



Hawkesbury City Council

special meeting business paper

date of meeting: 29 September 1998

location: Council Chambers

time: 9:30am

SPECIAL MEETING

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for determination

ITEM: 41 Remuneration for Councillors and Mayors**FILE NUMBER:** GA030/014/GMA/ORI29SAX.G01

REPORT:

Pursuant to the provisions of the Local Government Act 1993, the Local Government Remuneration Tribunal has again determined Hawkesbury City Council as Category 2 where the Council Member fee for the 1998/99 period is between \$5,000 and \$10,500 and the Mayoral Allowance is between \$10,000 and \$21,000.

The current Mayoral Allowance for the 1997/98 period is \$21,000 of which an allowance has been set for the Deputy Mayor. The Act does not provide for an allowance for the Deputy Mayor, therefore any amount needs to be directed from the Mayoral Allowance. The current allowance for the Deputy Mayor is \$3,000. The Council Member fee for 1997/98 is \$10,500.

RECOMMENDATION:

Council adopt a fee for Councillors of \$10,500 (ten thousand five hundred dollars) for the 1998/99 period, and the Mayoral Allowance at \$21,000 (twenty one thousand dollars). Further that Council determine the allowance for the Deputy Mayor.

ATTACHMENTS:

There are no supporting documents for this report.

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ITEM: 42 **Election of Mayor****FILE NUMBER:** GE1/004 PT02/GMA/ORI29SAX.G02

REPORT:

The following provisions in the Local Government Act apply to the election of Mayor.

“Returning Officer

1. The General Manager is the Returning Officer.

Nomination

2. (1) A Councillor may be nominated without notice for election as Mayor or Deputy Mayor.
- (2) The nomination is to be made in writing by two or more Councillors, and is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the Returning Officer.
- (4) The Returning Officer is to announce the names of the nominees at the Council meeting at which the election is to be held.

Election

2. (1) If only one Councillor is nominated, that Councillor is to be declared elected.
- (2) If more than one Councillor is nominated, the Council is to resolve whether the election is to proceed by Preferential Ballot, by Ordinary Ballot or by Open Voting.
- (3) The election is to be held at the Council meeting at which the Council resolves on the method of voting.
- (4) In this clause :

Ballot has its normal meaning.

Open Voting means voting by a show of hands or similar means.

Part 2 - Ordinary Ballot or Open Voting**Applications of Part**

4. This part applies if the election proceeds by Ordinary Ballot or by Open Voting.

Marking of Ballot Papers

5. If the election proceeds by Ordinary Ballot, the Returning Officer is to decide the manner in which votes are to be marked on the Ballot Papers.

Count - 2 candidates

6. (1) If there are only two candidates, the candidate with the higher number of votes is elected.
- (2) If there are only two candidates and they are tied, the one elected is to be chosen by lot.

Count - 3 or more candidates

7. (1) If there are three or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If three or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, three or more candidates still remain, the procedure set out in subclause (2) is to be repeated until only two candidates remain.
- (4) Clause 6 of this Schedule then applies to the determination of the election as if the two remaining candidates had been the only candidates.
- (5) If at any stage during a count under subclause (1) or (2), two or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

Part 3 - Preferential Ballot**Application of Part**

8. This part applies if the election proceeds by Preferential Ballot.

Ballot Papers and Voting

9. (1) Ballot papers are to contain the names of all the candidates. The Councillors are to mark their votes by placing the numbers 1, 2 and so on against the various names so as to indicate the order of their preference for the candidates.
- (2) The formality of a ballot paper under this part is to be determined in accordance with Clause 73 of this Regulation as if it were a ballot paper referred to in that Clause.

Count

10. (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the ballot papers counted to him or her are transferred to the candidates with second preferences on those ballot papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her ballot papers to the candidates remaining in the election next in order of the voter's preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.
- (4) In this clause **absolute majority** in relation to votes means a number which is more than one half of the number of formal ballot papers.

Tied Candidates

11. (1) If, on any count of votes, the number of votes cast for two candidates are equal and;
- (a) those candidates are the only candidates in, or remaining in, the election - the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected;
- (b) those candidates are the ones with the lowest number of votes on the count of the votes - the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.
- (2) If, on the count of votes, the numbers of votes cast for three or more candidates are equal and the lowest number of votes on the count of the votes - the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 - General**Choosing by Lot**

12. To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the Returning Officer, the slips are folded by the Returning Officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the Returning Officer and the candidate whose name is on the drawn slip is chosen.

Result

13. The result of the election (including the name of the candidate elected as Mayor or Deputy Mayor) is :
- (a) to be declared to the Councillors at the Council meeting at which the election is held by the Returning Officer; and
 - (b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Associations of New South Wales.”

RECOMMENDATION:

The election of Mayor of the City of Hawkesbury for the ensuing term be carried out.

