

**MINUTES OF THE
ORDINARY COUNCIL MEETING
TUESDAY 25 FEBRUARY 2025
COMMENCING AT 6:30 PM
AT THE LEETON SHIRE COUNCIL CHAMBERS**



LEETON
SHIRE COUNCIL

Councillors:

Mayor Cr. George Weston, Deputy Mayor Cr. Michael Kidd, Cr. Sandra Nardi, Cr. Krystal Maytom, Cr. Stephen Tynan, Cr. Boston Edwards, Cr. Tracey Morris, Cr. Nicholas Wright and Cr. Sarah Tiffen.

Staff:

Jackie Kruger (General Manager), Avtar Singh (Director Corporate/CFO), Michelle Evans (Director Economic and Community Development), Tracey Pearce-Brambley (Executive Manager People and Culture), Sarah Kingsbury (Manager Governance, Corporate and Customer Service), Francois Van Der Berg (Manager Building, Planning and Health), Sibongubuhle Tshuma (Manager Finance) and Terry Schmidt (Communications Coordinator) and Gerard Simms (Manager IT and OT).

Other Attendees (via videoconference)

Mark Anderson (Local Government NSW)

Press:

Nil

LEETON SHIRE COUNCIL

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1. LORD'S PRAYER

Spoken by Cr. Boston Edwards

2. ACKNOWLEDGEMENT OF COUNTRY

Spoken by Deputy Mayor Cr. Michael Kidd

3. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS

OCM 24/116

Resolved

THAT Council accepts Cr. Sandra Nardi's and Cr. Tracey Morris's apologies for lateness.

(Moved Cr. Boston Edwards, seconded Cr. Krystal Maytom)

4. CONFIRMATION OF MINUTES AND ANY MATTERS ARISING

OCM 24/117

Resolved

THAT the Minutes of the Ordinary Council Meeting held on Tuesday 17 December 2024, as circulated, be taken as read and CONFIRMED.

(Moved Cr. Michael Kidd, seconded Cr. Stephen Tynan)

5. PROCEDURAL MOTIONS

OCM 24/118

Resolved

THAT Council accepts Item 8.2.3 - 2024/25 Budget Review for the Quarter Ending 31 December 2024 as a late report.

(Moved Cr. Stephen Tynan, seconded Cr. Boston Edwards)

6. DISCLOSURE OF INTERESTS

Mayor Cr. George Weston disclosed a significant non-pecuniary conflict of interest in Item 8.4.2 Quick Response Grant Applications for the Roxy Volunteers as he is a member of the Roxy Volunteer Committee and may benefit from the goods that the funds may purchase. Mayor Cr. George Weston elected to leave the Chambers when the grant application for the Roxy Volunteers was being considered.

Deputy Mayor Cr. Michael Kidd disclosed a significant non-pecuniary conflict of interest in Item 8.4.2 Quick Response Grant Applications for the Roxy Volunteers as he is a member of the Roxy Volunteer Committee and may benefit from the goods that the funds may purchase. Deputy Mayor Cr. Michael Kidd elected to leave the Chambers when the grant application for the Roxy Volunteers was being considered.

Cr. Tracey Morris disclosed a significant non-pecuniary conflict of interest in Item 8.4.2 Quick Response Grant Applications for Roxy Volunteers as she is a member of the Roxy Volunteer Committee and may benefit from the goods that the funds may purchase. Cr. Tracey Morris elected to leave the Chambers when the grant application for the Roxy Volunteers was being considered.

Cr. Sandra Nardi disclosed a significant non-pecuniary conflict of interest in Item 8.4.2 Quick Response Grant Applications for the Roxy Volunteers as she is a member of the Roxy Volunteer Committee and may benefit from the goods that the funds may purchase. Cr. Sandra Nardi elected to leave the Chambers when the grant application for the Roxy Volunteers was being considered.

7. MAYORAL MINUTES

7.0. MAYORAL MINUTE - REQUEST FROM UNIVERSITY OF SOUTH AUSTRALIA

OCM 24/119

Resolved

THAT Council approves funding for the project up to \$6K in cash and provides a letter of support.

(Moved Cr. George Weston)

Cr. Sandra Nardi entered the meeting at the time being 6:55pm.

8. REPORTS TO COUNCIL

8.1. GENERAL MANAGER'S MATTERS

Item 8.1.1. DELIVERY PROGRAM SIX-MONTHLY PROGRESS REPORT FOR 2024/25

OCM 24/120

Resolved

THAT Council notes for information the six monthly (1 July to 31 December 2024) Progress Report on the implementation of the Leeton Shire Council Delivery Program (2022–2025).

