

Draft Response Submission – Towards New Local Government Legislation – Explanatory Paper: Proposed *Phase 1* amendments

This document outlines the proposed amendments and background to amendments as outlined in the Explanatory Paper together the suggested response and comment (if applicable) for each recommendation.

1. Guiding principles for the Act and local government

1.1 Purposes of the Local Government Act Purposes of the Local Government Act

Proposed Amendment

The purposes of the *Local Government Act 1993* should be:

- to establish a legal framework for the NSW system of local government, in accordance with section 51 of the *Constitution Act 1902* (NSW);
- to describe the nature and extent of the responsibilities and powers of local government; and to create a system of local government that is democratically elected, engages with and is accountable to the community, is sustainable, flexible, effective and maximises value for money

Background

The current purposes of the Act will be updated and streamlined by the proposal.

Current Provision/s

Section 7

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

1.2 Role of local government

Proposed Amendment

The council charter in section 8 should be replaced by provisions that:

- describe the role of local government; and
- establish guiding principles for local government.

The role of local government should be to enable local communities to be healthy and prosperous by:

- providing strong and effective elected representation, leadership, planning and decision making;
- working cooperatively with other bodies, including other levels of government, to pursue better community outcomes;
- effective stewardship of lands and other assets to affordably meet current and future needs;
- endeavouring to provide the best possible value for money for residents and ratepayers;
- strategically planning for and securing effective and efficient services, including regulatory services, to meet the diverse needs of members of local communities; and
- following the guiding principles of local government.

Background

The Taskforce's proposed role of local government was similar but has been modified in this proposal to:

- more closely reflect the vision for Local Government in NSW agreed to at Destination 2036, including a focus on achieving outcomes and working together within and outside local government;
- adopt clear and simple language and remove duplication;
- reflect the role of councils in enabling outcomes and shaping its local government area through external relationships; and
- focus on the context in which councils operate, rather than prescribe outcomes.

Current Provision/s

Section 8

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: While Council agrees with the recommendation, the aspiration of 'affordably meeting current future needs' is difficult to achieve in practice as local government is often the recipient of cost imposts which are imposed without required notice to include in long term planning
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

1.3 The guiding principles of local government

Proposed Amendment

The council charter in section 8 should be replaced by provisions that:

- describe the role of local government; and
- establish guiding principles for local government.

The new guiding principles to be observed in local government should enable councils to:

- actively engage local communities, including through integrated planning & reporting;
- be transparent and accountable;
- recognise diverse needs and interests;
- have regard to social justice principles;
- have regard to the long term and cumulative effects of its actions on future generations;
- foster ecologically sustainable development;
- effectively manage risk;
- have regard to long term sustainability;
- work with others to secure services that are appropriate to meet local needs;
- foster continuous improvement and innovation;
- act fairly, ethically and without bias in the public interest; and
- endeavour to involve and support its staff.

Background

The Taskforce's proposed role of local government was similar but has been modified in this proposal to:

- more closely reflect the vision for Local Government in NSW agreed to at Destination 2036, including a focus on achieving outcomes and working together within and outside local government;
- adopt clear and simple language and remove duplication;
- reflect the role of councils in enabling outcomes and shaping its local government area through external relationships; and
- focus on the context in which councils operate, rather than prescribe outcomes

Current Provision/s

Section 8

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: While Council agrees with the inclusion of guiding principles, it considers the proposed wording to be deficient in addressing the need for Councils to enhance and protect the Environment.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

2. Structural framework of local government

2.1 The role of the governing body

Proposed Amendment

It is proposed to replace the current prescribed role of the governing body under section 223 which is focussed only on the board-like function of the body. The governing body is the elected representatives of the council (the councillors).

It is proposed to use the Panel's more expansive list as a basis for describing the functions of the governing body:

- to provide effective civic leadership to the community;
- to consult regularly with community organisations and other key stakeholders and keep them informed of council's activities and decisions;

Proposed Amendment

- to direct and control the affairs of the council in consultation with the general manager and in accordance with the Act;
- to ensure as far as possible the financial sustainability of the council;
- to determine and adopt the community strategic plan, delivery program and other strategic plans and policies;
- to determine and adopt a rating and revenue policy and operational plans that ensure the optimum allocation of the council's resources to implement the community strategic plan and for the benefit of the area;
- to make decisions in accordance with those plans and policies;
- to make decisions necessary for the proper exercise of the council's regulatory functions;
- to keep under review the performance of the council and its delivery of services;
- to determine the process for appointment of the general manager and monitor his/her performance; and
- to ensure that the council acts honestly, efficiently and appropriately in carrying out its statutory responsibilities.

Background

The proposed amendments are intended to:

- provide greater clarity to the roles of councillors by describing their collective role as members of the governing body, as distinct from their individual role as elected representatives; and
- embed strategic principles and practices within the prescribed role of the governing body

Current Provision/s

Section 223

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: While Council agrees with amendment to the functions of the governing body: it considers the proposed use of the term 'ensure' to be inappropriate and consideration should be given to moderating the working of the function of Councillors to " <i>direct and control the affairs of the Council</i> " as this may confuse the understanding that the role of Councillors is strategic rather than operational.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

2.2 The number of councillors**Proposed Amendment**

Section 224 prescribes the numbers of councillors a council may have (between 5 and 15) and the manner in which that number is to be determined.

It is proposed to amend section 224 to require that councils must have an odd number of councillors and mayor.

Background

The proposed amendment would give effect to the Government's response to the Panel's recommendation that councils comprise an odd number of councillors. This change will reduce the risk of the mayoralty being determined by lot and decisions being made on the casting vote of the mayor.

Current Provision/s

Section 224 and 224A

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment: Given Councillors may be absent from meetings and therefore an odd number of Councillors will not always be achieved; it is not considered that the amendment will achieve any change with exception to voting for the Election of the Mayor.
<input type="checkbox"/> Disagree	
<input checked="" type="checkbox"/> Neutral	

2.3 Rural councils

Proposed Amendment

It is proposed to allow for small rural councils to apply to the Minister for Local Government for one-off approval to:

- reduce councillor numbers and abolish wards without the need for a constitutional referendum;
- omit the current restriction that prevents councils from making an application for a decrease in the number of councillors that would result in the number of councillors for each ward being fewer than 3; and
- reduce the number of council meetings to be held in a year to below the minimum of 10 currently required under section 365.

