



# Meeting Request - Lord Mayor of Newcastle

Your details	
First Name	
Last Name	
Email	
Contact number	
Organisation details	
Name of organisation	
Names and titles of proposed meeting attendees	
Organisation web address	
Agenda items	
<i>Please list each issue to be raised with the Lord Major (be specific) do not use acronyms.</i>	
Further information	
Are you a not-for-profit organisation?	Yes No
Will you be requesting financial assistance?	Yes No
What are your desired outcomes from the meeting?	
Have you previously contacted Council or your Councillor about the issue?	Yes No
If yes, please specify who and when and the outcome	
Anything further you consider relevant?	
Please complete and return to: <a href="mailto:lordmayor@ncc.nsw.gov.au">lordmayor@ncc.nsw.gov.au</a>	

**Lord Mayor's Office**  
City Administration Centre  
(PO Box 489)  
282 King Street, Newcastle  
Newcastle NSW 2300

Phone: (02) 4974 2239 / Email: [lordmayor@ncc.nsw.gov.au](mailto:lordmayor@ncc.nsw.gov.au)

# Open diaries

Council is committed to openness and transparency through its Open and Transparent Governance Strategy.

As part of this commitment, Council publishes a summary of the Lord Mayor's diary on its website, including:

- Details of the organisation, group or category of person(s) attending the meeting; and
- The date and purpose of meetings.

The summary will not include:

- Individuals names
- Internal meetings with staff or Councillors
- Meetings of personal nature.

If you have any concerns with the publication of your information, please contact the Public Officer, Manager Legal and Governance: <mailto:governance@ncc.nsw.gov.au> or phone 4974 2118.