



BERRIGAN SHIRE

BAROOGA • BERRIGAN • FINLEY • TOCUMWAL



ORDINARY COUNCIL MEETING

Held on Wednesday 20 November, 2024

at 9:00am

Council Chambers, 56 Chanter Street, Berrigan



Minutes



Ordinary Council Meeting
Wednesday 20 November, 2024
MINUTES

The Ordinary Council Meeting of the Shire of Berrigan held in the Council Chambers, 56 Chanter Street, Berrigan, on Wednesday 20 November, 2024 when the following business was considered:-

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Present:

Councillors:

Matthew Hannan, Julia Cornwell McKean, Renee Paine, John Stringer and Renee Brooker

The following staff were also in attendance:

Karina Ewer (Chief Executive Officer), Matthew Hansen (Deputy CEO), Andrew Fletcher (Director Development and Community) and Tahlia Fry (Director Corporate Services)

1 OPENING OF MEETING

The Council opened its meeting at 9:01am.

Mayor Julia Cornwell McKean read the following statement:

In the spirit of open, accessible and transparent government, Berrigan Shire Council's meetings are audio recorded. By speaking at a Council Meeting, members of the public agree to being recorded. Berrigan Shire Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council Meeting. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Berrigan Shire Council.

Confidential matters of Council will not be audio recorded.

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An audio recording of the Council Meeting will be taken for administrative and minute preparation purposes only and is provided to the public for listening purposes to support Council's statutory obligations.

2 ACKNOWLEDGEMENT OF COUNTRY

Mayor Julia Cornwell McKean made an Acknowledgement of Country with the following statement:

"We acknowledge the original inhabitants whose country we are gathered on, and we pay respect to the elders, past, present, and future and extend respect to all first nations people."



**3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE
VIA AUDIO-VISUAL LINK BY COUNCILLORS**

3.1 Apologies/Leave of Absence

Cr Catherine Healy

3.2 Applications for Leave of Absence

Nil

3.3 Attendance Via Audio-Visual Link

Cr Katie Ngatoko

Simon Walsh (Acting Director Corporate Services)

4 CONFIRMATION OF PREVIOUS MINUTES

Resolved OCM 237/24

Moved: Cr John Stringer

Seconded: Cr Matthew Hannan

That the minutes of the Ordinary Council Meeting held in the Council Chambers Wednesday 16 October, 2024 be confirmed.

CARRIED

Resolved OCM 238/24

Moved: Cr John Stringer

Seconded: Cr Matthew Hannan

That the minutes of the Extraordinary Council Meeting held in the Council Chambers Monday 21 October, 2024 be confirmed.

CARRIED

5 DISCLOSURES OF INTERESTS

NIL



6 MAYORAL MINUTE(S)

6.1 Mayoral Minute - Albury Wodonga Health Advocacy

Recommendation

That Council supports the ongoing advocacy of Albury City for the implementation of all recommendations and outputs of Albury Wodonga Health's *2021 Clinical Services Plan*

Before debate, Cr Matthew Hannan raised a Point of Order, citing an alleged breach of clause 9.9 of the *Code of Meeting Practice*. Cr Hannan alleged the matter raised in the Mayoral Minute was:

- not urgent, and
- proper notice should be given of the matter due to its complexity.

Mayor Julia Cornwell McKean upheld the Point of Order and debate on the matter ceased.

Cr Hannan requested a paper on the matter be prepared for consideration at the December Council Meeting.

7 REPORTS OF COMMITTEES

Nil

7.1 Local Traffic Committee - Minutes

Resolved **OCM 239/24**

Moved: Cr John Stringer

Seconded: Cr Renee Paine

That Council adopt the following recommendations from the Local Traffic Committee meeting held on Thursday 14 November 2024.