Background

The Panel recommended that consideration be given to supporting the streamlining of some small rural councils' governance arrangements to allow efficiencies and savings. These councils are in rural-remote areas with small populations. It is proposed to provide a one-off voluntary process to allow the Minister to approve small rural council proposals to abolish wards, change councillor numbers and allow numbers of meetings that are less than the thresholds set out in the Act where proposed by some small rural councils in their Fit for the Future submissions.

This proposal is intended to facilitate a flexible response to the needs and circumstances of different regions.

Current Provision/s

Sections 224A and 365

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input checked="" type="checkbox"/> Neutral	

3. The governing body of councils

3.1 The role of the mayor

Proposed Amendment

It is proposed to describe the role of the mayor differently.

The mayor should have all the prescribed responsibilities of a councillor in addition to the following additional responsibilities:

- to be the leader of the council and the community of the local government area, and advance community cohesion;
- to promote civic awareness and, in conjunction with the general manager, ensure adequate opportunities and mechanisms for engagement between the council and the local community;
- to be the principal member and spokesperson of the governing body and to preside at its meetings;
- to ensure that the business of meetings of the governing body is conducted efficiently, effectively and properly in accordance with provisions of the Act;
- to lead the councillors in the exercise of their responsibilities and in ensuring good governance;
- to ensure the timely development of the governing body's strategic plans and policies, and to promote their effective and consistent implementation, including by promoting partnerships between the council and key stakeholders;
- to exercise, in cases of necessity, the policy-making functions of the governing body between meetings of the council;
- to represent the governing body on regional organisations and in inter-government forums at regional, State and federal levels;
- to advise, manage and provide strategic direction to the general manager in accordance with the council's strategic plans and policies;
- to lead performance appraisals of the general manager;
- to carry out the civic and ceremonial functions of the mayoral office; and

Proposed Amendment

- to exercise such other functions as the governing body determines.

Background

Some aspects of the prescribed role of the mayor recommended by the Panel have not been included in this proposal as a result of previous stakeholder consultation

Current Provision/s

Section 226

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: While Council agrees with amendment to the role of the Mayor it considers that more definition will be required in relation to the point “ <i>in cases of necessity, the policy making functions of the governing body between meetings of council</i> ”. Council considers that there should be more information as to what amounts to ‘ <i>necessity</i> ’ and further direction as to what ‘ <i>policy making</i> ’ functions can be amended in this regard. Again as in previous recommendations Council does not agree with the use of the word ‘ <i>ensure</i> ’.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.2 The mayor’s term of office**Proposed Amendment**

The current length of term for a mayor is either:

- one year for mayors elected by councillors; or
- four years for mayors popularly elected by the electors.

This would be changed so that mayors elected by councillors are to hold office for a minimum of two years, as recommended by the Panel, with the option of electing a person to the office for the whole four year term.

Also in accordance with the Panel’s recommendation, and the Government’s response, it proposed that it be compulsory for councillors to vote in a mayoral election.

Section 230 will also be amended to clarify that the office of mayor becomes vacant upon the person holding the office ceasing to hold civic office or on the occurrence of a casual vacancy.

Background

The proposed amendments will

- enhance political leadership and stable governance of council to give effect to the Government’s commitment to extend the term of mayors elected by councillors to a minimum of two years, as well as make voting in mayoral elections compulsory; and
- address an existing ambiguity in the Act that has allowed some Mayors to purport to exercise the role of mayor after they cease to hold office as a councillor after an election.

Although the Panel and Taskforce did not describe a four year mayoral term option – just proposing a *minimum* of two years – this extension is being explored as a way to further support stable local government. Compulsory voting by councillors for a mayoral election (as recommended by the Panel) may also address community concern that too many mayors are chosen by pulling lots out of a hat. However, it is important that a positive statutory obligation to vote does not undermine the democratic process (such as by excluding a person who has a genuine reason for being absent) or be too easy to avoid for reasons that are not bona fide. To meet those policy ends, the Act could provide:

- councillors may cast a vote in a mayoral election by proxy;
- councillors may cast a vote by telephone, video-conference, or electronic means;
- if a councillor is absent from the meeting at the time of the vote so that the number of remaining councillors voting is even-numbered, and has not cast a vote by proxy or electronic means, then another councillor must be excluded from voting by way of a ‘draw from a hat’; and
- a regulation-making power in relation to process of electing mayors by councillors

Current Provision/s

Section 230

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
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<input type="checkbox"/> Disagree	While Council agrees with the proposed amendment to the mayoral term, and in particular in relation to a two- year term of a mayor elected by councillors, further clarification is required in relation to the statements “with the option of electing a person to the office for the whole four year term” and how “Compulsory voting by councillors for a mayoral election” would be achieved.
<input type="checkbox"/> Neutral	

3.3 The role of councillors

Proposed Amendment

It is proposed to recast section 232 so that it focuses on individual responsibilities of councillors, rather than their responsibilities as members of the governing body of a council. The role and responsibilities of an individual councillor, (including the mayor), should be:

- to be an active and contributing member of the governing body;
- to make considered and well informed decisions;
- to represent the collective interests of residents, ratepayers and the wider community of the local government area;
- to facilitate communication between the community and the governing body;
- to be accountable to the community for the local government's performance; and
- to uphold and represent accurately the policies and decisions of the governing body

Background

Section 232 currently sets out a “dual role” for councillors as members of the governing body and as elected representatives and has been a source of confusion.

The proposed amendments are intended to provide greater clarity for councillors and communities by prescribing councillors individual roles as elected representatives separately from their collective roles as members of the governing body, as recommended by the Panel

Current Provision/s

Section 232

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.4 Councillors' term of office

Proposed Amendment

Section 234 prescribes the circumstances in which a civic office becomes vacant. Section 234 will be amended to clarify that a vacancy will occur in the civic office of a councillor where they are elected to another civic office in the council, (ie the office of a popularly elected Mayor) something that is currently not clear

Background

Not provided

Current Provision/s

Sections 233 and 234

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.5 Oath or affirmation of office

Proposed Amendment

It is proposed to require all councillors, including the Mayor to take an oath or affirmation of office in the prescribed form before commencing duties.

- The oath or affirmation of office is to be taken within 1 month of election to office and councillors are not to undertake their duties until they do so. Where a councillor fails to take an oath or affirmation, his or her office will be declared vacant.

