

# minutes

**MEETING OF:** Orana Joint Organisation  
**DATE:** 17 December 2018  
**TIME:** 9.30 am  
**VENUE:** The Stables, Mid-West Regional Council 86 Market Street Mudgee

## ATTENDEES:

Cr D Batten	Gilgandra Shire Council
Cr D Todd	Warrumbungle Shire Council
Cr C Davies	Narromine Shire Council
Cr D Kennedy	Mid-Western Regional Council
Cr G Neill	Bogan Shire Council
David Neeves	General Manager Gilgandra Shire Council
Roger Bailey	General Manager Warrumbungle Shire Council
Jane Redden	General Manager Narromine Shire Council
Brad Cam	General Manager Mid-Western Regional Council
Derek Francis	General Manager Bogan Shire Council
Belinda Barlow	Interim Executive Officer Orana Joint Organisation
Carolyne Marchant	(Minute Taker)

**APOLOGIES:** Cr M Quigley Mayor Warren Shire Council; Cr R Donald, Mayor Bogan Shire Council; Cr Brett Williamson, Deputy Mayor Warren Shire Council and Glenn Wilcox, General Manager Warren Shire Council

## WELCOME:

The Chair welcomed all Board Members present and declared the meeting open at 9.28am.

## GUESTS

1. Field Solutions Group – Greg McCormack, Field Solutions is a telecommunications company working to connect the mobile/internet shortfalls in rural and regional communities. Currently preparing a funding proposition to State Government to assist connecting 63 communities in central and western NSW, this will ultimately offer better economies of scale for connectivity and partnerships and collaboration between local government and industry.
2. Infrastructure Collaborative – Jill Kilby provided an overview of Canberra Region JO 'Water and Waste Water Prospectus'.
3. Donna Galvin and Associates - Donna Galvin - Finalisation of the DRAFT Orana JO Statement of Strategic Regional Priorities 2019-2022.

The Chair thanked all presenters and guests for their presentations and time.

Break for morning tea, meeting recommenced at 11.47 am

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## BOARD MEETING ITEMS

### 1. APOLOGIES:

**2018/047** **RESOLVED** Crs Kennedy/Davies that the apologies of Cr M Quigley, Cr R Donald, Cr B Williamson, Glenn Wilcox be accepted.

CARRIED

The Board noted the absence of Board Members including NSW Premier and Cabinet representative Mr Ashley Albury at this meeting.

### 2. DECLARATION OF INTEREST

Nil

### 3. ADOPTION OF MINUTES OF PREVIOUS MEETING 2 OCTOBER 2018

**2018/048** **RESOLVED** Crs Todd/Davies that the Minutes of the Meeting held 2 October 2018 be adopted as a true and correct record of the meeting.

CARRIED

### 4. MATTERS ARISING FROM MINUTES

#### a. Statement of Regional Strategic Priorities

**2018/049** **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation Board adopt the Orana Joint Organisation Statement of Strategic Regional Priorities with suggested amendments.

CARRIED

#### b. Development of a logo and other key elements of visual identity

**2018/050** **RESOLVED** Crs Kennedy/Todd that the Orana Joint Organisation Board adopt Concept 5 as the Orana Joint Organisation logo.

CARRIED

**2018/051** **RESOLVED** Crs Todd/Davies resolved that the Orana Joint Organisation move into Closed Meeting at 11.51 am to discuss the matter under Section 10 A (2) (a) because it contains personnel matters concerning the Interim Executive Officer.

CARRIED

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## OPEN MEETING

The Chair noted the following resolution from Closed Business:

### 5. APPLICATION FOR LEAVE

**2018/052**     **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation Board approve the Interim Executive Officer's leave from 24 December 2018 to 3 February 2019 inclusive.

### 6. EXECUTIVE OFFICER'S REPORT

#### a. NSW Network of Joint Organisation Forum

**2018/053**     **RESOLVED** Crs Todd/Davies that the Orana Joint Organisation notes the:

- i) Minutes of Joint Organisation Chairs Forum 19 October 2018;
- ii) Terms of Reference; and
- iii) Strategic Regional Priorities for JO network.
- iv) The next JO Chairs' meeting is to be held on 7 March 2019 at Parliament House. It will coincide with Country Mayors Association of NSW Meeting to be held on Friday 8 March 2018. Country Mayors Association and Local Government NSW will facilitate a local government debate with all members of NSW Parliament on this day.

CARRIED

#### b. LGNSW Membership Proposal to Joint Organisations

**2018/054**     **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation does not enter into membership agreement with LGNSW.