- LTC1. Council approve the application made by Mild 2 Wild Rod and Custom Club to hold the Mild 2 Wild Murray River Rod Run 2025 and temporary road closure between 6.00pm – 10.30pm of Deniliquin Road, Crowley Street and Anzac Avenue Tocumwal, subject to receiving a current certificate of currency for public liability.
- LTC2. Council note that Transport for NSW has undertaken a comprehensive review of the speed zones on both Murray Street and Racecourse Road, Tocumwal including attending and conducting a site inspection with Council officers.

CARRIED



8 REPORTS TO COUNCIL

8.1 Councillor requests - October 2024

This report was for information only.

8.2 Complaint Management Policy

Resolved OCM 240/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council adopt the Complaint Management Policy attached to this report.

CARRIED

8.3 Asset Management Policy

Resolved OCM 241/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Paine

That Council

1. revoke its Asset Management Policy adopted 15 April 2020 and
2. adopt the Asset Management Policy attached as an appendix to this report.

CARRIED

8.4 Investment Policy

Resolved OCM 242/24

Moved: Cr Renee Brooker

Seconded: Cr John Stringer

That the Council:

1. revoke its Investment Policy adopted on 15 November 2023;
2. adopt the Investment Policy excluding the Local Economic Benefit clause; and
3. note the Investment Guidelines attached.

CARRIED



8.5 Revocation - Asset Accounting Policy

Resolved OCM 243/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council revoke the Asset Accounting Policy adopted 19 November 2020.

CARRIED

8.6 Library Service - redundant policies

Resolved OCM 244/24

Moved: Cr Renee Brooker

Seconded: Cr Matthew Hannan

That Council revoke the following policies:

1. Library Service – Collection Development
2. Library Service – Overdue, Lost and Damaged Library Materials
3. Library Service – Patron Code of Conduct

CARRIED

8.7 Code of Meeting Practice

Resolved OCM 245/24

Moved: Cr Renee Brooker

Seconded: Cr John Stringer

That the Council:

1. adopt as a draft the Berrigan Shire Council Code of Meeting Practice as attached to this report,
2. place on public exhibition, this Draft Code of Meeting Practice, with feedback to be presented along with a finalised draft document at the January Ordinary Council meeting for adoption.

CARRIED



8.8 Information Guide 2024-25

Resolved OCM 246/24

Moved: Cr Renee Paine

Seconded: Cr Renee Brooker

That council, pursuant to Section 21 of the *Government Information (Public Access) Act 2009*, adopt the Berrigan Shire Council Information Guide attached as Appendix 1, as amended to include acknowledgment of prior indigenous settlement in the "History" section.

CARRIED

8.9 Endorsement of Community Strategic Plan

Resolved OCM 247/24

Moved: Cr John Stringer

Seconded: Cr Katie Ngatokoa

That Council, noting the relevant engagement report, endorse *Berrigan Shire 2040* attached to this report as Berrigan Shire Council's Community Strategic Plan.

CARRIED

8.10 Annual and State of the Shire Report - 2023-24

Resolved OCM 248/24

Moved: Cr Katie Ngatokoa

Seconded: Cr Renee Brooker

That Council adopt the attached integrated Annual Report and State of the Shire Report for publication, noting the 30 November 2024 deadline.

CARRIED

8.11 Operational Plan review - Q1 2024-25

Resolved OCM 249/24

Moved: Cr John Stringer

Seconded: Cr Katie Ngatokoa

That Council receive and note the Q1 report on actions identified in the 2024/25 Operational Plan.

CARRIED



8.12 Electoral funding obligations

This report was for information only.

8.13 Section 355 Committees of Management

Resolved OCM 250/24

Moved: Cr Renee Brooker

Seconded: Cr Renee Paine

That Council:

- a) revoke existing members of the Section 355 Committee of Management and
- b) pursuant to section 355 of the *Local Government Act 1993*, appoint the persons defined in this report to the relevant section 355 Committee.

CARRIED

8.14 Delegations to Committees

Resolved OCM 251/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Paine

That council:

1. revoke all existing delegations made to its volunteer committees of council established under s355 of the *Local Government Act 1993* and
2. make delegations to its volunteer committees of management as attached to this report.