Background

An oath or affirmation of office operates as a mechanism for inducting councillors into their role and reinforcing the serious nature of the role and the chief responsibilities and duties the role entails. Both Victoria and Queensland require their councillors to take an oath of office. It is proposed that the NSW law should operate in a similar way to Victoria and Queensland

Current Provision/s

None

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment: Council has reservations as to what this will achieve.
<input type="checkbox"/> Disagree	
<input checked="" type="checkbox"/> Neutral	

3.6 Councillors' expenses and facilities

Proposed Amendment

Sections 252 to 254 relate to the payment of expenses and provision of facilities to councillors and the adoption of policies governing this. It is proposed to amend sections 252 and 253 to:

- replace the requirement under section 252 for councils to annually adopt an expenses and facilities policy with one simply requiring councils to adopt a policy within the first 12 months of their terms; and
- remove the requirement under section 253 for councils to provide the Office of Local Government annually with a copy of their adopted policies and an assessment of public submissions made in relation to their adoption.

Background

The proposed amendments are designed to reduce the compliance burden on councils of being required to annually exhibit, consult and adopt their councillor expenses and facilities policies even where no change is made to them and to provide copies to the Office of Local Government. It is also noted that open access obligations apply now to councils under the *Government Information (Public Access) Act 2009*

Current Provision/s

Sections 235 – 254A and Schedule 1

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.7 Mayor/councillor professional development

Proposed Amendment

New provisions are proposed to require the following:

- Councils are to develop an induction program for newly elected and returning councillors and a specialist supplementary program for the mayor to assist them in the performance of their functions. The induction program is to be available for delivery within 4 months of the election.
- Each year, councils are to develop an ongoing professional development program for the mayor and each councillor to assist them in the performance of their functions to be delivered over the coming year.
- In determining the content of the induction and ongoing professional development programs, the council is to have regard to the specific needs of each individual councillor (including the mayor) and of the

Proposed Amendment

governing body as a whole and the requirements of any guidelines issued by the Office of Local Government.

- The content of the induction and ongoing professional development program is to be determined in consultation with the mayor, the council as a whole and individually with each of the councillors.

Councils are to include details of the content of the induction and ongoing professional development offered to the mayor and each councillor and whether or not they participated in the training or development offered in the council's annual report

Background

Some aspects of the Panel recommendation have not been included in this proposal as a result of previous stakeholder consultation. The proposed approach has the following benefits:

- it places a responsibility on all councils to offer an induction and ongoing professional development programs to their councillors;
- it allows councils the freedom to determine the content of those programs based on local and individual needs at the same time as allowing the Office of Local Government to have input into content through guidelines; and
- it places responsibility for participation on councillors and makes them accountable to the community that elected them for any failure to do so.

Current Provision/s

None

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment: The proposed amendments would be very onerous in requiring the development of an annual professional development program for each Councillor. A general program for all Councillors would be more workable. Should it be determined that individual plans are implemented, they would be worthless without supplementary support from the Office of Local Government relating to required skills for the role of Councillor and a centralised skills assessment process to identify training needs.
<input checked="" type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.8 Role and functions of administrators

Proposed Amendment

Several provisions of the Act provide that the administrator is to exercise the functions of the council without articulating what the nature of their role is within a council.

It is proposed to address this ambiguity and align the role of the administrator with the proposed prescribed role of the mayor and councillors by amending these sections to provide that:

- Where a sole administrator is appointed to a council, they are to exercise the role and responsibilities of the mayor and a councillor as prescribed under the Act.
- Where more than one administrator is appointed, all administrators are to exercise the role and responsibilities of councillors as prescribed under the Act and one, as specified by the relevant instrument of appointment, is to exercise the role and responsibilities of the mayor as prescribed under the Act in addition to those of a councillor.

Background

The proposed amendments are designed to address an existing ambiguity in the legislation that has been unhelpful in councils under administration. Providing greater clarity in relation to the roles of administrators aligns with the new descriptions that are being proposed for mayors and councillors

Current Provision/s

Sections 255-259, 438I, 438M and 438Y

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.9 Financial controllers

Proposed Amendment

A financial controller is responsible for implementing financial controls and related duties. Where a financial controller is appointed, a council may only make payments that are authorised or countersigned by the financial controller.

It is proposed to allow the Minister for Local Government to appoint a financial controller to a council that is performing poorly with respect to its financial responsibilities and/or is at high financial sustainability risk, in conjunction with issuing a performance improvement order.

A financial controller would only be appointed through the existing performance improvement order process after information is gathered or an investigation undertaken that shows the council is not performing, a notice of the proposed remedial action has been issued to a council and the Minister has considered the council's submissions with respect to the notice

Background

The Minister has an existing power to issue a performance improvement order against poorly performing councils to compel them to take steps to improve their performance. Before issuing a performance improvement order, the Minister must first give the council notice of his intention to do so and consider submissions by the council.

As part of the exercise of these powers, the Minister may appoint a temporary adviser to the council. If a temporary adviser is appointed, the council, councillors and members of the staff of the council are required to co-operate with the temporary adviser and to provide any information or assistance the temporary adviser reasonably requires to exercise his or her functions.

It is proposed to complement these powers with a new power for the Minister to appoint a financial controller to a council. These powers will be modelled on those that exist in Queensland

Current Provision/s

None

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.10 Meetings

Proposed Amendment

In relation to conduct of meetings, amendments consistent with the following are proposed :

- provide that the Regulation may prescribe a Model Code of Meeting Practice (a Model Meeting Code);
- provide that the Model Meeting Code may include mandated and non-mandatory "best practice" provisions;
- require councils to adopt a Code of Meeting Practice (an adopted meeting code) that at a minimum incorporates the mandated provisions of the Model Meeting Code;
- allow a council's adopted meeting code to supplement the provisions contained in the Model Meeting Code;
- provide that a provision of a council's adopted meeting code will be invalid to the extent of any inconsistency with the mandated provisions of Model Meeting Code;
- require council and committee meetings to be conducted in accordance with the council's adopted meeting code;
- require councils to review and adopt a meeting code within 12 months of each ordinary election; and
- retain the existing requirements under sections 361 - 363 in relation to the adoption and amendment of a meeting code and public consultation in relation to this.

Aspects of the current meetings provisions in the Act and the Regulation will be updated and incorporated into a new Model Meeting Code.

Background

The Model Meeting Code will comprise mandatory provisions and non-mandatory best practice provisions. Councils will be required to adopt meetings codes that incorporate the mandatory provisions but will not be obliged to adopt the non-mandatory best practice provisions in order to respond to local requirements. The mandatory provisions will largely incorporate the existing meetings provisions, which will be updated to:

- address existing procedural ambiguities; and

Proposed Amendment

- modernise procedural requirements.

It is expected that the new Code will initially include the provisions relating to meeting processes now found in the Act and Regulation, but be reordered to reflect the order in which events usually occur in meetings.

