



MINUTES

Ordinary Council Meeting

21 February 2023

**MINUTES OF NARRANDERA SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 21 FEBRUARY 2023 AT 2PM**

The Mayor declared the Public Forum opened at 1.35pm and welcomed the Councillors, Staff, Media, Members of the Gallery and those following on the 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

Mr Mayor conducted a Citizenship Ceremony for Cecilia McLellan of Norway, which is the last step in becoming an Australian Citizen.

Following this, the Mayor presented Certificates and Prizes for Council's 2022 Christmas Decorations Awards to:

Best Grong Grong House – Amanda Ferrari & Mark Tilyard
Best Narrandera House – Cameron Hillsley
Best Street – Dalgetty Street Narrandera – presented to Alison Quince
Best Barellan House – Kellie & Carl Kenmir
Best Business – Terry White Chemist Narrandera.

Mr Mayor then welcomed guests via virtual link for a presentation regarding Special Rates Valuations:

Tim Fleming; Senior Managing Valuer and
Marilyn Baker; Managing Valuer (Valuation NSW)
Vince Graham and
Bill Dean; Contract Valuer (Opteon Property Group)

Community member Mr Bob Manning, then spoke "For" Item 13.2 Economic Taskforce Committee Minutes Attachment 3 Economic Stimulus Projects, Sub Item 7 Independent Living Village Concept, Cnr Elwin and Crescent Streets Narrandera, seeking a "push on" of this project to keep it moving to fruition.

The Mayor declared the Ordinary Council Meeting opened at **2.58pm**.

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.

REQUEST TO ATTEND BY AUDIO-VISUAL LINK

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

4 PRESENT

Cr Neville Kschenka, Cr Cameron Lander, Cr Jenny Clarke OAM, Cr Kevin Morris, Cr Peter Dawson, Cr Sue Ruffles, Cr Braden Lyons

In Attendance

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

5 APOLOGIES

RESOLUTION 23/001

Moved: Cr Cameron Lander
Seconded: Cr Jenny Clarke OAM

That apologies from Cr Narelle Payne be received and accepted.

CARRIED

6 DECLARATIONS OF INTEREST

Nil

7 CONFIRMATION OF MINUTES

RESOLUTION 23/002

Moved: Cr Cameron Lander
Seconded: Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 14 December 2022 be

confirmed.

CARRIED

8 MAYORAL REPORT

20.1 MAYOR REPORT - DECEMBER 2022 & JANUARY/FEBRUARY 2023

RESOLUTION 23/003

Moved: Cr Neville Kschenka

Seconded: Cr Cameron Lander

That Council:

1. Receive and note the Mayoral Report for December 2022 and January / February 2023.

CARRIED

MINUTE SILENCE

The Mayor led a Minute Silence in honour of two residents in our Shire who had passed recently;

Raylene Williams and Albert Pope.

Raylene was a member of the Aboriginal Elders Liaison Committee and Albert was a past Council employee of 27 years.

9 QUESTION WITH NOTICE

Nil

10 NOTICES OF RESCISSION

Nil

11 NOTICES OF MOTION

Nil

12 COUNCILLOR REPORTS

Nil

13 COMMITTEE REPORTS**13.1 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 6 DECEMBER 2022****RESOLUTION 23/004**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council receives and notes the:

1. Minutes of the Economic Taskforce Committee meeting held 6 December 2022.
2. Tourism Stimulus Projects (non-confidential) as at December 2022.
3. Economic Stimulus Projects (non-confidential) as at December 2022.
4. Economic Development Strategy (non-confidential) as at December 2022.

CARRIED

13.2 ECONOMIC TASKFORCE COMMITTEE - MINUTES - 7 FEBRUARY 2023**RESOLUTION 23/005**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

Cr Tracey Lewis

That Council:

1. Receives and notes for the Economic Taskforce Committee meeting held 6 February 2023 the non-confidential:
 - a. Discussion Notes
 - b. Stimulus Projects – Tourism
 - c. Stimulus Projects – Economic
 - d. Economic Development Strategy.
2. Endorses the Deputy Mayor and Economic Development Manager to the committee as voting delegates, updating the members in the Terms of Reference to Mayor, Deputy Mayor, Economic Development Manager and three (3) Councillor delegates.

