



Hawkesbury City Council

special meeting business paper

date of meeting: 9 September 2002

location: Council Chambers

time: 7.00pm

SPECIAL MEETING

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ITEM: 86 **Election of Mayor**

FILE NUMBER: GE001/004 PT3/GMA/ORI09SAX.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

3. (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

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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 is 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 is 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:

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- (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 Association of New South Wales.”

RECOMMENDATION:

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

ATTACHMENTS:

AT-1 Nomination forms (distributed separately).

oooO END OF ITEM 86 Oooo

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ITEM: 87 **Election of Deputy Mayor**

FILE NUMBER: GE001/004 PT3/GMA/ORI09SAX.G03

REPORT:

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

RECOMMENDATION:

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

ATTACHMENTS:

AT-1 Nomination forms (distributed separately).

oooO END OF ITEM 87 Oooo

ITEM: 88 **Appointment of Committees, Delegates and Representatives**

FILE NUMBER: GA030/014/GMA/ORI09SAX.G01

REPORT:

Appointment of Community Representatives - Hawkesbury Awards Committee, the Schaffer Quarry Environmental Monitoring Committee and the Heritage Advisory Committee

In accordance with Council's Policy adopted 10 September 2001, nominations for local resident representatives were called for the Hawkesbury Awards Committee, the Schaffer Quarry Environmental Monitoring Committee and the Heritage Advisory Committee. The following nominations were received and a summary of information provided is included below:

Hawkesbury Awards Committee

Name: Jan Barkley Jack

Previous Local Government or Community Committee Service:

- The Hawkesbury Awards Committee (1989-2002)
- The Hawkesbury Heritage Advisory Committee (1989-2002)
- Secretary, Hawkesbury City Council's Bicentenary Committee (1991-1994)
- Chair, National Trust Hawkesbury Branch (2002)
- Senior Vice President, Hawkesbury Historical Society (1990-2002)
- Curator (Hon.) Hawkesbury Museum (1980-2002)
- Chair, Windsor High School – School Council (1990's-2002)
- President, School P&C Associations Windsor High School and South Windsor Public (1978-1990's)

Personal/Professional Attributes:

- Teaching experience useful in assessing information
- Community service experience useful in assessing community award nominees
- Community service experience has led to wide knowledge of community groups and their activities
- Service on previous Council committees has led to wide knowledge of Council activities

Interest in joining Committee:

Interest in continuing to serve the Hawkesbury community at a decision making and advisory level.

Name: Jean Peare

Previous Local Government or Community Committee Service:

- President and lifetime member, Hawkesbury City Netball Association (28 years)
- Chairperson and lifetime member, Hawkesbury Sister City Association (14 years)
- Member and lifetime member, Hawkesbury Sports Council Management Committee (11 years)
- Leisure Australia – Hawkesbury (4 years)
- Hawkesbury's Australia Day Committee
- St Matthews Catholic Parish Council
- Organiser senior's group, St Matthews Monday Club

Personal/Professional Attributes:

- Been an active resident in the Hawkesbury for 39 years.

Interest in joining Committee:

To encourage others to contribute to the community by recognising and praising the outstanding efforts of residents.

The Schaffer Quarry Environmental Monitoring Committee

Name: David and Kathleen Stimson

Previous Local Government or Community Committee Service:

- Both nominees are current Quarry Committee members.

Personal/Professional Attributes:

- Extensive managerial experience - working in groups etc.
- National security manager for 10 years with Telstra (till retirement) - a senior management position

Interest in joining Committee:

Both adjacent land holders and intend to be residents in the near future.
Have a long association with the Hawkesbury and environments.
Particular concern with preserving the nature and quality of life in the region.

Name: Michael Ryan

Previous Local Government or Community Committee Service:

- Schaffer Quarry Environmental Monitoring Committee

Personal/Professional Attributes:

- Property adjacent to Quarry.
- Quarry dust monitor located on my property.

Interest in joining Committee:

Interested in rehabilitation of the site, and possible environmental impact.

Heritage Advisory Committee

Name: Deborah Hallam

Previous Local Government or Community Committee Service:

- Heritage Advisory Committee

Personal/Professional Attributes:

- Resident of Hawkesbury for 27 years in a heritage home with a long term interest in heritage.
- Committee member of National Trust - Hawkesbury Branch.
- Previous committee member of earlier heritage and conservation groups (Macquarie Towns Preservation Society, Hawkesbury Conservation Society).

Interest in joining Committee:

Useful talents to contribute to heritage in the Hawkesbury and would like to have input to heritage issues that come before Council.