Current Provision/s

Sections 9-11, and 360-376
Clauses 231-273

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

3.11 Delegation of functions**Proposed Amendment**

It is proposed to include amendments to section 377, which were introduced into Parliament previously but lapsed prior to the 2015 election, to remove the restriction on the delegation of the acceptance of tenders. It is also proposed to allow councils to delegate the provision of community financial assistance for the purpose of exercising its functions where:

- the financial assistance is part of a specific program;
- the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given;
- the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year; and
- the program applies uniformly to all persons within the council's area or to a significant proportion of all persons within the area.

Amendments may be required facilitate the proposal to allow councils to delegate a regulatory function to another council or a joint organisation of councils, to support future collaboration and resource sharing.

Background

The amendments are designed to:

- Reduce red tape
- Remove impediments to collaboration, and
- Support the use of Integrated Planning and Reporting to guide council decisions on financial assistance.

Current Provision/s

Sections 377-381

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

4. Elections**4.1 Extension of the option of universal postal voting to all councils****Proposed Amendment**

It is proposed to amend section 310B to provide that the option of universal postal voting is available to *all* councils after the next ordinary election.

Background

The Taskforce's election-related recommendations have largely been implemented through the *Local Government Amendment (Elections) Act 2014* which was legislated to give effect to the recommendations of the Joint Standing Committee on Electoral Matters' inquiry into the 2012 Local Government elections.

The one outstanding action arising from the Government response to the Committee's recommendations is the extension of the option of universal postal voting to all councils. Currently this is only available to the City of Sydney. In its response to the Committee's recommendation to give councils the option of universal postal

Proposed Amendment

voting, the Government indicated that this option would be made available to all councils following the 2016 elections. For councils that do not choose universal postal voting, the existing postal and pre-poll voting qualifications will remain.

Current Provision/s

Sections 310B
Clauses 313 and 321

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: Council agrees with the recommendation and suggests that it could go further to enable online voting in the longer term.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

5. Council's workforce**5.1 Determination of the organisation structure****Proposed Amendment**

It is proposed to amend the Act to provide that:

- the organisation structure is to be determined on the advice of the general manager;
- the adopted structure must accord with the priorities set out in the council's community strategic plan and delivery program;
- the adopted structure may only specify the roles and relationships of the general manager, designated senior staff and other staff reporting directly to the general manager; and
- the general manager is to be responsible for determining the balance of the organisation structure but must do so in consultation with the governing body.

Background

The current provisions are unclear about the respective roles of general managers and councils in determining the organisation structure. This has been the source of conflict within councils.

- The proposed approach has the benefit of:
 - addressing this ambiguity making it clear what the respective responsibilities of the council and the general manager are;
 - making it clear that the organisation structure has to be determined on the advice of the general manager (ie councils cannot unilaterally restructure without the input of the general manager); and
- clearly aligning the determination of the organisation structure with the delivery of a council's Integrated Planning and Reporting objectives

Current Provision/s

Sections 332-333

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: Council agrees with the intention of the recommendation but queries what would occur if the General Manager and Councillors do not agree, noting the approval of budget for staffing is the role of the elected Council .
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

5.2 The role of general managers

Proposed Amendment

It is proposed to describe the role and responsibilities of the general manager in the Act consistent with the following:

- to conduct the day-to-day management of the council in accordance with the governing body's strategic plans and policies;
- to advise the mayor and the governing body on the development and implementation of policies and programs, including the appropriate form and scope of community consultation;
- to prepare, in consultation with the mayor and governing body, the community strategic plan and the council's resourcing strategy, delivery program and operational plan, annual report and community engagement strategy;
- to certify that Integrated Planning and Reporting requirements have been met in full, and that council's annual financial statements have been prepared correctly;
- to ensure that the mayor and councillors receive timely information, advice and administrative and professional support necessary for the effective discharge of their responsibilities;
- to implement lawful decisions of the governing body in a timely manner;
- to exercise such of the functions of the governing body as are delegated by the governing body to the general manager;
- to appoint staff in accordance with an organisation structure and resources approved by the governing body
- to direct and dismiss staff;
- to implement the council's workforce management strategy; and
- to undertake such other functions as may be conferred or imposed on the general manager by or under the Act or any other Act.

Background

The current provisions are unclear about the respective roles of general managers and councils in determining the organisation structure. This has been the source of conflict within councils.

The proposed approach has the benefit of:

- addressing this ambiguity making it clear what the respective responsibilities of the council and the general manager are;
- making it clear that the organisation structure has to be determined on the advice of the general manager (ie councils cannot unilaterally restructure without the input of the general manager); and
- clearly aligning the determination of the organisation structure with the delivery of a council's Integrated Planning and Reporting objectives.

Current Provision/s

Section 335

COUNCIL RESPONSE: (Tick applicable box and add comment)

<input checked="" type="checkbox"/> Agree	Comment: Council agrees with the recommendation but queries how the General Manager can “certify that Integrated Planning and Reporting requirements have been met in full” and what the certification process would be.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

5.3 The requirement to report annually to the council on senior staff contractual conditions

Proposed Amendment

It is proposed to omit the requirement under section 339 for general managers to report annually to the council on the contractual conditions of senior staff

Background

Senior staff are now all employed under the approved standard contract for senior staff rendering this requirement

Current Provision/s

Section 339

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

6. Ethical standards

6.1 Consolidation of the prescription of ethical standards

Proposed Amendment

Provisions in the Act and the Regulation relating to the disclosure of pecuniary interests and the management of pecuniary conflicts of interests will be replicated in the Model Code of Conduct.

Background

The proposed amendments are designed to consolidate the imposition, administration and regulation of the ethical obligations of council officials into a single instrument, the *Model Code of Conduct for Local Councils in NSW* (the Model Code).

Currently council officials need to be familiar with their obligations under both the Model Code and the pecuniary interest provisions of the Act. The separate regulation of the obligation of council officials to disclose and appropriately manage pecuniary conflicts of interests is a historical anomaly that arose from the fact that these provisions predated the prescription of a Model Code of Conduct and the provision for a disciplinary regime with respect to councillor misconduct. Replication will allow the consolidation of ethical standards into a single instrument.

The current misconduct investigative provisions in the Act will apply to pecuniary interest matters and replace the pecuniary interest investigative procedures (see [6.2] below). The prescribed *Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW* (the Model Code Procedures) will continue to require the referral of pecuniary interest breaches to the Office of Local Government and these will be dealt with under the misconduct provisions of the Act

Current Provision/s

Sections 441 – 459
Clauses 180 – 192

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

6.2 Investigation of pecuniary interest breaches

Proposed Amendment

It is proposed to omit the provisions relating specifically to the investigation of complaints alleging breaches of the pecuniary interest provisions. These will instead be dealt with under the existing misconduct provisions.

