

Far South West Joint Organisation

1. Opening of the Meeting

The meeting was opened at 10.30am and chaired by Mr Peter Kozlowski, General Manager of Wentworth Shire Council in accordance with a delegation from the CEO Office of Local Government.

2. Present

Voting Members

Mayors:

Cr Leigh Byron (Mayor)

Cr Darriea Turley (Mayor)

Greg Wright (Administrator)

Cr Melisa Hederics (Mayor)

Balranald Shire Council

Broken Hill City Council

Central Darling Shire Council

Wentworth Shire Council

Non-Voting Members

Deputy Mayors:

Cr Alan Purfill

Cr Marion Browne

Not Applicable

Cr Tim Elstone

Balranald Shire Council

Broken Hill City Council

Central Darling Shire Council

Wentworth Shire Council

General Managers:

Michael Kitzelmann

James Roncon

Greg Hill

Peter Kozlowski

Balranald Shire Council

Broken Hill City Council

Central Darling Shire Council

Wentworth Shire Council

State Representatives:

Melissa Gibbs

Office of Local Government

3. Apologies and Leave of Absence

Ashley Albury

Department of Premier and
Cabinet

Moved: Cr Byron

Second: Cr Turley

Carried.

4. Election of Chairperson and Deputy Chairperson

The Returning Officer read out nominations for the Chairperson and the Deputy Chairperson, being Councillor Melisa Hederics and Councillor Leigh Byron respectively. As there were only one nominee for each of the positions the Returning Officer declared Councillor Melisa Hederics elected as Chairperson for the ensuing two years and declared Councillor Leigh Byron elected as Deputy Chairperson for the ensuing two years.

Resolution

1. That Cr M Hederics be confirmed as Chair of the Far South West Joint organisation of Councils.
2. That Cr Leigh Byron be confirmed as Deputy Chair of the Far South West Joint Organisation of Councils.

Moved: Mayor Turley

Second: G Wright
Carried.

5. Confirmation of Minutes from Previous Meeting

Nil.

Note: An informal meeting was held on 18 April 2018

6. Declarations of Pecuniary Interest and Conflicts of Interest

Nil declared.

7. Proclamation and Regulation – Far South West NSW Joint Organisation

Resolution

That the Board notes the Proclamation and Regulation affecting the Far South West NSW Joint Organisation

Moved: G Wright

Second: Mayor Byron
Carried.

8. Name of the Joint Organisation

Resolution

That the Board resolves that the Joint Organisation be named the "Far West Joint Organisation".

Moved: Mayor Byron

Second: Mayor Turley
Carried.

9. Implementation of the Joint Organisation

Resolution

That the Board notes the advice from the Office of Local Government providing guidance on the implementation of Joint Organisations through the document "Joint Organisation Implementation Guidance".

Moved: G Wright

Second: Mayor Byron
Carried.

10. Disclosure of Delegates – Designated Persons

Resolution

That the Board:

1. Notes that all Board members and the Executive Officer are automatically designated persons for the purposes of s449 of the Local Government Act.
2. Notes that as alternates deputy mayors should also be treated as designated persons
3. Notes the responsibility of designated persons in returning disclosures of interest forms.

Moved: Mayor Byron

Second: Mayor Turley
Carried.

11. Far South West NSW Joint Organisation Draft Charter

Resolution

1. That the Draft Charter for the Far South West NSW Joint Organisation be referred to members for a period of 42 days seeking feedback
2. That a further report come back to the FSWJO detailing members' feedback for consideration by the Board.

Moved: G Wright

Second: Mayor Byron
Carried.

12. Appointment of Interim Executive Officer

Resolution

1. That the General Manager of the Wentworth Shire Council be appointed to the role of interim Executive Officer, supported by the other General Managers of the FSWJO.
2. That the FSWJO seeks to move formally to adopt a recruitment process to engage a fulltime Executive Officer.

Moved: Mayor Byron

Second: Mayor Turley
Carried.

13. Delegations to the Interim Executive Officer

Resolution

That the Far South West Joint Organisation adopt the delegations register as tabled.

Moved: G Wright

Second: Mayor Byron
Carried.

14. Code of Conduct and Panel of Conduct Reviewers

Resolution

That the Board:

- (a) Adopts the Model Code of Conduct for Local Councils in NSW (the Model Code).
- (b) Adopts the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (the Procedures).
- (c) Resolves to use the Broken Hill Panel of Conduct Reviewers.
- (d) Adopts the PUBLIC INTEREST DISCLOSURES (PROTECTED DISCLOSURES)

Moved: Mayor Byron

Second: Mayor Turley
Carried.

