



Hawkesbury City Council

extraordinary
meeting
business
paper

date of meeting: 21 September 2010
location: council chambers
time: 6:30 p.m.



mission
statement

***“To create opportunities
for a variety of work
and lifestyle choices
in a healthy, natural
environment”***

How Council Operates

Hawkesbury City Council supports and encourages the involvement and participation of local residents in issues that affect the City.

The 12 Councillors who represent Hawkesbury City Council are elected at Local Government elections held every four years. Voting at these elections is compulsory for residents who are aged 18 years and over and who reside permanently in the City.

Ordinary Meetings of Council are held on the second Tuesday of each month, except January, and the last Tuesday of each month, except December. The meetings start at 6:30pm and are scheduled to conclude by 11:00pm. These meetings are open to the public.

When an Extraordinary Meeting of Council is held it will usually start at 6:30pm. These meetings are also open to the public.

Meeting Procedure

The Mayor is Chairperson of the meeting.

The business paper contains the agenda and information on the issues to be dealt with at the meeting. Matters before the Council will be dealt with by an exception process. This involves Councillors advising the General Manager at least two hours before the meeting of those matters they wish to discuss. A list will then be prepared of all matters to be discussed and this will be publicly displayed in the Chambers. At the appropriate stage of the meeting, the Chairperson will move for all those matters not listed for discussion to be adopted. The meeting then will proceed to deal with each item listed for discussion and decision.

Public Participation

Members of the public can request to speak about a matter raised in the business paper for the Council meeting. You must register to speak prior to 3:00pm on the day of the meeting by contacting Council. You will need to complete an application form and lodge it with the General Manager by this time, where possible. The application form is available on the Council's website, from reception, at the meeting, by contacting the Manager Corporate Services and Governance on 4560 4426 or by email at fsut@hawkesbury.nsw.gov.au.

The Mayor will invite interested persons to address the Council when the matter is being considered. Speakers have a maximum of five minutes to present their views. If there are a large number of responses in a matter, they may be asked to organise for three representatives to address the Council.

A Point of Interest

Voting on matters for consideration is operated electronically. Councillors have in front of them both a "Yes" and a "No" button with which they cast their vote. The results of the vote are displayed on the electronic voting board above the Minute Clerk. This was an innovation in Australian Local Government pioneered by Hawkesbury City Council.

Planning Decision

Under Section 375A of the Local Government Act 1993, details of those Councillors supporting or opposing a 'planning decision' must be recorded in a register. For this purpose a division must be called when a motion in relation to the matter is put to the meeting. This will enable the names of those Councillors voting for or against the motion to be recorded in the minutes of the meeting and subsequently included in the required register.

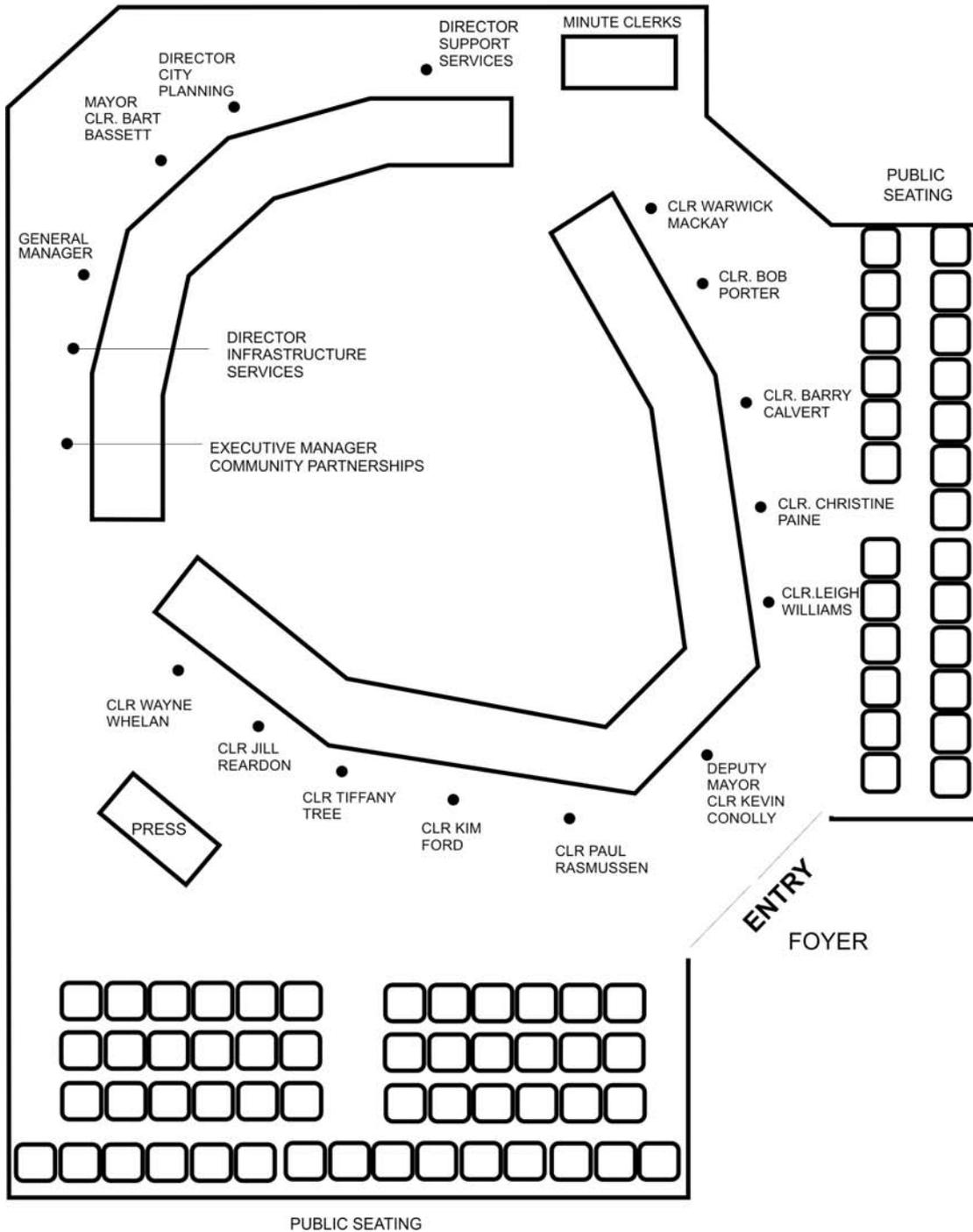
Website

Business Papers can be viewed on Council's website from noon on the Friday before each meeting. The website address is www.hawkesbury.nsw.gov.au.

