

AGENDA

Ordinary Meeting of Council



We're with you

Wednesday 9 October 2024

Council Chambers, Wingecarribee Shire Council Civic Centre
68 Elizabeth Street, Moss Vale at 3:30 pm

MEETING NOTICE

An Ordinary Meeting of Wingecarribee Shire Council will be held in Council Chambers at Wingecarribee Shire Council Civic Centre, 68 Elizabeth Street, Moss Vale on Wednesday 9 October 2024 at 3.30pm.

The Public Forum will commence at 3.00pm, subject to any registered speaker/s to items listed on this Agenda.

Further information and details on registration process can be found on Council's website, using the following link:

[Public Forum Application Form | Wingecarribee Shire Council \(nsw.gov.au\)](#)

1 OPENING OF THE MEETING.....	4
2 ACKNOWLEDGEMENT OF COUNTRY.....	4
3 TAKING OF OATH OR AFFIRMATION OF OFFICE	4
4 STATEMENT OF ETHICAL OBLIGATIONS	4
5 APOLOGIES	4
6 DECLARATIONS OF INTEREST	4
7 REPORTS	5
7.1 Election Of Mayor	5
7.2 Election Of Deputy Mayor	15
7.3 Councillors' Welcome And Inaugural Speeches	19
7.4 Method To Fill A Casual Vacancy In The Office Of A Councillor	21
7.5 Disclosure Of Interest Returns 2023-2024 - Tabling Of Disclosures By Administrator And Designated Persons	27
8 MEETING CLOSURE.....	33

Council Chambers

Recording and Webcasting of Ordinary and Extraordinary Meetings of Council

This meeting is being recorded and webcast via Council's website and a person's image and/or voice may be publicly broadcast. Attendance at the meeting is to be taken as consent by a person to their image and/or voice being webcast. Any part of the meeting that is held in closed session will not be webcast.

Council requests that everyone in attendance is respectful and uses appropriate language. All speakers should refrain from making any defamatory, discriminatory or offensive comments or releasing any personal information about another individual without their consent. Council accepts no liability for any damage that may result from defamatory, discriminatory or offensive comments made by persons attending meetings – all liability will rest with the individual who made the comments.

The recording will be available for viewing on the internet for 12 months and retained as a Council record. The recording is subject to copyright.

The meeting must not be recorded by others without the prior written consent of Council in accordance with Council's Code of Meeting Practice.

Please ensure that all electronic devices including mobile phones are switched to silent.

The Council Chamber has 24 Hour Video Surveillance.

1 OPENING OF THE MEETING

The General Manager will open the meeting.

2 ACKNOWLEDGEMENT OF COUNTRY

“Wingecarribee Shire Council acknowledges the Gundungurra and Dharawal people as the Traditional Custodians of this land. I pay my respect to the Traditional Custodians, their Ancestors who cared for this Country for many thousands of years, and their Elders and descendants who continue to care for Country. I would also like to extend that respect to all Aboriginal and Torres Strait Islander peoples, including those here today.”

3 TAKING OF OATH OR AFFIRMATION OF OFFICE

Councillors are to take an Oath or Affirmation of Office in accordance with Section 233A of the Local Government Act 1993.

4 STATEMENT OF ETHICAL OBLIGATIONS

Councillors are reminded of the obligations conferred on them at the time of their appointment.

Councillors are to undertake the duties of the office of councillor in the best interests of the people of the Wingecarribee Shire Council area and faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993 or any other Act to the best of their ability and judgement.

Councillors are committed to the declaration of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting, in accordance with the Code of Conduct and Code of Meeting Practice.

5 APOLOGIES

Nil at time of print.

6 DECLARATIONS OF INTEREST

The provisions of Chapter 14 of the Local Government Act 1993 regulate the way in which nominated staff of Council conduct themselves to ensure that there is no conflict between their private interests and their public trust.

The Act prescribes that where a member of Council (or a Committee of Council) has a direct or indirect financial (pecuniary) interest in a matter to be considered at a meeting of the Council (or Committee), that interest and the reasons for declaring such interest must be disclosed as soon as practicable after the start of the meeting.

As members are aware, the provisions of the Local Government Act restrict any member who has declared a pecuniary interest in any matter from participating in the discussions or voting on that matter and further require that the member vacate the Chamber.

Council’s Code of Conduct provides that if members have a non-pecuniary conflict of interest, the nature of the conflict must be disclosed. The Code also provides for a number of ways in which a member may manage non pecuniary conflicts of interest.

7 REPORTS

7.1 Election of Mayor

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

PURPOSE

To elect a Councillor to the position of Mayor for a two (2) year period and to determine the method of voting for such an election.

OFFICER'S RECOMMENDATION

THAT Council:

- 1. Note the call for nominations for the Office of the Mayor for a term of two (2) years, ending when the election for the Mayor is next required in September 2026.**
- 2. Resolve that the election of the Mayor be undertaken by way of open voting pursuant to the provisions of Item 3(2) of Part 1 of Schedule 7 of the Local government (General) Regulation 2021.**
- 3. Note that the General Manager (or a person appointed by the General Manager) is the Returning Officer for this election.**
- 4. Inform the NSW Office of Local Government of the results of the election of Mayor as soon as practicable after such election.**

REPORT

BACKGROUND

Section 225 and 227 of the *Local Government Act 1993* provides that an area must have a Mayor who is elected by the Councillors of the area.

Section 230 of the *Local Government Act 1993* provides that a Mayor elected by the Councillors holds office for a period of two (2) years. Section 230 (3) (a) and (b) provides that the Office of Mayor commences on the day the person is elected to the Office of Mayor and becomes vacant when the person's successor is declared to be elected to the office.

As Section 230 (1) (b) of the *Local Government Act 1993* provides if it is not the first election or an election to fill a casual vacancy—such an election for Mayor must be held during the month of September.

In clarification, the Mayor's term will commence on the day of the Mayoral Election (ie 9 October 2024) and will become vacant and require a further election of a Mayor at a Council meeting in September 2026 (specific date to be determined but in accordance with the Council's Code of Meeting Practice).