General managers (and mayors in the case of allegations concerning general managers) will continue to be obliged to refer pecuniary interest breaches to the Office of Local Government under the prescribed Model Code Procedures. These will continue to be investigated by the Office and referred to the NSW Civil and Administrative Tribunal (NCAT) under the misconduct provisions where appropriate. As is currently the case with respect to misconduct matters, it will also be open to the Chief Executive to take disciplinary action with respect to less serious pecuniary interest breaches instead of referring them to the Tribunal.

The Tribunal's powers to take disciplinary action against council staff, committee members and advisors with respect to pecuniary interest breaches are to be retained. The provisions that apply to proceedings before the NCAT generally and the NCAT's consideration of misconduct matters will also be retained.

Background

The proposed amendments are required to give effect to the amendments that will see the prescription of all ethical standards under the Model Code of Conduct for Local Councils. All breaches (including in relation to the obligation to disclose and appropriately manage pecuniary conflicts of interests) will be dealt with under the existing misconduct provisions of the Act.

Current Provision/s

Sections 440F – 440P
Sections 460 – 486A

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

7. Councils' strategic framework**7.1 Integrated planning and reporting principles****Proposed Amendment**

New provisions will be included to establish overarching Integrated Planning and Reporting principles and require councils to undertake strategic business planning in accordance with those principles.

The proposed Integrated Planning and Reporting principles will provide that councils (together with their communities, other councils and stakeholders) are proposed to include:

- lead and inspire residents, businesses and others to engage with their council;
- identify and prioritise key community needs and aspirations;
- develop strategic goals to meet these needs and aspirations;
- identify activities and prioritise actions to work towards these strategic goals;
- plan holistically to deliver on strategic goals within their resources;
- foster community participation to better inform local and state decision making;
- manage council's current and future financial sustainability;
- appropriately adapt to changing circumstances, evidence and priorities;
- proactively manage risks to the community and its council;
- be transparent and accountable for decisions and omissions;
- maintain an integrated approach to planning, delivery, monitoring and reporting;
- collaborate to maximise achievement of key community outcomes; and
- honestly review and evaluate progress on a regular basis.

Background

The proposed amendments will ensure that the purpose and principles of Integrated Planning and Reporting as a strategic business planning tool are clearly reflected in the Act. These provisions will:

- set out the overarching principles of Integrated Planning and Reporting;
- require strategic business planning to be undertaken by councils in accordance with the prescribed Integrated Planning and Reporting principles and provisions;
- guide how Integrated Planning and Reporting documents are to be adopted/endorsed and reviewed; and require integrated planning to be directed to achieving better outcomes through continuous improvement.

Current Provision/s

Sections 402 – 406 (Note there are mandatory guidelines)

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input checked="" type="checkbox"/> Neutral	

Council notes that there is overlap with this recommended amendment and recommendations outlined in the recent IPART report on Reduction of Regulatory Burdens on Local Government

7.2 Streamlining the existing integrated planning and reporting provisions**Proposed Amendment**

The current Integrated Planning and Reporting provisions are contained in sections 402 to 406. These provisions will be amended so that they are confined to setting out the purpose of each document and when they must be delivered. Detailed process requirements for how this must be done will be moved to the Regulation

Background

These amendments are designed to give effect to the Taskforce's recommendations that the existing Integrated and Planning and Reporting provisions be simplified with prescriptive detail contained in the Regulation

Current Provision/s

Sections 402 – 406

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

7.3 Council's integrated planning and reporting to reflect regional priorities

Proposed Amendment

Amendments are proposed to ensure that regional priorities are reflected in individual councils' strategic business planning. In particular, amendments are proposed to:

- require council's community strategic plans to identify key regional priorities and strategies for the council, developed with adjoining councils and agencies; and
- require delivery programs to address key regional strategies including council actions and any proposed joint programs agreed regionally

Background

Not Provided

Current Provision/s

Sections 402 and 404

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment:
<input checked="" type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

Council does not agree with this recommendation as it considers the planning and delivery of regional priorities be the responsibility of Joint Organisations

7.4 Expanded scope of delivery programs

Proposed Amendment

Section 404 will be amended to clarify that delivery programs are to capture all council activities.

Background

This amendment is designed to embed in the Act a requirement that is currently reflected in the mandatory Integrated Planning and Reporting Guidelines

Current Provision/s

Section 404 and 406

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment:
<input checked="" type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

Council does not consider it feasible to include "all" council activities in delivery programs.

7.5 Fiscal sustainability

Proposed Amendment

The *Local Government (General) Regulation 2005*, which provides for an annual statement of revenue policy in each operational plan, will be amended to require councils to:

- establish revenue policies with a view to ensuring fiscal sustainability; and
- provide a clear rationale for how rating systems are structured and what they are designed to achieve.

The Regulation will also set out in more detail what is required of councils’ resourcing strategy to clarify the purpose and objectives of workforce, asset and long term financial planning. This will draw on the essential elements in the current Integrated Planning and Reporting guidelines to help councils produce more robust and useful strategies in these key areas

Background

The amendments will give effect to the Panel’s recommendations to embed the principle of fiscal sustainability through Integrated Planning and Reporting

Current Provision/s

Clause 201

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

7.6 Expanded scope of councils’ community engagement strategies

Proposed Amendment

It is proposed to broaden the existing requirement that a council must adopt a community engagement strategy to inform the development of its community strategic plan. If amended, the Act would require the adoption of a community engagement strategy to inform all council activities (other than routine business-as-usual operations), not only those directly associated with development of the council’s Integrated Planning and Reporting framework.

This would be done by making the adoption of a community engagement strategy a general legislative obligation.

A council’s community engagement strategy would need to meet minimum prescribed requirements. It is anticipated, for example, that guidelines would prescribe minimum public consultation requirements for specific activities including the development of the components of a council’s Integrated Planning and Reporting framework, and include a requirement to periodically evaluate the efficacy of consultation methodologies.

It is proposed to accommodate the existing provisions relating to community polls within the proposed standalone community engagement provisions.

Background

The requirement for a single overarching community engagement strategy provides a framework for councils to engage with their communities in a strategic, ongoing, flexible and locally appropriate way. It also provides a single, consistent point of reference in the Act for other provisions requiring councils to undertake consultation for specified activities

Current Provision/s

Sections 14, 18 – 20, 402

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

While Council is in agreement with prescribed consultation requirements and reporting framework; Council does not consider it possible to include “all” council activities in delivery programs.