Further Information

A guide to Council Meetings is available on the Council's website. If you require further information about meetings of Council, please contact the Manager, Corporate Services and Governance on, telephone 023 4560 4426.

c o u n c i l c h a m b e r s



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- **SECTION 4 - Reports for Determination**

General Manager

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SECTION 4 - Reports for Determination

GENERAL MANAGER

Item: 219 GM - Election of Mayor - (79351, 95496)

REPORT:

Executive Summary

The *Local Government (General) Regulation 2005 (Schedule 7 as specified by Clause 394)* relates to the election of a Mayor by Councillors.

Council, at its Extraordinary Meeting held on 22 September 2009, elected Councillor Bart Bassett as its Mayor for the 2009/2010 Mayoral Term.

Accordingly, the election of Mayor of the Council for the 2010/2011 Mayoral Term now needs to be carried out.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

Background

The following provisions of the *Local Government (General) Regulation 2005 (Schedule 7 as specified by Clause 394)* apply to the election of a Mayor.

"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.*

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(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.*

Part 3 - Preferential ballot

8 Application of Part

This Part applies if the election proceeds by preferential ballot.

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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. The latter 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.

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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 the councillors at the council meeting at which the election is held by the returning officer, and*
- (b) to be delivered or sent to the Director-General and to the Secretary of the Local Government and Shires Associations of New South Wales."*

Council at its Extraordinary Meeting held on 22 September 2009, elected Councillor Bart Bassett as its Mayor for the 2009/2010 Mayoral Term.

Accordingly, the election of Mayor of the Council for the 2010/2011 Mayoral Term now needs to be carried out.

Appropriate nomination forms for this purpose have been distributed under separate cover.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Have transparent, accountable and respected leadership and an engaged community.

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That an election for the position of Mayor of the City of Hawkesbury for the 2010/2011 Mayoral Term be carried out.

ATTACHMENTS:

AT - 1 Mayoral Election - Nomination Form - *(distributed under separate cover)*

oooO END OF REPORT Oooo

EXTRAORDINARY MEETING

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Item: 220 GM - Election of Deputy Mayor - (79351, 95496)

REPORT:

Executive Summary

The *Local Government (General) Regulation 2005 (Schedule 7 as specified by Clause 394)* relates to the election of a Mayor by Councillors. These provisions also apply to the election of a Deputy Mayor.

Council, at its Extraordinary Meeting held on 22 September 2009, elected Councillor Kevin Conolly as its Deputy Mayor for the 2009/2010 Mayoral Term.

Accordingly, the election of Deputy Mayor of the Council for the 2010/2011 Mayoral Term now needs to be carried out.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

Background

The legislation that applies to the election of a Mayor by Councillors that is outlined in the earlier report on this Business Paper also applies to the election of a Deputy Mayor by Councillors.

Council, at its Extraordinary Meeting held on 22 September 2009, elected Councillor Kevin Conolly as its Deputy Mayor for the 2009/2010 Mayoral Term.

Accordingly, the election of Deputy Mayor of the Council for the 2010/2011 Mayoral Term now needs to be carried out.

Appropriate nomination forms for this purpose have been distributed under separate cover.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Have transparent, accountable and respected leadership and an engaged community.

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That an election for the position of Deputy Mayor of the City of Hawkesbury for the 2010/2011 Mayoral Term be carried out.

ATTACHMENTS:

AT - 1 Deputy Mayoral Election - Nomination Form - *(distributed under separate cover)*

oooO END OF REPORT Oooo

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Item: 221 **GM - Appointment of Committees, Delegates and Representatives - (79351, 95496)**

REPORT:

Executive Summary

Council, in 2004, reviewed its Committee structure with such review basing the various Committees on four broad Committee types, being: Committees of Council, Statutory Committees, Committees in which Council has a Financial Interest, and Other Committees.

Each of the current Committees that fall into the four types, together with a brief indication of their purpose and current Councillor representation, have been outlined in this report.

Consideration is required to the appointment of these Committees, delegates and representatives.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

Background

At its Special Meeting held on 27 September 2004, Council reviewed its Committee structure with such review basing the various Committees on four broad committee types. These Committee types were generally described as follows:

- a. Committees of Council – Committees established under the provisions of Section 377 of the Local Government Act 1993. These Committees perform certain functions as identified in their constitutions (which are modelled on the draft pro-forma constitution adopted by Council) and include provision for Councillor Representation. These Committees operate in accordance with Council's adopted pro-forma constitution.
- b. Statutory Committees - Committees, which are required to be established by legislation, or to meet obligations set down by Government departments and/or funding agencies. These Committees have set functions and terms of reference. They differ from Section 377 Council Committees, in that they are issue-specific and may meet irregularly on a 'as needs' basis and in practical terms cannot operate under Council's pro-forma constitution.
- c. Committees in which Council has a Financial Interest - these Committees may manage Council owned facilities or funded services auspiced by Council. They generally operate as autonomous entities (incorporated associations) in accordance with their own constitutions. These Committees have a financial relationship with Council in that Council either provides a direct (financial) or an in-kind contribution (land or facilities) to support their operations, or Council has delegated responsibility for the management of a Council funded or Council auspiced services to them.
- d. Other Committees – Committees, which operate as autonomous entities and generally perform non-Council related functions. Councillor representation on these Committees is on an invitation basis.

Each of the current Committees that fall into the above four types together with a brief indication of their purpose and current Councillor representation is detailed in the following table. It is noted that the late Councillor Rex Stubbs, OAM was a Councillor Representative on three of these Committees. Following the passing of Councillor Stubbs on 24 April 2010, the positions have remained vacant and are referred to as "vacant" in the table below:

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Committee	Function	Current Representative/s
a. Committees of Council		
Community Planning Advisory Committee	To provide advice and recommendations for the co-ordination of community and social planning for the City of Hawkesbury and to provide a mechanism for the discussion of social issues.	Clr. Calvert Vacant
Hawkesbury Civics and Citizenship Committee	To consider and determine nominations for recipients of Citizenship Awards (Australia Day, Sports Medal).	Clr. Bassett (Mayor) Clr. Calvert Clr. Mackay Vacant
Three Towns (and Agnes Banks) Sewerage Committee	Established to co-ordinate representations and lobbying for the three-towns sewerage scheme.	Clr. Conolly (Deputy Mayor) Clr. Mackay Clr. Porter Clr. Rasmussen
Hawkesbury Mobility Plan Implementation Committee (See Note 1 below)	To provide advice on the implementation on the Hawkesbury Mobility Plan.	Clr. Paine Clr. Williams
Waste Management Advisory Committee	Established to develop options for future waste management in City of Hawkesbury	Clr. Paine Clr. Porter Clr. Reardon Clr. Williams
Heritage Advisory Committee	Provides advice to Council regarding heritage and related issues.	Clr. Reardon Clr. Whelan (alternate)
Floodplain Risk Management Advisory Committee	Advisory Committee established to provide input in relation to floodplain management issues.	Clr. Conolly (Deputy Mayor) Clr. Mackay Clr. Porter Clr. Rasmussen Clr. Reardon
General Manager's Performance Review Panel	To review the performance of the General Manager	Clr. Bassett (Mayor) Clr. Conolly (Deputy Mayor) Clr. Rasmussen and 1 Councillor nominated by the General Manager, if he so chooses.
Hawkesbury Macquarie 2010 Committee	To establish an overall program and brand for the Hawkesbury Macquarie 2010 celebrations and to develop a marketing and funding strategy to support community groups to plan and stage events, exhibitions and activities.	Clr. Bassett (Mayor) Clr. Reardon Vacant
Audit Committee	Provide independent assurance and assistance to Council on risk management, control, governance and external accountability responsibilities.	Clr. Porter Clr. Rasmussen Clr. Williams (alternate)
Disability Advisory Committee	To provide advice on improving access to services and facilities for people with disabilities and promote their inclusion and participation in community and civic life.	New Committee - 2 Councillor representatives required

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Committee	Function	Current Representative/s
b. Statutory Committees		
Local Traffic Committee	Committee responsible for considering and recommending requests for alterations to traffic facilities and other traffic related matters.	Clr. Bassett (Mayor) Clr. Tree (alternate)
Schaffer Quarry Environmental Committee	Established by Land & Environment Court to monitor DA provision.	Clr. Williams
Western Sydney Area Assistance Scheme Local Ranking Committee	To consider and rank applications received under WSAAS Scheme.	Clr. Reardon Clr. Tree
Community Development Support Expenditure Scheme Local Committee	To consider and rank applications received under CDSE Scheme.	Clr. Bassett (Mayor)
Hawkesbury-Nepean Catchment Management Authority Local Government Advisory Committee	Committee established by NSW Government to co-ordinate catchment management	Clr. Reardon Clr. Rasmussen (alternate)
c. Committees where Council has a Financial Interest		
Westpool (See Note 2 below)	Self-insurance agency established by consortium of participating Councils.	Clr. Tree
McMahon's Park Management Committee	Incorporated body with delegated responsibility for management and operation of McMahons Park.	Clr. Reardon Clr. Calvert (alternate)
Hawkesbury Sports Council	Incorporated body with delegated responsibility for management and operation of Council facilities.	Clr. Tree Clr. Mackay (alternate)
Peppercorn Services Inc.	Incorporated body with delegated responsibility for management and operation of Council auspiced disability and aged services (externally funded).	Clr. Tree Clr. Paine (alternate)
Western Sydney Regional Organisation of Council (See Note 2 below)	Regional Body established to co-ordinate lobbying for Western Sydney	Clr. Bassett (Mayor) Clr. Tree
Hawkesbury River County Council	Statutory Body responsible for management of noxious weeds.	Clr. Whelan Clr. Porter
Hawkesbury Sister City Association	Incorporated Body responsible for co-ordinating Sister City activities.	Clr. Whelan Clr. Paine
d. Other Committees		
Public Libraries NSW - Metropolitan Association	Regional body established to represent and support the interests of local government library services in the greater Sydney region.	Clr. Paine
Sydney Road Links Committee	Established by a Consortium of Councils (to the west of the Great Dividing Range) to lobby for upgrade of Bells Line of Road.	Clr. Tree Clr. Reardon
Western Sydney Academy of Sport	Regional Body established to co-ordinate lobbying for sports development in Western Sydney	Clr. Tree

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Notes:

- 1** *This Committee was previously known as the Hawkesbury Bicycle and Access Mobility Committee.*
- 2** *As Council's representatives on these organisations are actually appointed as "Board Members" it would be desirable if the appointment was, effectively, made for the term of the Council.*

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Have transparent, accountable and respected leadership and an engaged community.

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That Committees, delegates and representatives as determined by Council be approved.

ATTACHMENTS:

There are no supporting documents for this report.

oooO END OF REPORT Oooo

EXTRAORDINARY MEETING

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Item: 222 GM - Various Committees - Annual Reports - (79351, 95496)

REPORT:

Executive Summary

Council has established various Committees under the provisions of Section 377 of the Local Government Act, 1993. Incorporated in the constitution of each of Council's Committees is a requirement for each Committee to submit an annual report.

Each of Council's Committees have now submitted annual reports for the 2009/2010 Mayoral Term which are outlined in this report. Also comments are provided regarding young people's involvement in the Committees.

It is recommended that the various Committee annual reports be received and that the Three Towns (and Agnes Banks) Sewerage Committee be dissolved as the objectives within the Committee's constitution have been achieved.

Consultation

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

Background

Council has established various Committees under the provisions of Section 377 of the Local Government Act, 1993. These Committees perform certain functions as identified in their constitutions and include provision for Councillor Representation.

Incorporated in the constitution of each of Council's Committees is a requirement for each Committee to submit an annual report to the Council to enable Council to annually review compliance to the adopted constitution.

Each of Council's Committees have now submitted the following annual reports for the 2009/2010 Mayoral Term:

1. Community Planning Advisory Committee

Membership

Councillors	Community Members and Others
Councillor Barry Calvert	Ms Vicky Shackley (Community Member)
Councillor (Dr) Rex Stubbs	Mr Chris McAlpine (Community Member)
	Mr Nick Sabel (Wentworth Community Housing/Community Member)
	Mr Matt Thorp (NCOSS representative/ North Richmond Community Centre)
	Ms Sharon Payne (Community Member/ Women's Cottage) - resigned 2009
	Ms Karen Carter (Merana Aboriginal Community Association) – resigned 2009
	Ms Ozen Karanlik (Metrowest Nepean Network Office DoCS) 2009 - replaced by: Ms Behiye Yusuf (Metrowest Nepean Network Office DoCS) - 2010
	Ms Virginia Kruse (Community Member) - resigned 2009