Section 290 (1) (d) of the *Local Government Act 1993* provides that an election of a Mayor of a Council that is a non-functioning Council or a Council of which all civic offices have been declared vacant, and the election is the first to be held after the election of the Councillors, must be held within fourteen (14) days after the Ordinary election of Councillors.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

REPORT

Schedule 7 of the Local Government (General) Regulation 2021 (the Regulation) outlines the process for the election of a Mayor and the NSW Office of Local Government (OLG) has produced a fact sheet on the process, a copy of which is attached to this report as **Attachment 1**. It is noted, however that the attached Fact Sheet provided by the OLG has not been updated to reflect the correct reference date for the Regulation (ie 2021 in lieu of 2005) however all the other references in the fact sheet are correct.

A simplification of the process contained in the Regulation and the OLG Fact Sheet provides:

- The General Manager (or nominee) is the Returning Officer
- Nominations must be in writing and signed by two or more Councillors with the nominee to indicate their acceptance to their nomination in writing
- Where only one nomination is received, the Returning Officer will declare that Councillor elected as Mayor
- Where there is more than one Councillor nominated for Mayor, the Council must determine by resolution, the method of voting by either:
 - Open voting (conducted by a show of hands)
 - Ordinary Ballot (a simple secret ballot will occur)
 - Preferential Ballot (a secret ballot will occur by way of preferential voting)
- Tied votes are decided by choosing by lot

Whilst the Regulation provides three (3) methods of voting to determine the election for Mayor, the Office of Local Government fact sheets states that the method of "Open Voting is the most transparent method of voting and the least bureaucratic method as it reflects normal Council voting methods". As this process will be witnessed by residents with an active interest in who will be the Mayor for the next two-year period, open voting is recommended as it is less complicated and a more open and transparent process.

Nomination papers are made available to Councillors electronically via the Councillor portal and a copy is also included in **Attachment 2** to this report should a Councillor wish to complete a hard copy for lodgement with the Returning Officer prior to the commencement of the meeting.

COMMUNICATION AND CONSULTATION

Internal Communication and Consultation

Not required

External Communication and Consultation

Pre-election workshops have been held for prospective Councillors whereby the matter of electing a Mayor was discussed. A Councillor Induction Session held on 8 October also provided an overview of the required process to elect the Mayor.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Culture

There are no cultural issues in relation to this report.

Governance

The election of the Mayor must be held in accordance with the specific provisions (as mentioned in the body of this report) of the *Local Government Act 1993* and *Local Government (General) Regulation 2021*.

COUNCIL BUDGET IMPLICATIONS

There are no budgetary implications relating to the election of a Mayor as they are conducted in-house with the General Manager as the appointed Returning Officer. In addition, the allowance provided to the Mayor plus their Councillor allowance has been included in the Council's 2024/25 Budget.

RELATED COUNCIL POLICY

There is no related Council policy for the election of the Mayor.

CONCLUSION

That the General Manager (as Returning Officer) undertake the Election of a Mayor for the Wingecarribee Local Government Area in accordance with the specific provisions of the *Local Government Act 1993* and *Local Government (General) Regulation 2021* and that the Office of Local Government be informed of the results of the election of Mayor as soon as practicable after such election.

ATTACHMENTS

1. OLG - September Mayoral Elections - Fact Sheet [7.1.1 - 6 pages]
2. Nomination Form for Mayor [7.1.2 - 1 page]

Fact Sheet

ELECTION OF MAYOR AND DEPUTY MAYOR BY COUNCILLORS



Summary

Councillors must elect a mayor from among their number every two years unless they have a popularly elected mayor.

Councillors may also elect a deputy mayor. The deputy mayor may be elected for the mayoral term or a shorter term.

The election of the mayor and the deputy mayor must be conducted in accordance with clause 394 and Schedule 7 of the *Local Government (General) Regulation 2005* (the Regulation).

The purpose of this document is to assist councils to conduct mayoral and deputy mayoral elections in accordance with these requirements. It includes scripts for key activities to help returning officers exercise their functions. These scripts are provided in the text boxes inserted in the relevant parts of this document.

How can councils use this document?

Electing a mayor is an important activity. It is vital that the process is smooth, open and easy to follow and not rushed or confusing. Where necessary, it may be appropriate to stop and provide clarification for the benefit of councillors, staff or the gallery.

Returning officers can circulate this document prior to the meeting to help councillors understand the election process.

Election of a mayor after an ordinary election of councillors

An election for mayor must be held within three weeks of the declaration of the ordinary election at a meeting of the council.

The returning officer is to be the general manager or a person appointed by the general manager.

As no mayor or deputy mayor will be present at the start of the meeting, the first business of the meeting should be the election of a chairperson to preside at the meeting. Alternatively, the returning officer may assume the chair for the purpose of conducting the election.

Mid-term election of a mayor

A mayor elected by councillors holds office for two years. A mid-term mayoral election must be held in the September two years after the ordinary election of councillors or the first election of a new council following its establishment.

Procedures

Prior to the meeting

Before the council meeting at which the election is to be conducted, the returning officer will give notice of the election to the councillors.

The notice is to set out how a person may be nominated as a candidate for election as chairperson.

As returning officer, I now invite nominations for the position of mayor/deputy mayor for [name of council] for a two year period.

In accordance with the Local Government (General) Regulation 2005, two or more councillors may nominate a councillor (one of whom may be the nominee) for the position of mayor/deputy mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.

A councillor may be nominated without notice for election as mayor or deputy mayor. The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The returning officer checks the nomination forms and writes the nominees' names on a candidates' sheet.

At the meeting

At the start of the first meeting after an ordinary election, in the absence of a chairperson, the returning officer assumes the chair and announces that the first item of business is to be the election of a mayor.

If a chairperson is present, they announce that the first item of business is the election of the mayor then vacates the chair for the returning officer who will then conduct the election.

The returning officer reads out the names of the nominees and seeks confirmation that the nominee has accepted the nomination.

If only one councillor has been nominated for the position of mayor/deputy mayor, the nominee is elected.

As there is only one nominee for the role of mayor/deputy mayor, I declare that [name of successful candidate] is elected as mayor/deputy mayor for the ensuing two years.

If more than one candidate has been nominated, the council must determine by resolution, the method of voting for the position of mayor/deputy mayor, by way of one of the following methods:

- Open voting – i.e. by show of hands
- Ordinary ballot – i.e. a secret ballot (place an "X" against the candidate of their choice)
- Preferential ballot – i.e. place 1, 2, 3 etc. against each candidate.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

The returning officer must ask for a motion to be put to the meeting by one of the councillors on the preferred method of voting for the election of a chairperson. This must then be seconded and voted on by the councillors.

