LOCAL
GOVERNMENT
NSW

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12 June 2019

Mr Graeme Faulkner
General Manager
Lithgow City Council
PO Box 19
LITHGOW NSW 2790

Dear Mr Faulkner

Local Government NSW Annual Conference: 14-16 October 2019

I am delighted to invite you to attend this year's Local Government NSW (LGNSW) Annual Conference (Conference) from **Monday 14 to Wednesday 16 October at the William Inglis Hotel, 155 Governor Macquarie Drive, Warwick Farm**.

This letter contains important information to help you participate fully in the Conference.

The Annual Conference is the main policy making event for the local government sector. It is your council's opportunity to **submit motions** for consideration and debate by delegates. Motions passed at Conference become Resolutions, which LGNSW takes forward on your behalf, as part of our sector's advocacy agenda.

As 2019 is **a Board election year**, voting for the LGNSW President and Director positions will also take place at this year's Conference.

Information on the Conference is attached, including motions and voting entitlements, to help you plan ahead. We will send regular updates and reminders.

Key Dates:

24 June 2019	Conference motions open
15 July 2019	**Event registration opens** *(note: voting delegates must be registered to attend the Conference and be registered as a nominated voting delegate)*
19 August 2019 12 midnight (AEST)	**Deadline for submitting motions** *(note: the latest date motions can be accepted for inclusion in the Business Paper is 16 September 2019)*
20 September 2019 12 midnight (AEST)	**Deadline for nominating voting delegates**
14 – 16 October 2019	**LGNSW Annual Conference**
15 October 2019	**Conference Dinner**

I look forward to seeing you at Conference.

Yours sincerely

Cr Linda Scott
President

Local Government NSW Annual Conference: 14-16 October 2019

REGISTRATION

All Conference attendees are required to register online to attend the Conference. Registration to attend the Conference opens **Monday 15 July** via the LGNSW website: lgnsw.org.au/events-training/local-government-nsw-annual-conference-2019. Members will be able to take advantage of special 'early bird' rates.

Note: Voting delegates must be registered to attend the Conference **and** be registered as a nominated voting delegate.

VOTING DELEGATES – MOTIONS AND BOARD ELECTION

This year the Conference will involve two types of voting and LGNSW is required to develop two separate rolls of voters:

1. **voting on motions**
   To vote on motions, delegates must be an elected member of a council, county council, the Lord Howe Island Board (LHIB), Norfolk Island Regional Council (NIRC) or Related Local Government Body (RLGB) or an Administrator appointed in accordance with the *Local Government Act 1993*.

2. **voting in the election for Office Bearers and the Board (Board election)**
   To vote in the Board election, delegates must be a Councillor of a council which is an Ordinary member.

Ordinary members need to advise LGNSW of the name(s) of their nominated voting delegate(s) for both types of voting: voting on motions and voting in the Board election.

Associate members need to advise LGNSW of the name(s) of their nominated voting delegate(s) for voting on motions only.

Forms for advising LGNSW of the names of members' nominated voting delegates are available online: lgnsw.org.au/events-training/local-government-nsw-annual-conference-2019.

Members are required to advise LGNSW of the names of their nominated voting delegates (for both types of voting) by **12 midnight (AEST) on Friday, 20 September 2019**. Nominations received after this time/date cannot be accepted, however, a member may, subject to the LGNSW rules, notify LGNSW of a change to the name of an already nominated voting delegate (a substitute delegate) after this time/date (see below).

VOTING ENTITLEMENTS

The formula for calculating members' voting entitlements is prescribed at rule 23 of the LGNSW rules. A copy of the LGNSW (Federal) rules may be found here: fwc.gov.au/registered-organisations/find-registered-organisations/local-government-nsw-lgnsw

The **number of voting delegates** that each member is entitled to send to the Conference for each type of voting is set out in the attached table at **Annexure A**. Column A indicates the number of voters for voting on motions and, where applicable, Column B indicates the number of voters for voting in the Board election.

In accordance with the LGNSW rules, only members that were financial on 1 March 2019 (the 'calculation date') have been allocated voting entitlements. To exercise voting rights, members also need to be financial on 19 August 2019 (the date on which the roll of voters closes).

For further information on voting entitlements and processes, contact Adam Dansie, Senior Manager Industrial Relations: 02 9242 4140.

SUBSTITUTE NOMINATED VOTING DELEGATE/S

Subject to the LGNSW rules, a member may notify LGNSW of a change to the name of an already nominated voting delegate (a substitute delegate) as follows:

Motions: Ordinary members and Associate members may notify a change to the name of a nominated voting delegate for voting on motions under rule 34(b) of the LGNSW rules by giving notice in writing signed by either the Mayor (or Deputy Mayor with the Mayor's written delegated authority) or General Manager (or Acting General Manager with the General Manager's written delegated authority) of the Council, or in the case of the ALC, LHIB, NIRC or a RLGB, by the Chairperson or CEO of that entity, to LGNSW via Benjamin.Niciak@lgnsw.org.au, using the "*Substitute Delegate – Motions*" form available on the Conference page of the LGNSW website.

