

# **Attachment B**

**Local Government NSW Conference  
Registration Brochure**

# LGNSW ANNUAL CONFERENCE

2020 | LOVEDALE,  
22-24 NOV | HUNTER VALLEY

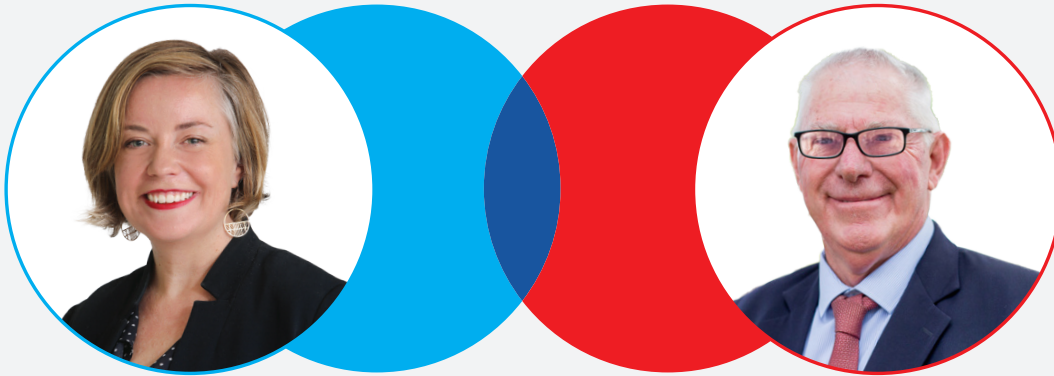
Growing Community  
Resilience

REGISTRATION  
BROCHURE



# Welcome to the

## LGNSW Annual Conference 2020



### Presidents Message

#### Cr Linda Scott

On behalf of the Local Government NSW (LGNSW) I am delighted to welcome you to our 2020 LGNSW Annual Conference.

Since last year's conference, hosted by Liverpool Council, LGNSW has successfully advocated on behalf of your council on the range of State and Federal issues that you told us mattered most to your communities.

I'm so proud that our advocacy on issues prioritised by you - especially about the impact of COVID-19, bushfires, floods and prolonged drought - has resulted in an unprecedented amount of Federal and State government funding flowing to your council and communities.

This substantial investment is recognition of how critical local government is to our locally led recovery and is consistent with the principles of the Intergovernmental Agreement signed by the Premier, Deputy Premier and Local Government Minister at last year's annual conference.

I am also pleased that LGNSW was able deliver *The Local Government (COVID-19) Splinter (Interim) Award 2020* to keep as many council staff employed to undertake essential local government services, for as long as possible, as well as the *Local Government (State) Award 2020*, in conjunction with local government employee representatives.

As a result, councils throughout the State are now better placed to drive locally led economic recovery, safeguarding local jobs and supporting local businesses to rebuild communities and infrastructure for the public good as we advance disaster and pandemic recovery efforts.

While there are many wins to be celebrated at this year's conference, hosted by Cessnock City Council in the Hunter Valley, the LGNSW Board, staff and I know there is much work to be done on behalf of your council and your community for the future.

We look forward to hearing your views, at this conference, about how to do that.

### Welcome to Cessnock

#### Bob Pynsent, Mayor, Cessnock City Council

Welcome to the Hunter Valley. Welcome to Cessnock. It's great to have you here to enjoy the conference, at a time when visitors to our region remain crucial. Our community, like many of your own, has been faced with significant challenges; first bushfires and then COVID-19. To host delegates from across NSW is a special opportunity to showcase everything our LGA has to offer.

We are home to more than 59,000 people covering about 1,950sq km. Predominantly a mining town until recent years, the City of Cessnock, which incorporates Hunter Valley Wine Country, is a thriving city with many attractions highlighting our culture, history and our way of life. We are home to outstanding, award-winning restaurants, wineries, entertainment venues, boutique and resort-style accommodation and golf courses. I hope your visit includes experiencing all that our fantastic region has to offer. Enjoy the conference!

#### Covid-19 Precautions

The conference will be following the government guidelines on safe events and social distancing, noting that this can change in the future. We will be following hygiene practices by cleaning surfaces, arranging seating, overseeing food preparation and transport, as well as medical assistance as required.

