

Ordinary Meeting

Meeting Date: Tuesday, 28 October, 2025
Location: Council Chambers, City Administrative Building, Bridge Road, Nowra
Time: 5.30pm

Addendum Agenda

Reports

City Performance

CL25.384	LGNSW Annual Conference November 2025 - Replacement of Voting Delegates.....	1
----------	--	---

CL25.384 LGNSW Annual Conference November 2025 - Replacement of Voting Delegates

HPERM Ref: D25/507981

Department: Business Assurance & Risk

Approver: Katie Buckman, Director - City Performance

Purpose:

To inform Council of the withdrawal of two previously nominated Councillor voting delegates who are no longer able to attend the upcoming Local Government NSW (LGNSW) Annual Conference 2025, and to seek Council's determination of two replacement delegates.

Summary and Key Points for Consideration:

Council received a report on 22 July 2025 ([link to report](#)) detailing the upcoming 2025 LGNSW Annual Conference being held from 23-25 November 2025 and determined the voting delegates to that conference (see [MIN25.340](#)). Councillor Norris and Councillor Wilkins were appointed as voting delegates and have since advised staff that they will be unable to attend.

It is recommended to determine two new voting delegates to ensure full Council representation at the conference.

Recommendation

That Council:

1. Note the withdrawal of Councillor Norris and Councillor Wilkins as voting delegates for the LGNSW Annual Conference 2025.
2. Nominate two Councillors as replacement voting delegates.
3. Authorise the Chief Executive Officer (or delegate) to notify LGNSW of the updated delegates by 7 November 2025.

Background and Supplementary information

On 22 July 2025, Council resolved the following in regard to the 2025 LGNSW Annual Conference (MIN24.340):

That:

1. *Council confirms two of the voting delegates at the 2025 LGNSW Annual Conference to be held from 23 to 25 November 2025 will be the Mayor and the Deputy Mayor.*
2. *Council determines the other three (3) Councillors to attend the conference as Council's voting delegates as follows:*
 - a. *Clr Norris*
 - b. *Clr Clancy*
 - c. *Clr Krikstolaitis*
3. *A Councillor Briefing be held in August 2025 for the Council to formulate motions for submission to the conference.*

CL25.384

It was recently brought to the attention of staff that Councillor Norris and Councillor Wilkins will no longer be able to attend. It is therefore recommended to determine new voting delegates to take the place of the two Councillors.

Risk Implications

If Council fails to appoint alternative representatives it may impact having appropriate Councillor representation from Shoalhaven City Council at the conference. LGNSW must be advised of any changes to voting delegates by 7 November 2025.

The financial details of cancelling registrations are detailed below under Financial Implications.

Internal Consultations

Internal Consultation was not required as part of this report.

External Consultations

External Consultation was not required as part of this report.

Community Consultations

Community Consultation was not required as part of this report.

Policy and Statutory Implications

There are no policy or statutory implications associated with this report.

Financial Implications

Council has paid the following registration fees for each Councillor:

\$1,250 (Inc GST) for registration, \$100 for registration in a workshop session and \$245 for the conference dinner.

If Council determines not to appoint alternative voting delegates and cancel the registrations, it should be noted that cancellations made after 22 October 2025 are not refundable.