRIED**

## **20.3 2013-2017 DELIVERY PROGRAM - 30 JUNE 2017 QUARTERLY REVIEW AND ANNUAL COMMENT**

### **RESOLUTION 17/242**

Moved: Cr David Fahey

Seconded: Cr Barbara Bryon

1. That Council endorse the 2013-2017 Delivery Program quarterly review as at 30 June 2017; and publish the report to the community as presented.

**CARRIED**

## **20.4 LAKE TALBOT TOURIST PARK - CONSENT TO TRANSFER LEASE**

### **RESOLUTION 17/243**

Moved: Cr Wesley Hall

Seconded: Cr Jenny Clarke

That Council:

1. Resolve to Execute the Deed of Assignment for the transfer of the lease of Lake Talbot Tourist Park from Ridesun Pty Ltd to Graejan Pty Ltd;
2. Approval is given to affix the Common Seal of Council, if required, to this and any future documentation necessary relating to this matter.

**CARRIED**

**21 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

**21.1 JULY DEVELOPMENT SERVICES ACTIVITIES**

**RESOLUTION 17/244**

Moved: Cr Narelle Payne

Seconded: Cr David Fahey

That Council receive and note the Development Services Activities Report for July 2017.

**CARRIED**

**22 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**

**22.1 JUNE 2017 CAPITAL WORKS PROGRAM (REVISED)**

**RESOLUTION 17/245**

Moved: Cr Wesley Hall

Seconded: Cr David Fahey

1. That Council receive and note the information contained in the Capital Works report as at 30 June 2017.

**CARRIED**

**22.2 JULY STATEMENT OF BANK BALANCES**

**RESOLUTION 17/246**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

1. That Council receive and note the information contained in the Statement of Bank Balances report as at 31 July 2017

**CARRIED**

**22.3 JULY STATEMENT OF INVESTMENTS**

**RESOLUTION 17/247**

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

That Council receive and note the information contained in the Statement of Investments report as at 31 July 2017

**CARRIED**

## 22.4 JULY STATEMENT OF RATES AND RECEIPTS

### RESOLUTION 17/248

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council receive and note the information contained in the Statement of Rates and Receipts report as at 31 July 2017.

**CARRIED**

## 22.5 JULY INCOME STATEMENT

### RESOLUTION 17/249

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

That Council receive and note the information contained in the Income Statement report as at 31 July 2017.

**CARRIED**

## 22.5 DRAFT 2016/2017 COUNCIL FINANCIAL STATEMENTS - REFERRAL FOR AUDIT

### RESOLUTION 17/250

Moved: Cr Wesley Hall

Seconded: Cr Narelle Payne

1. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that it has prepared the General Purpose Financial Statements for the 2016/2017 financial year ending 30 June 2017 and has formed an opinion, based on the advice of Council officers, that these reports;
  - (a) Have been prepared in accordance with;
    - (i) The Local Government Act 1993 (as amended) and the Regulations made thereunder;
    - (ii) The Australian Accounting Standards and professional pronouncements; and
    - (iii) The Local Government Code of Accounting Practice and Financial Reporting.
  - (b) Present fairly the operating result and financial position of the Narrandera Shire Council for the year ended 30 June 2017; and
  - (c) Accords with Council's accounting and other records and policies.
2. That the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. That the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, Interim General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. That pursuant to the provisions of Section 413 of the Local Government Act 1993, Council hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2017 be referred for audit.

5. That Tuesday, 17 October 2017 be fixed as the date for the public meeting to receive and issue the final set of Financial Statements, as required by the NSW Audit Office.
6. That Tuesday 21 November 2017 be fixed as the date for the public meeting to present the audited financial statements and auditor's reports for the year ended 30 June 2017, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
7. That the following net amounts be transferred to/(from) Internally Restricted Reserves;
 

(a) Plant and Equipment	(396,616)
(b) Carryover Works (Revenue only)	(74,542)
(c) Building Maintenance and Repair	(16,041)
(d) Community Activities	25,889
(e) Construction of Buildings	(178,070)
(f) Office equipment	5,443
(g) Other Reserves	<u>(84,698)</u>
Total Net Internal Reserve Movement	(718,635)
8. That Council resolves to revote expenditure \$2,020,590 for those projects listed as carryovers, in the attached schedule, for the purpose of the projects as listed.

**CARRIED**

### **23 STATUTORY AND COMPULSORY REPORTING – OTHER**

At 3:18 pm, GM Judy Charlton, after earlier declaring an Interest in Item 23.1, vacated the Chambers during discussions and voting on the matter.

#### **23.1 CODE OF CONDUCT REVIEW PANEL 1 JULY 2017 TO 30 JUNE 2021**

##### **RESOLUTION 17/251**

Moved: Cr Narelle Payne

Seconded: Cr Tammy Galvin

1. That Council endorse the following as the Panel of Conduct Reviewers for three years and nine months commencing 1 September 2017
  - (a) **The Centium Group, Sydney**
  - (b) **Harris Wheeler Lawyers, Newcastle**
  - (c) **Sinc Solutions Strategic Independent Consulting, Glebe NSW**
  - (d) **Mediate Today Pty Ltd, Shellharbour, NSW**
  - (e) **Charlton Consulting Pty Ltd, Wodonga, VIC**
  - (f) **Tress Cox Lawyers, Sydney NSW**
  - (g) **Prevention Partners, North Parramatta NSW**
  - (h) **O'Connell Workplace Solutions, Sydney**
  - (i) **Workplace Investigation Services, Newport NSW**
  - (j) **BAL Lawyers (Bradley Allen Love), Canberra ACT.**

**CARRIED**

At 3:19 pm, GM Judy Charlton returned to the meeting.

**24 CONFIDENTIAL BUSINESS PAPER REPORTS**

**RESOLUTION 17/252**

Moved: Cr Narelle Payne  
 Seconded: Cr Tammy Galvin

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*:

**24.1 Minutes - Economic Taskforce Committee - 25 July 2017**

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**

**24.1 MINUTES - ECONOMIC TASKFORCE COMMITTEE - 25 JULY 2017**

**RESOLUTION 17/253**

Moved: Cr Wesley Hall  
 Seconded: Cr Narelle Payne

1. That the Confidential Minutes of the Economic Taskforce Committee held on Tuesday 25 July 2017 be received and noted.

**CARRIED**

**RESOLUTION 17/254**

Moved: Cr David Fahey  
 Seconded: Cr Jenny Clarke

That Council moves out of Closed Council into Open Council.

**CARRIED**

**The Meeting closed at 3.22pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 19 September 2017.**



**GENERAL MANAGER**



**CHAIRPERSON**