



Our ref: R17/0004

25 May 2018

Dear General Manager

Election to fill a casual vacancy in the office of Vice President (Rural/Regional councils) on the Board of the Local Government and Shires Association of New South Wales

I write to provide members of the Local Government and Shires Association of New South Wales ("Association") in the "Rural/Regional councils" category with important information about an election to fill a casual vacancy in the office of Vice President (Rural/Regional councils) on the Board of the Association ("Board").

On 6 April 2018 the former Vice President (Regional/Rural councils) resigned from the Board. This resulted in a casual vacancy. The Association's rules require the casual vacancy to be filled by secret postal ballot in accordance with the provisions appropriate to the election for the vacant office.

The Registered Organisations Commission ("ROC") has approved the election and has instructed the Australian Electoral Commission ("AEC") to make arrangements for the election.

Allocation of voting entitlements

The number of voters that each eligible Ordinary member is entitled to is set out in the table at **Annexure A**.

Election Timetable

The timetable for the election is as follows:

- **Friday, 6 July 2018, 12 noon (AEST)** - Ordinary members of the Association entitled to vote in the election must provide the names and postal addresses of their nominated voting delegates to the Association by this date/time (including, for each person – a street address or PO Box number, suburb, state, postcode, and whether the address is a workplace address). No changes to the names of voting delegates (**Roll of Voters**) will be accepted after this date/time.
- **Friday, 13 July 2018** – The AEC will cause an **Election Notice** inviting nominations for the office of Vice President (Rural/Regional councils) to be published in the Association's official journal, the *LGNSW Weekly*, and sent to each member entitled to vote in the election, by post, on this date.

Further details about the election, including the date that nominations close and the date that the ballot opens/closes will be contained in the Election Notice.

LOCAL GOVERNMENT NSW
GPO BOX 7003 SYDNEY NSW 2001
L8, 28 MARGARET ST SYDNEY NSW 2000
T 02 9242 4000 F 02 9242 4111
LGNSW.ORG.AU LGNSW@LGNSW.ORG.AU
ABN 49 853 913 882



Eligibility requirements to be a voting delegate

Voting delegates must be a Councillor of a Council which is an Ordinary member of the Association in the 'Rural/Regional councils' category or member of the Board in the 'Rural/Regional councils' category under the Association's rules.

How to nominate voting delegates

Nominations are to be made online using the nomination form at the following link:

<https://lgsa.wufoo.com/forms/voting-delegate-nomination-2018-vp-ruralregional-rl1wl541offmc2/>

Only one nomination form may be completed for each Ordinary member. It is important that you have all of the required information for each voting delegate before completing this form (including, for each person – a street address or PO Box number, suburb, state, postcode, and whether the address is a workplace address).

This form must be submitted to the Association by no later than **Friday, 6 July 2018, 12 noon (AEST)**.

Further details

For further information:

- a) **about members' voting entitlements and nomination of voting delegates:** contact Adam Dansie (Senior Manager – Industrial Relations) on (02) 9242-4140 or at adam.dansie@lgnsw.org.au
- b) **about all other matters relating to the election:** contact Anthony Carey (AEC Returning Officer) on (02) 9375 6361 or at nswelections@aec.gov.au

Yours sincerely

A handwritten signature in black ink that reads 'Linda Scott'.

Cr Linda Scott
President

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