CARRIED

13.3 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 1 FEBRUARY 2023**RESOLUTION 23/006**

Moved: Cr Sue Ruffles

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Wednesday 1 February 2023.

CARRIED

13.4 ABORIGINAL ELDERS LIAISON - MINUTES - 6 FEBRUARY 2023

RESOLUTION 23/007

Moved: Cr Braden Lyons

Seconded: Cr Sue Ruffles

Cr Tracey Lewis

That Council:

1. Receives and notes the Discussion Notes Minutes of the Aboriginal Elders Liaison held on Monday 6 February 2023.

CARRIED

13.5 NHAG NARRANDERA HEALTH ADVISORY GROUP - MINUTES - 2 DECEMBER 2022

RESOLUTION 23/008

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receives and notes the Minutes of the NHAG Narrandera Health Advisory Group held on Friday 2 December 2022.

CARRIED

14 PROCUREMENT

14.1 WESTERN RIVERINA LIBRARIES LIBRARY MANAGEMENT SYSTEM REVIEW

RESOLUTION 23/009

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Western Riverina Libraries – Library Management System Review Report.
2. Endorses the selection by the Western Riverina Libraries Committee of Spydus by Civica as replacement for the existing Libero system.

CARRIED

14.2 TENDER - T22-23-02 DESIGN AND CONSTRUCT LANDERVALE FIRE STATION

RESOLUTION 23/010

Moved: Cr Cameron Lander

Seconded: Cr Kevin Morris

That Council:

1. Authorises the General Manager to award the tender for the Design and Construction of the new Landervale Fire Station in accordance with Section 55 of the Local Government Act 1993, upon confirmation of funding from the NSW Rural Fire Service.

CARRIED

15 DEVELOPMENT APPLICATION

Nil

16 OUR COMMUNITY

16.1 RE-ESTABLISHMENT OF AN ALCOHOL-FREE ZONE

RESOLUTION 23/011

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Adopts the proposal for re-establishment of an Alcohol-Free Zone in East Street and surrounds as shown on Attachment 1 for a further four-year period of 27 February 2023 until 26 February 2027 in accordance with Section 644B of the Local Government Act 1993.

CARRIED

17 OUR ENVIRONMENT

Nil

18 OUR ECONOMY

Nil

19 OUR INFRASTRUCTURE**19.1 BARELLAN SEWER UPDATE AND TENDERING METHOD****RESOLUTION 23/012**

Moved: Cr Kevin Morris

Seconded: Cr Tracey Lewis

That Council:

1. Receives the information contained in this report, and
2. Approves the tender to be called via the open tender method for the construction of the Barellan Sewer in accordance with Clause 166 Local Government (General) Regulation 2021 and Section 55 of the Local Government Act 1993.

CARRIED**20 OUR LEADERSHIP***Item has been considered at another section.***20.2 DOMESTIC VIOLENCE ADVISORY COMMITTEE****RESOLUTION 23/013**

Moved: Cr Cameron Lander

Seconded: Cr Sue Ruffles

That Council:

1. Resolves to discontinue the Domestic Violence Advisory Committee.

LOST

20.3 RISK MANAGEMENT AND INTERNAL AUDIT FOR LOCAL GOVERNMENT IN NSW

RESOLUTION 23/014

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

1. Adopts the Terms of Reference and Internal Audit Charter as presented, which will then be reported to the next Audit, Risk and Improvement Committee meeting to be held 8 March 2023.
2. Support the appointment of a non-voting Council member to the new Audit, Risk and Improvement Committee.
3. Supports the payment of out-of-pocket expenses only to the chairperson and independent members.

CARRIED

21 POLICY

21.1 POLICY REVIEW - POL006 RISK MANAGEMENT POLICY 2023

RESOLUTION 23/015

Moved: Cr Cameron Lander

Seconded: Cr Kevin Morris

That Council:

1. Receives the revised POL006 Risk Management Policy.
2. Endorses POL006 Risk Management Policy to be presented to the Audit Risk and Improvement Committee in March 2023 for comment.

CARRIED

21.2 POLICY REVIEW - POL134 WORK HEALTH SAFETY**RESOLUTION 23/016**

Moved: Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Adopts the revised POL134 WHS Policy.