ATTACHMENTS:

AT-1 Nomination forms

oooO END OF ITEM 42 Oooo

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ITEM: 43 **Election of Deputy Mayor**

FILE NUMBER: GE1/004 PT02/GMA/ORI29SAX.G03

REPORT:

The provisions for the election of Mayor also apply to the election of Deputy Mayor.

RECOMMENDATION:

The election of Deputy Mayor of the City of Hawkesbury for the ensuing term be carried out.

ATTACHMENTS:

AT-1 Nomination forms

oooO END OF ITEM 43 Oooo

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Item: **44****ITEM: 44 Appointment of Committees, Delegates and Representatives****FILE NUMBER:** GA030/014/GMA/ORI29SAX.G05**REPORT:**

Hereunder is a list of Committees which have been appointed by Council, delegates and other organisations on which Council is represented.

Committees Appointed by Council :

Committee	Composition	Representation	Comment
General Purpose	Full Council	Full Council	
Town Planning	Full Council	Full Council	Matters now referred to General Purpose Committee. No longer required.
Rating Review	Full Council General Manager	Full Council	Rating policy considered through Management Plan. No longer required.
Extractive Industry	Full Council General Manager Director Asset Services & Recreation	Full Council	This Committee was originally established to overview the management of the Cordners Corner Flood Mitigation Works which involved extraction. In recent years has been maintained to pursue the extraction at Macquarie Park, which at this stage is having some difficulty in obtaining approval. Matters now reported directly to General Purpose Committee. No longer required.
Legal Consultative	Full Council General Manager Appropriate Directors	Full Council	Established at Strategic Planning Workshop in June 1992 after detailed discussion regarding the processes and costs of legal action involving the Council. Legal matters are now listed in the annual report. Information now to be reported as part of the Quarterly Financial Review. No longer required.

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Committee	Composition	Representation	Comment
Local Traffic	1 Councillor Local State Members 1 Member Police Dept 1 Member RTA 1 Member Ministry of Transport	Clr R D Searle	This Committee is established under the provisions of the Transport Administration Act to advise the Council in accordance with delegations from the RTA regarding the implementation of a number of traffic control facilities. Also to provide advice to the Council on some traffic generating development matters. The Council's sub delegate can be a Councillor, General Manager or an employee of the Council.
Hawkesbury Australia Day Awards	Mayor 2 Councillors General Manager Director Community & Corporate Services 1 Rep Chambers of Commerce Mrs J Peare Mrs J A Barkley-Jack Mrs Y Whalan Mr B E Brown	Mayor Clr L Allan Clr M E Lawson	Meets as required to determine the Hawkesbury recipients of Australia Day Awards - Community Arts, Citizen, Junior Citizen & Sports.
Hawkesbury Floodplain Management	2 Councillors Director Environment & Development Branch Manager Survey & Design Town Planner 2 Reps Dept of Public Works 2 Reps Dept of Planning 1 Rep Water Resources Commission 1 Rep SES	Clr R D Searle Clr L C Sheather	Established 1991. Terms of Reference a) To assist Council in the development and implementation of a Floodplain Management Plan for the City and b) To direct and monitor the progress and findings of the Study being undertaken.
Heritage Advisory	1 Councillor 1 Alt Councillor Town Planner Director Community & Corporate Services 4 Local Citizens J Barkley-Jack M Hatherly L Banks A Hendrikson 1 Conservation Architect G Edds	Clr H J M Books Clr L Allan (Alt)	Inaugural meeting held on 17 May 1984. The major reason for the establishment of the Committee was to consider the streetscapes of Richmond and Windsor and to receive reports in respect to applications for financial assistance for restoration of heritage buildings.
Hawkesbury Prioritising Committee WSAAS	3 Councillors	Clr M E Lawson Clr L C Sheather Clr R D Searle	Meets as required to determine local priorities for the Western Sydney Area Assistance Scheme.

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Committee	Composition	Representation	Comment
Friends of the Hawkesbury Art Collection	3 Councillors	Clr R P Stubbs Clr W J Mackay Clr L Allan	Council Meeting 9 May 1989 - <i>"That Council agree in principle to the establishment of a 'Friends of the Collection' and invite members of the community to join a Steering Committee..."</i> Recently reviewed objective as reported in minutes to Council.
Hawkesbury Leisure Centres Inc	2 Councillors 1 Alt Councillor Director Community & Corporate Services	Clr W J Mackay Clr H J M Books Clr R G Calvert (Alt)	Council Meeting 15 November 1994 <i>"That Council nominate two representatives to the Board of Directors of the proposed Hawkesbury Leisure Centre Inc and call for expressions of interest for the two community representatives."</i>
Hawkesbury Sister City Association	2 Councillors	Clr C A Paine Clr L C Sheather	Appointed 8 November 1983 following a public meeting held on 26 October 1983 for the purpose of establishing a Community Sister City Committee to investigate the possibility of encouraging Sister City relationships with similar areas overseas.
Hawkesbury Access & Equity Consultative Committee	2 Councillors 1 Rep UWSH 1 Rep Dept Education 1 Rep Chambers of Commerce Staff from Community Services; Development & Engineering areas as appropriate 2 Home & Community Care Forum Reps 4 Community Reps	Clr L C Sheather Clr P J Minturn	The Hawkesbury Access Forum was established on 28 September 1993 when it was resolved that <i>"A Hawkesbury Disabled Access Forum be established with membership as proposed, to include one member from the Chambers of Commerce, but with the staff representation being 'staff from Community Services, Development and Engineering areas as appropriate.' The Committee being able to vary membership by addition of the forum as required and as necessary. That the Forum be a "Sunset Committee" and report back to Council within six months."</i>