## Conference Venue

### Crowne Plaza Hunter Valley

This year's conference is at the Crowne Plaza Hunter Valley, an IHG hotel. The venue offers the largest and most comprehensive conference and exhibition facility in the Hunter Region.



The Hunter Valley is perfectly positioned within two hours' drive from Sydney, and 50 minutes from Newcastle Airport along the M1 Pacific Motorway and is accessible via public transport. The most convenient train stations are at Maitland, Newcastle or Morisset and connection buses are available from each station. The hotel offers free parking for those who wish to drive and explore the Hunter Valley's renowned fine wines, gourmet food and hospitality, making pre and post touring a wonderful delegate experience that will also support tourism and boost the local economy.

Plenary sessions will be held within the Conference and Events Centre, in the combined Cabernet and Merlot rooms. The trade exhibition will be held in the Exhibition Centre.

## Conference Overview

The conference begins on Sunday afternoon, to give you travel time in the morning. Registration will open at 1pm and a series of ticketed workshops will take place between 1.30pm and 3pm. This will be followed by the return of the popular Meet the Politicians Forum, being held for the second year, with a number of State Government Ministers and Shadow Ministers attending. It will lead into the President's Welcome Reception held alfresco by the pool and pergola.

On Monday, the conference's full exhibition will begin and the Federal and State Conferences will open, followed by business sessions and consideration of motions. The General Managers' Lunch, sponsored by StateCover, will take place and the Conference Gala Dinner will be held at Hope Estate.

Tuesday begins with the Australian Local Government Women's Association (ALGWA NSW) breakfast, which will have a special menu and inspiring panel discussing why community is important and how to make a difference (ticketed event).

It has been a tumultuous year for NSW councils, with drought and bushfires greatly affecting tourism, business and property loss, along with Covid-19 and the economic downturn and recession. The plenary program will focus on "Growing Community Resilience". A range of speakers and panels will look at crises management preparation and economic downturn, regional services, building resilient communities and the health of places and people. We look forward to hearing from Commissioner of Resilience NSW, Shane Fitzsimmons and Dr Norman Swan, among others. The full program is on the [LGNSW website](#).

**If you are posting about the LGNSW Annual Conference on social media, please use the hashtag [#lgnsw2020](#).**

Crowne Plaza, Hunter Valley





## Registration

### Registration to Attend the Conference

Registrations open in mid-July on the LGNSW website. We invite councillors, mayors, general managers and senior staff to register as individuals or groups.

**Early bird registration rate is \$840** and applies if you register and pay by 25 September 2020.

**Standard registration rate is \$940** for all registrations made between 26 September and 11 November 2020.

**Dinner is not included in the overall registration cost and is an optional added cost of \$132.**

Members wanting to take advantage of the early bird rates, who are uncertain of the names of councillors attending, can still register and pay now and confirm names later, provided they do so by 11 November (Delegates' names and alterations to delegates' names can be completed online).

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

### Registration as a Voting Delegate

Separate from Conference registration, financial members must nominate the names of their voting delegates for voting on motions by 12 noon (AEDT) on 3 November 2020. 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.

The submission of motions will be required by **Monday 28 September 2020** with final motions due by Sunday 25 October 2020.

For all information relating to voting entitlements, nominations and dates, please refer to the [LGNSW website](https://www.lgnsw.org.au).

### Register Online at [lgnsw.org.au](https://www.lgnsw.org.au)

Online registration is conducted through a secure site, which accepts credit cards (Visa or Mastercard with a 1.5% surcharge), cheque and direct deposit payments. Once you have registered, you will receive a confirmation email and a tax invoice. Your registration will be confirmed once full payment is received.

### Delegate Registration Fees

Registration at the event opens on Sunday 22 November from 1pm – 7pm in the Galleria, Conference and Events Centre. On Monday 23 November and Tuesday 24 November, registration will be open from 7.30am – 5pm in the Galleria.

Delegate registration fees include online business papers, the President's Welcome Reception, two-day business sessions including morning and afternoon tea, lunch, delegate networking function, and name badge. The cost to attend the conference is heavily subsidised by LGNSW and sponsors.

