

Local Government
Association of NSW



**“Inspiration in the Silver City”
Broken Hill**

25 - 29 October 2008

Information for Councils

- Submission of motions • Voting delegate entitlements
 - Year 2010 conference venue
 - Conference and social programs • Elections
- Supply of printed material • Outstanding Service awards

Local Government Association of NSW

GPO Box 7003

Sydney NSW 2001

tel: (02) 9242 4000

fax: (02) 9242 4111

website: <http://www.lgsa.org.au/>

1. Registration

Bradley Hayden will be handling arrangements for delegates, observers and partners attending this year's annual conference in relation to:

- registration for business sessions
- registration for social functions and partners' tours.

All registration payments are to be made direct to Countrywide Conference & Event Management. Contact Bradley Hayden on 02 6023 6300 or lga2008@ccem.com.au.

2. Accommodation

All hotel bookings are being managed by Broken Hill Visitor Information Centre. If you have not yet confirmed your accommodation booking please contact them on (08) 8080 3560 or tourist@brokenhill.nsw.gov.au and mention that you are attending the LGA 2008 Conference.

3. Voting – Delegates & Nominations to Host the 2010 Conference

The Local Government Association should be contacted in relation to:

- voting delegate entitlements
- nominations to host the 2010 annual conference

The contact at the LGA is Peter Coulton on (02) 9242 4030 or peter.coulton@lgsa.org.au.

4. Additional Conference Printed Material

For additional conference material please contact Karen Rolls on (02) 9242 4050 or karen.rolls@lgsa.org.au.

5. Submitting Motions

Motions must be received by 5.00pm on Monday 11 August 2008 to enable us to meet business paper production deadlines. Please note all motions submitted must be adopted by council before submission to the Association.

Motions should seek to alter existing policy, through the addition or deletion of elements, or to introduce new policy. To guide this process, the Association's current policy statements (resulting from the 2007 conference business paper) are available on the LGSA website at www.lgsa.org.au/LGAConference. Policy statements will not be discussed during the course of debate, except by way of motions which propose specific amendments.

Motions seeking to vary existing policy or to address new or emerging policy issues will be classified as Category One and scheduled for debate at the conference.

Motions reaffirming existing policy, or calling for actions to be taken within existing policy, will be classified as Category Two. Motions in Category Two will be included in the Business Paper and may be individually brought forward to be debated with the agreement of the conference. Otherwise, they will be referred to the Executive of the Association for consideration. Where appropriate, some may be actioned prior to

conference.

Motions should be emailed directly to the Local Government Association as a Word attachment to lgaconference@lgsa.org.au. Please set up your email system to give a confirmation receipt when sending the email so you can be sure the motions have been received by the Association. For inquiries regarding submission of motions please contact Karen Rolls on (02) 9242 4050.

Motions should be submitted in:

From: (Name of council)

Subject:

Motion text: That the Local Government Association ...

.....
.....
.....

Note from Council: explaining the reason for submitting the motion and how it alters or adds to existing policy. Please summarise due to limited space in business paper.

Details supporting the case:

This should be on a separate page and give reasons for raising the issue. It will be used by the Association to progress the matter once the conference has dealt with it.

6. Late Motions

Any motions received after 11 August will be considered late motions. Late Motions received up until COB 13 October 2008 will be included in a special edition of the Weekly to be published 17 October 2008. Late motions will be dealt with at the conference after all other business has been concluded. Late motions will NOT be accepted at the conference; however the President or Office Bearers shall have the right at any time to introduce any matter considered emergent to be put before the conference.

7. Voting Delegate Entitlements

Councils are entitled to nominate voting delegates on a population basis.

The current constitution of the Association provides for voting delegates to conference according to the following clause:

"13. (a) The Annual Conference shall consist of the Executive Committee of the Association and delegates from each council appointed in accordance with the scale as under, such delegates to be sitting members of a constituent council. Each member of the Executive Committee of the Association and each delegate from a council which is an ordinary member shall have one vote.

Group No.	Population	Delegates
(1)	Less than 10,000	1
(2)	10,000 - 20,000	2
(3)	20,000 - 50,000	3
(4)	50,000 - 100,000	4
(5)	100,000 - 150,000	5
(6)	Over 150,000	7

(7)	County councils and Associate Members	2
(8)	Aboriginal Land Councils	27

Note that member councils currently under administration may have one vote only. Administrators are recognised under the constitution as delegates.

