



# **MINUTES**

**Ordinary Council Meeting**

**17 November 2020**

**MINUTES OF NARRANDERA SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS  
ON TUESDAY, 17 NOVEMBER 2020 AT 2PM**

The Mayor declared the meeting opened at **2pm** and welcomed the Councillors, Staff, Media and Members of the Gallery.

**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.*

**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 Councils website or from the Customer Service Centre and must be lodged in accordance with the Act.*

*There were no Disclosure of Political Donations received by the Chairperson.*

**4 PRESENT**

Cr Neville Kschenka, Cr David Fahey OAM, Cr Narelle Payne, Cr Jenny Clarke OAM, Cr Tracey Lewis, Cr Barbara Bryon

**In Attendance**

George Cowan (General Manager), Shane Wilson (Deputy General Manager Infrastructure), Martin Hiscox (Deputy General Manager Corporate & Community), Lauren Redden (Minute Taker)

## 5 APOLOGIES

### RESOLUTION 20/295

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That apologies from Cr Kevin Morris be received and accepted.

**CARRIED**

## 6 DECLARATIONS OF INTEREST

Cr Tracey Lewis declared a Pecuniary Interest in this Item 15.1 under the Local Government Act as *Secretary of Showground Land Management Committee* and will leave the meeting during discussion and voting.

Cr Tracey Lewis declared a Non Pecuniary Non Significant Interest in this Item 22.2 under the Local Government Act as *Son in law is a Projects Manager for Cardno* and will remain in the meeting during discussion and voting.

## 7 CONFIRMATION OF MINUTES

### RESOLUTION 20/296

Moved: Cr Narelle Payne

Seconded: Cr David Fahey OAM

That the minutes of the Ordinary Council Meeting held on 20 October 2020 be confirmed.

**CARRIED**

## 8 MAYORAL REPORT

### 8.1 MAYORAL REPORT OCTOBER / NOVEMBER 2020

### RESOLUTION 20/297

Moved: Cr Neville Kschenka

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the Mayoral Report for October / November 2020.
2. Prepare and lodge a submission to the NSW Parliamentary Inquiry into Health Services in Rural NSW.
3. Seek resident input into that submission.

**CARRIED**

**9 QUESTION WITH NOTICE**

Nil

**10 NOTICES OF RESCISSION**

Nil

**11 NOTICES OF MOTION**

Nil

**12 COUNCILLOR REPORTS**

Nil

**13 COMMITTEE REPORTS****13.1 MINUTES - PARKSIDE COTTAGE MUSEUM COMMITTEE - 1 OCTOBER 2020****RESOLUTION 20/298**

Moved: Cr Barbara Bryon

Seconded: Cr Jenny Clarke OAM

That Council:

1. Receive and note the Minutes of the Parkside Cottage Museum Committee held on Thursday 1 October 2020;
2. Acknowledge that member Mr Steve Wicker was elected as Chairperson for 12 months from October 2020 to October 2021.

**CARRIED****13.2 MINUTES - ECONOMIC TASKFORCE COMMITTEE (OPEN) 3 NOVEMBER****RESOLUTION 20/299**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the Minutes of the Economic Taskforce Committee meeting held 3 November 2020, together with the updated Economic Development Strategy (non-confidential).

**CARRIED**

**13.3 MINUTES - LAKE TALBOT ENVIRONS ADVISORY COMMITTEE - 28 OCTOBER 2020**

**RESOLUTION 20/300**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the Minutes of the Lake Talbot Environs Advisory Committee held on Wednesday 28 October 2020.

**CARRIED**

**13.4 MINUTES - GRONG GRONG COMMUNITY COMMITTEE - 21 OCTOBER 2020**

**RESOLUTION 20/301**

Moved: Cr Barbara Bryon

Seconded: Cr Tracey Lewis

That Council:

1. Note and receive the Minutes of the Grong Grong Community Committee held on Wednesday 21 October 2020.

**CARRIED**

**13.5 MINUTES - YOUTH ADVISORY COUNCIL - 12 OCTOBER 2020**

**RESOLUTION 20/302**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Receive and note the Minutes of the Youth Advisory Council held on Monday 12 October 2020.

**CARRIED**

**14 OUR COMMUNITY****14.1 FINANCIAL ASSISTANCE TO NARRANDERA CANASSIST****RESOLUTION 20/303**

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

That Council:

1. Endorses the provision of financial assistance to Narrandera CanAssist for the 2019-2020 financial year in the amount of \$289 funded by the Narrandera Leeton Community Transport service.
2. Continue to provide financial assistance to Narrandera CanAssist for the 2020-2021 financial year until Narrandera CanAssist can recommence fundraising activities.

