

MINUTES

Ordinary Council Meeting

18 November 2025

**MINUTES OF THE ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON TUESDAY, 18 NOVEMBER 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 on the Live Streaming. Advice was provided of Council's Work, Health and Safety (WHS) Evacuation Plan and locations of amenities.

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

At 1.30pm, Mayor Kschenka conducted the Citizenship Ceremony Mr Dominic Amega.

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 Tim Coote, Deputy General Manager Infrastructure Shane Wilson, Acting Deputy General Manager Corporate Community Stacie Mohr, Executive Assistant Vicki Maher, Council Administration 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 REQUESTS TO ATTEND BY AUDIO-VISUAL LINK

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

4 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Nil

5 DECLARATIONS OF INTEREST

Mayor Cr Neville Kschenka declared a Pecuniary Interest in Item 13.3 under the Local Government Act as *current commercial contract with proponent* and will leave the meeting for discussion and voting.

6 CONFIRMATION OF MINUTES

RESOLUTION 25/214

Moved: Cr Bob Manning

Seconded: Deputy Mayor Cr Sue Ruffles

That the minutes of the Ordinary Council meeting held on 21 October 2025 be confirmed.

CARRIED

SUSPENSION OF STANDING ORDERS

RESOLUTION 25/215

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

A motion was moved that Council:

1. Suspend standing orders.
2. Bring forward Items 12.1 and 12.7 to be heard following presentations.

CARRIED

At this point, time being 2.10pm, Mayor introduced the Chair of ARIC, Mr John Batchellor who presented the 2024/25 Annual ARIC findings.

Following Mr Batchellor, Josh Porker and Cranos Mayo from RSD Audit presented the findings of Council's 2024/25 Audit.

RESUMPTION OF STANDING ORDERS

RESOLUTION 25/216

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

A motion was moved that Council resume standing orders.

CARRIED

12.1 AUDIT RISK AND IMPROVEMENT COMMITTEE - CHAIRPERSON'S REPORT 2024-25

RESOLUTION 25/217

Moved: Cr Cameron Lander

Seconded: Cr Braden Lyons

That Council:

1. Acknowledges the contents of the Audit, Risk and Improvement Committee Chairperson's 2024-25 Annual Report.

CARRIED

12.7 2025 FINANCIAL STATEMENTS - REPORT ON THE CONDUCT OF THE AUDIT

RESOLUTION 25/218

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Receive and note the Report on the Conduct of the Audit for the year ended 30 June 2025.
2. Note that the report was placed on public exhibition in accordance with Section 418 of the Local Government Act 1993 and no public submissions were received; and
3. Note that the auditors will present the report at this meeting.

CARRIED

7 MAYORAL MINUTES

7.1 MAYOR REPORT - OCTOBER AND NOVEMBER 2025

RESOLUTION 25/219

Moved: Mayor Cr Neville Kschenka

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Mayor Report for October and November 2025.

CARRIED

8 NOTICES OF MOTION AND QUESTIONS WITH NOTICE

Nil

9 REPORTS OF COUNCILLORS

9.1 CR CLARKE - MURRAY DARLING ASSOCIATION CONFERENCE

RESOLUTION 25/220

Moved: Cr Jenny Clarke OAM

Seconded: Cr Cameron Lander

That Council:

1. Receives and notes information provided in the report - Murray Darling Association Conference, that was held 29 September to 2 October 2025.

CARRIED

10 REPORTS OF COMMITTEES

10.1 AUSTRALIA DAY PLANNING ADVISORY COMMITTEE - MINUTES - 16 OCTOBER 2025

RESOLUTION 25/221

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Braden Lyons

That Council:

1. Receives and notes the Minutes of the Australia Day Planning Advisory Committee held on Thursday 16 October 2025.

CARRIED

10.2 ABORIGINAL ELDERS LIAISON - MINUTES - 27 OCTOBER 2025

RESOLUTION 25/222

Moved: Cr Braden Lyons

Seconded: Cr Bob Manning

That Council:

1. Receives and notes the minutes of the Aboriginal Elders Liaison Group Meeting from 27 October 2025.

CARRIED

10.3 LOCAL EMERGENCY MANAGEMENT COMMITTEE - MINUTES - 14 OCTOBER 2025

RESOLUTION 25/223

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Rouse

That Council:

1. Receives and notes the Minutes of the Local Emergency Management Committee held on Tuesday 14 October 2025.

CARRIED

10.4 BETTERING BARELLAN ADVISORY COMMITTEE - MINUTES - 29 OCTOBER 2025

RESOLUTION 25/224

Moved: Cr Cameron Rouse

Seconded: Cr Tracey Lewis

That Council:

1. Receives and notes the Minutes of the Bettering Barellan Advisory Committee held on Wednesday 29 October 2025.

CARRIED

10.5 GRONG GRONG COMMUNITY ADVISORY COMMITTEE - MINUTES - 27 OCTOBER 2025

RESOLUTION 25/225

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Receives and notes the Minutes of the Grong Grong Community Advisory Committee held on Monday 27 October 2025.

CARRIED

10.6 PARKSIDE COTTAGE MUSEUM S355 COMMITTEE - MINUTES - 27 OCTOBER 2025

RESOLUTION 25/226

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 27 October 2025.

CARRIED

10.7 AUDIT RISK AND IMPROVEMENT COMMITTEE - MINUTES - 29 OCTOBER 2025

RESOLUTION 25/227

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 Wednesday 29 October 2025.

CARRIED

11 REPORTS OF THE GENERAL MANAGER

Nil

12 REPORTS OF THE DEPUTY GENERAL MANAGER CORPORATE AND COMMUNITY SERVICES

Item 12.1 has been considered at another section.