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Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
4 times per year	<p>Meetings were held on:</p> <p align="center">19 November 2009 18 March 2010 20 May 2010 5 August 2010</p> <p>The meeting of 18 March 2010 was deferred to the next meeting as there was no quorum.</p>

Committee Business

Objectives in Constitution	Current Status
a. Provide advice and guidance to Hawkesbury City Council staff in the drafting of Community Plans including the identification of community and social indicators for measuring the quality of life of residents of the City of Hawkesbury.	<ul style="list-style-type: none"> ▪ Ongoing comment on the development of Council's Hawkesbury Community Strategic Plan 2010 – 2030 (HCSP) and report on the Public Exhibition and final strategic community plan. ▪ Comments on the Hawkesbury Social Atlas 2009. ▪ Comments on Hawkesbury Community Survey 2009 outcomes, and comment on the Terms of Reference for the Hawkesbury Resident's Panel. ▪ Monitoring of the implementations of the recommendations from the report – "Young People – Community Participation and Civic Leadership". ▪ Comments and recommendations on the outcomes of the Youth Summit (November 2009).
b. Provide advice and guidance to Hawkesbury City Council staff on equity and access issues including the review of publicly exhibited planning documents to ensure that Council programs address the social, economic and environmental needs of residents in the City of Hawkesbury.	<ul style="list-style-type: none"> ▪ Comment and presentations on identified priority areas of Affordable Housing and Homelessness; and ongoing updates on the Nepean Taskforce on Homelessness – including Project 40 and the Nepean Count of Rough Sleepers. ▪ Ongoing comments on the development of Council's Hawkesbury Community Strategic Plan 2010 – 2030 as it addresses the social, economic and environmental needs of residents in the City of Hawkesbury. ▪ Comments on transport issues affecting the Hawkesbury area. ▪ Comments and recommendations on the outcomes of the Youth Summit and ongoing support for the engagement of young people.
c. Provide advice and guidance to Hawkesbury City Council staff on social issues impacting on residents of the City of Hawkesbury and, where required, to recommend actions for Council's consideration in relation to these matters.	<ul style="list-style-type: none"> ▪ Identified priority areas of the CPAC: Affordable Housing; Homelessness; Transport and youth engagement; ▪ Ongoing concerns about the demise of the Western Sydney Area Assistance Scheme and recommendations that Council write to the relevant NSW Government Ministers.

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Objectives in Constitution	Current Status
d. Provide advice and guidance to Hawkesbury City Council staff on the implementation and monitoring of the Hawkesbury Social Plan in accordance with the provisions of the NSW Local Government (General) Regulation 1999(Community & Social Plans).	<ul style="list-style-type: none"> ▪ Distribution and comment on the Hawkesbury Social Atlas 2009. ▪ Comment on the development of a Hawkesbury Social Planning Framework in transition to the new Integrated Planning and Reporting Framework and Legislation (replacing/integrating previous social planning requirements). ▪ "Youth Engagement" had also been a priority area for the CPAC – ensuring that young people are effectively engaged in planning processes (e.g. Youth Summit and youth specific workshops for the HCSP).
e. Provide advice and guidance to Hawkesbury City Council staff on the administration of state and federally funded grants programs, including the Community Development and Support Expenditure Scheme and the Western Sydney Area Assistance Scheme, consistent with Council's responsibilities for these programs.	<ul style="list-style-type: none"> ▪ Ongoing concerns about the demise and changing administration of the Western Sydney Area Assistance Scheme (2009), and monitoring concerns with the replacement Community Builders Funding Program (2010) and Council's role/lack of community engagement; ▪ To review outcomes in late 2010.

Other Compliance to Constitution Issues

The Community Planning Advisory Committee (CPAC) wish to advise Council of concerns with the declining membership of the CPAC and inform Council of plans for filling vacant positions on a casual basis – in line with Point 6 (d) of the CPAC Constitution:

"6(d) *The Advisory Committee shall have the power to fill casual vacancies at its discretion*";

In line with this Clause of the CPAC Constitution the Committee will seek to fill these vacancies on a casual basis until the next quadrennial election of Council.

2. Hawkesbury Civics and Citizenship Committee

Membership

Councillors	Community Members and Others
Councillor Bart Bassett (Mayor)	Mr Barry Adams
Councillor Barry Calvert	Mr David Bertenshaw representing Hawkesbury Sports Council
Councillor Warwick Mackay	Mrs Dianne Finch
Councillor (Dr) Rex Stubbs	Mr Todd Miladinovic
	Mrs Jean Peare

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
Ordinary meetings of the Advisory Committee shall be held no less than once per year.	Meetings were held on: 14 October 2009 9 December 2009 30 June 2010

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Committee Business

Objectives in Constitution	Current Status
a. Determine the winners, through a process of award recipient selection, for several awards including but not limited to; Australia Day Awards and the Sports Medal and Sports Certificate Awards.	<ul style="list-style-type: none"> ▪ Winners of 2010 Australia Day awards were chosen. ▪ Winners of the Sports Medal awards and Certificates were chosen for 2009 and 2010. ▪ Local nominations for Australian of the Year were encouraged to be resubmitted to the Hawkesbury's Citizen of the Year program.
b. Review the criteria for each of the award systems and make recommendations on changes as to future systems.	<ul style="list-style-type: none"> ▪ Criteria was reviewed and amended for Citizen of the Season and Young Citizen of the Season awards. ▪ The Citizen of the Month award was approved by Council to become a Seasonal award (once a quarter).
c. Actively encourage nominations from the community for the awards programs to further enhance the quality and quantity of submissions Council receives.	<ul style="list-style-type: none"> ▪ Local nominations for Australian of the Year were encouraged to be resubmitted to the Hawkesbury's Citizen of the Year program. ▪ Citizen of the Month award became Citizen of the Season due to the limited amount of nominations being received due to the longevity of the program.
d. Assist when requested, with recommendations for special civic or community celebrations.	<ul style="list-style-type: none"> ▪ No requests were considered as the Macquarie 2010 Celebrations are handled by a separate Committee.
e. Provide advice and guidance on the administration of any Federal or State funding received for events and special celebrations.	<ul style="list-style-type: none"> ▪ Not applicable in this period.

Other Compliance to Constitution Issues

The constitution of this Committee was amended by Council resolution on 9 December 2008 to specify five community members and amended on 22 September 2009 to specify four Councillors.