Note: In the event of a tie, if there is a chairperson, they may use their casting vote. If there is a tie and no chairperson, an election for the role of chairperson should be conducted. Then the election for mayor resumes.

Open voting (show of hands)

Open voting is the most transparent method of voting. It is also the least bureaucratic method and reflects normal council voting methods.

The returning officer will advise the meeting of the method of voting and explains the process.

It has been resolved that the method of voting for the position of mayor/deputy mayor will be by show of hands.

Each councillor is entitled to vote for only one candidate in each round of voting.

I will now write each candidate's name on a slip of paper and deposit it in a barrel. The first name out of the barrel will be written first on the tally sheet, with second name out being written second on the tally sheet, etc.

When all candidates' names have been written on the tally sheet, the returning officer announces the names of the candidates and, commencing with the first candidate, states the following:

Would those councillors voting for [name of candidate] please raise your hand.

The returning officer records the number of votes for each successive candidate on the tally sheet and announces the number of votes received for each candidate.

The minute taker records the vote of each councillor.

The returning officer should check with the minute taker that each councillor has voted. If a councillor has not voted it should be confirmed that they are abstaining (an informal vote).

Two candidates

If there are only two candidates for the position of mayor/deputy mayor and the voting is higher for one candidate than another (number of formal votes recorded on the tally sheet), the returning officer then announces the result.

[Name of candidate] has the higher number of formal votes and as a result I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote**, the returning officer will advise the meeting of the following process.

In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the

names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

Three or more candidates

If there are three or more candidates, the candidate with the lowest number of votes for the position of mayor/deputy mayor is excluded.

[Name of candidate], having the lowest number of votes, is excluded.

The voting continues as above until there are only two candidates remaining (see voting for **two candidates** above).

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

I declare that [name of candidate] is excluded.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Ordinary ballot – (secret ballot)

The returning officer advises the meeting of the method of voting and explains the process.

It has been resolved that the method for voting for the position of mayor/deputy mayor will be by ordinary ballot, in other words by placing an "X" against the candidate of the councillor's choice.

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

It will be necessary to have a number of blank papers as this process may require more than one round of voting.

The returning officer writes the names on one set of the ballot papers and initials the front of each ballot paper.

A staff member distributes the ballot papers and collects them into the ballot box when completed and gives it to the returning officer who counts the votes and records them on the tally sheet.

The returning officer announces the results.

[Name of candidate], having the lowest number of votes, is excluded.

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

I declare that [name of candidate] is excluded.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

The returning officer writes the names of the remaining candidates on a further set of the ballot papers and initials the front of each ballot paper.

The staff member distributes ballot papers listing the remaining candidates and collects them into the ballot box when completed and gives it to the returning officer who again counts the votes and records them on the tally sheet and announces the results.

The process continues until two candidates remain, where a final vote takes place.

[Name of candidate] has the higher number of votes and I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote** between the two remaining candidates, the returning officer makes the following statement and announces the process.

The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel.

Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Preferential ballot

The returning officer explains the process.

It has been resolved that the method for voting for the position of mayor/deputy mayor will be by preferential ballot, i.e. placing 1, 2 and so on against the candidate of the councillor's choice in order of preference for all candidates.

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each candidate's name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

The returning officer writes the names on the ballot papers and initials the front of each ballot paper. This method of voting requires only one set of ballot papers.

A staff member distributes the ballot papers and collects them when completed and gives them to the returning officer who counts the first preference votes and records them on the tally sheet.

If a candidate has an absolute majority of first preference votes (more than half), the returning officer declares the outcome.

[Name of candidate], having an absolute majority of first preference votes, is elected as mayor/deputy mayor for the ensuing two years.

If no candidate has the absolute majority of first preference votes, the returning officer excludes the candidate with the lowest number of first preference votes.

[Name of candidate], having the lowest number of first preference votes, is excluded.

The preferences from the excluded candidate are distributed. This process continues until one candidate has received an absolute majority of votes, at which time the returning officer announces the result.

[Name of candidate], having an absolute majority of votes, is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote** where there are only two candidates remaining in the election, the returning officer explains the process.

The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel. The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

In the event that the **lowest number of votes are tied** and where there are three or more candidates remaining in the election, the returning officer advises the meeting of the process.

In accordance with clause 12 of Schedule 7 of the Local Government (General) Regulation 2005, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded and their preferences distributed.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is excluded and any votes cast for them will be distributed by preference.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Schedule 7 - Election of Mayor by Councillors

Part 1 Preliminary

1 Returning officer

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (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 2 or more councillors (one of whom may be the nominee). The nomination 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.

3 Election

- (1) If only one councillor is nominated, that councillor is 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 of secret ballot.
open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting

4 Application of Part

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) 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.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with clause 345 (1) (b) and (c) and (6) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

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

7 Count—3 or more candidates

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

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Part 3 Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The 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 all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with clause 345 (1) (b) and (c) and (5) of this Regulation as if it were a ballot-paper referred to in that clause.
- (3) An informal ballot-paper must be rejected at the count.

10 Count

- (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 unexhausted 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 unexhausted 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. That candidate is elected.
- (4) In this clause, “**absolute majority**”, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—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.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and 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.

Part 4 General

12 Choosing by lot

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.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- a) to be declared to councillors at the council meeting at which the election is held by the returning officer, and
- b) to be delivered or sent to the Departmental Chief Executive and to the Chief Executive of Local Government New South Wales.

Nomination form for the Election of the Mayor of Wingecarribee Shire Council



Note: The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing. (Schedule 7 -Local Government (General) Regulations 2021)

Nomination

We, Councillor (please print).....and

Councillorhereby nominate

Councillorfor the position of Mayor of the

Wingecarribee Shire Council for a two (2) year term.

Signed by first Nominator

Signed by Second Nominator

Acceptance of Nomination

I, Councillor (please print)

hereby accept the nomination for Mayor of Wingecarribee Council for a term of two (2) years.

Nominees Signature.....

We're with you

 Civic Centre
68 Elizabeth Street
Moss Vale
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 PO Box 141 Moss Vale
NSW 2577

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7.2 Election of Deputy Mayor

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

PURPOSE

To determine if a Councillor is to be elected to the position of Deputy Mayor, the term of appointment for the position of Deputy Mayor if so resolved and to determine the method of voting for such an election.