Board election: Ordinary members may notify a change to the name of a nominated voting delegate in the Board election under rule 34(c) of the LGNSW rules by giving notice in writing signed by either the Mayor (or Deputy Mayor with the Mayor's written delegated authority) or General Manager (or the Acting General Manager with the General Manager's written delegated authority) of the Council to **both** Anthony Carey (AEC Returning Officer) via nswelections@aec.gov.au **and** LGNSW via Ross.Nassif@lgnsw.org.au, by 5:00pm (AEDT) on Monday 14 October 2019, using the "*Substitute Delegate – Board Election*" form available on the Conference page of the LGNSW website.

For further information about substituting voting delegates please contact Ross Nassif, Senior Industrial Officer: 02 9242 4146.

MOTIONS

All members can put forward motions to be considered at the Conference. Members will be invited to submit motions via an online portal on the LGNSW website. The online portal is scheduled to open on **Monday 24 June**. Guidelines on how to submit motions for the Conference: lgnsw.org.au/events-training/local-government-nsw-annual-conference-2019.

Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions. When submitting motions this year, members are encouraged to familiarise themselves with the existing principles and positions of LGNSW on issues of importance to the sector: lgnsw.org.au/policy/policy-platform

DEADLINE FOR SUBMITTING MOTIONS

To allow printing and distribution of the Business Paper before the Conference, members are asked to submit their motions by **12 midnight (AEST) on Monday 19 August 2019**. In line with the LGNSW rules, the latest date motions will be accepted for inclusion in the Conference Business Paper is 12 midnight (AEST) on Monday 16 September 2019.

For further information on submitting motions please contact Elle Brunsdon, Policy Officer on 02 9242 4082 or Elle.Brunsdon@lgnsw.org.au.

BUSINESS PAPERS

The full Conference Business Paper will be available on the LGNSW website and forwarded to members approximately one week prior to the Conference.

ACCOMMODATION AND TRAVEL

Located in the south-west of Sydney, the Conference venue is 30 minutes from Sydney Airport and 50 minutes from the Sydney CBD. The site is accessible by car or bus and is a 15 minute walk from Warwick Farm train station.

We encourage attendees to book accommodation as early as possible. A shuttle service to the Conference venue will be available to delegates booked at hotels listed on our website.

Visit our website for Conference travel and accommodation options: lgnsw.org.au/events-training/local-government-nsw-annual-conference/accommodation-and-travel-0.

PRIVACY STATEMENT

When you register for the conference, LGNSW collects your personal information from you to process your registration.

If you do not provide or we cannot otherwise collect all the information we request or need, we may not be able to register you for the conference.

LGNSW may disclose your personal information to third party conference organisers and third party service providers, who may be located overseas and may store your information overseas.

We may with your consent where required, use your contact details to send you (by telephone, post, email or SMS) marketing communications about our programs, products, services, promotions and events. You can opt out of marketing communications at any time, by particular means or at all, by following the unsubscribe function in the message we send, or by emailing or calling us.

Our privacy policy, which is available at lgnsw.org.au/privacy or by emailing or calling us on the details below, explains more about the types of personal information we usually collect and how we handle your personal information, as well as how you can request access to and correction of personal information we hold about you, how you can complain about our handling of your personal information and how we deal with complaints.

For privacy related enquiries please contact us on 02 9242 4000, at lgnsw@lgnsw.org.au or at GPO Box 7003, Sydney NSW 2001.

Members' voting entitlement at the 2019 Local Government NSW Annual Conference:

Member	Column A: Number of voters for voting on **MOTIONS**	Column B: Number of voters for voting in **BOARD ELECTION**
Albury (R/R)	4	4
Armidale Regional (R/R)	3	3
Ballina (R/R)	3	3
Balranald (R/R)	1	1
Bathurst Regional (R/R)	3	3
Bayside (M/U)	9	9
Bega Valley (R/R)	3	3
Bellingen (R/R)	2	2
Berrigan (R/R)	1	1
Blacktown (M/U)	11	11
Bland (R/R)	1	1
Blayney (R/R)	1	1
Blue Mountains (R/R)	4	4
Bogan (R/R)	1	1
Bourke (R/R)	1	1
Brewarrina (R/R)	1	1
Broken Hill (R/R)	2	2
Burwood (M/U)	3	3
Byron (R/R)	3	3
Cabonne (R/R)	2	2
Camden (M/U)	5	5
Campbelltown (M/U)	9	9
Canada Bay (M/U)	5	5
Canterbury-Bankstown (M/U)	12	11
Carrathool (R/R)	1	1
Castlereagh-Macquarie (R/R)	1	0
Central Coast (R/R)	7	7
Central Darling (R/R)	1	1
Central Murray County (R/R)	1	0
Central Tablelands Water (R/R)	1	0
Cessnock (R/R)	4	4
Clarence Valley (R/R)	4	4
Cobar (R/R)	1	1
Coffs Harbour (R/R)	4	4
Coolamon (R/R)	1	1
Coonamble (R/R)	1	1
Cootamundra-Gundagai Regional (R/R)	2	2