3. Three Towns (and Agnes Banks) Sewerage Committee

Membership

Councillors	Community Members and Others
Councillor Kevin Conolly (Deputy Mayor)	Mr Neville Wearne
Councillor Warwick Mackay	Ms Jacquie Menzies
Councillor Bob Porter	Mr Bill Sneddon
Councillor Paul Rasmussen	Mr Robert Kellet

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
6 times per year	The Advisory Committee did not meet during the reporting period due to lack of agenda items.

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Committee Business

Objectives in Constitution	Current Status
a. To provide policies in relation to the connection of properties to the scheme and decommissioning of onsite treatment systems.	<ul style="list-style-type: none"> ▪ The Glossodia, Freemans Reach, Wilberforce and Sewerage Scheme Connection Policy was adopted by Council on 31 March 2010. ▪ The Policy was amended to include the Agnes Banks Sewerage Scheme, and adopted by Council on 13 April 2010.
b. To provide assistance to Sydney Water and the community in the implementation of the Three Towns (and Agnes Banks) Sewerage Scheme.	<ul style="list-style-type: none"> ▪ Assistance has not been required over the period.

Other Matters for Consideration During Reporting Period

The Priority Sewerage Program has been completed for the townships of Freemans Reach and Glossodia, with connection to the sewer system in both townships being available, with properties in Agnes Banks becoming progressively available. Property owners within the Wilberforce Township will be able to connect to the system in early 2011.

It is recommended that consideration be given to dissolving the Three Towns (and Agnes Banks) Sewerage Committee, as the objectives within the constitution have been achieved.

4. Hawkesbury Bicycle and Access Mobility Committee**Membership**

Councillors	Community Members and Others
Councillor Christine Paine	Mr Doug Bathersby
Councillor Leigh Williams	Mr Chris Cameron
	Mr Peter McKenzie (resigned May 2010)
	Mr Alan Aldrich

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
4 times per year	Meetings were held on: 11 November 2009 18 February 2010 20 May 2010 15 August 2010

Committee Business

Objectives in Constitution	Current Status
a. Provide advice to Hawkesbury City Council staff in the drafting of a Hawkesbury Access Mobility Plan to address the current and future needs of cyclists, motorised mobility scooter users, pedestrians, and the access requirements of people with disabilities.	<ul style="list-style-type: none"> ▪ Mobility Plan adopted by Council in May 2010. ▪ Committee members participated on working party to direct and advise consultants who prepared the draft Mobility Plan prior to public exhibition.

EXTRAORDINARY MEETING

Meeting Date: 21 September 2010

Objectives in Constitution	Current Status
b. Provide advice to Hawkesbury City Council staff on consultative strategies for inviting submissions and comments in relation to the draft Hawkesbury Access Mobility Plan.	<ul style="list-style-type: none"> ▪ Consultation strategy developed and implemented.
c. Review on an annual basis, the implementation of the Hawkesbury Access Mobility Plan to provide advice to Hawkesbury City Council staff on priorities for consideration as part of the preparation of Council's Management Plan.	<ul style="list-style-type: none"> ▪ To be commenced following the resolution of the status of the proposed Hawkesbury Mobility Plan Implementation Committee.
d. Provide advice to Hawkesbury City Council staff on the design of cycleways, footpaths, shared cycleways/paths, pedestrian crossings, kerb ramps and transition zones to ensure that residents are not restricted from accessing Council services and facilities.	<ul style="list-style-type: none"> ▪ Design principles incorporated into adopted Mobility Plan.
e. Provide advice and guidance to Hawkesbury City Council staff on strategies to raise community awareness about mobility access issues impacting on residents of the City of Hawkesbury and , where required, to recommend actions for Council's consideration in relation to these matters;	<ul style="list-style-type: none"> ▪ Procedures for notifying Council of operational issues has been developed and implemented by Committee. Issues raised by Committee have been referred to Council staff for advice or comment.
f. Assist Hawkesbury City Council staff to source and secure funding and other external investments for relevant works and programs.	<ul style="list-style-type: none"> ▪ Not applicable during reporting period.

Other Compliance to Constitution Issues

Following the completion and adoption of the Hawkesbury Mobility Plan, a report was prepared for Council recommending that the Hawkesbury Bicycle and Access Mobility Committee be reviewed to establish a proposed Hawkesbury Mobility Plan Implementation Committee. The draft constitution for this Committee was adopted by Council on 14 September 2010.

5. Waste Management Advisory Committee

Membership

Councillors	Community Members and Others
Councillor Christine Paine	Mr Geoffrey Bessell- Community Member
Councillor Bob Porter	Mr William Sneddon- Community Member
Councillor Jill Reardon	Ass Prof Basant Maheshwari - UWS Hawkesbury
Councillor Leigh Williams	

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
No less than 2 times per year	Meetings were held on: 31 March 2010 28 April 2010

EXTRAORDINARY MEETING

Meeting Date: 21 September 2010

Committee Business

Objectives in Constitution	Current Status
<p>a. Advise Council about information, research and analysis required to provide future options for waste management for our city.</p>	<ul style="list-style-type: none"> ▪ Revised quotes were sought and submitted to the Waste Management Advisory Committee to enable consideration of the Waste Drop-Off Facility and Education/Amenities Building as separate items. ▪ The plan of the proposed Waste Drop-Off Facility, approved in the current Development Application, was considered by the Waste Management Advisory Committee with a view to modifying the existing Development Application. ▪ The Committee considered the proposal that the construction of the proposed amenities/education centre and drop off facility not proceed at this stage, pending the determination of the possible suitability and/or implementation of an Alternate Waste Technology Strategy at the Hawkesbury City Waste Management Facility. ▪ The Committee deferred that matter until a future meeting.
<p>b. Recommend to Council preferred options for our future waste management strategies, systems and technologies.</p>	<ul style="list-style-type: none"> ▪ The Committee recommended that tenders be called for the provision of an Alternate Daily Cover System for the Hawkesbury City Waste Management Facility; and that tenders be invited for the provision of major plant including a new compactor (within a 38 and 45 tonne range) to operate the Hawkesbury City Waste Management Facility on a dry hire basis.
<p>c. Liaise with local communities on waste management issues, to ensure that the community's views are included in the decision making processes of Council.</p>	<ul style="list-style-type: none"> ▪ Interest was raised in the Committee encouraging community involvement in terms of green waste and recycling.
<p>d. Liaise with neighbouring Councils and government agencies, to ensure the best outcomes of any considered strategies, systems and technologies.</p>	<ul style="list-style-type: none"> ▪ Further investigation as to the viability of an Alternate Waste Treatment System being provided at the Waste Management Facility and the long term implications of such action is being undertaken, with funding required for consultants to achieve this objective, to be provided from the Waste Management Facility Reserve. ▪ Discussions with the University of Western Sydney with a view to either negotiating the continued operation of the Waste Management Facility on the University land have commenced.
<p>e. Advise Council about public awareness strategies and to act on Council's behalf to implement these strategies as required.</p>	<ul style="list-style-type: none"> ▪ The Draft Strategic Waste Action Plan, including the proposal for funding of a Waste Education Officer, has been submitted to the Department Environment Climate Change and Water for their approval under the Waste and Sustainability Payment Program.