Audrey Wilkinson, Pokolbin



## Your Virtual Satchel

### LGNSW Annual Conference 2020

In an effort to help minimise our carbon footprint, LGNSW is encouraging delegates attending the Annual Conference 2020 to bring and reuse a satchel from a previous LGNSW conference or your favourite well-worn conference bag.

This year, we are donating part of the cost of the delegates' satchels to the charity of our choice, Foodbank NSW. This is within the principles of "reuse", being economically minded and sustainable, and to support the cause and work of a great charity that feeds the disadvantaged across NSW.

**A BYOBAG competition will be held where winners will be crowned for the best "Sad" Bag (oldest) and "Glad" Bag (decorated) with a prize for each winner.**



Brokenwood Wines, Pokolbin





### Optional Events can be booked as part of the online registration as extra options

- > Councillor training sessions are \$44
- > The ALGWA breakfast is priced separately at \$55
- > The Meet the Politicians Forum is offered free on Sunday 22 November, but you must register before you gain entry
- > The conference dinner is optional and priced at \$132
- > A free special interest lunch session for general managers only is offered on Monday 23 November

The conference fee does not cover accommodation or partner attendance. Partners wishing to attend social functions need to book and pay online.

### Sponsor Registration Fees

Each sponsorship level includes a certain number of registrations. If sponsors wish to register additional staff, we have a special rate per person, which includes the President's Welcome Reception only. Tickets must be purchased separately for the dinner. All sponsors (whether included in your package or extra) must register attendance via the online registration portal.

### Registration fees (inclusive of GST)

#### Member

Early Bird Registration (paid by 25 September 2020)*	\$840
Standard Registration (paid by 11 November 2020)*	\$940
Conference Dinner Ticket (optional)	\$132

#### Non-Council Delegate

Early Bird Registration (paid by 25 September 2020)	\$1680
Standard Registration (paid by 11 November 2020)	\$1880
Conference Dinner Ticket	\$220
Sponsor's Extra Staff Registration (paid by 11 November 2020)	\$550

#### Council partners and extra guests

President's Welcome Reception	\$88
Conference Dinner Ticket	\$132
Training Sessions	\$44
ALGWA Breakfast	\$55

#### \* excludes dinner

Bus Transfer fee from other hotels to Crowne Plaza each day	\$11
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Countryside, Hunter Valley





### Confirmation, Cancellation Policy and Enquiries

Should you be unable to attend, once registered, a substitute delegate is welcome to attend in your place at no additional charge. All cancellations and amendments must be advised in writing to the Conference Secretariat, Bradley Hayden, at [bradley@ccem.com.au](mailto:bradley@ccem.com.au). Cancellations made by 5pm on Wednesday 11 November 2020 will be eligible for a full refund less a \$220 administration fee per registration. Cancellations made after 5pm on this date are not refundable.

### Special Requirements

If you have any special dietary requirements, access or impairment issues, please ensure you complete the appropriate section of the online registration form.

### Privacy Statement

When you register for the conference, LGNSW collects 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 phone, 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](http://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, email [lgnsw@lgnsw.org.au](mailto:lgnsw@lgnsw.org.au) or post to GPO Box 7003, Sydney NSW 2001.

Ballooning, Hunter Valley





### Voting on Conference Motions

Conference motions are your opportunity to advocate on issues important to your community at a state level. If you are a voting representative for your council, you **MUST** be in the main auditorium on Monday 23 November by 9.15am so a quorum can be achieved. Voting at the conference will be by electronic handsets and a delegate plastic voting card will be distributed at registration. The plastic voting card must be returned at the end of the voting day or a fee of \$100 per card will be invoiced. Electronic handsets will be distributed at accessible points to the main theatre auditorium. A demonstration of the cards and electronic handsets will be given before business motion voting. Lanyards will also identify those who are voting delegates.

Contact LGNSW regarding:

- > Voting delegate entitlements
- > The 2020 Annual Conference dates and deadlines

For information relating to voting entitlements, please contact Adam Dansie on 02 9242 4140. For details on how to change your voting delegate's name, please refer to the LGNSW website.

A reminder that registration as a voting delegate is a **separate process** to conference registration.

### Business Papers

The business papers will be available two weeks before the conference as a digital document on LGNSW's website, which you may download to your device or print a hard copy at your discretion.