**CARRIED**

**14.2 DOMESTIC VIOLENCE ADVISORY COMMITTEE NOMINATIONS****RESOLUTION 20/304**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Appoint the following community members to the Domestic Violence Advisory Committee:
  - Leigh Mathieson
  - Kristy McDuff
  - Sue Ruffles
  - Tiffany Thornton

**CARRIED**

### **14.3 NARRANDERA SHIRE COUNCIL ADVERSE EVENT PLAN**

#### **RESOLUTION 20/305**

Moved: Cr Narelle Payne

Seconded: Cr Barbara Bryon

1. That Council endorse the Draft Narrandera Shire Council Adverse Event Plan to be placed on public exhibition, and
2. The policy be considered adopted should no objections be received during the exhibition period.

**CARRIED**

### **14.4 PARKS AND GARDENS ADVISORY - MEMBERSHIP NOMINATION**

#### **RESOLUTION 20/306**

Moved: Cr Narelle Payne

Seconded: Cr Jenny Clarke OAM

That Council:

1. Resolve to endorse John Sullivan as a community representative on the Parks and Gardens Committee.

**CARRIED**

### **15 OUR ENVIRONMENT**

At 2:14 pm, Cr Tracey Lewis, after earlier declaring an Interest in Item 15.1, vacated the Chambers during discussions and voting on the matter.

## 15.1 REQUEST TO WAIVE DA FEES

### RESOLUTION 20/307

Moved: Cr David Fahey OAM

Seconded: Cr Jenny Clarke OAM

That Council

1. Waive all non-statutory fees for the reasons detailed in the report.

In Favour: Crs Neville Kschenka, David Fahey OAM, Narelle Payne, Jenny Clarke OAM and Barbara Bryon

Against: Nil

**CARRIED 5/0**

**CARRIED**

At 2:15 pm, Cr Tracey Lewis returned to the meeting.

## 16 OUR ECONOMY

### 16.1 REQUEST FOR FINANCIAL ASSISTANCE - COMMUNITY RADIO

#### RESOLUTION 20/308

Moved: Cr Jenny Clarke OAM

Seconded: Cr Barbara Bryon

That Council:

1. Approve the donation of \$3,840 to the Narrandera District Community Radio to assist with the impact of COVID-19 restrictions on local business.

**CARRIED**

### 16.2 NARRANDERA FLEXIBLE HOUSING DEVELOPMENT

#### RESOLUTION 20/309

Moved: Cr Jenny Clarke OAM

Seconded: Cr Tracey Lewis

That Council

1. Receives and notes the Design Report Oct 2020 from Noel Thomson Architects.
2. Endorses the concept plans and development plans attached hereto and noted as 2007-MP0;2007-MP1; 2007-MP2; 2007-MP3; 2007-MP4; 2007-MP5; 2007-MP6; 2007-MP7; 2007-MP8; 2007-CD1; 2007-CD2; 2007-CD3; 2007-CD4; 2007-CD5;



2007-CD6.

3. Notes the several concept options presented by Noel Thomson Architects and the marketing strategy for the options being Independent Living Village.
4. Adopts the marketing strategy as presented for the Architect's site option 3, Map Plan 2007-MP5, Independent Living Village with provision of an option for a community building and a mix of purchase/rental accommodation.
5. Allocates \$5,000 from Shire Property Reserve Fund to cover advertising costs and valuation fees as indicated in the marketing strategy attached hereto.

**CARRIED**

## **17 OUR INFRASTRUCTURE**

### **17.1 LOCAL ROADS & COMMUNITY INFRASTRUCTURE PROGRAM**

#### **RESOLUTION 20/310**

Moved: Cr David Fahey OAM

Seconded: Cr Narelle Payne

That Council:

1. Accepts the \$819,975 grant through the Local Roads and Community Infrastructure Program; and
2. Approves the community projects identified within Table 1 of the report.

**CARRIED**

### **17.2 PURCHASE OF WATER METER MANAGEMENT SOFTWARE**

#### **RESOLUTION 20/311**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. That allocate \$60,000 from the internally restricted water reserve for the procurement and project management of Aqualus Water integrated meter data management software.

**CARRIED**

**18 OUR CIVIC LEADERSHIP****18.1 POLICY REVIEW - ES130 COUNCILLOR TRAINING DEVELOPMENT****RESOLUTION 20/312**

Moved: Cr Tracey Lewis

Seconded: Cr Narelle Payne

That Council:

1. Review and endorse Policy ES130 Councillor Training Development as presented for the purpose of public exhibition for a period of 28 days seeking community comment.
2. Should no submissions be received from the community at the conclusion of the exhibition, ES130 Councillor Training Development as presented be deemed as adopted.

**CARRIED**

**18.2 MILBRAE QUARRIES PTY LTD - RENEWAL OF LEASE OF LAND FOR PURPOSES OF A PRIVATE HANGAR AT THE NARRANDERA-LEETON AIRPORT****RESOLUTION 20/313**

Moved: Cr Tracey Lewis

Seconded: Cr Barbara Bryon

That Council:

1. Enter into a new lease agreement with Milbrae Quarries Pty Ltd for approximately 1,292 square metres of land located on Lot 1 DP 187822 (located west of the main passenger terminal) at the Narrandera-Leeton Airport concluding 31 August 2023.
2. Grant delegated authority to the Mayor and the General Manager to sign the lease agreement with Milbrae Quarries Pty Ltd on behalf of Council.
3. Authorise the placement of the Seal of Council to this lease document or any other document relating to this matter.