EXTRAORDINARY MEETING

Meeting Date: 21 September 2010

Objectives in Constitution	Current Status
	<ul style="list-style-type: none"> Commitment made, in the already funded feasibility study, to investigate both separated organic kerbside collection service and the different options available for the collection and treatment of municipal waste. Both supported by an appropriate business plan to achieve the State Governments target of 66% landfill diversion by 2014.

6. Heritage Advisory Committee**Membership**

Councillors	Community Members and Others
Councillor Jill Reardon	Mr Graham Edds (Chair)
Councillor Bill Whelan (alternate)	Professor Ian Jack (Deputy Chair)
	Ms Jan Barkley Jack (Community Member)
	Mr Jonathan Auld (Community Member)
	Ms Michelle Nichols (Community Member)
	Ms Danielle Wheeler (Community Member)
	Ms Deborah Hallam (Community Member)
	Mr Donald Ellsmore (Heritage Advisor)
	Ms Virginia Kruse (Community Member) - resigned 16 September 2009

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
2 times per year	Meetings were held on: 25 November 2009 11 February 2010 6 May 2010 12 August 2010

Committee Business

Objectives in Constitution	Current Status
a. Advise Council about heritage assistance, grant applications review and recommendations.	<ul style="list-style-type: none"> NSW Heritage Grant - Slab Barn Study undertaken to identify slab barn locations in the Hawkesbury as potential heritage resources. Slab Barn Study and Report forwarded to Department of Planning (DoP) for review prior to final version to Council for adoption. Funding offer from DoP for Heritage Incentive Fund to be activated - Council's budgeted amount of \$30,000 from Heritage Reserve in 2010/2011 (adopted) budget to be utilised for this purpose. Receipt of funding under Local Government Heritage Management Program – on a limited dollar for dollar basis for engagement of Heritage Advisor to assist council with heritage management responsibilities.

EXTRAORDINARY MEETING**Meeting Date:** 21 September 2010

Objectives in Constitution	Current Status
b. To advise Council of long term planning of significant heritage cemeteries.	<ul style="list-style-type: none"> ▪ At the meeting of 6 May 2010, Committee referred to state of disrepair of some cemeteries in the local area and subsequently resolved to initiate a project to compile guidelines on gravesite restoration. Guidelines for Cemetery Conservation from the National Trust tabled at subsequent meeting as a way forward in this project.
c. To advise Council in relation to reviews of local heritage listings.	<ul style="list-style-type: none"> ▪ Keyline Dam System (Yeoman's site North Richmond) - identified by Committee as significant. Requested further studies be undertaken to ascertain if site is eligible to be listed at either State or Local level. • Examination of Windsor Inventory Sheets undertaken with a view to identifying further potential listings. ▪ Submission forwarded to Heritage Council supporting the listing of Scheyville National Park on the State Heritage Register.
d. To liaise with local communities and businesses in organising 'Heritage Week' events in the Hawkesbury LGA.	<ul style="list-style-type: none"> ▪ Hawkesbury Heritage Seminar Series 2010 - Project Team nominated and commissioned by Hawkesbury Macquarie 2010 Committee to undertake a seminar series on Governor Lachlan Macquarie's Influence on Town Planning (to coincide with the Macquarie 2010 Celebrations). ▪ The Committee is in the process of developing the following items to be implemented at the event: Seminar - (scholarly / academic presentation), Bus Tour of Cemeteries / Churches and School Participation - eg student artworks on a Macquarie Theme potentially leading to exhibition in Cultural Precinct.
e. To advise Council about increasing the communities awareness of heritage matters.	<ul style="list-style-type: none"> ▪ Committee pursued proposal to State Heritage list Macquarie Town Plans of Windsor, Wilberforce and Richmond. ▪ Councillor Briefing held on 2 March and reported to Council 27 July 2010, wherein it was resolved to defer consideration of matter until confirmation received from DoP that the Listing would be an historical record of the Governor Macquarie Town Plans and would not hinder the everyday operations of the Hawkesbury Towns. To date no response received from DoP.

Other Compliance to Constitution Issues

The Committee called for the constitution of the Heritage Advisory Committee to be reviewed as it was agreed a number of the objectives were essentially task related and narrow in scope. Accordingly, the constitution was discussed at the meeting of 12 August 2010 wherein comments and suggestions from members were noted. Once the objectives of the draft constitution are settled, the matter will be reported to Council for adoption. It is envisaged the (amended) objectives in the constitution would align more with the directions and strategies adopted in the Hawkesbury Community Strategic Plan, which provides for a broader scope of goals Council could be accomplishing in terms of heritage matters.

EXTRAORDINARY MEETING**Meeting Date:** 21 September 2010**Other Matters for Consideration During Reporting Period**

The Committee met informally as a Sub-Committee on several occasions to undertake a review of Heritage Study and Windsor Inventory Sheets and to discuss the potential listing of conceptual plans for the Macquarie Towns. In addition, the Committee also met informally as part of the Macquarie 2010 Celebrations Project Team, to discuss participation and facilitation of a series of heritage seminars to be run during Heritage Week in September 2010.

7. Floodplain Risk Management Advisory Committee**Membership**

Councillors	Community Members and Others
Councillor Kevin Conolly	Mr John Miller (Community Member)
Councillor Warwick Mackay	Mr Alexander (Phil) Windebank (Community Member)
Councillor Bob Porter	Mr Bill McMahon (Community Member)
Councillor Paul Rasmussen	Mr Geoffrey Bessell (Community Member)
Councillor Jill Reardon	Mr Les Sheather (Community Member)
	Mr Ian Johnston (Community Member)
	Mr David Scott, Department of Defence
	Mr Kevin Jones, State Emergency Service
	Mr Peter Cinque OAM, State Emergency Service
	Mr David Avery, Department of Environment Climate Change and Water
	Snr Inspector Robert Bowman, NSW Industry and Investment

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
6 meetings per year.	Meetings were held on: 19 October 2009 7 December 2009 8 February 2010 29 March 2010 Meetings not held in June or August 2010 due lack of agenda items.