OFFICER'S RECOMMENDATION

THAT Council:

- 1. Resolve to elect a Councillor to the position of Deputy Mayor and call for nominations for the Office of Deputy Mayor.**
- 2. Determine the term of office for the position of Deputy Mayor to be that of the Mayor, that is, for two (2) years.**
- 3. Resolve that the election of the Deputy Mayor be undertaken by way of open voting pursuant to the provisions of Item 3(2) of Part 1 of Schedule 7 of the Local Government (General) Regulation 2021.**
- 4. Note that the General Manager (or a person appointed by the General Manager) is the Returning Officer for this election.**
- 5. Inform the NSW Office of Local Government of the results of the election of Deputy Mayor as soon as practicable after such election.**

REPORT

BACKGROUND

Section 231 of the *Local Government Act 1993* (the Act) provides:

1. The Councillors may elect a person from among their number to be the Deputy Mayor
2. The person may be elected for the Mayoral term (2 years) or shorter term
3. The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising a function under this section or if there is a casual vacancy in the office of the Mayor
4. The Councillors may elect a person among their number to act as a Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function under this section or if no Deputy Mayor has been elected.

Accordingly, should Council determine that there will be a Deputy Mayor, then Council will need to determine the term for the Deputy Mayoral position and it is recommended that the term be the same as the Mayor's term, i.e. two (2) years.

REPORT

There is no legislative requirement that requires Council to elect a Deputy Mayor, however it is advisable in the case that the Mayor is unable to carry out their normal duties due to illness or some unforeseen reason.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Unlike the Mayor the Deputy Mayor does not automatically receive any additional remuneration.

As per the requirements relating to the Election of the Mayor, the election of a Deputy Mayor must also be undertaken in accordance with the provisions of *Schedule 7 of the Local Government (General) Regulation 2021* (the Regulation).

Attached to the report in relation to the election of the Mayor is a fact sheet provided by the Office of Local Government (OLG) on the process for the election of the Mayor. The process for the election of the Deputy Mayor is the same as for the election of the Mayor with the General Manager (or their delegate) appointed as the Returning Officer for the election.

A simplification of the process contained in the Regulation and the OLG fact sheet provides:

- The General Manager (or nominee) is the Returning Officer
- Nominations must be in writing and signed by two or more Councillors with the nominee to indicate their acceptance to their nomination in writing
- Where only one nomination is received, the Returning Officer will declare that Councillor elected as Deputy Mayor
- Where there is more than one Councillor nominated for Deputy Mayor, the Council must determine by resolution, the method of voting by either:
 - Open voting (conducted by a show of hands)
 - Ordinary Ballot (a simple secret ballot will occur)
 - Preferential Ballot (a secret ballot will occur by way of preferential voting)
- Tied votes are decided by choosing by lot

Whilst the regulation provides three (3) methods of voting to determine the election for Deputy Mayor the OLG fact sheets provides that the method of “Open Voting is the most transparent method of voting and the least bureaucratic method as it reflects normal Council voting methods.”

As this process will be witnessed by residents with an active interest in who will be the Mayor for the next two-year period, the open voting method is considered less complicated and more open and transparent.

In accordance with the Regulation, if there is more than one (1) candidate, Council will need to determine the method of voting to elect a Deputy Mayor.

Nomination papers are made available to Councillors electronically via the Councillor portal and a copy is also included in **Attachment 1** to this report should a Councillor wish to complete a hard copy for lodgement with the Returning Officer prior to the commencement of the meeting.

COMMUNICATION AND CONSULTATION

Community Engagement

The community is not involved in the election of the Mayor and Deputy Mayor, so no community engagement was required.

Internal Communication and Consultation

Not required.

External Communication and Consultation

Pre-election workshops have been held for prospective Councillors whereby the matter of electing a Deputy Mayor was discussed. A Councillor Induction Session held on 8 October also provided an overview of the required and process to elect the Deputy Mayor.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

The election of the Deputy Mayor must be held in accordance with the specific provisions (as mentioned in the body of this report) of the *Local Government Act 1993* and *Local Government (General) Regulation 2021*.

COUNCIL BUDGET IMPLICATIONS

There are no budgetary implications relating to the election of a Deputy Mayor as they are conducted in-house with the General Manager as the appointed Returning Officer.

RELATED COUNCIL POLICY

There is no related Council policy for the election of a Deputy Mayor.

CONCLUSION

That should Council so resolve, the General Manager (as Returning Officer) undertake the Election of a Deputy Mayor for the Wingecarribee Local Government Area in accordance with the specific provisions of the *Local Government Act 1993* and *Local Government (General) Regulation 2021* and that the Office of Local Government be informed of the results of the election of Deputy Mayor as soon as practicable after such election.

ATTACHMENTS

1. Nomination Form for Deputy Mayor [7.2.1 - 1 page]

Nomination form for the Election of the Deputy Mayor of Wingecarribee Shire Council



Note: The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing. (Schedule 7 -Local Government (General) Regulations 2021)

Nomination

We, Councillor (please print).....and

Councillorhereby nominate

Councillorfor the position of Deputy Mayor of
the Wingecarribee Shire Council.

Signed by first Nominator

Signed by Second Nominator

Acceptance of Nomination

I, Councillor (please print)

hereby accept the nomination for Deputy Mayor of Wingecarribee Council.

Nominees Signature.....

We're with you

Civic Centre
68 Elizabeth Street
Moss Vale
Gundungurra Country



PO Box 141 Moss Vale
NSW 2577

ABN 49 546 344 354



02 4868 0888



mail@wsc.nsw.gov.au

7.3 Councillors' Welcome and Inaugural Speeches

Report of: Paige Zelunzuk
Coordinator Governance

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

PURPOSE

To provide Councillors with an opportunity to make a three-minute inaugural speech.

OFFICER'S RECOMMENDATION

THAT Councillors are invited to make a three-minute inaugural speech if they wish.

REPORT

BACKGROUND

Inaugural speeches are a ceremonial convention to provide a positive platform for elected representatives to make official acknowledgements or share personal experiences, stories or outline their policy intentions.

REPORT

All Councillors are officially welcomed to the new term of Council with an opportunity to make a three-minute inaugural speech.