8. Council performance

8.1 Annual reports

Proposed Amendment

It is proposed to require the information reported in councils' annual reports to be endorsed as factually accurate by an internal audit committee. As noted below (at [8.4]), councils will be required to establish internal audit committees with a majority of independent members and an independent Chair.

Background

The proposed amendment is designed to provide an assurance mechanism and to give communities confidence in the integrity of the information their councils report about their council's performance through its annual report

Current Provision/s

Sections 428-428A

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment: Council does not agree with the recommendation as it considers that the impost of this responsibility on the Internal Audit Committee too onerous and would prove to be ineffective. Council considers that there would be other ways in which the Office of Local Government could address annual reports which are found to be inaccurate
<input checked="" type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.2 State of the environment reports

Proposed Amendment

It is proposed to remove the requirement under section 428A for a council to include a State of the environment report in its annual report every 4 years. Councils would instead be required to report on environmental issues relevant to the objectives established by the community strategic plan in the same way they are currently required to report on the achievement of other objectives set in their community strategic plans (that is, through their annual reports and the 4-yearly end of term report).

Background

This amendment is designed to:

- reduce the compliance burden on councils arising from the preparation of a separate state of the environment report every 4 years; and
- help councils achieve their environmental objectives by consolidating the reporting of those objectives into their Integrated Planning and Reporting frameworks

Current Provision/s

Section 428A

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.3 Performance measurement

Proposed Amendment

It is proposed to allow for the introduction of a performance management and reporting framework that should:

- provide a statutory basis to establish new indicators and benchmarks for reporting purposes;
- expressly require councils to collect and report against these indicators in accordance with guidelines;
- establish annual performance statements as part of council annual reports, which will be subject to oversight and attestation requirements;
- align performance reporting to the Integrated Planning and Reporting cycle; and
- provide the capacity to establish a state-wide community satisfaction survey

Background

Proposed Amendment

The proposed framework is a modified version of the one recently adopted by Victoria. Further work will be undertaken with the local government sector to develop the performance management framework in the coming months

Current Provision/s

Section 429

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: Council notes that there is overlap with this recommended amendment and recommendations outlined in the recent IPART report on Reduction of Regulatory Burdens on Local Government
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.4 Internal audit**Proposed Amendment**

It is proposed to introduce a mandatory requirement for councils to have an internal audit function. To this end, it is proposed that new provisions will require all councils to have an internal audit function:

- with broad terms of reference covering compliance, risk, fraud control, financial management, good governance, performance in implementing their community strategic plan and delivery program, service reviews, collection of required indicator data, continuous improvement and long term sustainability; and
- that focuses on councils adding value to, and continuous improvement in, the performance of their functions.
- All councils will be required to comply with guidelines issued by the Chief Executive of the Office of Local Government with respect to the implementation of their internal audit functions. All councils will appoint an audit, risk and improvement committee that meets the following requirements:
- audit committees must have a majority of independent members and an independent chair;
- general managers may not be members of audit committees (but may attend meetings unless excluded by the committee); and
- the Chair of the audit committee must report at least biannually to a council meeting on the organisation's performance in financial management, good governance and continuous improvement.

Councils will be permitted to have joint arrangements for internal audit and share audit committees.

Background

Mandating internal audit will:

- entrench within each council an internal assurance mechanism that offers an alternative to prescription and external oversight as a means of addressing risk, ensuring compliance and promoting best practice;
- drive and inform a culture of continuous improvement;
- facilitate reporting; and
- promote increased accountability

Current Provision/s

None

COUNCIL RESPONSE: (Tick applicable box and add comment)

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.5 Sector-wide performance audits by the Auditor-General

Proposed Amendment

To identify trends and opportunities for improvement across the sector as a whole, it is proposed to compliment the mandated requirement for internal audit by empowering the Auditor-General to conduct issue-based performance audits in key areas of local government activity.

Background

As noted by the Panel, such audits have been conducted by the Victorian Auditor-General for many years. Topics are selected in consultation with the sector, and recent audits have covered important issues such as rating practices, sustainability of small councils, business planning, fees and charges, and use of development contributions. They usually involve a small sample of representative councils. The audits do not question the merits of councils' policy objectives. Rather, the purpose of the audit is to assess whether councils are achieving their objectives and operating economically, efficiently and effectively.

Current Provision/s

None

COUNCIL RESPONSE:

<input type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input checked="" type="checkbox"/> Neutral	

8.6 Financial management

Proposed Amendment

It is proposed to adopt a more 'principles-based' approach to the management of council funds by moving detailed requirements to the Regulation and the Local Government Code of Accounting Practice and Financial Reporting, which is prescribed under the Act.

New provisions in the Act will set out objectives and principles that are to inform councils' financial management practices and that align them with the objectives set through councils' Integrated Planning and Reporting frameworks. These provisions will ensure that the financial targets for councils are to be those reflected in their long term financial plans, delivery programs and operational plans.

They will also establish the following principles of sound financial management:

- responsible and sustainable spending, aligning general revenue and expenses as per the councils' planning documents.
- responsible and sustainable infrastructure investment for the benefit of its community.
- effective financial and asset management, including sound policies and processes for:
- performance management and reporting, and
- asset maintenance and enhancement, and
- funding decisions, and
- risk management practices.
- achieving intergenerational equity, including ensuring that:
- policy decisions are made having regard to their financial effects on future generations, and
- the current generation funds the cost of its services.

Background

The proposed amendments are designed to start to give effect to the Taskforce's recommendations for a more "principles-based" approach to the regulation of councils' financial governance in the Act, with prescriptive detail moved to the Regulation and other subordinate instruments wherever practical.

The proposed principles of sound financial management are modelled on those contained in the Fiscal Responsibility

Current Provision/s

Sections 408 – 411

COUNCIL RESPONSE: (Tick applicable box and add comment)

<input checked="" type="checkbox"/> Agree	Comment: This approach will save repetition and duplication.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.7 Financial reporting

Proposed Amendment

Consistent with the proposal that councils' financial obligations be recast to establish a "principles-based" approach in the Act detailed reporting requirements should be specified instead in the Regulation and the *Local Government Code of Accounting Practice and Financial Reporting*.

Background

The proposed amendments are designed to give effect to the Taskforce's recommendations for a more "principles-based" approach to the regulation of councils' financial governance in the Act, with prescriptive detail moved to the Regulation and other subordinate instruments.