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

Resolution

- (1) That the Broken Hill policy for the payment of expenses and the provision of facilities to Board members and the Chairperson be adopted as the interim policy and that the policy be referred to member Councils for their comment for a period of 42 days.
- (2) That the Broken Hill 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).

Moved: Mayor Byron

Second: Mayor Turley
Carried.

16. Code of Meeting Practice

Resolution

- 1. That the draft Code of Meeting Practice be referred to member Councils for their comment for a period of 42 days.
- 2. That 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).

Moved: G Wright

Second: Mayor Byron
Carried.

17. Privacy Management Plan

Resolution

That the Far South West Joint Organisation Board adopts OLG model Privacy Management Plan.

Moved: Mayor Turley

Second: G Wright

Carried.

18 Items for Further Discussion

18.1. Schedule and Location of Meetings

Resolution

1. That Meetings of the FSWJO be rotated between member Councils, inclusive of at least one meeting per calendar year in Sydney.
2. That meetings be held on the last Friday of each month, commencing at 11am to allow for travel.

Moved: Mayor Byron

Second: Mayor Turley

Carried.

18.2. Next meeting

Resolution

1. That the August meeting of the FSWJO be held Monday 27 August 2018 at 11am (AEST) in Wentworth.
2. That attendance by video conference be encouraged for those unable to travel.

Moved: Mayor Byron

Second: Mayor Turley

Carried.

18.3. Recruitment of an Executive Officer

The matter was resolved in an earlier item.

18.4. GMs Forum

Resolution

That the FSWJO General Managers form an advisory group to assist and support the FSWJO Board to generate agenda items for the Board's consideration.

Moved: G Wright

Second: Mayor Byron

Carried.

18.5. Non-Voting Representatives Regional Development Area

Resolution

1. That the Board give consideration to extended membership of the FSWJO.
2. Consideration be given to indigenous representation, Far West RDA representation and any other groups the Board determines will enhance the role of the FSWJO.

Moved: Mayor Turley

Second: G Wright

Carried.

18.6. Working Groups

This matter will be developed further with the assistance of the General Managers.

18.7. Seal

This matter will be referred to a future meeting.

18.8 ABN Number

The Executive Officer will pursue the ABN No.

18.9 Domain Name

This matter will be referred to a future meeting.

18.10 Website

This matter will be referred to a future meeting. Communication from the FSWJO will be via each Council website.

19 OLG Implementation Actions and Timeline

Resolution

That the Board notes the Office of Local Government Implementation Action and Timeline

Moved: G Wright

Second: Mayor Byron

Carried.

Please find below the timeline as provided by the Office of Local Government for the implementation of Joint Organisations. The degree to which Board members need coverage beyond Council coverage is being explored.

Action

By

• Obtain relevant insurances and workers compensation coverage	First month
• Hold the first meeting of the joint organisation board	
• Adopt a code of conduct	
• Appoint an interim Executive Officer	
• Obtain an ABN and TFN	
• Reserve a domain name	
• Establish a phone number and email address	
Return signed funding agreement to OLG	29 June 2018
• Adopt a charter - and publish on website	First three months
• Adopt an expenses and facilities policy	
• Prepare a communication and engagement plan	
• Organise for any relevant regional organisation of councils grants and contracts to be transferred to the joint organisation	
Adopt a statement of revenue policy for 2018/19, including budget	31 August 2018
Fund, noting key milestones to be met	28 September 2018
Adopt a statement of regional strategic priorities	30 December 2018

Far South West Joint Organisation
Minutes from meeting held 26 July 2018

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| <ul style="list-style-type: none">• Adopt a logo and other key elements of visual identity• Deliver a website featuring the adopted visual Identity | First six months |
| Submit six-monthly progress and expenditure report to OLG on the Establishment Funds | 28 February 2019 |
| Adopt statement of revenue policy for 2019/20, including budget | 30 July 2019 |
| Submit six-monthly progress and expenditure report to OLG on the Establishment Funds | 31 August 2019 |
| Prepare an annual performance statement | 31 October 2019 |
| Prepare audited financial reports for the period ending on the last day of the financial year after the year in which the joint organisation is established | 31 October 2019 |
| 20. Next meeting date/time/location | Wentworth. Monday 27 August 2018 at 11am (AEST) |
| 21. Meeting closed: | 12.28pm (ACST) |