### Motions Submission Guide

See our [Motions Submission Guide](#) on the Conference page of LGNSW's website, which includes information on how to write and submit a motion, how motions are dealt with at the conference, and what happens to them following the conference.

Members are encouraged to review the [Record of Decisions](#) from the previous year's conference to ensure newly proposed motions do not duplicate existing positions.

### Policy Platform

LGNSW also recently published a [Policy Platform](#) to consolidate the numerous policies and positions of LGNSW – as determined by members – into a single document for ease of reference. The Policy Platform can be found on the [LGNSW website](#).

Before voting on motions, the Policy Platform will be presented for members to endorse its Fundamental Principles.

### Condition of Entry

It is a condition of entry that no delegate may disrupt the order of events or intent of the program. Anyone considered to be disturbing the program intent will be asked to leave. Only pamphlets and brochures approved by the event organisers may be distributed.

### Delegate Contact Details

Please note that a name tag-scanning facility will be available on site for sponsors and exhibitors to scan delegates' nametags, with their agreement, resulting in delegate contact details going straight to the sponsor or exhibitor. By registering for the conference, you are deemed to have acknowledged and accepted this process.

### Photography

There will be a photographer at the conference who will take pictures during the sessions and social functions. If you have your picture taken it is assumed you consent to LGNSW using images. Images may be used for print and electronic publications.

### Liability for your Registration

In the event of unforeseen circumstances, LGNSW and the Conference Secretariat do not accept responsibility or liability for the loss of expenses incurred by delay, cancellation, or miscommunication. By completing and submitting the online registration form, you are deemed to have read and accepted the cancellation and privacy information.

### Contact

The Conference Secretariat, Bradley Hayden, is your contact for:

- > Sponsorship enquiries, bookings and the trade exhibition
- > Registration and function enquiries for delegates, sponsors and partners, including payments and inclusions

Email [bradley@ccem.com.au](mailto:bradley@ccem.com.au)

Phone 0412 461 392

Address PO Box 5013, Albury NSW 2640

LGNSW manages arrangements for delegates, observers and partners attending this year's conference in relation to:

- > Business papers and conference material
- > Applications for Service Awards (to be presented as part of the Conference Gala Dinner)
- > All general enquiries regarding the business program

Email [events@lgnsw.org.au](mailto:events@lgnsw.org.au)

Phone 02 9242 4000

Address GPO Box 7003, Sydney NSW 2001

## Social Program

### President's Welcome Reception Sponsored by Statewide Mutual Ltd

Sunday 22 November 5pm - 8pm

Crowne Plaza Hunter Valley 430 Wine Country Drive, Lovedale

Dress: Smart casual for outdoor evening event by the pool

Join special guests, fellow councillors, the LGNSW Board, general managers, sponsors and speakers for an official welcome and an informal BBQ dinner that celebrates the great local produce of the Hunter Valley. Taste the local grapes with a selection of wines from McGuigan, Hope Estate and Jade Estate and enjoy Lovedale lager, which is brewed on the premises.

For transfer buses leaving from local accommodation to Crowne Plaza, please view the schedule as listed on the website.

#### Premier Sponsor



Crowne Plaza, Poolside

### Conference Gala Dinner Sponsored by StateCover

Monday 23 November, 7.30pm - 11pm.

Hope Estate 2213 Broke Rd, Pokolbin

Dress Code: Cocktail lounge suit

#### Optional ticketed event

Allocated seating required; register as part of the conference registration process. If you require a dinner transfer from selected hotels, please book online during registration.

Pre-dinner drinks and chef's selection of canapés served cocktail-style on the outdoor main concert stage from 7.30pm (weather dependant). This dinner will be an experience to remember in The Wine Room of the award-winning Hope Estate where you will be seated in the middle of the production area – transformed just for you. A menu reflecting the harvest of local specialties and the enjoyment of current vintages will be served. You will be entertained by the beauty and power of Lisa Hunt and her Forever Soul band, a NSW local talent.

#### Elite Sponsor



Lisa Hunt



Hope Estate



### Service Awards and the AR Bluett Awards



Outstanding Service and Emeritus Mayor Awards will be presented during the conference on Monday 23 November to those who have given outstanding service to local government. To enable the processing of awards, councils are asked to advise LGNSW whether nominees for the award will be attending the conference and if so will need to purchase a dinner ticket. The deadline for applications for awards to be presented at the conference is Friday 23 October 2020.

