Narrandera
Shire Council

MINUTES

Ordinary Council Meeting

16 September 2025

**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 16 SEPTEMBER 2025 AT 2PM**

The Mayor declared the Public Forum opened at **1.30pm** and welcomed the Councillors, Staff, Media, Members of the Gallery and those following via 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

Graham Pelligrino and Leanne Hawker joined the public Forum to Thank the General Manager, George Cowan for all of his efforts towards the Barellan Community in his time as General Manager.

1 OPENING OF MEETING

The Mayor declared the meeting opened at **2pm** and welcomed Councillors, Council Officers, media, members of the gallery 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, Deputy Mayor Cr Sue Ruffles, Cr Bob Manning, Cr Jenny Clarke OAM, Cr Cameron Rouse, Cr Peter Dawson, Cr Cameron Lander, Cr Braden Lyons, Cr Tracey Lewis

Also in Attendance
General Manager George Cowan, Deputy General Manager Infrastructure Shane Wilson, Acting Deputy General Manager Corporate Community Craig Taylor, Executive Assistant Vicki Maher, Council Administration Assistant Melissa Johnson [Minute Taker]

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following Acknowledgement of Country.

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3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 APPLICATIONS FOR ATTENDANCE BY AUDIO-VISUAL LINK

4.1 JOINING VIA VIRTUAL LINK

RESOLUTION 25/169

Moved: Cr Cameron Lander
Seconded: Cr Braden Lyons

Deputy Mayor Cr Sue Ruffles has sought approval to join the meeting via Virtual Link due to medical reasons.

CARRIED

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The Mayor led a Minute Silence in respect for all who have passed recently within our Shire.

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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:

DGMI Shane Wilson declared a Pecuniary Interest in Item 11.3 under the Local Government Act as *Nominated as A.GM* and will remain.

6 CONFIRMATION OF MINUTES

RESOLUTION 25/170

Moved: Cr Bob Manning
Seconded: Deputy Mayor Cr Sue Ruffles

That the minutes of the Ordinary Council Meeting held on 19 August 2025 and the Extraordinary Council Meeting held on 2 September 2025 be confirmed.

CARRIED

7 MAYORAL MINUTES

7.1 MAYOR REPORT - AUGUST AND SEPTEMBER 2025

RESOLUTION 25/171

Moved: Mayor Cr Neville Kschenka
Seconded: Cr Cameron Lander

That Council:

1. Receives and notes the Mayor Report for August and September 2025.

CARRIED

7.2 MAYOR MINUTE - THANK YOU TO GENERAL MANAGER

RESOLUTION 25/172

Moved: Mayor Cr Neville Kschenka
Seconded: Cr Cameron Lander

That Council:

1. Receives and notes this thank you to George Cowan and wishes him all the best in his retirement.

CARRIED

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE

Nil

9 REPORTS OF COUNCILLORS

Nil

10 REPORTS OF COMMITTEES

10.1 KOALA REGENERATION ADVISORY COMMITTEE - MINUTES - 9 SEPTEMBER 2025

RESOLUTION 25/173

Moved: Cr Braden Lyons
Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Koala Regeneration Advisory Committee held on Tuesday 9 September 2025.

CARRIED

11 REPORTS OF THE GENERAL MANAGER

11.1 LGNSW ANNUAL CONFERENCE

RESOLUTION 25/174

Moved: Cr Cameron Lander
Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the report noting that the LGNSW Annual Conference will be

held 22-25 November 2025.

2. Endorses attendance by the Mayor and Deputy Mayor of the day and General Manager.
3. Cr Manning who self-nominated to attend, was endorsed unopposed.
4. Approves the draft motion on Electricity Supply Charges, and
5. Identifies any other matters it considers should be included in Draft Motions for consideration by the conference.

CARRIED

11.2 POLICY REVIEW - POL050 DELEGATION AND AUTHORISATION

RESOLUTION 25/175

Moved: Cr Jenny Clarke OAM
Seconded: Cr Tracey Lewis

That Council:

1. Endorses the amendments to policy POL050 Delegation and Authorisation as presented for 21 days public exhibition seeking community feedback.
2. Deems the policy as adopted should no submissions be received at the conclusion of the exhibition period.