12.2 CODE OF CONDUCT COMPLAINT STATISTICS: 1 SEPTEMBER 2024 TO 31 AUGUST 2025

RESOLUTION 25/228

Moved: Cr Tracey Lewis

Seconded: Cr Peter Dawson

That Council:

1. Adopts the Code of Conduct Complaint Statistics for the reporting year 1 September 2024 to 31 August 2025; and
2. Submits the completed document to the NSW Office of Local Government by 31 December 2025.

CARRIED

12.3 QUARTERLY BUDGET REVIEW STATEMENT (QBRs) - SEPTEMBER 2025 (QUARTER 1)

RESOLUTION 25/229

Moved: Cr Cameron Lander

Seconded: Cr Tracey Lewis

That Council:

1. Endorses the Quarterly Budget Review Statement (QBRs) for the period ending 30 September 2025, prepared in accordance with the NSW Office of Local Government guidelines.
2. Notes the Responsible Accounting Officer's certification that Council's financial position remains satisfactory.
3. Approves the proposed variations to the 2025–26 budget as outlined in the QBRs.
4. Authorises submission of the QBRs and electronic data return to the Office of Local Government.

CARRIED

12.4 MONTHLY STATEMENT OF INVESTMENTS - OCTOBER 2025

RESOLUTION 25/230

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

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

CARRIED

3.04-3.05pm Council's Contract Chief Finance Officer Zac Mahon joined the meeting and provided comments to questions by Councillors.

12.5 MONTHLY FINANCIAL PERFORMANCE REPORT - OCTOBER 2025

RESOLUTION 25/231

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

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

CARRIED

12.6 DRAFT 2024-25 ANNUAL REPORT

RESOLUTION 25/232

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Adopts the Annual Report 2024-25 as presented, appended at *Attachment 1*, pursuant to section 428 of the *Local Government Act 1993*.
2. Notes that the Annual Report 2024-25 will be published to Council's website with the URL provided to the Minister for Local Government by 30 November 2025, pursuant to section 428(5) of the *Local Government Act, 1993*.

CARRIED

3.08–3.21pm Council's Contract Chief Finance Officer Zac Mahon joined the meeting and provided comments to questions by Councillors.

ITEM 12.7 HAS BEEN CONSIDERED AT ANOTHER SECTION

13 REPORTS OF THE DEPUTY GENERAL MANAGER INFRASTRUCTURE SERVICES

13.1 NARRANDERA INFRASTRUCTURE AND MURRUMBIDGEE IRRIGATION LIMITED CANAL - LAND TRANSFER

RESOLUTION 25/233

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

That Council:

1. Accepts the transfer to and from Murrumbidgee Irrigation Limited of Lot 10 DP 1168228, Lots 1 & 5 Sec 15 DP 758757, Lots 2 & 4 DP 1168228 to allow construction of the future stormwater infrastructure.
2. Authorises placement of the Common Seal on the contract of sale and any further associated documents.
3. Classifies the land transferred to Council as operational upon transfer.

CARRIED

13.2 PLANNING PROPOSAL - LOT 1 IN DP1011106, 42 MANDERLAY ROAD, NARRANDERA (RED HILL INDUSTRIAL ESTATE)

RESOLUTION 25/234

Moved: Deputy Mayor Cr Sue Ruffles

Seconded: Cr Bob Manning

That Council:

1. Acknowledges the significant biodiversity constraints on the subject land and the need to protect this habitat where feasible.
2. Amends the current planning proposal and reduces the area of the rezoning to around 18 hectares being the southern part of the site, as per the concept plan.

CARRIED

At 3:04 pm, Mayor Cr Neville Kschenka, after earlier declaring an Interest in Item 13.3, vacated the Chambers. Deputy Mayor, Cr Sue Ruffles assumed the Mayoral Chair during discussions and voting on the matter.

13.3 DEVELOPMENT APPLICATION 045-2024-2025 MULTI DWELLING HOUSING & 37 LOT COMMUNITY TITLE SUBDIVISION - 68 ELWIN STREET NARRANDERA

MOTION

Moved: Cr Tracey Lewis

Seconded: Cr Cameron Lander

That Council:

1. Approves DA-045-2024-2025, the multi dwelling housing and the 1-into-37 lot community title subdivision at Lot 2 Section – DP1112287 being 68 Elwin 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, Peter Dawson, Cameron Lander, Braden Lyons, Tracey Lewis

Against: Nil

CARRIED 9/0

At 3:40pm, Mayor Cr Neville Kschenka returned to the meeting.

13.4 DEVELOPMENT & ENVIRONMENT SERVICES ACTIVITIES - OCTOBER 2025

RESOLUTION 25/235

Moved: Cr Cameron Lander

Seconded: Cr Jenny Clarke OAM

That Council:

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

CARRIED

14 CONFIDENTIAL MATTERS

RESOLUTION 25/236

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

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 Endacom Pty Ltd - Sewer Connection

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

14.1 ENDACOM PTY LTD - SEWER CONNECTION

RESOLUTION 25/237

Moved: Cr Cameron Lander

Seconded: Cr Bob Manning

That Council:

1. Approves the provision of a sewer main connection to the north-western corner of Lot 2, DP 785518 within three to four (3-4) years post signing of the contract.
2. Includes the provision of sewer access into the contract of sale with Endacom Pty Ltd, in addition to the original terms of Council's resolution 24/206.
3. Requires a further report on potential funding option should no grant funding be successful within the next two years.

CARRIED

14.2 OPEN COUNCIL

RESOLUTION 25/238

Moved: Cr Cameron Lander

Seconded: Cr Cameron Rouse

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 3.58pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 10 December 2025.

.....
GENERAL MANAGER

.....
CHAIRPERSON