



NEW ENGLAND COUNTY COUNCIL
ABN 35 514 070 354

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18 August 2023

Dear Councillors,

You are requested to attend a Special Meeting of the New England County Council, to be held in the offices of the New England Weeds Authority, 2/129 Rusden Street, Armidale NSW 2350 on,

Tuesday, 19 September 2023 at 1:00 pm

Yours sincerely

A handwritten signature in black ink, appearing to read "Tim Weeks".

Tim Weeks
GENERAL MANAGER

**SPECIAL MEETING OF NEW ENGLAND COUNTY COUNCIL
HELD IN COUNCIL'S OFFICES ON 19 SEPTEMBER 2023**

SPECIAL MEETING AGENDA – ELECTION OF CHAIR

In accordance with the Local Government Act 1993, Council has not elected a Chair at this time, the General Manager shall open the Meeting.

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| 1. | PRESENT | 2 |
| 2. | APOLOGIES | 2 |
| 3. | DECLARATION OF INTEREST | 2 |
| 4. | ELECTION OF CHAIRPERSON | 2 |

Following election, the Chair shall conduct the continuing Special Meeting of Council.

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| 5. | MATTERS OF URGENCY | 4 |
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**SPECIAL MEETING OF NEW ENGLAND COUNTY COUNCIL
HELD IN COUNCIL'S OFFICES ON 19 SEPTEMBER 2023**

1.0 - PRESENT

2.0 - APOLOGIES

3.0 – DECLARATION OF INTEREST

4.0 – ELECTION OF CHAIRPERSON

Recommendation:

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| <p>a) That the General Manager, as Returning Officer, shall call for <i>nominations</i> for the election of Chairperson for the one-year term of office, from September 2023 to 14 September 2024; and</p> <p>b) That the method of voting shall be by open voting (show of hands).</p> |
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Purpose:

This report has been prepared in accordance with the Local Government Act 1993.

Background:

The report deals with the [election of the Chairperson](#). In accordance with amendments to the NSW Local Government Act, the term of office for a Chair, elected by Members, is for a one-year term.

Report:

Council is within its second term of an elected Chair, under the Local Government Act, that sets a term for a member-elected-chair to serve a one-year period. This report and the attachments set out the election process.

The OLG has developed Mayoral Election Procedures (May 2017) to be used when electing a mayor. The method of election of a Chair by Members is to be conducted in accordance with [Schedule 7 of the Regulation](#).

FINANCIAL AND RESOURCE IMPLICATIONS

No financial or resource implications have been identified as this is a requirement under the Local Government Act 1993 as amended.

SPECIAL MEETING OF NEW ENGLAND COUNTY COUNCIL HELD IN COUNCIL'S OFFICES ON 19 SEPTEMBER 2023

LEGAL IMPLICATIONS

In accordance with the NSW Local Government Act and Regulations, nominations for Chair must be in writing, signed by two (2) Councillors and the nominee must consent in writing to their nomination. The nomination and acceptance can be made prior to the meeting.

[A nomination form](#) has been provided via the Members' General Managers, to all nominated Members to allow for their nomination and for the election to be discussed.

RISK IMPLICATIONS

No risks are identified if the process is followed.

STAKEHOLDER CONSULTATION

At NEWA, the Chair is elected by the Members. The Local Government (General) Regulation 2005 requires that when there is no chairperson present at a meeting of a council, the first business of the meeting, *must* be the election of the Mayor (ie: Chairperson) to preside at that meeting.

OPTIONS

There are no options in voting for a Chair other than the method of voting as considered in the recommendation.

CONCLUSION

The position of a Chair is a requirement under the Local Government Act 1993, and the process requires that an election is held every two years. Nominations for Chair have been called for by the General Manager to all Members via their General Managers.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

Timely and accurate reporting provides for efficient management and accountability.

SUPPORTING INFORMATION / ATTACHMENTS

Attachment: [Local Government \(General\) Regulation 2005 – Schedule 7](#)

Following election, the Chair shall conduct the balance of the Special Meeting of Council.

**SPECIAL MEETING OF NEW ENGLAND COUNTY COUNCIL
HELD IN COUNCIL'S OFFICES ON 19 SEPTEMBER 2023**

5.0 MATTERS OF URGENCY

6.0 NEXT MEETING - Tuesday 21 November 2023 at 1:00pm in the NEWA Offices

7.0 SUPPORTING INFORMATION / ATTACHMENTS

- [Local Government \(General\) Regulation 2005 – Schedule 7 \(Clause 394\)](#)
- [Circular 23-09 September 2023 – Mayoral Elections](#)
- [Minutes of Special Meeting held 29-03-2022 – Election of Chair and Deputy Chair](#)

MEETING CLOSURE