Councillors will be invited to speak by the Mayor in alphabetical order.

COMMUNICATION AND CONSULTATION

Community Engagement

Nil.

Internal Communication and Consultation

Nil.

External Communication and Consultation

Nil.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 9 OCTOBER 2024**

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

Nil.

RELATED COUNCIL POLICY

Nil.

CONCLUSION

All Councillors appointed for the new Term of Council are to be provided with an opportunity to make a three-minute inaugural speech.

ATTACHMENTS

Nil

7.4 Method to Fill a Casual Vacancy in the Office of a Councillor

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

PURPOSE

To consider using the countback provisions provided in Section 291A(1)(b) of the *Local Government Act 1993* to fill any vacancy in the office of a Councillor within 18 months after the ordinary election of Councillors for the Wingecarribee Shire Council Local Government Area.

OFFICER'S RECOMMENDATION

THAT Council:

- 1 Pursuant to section 291A(1)(b) of the *Local Government Act 1993*, declare that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024, are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act.**
- 2. Note the requirement for the General Manager to notify the NSW Electoral Commission of Council's decision within seven (7) days of this resolution.**

REPORT

BACKGROUND

Following the 2024 Local Government elections, Council has an option to use the countback provisions of the *Local Government Act 1993* (the Act) in the event of a vacancy occurring in the office of a Councillor within 18 months of the elections.

In accordance with Section 291A of the Act, to take up this option Council must, by resolution, declare that any vacancy that occurs in the office of a councillor within 18 months of the date of the last ordinary election of the councillors be filled by a countback of votes cast at the last election for that office to identify the replacement councillor.

REPORT

In 2021 the Act and the *Local Government (General) Regulation 2021* (the Regulation) were amended to modernise the electoral provisions and to align them with the more contemporary and efficient practices used in State elections.

These amendments have enabled councils to use a countback method to fill vacancies at a far lower cost than the cost of holding a by-election to fill any vacancy in office. Additionally, a countback method is time efficient with a casual vacancy being able to be filled within 49 days or less, while a by-election can take up to three (3) months. The countback method is only available in the event of a vacancy existing within 18 months of the Local Government Elections. Further information is available in **Attachment 1** to this report.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

In order to exercise the option of using a countback method to fill a casual vacancy created within 18 months of the Local Government elections, Council must pass a resolution at the first Council meeting of the newly constituted Council, stating that casual vacancies will be filled using the countback method.

Council is also required to inform the NSW Electoral Commissioner of its decision within seven (7) days.

COMMUNICATION AND CONSULTATION

Community Engagement

None required.

Internal Communication and Consultation

Consideration of the financial implications of this recommendation was given by the Executive as opposed to those costs associated with a by-election if a casual vacancy occurs within 18 months after the date of the ordinary election.

External Communication and Consultation

None required.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

There are no governance issues in relation to this report.

COUNCIL BUDGET IMPLICATIONS

In the event of a casual vacancy in the office of councillor there will be costs associated with either the use of a countback election or the conducting of a by-election. The NSW Electoral Commission has advised that the estimated cost of a countback election is \$6,000 to \$10,000 compared to an estimated cost of \$374,194 (excluding GST) for a by-election for Wingecarribee Shire Council.

The cost of either a count back election or by-election would need to be funded from existing operational budgets through a re-allocation process.

RELATED COUNCIL POLICY

There is no applicable Council policy.

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 9 OCTOBER 2024**

CONCLUSION

That Council resolve to fill any vacancy in the office of a Councillor within 18 months of the 2024 Local Government Elections using the countback provisions as set out in section 291A (1)(b) of the *Local Government Act 1993* and that the State Electoral Commissioner be informed of Council's decision within seven (7) days.

ATTACHMENTS

1. Countback Information Fact Sheet [7.4.1 - 3 pages]



Countback elections

What is countback?

A quick, cost effective way to fill a casual vacancy.

Countback allows the council to fill a casual vacancy using a recount of the ballot papers from the last ordinary election instead of requiring an attendance by election.

Council must pass a resolution at its first meeting following the ordinary election to use countback to fill a casual vacancy.

Model resolution

That Council, pursuant to section 291A(1)(b) of the *Local Government Act 1993*, declare that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024, are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the General Manager to notify the Electoral Commissioner for NSW of Council's decision within 7 days of this decision.

Why would a Council choose to use countback?

Pros

- Time efficient:
 - Casual vacancy filled within 49 days or less, whereas a by-election can take up to 3 months
- Cost effective:
 - **Small by-election** >\$50,000
 - **Metro by-election** >\$500,000
 - **Countback election** \$6,000 - \$10,000
- Electorate not required to vote again
- No penalties for electors not voting
- No impact on sitting councillors
- Minimal effort from Council.

Cons

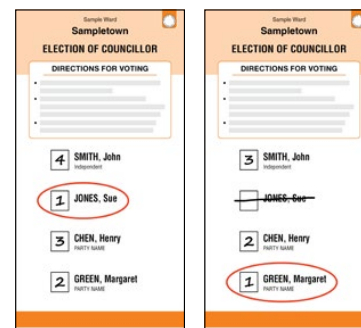
- No new candidates are able to be considered. Only unelected candidates from the previous ordinary election are able to apply
- Unelected candidates from the previous ordinary election cannot campaign to improve their vote.

How does a countback election work?

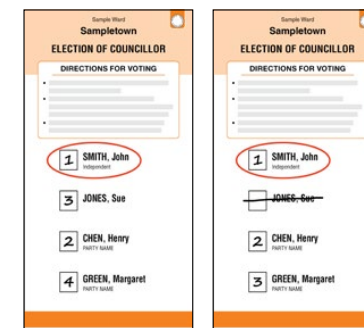
The count is conducted using the same ballot papers from the previous ordinary election which are stored as a data file in our computer count system.

Each ballot paper where the vacating councillor has a preference will be redistributed to the candidate with the next highest preference on that ballot paper by the count system. More examples, including ballot papers with groups, are available on our [website](#).