(Moved Cr. Michael Kidd, seconded Cr. Stephen Tynan)

Item 8.1.2. LEETON SHIRE'S COMMUNITY STRATEGIC PLAN: LEETON ON THE GO 2035

OCM 24/121

Resolved

THAT Council adopts the Community Strategic Plan *Leeton on the Go Towards 2035*.

(Moved Cr. Boston Edwards, seconded Cr. Michael Kidd)

Procedural Motion - Dealing with Items Together

OCM 24/122

Resolved

THAT Council consider Item 8.2.1 and Item 8.2.2 of business together.

(Moved Cr. Nicholas Wright, seconded Cr. Michael Kidd)

8.2. CORPORATE MATTERS

Item 8.2.1. INVESTMENT REPORT - DECEMBER 2024

Item 8.2.2. INVESTMENT REPORT - JANUARY 2025

OCM 24/123

Resolved

THAT Council notes the information contained in the Investment Reports for December 2024 and January 2025.

(Moved Cr. Sandra Nardi, seconded Cr. Michael Kidd)

Item 8.2.3. 2024/25 BUDGET REVIEW FOR THE QUARTER ENDING 31 DECEMBER 2024

OCM 24/124

Resolved

THAT Council reviews and considers the Quarterly Budget Review (QBR) as at 31 December 2024 and approves the changes as recommended by Management.

(Moved Cr. Boston Edwards, seconded Cr. Michael Kidd)

ITEM 8.2.4. POLICY REVIEW – FEBRUARY 2025

OCM 24/125

Resolved

THAT Council endorses the following DRAFT policies for public exhibition for 28 days and, if no substantive feedback is received, the policies will be considered adopted:

1. DRAFT (Revised)- Private Works Policy,
2. DRAFT (Revised) – Councillor and Staff Interaction Policy,
3. DRAFT (Revised) – Councillor Expenses and Facilities Policy
4. DRAFT (Revised)- Audit, Risk and Improvement Committee Terms of Reference,
5. DRAFT (Reviewed) – Internal Audit Function Charter.

(Moved Cr. Michael Kidd, seconded Cr. Boston Edwards)

Manager IT and OT entered the meeting at the time being 7:00pm

Cr. Tracey Morris entered the meeting at the time being 7:12pm

Manager Finance left the meeting at the time being 7:15pm

Item 8.2.5. ENDORSEMENT OF CCTV MEMORANDUM OF UNDERSTANDING, CODE OF PRACTICE AND STANDARD OPERATING PROCEDURE

OCM 24/126

Resolved

THAT Council:

1. Notes the DRAFT Memorandum of Understanding (MoU) between Leeton Shire Council and NSW Police (Murrumbidgee Police District) for the operation and management of the Leeton CCTV system.
2. Notes the DRAFT CCTV Code of Practice and Standard Operating Procedure (SOP) as the governing framework for the operation of the CCTV system.
3. Authorises the General Manager to arrange a meeting between the NSW Police and Councillors.
4. Requests that the General Manager brings a report back to the next Council meeting after the meeting with NSW Police.

(Moved Cr. Michael Kidd, seconded Cr. Sandra Nardi)

Item 8.2.6. ADOPTION OF COUNCILLOR DEVICE POLICY

OCM 24/127

Resolved

THAT Council adopts the DRAFT Councillor Device Policy as the guiding framework for the provision and management of devices supplied to Councillors for official purposes.

(Moved Cr. Sandra Nardi, seconded Cr. Boston Edwards)

8.3. OPERATIONAL MATTERS

Item 8.3.1. CAPITAL WORKS UPDATE REPORT - MAJOR PROJECTS - FEBRUARY 2025

OCM 24/128

Resolved

THAT Council notes for information the Quarterly Capital Work Update Report for Major Projects as 11 February 2025.

(Moved Cr. Michael Kidd, seconded Cr. Tracey Morris)

Item 8.3.2. MINUTES OF THE LOCAL AREA TRAFFIC COMMITTEE - ELECTRONIC MEETING

OCM 24/129

Resolved

THAT Council notes the minutes for information and endorses the recommendations of the Local Area Traffic Committee meeting held electronically on Tuesday 11 February 2025.