Committee Business

Objectives in Constitution	Current Status
a. Advise Council about information, research and analysis required to understand the nature and degree of flood risk in Hawkesbury LGA generally and in particular localities.	<ul style="list-style-type: none"> ▪ The Committee finalised a consultant's brief for a Floodplain Risk Management Study and Plan for the Hawkesbury River in October 2009, established a Technical Working Group for the project in February 2010, and made a recommendation to Council for the engagement of consultant in March 2010.
b. Advise Council about town planning measures and standards considered necessary to minimise risk to life and property in Hawkesbury LGA.	<ul style="list-style-type: none"> ▪ The Committee considered a report regarding flood planning provisions in the Draft Hawkesbury Local Environmental Plan 2009.

EXTRAORDINARY MEETING

Meeting Date: 21 September 2010

Objectives in Constitution	Current Status
	<ul style="list-style-type: none"> ▪ This will be dealt with in greater detail as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
c. Advise Council about road and drainage infrastructure and other physical works required to minimise risk to life and property in Hawkesbury LGA.	<ul style="list-style-type: none"> ▪ The Committee received reports regarding the upgrade of Thorley Street, Bligh Park, for flood evacuation purposes. ▪ This will be dealt with in greater detail as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
d. Advise Council about public awareness strategies and to act on Council's behalf to implement these strategies as required.	<ul style="list-style-type: none"> ▪ Committee members were invited to provide suggestions to Council staff regarding the availability of flood information on Council's website. ▪ This will be dealt with in greater detail as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
e. Recommend to Council measures to reduce flood risk to Council's infrastructure and buildings.	<ul style="list-style-type: none"> ▪ This will be dealt with in the future as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
f. Liaise with state agencies and neighbouring Councils involved in the Hawkesbury Nepean Floodplain Management Strategy.	<ul style="list-style-type: none"> ▪ Members of the Committee include representatives from State Emergency Service, Department of Environment Climate Change and Water, NSW Industry and Investment. Various questions were put to these representatives throughout the reporting period. ▪ This will be dealt with in greater detail as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
g. Advise Council in relation to representations to other levels of government in support of initiatives to reduce flood risk to life and property in Hawkesbury LGA.	<ul style="list-style-type: none"> ▪ This will be dealt with in the future as the Floodplain Risk Management Study and Plan for the Hawkesbury River progresses.
h. Assist Council in the development and implementation of a Flood Risk Management Plan.	<ul style="list-style-type: none"> ▪ The Committee finalised a consultant's brief for a Floodplain Risk Management Study and Plan for the Hawkesbury River in October 2009, established a Technical Working Group for the project in February 2010, and made a recommendation to Council for the engagement of consultant in March 2010.

8. Hawkesbury Macquarie 2010 Committee

Membership

Councillors	Community Members and Others
Councillor Bart Bassett (Mayor)	Mr Aleks Pinter
Councillor Jill Reardon	Mr Anthony Miller
Councillor (Dr) Rex Stubbs	Mr Brian Lindsay
	Ms Carol Edds

EXTRAORDINARY MEETING

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Councillors	Community Members and Others
	Mr Colin Mitchell
	Mr Donald Cobcroft
	Ms Judith Dimitrov
	Mr Dudley Mercer
	Mr Frank Holland
	Ms Gai Timmerman
	Mr John Christie
	Mr John Miller
	Ms Judy Newland
	Mr Max Jarman
	Ms Jean Stephens
	Ms Melissa Stubbings

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
Meetings of the Committee shall be held as required to conduct the business of the Committee.	The Committee met on a monthly basis during the reporting period. No meeting was held in January 2010.

Committee Business

Objectives in Constitution	Current Status
a. Work with and assist Hawkesbury City Council staff in the development of local branding for the Macquarie 2010 Celebrations in the City of Hawkesbury;	▪ Branding and Marketing Working Party established. Logos and other marketing collateral developed, distributed and implemented.
b. Work with and assist Hawkesbury City Council staff to co-ordinate market and promote a program of decentralised and outreach community based events across the City of Hawkesbury to celebrate the achievements and legacy of Elizabeth and Lachlan Macquarie.	▪ Programming Working Party established. On-line and printed Hawkesbury Macquarie 2010 Calendar collated and distributed. Calendar marketed in local and regional media and included on state Macquarie 2010 Program.
c. Encourage and assist community groups to develop proposals for events, exhibitions and activities to be held in conjunction with Macquarie 2010 celebrations.	▪ Hawkesbury Macquarie 2010 Program incorporated 70+ individual events, exhibitions and activities developed, sponsored and implemented by various community groups.
d. Assist Council staff to establish criteria for a possible Macquarie 2010 Seed Funding Program to be reported to Council for inclusion as a short-term sponsorship category within Council's Community Sponsorship Program	▪ Criteria developed February 2009. Seed Funding Program established by Council in July 2010. \$25,000 in funding approved by Council in November 2009.
e. Arrange training and support for community groups seeking to stage events in relation to events management, traffic management; grant applications etc.	▪ Workshop held on 30 January 2010 - Attended by 35 participants.
f. Evaluate and assess the outcomes of the Macquarie 2010 Celebrations and the work of the Committee, and report these findings to Council	▪ Scheduled for February 2011.

EXTRAORDINARY MEETING

Meeting Date: 21 September 2010

9. Audit Committee**Membership**

Councillors	Community Members and Others
Councillor Bob Porter	Mr Mike Barry
Councillor Paul Rasmussen	Mr David Gregory
Councillor Leigh Williams (alternate)	Mr Harry Khouri
	Ms Nisha Maheshwari

Meetings Held

Constitution Requirement for Frequency	Dates and Compliance to Number Required
4 times per year	Meetings were held on: 3 March 2010 2 June 2010 18 August 2010 The Audit Committee did not exist for the full year and therefore the fourth meeting was not held.

