



# **MINUTES**

**Ordinary Council Meeting**

**18 March 2025**

**MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 18 MARCH 2025 AT 2PM**

**OPENING OF PUBLIC FORUM**

The Mayor declared the Public Forum opened at **1.30pm** and welcomed the Councillors, Council Officers, Media, Members of the Gallery and those following on the Live Streaming.

**ACKNOWLEDGEMENT OF COUNTRY**

The Mayor read the following 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**

1. Mayor Kschenka conducted the Citizenship Ceremony for the Patel family: Jigar, Khyatiben (Getty) and Amayra
2. Mick Batchelor spoke on the Grong Grong Rodeo ground lease.

**1 OPENING OF MEETING**

The Mayor declared the meeting opened at **2pm** and welcomed Councillors, Council Officers, media, and those following via livestreaming. Advice was provided of Council's Work, Health and Safety (WHS) Evacuation Plan and locations of amenities.

**Present**

Chairperson Mayor Cr Neville Kschenka, Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Cameron Lander, Cr Braden Lyons

**Also in Attendance**

General Manager George Cowan, Deputy General Manager Infrastructure Shane Wilson, Deputy General Manager Corporate Community Cian Middleton, Executive Assistant Vicki Maher, [Minute Taker] Council Administration Assistant Melissa Johnson

**2 ACKNOWLEDGEMENT OF COUNTRY**

The Mayor read the following 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.*

**3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE****RESOLUTION 25/030**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Braden Lyons

That apologies from Cr Tracey Lewis from Cr Peter Dawson be received and that leave of

absence be granted.

**CARRIED**

#### **4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK**

Nil

#### **5 DISCLOSURES OF INTEREST**

The Mayor reminded Councillors and Council Officers of their obligation under Council's Code of Conduct to disclose and manage any conflicts of interest they may have in matters being considered at the meeting, and invited Councillors and Council Officers to disclose any such interests:

Nil

#### **6 CONFIRMATION OF MINUTES**

##### **RESOLUTION 25/031**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That the minutes of the Ordinary Council Meeting held on 18 February 2025 be confirmed.

**CARRIED**

#### **7 MAYORAL MINUTES**

##### **7.1 MAYOR REPORT - FEBRUARY & MARCH 2025**

##### **RESOLUTION 25/032**

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Mayor Report for February and March 2025.

**CARRIED**

#### **8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE**

Nil

#### **9 REPORTS OF COUNCILLORS**

Nil

## 10 REPORTS OF COMMITTEES

### 10.1 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 11 FEBRUARY 2025

#### RESOLUTION 25/033

Moved: Cr Cameron Lander

Seconded: Cr Bob Manning

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 11 February 2025.
2. Endorses the Committee's recommendations:
  - a. To endorse the Narrandera Shire Council's draft Heatwave Policy and Heatwave Action Plan.
  - b. To put a hold on uploading any Emergency Management restricted documentation onto the EM Knowledge Hub until security issues have been resolved.
  - c. To include the Roxy Theatre in the EM Plan as an Evacuation Centre.
  - d. To support the endeavours of Narrandera Shire Council to improve Irrigation Way, including the Irrigation Way Canal Bridge and the Cadell Street/Audley Street (Irrigation Way) and Irrigation Way/Karawatha Drive intersections.

**CARRIED**

### 10.2 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 4 MARCH 2025

#### RESOLUTION 25/034

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Receives and notes the Minutes of the Audit, Risk and Improvement Committee held on Tuesday 4 March 2025, appended at *Attachment 1*.

**CARRIED**

## 11 REPORTS OF THE GENERAL MANAGER

### 11.1 ALGWA ANNUAL CONFERENCE

#### RESOLUTION 25/035

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Bob Manning

That Council:

1. Endorses attendance at the Annual ALGWA Conference in Griffith NSW from 1-3 May 2025 for Councillors Ruffles, Lewis and Clarke, covering associated costs as outlined within POL015.

**CARRIED**

## **11.2 APPOINTMENT OF COMMUNITY MEMBERS TO EXECUTIVE SERVICES COMMITTEES**

### **RESOLUTION 25/036**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Endorses the appointment of community members to Australia Day Planning Advisory Committee and Koala Regeneration Advisory Committee, as detailed in this report.

**CARRIED**

## **12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES**

### **12.1 MONTHLY STATEMENT OF INVESTMENTS - FEBRUARY 2025**

#### **RESOLUTION 25/037**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Bob Manning

That Council:

1. Receives and notes the Statement of Investments as at 28 February 2025.

**CARRIED**

### **12.2 MONTHLY FINANCIAL PERFORMANCE REPORT - FEBRUARY 2025**

#### **RESOLUTION 25/038**

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Receives and notes the Monthly Financial Performance Report for the month of February 2025, as detailed in this report.