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Committee	Composition	Representation	Comment
Hawkesbury Access & Equity Consultative Committee (Continued)			Council resolution - 5 September 1995 - <i>"That the Access Forum Committee continues subject to review on an annual basis with Council's representative to be appointed at the same time as the other committees of Council are formed."</i> Recommended that the Multicultural Consultative Forum and Hawkesbury Access Forum be combined to create the Hawkesbury Access & Equity Consultative Committee.
Schaffer Quarry Environmental Monitoring	1 Councillor 2 Reps Schaffer Corp 2 Reps Local Community	Clr L C Sheather	Appointed to establish community liaison by the Land & Environment Court as part of the conditions of approval.
Macquarie Park	1 Councillor 1 Alt Councillor Appropriate Council staff	Clr M E Lawson Clr H J M Books (Alt)	Council Meeting 13 September 1994 resolved <i>"That a Committee be established for the development of Macquarie Park."</i> Works are now completed. No longer required.
Hawkesbury Cultural	1 Councillor	Clr R G Sahasrabuddhe	Council Meeting 13 June 1995 - "Council establish a Hawkesbury Cultural Committee to replace the former Macquarie Towns Festival Committee with the aims and objectives of this Committee to be:- - To promote and co-ordinate cultural events within the City of Hawkesbury - To initiate appropriate cultural programs within the City - To make submissions to government bodies and other agencies for funds to be utilised for cultural activities - To co-ordinate other activities as requested by Council.

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Committee	Composition	Representation	Comment
Multicultural Consultative Forum	1 Councillor	Clr R G Sahasrabuddhe	NESB (Non-English Speaking Background) Advisory Working Party was endorsed as a Committee of Council at the Meeting on 13 June 1995 to examine the issues of access for residents of non-English speaking background in the Hawkesbury. The name change occurred in March 1996. Note, this group was originally a sub committee of the Access Committee. Recommended that this function again be combined with access issues.
McGraths Hill Effluent Irrigation & Property Redevelopment Steering	1 Councillor (Chairman) Director Asset Services & Recreation Branch Manager Parks Waste Water Manager	Clr R G Calvert	Council Meeting 11 July 1995 - Steering Committee formed to design and co-ordinate the development of the project. Wetlands and irrigation now completed. No longer required.
Prioritising Committee Capital Assistance Applications - Sport & Recreation	2 Councillors (1 Council's Rep on Sports Council) Sports Council Development Officer Branch Manager Parks Youth & Recreation Planner	Clr L C Sheather Clr A W Baczynskyj	Council Meeting 11 July 1995 - Committee formed to prioritise applications for assistance to the Dept of Sport, Recreation & Racing for Council's consideration.
Hawkesbury Sustainable Agricultural Development Strategy (HSADS)	3 Councillors	Clr C A Paine Clr H J M Books Clr R P Stubbs	Originally Steering Committee for the Rural Lands Study - established Council Meeting 7 November 1995 under the heading of "Our City Our Future". Study to include regional, agricultural, industrial and urban lands and also to assess the scenic and rural amenities of the district. The Study to bring about a regional economic development plan.
Hawkesbury Wine, Food & Music Affair Committee	2 Councillors	Clr L Allan Clr C A Paine	Council Meeting 13 June 1995 - <i>"The Hawkesbury Wine, Food & Music Affair Committee be endorsed as a sub-committee of the proposed Hawkesbury Cultural Committee."</i> This group is now separately incorporated.