CARRIED

8.15 Volunteer Committees - Annual Returns

Resolved OCM 252/24

Moved: Cr Renee Brooker

Seconded: Cr Renee Paine

That Council note the annual returns submitted by the following Volunteer Committees of Management



- a) Barooga Advancement Group Committee of Management
- b) Barooga Recreational Reserve Committee of Management
- c) Berrigan Conservation Group and Tidy Town Committee of Management
- d) Berrigan War Memorial Hall Committee of Management
- e) Berrigan War Memorial Swimming Pool Committee of Management
- f) Finley Log Cabin and Historical Museum Committee of Management
- g) Finley Recreation Reserve Committee of Management
- h) Finley School of Arts Committee of Management
- i) Finley Showgrounds and Sporting Complex Committee of Management
- j) Tocumwal Foreshore Committee of Management
- k) Tocumwal Rail Preservation Committee of Management
- l) Tocumwal Recreation Reserve Committee of Management
- m) Tocumwal Swimming Pool Committee of Management
- n) Tocumwal War Memorial Hall Committee of Management
- o) Berrigan Sportsground Committee of Management
- p) Finley War Memorial Hall Committee of Management
- q) Finley War Memorial Swimming Pool Committee of Management
- r) Retreat Hall Committee of Management
- s) Barooga Botanical Gardens Committee of Management

CARRIED

8.16 Actions from previous meetings

Resolved OCM 253/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Brooker

That Council receive and note this report.

CARRIED

8.17 Correspondence - October 2024 to November 2024

This report was for information only.



8.18 Development Determinations for Month of Oct 2024

Resolved OCM 254/24

Moved: Cr Renee Brooker

Seconded: Cr Katie Ngatoko

That Council receive and note this report.

CARRIED

8.19 CCTV cameras in public areas

Moved: Cr Matthew Hannan

Seconded: Cr Katie Ngatoko

That Council:

1. delay the installation of CCTV systems in public places for a period of two years, and
2. review this decision in November 2026.

During debate, Mayor Julia Cornwell McKean foreshadowed the following motion.

That Council direct the CEO to bring a report on the installation of CCTV cameras to the January ordinary meeting of Council, including:

- *A review of its CCTV Surveillance Policy*
- *A strategy to resource the consultation program identified in the CCTV Surveillance Policy, including staff time and costs.*
- *A timeframe for completion of the consultation program.*

The original motion was lost, and the foreshadowed motion was then put.

MOTION

Resolved OCM 255/24

Moved: Mayor Julia Cornwell McKean

Seconded: Cr Renee Paine

That Council direct the CEO to bring a report on the installation of CCTV cameras to the January ordinary meeting of Council, including:

- A review of its CCTV Surveillance Policy



- A strategy to resource the consultation program identified in the CCTV Surveillance Policy, including staff time and costs.
- A timeframe for completion of the consultation program.

CARRIED

8.20 Power Purchasing Agreement - Large Sites

This report was for information only.

8.22 Finance - Accounts October

Resolved OCM 256/24

Moved: Cr Renee Brooker

Seconded: Cr Renee Paine

That Council:

- a) receive the Financial Statement, Bank Reconciliation Certificate and Petty Cash Book made up to 31 October 2024,
- b) confirm the accounts paid as per Warrant No. 10/24 totaling \$8,861,200.42 and note the report on investments attached.

CARRIED

8.23 July - September Quarterly Budget Review

Resolved OCM 257/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Paine

1. Note the first quarterly review of the 2024/25 budget and vote the funds contained therein as shown in "Appendix 1"
2. Note the September Quarterly Budget Review Statement attached also as "Appendix 2"

CARRIED

8.23 Rural Fire Service - Federation Council

Action



Mayor Julia Cornwell McKean requested a report for Council on the amount owing to Federation Council for the operation of the Federation Zone Rural Fire district.

8.24 Corporate Workshop Outcomes

Resolved OCM 258/24

Moved: Cr Renee Paine

Seconded: Cr Katie Ngatokoa

That Council receive and note this report and the actions to come from them.