Example 1: Councillor Sue Jones resigns



Example 2: Councillor Sue Jones resigns

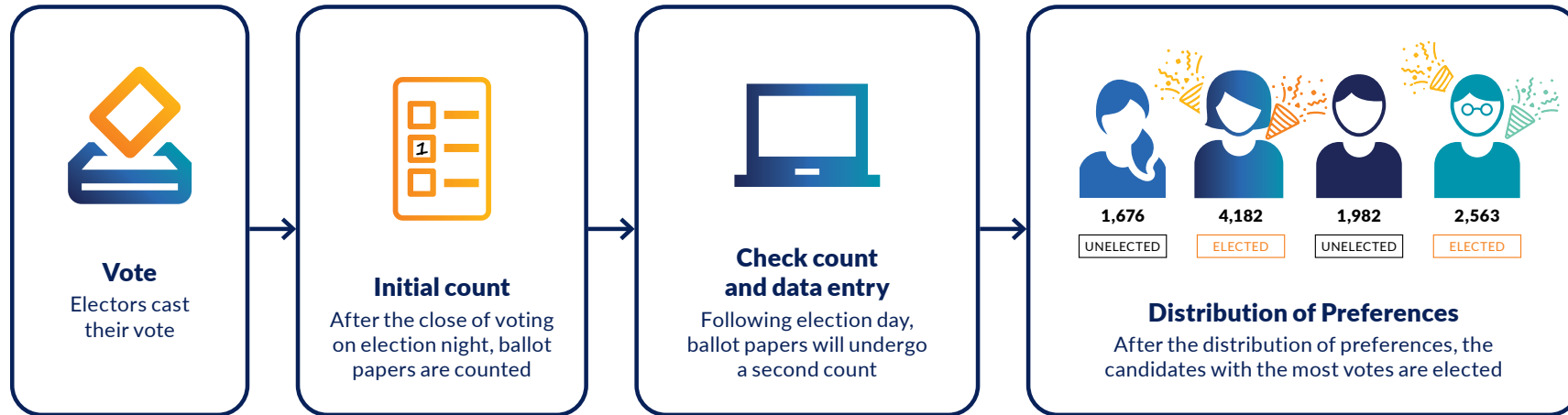


Left: Original ballot paper. Right: Countback preferences

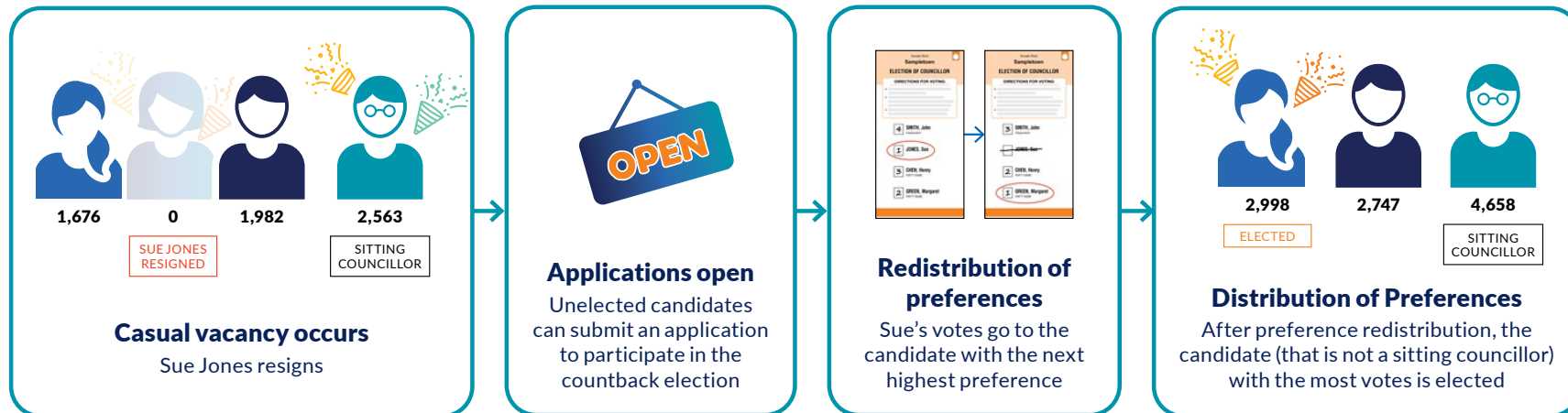
AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

