



# **MINUTES**

**Ordinary Council Meeting**

**17 June 2025**

**MINUTES OF THE ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 17 JUNE 2025 AT 2PM**

**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**

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

**In Attendance**

George Cowan (General Manager), Shane Wilson, (Deputy General Manager Infrastructure) Sue Killham (Acting Deputy General Manager Corporate Community), Vicki Maher (Executive Assistant), Melissa Johnson (Minute Taker).

**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 25/099**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That apologies from Cr Braden Lyons be received and accepted and leave of absence be granted.

**.CARRIED**

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

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

**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 25/100**

Moved: Cr Cameron Lander

Seconded: Cr Peter Dawson

That the Minutes of the Ordinary Council Meeting held on 20 May 2025 be confirmed.

**CARRIED**

## **7 MAYORAL MINUTES**

### **7.1 MAYOR REPORT - MAY AND JUNE 2025**

#### **RESOLUTION 25/101**

Moved: Mayor Cr Neville Kschenka

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Receives and note the Mayor Report for May and June 2025.

**CARRIED**

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

Nil

## **9 REPORTS OF COUNCILLORS**

Nil

## **10 REPORTS OF COMMITTEES**

### **10.1 ABORIGINAL ELDERS LIAISON - MINUTES - 26 MAY 2025**

#### **RESOLUTION 25/102**

Moved: Cr Tracey Lewis

Seconded: Cr Bob Manning

That Council:

1. Receives and notes the Minutes of the Aboriginal Elders Liaison held on Monday 26 May 2025.

**CARRIED**

**10.2 ARTS AND CULTURE ADVISORY COMMITTEE - MINUTES - 29 MAY 2025****RESOLUTION 25/103**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Arts and Culture Advisory Committee held on Thursday 29 May 2025.

**CARRIED**

**10.3 AUDIT, RISK AND IMPROVEMENT COMMITTEE - MINUTES - 4 JUNE 2025****RESOLUTION 25/104**

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 Wednesday 4 June 2025
2. Adopts the amended Charter endorsed by the Committee
3. Adopts the amended Terms of Reference endorsed by the Committee
4. Adopts the 2024-25 Financial Year Attestation Statement and authorises the General Manager to sign the statement for inclusion within the 2024-25 Annual Report.

**CARRIED**

**10.4 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 28 MAY 2025****RESOLUTION 25/105**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 28 May 2025.

**CARRIED**

**10.5 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 26 MAY 2025****RESOLUTION 25/106**

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Parkside Cottage Museum S355 Committee held on Monday 26 May 2025.

**CARRIED**

## **10.6 MINUTES OF THE NARRANDERA FLOODPLAIN RISK MANAGEMENT COMMITTEE - 21 MAY 2025**

### **RESOLUTION 25/107**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the minutes of the Narrandera Floodplain Risk Management Committee meeting held on 21 May 2025.
2. Receives and notes the contents of the Nallabooma and Airport Preferred Levee Feasibility Study presentation.

**CARRIED**

## **11 REPORTS OF THE GENERAL MANAGER**

### **11.1 LISTENING POSTS OUTCOMES**

#### **RESOLUTION 25/108**

Moved: Cr Bob Manning

Seconded: Cr Cameron Rouse

That Council

1. Notes the record of issues raised and thanks the community for their participation.

**CARRIED**

## **SUSPENSION OF STANDING ORDERS**

### **RESOLUTION 25/109**

Moved: Cr Cameron Lander

Seconded: Cr Peter Dawson

A motion was moved that Council suspend standing orders providing opportunity for relaxed dicussion on Item 11.2.

**CARRIED**

## **RESUMPTION OF STANDING ORDERS**

### **RESOLUTION 25/110**

Moved: Cr Bob Manning

Seconded: Deputy Mayor Cr Sue Ruffles

A motion was moved that Council resume standing orders.

**CARRIED**

## **11.2 BARELLAN & DISTRICT WAR MEMORIAL CLUB LTD - GIFTING OF THE BARELLAN TENNIS COURTS AND CLUBHOUSE TO COUNCIL**

### **RESOLUTION 25/111**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Progress with a Memorandum of Understanding between the Barellan & District War Memorial Club Ltd and Narrandera Shire Council to transfer the assets of the Barellan Tennis Courts and Clubhouse to the management of Council.