(Moved Cr. Michael Kidd, seconded Cr. Boston Edwards)

8.4. ECONOMIC AND COMMUNITY DEVELOPMENT MATTERS

Item 8.4.1. DRAFT HOUSING STRATEGY IMPLEMENTATION PLAN 2025

OCM 24/130

Resolved

THAT Council:

1. Endorses the DRAFT Housing Strategy Implementation Plan (HSIP) for public exhibition for 28 days.
2. Invites submissions from the public, government agencies, service authorities, and landowners within the identified growth areas.

3. Receives a further report at the conclusion of the exhibition period summarising feedback and recommending any necessary amendments to the HSIP before final adoption.

(Moved Cr. Nicholas Wright, seconded Cr. Stephen Tynan)

Item 8.4.2. QUICK RESPONSE GRANT APPLICATIONS FOR LEETON BASKETBALL ASSOC. / MURRUMBIDGEE MAVERICKS BASKETBALL ASSOC.

OCM 24/131

Resolved

THAT Council awards:

1. Leeton Basketball Association \$880 from the Quick Response Grant program to go towards subsidising court hire fees for representative basketball trainings on weekends at the Leeton Indoor Stadium.
2. Murrumbidgee Mavericks Basketball Association \$1,037 from the Quick Response Grant program to go towards the purchase of new equipment for hosting Waratah State League Women's Basketball home games and training at the Leeton Indoor Stadium.

(Moved Cr. Sandra Nardi, seconded Cr. Michael Kidd)

Having declared a conflict of interest on Item 8.4.2 (Roxy Volunteers):

- Mayor Cr. George Weston left the meeting at the time being 7:56 pm,
- Deputy Mayor Cr. Michael Kidd left the meeting at the time being 7:56pm,
- Cr. Tracey Morris left the meeting at the time being 7:56pm,
- Cr. Sandra Nardi left the meeting at the time being 7:56pm.

In the absence of the Mayor and Deputy Mayor, Cr. Krystal Maytom was elected by the remaining Councillors to Chair the meeting and assumed the Chair at 7:58 pm.

Item 8.4.2. QUICK RESPONSE GRANT APPLICATION FOR THE ROXY VOLUNTEERS

OCM 24/132

Resolved

THAT Council awards:

3. Roxy Volunteers "Dream Team" \$1,550 from the Quick Response Grant program to go towards food and beverages for Roxy volunteers.

(Moved Cr. Stephen Tynan, seconded Cr. Nicholas Wright)

Deputy Mayor Cr. Michael Kidd returned to the meeting at the time being 8:00pm.

Cr. Tracey Morris returned to the meeting at the time being 8:00pm.

Cr. Sandra Nardi returned to the meeting at the time being 8:00pm.

Mayor Cr. George Weston returned to the meeting at the time being 8:00 pm and took the Chair.

Item 8.4.3. RE-ESTABLISHMENT OF ALCOHOL FREE ZONES IN LEETON AND YANCO

OCM 24/133

Resolved

THAT Council:

1. Authorises the commencement of community consultation in accordance with the Local Government Act 1993 for the re-establishment of Alcohol-Free Zones in Leeton and Yanco.
2. Authorises the General Manager to proceed with the implementation of the Alcohol-Free Zones if no substantive feedback is received.
3. Supports the renewal of the Alcohol-Free Zones for a period of four (4) years in accordance with the relevant ministerial guidelines.

(Moved Cr. Tracey Morris, seconded Cr. Michael Kidd)

Manager Building, Planning and Health left the meeting at the time being 8:06pm

Procedural Motion – Dealing with Items Together

OCM 24/134

Resolved

THAT Council consider Item 8.4.4, Item 8.4.5, Item 8.4.6., Item 8.4.7 and Item 8.4.8 of business together.

(Moved Cr. Nicholas Wright, seconded Cr. Boston Edwards)

Item 8.4.4. YOUTH COUNCIL MINUTES FOR 2024

OCM 24/135

Resolved

THAT Council:

1. Receives for information the Leeton Shire Youth Council minutes of meetings held on 26 February, 8 April, 3 June, 29 July, 2 September, and 28 October 2024.

2. Formally expresses its gratitude to the Youth Councillors of St Francis De Sales Regional College, Leeton High School and Yanco Agricultural High School for their valuable contributions throughout 2024.

Item 8.4.5. POST EVENT REPORT - 2024 CHILL & GRILL EVENT

Resolved

THAT Council:

1. Receives for information the 2024 Leeton Chill & Grill post event report,
2. Notes the 2025 event has been set for Saturday 18 October 2025, and
3. Acknowledges the sponsors and volunteers who contribute to the success of the event.