How countback works in detail

Local Government election process



Countback election process

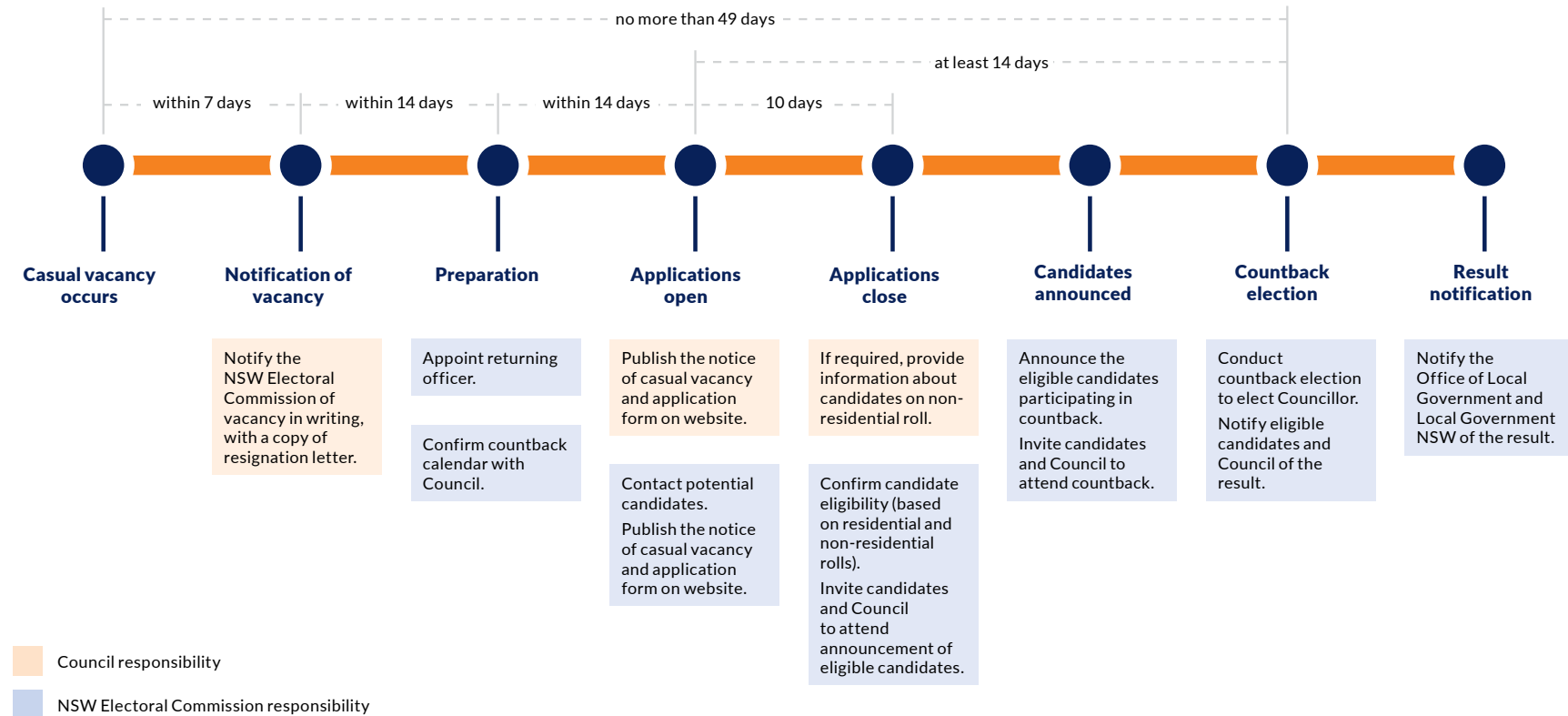


AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

What is the timeline for a countback election?

Countback elections can only be used for 18 months after the Local Government ordinary elections. In the case of the 2024 local government elections, countback can only be used to fill casual vacancies until 14 March 2026.

The following summarises the steps involved in a countback election.



For more information about countback elections visit elections.nsw.gov.au/elections/how-counting-works/countback-elections

7.5 Disclosure of Interest Returns 2023-2024 - Tabling of Disclosures by Administrator and Designated Persons

Report of: Warwick Lawrence
Governance Advisor

Authorised by: Shelley Jones
Director Corporate Strategy and Resourcing

PURPOSE

The purpose of this report is to table the annual returns of Disclosure of Pecuniary Interests and other matters for the Administrator, designated persons and relevant committee members for the 2023-2024 financial year in accordance with Council's Code of Conduct (Schedules 1 and 2) and section 440AAB of the Local Government Act, 1993.

OFFICER'S RECOMMENDATION

THAT Council note the tabling of the annual returns of Disclosure of Pecuniary Interests and other matters for the Administrator, designated persons and relevant Committee members for the 2023/2024 financial year.

REPORT

BACKGROUND

In accordance with clause 4.21(b) of the Code of Conduct, a Councillor or designated person holding that position on 30 June in any year must complete and lodge with the General Manager a Disclosure of Interests Return.

Clause 4.8 of the Code of Conduct defines a 'designated person' as:

- The General Manager;
- Other senior staff of the Council;
- Other members of staff and delegates of the Council who hold a position identified by the Council as the position of a designated person because it involves the exercise of functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest; or
- A person who is a member of a committee of the Council identified by the Council as a committee whose members are designated persons because the functions of the committee involve the exercise of the Council's functions (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interest.

Under clauses 4.24 and 4.25 of the Code of Conduct, the General Manager must keep a Register of Returns required to be made and lodged by Councillors and designated persons and any other person identified by the Council as a committee member that is carrying out a function that may give rise to a conflict between a person's duty as a member of a committee and the members private interest.

The Administrator is also required to complete a declaration due to the functions of the position.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

REPORT

The returns are designed to promote openness and transparency in local government, and to avoid conflicts of interest on the part of staff who exercise decision making functions. The names and positions of designated persons and independent representatives of relevant committees who have lodged their returns as at the date of this report are listed in the register at **Attachment 1**.

Newly elected Councillors will also be required to complete a declaration in accordance with the same provisions of the Code of Conduct and Local Government Act within three (3) months of them taking office, therefore a further report tabling Councillors returns will be provided to Council at the first Council meeting after the due date.

Information contained in returns made and lodged will be publicly available on Council's website in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

Pursuant to the "Protection of Privacy" provisions detailed in section 739 of the Act, information that discloses a person's place of residence or any other material that may place the personal safety of the person or of members of the person's family at risk will be omitted from the published version should such a person make a formal application to have such information redacted.

COMMITTEE MEMBERS

Members of the following Committees of Council have also been identified as "Designated persons" pursuant to the provisions of Section 4.8 (d) of the Council's Code of Conduct due to the possible conflict of interest as a member of a Council committee and their private interest and as such, are required to complete the necessary declarations:

- Audit, Risk and Improvement Committee
- Wingecarribee Local Planning Panel

COMMUNICATION AND CONSULTATION

Community Engagement

None required.

Internal Communication and Consultation

The Administrator, "designated persons" and members of the Audit, Risk and Improvement Committee, and the Wingecarribee Local Planning Panel were provided with a copy of the Disclosure of Interests Return form to be completed as well as additional guidance material published by the Office of Local Government.

External Communication and Consultation

The returns are tabled at the Council meeting and are publicly available on Council's website in accordance with the requirements of the Government Information (Public Access) Act 2009, the Government Information (Public Access) Regulation 2009 and any guidelines issued by the Information Commissioner.

SUSTAINABILITY ASSESSMENT

Environment

There are no environmental issues in relation to this report.

Social

There are no social issues in relation to this report.

AGENDA OF THE ORDINARY MEETING OF COUNCIL WEDNESDAY 9 OCTOBER 2024

Broader Economic Implications

There are no broader economic implications in relation to this report.

Culture

There are no cultural issues in relation to this report.

Governance

This report ensures adherence to the relevant requirements of the Code of Conduct and the GIPA Act in the interests of probity, transparency and open government. Disclosing the returns furthers openness, transparency and accountability at Council. It also facilitates the identification and management of potential conflicts of interest that might arise where the Administrator, staff or Committee members participate in decisions from which they may derive, or be perceived to derive, personal or financial benefit. Persons that have a concern relating to the provision of their personal information based on safety and/or, health and wellbeing may request to have certain information redacted from the documents accessible to the public.

COUNCIL BUDGET IMPLICATIONS

Nil.