Current Provision/s

Sections 412-421

COUNCIL RESPONSE: (Tick applicable box and add comment)

<input checked="" type="checkbox"/> Agree	Comment:
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

8.8 External audit

Proposed Amendment

It is proposed to place Local Government audits under the aegis of the NSW Auditor-General. There will also need to be transitional arrangements in the Bill to ensure that existing auditor appointments can be brought to an orderly conclusion, with minimal disruption to councils, current auditors and the Audit Office of New South Wales.

Background

As noted in the Government response to the Panel and Taskforce, giving the Auditor-General oversight of council financial audit will improve quality, consistency and timeliness and financial management. The Office of Local Government is currently working with the Audit Office on the development and implementation of the proposed amendments, including transitional arrangements.

Current Provision/s

Sections 422-427

COUNCIL RESPONSE:

<input checked="" type="checkbox"/> Agree	Comment: Council considers that this would bring consistency to audits across councils, but Council does have concerns over timeliness of audits given the number required to be audited in such a short timeframe.
<input type="checkbox"/> Disagree	
<input type="checkbox"/> Neutral	

overcoming the divide



**AUSTRALIAN LOCAL GOVERNMENT
WOMEN'S ASSOCIATION
2016 NSW CONFERENCE**
— GUNNEDAH —

Shire of
Gunnedah
Land of Opportunity



THURSDAY 10 MARCH 2016 - DAY ONE

2.00PM - 4.00PM

Registration opens in the Smithurst Theatre, 158 Conadilly Street.

5.00PM - 6.30PM

Event: Mayoral Reception at CHATTERChinos, 362 Conadilly Street.
Welcome from Mayor Owen Hasler
Your Hosts: SANTOS

6.30PM - 8.00PM

Gunnedah's retail community welcomes you to a night of shopping in Gunnedah's Downtown Precinct.

8.00PM

DAY ONE OF CONFERENCE CONCLUDES

FRIDAY 11 MARCH 2016 - DAY TWO

6.30AM - 7.30AM

Yoga in the Park at Woolshed Reserve Picnic Area, Maitland Street.

8.00AM - 4.00PM

Registrations open at the Smithurst Theatre Foyer & Trade exhibitions open in Smithurst Theatre.

8.30AM

Opening of the Day 2, 2016 ALGWA NSW Conference in the Gunnedah Town Hall and Welcome to Country.
Master of Ceremonies **Kate Ramien**

8.45AM - 9.00AM

Welcome from **Sarah Mitchell MLC & Kevin Anderson MP**.

9.00AM - 9.15AM

Official welcome and address from **Clr Vicki Scott**, ALGWA NSW President.

Clr Vicki Scott was elected as President of ALGWA NSW at the 2015 Wollongong ALGWA NSW Conference. Clr Scott has been a Councillor of Gosford City Council since 2004 and a member of the ALGWA Executive for 7 years, serving as Vice President in 2013 and 2014.

9.15AM - 10.15AM

"Surviving Life - what are the attributes we need to live the best, most rewarding and fulfilling life possible?"

Keynote address from **Dr Gill Hicks**, survivor of the London Terrorist Bombings and founder of M.A.D (Making a Difference) for Peace.

10.15AM - 10.45AM

MORNING TEA IN THE SMITHURST THEATRE

10.45AM - 11.30AM

"Managing the unmanageable - ways working women can have their cake and eat it too!"

Address from **Jo Scard**, Founder & Managing Director at Fifty Acres, The Communications Agency.

Mum and co-author of 'The Working Mother's Survival Guide', along with Melissa Doyle, Jo provides a practical, down to earth and entertaining guide for working women who want to have babies but keep their career on track too!

DAY TWO CONTINUED

11.30AM - 12.15PM

"Tricks of the trade - building self-confidence and making your mark in business and life".

Address from **Glenise Anderson**, Director of Self Confident Women.

Glenise is an enthusiastic Entrepreneur, Coach, Trainer and Speaker. She is the Director of Self Confident Women, empowering women one at a time and the Director of SR Group, offering Solutions and Results to businesses looking to build teams that communicate.

12.15PM - 1.00PM

"Compelling change through our own actions".

Address from **Glenn Learmont**, Manager Human Resources, Gunnedah Shire Council.

Glenn has been engaged in senior management level as an embedded Human Resources generalist for 17 years. This has been predominately within the export industry with the last 6 years in local government. Responsibilities have covered lead positions for nationwide engagement processes for a US based multinational, various aspects of employee and industrial relations, recruitment, WHS and regional wide responsibilities concerning corporate citizenship. Glenn enjoys presenting on topics including leadership, developing self-brand and best practice.

1.00PM - 2.00PM

LUNCH IN THE SMITHURST THEATRE SPONSORED BY WALKER BEER SOLICITORS & CONVEYANCERS.

2.00PM - 2.55PM

Workshops

Session 1: "Communication strategies and modern politics: the good, the bad and the selfie".

Facilitated by **Melinda McDonald**, Manager | Marketing and Business Relationships | TAFE New England

Session 2: "What makes you tick and how that affects your leadership style – Extended Disc Personality Model".

Facilitated by **Glenise Anderson**, Director of Self Confident Women.

3.00PM - 3.20PM

The UTS Centre for Local Government and the NSW Australian Local Government Women's Association (ALGWA NSW) launch an exciting new program, "Empowering Women in Local Government."

Address from **Nicole Campbell**, UTS Centre for Local Government Program Manager.

Nicole has over 20 years' experience at a senior level in the NSW State Government working as a strategic policy analyst in environmental management, sustainable design, urban renewal and Aboriginal Affairs.

3.20PM - 4.20PM

Q&A Session facilitated by Master of Ceremonies **Kate Ramien**.

4.20PM - 4.30PM

Nominations for ALGWA NSW Executive Committee declared open.

- Secretary
- Country Vice President
- Treasurer
- Executive Members

4.30PM - 5.00PM

AFTERNOON TEA IN THE SMITHURST THEATRE.

7.00PM - 9.30PM

EVENT - 'An evening under the stars' networking function at Pensioners Hill Lookout.

Your Hosts: Local Government Super

SATURDAY 12 MARCH 2016 - DAY THREE

8.30 AM

Opening of Day 3 of the 2016 ALGWA NSW Conference in the Gunnedah Town Hall.
Master of Ceremonies **Fiona Ferguson**

8.35AM - 9.05AM

Address from the **Clr Coral Ross**, ALGWA National President.

9.05AM - 9.15AM

Brief presentation from major sponsor, "**United Services Union**".