CARRIED

11.3 APPOINTMENT OF ACTING GENERAL MANAGER & DELEGATIONS TO THE GENERAL MANAGER

RESOLUTION 25/176

Moved: Cr Tracey Lewis
Seconded: Cr Peter Dawson

That Council:

1. In accordance with Section 334 of the Local Government Act 1993, appoints Mr Shane Wilson to the position of Acting General Manager for the period 17 September until 26 October 2025.
2. In accordance with Section 377 of the local Government Act 1993, delegates to Mr Wilson the powers and authorities as contained in Attachment 1 Instrument of Delegation, for that period noting that the Acting General Manager will subdelegate delegations to the staff for the purposes of carrying out Council's day-to-day functions.
3. Under Sec 375 Biosecurity Act 2015, also delegates its functions as Local Control Authority for that period to Mr Wilson.
4. In accordance with Section 377 of the NSW Local Government Act 1993, approves the Delegations for the General Manager, Mr Timothy Coote, as contained in Attachment 1 Instrument of Delegation, effective on and from 27 October 2025.
5. Notes that, in accordance with Section 378 of the NSW Local Government Act 1993,

the General Manager will subdelegate delegations to staff for the purposes of those staff carrying out Council's day-to-day responsibilities.

6. Delegates its functions as Local Control Authority under Sec 375 Biosecurity Act 2015, to the following:

    a. Biosecurity Officer positions

    b. Manager Open Space and Recreation; and

    c. All positions senior in the relevant Department, the Deputy General Manager Infrastructure and General Manager, outlined in the attachment.

CARRIED

12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

12.1 SPECIAL VARIATION IMPROVEMENT PLAN PROGRESS REPORT - 30 JUNE 2025

RESOLUTION 25/177

Moved: Cr Cameron Lander
Seconded: Cr Cameron Rouse

That Council:

1. Receives and supports the Special Variation (SV) Improvement Plan Progress Report for the six-month period from 1 January 2025 to 30 June 2025 inclusive.

CARRIED

At 2.17pm Council's Consultant Finance Officer Mr Zac Mahon joined the meeting to present item 12.2.

12.2 COUNCIL FINANCIAL STATEMENTS 2024-25 - REFERRAL FOR AUDIT

RESOLUTION 25/178

Moved: Cr Jenny Clarke OAM
Seconded: Cr Cameron Rouse

That Council:

1. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that it has prepared the General Purpose Financial Statements for the 2024-25 financial year ending 30 June 2025 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 2025; and

   c. Accord with Council's accounting and other records and policies

2. Declares that the Special Purpose Financial Statements have been drawn up in accordance with the Local Government Code of Accounting Practice and Financial Reporting.
3. Resolves that the General and Special Purpose Financial Statements be certified by the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer, in accordance with Section 413(2)(c) of the Local Government Act.
4. Pursuant to the provisions of Section 413 of the Local Government Act 1993, hereby declares that the Financial Statements (including General Purpose and Special Purpose Reports) for the year ending 30 June 2025 be referred for audit.
5. Resolves that Tuesday 18 November 2025 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 2025, as required by Section 419 of the Local Government Act and that the Council's external auditors be present.
6. Resolves to derestrict cash of $3,443,100 from the Financial Assistance Paid in Advance Reserve to ensure that Council has positive restricted cash at 30 June 2025

CARRIED

At 2.30pm Council's Consultant Finance Officer Mr Zac Mahon left the meeting

12.3 MONTHLY FINANCIAL PERFORMANCE REPORT - AUGUST 2025

RESOLUTION 25/179

Moved: Cr Cameron Lander
Seconded: Cr Cameron Rouse

That Council:

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

CARRIED

12.4 MONTHLY STATEMENT OF INVESTMENTS - AUGUST 2025

RESOLUTION 25/180

Moved: Cr Cameron Lander
Seconded: Cr Cameron Rouse

That Council:

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

CARRIED

12.5 PROPOSED MEMORANDUM OF UNDERSTANDING - TRANSFER OF THE BARELLAN TENNIS COURTS AND CLUBHOUSE TO COUNCIL

RESOLUTION 25/181

Moved: Cr Tracey Lewis
Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorse the proposed Memorandum of Understanding as presented;
2. Issue to the Trustees of the Barellan War Memorial Club a copy of the endorsed Memorandum of Understanding for consideration, requesting the placement of authorised signatures and return to Council for signing under delegated authority;
3. Resolve to become the Reserve Trust Manager for Special Lease 77465 comprising Lots 9 & 10 Section 8 DP 758052 for the purpose of Recreation (tennis courts and clubhouse);
4. Resolve to purchase Lot 12 DP 212984 for the purchase price of $15,000;
5. Provide delegated authority for the Mayor and the General Manager to negotiate any amendments to the endorsed Memorandum of Understanding; then to place their signatures and affix the Seal of Council to the Memorandum of Understanding and any other documentation associated with this matter.