**CARRIED**

**18.3 MODEL CODE OF CONDUCT COMPLAINTS STATISTICS - 1 SEPTEMBER 2019 TO 31 AUGUST 2020****RESOLUTION 20/314**

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Note the Model Code of Conduct complaints statistics for the reporting year 1 September 2019 to 31 August 2020 and that the statistical return as presented is to be submitted to the Office of Local Government by 31 December 2020.

**CARRIED**

#### **18.4 STATE ELECTORAL BOUNDARIES**

##### **RESOLUTION 20/315**

Moved: Cr David Fahey OAM

Seconded: Cr Tracey Lewis

That Council:

1. Resolve to support the proposed draft electoral boundaries for the seat of Cootamundra and to advise the Electoral Commission accordingly.

**CARRIED**

#### **18.5 2018-2022 DELIVERY PROGRAM - 30 SEPTEMBER 2020 QUARTERLY REVIEW**

##### **RESOLUTION 20/316**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Endorse the 2018-2022 Delivery Program quarterly review dated 30 September 2020 as presented and publish the report to the community using the website of Council.

**CARRIED**

#### **19 STATUTORY AND COMPULSORY REPORTING – DEVELOPMENT SERVICES REPORTS**

##### **19.1 OCTOBER DEVELOPMENT SERVICES ACTIVITIES**

##### **RESOLUTION 20/317**

Moved: Cr Narelle Payne

Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the Development Services Activities Report for October 2020.

**CARRIED**

**20 STATUTORY AND COMPULSORY REPORTING – FINANCIAL / AUDIT REPORTS**

**20.1 OCTOBER INCOME STATEMENT**

**RESOLUTION 20/318**

Moved: Cr Barbara Bryon  
Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Income Statement report for the period ending 31 October 2020.

**CARRIED**

**20.2 OCTOBER STATEMENT OF INVESTMENTS**

**RESOLUTION 20/319**

Moved: Cr Jenny Clarke OAM  
Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the information contained in the Statement of Investments report as at 31 October 2020.

**CARRIED**

**20.3 OCTOBER CAPITAL WORKS PROGRAM**

**RESOLUTION 20/320**

Moved: Cr Narelle Payne  
Seconded: Cr Tracey Lewis

That Council:

1. Receive and note the information contained in the Capital Works report as of 31 October 2020.

**CARRIED**

**20.4 OCTOBER STATEMENT OF RATES AND RECEIPTS**

**RESOLUTION 20/321**

Moved: Cr Barbara Bryon  
 Seconded: Cr Narelle Payne

That Council:

1. Receive and note the information contained in the Statement of Rates and Receipts report as at 31 October 2020.

**CARRIED**

**20.5 OCTOBER STATEMENT OF BANK BALANCES**

**RESOLUTION 20/322**

Moved: Cr Narelle Payne  
 Seconded: Cr Barbara Bryon

That Council:

1. Receive and note the information contained in the Statement of Bank Balances report as of 31 October 2020.

**CARRIED**

**20.6 SEPTEMBER 2020 QUARTERLY BUDGET REVIEW**

**RESOLUTION 20/323**

Moved: Cr Narelle Payne  
 Seconded: Cr Tracey Lewis

That Council:

1. Receive, note and adopt the information and variations contained in the September Quarterly Review.

**CARRIED**

**21 STATUTORY AND COMPULSORY REPORTING – OTHER REPORTS**

Nil

## 22 CONFIDENTIAL BUSINESS PAPER REPORTS

### RESOLUTION 20/324

Moved: Cr Narelle Payne

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*:

#### 22.1 Economic Development Strategy at 3 November 2020

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.

#### 22.2 T-19-20-2 Barellan Sewer Design Tender

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**

## 22.1 ECONOMIC DEVELOPMENT STRATEGY AT 3 NOVEMBER 2020

### RESOLUTION 20/325

Moved: Cr Jenny Clarke OAM

Seconded: Cr Narelle Payne

1. That Council receive and note the Economic Development Strategy (confidential version) containing updates following the Economic Taskforce Committee meeting held 3 November 2020.

**CARRIED**

## 22.2 T-19-20-2 BARELLAN SEWER DESIGN TENDER

### RESOLUTION 20/326

Moved: Cr Barbara Bryon

Seconded: Cr Narelle Payne

That Council:

1. Approve Cardno (NSW/ACT) Pty Ltd as the preferred tenderer for the Barellan Sewer Design for a contract price of \$198,930 Ex GST.

**CARRIED**

**RESOLUTION 20/327**

Moved: Cr David Fahey OAM


Seconded: Cr Barbara Bryon

That Council moves out of Closed Council into Open Council.

**CARRIED**


**The Meeting closed at 2.49pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 9 December 2020.**



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**GENERAL MANAGER**



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**CHAIRPERSON**