



# EXTRAORDINARY MEETING

---

Date of meeting: 19 June 2025  
Location: Council Chambers  
Time: 6:30 PM

**BUSINESS PAPER**



## EXTRAORDINARY MEETING

### Table of Contents

Meeting Date: 19 June 2025

### Table of Contents

<b>1. WELCOME .....</b>	<b>5</b>
a) Acknowledgement of Indigenous Heritage .....	5
b) General Manager's Matters for Mention .....	5
<b>2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL.....</b>	<b>5</b>
<b>3. APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS.....</b>	<b>5</b>
<b>4. DECLARATIONS OF INTERESTS .....</b>	<b>5</b>
<b>5. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS .....</b>	<b>7</b>
<b>6. NOTICES OF MOTION.....</b>	<b>9</b>
6.1.1. NM1 – Dressage Facilities at the Hawkesbury Showground .....	9
<b>7. CONFIDENTIAL REPORTS .....</b>	<b>13</b>
Attachment 3 to Item 6.1.1. - Confidential Advice from Pikes & Verekers Lawyers .....	13

**EXTRAORDINARY MEETING**  
**Table of Contents**  
**Meeting Date: 19 June 2025**

## **EXTRAORDINARY MEETING**

### **1. WELCOME**

**Meeting Date:** 19 June 2025

### **1. WELCOME**

**a) Acknowledgement of Indigenous Heritage**

The Mayor, Councillor Les Sheather will acknowledge the Indigenous Heritage.

**b) General Manager's Matters for Mention**

The General Manager will address the Council meeting, mentioning:

- Emergency Procedures
- Recording of the Council Meeting
- Statement regarding people addressing the Meeting
- Mobile phones

### **2. ACKNOWLEDGEMENT OF OFFICIAL VISITORS TO THE COUNCIL**

The Mayor will acknowledge and welcome official visitors to the Council and make any relevant presentations as required.

### **3. APOLOGIES AND LEAVE OF ABSENCE OR ATTENDANCE BY AUDIO-VISUAL LINK BY COUNCILLORS**

The Mayor will ask for any Apologies or Leave of Absence Requests to be noted.

#### **Attendance**

Attending Councillors and Council staff members will be noted for the purposes of the Minutes.

### **4. DECLARATIONS OF INTERESTS**

The Mayor will ask for any Declaration of Interests from the attending Councillors. These will then be addressed at the relevant item.

#### **Statement of Ethical Obligations**

In accordance with Section 233A of the Local Government Act 1993, Councillors have taken an oath or made an affirmation of office to undertake the duties of the office of Councillor in the best interests of the people of the Hawkesbury City Council Local Government Area and the Hawkesbury City Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in Councillors under the Local Government Act 1993 or any other Act to the best of their ability and judgment. Council's Code of Conduct requires Councillors to disclose and appropriately manage conflicts of interest.

**EXTRAORDINARY MEETING**

**1. WELCOME**

**Meeting Date:** 19 June 2025

THIS PAGE INTENTIONALLY LEFT BLANK

**EXTRAORDINARY MEETING**

**5. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**

**Meeting Date:** 19 June 2025

**5. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**

**EXTRAORDINARY MEETING**

**5. AGENDA ITEMS SUBJECT TO PUBLIC ADDRESS**

**Meeting Date:** 19 June 2025

THIS PAGE INTENTIONALLY LEFT BLANK



## EXTRAORDINARY MEETING

### 6. NOTICES OF MOTION

Meeting Date: 19 June 2025

### 6. NOTICES OF MOTION

#### 6.1.1. NM1 – Dressage Facilities at the Hawkesbury Showground

---

**Submitted by:** Councillor Nathan Zamprogno  
Councillor Mary Lyons-Buckett

#### **MOTION:**

That Council, in exercising its position as Crown Lands Manager over Reserve 97055 known as Hawkesbury Showground, and as the appointed Crown Lands Manager:-

1. Express its position that the dressage infrastructure at Hawkesbury Showground, currently leased to Dressage NSW, NOT be demolished; and
2. Provide Councillors with a report, clarify advice received by Equestrian NSW from the Crown Lands Office, Department of Planning, Housing and Infrastructure, regarding the powers of Crown Land Managers. This report to indicate, in light of such clarification, the options for an agreement to be satisfied which would ensure ongoing operation of the dressage facilities at that specific location. The timeframe of this report to be within the next three months.

#### **NOTE BY MANAGEMENT**

The Notice of Motion refers to advice received by Equestrian NSW from the Crown Lands & Public Spaces, Department of Planning, Housing and Infrastructure. This advice dated 19 May 2025 was as follows:-

*“Thank you for your enquiry below and apologies for the delayed reply.*

*Hawkesbury City Council is the appointed Crown Land Manger (CLM) over Reserve 97055 known as Hawkesbury Showground and as the appointed CLM, Council are responsible for the care, control and management of the Crown Land pursuant to s3.13 of the Crown Land Management Act 2016 (CLMA).*

*Specifically, except for subsection 3.22(2) and (3) of the CLMA, Council as the CLM must manage the land as if it were community land under the Local Government Act 1993 and has for that purpose all the functions that a local council has under that Act in relation to community land.*

*Council may, if they wish, request that HDAA as leaseholder issue a sub-licence. If this is progressed, both Minister’s Consent and Council’s consent as the CLM will need to be sought. Further, Council may consider a lease amendment, however this is up to their discretion as CLM. These two decisions are a matter for Council as the appointed CLM and Lessor.”*

- The above email from Crown Lands clearly says that *“Council may, if they wish, request that HDAA as leaseholder issue a sub-licence.”* And that *“Further, Council may consider a lease amendment.”* In this regard:-
  - Council forwarded a letter dated 11 March 2025 to the Hawkesbury District Agricultural Association (HDAA) requesting the Association to consider subletting the dressage

## **EXTRAORDINARY MEETING**

### **6. NOTICES OF MOTION**

**Meeting Date:** 19 June 2025

facilities at the Hawkesbury Showground to an Equestrian Group. A copy of Council's letter dated 11 March 2025 is attached as Attachment 1.