Committee Business

Objectives in Constitution	Current Status
a. Control Framework	<ul style="list-style-type: none"> ▪ IAB Services was engaged to prepare a high level risk assessment and a three year Draft Strategic Audit Plan for Council. ▪ Three year Strategic Internal Audit Plan commencing from 1 January 2011 adopted by Committee.
b. External Accountability	<ul style="list-style-type: none"> ▪ Annual financial reports finalised in late 2009. First meeting of Committee not held until 3 March 2010, therefore no action taken in this regard by the Committee.
c. Legislative Compliance	<ul style="list-style-type: none"> ▪ Legislative compliance has been identified as an auditable area within the adopted three year Strategic Internal Audit Plan and is expected to be audited in 2012.
d. Internal Audit	<ul style="list-style-type: none"> ▪ A three year Strategic Internal Audit Plan has been adopted commencing from 1 January 2011. ▪ An Internal Auditor position within Council is expected to be filled in the near future. ▪ The Audit Committee reviewed an audit report on Council's Waste Management Facility and will monitor the report's recommendations.
e. External Audit	<ul style="list-style-type: none"> ▪ Council's External Auditor, Mr Dennis Banicevic from PricewaterhouseCoopers attends the Audit Committee meetings.
f. Risk Management	<ul style="list-style-type: none"> ▪ A High Level Risk Assessment for Council has been carried out by IAB Services and has been received and noted by the Audit Committee.

Other Compliance to Constitution Issues

The Audit Committee's Charter requires one of its identified external members to be the Chairperson and Deputy Chairperson. David Gregory was elected Chairperson and Mike Barry was elected Deputy Chairperson of the Audit Committee.

Young People's Involvement

At its Ordinary Meeting held on 21 October, 2008, Council resolved to adopt the eight recommendations contained in the Young People - Community Participation and Civic Leadership Report. The Report was commissioned in response to a request from Council to identify options for supporting youth services and young people to plan and deliver events, programs and activities for young people, and to increase their involvement in Council's policy-making processes. The report was prepared in conjunction with the Hawkesbury Youth Interagency and documented the outcomes of focus groups and interviews held with young people and youth workers. The report highlighted the importance of civic engagement opportunities for young people being purposeful, youth focused and practical and grounded within those activities that young people are already involved using the communication tools which young people are most comfortable.

Three of the eight recommendations in the Report related to the staging and funding of a Youth Summit and providing an opportunity for young people and youth workers to brief Council on the outcomes of the Summit. The inaugural Hawkesbury Youth Summit was held on Tuesday, 24 November 2009. The Summit was attended by 66 young people and youth workers.

The findings of the Youth Summit were reported to Council, and young people were also invited to brief Councillors on the Summit and its recommendations at the Councillor Briefing Session held on 4 May 2010. In considering the Youth Summit findings, Council resolved to treat the report as a submission made by the Youth Summit participants on behalf of the young people of the Hawkesbury and for the recommendations in the report to be considered in conjunction with Council's determination of its draft 2010-2011 Management Plan and Financial Estimates. The recommendations are outlined below;

Recommendation 1 - Given young people expressed their interests in being involved in Council decision making processes if they had a contact person, it is recommended that Council consider funding a youth worker position within Council to act as a channel between young people and Council.

Recommendation 2 - It is recommended that Council liaises with schools to provide a face to face opportunity for young people to meet with or contact Councillors or a relevant Council representative and for representatives to undertake school visits to educate Young People about Council processes.

Recommendation 3 - In considering Young People's concerns about road safety, it is recommended that existing driver education programs provided by Council continue to be provided and enhanced.

Recommendation 4 - It is recommended that Council consider the three preferred methods Young People indicated they wish to use in communicating with Council: Youth Events, Facebook and meetings held for Young People by Council. It is recommended Council maintain the dialogue by providing the resources to implement some or all of these methods.

Recommendation 5 - It is recommended that a Youth Summit be held regularly by Council to continue the dialogue between Council and Young People.

Council subsequently approved funds for the new position of Youth Participation Officer. The position is in the process of being filled. The position will provide Council with the capacity to implement the Youth Summit recommendations. Their implementation will enable Council to directly respond to the ideas of young people for a purposeful, youth focused and practical youth participation program.

In this regard, young people have indicated a preference for participation strategies with which they are comfortable. For many young people, direct involvement or membership on Council Committees is not a preferred option – as evidenced in the absence of nominations from young people to sit on 'adult oriented'

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Council Committees. The findings of the Citizenship Report and the Youth Summit have clearly identified the preference of young people and Council has established the capacity to deliver on the preferences.

Notwithstanding these considerations, a number of Council Committees have identified mechanisms for consulting with young people or involving them in Committee processes. These specific mechanisms are outlined below;

Community Planning Advisory Committee (CPAC) - CPAC have supported youth specific consultation (such as the Hawkesbury Community Strategic Plan youth workshops) and recommended that Council support the recent Youth Summit as an annual event. While the CPAC were keen to have young people represented on the CPAC - this is not the method that young people have identified for engagement.

Hawkesbury Civic and Citizenship Committee - The Hawkesbury Civic and Citizenship Committee administers various awards programs including the Young Citizen of the Season Program. This citizenship award is given to four young people during the year and an annual award winner at the Australia Day Awards Ceremony. Nominations are received for young people under the age of 25. The selection panel who decide the winners every season is made up of the Mayor, the previous year's Young Citizen of the Year winner (which changes annually) and a representative from Hawkesbury Youth Interagency.

Hawkesbury Bicycle and Access Mobility Committee – The Committee has designed and implemented a consultation strategy for the preparation of a Draft Mobility Plan. A component of the strategy involved the distribution of a 'walking and cycling' questionnaire to high schools across the Hawkesbury. Copies of the Draft Plan were also distributed to high schools for comment.

Hawkesbury Macquarie 2010 Committee - The Committee established a Schools Involvement Working party to identify strategies for involving children and young people in the 2010 Celebrations. The Working party co-ordinated a visual arts competition for participating schools.

The operating briefs and terms of reference for Council's other committees - Three Towns (and Agnes Banks) Sewerage Committee; Waste Management Advisory Committee; Heritage Advisory Committee; Audit Committee – do not easily lend themselves to youth participation and involvement. However the appointment of the Youth Participation Officer may identify possible strategies for youth involvement (at some level) in the work of the committees and these strategies can be explored over the next twelve months.

Conformance to Community Strategic Plan

The proposal is consistent with the Shaping Our Future Together Directions statement;

- Have transparent, accountable and respected leadership and an engaged community.

Financial Implications

There are no financial implications applicable to this report.

RECOMMENDATION:

That:

1. The contents of the report and the annual reports of the various Council Committees for the 2009/2010 Mayoral Term as detailed in the report be received.
2. The Three Towns (and Agnes Banks) Sewerage Committee be dissolved as the objectives within the Committee's constitution have been achieved.

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ATTACHMENTS:

There are no supporting documents for this report.

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EXTRAORDINARY MEETING

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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.