**CARRIED**

## **11.3 POLICY DRAFT - POL160 DIGITAL COMMUNITY NOTICEBOARDS POLICY**

### **RESOLUTION 25/112**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Endorses the draft Digital Community Noticeboards Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems the draft Digital Community Noticeboards Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

**CARRIED**

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

### **12.1 ADOPTION OF DELIVERY PROGRAM 2025-29 (POST-EXHIBITION)**

### **RESOLUTION 25/113**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council:

1. Adopts the post-exhibition Delivery Program 2025-29, appended at *Attachment 1*.

**CARRIED**

## **12.2 ADOPTION OF OPERATIONAL PLAN & REVENUE POLICY (POST-EXHIBITION)**

### **RESOLUTION 25/114**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Notes no submissions were received on the draft 2025-26 Operational Plan & Revenue Policy.
2. Pursuant to section 405 of the *Local Government Act 1993*, adopts the draft 2025-26 Operational Plan & Revenue Policy, appended at *Attachment 1* with the inclusion of the change to the Narrandera Residential Ad Valorem to \$0.00912
3. Makes the 2024-25 Schedule of Fees and Charges as presented, appended at *Attachment 2* with the inclusion of the change to the Narrandera Residential Ad Valorem to \$0.00912
4. Pursuant to clause 211(2) of the Local Government (General) Regulation 2021, approve expenditure and vote funds as detailed in the 2025-2035 Long-term Financial Plan and 2025-26 Operational Plan & Revenue Policy.
5. Note the Barellan Pool charges be included as presented to Council.

**.CARRIED**

## **12.3 MAKING OF RATES AND FIXING OF CHARGES 2025-26**

### **RESOLUTION 25/115**

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. In accordance with Chapter 15, Parts 4 and 5 of the *Local Government Act 1993*, makes and levies the following rates and annual charges for the 2025-26 year:
  - a. In relation to Ordinary Rates, applies the increase of 18.0% per cent, inclusive of the rate peg and permanent Special Variation, as determined by the Independent Pricing and Regulatory Tribunal.
  - b. In relation to Ordinary Rates and pursuant to section 494 of the *Local Government Act 1993*, makes and levies the following Ordinary Rates for the year 01 July 2025 to 30 June 2026:

(a) Rate Category	(b) Minimum/Base Amount	(c) Ad Valorem (Cents in the \$)
(d) Residential Ordinary	(e) \$755.00	(f) \$0.011200
(g) Residential Narrandera	(h) \$466.45	(i) \$0.00912
(j) Business Ordinary	(k) \$755.00	(l) \$0.017400
(m) Business Narrandera	(n) \$844.00	(o) \$0.026000
(p) Farmland Ordinary	(q) \$755.00	(r) \$0.002670

- c. In relation to waste management charges and pursuant to sections 496 and 501 of the *Local Government Act 1993*, makes and levies the charges set out in the revenue policy on all consumers accessing the Narrandera Shire waste management services for the year 01 July 2025 to 30 June 2026:
- d. In relation to stormwater management charges and pursuant to sections 496a and 501 of the *Local Government Act 1993*, makes and levies the charges set out in the revenue policy on all consumers where the service is available for the year 01 July 2025 to 30 June 2026:
- e. In relation to water supply service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, makes and levies the charges set out in the revenue policy on all consumers connected to, or capable of being connected to, the Narrandera Shire water supply systems and water supply for the year 01 July 2025 to 30 June 2026:
- f. In relation to sewerage service charges and pursuant to sections 501, 502 and 552 of the *Local Government Act 1993*, makes and levies the charges set out in the revenue policy on all consumers connected to, or capable of being connected to, the Narrandera Shire sewer systems and sewer charges for the year 01 July 2025 to 30 June 2026:
- g. Pursuant to section 566(3) of the *Local Government Act 1993*, adopts the overdue rates and charges maximum interest rate of 10.5 per cent for the period 01 July 2025 to 30 June 2026 (inclusive) in accordance with the determination made by the Minister for Local Government as published in the NSW Government Gazette.

**CARRIED**

## **12.4 ADOPTION OF RESOURCING STRATEGY (POST-EXHIBITION)**

### **RESOLUTION 25/116**

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Adopts the draft Resourcing Strategy, comprising the:
  - a. Draft Strategic Asset Management Plan, appended at Attachment 1.
  - b. Draft Long-Term Financial Plan, appended at Attachment 2, incorporating scenario 1.



