



AEU NT 2018 Branch Conference – First Notice

Saturday 5 and Sunday 6 May 2018

Double Tree by Hilton Hotel, Darwin Esplanade

To: All members (Sub-Branch Reps – please display this page and attached flyer on union noticeboard)
From: Branch Secretary
Date: 5 February 2018

Total Pages - 3

AEU NT sub-branches are encouraged to make an early start with electing your delegate(s) to attend the AEU NT 2018 Branch Conference to be held on Saturday 5 & Sunday 6 May.

Each sub-branch is entitled to send one (1) delegate per twenty (20) financial members in your sub-branch or part thereof. Sub-branches can use proxies to maximise representation at conference. Contact the AEU NT office for more information: admin@aeunt.org.au

The deadline for delegate registrations and submitting of proposals/motions by delegates and sub-branches is COB Friday 23 March 2018. No registrations will be accepted after that time.

TRAVEL AND RELEASE

The cost of travel for delegates from outside Greater Darwin will be met by the AEU NT within Branch Rules and policy guidelines. We will arrange with the employer your release from work on Friday 4 May to enable you to travel to Darwin. More details will be provided upon registration.

ACCOMMODATION

Delegates will be accommodated at the Hilton Double Tree Hotel, Darwin. Accommodation may be on a **share basis**, and is booked and paid for by the AEU NT.

MEALS AND ALLOWANCES

Meals will be provided at the resort during the Conference except as otherwise advised. A Conference dinner will take place on Saturday evening in conjunction with other Unions NT affiliates to celebrate May Day. Provision for meal allowances will be made for delegates travelling from outside the Darwin area. More information will be provided on registration.

CONFERENCE FORMAT

The conference will commence at 9am on Saturday 5 May 2018 at the Hilton Double Tree, Darwin and conclude by 3pm on Sunday 6 May 2018. Hospitality and an additional event may also be arranged for delegates on the evening of Friday 4 May – details to follow.

THEMES AND AGENDA

With teacher bargaining continuing, the Conference is likely to be an important opportunity to discuss the state of play and to consider whether to endorse an offer from the Government or to consider taking action to seek improvements. We will also discuss the future of education in the Territory and talk about how we can improve education outcomes for students. Stay tuned for guest speaker announcements in coming weeks.



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Delegate Registration Form

This form should be jointly completed by sub-branch reps and the nominated conference delegate(s) and returned to the AEU NT **by no later than C.O.B. Friday 23 March 2018**. Confirmation of registration will be provided by Friday 30 March. If you do not receive confirmation, contact the office to check your registration has been received.

Name of Sub branch:.....

Note: Each sub-branch is entitled to nominate one (1) delegate per twenty (20) financial members in that workplace or part thereof. Even if your sub-branch is only sending one delegate, we recommend you elect a second delegate as a reserve. For sub-branches entitled to send more than two delegates, please make an additional copy of this form.

Delegate 1	Delegate 2
Name:.....	Name:
Phone:	Phone:.....
Email:.....	Email:
Ensure you check your email frequently for important delegate information.	Ensure you check your email frequently for important delegate information.
If you are travelling in, what will be your mode of transport?	If you are travelling in, what will be your mode of transport?
Road Air	Road Air
Do you require accommodation?	Do you require accommodation?
Yes No	Yes No
Will you be attending the Saturday evening Conference dinner?	Will you be attending the Saturday evening Conference dinner?
Yes just myself No Yes with partner	Yes just myself No Yes with partner
Special dietary requirements/medical conditions	Special dietary requirements/medical conditions
.....
For claims processing please provide:	For claims processing please provide:
BSB..... Acc No.....	BSB..... Acc No.....
<i>(AEU claim forms will be available at conference. Claims will be processed as soon as possible.)</i>	<i>(AEU claim forms will be available at conference. Claims will be processed as soon as possible.)</i>

Delegates' accommodation may be provided on a share basis. Delegates bringing partners with them will need to pay for their own accommodation and claim reimbursement.

Conference dinner is to be held on Saturday from 6pm. Delegates' meals are provided throughout the Conference, though drinks are at delegates' own expense. Partners/extra guests are at delegates' own expense.

Complete and email this form to admin@aeunt.org.au or fax to 8948 2577



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2018 AEU NT Branch Conference Business

Motions from sub-branches and delegates to be considered as part of Conference business must be emailed to admin@aeunt.org.au **NO LATER THAN Friday 23 March 2018.**

Name of Sub Branch/Delegate _____

About framing motions for Conference:

1. Identify what the topic is in as concise a way as possible. Try expressing it in a sentence. This becomes the topic. Example: *'Difficulty in accessing business days.'*
2. Find out which body is responsible for things being the way they are, is it the employer? The government? The union?
3. What actions would you like to be put in place?
4. What result or effect can you expect to occur as a result of this? [is it possible/probable/realistic/imperative]
5. Write the motion beginning with "That...", so that all of the above is clear.

Example Motion: *That this Conference directs the full-time officers to request the DoE Chief Executive urgently address the policy on business days.*

Ensure that motions from sub-branches have a mover and seconder.

Motions being put forward 1. _____

2. _____

3. _____

4. _____

5. _____

Submitting motions

Provide a number and a topic heading for each motion, e.g "Study Leave". Sub-Branches and delegates are not required to put forward five motions – however we would ask that your motions to be kept to a maximum of five. To assist in compiling motions quickly we ask that you ensure your motions are typed.

Member presenting motion at conference (if known): _____

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