RELATED COUNCIL POLICY

Code of Conduct

Fraud and Corruption Control Policy

CONCLUSION

This report is to table the annual returns for Disclosure of Interest for the Administrator and designated persons, and relevant committee members for the 2023-2024 financial year in accordance with Council's Code of Conduct and section 440AAB of the Local Government Act, 1993.

ATTACHMENTS

1. Designated Persons List 2023/2024 [7.5.1 - 3 pages]

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 9 OCTOBER 2024**

DESIGNATED PERSONS LIST 2023/2024

POSITION	NAME
General Manager	Lisa Miscamble
Director Communities and Place	Adan Davis
Director Corporate Strategy and Resourcing	Carmel Foster
Director Service and Project Delivery	Karin Targa
Manager Assets	Shaun Robinson
Coordinator Project Management	Heba Eletr
Manager Shire Presentation	Adam Mills
Manager Water Services	Graeme Mellor
Manager Waste & Resource Management	Clinton McAlister
Manager Environment and Sustainability	Barry Arthur
Manager Community Life and Libraries	Kathryn Baget-Juleff
Manager Development Assessment and Regulation	Jon Shillito
Chief Financial Officer	Pav Kuzmanovski
Chief Information Officer	George Harb
Manager Governance and Corporate Performance	Danielle Lidgard
Manager People and Culture	Sally Samut
Manager Business and Property	James Borbone (Acting)
Executive Manager Strategic Outcomes	Deniz Kilic
Coordinator Strategic Policy	Susan Stannard
Coordinator Strategy and Place	Rachel Murray (Acting)
Economic Development Specialist	Stephen Joss
Senior Strategic Planner	Sarah Farnese
Senior Strategic Planner	Garima Mendiratta
Acting Coordinator Procurement and Contracts	Tracey Holland
Coordinator Revenue	David Grima
Deputy Chief Financial Officer	Damien Jenkins
Acting Deputy Chief Financial Officer	Margaret Cusack
Procurement Officer	Kristian Draxl
Procurement Officer	Alexandra Brown
Procurement Officer	Tracey Holland
Financial Accountant	Phoenix Noakes
Coordinator Corporate Systems	Carwyn Sheppard
Coordinator ICT Operations	Ayhan Biyik
Business Solutions Project Manager	John Holland
Coordinator Facilities and Booking	Amelia Pignatelli
Coordinator Customer Experience	Rhiannon Young
Coordinator Property Services	Amanda McCullagh
Acting Coordinator Childrens Services	Cory Radonich
Coordinator Tourism and Events	Suzanne Hannema

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 9 OCTOBER 2024**



POSITION	NAME
Coordinator Strategy and Business Improvement	Shayley McCracken
Coordinator Governance	Paige Zelunzuk
Coordinator Integrated Risk Management	Viraj Keer
Coordinator Human Resources	Amber Marks
Governance Advisor	Warwick Lawrence
Coordinator Park and Building Assets	Ashraf Anwar
Coordinator Roads and Drainage Assets	Nasser Hossain
Coordinator Water Assets	Tim Bell
Senior Project Manager	Andrew Maskiel
Project Supervisor	Nathan Williams
Procurement Officer (Stores)	Edwin Isbester
Senior Project Manager	Jared Brignell
Senior Project Manager	Richard Batty
Coordinator Roads and Drainage Projects	Tim Wadling
Coordinator Customer Service and Business	Andrea Webb
Coordinator Fleet	Lochlan Fraser
Coordinator Construction	Aaron Baumeister
Specialist Engineer Roads and Drainage	Alex Gale
Coordinator Infrastructure Maintenance – People and Resources	Paul Dunford
Coordinator Open Spaces – People and Resources	Stuart Neal
Storeperson	Gregory Harris
Coordinator – Open Spaces and Buildings	Michelle Bulloch
Coordinator Depot and Maintenance	Tejas Vyas
Acting Coordinator Treatment	Elise Henze
Coordinator Water Network	Yalcin Gedik
Coordinator Wastewater	Roger Moore
Coordinator Resource Recovery Centre Operations	Ambre Thompson
Team Leader Weigh Bridge Operations	Marianne Margin
Coordinator Sustainability Services	Karen Thorogood
Coordinator Natural Resources Projects	Karen Guymer
Coordinator Communications and Engagement	Talia Stringer
Team Leader Bushland and Biosecurity	Tristan Simpson
Coordinator Community Development	Corinne Buxton
Community Engagement Specialist	Jodie Banasik
Place Liaison Officer	Jillian McArdle
Coordinator Library Services	Andrew White
Coordinator Fast track Assessment	Cathryn Fuller
Coordinator Planning Assessment	Bryce Koop
Senior Development Assessment Planner	Andre Vernez
Development Assessment Planner	Parin Kolbadi
Development Assessment Planner	Robert White
Coordinator Development Engineer	Tula Bhattarai

**AGENDA OF THE ORDINARY MEETING OF COUNCIL
WEDNESDAY 9 OCTOBER 2024**



POSITION	NAME
Senior Development Engineer	Murad Ahamed
Development Engineer	Sujith Sundrakshan
Development Engineer	Sujan Shrestha
Building and Pool Inspector	Andrew Morrison
Environmental Health Officer	Denis Boulavine
Coordinator Compliance and Regulation	Diana Soldo
Ranger – Illegal Dumping	Christopher Fonti
Ranger	Amy Wellington
Ranger	Elizabeth Power
Development Compliance Officer	Patrick Fuller
Development Compliance Officer	Sara Rich
Student Cadet Planner	Colin Wilson
Plumbing and Drainage Inspector	Ray Whittington
COMMITTEE MEMBERS	
Audit, Risk and Improvement	Stephen Horne
Audit, Risk and Improvement	Mark McCoy
Audit, Risk and Improvement	Simone Schwartz
Audit, Risk and Improvement	Michael Quirk
Local Planning Panel	Heather Warton
Local Planning Panel	Julie Walsh
Local Planning Panel	Stephen Leathley
Local Planning Panel	Michael Mantei
Local Planning Panel	Linda Kelly
Local Planning Panel	Scott Barwick
Local Planning Panel	Larissa Ozog
Local Planning Panel	Richard Colley
Local Planning Panel	Anthony Neill
Local Planning Panel	Chris McCann
Local Planning Panel	Robert Staas
Local Planning Panel	Dennis McManus
Administrator	Vivian May
Acting General Manager	Hamish McNulty

8 MEETING CLOSURE