- c. Draft Strategic Workforce Management Plan, appended at Attachment 3.
- d. Notes the amendments to the Narrandera Residential Ad-valorem rate in report 12.2 and 12.3.

**CARRIED**

## **12.5 ADOPTION OF DISABILITY INCLUSION ACTION PLAN 2025-29 (POST-EXHIBITION)**

### **RESOLUTION 25/117**

Moved: Cr Jenny Clarke OAM

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

- 1. Adopts the post-exhibition draft Disability Inclusion Action Plan 2025-29, appended at *Attachment 1*, pursuant to section 12 of the *Disability Inclusion Act 2014*.

**CARRIED**

## **12.6 RETROSPECTIVE ENDORSEMENT - NEW LICENCE AGREEMENT WITH TELSTRA LIMITED & NEW LEASE AGREEMENT WITH HEALTH ADMINISTRATION CORPORATION**

### **RESOLUTION 25/118**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

- 1. Resolves to enter into a new licence agreement with Telstra Limited for an initial term of five (5) years 1 June 2025 to 31 May 2030, with three (3) additional terms of five (5) years each for the occupation of approximately 24 square metres of land adjacent to the Narrandera high-level water reservoir for telecommunication purposes; and
- 2. Resolves to enter into a new lease agreement with the Health Administration Corporation for three (3) years 1 March 2025 to 28 February 2028, with one (1) additional term of two (2) years for the occupation of 6 Victoria Square, Narrandera for pathology purposes; and
- 3. Endorses the actions taken by the Mayor and General Manager to execute these documents and to place the Seal of Council on the documents where required.

**CARRIED**

## **12.7 DISCLOSURES BY COUNCILLORS AND DESIGNATED PERSONS RETURN - IDENTIFIED STAFF & AUDIT, RISK AND IMPROVEMENT COMMITTEE MEMBERS**

### **RESOLUTION 25/119**

Moved: Cr Tracey Lewis

Seconded: Deputy Mayor Cr Sue Ruffles

That Council:

1. Acknowledges the attached interim Disclosures by Councillors and Designated Persons Returns lodged by identified staff and independent members of the Audit Risk Improvement Committee of Narrandera Shire Council; and
2. Publishes the redacted documents to the community via Council's website.

**CARRIED**

## **12.8 MONTHLY FINANCIAL PERFORMANCE REPORT - MAY 2025**

### **RESOLUTION 25/120**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

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

**CARRIED**

## **12.9 MONTHLY STATEMENT OF INVESTMENTS - MAY 2025**

### **RESOLUTION 25/121**

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Statement of Investments as at 31 May 2025.

**CARRIED**

## **13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES**

### **13.1 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - MAY 2025**

#### **RESOLUTION 25/122**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

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

**CARRIED**

## 14 CONFIDENTIAL MATTERS

### RESOLUTION 25/123

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

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 Mayor Minute - Recruitment of New General Manager

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).

#### 14.2 Barellan Sewer Scheme Update

This matter is considered to be confidential under Section 10A(2) - g 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 advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**CARRIED**

## 14.2 BARELLAN SEWER SCHEME UPDATE

### RESOLUTION 25/124

Moved: Cr Tracey Lewis

Seconded: Cr Bob Manning

That Council:

1. Receives and notes the update on the status and contractual position of the Barellan Sewer Scheme project.

**CARRIED**

At 3:37pm, all staff and media left the meeting.

## 14.1 MAYOR MINUTE - RECRUITMENT OF NEW GENERAL MANAGER

### RESOLUTION 25/125

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Tracey Lewis

That Council:

1. Acknowledges the outstanding service provided by Mr George Cowan as General Manager since his appointment in 2017.

2. Appoints LGNSW to assist Council in the recruitment of a replacement General Manager.
3. Authorises the Mayor and Deputy Mayor to work with the recruitment firm during the process.
4. Resolves to hold a special meeting of Council on Wednesday 20 August 2025 to facilitate final interviews and the appointment of a new General Manager.
5. Authorises LGNSW to use the current remuneration package (if necessary) as an indicative figure for applicants, with the final remuneration package to be determined at appointment.

**CARRIED**

*Item 14.2 was considered prior to 14.1*

At 3.52pm GM, EA, CAA and media returned to the meeting.

### **14.3 OPEN COUNCIL**

#### **RESOLUTION 25/126**

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

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 3.56pm.

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



**GENERAL MANAGER**



**CHAIRPERSON**