The population numbers are determined by the Association using the Australian Bureau of Statistics publication 3218.0 (latest figures 2005–06). Councils unsure of their allowed delegate numbers should call Peter Coulton, Director Corporate Services.

Please forward to the LGA the details of your council's delegates no later than Monday 13 October 2008. Delegate voting cards will be issued to all eligible voting delegates only at the conference on registration.

8. Changing Voting Delegates

All changes to the names of voting delegates both before and during the conference must be made in writing by either the Mayor or General Manager. This ensures that voting lists are up to date and avoids the embarrassment of disputes about who may or may not vote.

Where changes are made to delegates before the conference new voting cards will be available for collection from the LGA desk at the conference on Monday 27 October. Original voting delegate cards are to be returned to the LGA desk at the conference when collecting replacement cards.

Changes of delegates during the conference should be reported to the LGA office. Our staff will help you with the procedures.

9. 2010 Conference Host Venue

Nominations for the 2010 annual conference venue will be called for in the Local Government Weekly shortly.

10. Draft Conference Program

Following is the draft program. It will be finalised when all invited speakers are confirmed. The conference venue will be Broken Hill Entertainment Centre.

Draft conference program (as at 30 June)

Delegates' Program

Saturday 25 October

12.00pm – 5.00pm	Registration opens at Entertainment Centre
2.00pm – 4.00pm	Forum: Entertainment Centre
	Local Government Forum: – Constitutional Recognition of Local Government – Mr Adrian Beresford-Wylie, Australian Local Government Association

Sunday 26 October

9.00am – 5.30pm	Registration opens at Entertainment Centre
2.00pm- 3.00pm	Church Service – Wesley Uniting Church
3.00pm – 4.00pm	Afternoon tea, trade display marquee, Entertainment Centre
4.00pm – 5.30pm	Official Opening Ceremony, Entertainment Centre

Mayoral procession
 National Anthem
 Indigenous welcome
 Welcome from Administrator, Mr Ken Boyle
 Welcome address by Cr Genia McCaffery, President LGA
 Presentation of Outstanding Service Awards
 5.30pm – 7.00pm President's Welcome Reception, Trades Hall

Monday 27 October

8.30am [Ballot for the election of President opens](#)
 9.00am Conference Opening of Business Session
 Hon Paul Lynch MP, Minister for Local Government
 9.30am Hon Kristina Keneally MP, Minister for Ageing and Disability (invited)
 10.00am Keynote: Ms Tanya Ha, The Business Sector and 'Natural Capitalism'
 10.30am Adoption of Standing Orders
 Presentation and Adoption of Treasurer's Report
 (Morning tea concurrent)
 Consideration of Motions
[Ballot for the election of President closes](#)
 11.00am Liberal Leader Mr Barry O'Farrell (invited)
[Ballot for the election of Treasurer opens](#)
 11.30am *Case Study: Ms Monica Barone, CEO, City Strategy on City of Sydney'
 Sustainable Sydney 2030' project
 12.00am Consideration of Motions
 12.30pm Lunch
 1.00pm [Ballot for the election of Treasurer closes](#)
 1.30pm [Ballot for the election of Vice Presidents opens](#)
 *Case Study: Ms Lorna Bussell, Divisional Manager, Bondi Junction, Waverley
 Council, Public Works and Services
 1.45pm *Case Study: Cr Reg Kidd, Orange City Council, The Environmental Learning
 Facility (ELF)
 2.00pm Consideration of Motions
 3.00pm (Afternoon tea concurrent)
 3.30pm [Ballot for the election of Vice Presidents closes](#)
 LGA Conference Host Contenders for 2010:
 4.00pm Conference adjourns for Happy Hour in trade exhibition
 5.00pm Happy Hour concludes
 8.30pm Social Night – Club WSN Priscilla Night

Tuesday 28 October

8.30am [Ballot to host 2010 LGA Conference opens](#)
[Ballot for election of Executive Committee opens](#)
 9.00am Mr Ken Kanofski, WSN, Reduction of Greenhouse Gas from Waste/climate change
 9.30am *Case Study: Mr Frank Zaknich, General Manager, Broken Hill City Council
 'Managing and Sustaining Infrastructure'.
 10.00am Commissioner Jerrold Cripps, Commissioner ICAC (invited)
 10.30am [Ballot Election of Executive Committee and 2010 Conference Host closes](#)
 (Morning Tea concurrent)
 11.00am Consideration of motions
 12.30pm Lunch