CARRIED

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES

13.1 POLICY REVIEW - POL121 CONTAMINATED LAND POLICY 2025

RESOLUTION 25/182

Moved: Cr Cameron Lander
Seconded: Cr Jenny Clarke OAM

That Council:

1. Endorses the revised POL121 Contaminated Land Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL121 Contaminated Land Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

13.2 POLICY REVIEW - POL104 WASTE MANAGEMENT POLICY 2025

RESOLUTION 25/183

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Endorses the draft POL104 Waste Management Policy 2025 as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL104 Waste Management Policy 2025 as adopted should no submissions be received from the community at the conclusion of the exhibition period.

CARRIED

13.3 POLICY REVIEW - POL133 WORKING WITH ASBESTOS POLICY & PROCEDURE

RESOLUTION 25/184

Moved: Cr Tracey Lewis
Seconded: Cr Bob Manning

That Council:

1. Endorses the draft POL133 Working with Asbestos Policy as presented for the purpose of public exhibition seeking community comment for a period of 28 days.
2. Deems POL133 Working with Asbestos Policy as adopted should no submissions be received from the community at the conclusion of the exhibition period.
3. Notes the revised Working with Asbestos Procedure.

CARRIED

13.4 POLICY REVIEW - DEVELOPMENT & ENVIRONMENT POLICIES POL062, 080, 092

RESOLUTION 25/185

Moved: Cr Tracey Lewis
Seconded: Cr Cameron Lander

That Council:

1. Endorses and adopts the revised Development & Environment policies without exhibition due to only minor changes:
   a. POL062 Mobile Food Trading Policy
   b. POL080 Body Worn Video Device Policy
   c. POL092 Compliance and Enforcement Policy

CARRIED

13.5 ALCOHOL FREE ZONE TEMPORARY SUSPENSION - CORNER EAST AND DOUGLAS STREETS

RESOLUTION 25/186

Moved: Cr Cameron Lander
Seconded: Cr Jenny Clarke OAM

That Council:

1. Approves temporary suspension of the current Alcohol-Free Zone (AFZ) at the corner of East and Douglas Streets on Saturday 1 November 2025 between the hours of 4:00pm to 9:00pm.
2. Contains the extent of the AFZ suspension to the external East Street frontage of the Charles Sturt Hotel.
3. Directs event organisers and participants to adhere to any direction given by NSW Police in regard to potential unruly behaviour.

CARRIED

13.6 NATIONAL CARP CONTROL PLAN - IN PRINCIPLE SUPPORT

RESOLUTION 25/187

Moved: Cr Jenny Clarke OAM
Seconded: Cr Tracey Lewis

That Council:

1. Supports, in principle, the Murray Darling Association's urgent call for the Federal Government to fund and implement the National Carp Control Plan and its recommendations.
2. Endorses the Letter to the Minister for Agriculture, Forestry and Fisheries as attached to this report.
3. Signs the attached Letter to the Minister and sends it to the Minister for Agriculture, Fisheries and Forestry, the Hon Julie Collins MP, with a copy to be sent to the Murray Darling Association for their records.

CARRIED

13.7 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - AUGUST 2025

RESOLUTION 25/188

Moved: Cr Tracey Lewis
Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

14 CONFIDENTIAL MATTERS

RESOLUTION 25/189

Moved: Cr Jenny Clarke OAM
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 Stromlo Energy - Planning Agreement Offer

This matter is considered to be confidential under Section 10A(2) - di 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.

CARRIED

At 2.40pm EDM Edwina Kenna joined the meeting.

14.1 STROMLO ENERGY - PLANNING AGREEMENT OFFER

RESOLUTION 25/190

Moved: Cr Cameron Lander
Seconded: Cr Cameron Rouse

That Council:

1. Accepts the draft Voluntary Planning Agreement offer provided by Stromlo Energy which outlines the Community Benefit Fund Structure and Allocation associated to the Devlin's Bridge Wind Farm Development Application.

CARRIED

At 3.08pm EDM Edwina Kenna left the meeting.

14.2 OPEN COUNCIL

RESOLUTION 25/191

Moved: Cr Cameron Lander
Seconded: Cr Bob Manning

That Council moves out of Closed Council into Open Council and the Mayor advise 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 3.10pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 21 October 2025.

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ACTING GENERAL MANAGER **CHAIRPERSON**