Name: Graham Edds

Previous Local Government or Community Committee Service:

- Hawkesbury Heritage Advisory Committee (since inception)
- Former President, Native Plants Society - Hawkesbury Group
- Former President, Kurrajong Primary School
- Former Chairperson, Kurrajong Scout Association
- Chairperson, Norman Lindsay Gallery Advisory Committee

- Former Chairperson, Woodford Academy Ideas Committee

Personal/Professional Attributes:

- Conservation Architect with vast experience in the identification, conservation, adaption of places of cultural significance.

Interest in joining Committee:

Interested in ongoing membership.

Name: Jan Barkley Jack

Previous Local Government or Community Committee Service:

- The Hawkesbury Heritage Advisory Committee (1989-2002)
- The Hawkesbury Awards Committee (1989-2002)
- Secretary, Hawkesbury City Council's Bicentenary Committee (1991-1994)
- Chair, National Trust - Hawkesbury Branch (2002)
- Senior Vice President, Hawkesbury Historical Society (1990-2002)
- Curator (Hon) Hawkesbury Museum (1980-2002)
- Chairperson, School Council - Windsor High School (1990's)
- President, School P&C Associations Windsor High School and South Windsor Public (1978-1990's)

Personal/Professional Attributes:

- Teaching experience useful in assessing information
- Community service experience useful in assessing community award nominees
- Community service experience has led to wide knowledge of community groups and their activities
- Service on previous Council committees has led to wide knowledge of Council activities

Interest in joining Committee:

Interested in continuing to serve the Hawkesbury community at a decision making and advisory level. Historical research, writing and publications about the history of the Hawkesbury district provides an opportunity to fulfill this interest.

Name: Dennis G Bradshaw

Previous Local Government or Community Committee Service:

- Hawkesbury Heritage Advisory Committee
- Various committee's Institution of Engineers
- Australian Chairman I.E.E.E
- Scouting
- YMCA Ski Club Development Committee
- Secretary, The London Club

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Personal/Professional Attributes:

- A lifetime interest in the construction and use of ancient and old buildings throughout the world.
- Participation in the conservation and restoration of significant buildings in many parts of Australia.

Interest in joining Committee:

To contribute in a practical way to the conservation and restoration of buildings and precincts with heritage significance, particularly now in the Hawkesbury.

Name: Professor Ian Jack

Previous Local Government or Community Committee Service:

- Member of Hawkesbury Heritage Advisory Committee
- Chair, Wingecarribee Shire Council Bong Bong Common Management Committee
- Heritage Consultant to Blue Mountains City Council

Personal/Professional Attributes:

- Professional historian and historical archaeologist with wide experience in heritage matters at state and local level.

Interest in joining Committee:

To contribute to the discussion of heritage matters in the local government area where primarily resides.

Name: Lucy Sullivan

Previous Local Government or Community Committee Service:

- Heritage Advisory Committee
- Museum Archivist
- Hawkesbury Historical Society Committee

Personal/Professional Attributes:

- Has already gained experience serving on this committee to add to the life-long interest in history, art and architecture.

Interest in joining Committee:

Is involved in several ongoing concerns of the committee and with continued residence has an established

personal interest in the area.

Name: Max Hatherly

Previous Local Government or Community Committee Service:

- Heritage Advisory Committee (since late 1980's).
- Council representative of Australiana Village Committee (3 years)
- Hawkesbury/Nepean Catchment Management Trust and Committees (1993-2001)
- Current Chair, Hawkesbury/Nepean Catchment Foundation (2001-2002)
- Technical Advisory Group - Heritage Council NSW (1978-1996)
- St Matthews Stables Committee

Personal/Professional Attributes:

- Extensive knowledge of heritage in this area and in NSW generally. Australian expert on metallic heritage items.

Interest in joining Committee:

Use expertise to advance community understanding of the significance of history and heritage in the area.

Name: Alan Aldrich

Previous Local Government or Community Committee Service:

- Hawkesbury Equity & Access Planning Committee
- Disability Advisory Committee
- Committee Member, Heritage Advisory Committee
- Committee Member, Hawkesbury Historical Society

Personal/Professional Attributes:

- Strong commitment to the heritage of the Hawkesbury district.
- To promote disabled access and heritage values can exist harmoniously.

Interest in joining Committee:

To conserve the unique culture and heritage of the district and to ensure its survival for future generations.

Name: Michelle Nichols

Previous Local Government or Community Committee Service:

- Hawkesbury Bicentennial Association Committee (1994)
- Hawkesbury History-Heritage Inc. (2001)
- Hawkesbury Historical Society
- National Trust - Hawkesbury Branch
- Hawkesbury Family History Group

Personal/Professional Attributes:

- Knowledge of the local area
- Historical researcher, aware of various documentation of the Hawkesbury's history
- Hawkesbury City Council's Local Studies Librarian
- Author
- Involvement in various other related community groups

Interest in joining Committee:

To assist with advising Council on how best to conserve our built environment in the Hawkesbury district.
To promote and encourage heritage in the Hawkesbury.