CARRIED

21.3 POLICY DRAFT - POL161 COUNCIL DEVELOPMENT APPLICATION - CONFLICT OF INTEREST POLICY**RESOLUTION 23/017**

Moved: Cr Cameron Lander

Seconded: Cr Kevin Morris

That Council:

1. Receives and endorses the new draft POL161 Council Development Application - Conflict of Interest Policy for the purpose of public exhibition.
2. Deems POL161 Council Development Application - Conflict of Interest Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

22 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**22.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - DECEMBER 2022 & JANUARY 2023****RESOLUTION 23/018**

Moved: Cr Peter Dawson

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Development Services Activities Report for December 2022 and January 2023.

CARRIED

23 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS

23.1 INCOME STATEMENT - DECEMBER 2022

RESOLUTION 23/019

Moved: Cr Cameron Lander
Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 December 2022.

CARRIED

23.2 STATEMENT OF RATES AND RECEIPTS - DECEMBER 2022

RESOLUTION 23/020

Moved: Cr Peter Dawson
Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 December 2022.

CARRIED

23.3 STATEMENT OF BANK BALANCES - DECEMBER 2022

RESOLUTION 23/021

Moved: Cr Tracey Lewis
Seconded: Cr Sue Ruffles

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 December 2022.

CARRIED

23.4 STATEMENT OF INVESTMENTS - DECEMBER 2022

RESOLUTION 23/022

Moved: Cr Braden Lyons

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 31 December 2022.

CARRIED

23.5 CAPITAL WORKS PROGRAM - JANUARY 2023

RESOLUTION 23/023

Moved: Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Capital Works report as at 31 January 2023.

CARRIED

23.6 STATEMENT OF RATES AND RECEIPTS - JANUARY 2023

RESOLUTION 23/024

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Statement of Rates and Receipts report as at 31 January 2023.

CARRIED

23.7 STATEMENT OF BANK BALANCES - JANUARY 2023**RESOLUTION 23/025**

Moved: Cr Kevin Morris

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the information contained in the Statement of Bank Balances report as of 31 January 2023.

CARRIED

23.8 INCOME STATEMENT - JANUARY 2023**RESOLUTION 23/026**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the information contained in the Income Statement report for the period ending 31 January 2023.

CARRIED

23.9 STATEMENT OF INVESTMENTS - JANUARY 2023**RESOLUTION 23/027**

Moved: Cr Peter Dawson

Seconded: Cr Kevin Morris

That Council:

1. Receives and notes the report indicating Council's Fund Management position.
2. Notes the Certificate of the Responsible Accounting Officer and adopts the report as at 31 January 2023.

CARRIED

23.10 QUARTERLY BUDGET REVIEW - DECEMBER 2022**RESOLUTION 23/028**

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

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

CARRIED

24 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS

Nil

25 CONFIDENTIAL BUSINESS PAPER REPORTS**RESOLUTION 23/029**

Moved: Cr Tracey Lewis

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*:

25.1 Mayoral Report - General Manager 2022/23 Annual Review

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

At this point, time being 4pm, Staff left the meeting for consideration and voting on Item 25.1.

25.1 MAYORAL REPORT - GENERAL MANAGER 2022/23 ANNUAL REVIEW

RESOLUTION 23/030

Moved: Cr Tracey Lewis
 Seconded: Cr Cameron Lander

That Council:

1. Endorses the General Manager Performance Review Committee's annual performance appraisal as More Than Satisfactory.
2. Discusses the three options of a performance recognition, those being:
 - a. A monetary increase to the General Manager's remuneration @ 3% of his existing Total Remuneration Package (TRP) valued at approximately \$9,000.
 - b. Provide solar panels to the General Manager's existing accommodation (Council owned house) which would require quotations but should be in the vicinity of \$6,000 to \$8,000.
 - c. Facilitate and promote the nomination of a Public Service Medal (PSM) for the General Manager with little to no monetary cost.

CARRIED

At this point, time being 4.05pm, Staff rejoined the meeting.

26 OPEN COUNCIL

RESOLUTION 23/031


Moved: Cr Tracey Lewis
 Seconded: Cr Cameron Lander

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 4.07pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 March 2023.



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GENERAL MANAGER



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CHAIRPERSON