9.15AM - 10.00AM

"The secret to a happy life – health self-advocacy, happiness and wellbeing".

Address from **Dr Simone Ryan**, CEO & Founder of One Life, Live It!

Founder and head physician of 'One Life Live It', Dr Ryan and her team are industry leaders in educating employees about preventive medicine and provides tools for total wellbeing and best-performance.

10.00AM - 10.30AM

MORNING TEA IN THE SMITHURST THEATRE.

10.30AM - 11.15AM

"Diversity is the spice of life".

Address from **Clr Dai Le**, CEO & Founder of DAWN and Fairfield City Councillor.

Dai Le is the founder of DAWN, a social enterprise whose mission is to unlock and promote the talent from Australia's culturally diverse population, through the organisation's tailored emerging leadership programs which aim to provide mentorship, connections and encouragement for individuals aspiring to be tomorrow's leaders.

11.15AM - 11.30AM

2018 Conference Bids for Regional and Rural Councils.

11.30AM - 12.30PM

"Hot Spots Session"

Facilitated by **Clr Vicki Scott**, ALGWA NSW President.



12.30PM

LUNCH IN THE SMITHURST THEATRE SPONSORED BY "SANTOS".

1.15PM - 3.15PM

ALGWA Annual General Meeting – to be held in The Civic.



7.30PM - 12.00AM

EVENT - Gunnedah's Great Gatsby Gala Dinner.
Your Hosts: *United Services Union*

DAY THREE OF CONFERENCE CONCLUDES



REGISTRATION FORM

Introduction

WOW! This is going to be so much fun!

We really look forward to welcoming you to Gunnedah and having the opportunity to show you around our neck of the woods!

Registering for our conference couldn't be easier.

Simply print out and complete this form with all your details and return it to Gunnedah Shire Council using one of the methods listed on page 3 of this form.

Please submit your registration forms by 10 February 2016.

Want to save some dough?

Take advantage of our Early Bird Discount and register before 10 February 2016.

See you very soon!

Delegate Details

First Name

Surname

Organisation

Position

Postal Address

.....

Suburb/Town/City

State Postcode

Phone Mobile

Email

Additional Information

Please notify of any special requirements you have in the following areas:

Dietary Requirements

Access Requirements

Other Requirements

Please indicate your attendance at the following social functions by ticking the appropriate box:

CIVIC WELCOME - Thu 10 March:

NETWORKING EVENING - Fri 11 March:

CONFERENCE DINNER - Sat 12 March:

Do you consent to details shown on this registration form (contact details only) being included in a delegate database to be distributed to conference sponsors?

Please tick: YES NO

Workshops

Please indicate your preferences for the workshops held on Friday 11 March:

1. Communication Strategies and Modern Politics: the good, the bad and the selfie.

2. What makes you tick and how that affects your leadership style – Extended Personality Model.

Travel Details

Arrival and Departure Information

Arrival Date

Departure Date

Method of Travel

Air

Arrival Flight Number

Arrival Time

Car

Train (Countrylink)

Accommodation Details

Accommodation Name

.....

Check In

Check Out

Airport Shuttle Service

Please indicate if you wish to use the shuttle service on the following dates:

Thursday 10 March 2016

Departs Tamworth Regional Airport at 3.15pm to the Gunnedah accommodation.

Sunday 13 March 2016

Departs Gunnedah Mackellar Motel at 8.15am for Tamworth Regional Airport.

**Please note a minimum of 12 delegates are required for this service to operate.*

Delegates will be informed by Monday 29 February if the Shuttle Bus does not run.

Accompanying Person

Title

First Name

Surname.....

Dietary Requirements

Registration Fees

Early Bird Registration (up to 10 February 2016)

Includes: Welcome Reception, all conference sessions and meals, Networking Evening and Conference Gala Dinner.

ALGWA Member	Non Member	QTY	Total
\$870.00	\$970.00	<input type="checkbox"/>	\$.....

Standard Registration

Includes: Welcome Reception, all conference sessions and meals, Networking Evening and Conference Gala Dinner.

\$970.00	\$1070.00	<input type="checkbox"/>	\$.....
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Day Registration and Social Functions

Fri 11 March 2016. The day's conference session and meals.

\$570.00	\$570.00	<input type="checkbox"/>	\$.....
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Networking Evening

\$70.00	\$70.00	<input type="checkbox"/>	\$.....
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Conference Dinner

\$120.00	\$120.00	<input type="checkbox"/>	\$.....
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Partner's Program – Friday only

\$60.00	\$60.00	<input type="checkbox"/>	\$.....
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Guest/Partner Added Options

Networking Evening - Friday (included in Full Registration)

\$70.00	\$70.00	<input type="checkbox"/>	\$.....
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Conference Dinner - Saturday (included in Full Registration)

\$120.00	\$120.00	<input type="checkbox"/>	\$.....
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Note: All packages include an ALGWA Conference Satchel.

Total Amount Payable			\$.....
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CONTACT GUNNEDAH SHIRE COUNCIL
Laurieann Boag
PH: 02 6740 2100

Payment Options

Gunnedah Shire Council will issue an invoice to all registering delegates for payment. All payment options will be listed on the invoice provided.

This document will be a Tax Invoice for GST purposes when payment is made in full. Please keep a copy of the completed Registration Form for GST purposes. All prices are inclusive of GST and in Australian Dollars.

Return your completed registration form to us by **10 February 2016**:

Email: council@infogunnedah.com.au

Post: Gunnedah Shire Council
PO Box 63
GUNNEDAH NSW 2380

In Person: Gunnedah Shire Council Administration Building
63 Elgin Street
GUNNEDAH NSW 2380

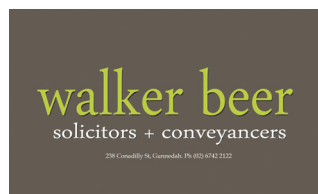
Important Info: Attendance will be confirmed on receipt of full payment. Please note that the program and speakers list are subject to change without notice. Information collected on this form, will be used for conference purposes only and will not be provided to third parties without your consent.

Cancellation Policy: Should you not be able to attend the conference, you are welcome to send an alternate delegate in your place. Cancellations will be accepted until 'end of play', Friday, 5 February 2016 without fee. Cancellations after this date will incur the full registration fee. All cancellations or change of delegate must be provided in writing to council@infogunnedah.com.au.

Please Note: ALGWA Members must be financial by 31 December 2015 for voting purposes.



**LOCAL
GOVERNMENT
SUPER**



Santos
We have the energy.