CARRIED

8.25 Risk Appetite and Strategic Risk Statements

Resolved OCM 259/24

Moved: Cr Renee Brooker

Seconded: Cr John Stringer

That Council:

- revoke the Risk Appetite Statements adopted 20 April 2022, and
- adopt the Risk Appetite and Strategic Risk Statements attached to this report.

CARRIED

8.26 Organisational Structure

Resolved OCM 260/24

Moved: Cr John Stringer

Seconded: Cr Renee Brooker

That Council:

1. endorse the organisational structure as per the requirements of sections 332 and 333 of the *Local Government Act 1993* and
2. adopt a budget of \$9.4M to support the delivery of services as aligned to the organisational structure presented.

CARRIED



8.27 Rural, Regional and Remote Health Reform Submission

Resolved OCM 261/24

Moved: Cr Matthew Hannan

Seconded: Cr Renee Brooker

That Council endorse the submission made to the Select Committee on Remote, Rural and Regional Health as presented, noting approval is retrospective.

CARRIED

8.28 Berrigan Shire Council Sustainability Report

Resolved OCM 262/24

Moved: Cr Matthew Hannan

Seconded: Cr John Stringer

That Council

1. approve the period of 23 December to 22 January inclusive for the CEO to work exclusively on the Sustainability Report and
2. Matthew Hansen (Deputy CEO) to act as CEO for the period of 6 January to 21 January.

CARRIED

8.29 Delegation - Performance Review Panel

Resolved OCM 263/24

Moved: Cr Katie Ngatoko

Seconded: Cr Renee Paine

That Council:

1. rename the "CEO remuneration committee" appointed by resolution at its meeting on 18 September 2024, the "performance review panel", consistent with the guidelines for appointment of oversight of general managers issued by the Office of Local Government
2. delegate the following functions to the performance review panel:
 - a. conduct of the CEO's performance reviews.
 - b. reporting the findings and recommendations of reviews to the council, and
 - c. development of the CEO's performance agreement.
3. direct the CEO and the performance review panel to develop agreed terms of reference for the panel.



CARRIED

8.30 CEO Performance and Development Plan

Resolved OCM 264/24

Moved: Cr John Stringer

Seconded: Cr Renee Paine

That Council:

1. adopt the CEO Performance and Development Plan as presented and
2. receive and note the first quarter report on progress as presented.

CARRIED

9 NOTICES OF MOTION/QUESTIONS WITH NOTICE

10 CONFIDENTIAL MATTERS

Nil

11 MOTIONS WITHOUT NOTICE/QUESTIONS WITHOUT NOTICE

Cr Matthew Hannan – contamination levels

9.1 Contamination levels

Action

Council request the CEO present a report for the ordinary Council Meeting scheduled for January 2025 regarding contamination levels for the Berrigan Shire kerbside recycling collection service, including mitigation strategies.

12 COUNCILLOR REPORTS

12.1 Mayor's Report

- Online meeting with NSW Ambulance
- Meeting with Moira Shire Council on the dialysis initiative
- Mayoral Alliance Meeting
- Meeting with Finley High School – Digitisation program
- RAMJO



- Development Consultation meeting in Barooga
- Barooga Advancement Group

Resolved **OCM 265/24**

Moved: **Cr Katie Ngatoko**

Seconded: **Cr Renee Paine**

That the Mayor's Report be received.

CARRIED

12.2 Verbal Reports from Delegates

Cr Brooker

Barooga Advancement Group

Development Consultation Meeting

Cr Hannan

Development Consultation Meeting

Cr Ngatoko

Girl Guide Achievement Award Ceremony

13 CONCLUSION OF MEETING

The next Ordinary Council Meeting will be held on 4 December 2024 from 1:00pm in the Council Chambers, 56 Chanter Street, Berrigan.

There being no further business the Mayor, Mayor Julia Cornwell McKean closed the meeting at 10:50am.