- Hawkesbury District Agricultural Association forwarded a letter dated 11 March 2025 to Council advising that the Association is not willing to retain the dressage facilities at the Hawkesbury Showground and will not enter into any licence/lease agreement over the site with any Equestrian Group. A copy of HDAA's letter dated 11 March 2025 is attached as Attachment 2.
- The Lease between Council and the Hawkesbury District Agricultural Association for the use of the Showground at Clarendon is for a term of 20 years, commencing on 1 February 2014 and expiring on 31 January 2034. Council has received legal advice from its solicitors, Pikes & Verekers Lawyers regarding the lease of the Hawkesbury Showground to HDAA. A confidential copy of the advice from Pikes & Verekers Lawyers is attached as Confidential Attachment 3.

### **ATTACHMENTS**

**AT - 1** Council's letter dated 11 March 2025

**AT -2** HDAA's letter dated 11 March 2025

**AT-3** Confidential Advice from Pikes & Verekers Lawyers

**oooO END OF REPORT Oooo**

## EXTRAORDINARY MEETING

### 6. NOTICES OF MOTION

Meeting Date: 19 June 2025

#### Attachment 1 - Council's letter dated 11 March 2025

366 George Street  
WINDSOR NSW 2756  
(PO Box 146, WINDSOR 2756)  
(02) 4560 4444  
council@hawkesbury.nsw.gov.au  
www.hawkesbury.nsw.gov.au



11 March 2025

Hawkesbury District Agricultural Association  
Attn: Lynette Hudson - President  
PO Box 382  
RICHMOND NSW 2753

E-mail: hdaa@hawkesburyshow.com.au

Dear Mrs Hudson,

#### **Lease of Hawkesbury Showground**

Reference is made to the Lease between Hawkesbury District Agricultural Association and Council and the recent telephone conversation between Andrea of your organisation and myself.

As advised in the telephone conversation, Council has received an application from an Equestrian Group to lease the dressage facilities that Dressage NSW have been requested to remove.

As Council lease the area to yourselves, we are unable to enter into a lease or licence agreement with another organisation. Therefore, we are writing to you to ask if you would consider sub-letting the dressage area. This would be subject to final lease terms being agreed upon by all parties, including Council. If you would be willing to consider a sub-letting proposal, could you please advise Council accordingly.

If you have any questions please contact me on 4560 4482.

Yours faithfully

  
**Linda Hewitt**  
Manager Property and Strategy | Hawkesbury City Council  
☎ (02) 4560 4444



Interpreter Service available, call 131 450 131 450 خدمة الترجمة الشفوية متاحة للمعاقين على رقم 131 450 131 450 可提供傳譯服務，請致電 131 450 131 450 Hemm servizz tal-interpreta, cempel 131 450

**EXTRAORDINARY MEETING**

**6. NOTICES OF MOTION**

**Meeting Date: 19 June 2025**

**Attachment 2 - HDAA's letter dated 11 March 2025**

**HAWKESBURY DISTRICT AGRICULTURAL ASSOCIATION**

PO Box 382, Richmond, NSW, 2753

President:  
Mrs Lyn Hudson  
Administration/Business Manager:  
Miss Andrea Roth



ABN: 67 002 420 297

40 Racecourse Rd, Clarendon, 2756  
Web: [www.hawkesburyshowground.com.au](http://www.hawkesburyshowground.com.au)  
Email: [hdas@hawkesburyshow.com.au](mailto:hdas@hawkesburyshow.com.au)  
Telephone: 02 4577 3591

11 March 2025

Linda Hewitt  
Manager Property and Strategy  
Hawkesbury City Council

Dear Linda

Lease of Facilities within Hawkesbury Showground

We refer to your letter dated 11 March 2025.

The matter has been considered in detail by the Association who have again confirmed it is not willing to retain the subject dressage facilities and will not enter into any license/lease agreement over the site with any Equestrian Group.

Yours sincerely

Mrs Lynette Hudson  
President

**EXTRAORDINARY MEETING**

**7. CONFIDENTIAL REPORTS**

**Meeting Date:** 19 June 2025

**7. CONFIDENTIAL REPORTS**

**Attachment 3 to Item 6.1.1. - Confidential Advice from Pikes & Verekers Lawyers**

---

**REASON FOR CONFIDENTIALITY**

*This attachment is **CONFIDENTIAL** in accordance with the provisions of Part 1 of Chapter 4 of the Local Government Act 1993 and the matters dealt with in this report are to be considered while the meeting is closed to the press and the public.*

*Specifically, the matter is to be dealt with pursuant to Section 10A(2)(g) of the Act, as it relates to confidential advice from Pikes & Verekers Lawyers concerning matters relating to litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege, and, therefore, if considered in an open meeting would, on balance, be contrary to the public interest.*

*In accordance with the provisions of Section 11(2) & (3) of the Local Government Act 1993, the reports, correspondence and other relevant documentation relating to this matter are to be withheld from the press and public.*



# Extraordinary Meeting

## End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.