CARRIED

#### c. Leave of absence of Orana JO Chair

**2018/055**     **RESOLVED** Crs Kennedy/Todd that:

- i) That the Orana Joint Organisation Members acknowledge notification of leave of absence by the Orana JO Chair, Clr Doug Batten for the period 22 October 2018 to 16 November 2018; and
- ii) That it be noted Clr Ash Walker, Deputy Mayor Gilgandra Shire Council be appointed as Acting Orana JO Board Chair, for the period 22 October 2018 to 16 November 2018.

CARRIED

#### d. Outcomes from General Managers Advisory Committee Meeting

**2018/056**     **RESOLVED** Crs Davies/Kennedy that the Orana Joint Organisation notes the information supplied from the General Managers meeting held 5 November 2018.

CARRIED

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## 6. EXECUTIVE OFFICER'S REPORT (cont'd)

### e. Distribution of OROC surplus funds

**2018/057** **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation Board seek a resolution from each member council to transfer the balance of their surplus OROC funding to the Orana Joint Organisation, thus providing additional working capital for the Orana Joint Organisation's ongoing operations.

CARRIED

### f. Meeting Schedule 2019

**2018/058** **RESOLVED** Crs Kennedy/Todd that the Orana Joint Organisation note the proposed meeting dates for 2019.

## 7 REPORTS TO THE JOINT ORGANISATION

### a. Transition to a Joint Organisation Summary and Timeline

**2018/059** **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation Board notes the Orana JO Transition Plan.

CARRIED

### b. Financial Report

**2018/060** **RESOLVED** Crs Kennedy/Todd that:

- i) That the Orana Joint Organisation Board note the Orana JO Profit and Loss Report from 1 July 2018 to 30 November 2018.
- ii) That the Orana Joint Organisation Board note the Orana JO Balance Sheet to 30 November 2018.

CARRIED

### c. Policies for adoption i to iv

i) Privacy Management Plan

**2018/061** **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation adopt the OLG Model Privacy Management Plan

CARRIED

ii) Executive Officer's Expenses and Facilities Policy

**2018/062** **RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation adopt the Executive Officer's Expenses and Facilities Policy, being (Attachment No. 1) as attached to the report.

CARRIED

iii) Workplace Health and Safety

**2018/063** **RESOLVED** Crs Kennedy/Todd that the Orana Joint Organisation adopt the Orana Joint Organisation's Workplace Health and Safety Policy and Procedures being (Attachment No 2), as attached to the report.

CARRIED

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iii) Workplace Bullying

**2018/064 RESOLVED** Crs Davies/Todd that the Orana Joint Organisation adopt the Orana Joint Organisation's Workplace Bullying Policy and Procedures being (Attachment No 3), as attached to the report.

CARRIED

iv) Investment Policy

**2018/065 RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation adopt Investment Policy being (Attachment No. 4), as attached to the report.

CARRIED

## 7 REPORTS TO THE JOINT ORGANISATION (cont'd)

d. Interim Executive Officer Activities Report

**2018/066 RESOLVED** Crs Kennedy/Todd that the Orana Joint Organisation note the Interim Executive Officer activities report.

CARRIED

## 8. CORRESPONDENCE

**2018/067 RESOLVED** Crs Todd/Davies that the correspondence be accepted.

CARRIED

## GENERAL BUSINESS

The Orana Joint Organisation Board noted the presentation of Infrastructure Collaborative and expressed strong interest for a similar prospectus for this information to be presented to the next Orana Water Alliance Technical Meeting.

**2018/068 RESOLVED** Crs Todd/Kennedy that the Orana Joint Organisation endorse the Canberra JO Water and Waste Water Prospectus and seek a quotation for Infrastructure Collaborative and delegate the Orana Joint Organisation Executive Officer to enter into such agreement subject to the pricing.

CARRIED

**2018/069 RESOLVED** Crs Kennedy/Neill that as the Orana Joint Organisation Board at its next meeting in early 2019 will be finalising its organisation structure and the recruitment of an Executive Officer, and the Orana Joint Organisation Board is to formally approach the Far North West JO and seek interest in sharing the resources of an Executive Officer.

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The Chair presented a letter from Canberra Region Joint Organisation to The Hon. John Barilaro regarding ongoing funding for Joint Organisations. The Orana Joint Organisation Board members agreed to verbally convey future funding concerns of the Orana Joint Organisation to their local members.

There being no further business the meeting closed 1.02 pm.

The Minutes (pages 1 to 6) were confirmed at a meeting held on the  
day of \_\_\_\_\_ 2018, and are a full and accurate record of proceedings of the meeting  
held on 17 December 2018.

Chair