Member	Column A: Number of voters for voting on MOTIONS	Column B: Number of voters for voting in BOARD ELECTION
Cowra (R/R)	2	2
Cumberland (M/U)	10	10
Dubbo Regional (R/R)	4	4
Dungog (R/R)	1	1
Edward River (R/R)	1	1
Fairfield (M/U)	10	9
Federation (R/R)	2	2
Forbes (R/R)	1	1
Georges River (M/U)	9	9
Gilgandra (R/R)	1	1
Glen Innes Severn (R/R)	1	1
Goldenfields Water (R/R)	1	0
Greater Hume (R/R)	2	2
Griffith (R/R)	3	3
Gunnedah (R/R)	2	2
Gwydir (R/R)	1	1
Hawkesbury City (M/U)	5	5
Hawkesbury River County (M/U)	2	0
Hay (R/R)	1	1
Hilltops (R/R)	2	2
Hornsby (M/U)	7	7
Hunters Hill (M/U)	2	2
Inner West (M/U)	9	9
Inverell (R/R)	2	2
Junee (R/R)	1	1
Kempsey (R/R)	3	3
Kiama (R/R)	3	3
Kimbriki Environmental Enterprises Pty Ltd (M/U)	1	0
Ku-ring-gai (M/U)	7	6
Kyogle (R/R)	1	1
Lachlan (R/R)	1	1
Lake Macquarie (R/R)	7	7
Lane Cove (M/U)	3	3
Leeton (R/R)	2	2
Lismore (R/R)	3	3
Lithgow (R/R)	3	3
Liverpool (M/U)	10	9
Liverpool Plains (R/R)	1	1
Lockhart (R/R)	1	1
Lord Howe Island Board (R/R)	1	0
Maitland (R/R)	4	4
Mid-Coast (R/R)	4	4

Member	Column A: Number of voters for voting on MOTIONS	Column B: Number of voters for voting in BOARD ELECTION
Mid-Western Regional (R/R)	3	3
Moree Plains (R/R)	2	2
Mosman (M/U)	3	3
Murray River (R/R)	2	2
Murrumbidgee (R/R)	1	1
Muswellbrook (R/R)	2	2
Nambucca (R/R)	2	2
Narrabri (R/R)	2	2
Narrandera (R/R)	1	1
Narromine (R/R)	1	1
Newcastle (R/R)	7	7
New England Tablelands County (R/R)	1	0
Norfolk Island Regional Council (R/R)	1	0
North Sydney (M/U)	5	5
Northern Beaches (M/U)	10	10
Oberon (R/R)	1	1
Orange (R/R)	3	3
Parkes (R/R)	2	2
Parramatta, City of (M/U)	10	10
Penrith (M/U)	10	9
Port Macquarie-Hastings (R/R)	4	4
Port Stephens (R/R)	4	4
Queanbeyan-Palerang Regional (R/R)	4	4
Randwick (M/U)	9	9
Richmond Valley (R/R)	3	3
Riverina Water County (R/R)	1	0
Rous County (R/R)	1	0
Ryde (M/U)	7	6
Shellharbour (R/R)	4	4
Shoalhaven (R/R)	5	5
Singleton (R/R)	3	3
Snowy Monaro Regional (R/R)	3	3
Snowy Valleys (R/R)	2	2
Strathfield (M/U)	4	4
Sutherland Shire (M/U)	10	10
Sydney, City of (M/U)	10	10
Tamworth Regional (R/R)	4	4
Temora (R/R)	1	1
Tenterfield (R/R)	1	1
The Hills Shire (M/U)	9	9
Tweed (R/R)	4	4
Upper Hunter (R/R)	2	2

Member	Column A: Number of voters for voting on MOTIONS	Column B: Number of voters for voting in BOARD ELECTION
Upper Lachlan (R/R)	1	1
Upper Macquarie County (R/R)	1	0
Uralla (R/R)	1	1
Wagga Wagga (R/R)	4	4
Walcha (R/R)	1	1
Walgett (R/R)	1	1
Warren (R/R)	1	1
Warrumbungle (R/R)	1	1
Waverley (M/U)	5	5
Weddin (R/R)	1	1
Wentworth (R/R)	1	1
Western Sydney Regional Organisation of Councils (M/U)	1	0
Willoughby (M/U)	5	5
Wingecarribee (R/R)	3	3
Wollondilly (R/R)	4	4
Wollongong (R/R)	7	7
Woollahra (M/U)	5	5
Yass Valley (R/R)	2	2
LGNSW Board (M/U)	10	10
LGNSW Board (R/R)	9	9
TOTAL:	484	464