Name: Louise McMahon

Ms McMahon's nomination was received at 1.54pm on Tuesday, 3 September 2002. The closing date for receipt of nominations was Friday, 30 August 2002.

Previous Local Government or Community Committee Service:

- President, Comleroy Road School of Arts Inc.
- Secretary, Kurrajong-Comleroy Historical Society
- Committee Member, Hawkesbury Branch National Trust
- Member, Hawkesbury Historical Society

Personal/Professional Attributes:

- Demonstrated interest and knowledge of Hawkesbury heritage issues

Interest in joining Committee:

To contribute expertise, energy and experience to protecting the unique Hawkesbury heritage.

Appointment of Council Delegates to Committees of Council, Incorporated Bodies in which

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Item: **88****Council has a Financial Interest and Committees of Other Organisations:**

Committee	Composition	Current Representative
Department of Land & Water Conservation Local Government Advisory Committee (Hawkesbury- Nepean Catchment)	1 Councillor Director Environment & Development	Clr Williams
Family Day Care Consultative Group	1 Councillor	Clr L Allan
General Purpose Committee	Full Council	
Hawkesbury Awards Committee	Mayor 4 Councillors 1 Rep Chamber of Commerce 1 Rep Richmond Club Ltd Mrs J Peare Mrs J A Barkley-Jack Mrs Y Whalan Mr B E Brown	Clr K Conolly Clr D Finch Clr C Paine Clr R Stubbs Clr J Woods
Hawkesbury Bicycle Steering Committee	1 Councillor - Chairman 1 Council Officer Council Road Safety Officer 1 RTA 1 Police 1 CAMWEST 1 UWS Hawkesbury 1 RAAF 1 Triathlon Club 1 cyclist rep cyclists in Richmond and west of the river 1 cyclist rep cyclists in Windsor and all other areas 1 cyclist rep all schools	Clr J Woods
Hawkesbury Community Safety Committee	2 Councillors Police from Hawkesbury Local Area Command Reps Hawkesbury District Health Service 1 Centrelink 1 Community Health Services 1 St Peter's Anglican Church, Richmond 1 Department of Education & Training 1 Alcohol Rehabilitation Education Program (AREP) Defence 1 Defence Community Organisation (DCO) 1 St John Ambulance	Clr R Stubbs Clr J Woods

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Committee	Composition	Current Representative
Hawkesbury Cultural Committee	4 Councillors 1 Macquarie Towns Art Society 1 Arkadian Bilpin Performers 1 Kurrajong Scarecrow Festival 1 Artist 2 Hawkesbury Quilters 1 UWS, Hawkesbury Community Relations Unit 1 Hawkesbury Music Club 1 Kurrajong/Comleroy Historical Society 2 Hawkesbury City Council 1 Friends of the Hawkesbury Art Collection Inc (FOHAC) 1 Museum Committee	Clr G Gilling Clr P Rasmussen Clr L Sheather Clr J Woods
Hawkesbury Economic Development Advisory Committee	3 Councillors 1 Hawkesbury Chamber of Commerce 1 RAAF 1 Tourism Hawkesbury Inc 1 Agricultural/Horticultural Industry 1 Development Industry 1 UWS Hawkesbury 1 Health Sector Appropriate staff	Clr L Allan Clr K Conolly Clr J Woods

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Committee	Composition	Current Representative
Hawkesbury Equity & Access Planning Committee	1 Councillor 1 UWSH Staff from HCC Community Services; Development & Engineering areas as appropriate 2 Home & Community Care Forum 1 Hawkesbury District Health Service 1 Wentworth Area Health Service 1 Centrelink 2 Hawkesbury Migrant Interagency 2 Hawkesbury Youth Interagency 2 Hawkesbury Services Advisory Committee 2 Disability Advisory Committee 2 Hawkesbury Action Group Against Domestic Violence 2 Hawkesbury Interagency 2 Hawkesbury Child Protection Interest Group 2 Hawkesbury Aboriginal Community Support Group 1 Women's Cottage 1 Hawkesbury Food Program 1 Hawkesbury Aged Care Residential Services	Clr C Paine
Hawkesbury Healthy City Steering Committee	2 Councillors	Clr R Stubbs Clr J Woods
Hawkesbury Sister City Association	4 Councillors	Clr D Finch Clr C Paine Clr P Rasmussen Clr L Sheather
Hawkesbury Sustainable Agricultural Development Strategy (HSADS)	5 Councillors	Clr G Gilling Clr C Paine Clr P Rasmussen Clr R Stubbs Clr L Williams
Hawkesbury Wine, Food & Music Affair	3 Councillors	Clr L Allan Clr D Finch Clr L Sheather
Hawkesbury Youth Advisory Committee	2 Councillors	Clr R Stubbs Clr J Woods

