



8 September 2015

Dear Councillor,

Your attendance is requested at a Special Council Meeting of the Blayney Shire Council to be held in the Chambers, Blayney Shire Community Centre on Monday, 14 September 2015 at 6.00pm for consideration of the following business:

- (1) Reports of Staff
 - (a) Executive Services

Yours faithfully

Rebecca Ryan
General Manager

INDEX OF REPORTS OF THE BLAYNEY SHIRE COUNCIL MEETING
HELD ON MONDAY 14 SEPTEMBER 2015

EXECUTIVE SERVICES	1
01) Election of Mayor.....	1
02) Election of Deputy Mayor	3
03) Meeting Dates and Times for Ordinary Meetings of Council for the following 12 Months.....	5
04) Meeting Dates and Times for Council Committee Meetings for the following 12 Months.....	7

01) ELECTION OF MAYOR

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.2

Recommendation:

1. That Council accept the nomination(s) for position of Mayor; and
2. That if more than one nomination is received for the position of Mayor, the method of voting is by open means (such as on voices or show of hands).

Reason for Report:

In accordance with the Local Government Act (1993) s225 – 230 and s290 Council must elect a Mayor. This election is required to be held annually in September.

The role of the Mayor is to:

- exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council;
- exercise other functions of the council as the council determines;
- preside at meetings of the council;
- carry out the civic and ceremonial functions of the Mayoral office; and
- undertake the day-to-day oversight of and liaison with the general manager which includes approving leave and managing complaints about the general manager.

In Blayney Shire Council, the person elected to the office of Mayor by the Councillors from among their number and is for a 1 year term subject to the Act.

Report:

As per Schedule 7 of the Local Government Regulations (2005) parts 1-13 the General Manager is the returning officer.

A Councillor may be nominated without notice for election as Mayor. The nomination is to be made in writing by 2 or more Councillors (1 of who may be the nominee) and is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered to or sent to the General Manager however a valid written nomination will be accepted up until the announcement of the nominations for the position.

The General Manager is to announce the names of the nominees at the Council meeting at which the election is to be held for the election of Mayor for forthcoming period.

Councillors have been advised by letter of the election of Mayor.

Issues:

Under Councils Code of Meeting Practice Clause 14.5 Open Voting at Council excepting Elections states:

- (5) Voting at a council meeting, including voting in an election at such meeting, is to be by open means (such as on the voices or by show of hands). However the council may resolve that the voting in any election by councillors for mayor or deputy mayor is by secret ballot. (Regulation 251(5)).

The voting procedure is as determined by the NSW Local Government (General) Regulation (2005) Schedule 7. A copy of which has been provided to Councillors along with a nomination form for completion.

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

02) ELECTION OF DEPUTY MAYOR

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.2

Recommendation:

1. That Council elect a Deputy Mayor for the forthcoming Mayoral term.
2. That Council accept the nomination(s) for position of Deputy Mayor; and
3. That if more than one nomination is received for the position of Deputy Mayor, the method of voting is by open means (such as on voices or show of hands).

Reason for Report:

In accordance with the Local Government Act (1993) s231, Council may elect a Deputy Mayor. This election is required to be held annually in September.

Report:

The Act states 'the Councillors may elect a person from among their number to be the Deputy Mayor' who;

- may be elected for the mayoral term or a shorter term
- 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 the function or if there is a casual vacancy in the office of Mayor.

A Councillor may be nominated without notice for election as Deputy Mayor. The nomination is to be made in writing by 2 or more Councillors (1 of who may be the nominee) and is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered to or sent to the General Manager however a valid written nomination will be accepted up until the announcement of the nominations for the position.

The General Manager is to announce the names of the nominees at the Council meeting at which the election is to be held for the election of Deputy Mayor for forthcoming period.

Councillors have been advised by letter of the election of Deputy Mayor.

Issues:

Under Councils Code of Meeting Practice Clause 14.5 Open Voting at Council excepting Elections states:

- (5) Voting at a council meeting, including voting in an election at such meeting, is to be by open means (such as on the voices or by show of hands). However the council may resolve that the voting in any election by councillors for mayor or deputy mayor is by secret ballot. (Regulation 251(5)).

The voting procedure is as determined by the NSW Local Government (General) Regulation (2005) Schedule 7. A copy of which has been provided to Councillors along with a nomination form for completion.

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil

03) MEETING DATES AND TIMES FOR ORDINARY MEETINGS OF COUNCIL FOR THE FOLLOWING 12 MONTHS

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.2

Recommendation:

That the meeting dates and times for Ordinary Meetings of Council for the next 12 months be adopted as follows;

- Monday 19 October 2015
- Monday 16 November 2015
- Monday 21 December 2015
- Monday 15 February 2016
- Monday 21 March 2016
- Monday 18 April 2016
- Monday 16 May 2016
- Monday 20 June 2016
- Monday 18 July 2016
- Monday 15 August 2016
- Monday 19 September 2016

Reason for Report:

As outlined in the Local Government Act (1993) s365, and Council's Code of Meeting Practice (2015), Council is required to consider and set the meeting dates and times for Ordinary meetings of Council for the forthcoming 12 month period.

