

Minutes of the Inaugural Central NSW Joint Organisation meeting 24 May 2018 Preston Stanley Room Parliament House Sydney

Present Members (in Bold)

Cr G Hanger	Bathurst Regional Council	Cr J Medcalf	Lachlan Shire Council
Cr S Ferguson	Blayney Shire Council	Cr K Sajowitz	Oberon Council
Cr K Beatty	Cabonne Council	Cr R Kidd	Orange City Council
Cr B West	Cowra Council	Cr K Keith	Parkes Shire Council
Cr G Miller	Forbes Shire Council	Cr M Liebich	Weddin Shire Council

Attendees

Mr R Hunt	Lachlan Shire Council	Cr D Somerville	CTW
Mr D Sherley	Bathurst Regional Council	Mr G Rhodes	CTW
Ms R Ryan	Blayney Shire Council	Mr A Albury	DPC
Mr S Harding	Cabonne Council	Cr C Weston	RDACW
Mr P Devery	Cowra Council		
Mr S Loane	Forbes Shire Council	Ms J Bennett	Centroc
Mr G Wallace	Oberon Council	Ms M Macpherson	Centroc
Mr K Boyd	Parkes Shire Council	Ms C Griffin	Centroc
Mr G Carroll	Weddin Shire Council	Ms V Page	Centroc

Meeting opened 2.44pm, Chaired by Returning Officer Mr David John Sherley, General Manger Bathurst Regional Council

1. Apologies -Mr G Styles, Ms J Andrews

2. Proclamation and Regulation effecting the Central NSW Joint Organisation

Resolved	Cr R Kidd/Cr K Keith
That the Board note the Proclamation and Regulation effecting the Central NSW Joint Organisation	

3. Office of Local Government 1. Implementation on Joint Organisations 2. Returning Officer

Resolved	Cr R Kidd/Cr B West
That the Board	
1. note the advice from the Office of Local Government providing guidance on the implementation on Joint Organisations "Joint Organisation Implementation Guidance; and	
2. note that Mr Tim Hurst has delegated the calling of the meeting, the development of the Agenda and the role of Returning Office to Mr David Sherley, General Manager of Bathurst Regional Council.	

4. Election of Chairperson and Deputy Chairperson

The Returning Officer Mr David Sherley provided advice that he has received two nominations, one for the position of Chair and one for the position of Deputy Chair. Both were in order. No other nominations were provided from the floor.

Accordingly, Cr John Medcalf as elected as Chair and Cr Scott Ferguson was elected as Deputy Chair.

5. Disclosure of delegates - Designated persons (s:449 L.G. Act)

Resolved	Cr R Kidd/Cr G Miller
That the Board:	
<ol style="list-style-type: none">1. note that all Board members and the Executive Officer are automatically designated persons for the purposes of s:449 of the Local Government Act;2. note that as alternatives Deputy Mayors should also be treated as designated persons; and3. note the responsibility of designated persons in returning disclosures of interest forms.	

6. Central NSW Joint Organisation Draft Charter

Resolved	Cr B West/Cr R Kidd
That the	
<ol style="list-style-type: none">1. Draft Charter for the Central NSW Joint Organisation be referred to members for a period of 42 days seeking feedback; and2. A further report come back to the CNSWJO detailing members feedback for consideration by the Board.	

7. Appointment of interim Executive Officer

Resolved	Cr R Kidd/Cr K Keith
That Ms Jenny Bennett be appointed the interim Executive Officer of the Central NSW Joint Organisation of Councils for the period of 12 months.	

8. Delegations to the interim Executive Officer

Resolved	Cr B West/Cr M Liebich
That the Central NSW Joint Organisation adopt the delegations register as tabled.	

9. Code of Conduct and Panel of Conduct Reviewers

Resolved	Cr G Miller/Cr S Ferguson
That the Central NSW Joint Organisation adopt:	
<ol style="list-style-type: none">1. the Model Code of Conduct for Local Councils in NSW (the Model Code);2. the Procedures for the Administration of the Model Code of Conduct for local Councils in NSW (the Procedures);3. the panel of Conduct Reviewers as established by Centroc.4. The PUBLIC INTEREST DISCLOSURES (PROTECTED DISCLOSURES)	

10. Central NSW Joint Organisation Policy Manual

Resolved	Cr M Liebich/Cr B West
That the Central NSW Joint Organisation adopt the following policies	
<ol style="list-style-type: none">1. Access to Information2. Budgeting, Financial Reporting & Purchasing6. Donations7. Email and Internet9. Investment Policy10. Review of Internally Restricted Reserves11. Organisational Documentation Policy12. Document Printing Policy13. Communication Policy15. Social Media Policy	

11. Payment of Expenses and the Provision of Facilities to Board Members Policy

Resolved

Cr K Keith/Cr K Beatty

That:

1. The draft policy for the payment of expenses and the provision of facilities to Board members and the Chairperson be referred to member Councils for their comment for a period of 42 days.
2. The draft policy and comments from member councils be referred to a future meeting of the Board for consideration and adoption of the policy as amended (if required).

12. Code of Meeting Practice

Resolved

Cr K Sajowitz/Cr G Miller

That:

1. The draft Code of Meeting Practice be referred to member Councils for their comment for a period of 42 days.
2. The draft Code of Meeting Practice and comments from member Councils be referred to a future meeting of the Board for consideration and adoption of the policy as amended (if required).

13. Seal

Resolved

Cr J Medcalf/Cr M Liebich

That the Central NSW Joint Organisation(JO):

- a. Adopt a Seal of the JO which contains the wording, "Central NSW Joint Organisation" inside two concentric circles with two intersecting "C's" in the middle and;
- b. The seal be kept by the Executive Officer.

14. Privacy Management Plan

Resolved

Cr S Ferguson/Cr M Liebich

That the Central NSW Joint Organisation Board adopt OLG model Privacy Management Plan.

15. Register of Political Donations Disclosures

Resolved

Cr K Beatty/Cr G Miller

That the Central NSW Joint Organisation Board note the register of political donation disclosures.

16. Timeline, opening a bank account, recruitment and strategy

Resolved

Cr G Miller/Cr K Keith

That the Board note the timeline for the implementation of the JO and

1. with regard to opening of a bank account confirm the Executive Officer, Ms Jennifer Bennett, has delegation to
 - a. open a bank account in the name of the Central NSW Joint Organisation
 - b. obtain an ABN; and
 - c. nominate signatories
2. with regard to progressing recruitment of an Executive Officer and strategy going forward, authorise the Chair to undertake all necessary steps to commence a recruitment process for an Executive Officer with a report to be provided to the Joint Organisation meeting in August; and
3. concurrent with recruitment, commence the strategic process.

Next meeting of the Joint Organisation is 23 August 2018

Meeting closed 2.57pm

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