1.30pm	Mr Rod Geer, Managing Director, StateCover,
1.45pm	*Case Study: Mr Nick Tobin, General Manager, Willoughby City Council, 'Clever Solutions for Key Community Infrastructure'.
2.00pm	Consideration of motions
4.00pm	Conference adjourns for Country Energy Mad Max drinks in trade display Draw Prizes from trade display
4.30pm	Happy Hour concludes
7.00pm	Gala dinner Silverton sponsored by Country Energy

Wednesday 29 October

9.00am	Opening of Business Session Tamworth 2009 presentation
9.15am	Consideration of motions
10.30am	(Morning Tea concurrent)
12noon	Drawing of prizes. Submission of conference evaluation forms closed.
12.15pm	Closing ceremony

11. Social Program

Full details of the social program and partners program will be described in registration material distributed by the Local Government Association of NSW.

12. Printed Material for the Conference

The Business Paper will be available online for comment approximately six weeks before conference and a printed copy will be distributed to registered participants for business sessions approximately one month before the conference. The Record of Decisions will be available for download one month from the conclusion of the conference. Additional copies of material can be ordered by faxing in the form on Page 7. The information will be on the website www.lgsa.org.au in due course.

13. Outstanding Service Awards

Outstanding Service Awards will be presented at the Official Opening Ceremony to those who have given outstanding service to Local Government. To enable the processing of awards, councils are asked to advise the Association whether or not nominees for the award will be attending the conference. The deadline for applications for awards to be presented at LGA Conference in Broken Hill is Monday 8 September 2008. A letter confirming the presentation will be sent to your General Manager, if you do not receive confirmation by 3 October 2008 please contact Karen Rolls on (02) 9242 4050. The eligibility criteria for the awards are that intended recipients must have completed a cumulative total of at least 20 years service in Local Government in NSW as an elected person. For those who continue to serve, and at retirement have completed 25 or more years a bar to be affixed to the original medal is available (at no additional cost) with the total number of years served inscribed upon it.

The Outstanding Service Award set comprises four pieces (medal for men or bow for women, miniature, lapel badge and citation A5 in size) featuring the Association's coat of arms and is finished in 24ct gold and presented in a gold embossed presentation case. On the reverse side of the medal will be inscribed the recipient's name and the year the award was presented. The nomination form is to be found on Page 8.

Local Government Association of NSW

Conference materials order form

Council:

Contact Officer:

Pre-conference package

This package includes Business Paper.

No. of additional packages required:

NB. RECORD OF DECISIONS IS AVAILABLE FOR DOWNLOAD FROM OUR WEBSITE.

Please complete and return this form to:

Attn: Karen Rolls
Local Government Association of NSW
GPO Box 7003 Sydney NSW 2001
Fax: (02) 9242 4111
Email: karen.rolls@lgsa.org.au



Order Form for Outstanding Service Award

Outstanding Service Award \$330 (GST inclusive)

Male

Female (please tick)

(Please use one form for each elected member requiring a certificate of service or long service award)

1. NAME: (surname and given name or initials)

Surname Given Name Post Nominals (AM/OAM)

2. TOTAL YEARS OF SERVICE (must be 20 years plus, to nearest full year) _____

3. NAME OF COUNCIL AND DATES OF SERVICE IN FULL: (If council name has changed during service period, include this and service with that council as well. If service has been broken include this - e.g. 1990-1992: 1994-1996)

4. PERIODS OF SERVICE AS MAYOR, DEPUTY MAYOR, PRESIDENT, DEPUTY PRESIDENT, ETC. (If service has been broken include this - e.g. 1990-1992: 1994-1996). Designate each role separately.

5. PERIODS OF SERVICE AS CHAIRMAN OR DELEGATE TO A COUNTY COUNCIL OR MEMBER OF THE ASSOCIATION'S EXECUTIVE. Due to lack of space on the certificate we cannot list membership of committees or other outside organisations.

Signed: _____ Date: _____
 General Manager

Note: Signature of this form by the general manager indicates that the information is correct and has (wherever possible) been checked with the recipient of the certificate. Send to: Karen Rolls, GPO Box 7003 Sydney NSW 2001 or via facsimile: 02 9242 4111. **Please contact Karen Rolls on ph (02) 9242 4050 or events@lgsa.org.au to ensure this form has been received by the Associations.**