Item 8.4.6. MINUTES OF THE LIGHT UP LEETON COMMITTEE – AUGUST to DECEMBER 2024

Resolved

THAT Council receives for information the minutes of the Light Up Leeton Committee meetings held on 15 August, 5 and 19 September, 17 October, 7 and 14 November, 5 and 12 December 2024.

Item 8.4.7. POST EVENT REPORT - 2024 LIGHT UP LEETON

Resolved

THAT Council:

1. Receives for information the 2024 Light Up Leeton post event report, and
2. Acknowledges the sponsors, volunteers and outdoor staff who contributed to the success of the event.

Item 8.4.8. MINUTES OF THE SUNRICE FESTIVAL COMMITTEE - JULY 2024 to FEB 2025

Resolved

THAT Council receives for information the Minutes of the Annual General Meeting held on 24 October 2024 and the Minutes of the Leeton SunRice Festival Committee meetings held on 24 October and 04 November 2024.

(Moved Cr. Michael Kidd, seconded Cr. Boston Edwards)

9. NOTICES OF MOTION

Nil

10. CONFIDENTIAL MATTERS

The Mayor advised that Council would consider moving into Closed Council with the press and public excluded to allow consideration of this item, as provided for under Section 10A(2) (a) (f) of the *Local Government Act, 1993*, on the grounds that the report contains personnel matters concerning particular individuals; AND the report contains matters affecting the security of the Council, Councillors, Council staff or Council property.

REVERSION TO CLOSED COUNCIL

OCM 24/136

Resolved

1. That Council moves into Closed Council to consider business identified,
2. That in accordance with Section 10A(2) of the *Local Government Act 1993*, the Public and Press be excluded from the meeting to enable Council to determine items listed in Confidential Matters for the reasons indicated.
3. That the report relevant to the subject business be withheld from access to the media and public as required by Section 11(2) of the *Local Government Act 1993*.

(Moved Cr. Michael Kidd, seconded Cr. Nicholas Wright)

Council closed its meeting at 8:26 pm.

General Manager left the meeting at the time being 8:26pm and did not return.

Director Corporate/ CFO left the meeting at the time being 8:26pm and did not return.

Director Economic and Community Development left the meeting at the time being 8:26pm and did not return.

Manager Governance, Corporate and Customer Service left the meeting at the time being 8:26pm and did not return.

Executive Manager People and Culture left the meeting at the time being 8:26pm and did not return.

Communications Coordinator left the meeting at the time being 8:26pm and did not return.

10.1 MAYORAL MINUTE - GENERAL MANAGER'S PERFORMANCE REVIEW

OCM 24/138

Resolved

THAT Council:

1. Endorses the review committee's appraisal of the General Manager's annual performance review as 'Exceeds Expectations',
2. Endorses the review committee's recommendation for a 5% increase to the GM's TRP in recognition of her strong performance review result and to move her to the median of remuneration levels of her peers in similar sized Councils in NSW with effect from her anniversary date in August 2024,
3. Endorses the forward priorities for the General Manager, being achieving financial sustainability for Council, delivering affordable housing, finding a sustainable operating model for the Roxy Community Theatre, completing Vance Estate and Roxy Stage 2, ensuring readiness to mitigate the impacts of water buybacks through Sustainable Communities structural adjustment funding, and advancing / modernising community engagement strategies and practices,
4. Agrees to enter into a new five-year GM contract with Mrs Jackie Kruger commencing 4 August 2025 with the terms of employment (including TRP) to be no less than the current terms and noting that any change in terms (if relevant) will need to be brought back to Council for consideration / determination by 30 April 2025.

(Moved Cr. Krystal Maytom, seconded Cr. Tracey Morris)

REVERSION TO OPEN COUNCIL

OCM 24/139

That this meeting of the Closed Council revert to an open meeting of the Council, the time being 9:45pm.

(Moved Cr. Nicholas Wright, seconded Cr. Michael Kidd)

The Mayor advised that during the Closed Council four (4) resolutions were passed and read out the resolutions made in Closed Council for Item 10.1.

11. COUNCILLOR ACTIVITY REPORTS

OCM 24/137

Resolved

THAT Council notes the Councillor activity reports submitted for the period between 18 December 2024 to 24 February 2025.

(Moved Cr. Krystal Maytom, seconded Cr. Tracey Morris)

12. CONCLUSION OF THE MEETING

There has been no further business, the meeting closed at 9:55pm.

..... signed by
the Chairman of the meeting held on
25 March 2025 HERE at which meeting the
signature hereon was subscribed.