Report:

Council has moved the day of the ordinary monthly meeting from the second to the third Monday of the month and the Code of Meeting Practice has been amended to reflect this change. This will ensure the QBRS and other legislated reports will be presented to Council as per the Local Government (General) Regulation (2005), and Local Government Act (1993).

The following dates and times are recommended for Ordinary Meetings of Council over the following 12 month period:

- Monday 19 October 2015
- Monday 16 November 2015
- Monday 21 December 2015
- Monday 15 February 2016
- Monday 21 March 2016

Monday 18 April 2016
Monday 16 May 2016
Monday 20 June 2016
Monday 18 July 2016
Monday 15 August 2016
Monday 19 September 2016

Ordinary Meetings of Council commence at 6.00 pm in the Council Chambers, Blayney Shire Community Centre at 44 Church Street, Blayney.

Issues:

This schedule does not include various Committee meetings, special Council meetings, training, civic functions and other commitments of Councillors.

Budget Implications:

Council meetings are a normal part of the operations of the organisation, and budgeted for in the 2015-2016 Operational Plan. This includes travel reimbursement costs of Councillors and catering for meals.

Enclosures (following report)

Nil

Attachments (separate document)

Nil

04) MEETING DATES AND TIMES FOR COUNCIL COMMITTEE MEETINGS FOR THE FOLLOWING 12 MONTHS

Department: Executive Services

Author: General Manager

CSP Link: 6.3 A well-run Council organisation.

File No: GO.ME.2

Recommendation:

That the meeting dates and times for Council committee meetings for the next 12 months be adopted.

Reason for Report:

As outlined in Council's Code of Meeting Practice, Council is required to consider and set the meeting dates and times for Council committee meetings for the forthcoming 12 month period.

Report:

The following proposed dates are subject to review by and availability of Committee members.

Time	Date	Meeting	Location
6.00pm	Thursday, 12 November 2015	Access Committee Meeting	Community Centre
6.00pm	Thursday, 11 February 2016	Access Committee Meeting	Community Centre
6.00pm	Thursday, 12 May 2016	Access Committee Meeting	Community Centre
6.00pm	Thursday, 11 August 2016	Access Committee Meeting	Community Centre
9.00am	Wednesday, 21 October 2015	Audit Committee Meeting	Community Centre
9.00am	Wednesday, 17 February 2016	Audit Committee Meeting	Community Centre
9.00am	Wednesday, 20 July 2016	Audit Committee Meeting	Community Centre
5.00pm	Thursday, 12 November 2015	Cemetery Forum	Community Centre
5.00pm	Thursday, 11 February 2016	Cemetery Forum	Community Centre
5.00pm	Thursday, 12 May 2016	Cemetery Forum	Community Centre
5.00pm	Thursday, 11 August 2016	Cemetery Forum	Community Centre
5.30pm	Wednesday, 23 March 2016	Financial Assistance Committee Meeting	Community Centre
5.30pm	Wednesday, 21 September 2016	Financial Assistance Committee Meeting	Community Centre

4.00pm	Tuesday, 17 November 2015	Local Emergency Management Meeting	Community Centre
4.00pm	Tuesday, 16 February 2016	Local Emergency Management Meeting	Community Centre
4.00pm	Tuesday, 17 May 2016	Local Emergency Management Meeting	Community Centre
4.00pm	Tuesday, 16 August 2016	Local Emergency Management Meeting	Community Centre
5.30pm	Thursday, 19 November 2015	Sports Council Meeting	Community Centre
5.30pm	Thursday, 18 February 2016	Sports Council Meeting	Community Centre
5.30pm	Thursday, 19 May 2016	Sports Council Meeting	Community Centre
5.30pm	Thursday, 18 August 2016	Sports Council Meeting	Community Centre
5.00 pm	Thursday, 8 October 2015	Economic Development Committee Meeting	Community Centre
5.00 pm	Thursday, 17 March 2016	Economic Development Committee Meeting	Community Centre
5.00 pm	Thursday, 16 June 2016	Economic Development Committee Meeting	Community Centre
5.00 pm	Thursday, 15 September 2016	Economic Development Committee Meeting	Community Centre
6.00 pm	Thursday, 10 December 2015	Towns & Villages Committee Meeting	Community Centre
6.00 pm	Thursday, 17 March 2016	Towns & Villages Committee Meeting	Community Centre
6.00 pm	Thursday, 16 June 2016	Towns & Villages Committee Meeting	Community Centre
6.00 pm	Thursday, 15 September 2016	Towns & Villages Committee Meeting	Community Centre
10.00am	Friday, 16 October 2015	Traffic Committee Meeting	Community Centre
10.00am	Friday, 11 December 2015	Traffic Committee Meeting	Community Centre
10.00am	Friday, 19 February 2016	Traffic Committee Meeting	Community Centre
10.00am	Friday, 15 April 2016	Traffic Committee Meeting	Community Centre
10.00am	Friday, 17 June 2016	Traffic Committee Meeting	Community Centre
10.00am	Friday, 19 August 2016	Traffic Committee Meeting	Community Centre

Issues:

Committee meeting dates are subject to change depending on availability of members or other conflicting events.

Council may wish to consider in 2016, the amalgamation of the Towns & Villages and Economic Development Committees.

Budget Implications:

Nil

Enclosures (following report)

Nil

Attachments (separate document)

Nil