**CARRIED**

**12.3 APPOINTMENT OF ALTERNATE DELEGATES TO SECTION 355 AND ADVISORY COMMITTEES**

**RESOLUTION 25/039**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

That Council:

1. Appoints the following Councillors as alternate delegates to Council’s Section 355 and Advisory Committees as listed in the table below:

<b>Committee</b>	<b>Alternate Delegate</b>
Aboriginal Elders Liaison Group	Cr Manning
Arts & Culture Advisory Committee	Cr Lewis (nominated) pending approval
Bettering Barellan Advisory Committee	Cr Manning
Economic Taskforce Committee	N/A
Grong Grong Community Advisory Committee	Cr Manning
Koala Regeneration Committee	Cr Clarke
Lake Talbot Environs Committee	Cr Lander
Narrandera Shire Floodplain Risk Management Committee	N/A
Narrandera Stadium Committee	N/A
Narrandera-Leeton Joint Airport Management Committee	Cr Manning
Parkside Museum Section 355 Committee	Cr Lewis (nominated) pending approval
Railway Station Facility Advisory Committee	Cr Dawson (nominated) pending approval

**CARRIED**

**12.4 DISSOLUTION OF DOMESTIC VIOLENCE AWARENESS COMMITTEE**

**MOTION**

Moved: Cr Bob Manning

Seconded: Cr Cameron Rouse

That Council:

1. Notes that insufficient nominations were received for the Domestic Violence Awareness Committee via the recent public committee member expression of interest process.
2. Dissolves the Domestic Violence Awareness Committee and repeals the Terms of Reference adopted 10 December 2024.

**RESOLUTION 25/040**

Moved: Cr Bob Manning  
Seconded: Cr Cameron Rouse

That this item lay on the table until a subsequent meeting.

**CARRIED**

The Amendment then became the Motion and when put was **Carried**

## **12.5 APPOINTMENT OF COMMUNITY MEMBERS TO CORPORATE AND COMMUNITY SERVICES COMMITTEES**

### **RESOLUTION 25/041**

Moved: Cr Cameron Lander  
Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Endorses the appointment of community members to the Bettering Barellan Advisory Committee, Grong Grong Advisory Committee, Parkside Museum Section 355 Committee and Railway Station Facility Advisory Committee, as detailed in this report.
2. Endorses a supplementary public expression of interest process to invite nominations for two (2) positions on the Arts and Culture Advisory Committee, one (1) position on the Bettering Barellan Advisory Committee, and the Domestic Violence Committee, commencing March 2025 and concluding April 2025.
3. Receives a further report regarding the Arts and Culture Advisory Committee, Bettering Barellan Advisory Committee, and Domestic Violence Committee, at the May 2025 Ordinary Meeting following conclusion of the supplementary expression of interest process.

**CARRIED**

## **12.6 PUBLIC EXHIBITION OF DRAFT COMMUNITY STRATEGIC PLAN**

### **RESOLUTION 25/042**

Moved: Cr Cameron Lander  
Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the draft Community Strategic Plan, appended at *Attachment 1*, with minor amendments as noted by DGMCC, for public exhibition.
2. Receives a further report regarding the draft Community Strategic Plan at the June 2025 Ordinary Meeting following completion of the public exhibition period.

**CARRIED**

## 12.7 ADOPTION OF DRAFT CORPORATE GOVERNANCE FRAMEWORK

### RESOLUTION 25/043

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Adopts the draft Corporate Governance Framework, appended at *Attachment 1*, as recommended by the Audit, Risk and Improvement Committee.

**CARRIED**

## 12.8 APPOINTMENT OF DESIGNATED PERSONS

### RESOLUTION 25/044

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Pursuant to clause 4.8(c) of the Code of Conduct, identifies the following positions in Council's organisation structure as designated persons:
  - a. Chief Financial Officer
  - b. Community Development Manager
  - c. Community Services Manager
  - d. Compliance Officer
  - e. Development and Environment Manager
  - f. Economic Development Manager
  - g. Governance and Engagement Manager
  - h. Human Resources Manager
  - i. Information Technology Manager
  - j. Open Space and Recreation Manager
  - k. Projects and Assets Manager
  - l. Water and Sewer Manager, and
  - m. Works Manager.
2. Pursuant to clause 4.8(d) of the Code of Conduct, identifies the Audit, Risk and Improvement Committee as a committee of Council whose members are designated persons.