A letter confirming the presentation will be sent to your general manager. If you do not receive confirmation by Friday 6 November, please contact Karen Rolls at LGNSW on 02 9242 4050.

The online nomination form can be found on [LGNSW's website](#).

The AR Bluett Memorial Trustees will also present the prestigious AR Bluett Awards during the business program to councils that have been recognised as the most progressive in NSW in 2019/20. Widely acknowledged as the greatest accolade a council can achieve, this will be the 76th year for which the awards have been presented. Award recipients will need to register for the Ministers Forum and Welcome Reception and purchase a ticket.

Hunter Valley Gardens, Pokolbin



Image courtesy of Destination NSW

### Optional ticketed events

#### Meet the Politicians Forum

Sunday, 22 November, 3pm – 5pm

Conference and Events Centre, Crowne Plaza Hotel

Cost: Free

This optional event is part of the annual conference program and attendance is free to all members registered to attend the conference – simply RSVP for this session as part of your registration.

Speakers include Local Government Minister Shelley Hancock MP and other key politicians representing portfolios important to local government.

#### Councillor Training Workshops

Sunday, 22 November 1.30pm – 3.00pm

Cost: \$44 per workshop

Access to training workshops will be for ticket holders only. Tickets can be purchased in advance when registering for the conference and include afternoon tea.

#### Australian Local Government Women's Association (ALGWA NSW) Breakfast

Sponsored by Multicultural NSW

Tuesday, 24 November, 7.15am for 7.30am start. Concludes at 8.45am

Semillon Ballroom 1 & 2

Cost \$55. Access to the breakfast is for ticket holders only. Tickets can be purchased in advance when registering for the conference.

"Big Expectations – How to make a difference and why community is important"

Meet Fairfield's Halla, Houda, Rouba and Leeann Shahrour who are four Australian-born Muslim women from a Lebanese background and a family of 13 comprising 10 girls and one boy! They came to national prominence in 2017 when they won the title for Australia's favourite food family on Chanel Nine's reality show Family Food Fight. They did so by daring to dream, stepping outside their family kitchens and into households across Australia. Along the way they broke down barriers and created lasting bonds. They challenged the stereotype and crushed it.

While sampling one of their recipes, Ellen Fanning will facilitate an interactive discussion.



### Accommodation

We encourage attendees to book accommodation as early as possible. Information on travel and accommodation is available on the [LGNSW website](#).

### Coach Transfers

Coach transfers will be offered between the conference venue and social functions from the hotels listed below, courtesy of Cessnock City Council. Should you require a transfer it must be booked as part of your registration. The charge is \$11 per person each day and these must be booked as part of the registration process.

Transfer hotels include:

- > Wine Country Motor Inn
- > Harrigan's
- > Mercure Hunter Valley Gardens
- > H Boutique
- > Chateau Elan
- > Leisure Inn Pokolbin Hill
- > Spicers Guesthouse
- > Oaks Cypress Lakes Resort

### Child Care Arrangements

Water Dragon Kids Club is available onsite at the hotel. Please review the website for further details  
[www.crowneplazahuntervalley.com.au](http://www.crowneplazahuntervalley.com.au)

Red Zebra – Babysitting and Childcare Agency  
[www.redzebra.net.au](http://www.redzebra.net.au)

### Environmental Sustainability Commitment

LGNSW is committed to ensuring the LGNSW Annual Conference 2020 is organised and conducted in a sustainable manner to reduce the impact on the planet. The event will adhere to LGNSW Principles and Guidelines for Event Sustainability.

## Sponsorships

### Sponsorships and Partnerships

If you are interested in sponsoring the conference, giving support or taking part in our trade display, please contact the Conference Secretariat, Bradley Hayden, Countrywide Conference and Event Management at [bradley@ccem.com.au](mailto:bradley@ccem.com.au).

#### Elite Sponsor



#### Premier Sponsor



#### Planning Sponsor



#### Distinguished Sponsors



#### Vehicle Equipment Sponsor



**REGISTRATION  
ONLINE AT**  
[LGNSW.ORG.AU](http://LGNSW.ORG.AU)