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Committee	Composition	Representation	Comment
Family Day Care Consultative Group	1 Councillor	Clr M E Lawson	Established Council Meeting 3 September 1996 - Mayoral Minute - following Workshop and Consultation Program held on 19 June 1996 to develop a strategic plan for the Family Day Care Service to focus its activities towards providing quality care aligned to the needs of the community.
Hawkesbury Healthy City Steering Committee	2 Councillors	Clr R P Stubbs Clr M E Lawson	Council Meeting 11 March 1997 - endorsement of City Health Plan and proposal to develop a Multi-City Action Plan (MICAP) with Hue in Vietnam.
Hawkesbury Library Working Party	2 Councillors	Clr M E Lawson Clr L Allan	Established following Corporate Planning Workshop held in February 1997 - Need to examine a strategic direction and future for the Library Service.
Youth Strategic Plan	1 Councillor	Clr R P Stubbs	Established in 1995. The aim of the plan was to inform and give direction to those individuals and organisations working with young people over the next four years. Involved widespread consultation to clearly define the key areas of need and priority for allocations of resources and funding. This Committee includes five task forces which are employment/unemployment; health; venues & activities; homelessness; prevention motor vehicle accidents and transport.
Crime Prevention/Safer Community Sub-Committee	2 Councillors	Clr R P Stubbs Clr M E Lawson	The Local Crime Prevention Plan Co-Ordinating Committee was established at the Council meeting on 24/2/98 as an addendum to the Youth Strategic Plan, identifying and extending the strategies already outlined in that plan and specifically focussed to crime prevention on the basis of positive action. This Committee was renamed Crime Prevention/Safer Community Sub-Committee.

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Committee	Composition	Representation	Comment
Hawkesbury City Economic Development Board	2 Councillors 1 Rep Local Business 1 Rep Chambers of Commerce 1 Rep RAAF 1 Rep Tourism 1 Rep Agricultural/ Horticultural Industry Appropriate Staff	Clr R G Calvert Clr L Allan	

Representation on other organisations:

Organisation	Composition	Representation
Hawkesbury Food Program	1 Councillor	Clr R P Stubbs
Bligh Park Primary School Council	1 Councillor	Clr L Allan
Hawkesbury-Nepean Local Government & Catchment Management Reference Group	1 Councillor	Clr W J Mackay
Hawkesbury Sports Council Inc	1 Councillor	Clr L C Sheather
Board of Directors Tourism Hawkesbury Inc	2 Councillors General Manager	Clr R D Searle Clr M E Lawson
Museum & Information	1 Councillor	Clr R P Stubbs
Macquarie Towns Junior Symphony Orchestra	1 Councillor	Clr W J Mackay
Hawkesbury District Concert Band	1 Councillor	Clr M E Lawson
Board of Management Fitzgerald Memorial Hostel Inc	2 Councillors	Clr R D Searle Clr C A Paine With the changed role of the Council in this matter in recent years, suggest membership be reduced to one.
Central East Regional Fire Association	1 Councillor	Clr L C Sheather
EIS for Alternative Transport Energy	Director Asset Services & Recreation	No longer required
Windsor/Richmond Consultative	1 Councillor	Clr A W Baczynskyj
Local Government Recycling Co- Operative	Branch Manager Environment & Waste	
North West Sydney Regional Economic Development Organisation	1 Councillor	Clr L Allan
Regional Co-Ordinating (Hawkesbury-Nepean Catchment Management Trust)	1 Councillor 1 Alt Councillor	No longer in operation
Board of Hawkesbury-Nepean Catchment Management Trust	1 Councillor	No representative required at this stage

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Organisation	Composition	Representation
Hawkesbury-Nepean Catchment Management Council Steering Committee	1 Councillor	No longer in operation
Hawkesbury Waste Management Facility - Environmental Monitoring Committee	1 Councillor	Clr L C Sheather
Middle Nepean Hawkesbury Catchment Management	1 Councillor	Clr L C Sheather
Regional Assessment Panel (Natural Heritage Trust)	1 Councillor Branch Manager Environment & Waste	No longer in operation
Lower Portland Ferry Working Party	3 Councillors Appropriate Staff 1 Community Member	Work completed No longer required
Hawkesbury River County Council	1 Councillor	Appointment every 4 years - due September 1999
Western Sydney Regional Organisation of Councils (WSROC)	2 Councillors	Appointment every 4 years - due September 1999
Westpool	1 Councillor	Appointment every 4 years - due September 1999

RECOMMENDATION:

The Committees, delegates and representatives on the various organisations be appointed.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 44 Oooo

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Item: **45**

ITEM: 45 **National Parks & Wildlife Service - Blue Mountains District Advisory Committee**

FILE NUMBER: GP021/001 Pt5/GMA/ORI29SAX.G07

REPORT:

The Blue Mountains District Advisory Committee, at its last meeting, expressed its disappointment that the Council had declined to nominate a replacement for its previous representative on the Committee. They point out that a very large proportion of the Council's area is National Park and much of that is located in the Blue Mountains district. They therefore see that membership of the Committee would give the Council an opportunity to use that forum to raise issues associated with the use and management of National Parks. They have requested that the Council reconsider its position in this matter.

RECOMMENDATION:

That Council nominate a representative for the Blue Mountains District Advisory Committee.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF ITEM 45 Oooo



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