**CARRIED**

## 12.9 REVIEW OF CCTV IN PUBLIC AREAS POLICY

### RESOLUTION 25/045

Moved: Cr Jenny Clarke OAM

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Reviews and endorses the draft CCTV in Public Areas Policy, appended at *Attachment 1*, for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems the draft CCTV in Public Areas Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**CARRIED**

## 13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES

### 13.1 DEVELOPMENT APPLICATION 025-2024-2025 DUAL OCCUPANCY (MOVEABLE DWELLING)

#### MOTION

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Approves DA-025-2024-2025, the dual occupancy (moveable dwelling) at Lot 1 Section 12 DP758757 being 17-19 Hankinson Street, Narrandera, including all variations to the Narrandera Development Control Plan (NDCP) as contained within the report, subject to the Conditions of Consent in accordance with section 4.16 of the Environmental Planning and Assessment Act 1979 for the following reasons:
  - a. The development satisfies the provisions of the Narrandera LEP 2013, Narrandera DCP (as varied) and the Environmental Planning and Assessment Act 1979.
  - b. Potential impacts have been mitigated by the inclusion of appropriate conditions.
2. Conducts a Division to record the voting of Councillors.

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

Against: Nil

**CARRIED 7/0**

## 13.2 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - FEBRUARY 2025

### RESOLUTION 25/046

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Development Services Activities Report for February 2025.

**CARRIED**

### **13.3 APPOINTMENT OF COMMUNITY MEMBERS TO INFRASTRUCTURE COMMITTEES**

#### **RESOLUTION 25/047**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Endorses the appointment of community members to the Lake Talbot Advisory Committee.
2. Notes that insufficient nominations were received for the Narrandera Stadium Advisory Committee via the recent public committee member expression of interest process.
3. Dissolves the Narrandera Stadium Advisory Committee and repeals the Terms of Reference adopted on 10 December 2024.

**CARRIED**

### **13.4 T-24-25-03 - NARRANDERA AIRPORT AND NALLABOOMA ESTATE LEVEE FEASIBILITY STUDY**

#### **RESOLUTION 25/048**

Moved: Cr Cameron Lander

Seconded: Cr Bob Manning

That Council:

1. Accepts the tender by Cumulus Pty Ltd of \$128,465 ex GST to undertake the Narrandera Airport and Nallabooma Estate Levee Feasibility Study in accordance with Section 55 of the Local Government Act 1993.

**CARRIED**

## **14 CONFIDENTIAL MATTERS**

#### **RESOLUTION 25/049**

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

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*:

#### **14.1 Barellan Sewer - Construction Update**

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.

#### **14.2 Sale of Surface Water**

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.

#### **14.3 Endorsement of the Common Seal of Council to Execute Tesla Licence Agreement**

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.

#### **14.4 Endorsement of the Common Seal of Council to Execute The Deed of Variation for NRMA Electric Vehicle Charging Stations**

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.

**CARRIED**

### **14.1 BARELLAN SEWER - CONSTRUCTION UPDATE**

#### **RESOLUTION 25/050**

Moved: Cr Cameron Rouse

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the construction status and financial position of the Barellan Sewer Scheme project.
2. Increases the Barellan Sewer Scheme project budget to \$9.630m funded from the sewer reserves.
3. Defers the sewer mains reline project until 2025-26 and return the funds to reserve.
4. If necessary, transfers funds from the temporary transfer of water reserve to the sewer fund reserves.

**CARRIED**

## **14.2 SALE OF SURFACE WATER**

### **RESOLUTION 25/051**

Moved: Cr Cameron Lander

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Authorises the General Manager and Mayor to accept any potential offers for the lease or temporary sale of surface water favourable to Council, subject to verification that the offer satisfies the Access Licence Dealing Principles Order 2004.

**CARRIED**

## **14.3 ENDORSEMENT OF THE COMMON SEAL OF COUNCIL TO EXECUTE TESLA LICENCE AGREEMENT**

### **RESOLUTION 25/052**

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorse the placement of the Common Seal of Council to the Tesla Supercharger Licence Agreement.
2. Approve to affix the Common Seal of Council, if required, to any future documentation necessary relating to this matter.

**CARRIED**

## **14.4 ENDORSEMENT OF THE COMMON SEAL OF COUNCIL TO EXECUTE THE DEED OF VARIATION FOR NRMA ELECTRIC VEHICLE CHARGING STATIONS**

### **RESOLUTION 25/053**

Moved: Cr Bob Manning

Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorse the placement of the Common Seal of Council to the Deed of Variation for NRMA Electric Vehicle Charging Stations.
2. Approve affixing the Common Seal of Council, if required, to any documentation necessary relating to this matter.

**CARRIED**

**14.5 OPEN COUNCIL**

**RESOLUTION 25/054**

Moved: Cr Cameron Rouse

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Moves out of Closed Council into Open Council and the Mayor advises of the resolutions endorsed in Closed Session.

**.CARRIED**

**15 REPORT OF CONFIDENTIAL RESOLUTIONS**

In accordance with clauses 14.22 and 14.23 of Council's Code of Meeting Practice, resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the Chairperson as soon as practicable. Such resolutions must be recorded in the publicly available minutes of the meeting.

**16 CONCLUSION OF MEETING**

The Meeting closed at 3.30pm.

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 15 April 2025.**



.....  
**GENERAL MANAGER**



.....  
**CHAIRPERSON**