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Committee	Composition	Current Representative
Heritage Advisory Committee	1 Councillor Director Environment & Development Local Citizens J Barkley Jack D Bradshaw D Campbell G Edds B Flakelar D Hallam M Hatherly I Jack L Sullivan	Clr D Finch
Legal Consultative Committee	6 Councillors	Clr B Calvert Clr K Conolly Clr G Gilling Clr L Sheather Clr R Stubbs 1 extra Clr to be nominated
Local Traffic Committee	1 Councillor Local State Members 1 NSW Police Force 1 RTA 1 Department of Transport	Clr P Davies
Prioritising Committee Capital Assistance Applications - Sport & Recreation	2 Councillors 1 alternate Councillor Sports Council Development Officer Branch Manager Parks Youth & Recreation Planner	Clr L Allan (alternate) Clr K Conolly Clr C Paine
Richmond Lowlands Task Force	6 Councillors	Clr P Davies Clr D Finch Clr C Paine Clr P Rasmussen Clr L Sheather Clr R Stubbs
Schaffer Quarry Environmental Monitoring Committee	1 Councillor 2 Schaffer Corp 2 Local Community	Clr L Williams
Western Sydney Area Assistance Scheme (WSAAS) Local Ranking Committee (formerly Hawkesbury Prioritising Committee WSAAS)	2 Councillors (maximum of two (2) Councillors permitted by Planning NSW) Chairperson 4 Community representatives Community Project Officer (non voting)	Clr B Calvert Clr C Paine Clr L Sheather

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Item: **88****Incorporated Bodies in which Council has a Financial Interest:**

Committee	Composition	Current Representative
Friends of the Hawkesbury Art Collection Inc (FOHAC Inc)	4 Councillors (being 2 voting delegates and 2 alternate delegates)	Clr D Finch Clr P Rasmussen Clr R Stubbs Clr J Woods
Hawkesbury Leisure Centres Inc Board	2 Councillors 1 Alternate Councillor Director Community & Corporate Services	Clr B Calvert Clr K Conolly Clr L Sheather (alternate)

Representation on other organisations:

Organisation	Composition	Current Representative
Bligh Park Primary School Council	1 Councillor	Clr K Conolly
Board of Directors Tourism Hawkesbury Inc	1 Councillor	Clr D Finch
Board of Management Fitzgerald Memorial Hostel Inc	1 Councillor	Clr D Finch
Greater West Games	1 Councillor	Clr L Sheather
Hawkesbury District Concert Band	1 Councillor	Clr K Conolly
Hawkesbury Food Program	2 Councillors	Clr R Stubbs Clr J Woods
Hawkesbury River County Council	1 Councillor	Clr G Gilling Clr L Sheather
Hawkesbury Sports Council Inc	1 Councillor	Clr L Sheather
Hawkesbury Waste Management Facility - Environmental Monitoring Committee	1 Councillor	Clr C Paine
Hawkesbury Youth Interagency	1 Councillor	Clr R Stubbs
Local Government Advisory Committee for the Regional Vision and Planning Framework for Western Sydney Project	1 Councillor 1 alternate Councillor	Clr L Allan Clr B Calvert (alternate)
McMahons Park Management Committee	4 Councillors	Clr K Conolly Clr D Finch Clr P Rasmussen Clr L Sheathers
Macquarie Towns Orchestra Inc	1 Councillor	Clr J Woods
Metropolitan Public Libraries Association	1 Councillor	Clr L Allan

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Organisation	Composition	Current Representative
Museum & Information Committee	1 Councillor	Clr R Stubbs
National Parks and Wildlife Service - Blue Mountains District Advisory Committee	1 Councillor	Clr G Gilling
Peppercorn Services Inc Board	1 Councillor	Clr C Paine
Sydney Road Links Committee	2 Councillors (1 alternate)	Clr B Calvert (alternate) Clr L Sheather
Western Sydney Academy of Sport	1 Councillor	Clr L Sheather
Westpool	1 Councillor	Clr P Davies

RECOMMENDATION:

That:

1. The report on the review of Committees and other organisations requiring community and Council representation be received.
2. Committees, delegates and representatives as determined by Council be appointed.

ATTACHMENTS:

There are no supporting documents for this report.

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