

MINUTES OF THE NEW ENGLAND JOINT ORGANISATION OF COUNCILS (NEJO) MEETING HELD ON 26 AUGUST 2019 IN THE COUNCIL CHAMBERS, NARRABRI SHIRE COUNCIL, ADMINISTRATION BUILDING, 46-48 MAITLAND STREET, NARRABRI COMMENCING AT 10.00AM

Present:

Cr Michael Pearce (Chairperson), Cr Simon Murray (Armidale Regional Council), Cr Carol Sparks (Glen Innes Severn Council), Cr Paul Harmon (Inverell Shire Council), Cr Peter Petty and (Tenterfield Shire Council) and Cr Cathy Redding (Narrabri Shire Council).

In attendance:

Ms Susan Law (Armidale Regional Council), Mr David Aber (Uralla Shire Council), Mr Mark Riley (Glen Innes Severn Council), Mr Paul Henry (Inverell Shire Council), Mr Terry Dodds (Tenterfield Shire Council), Mr Stewart Todd (Narrabri Shire Council), Mr Angus Witherby (Moree Plains Shire Council), Ms Alison McGaffin (Director New England & North West, DPC Regional), Ms Jodie Healy (Office Local Government) and Mrs Brooke Southwell (Executive Officer).

Observers:

Cr Robert Kneale (Narrabri Shire Council) and Mr Russell Stewart (Regional Development Australia).

Meeting opened at 10.05am

The Chairperson provided an Acknowledgement of Country.

#### 1 APOLOGIES

Apologies were received from Lester Rogers (Moree Plains Shire Council), Katrina Humphries (Moree Plains Shire Council) and Janelle Saffin MP (Member for Lismore).

Moved: Inverell                      Seconded: Tenterfield

That the apologies from Lester Rogers, Katrina Humphries and Janelle Saffin MP be received and noted.

#### 2 DISCLOSURE OF CONFLICT OF INTEREST/PECUNIARY AND NON-PECUNIARY INTERESTS

No disclosures were made by members.

#### 3 MINUTES OF THE PREVIOUS MEETING HELD 27 MAY, 2019

Moved: Narrabri                      Seconded: Armidale

That the minutes of the meeting held 27 May, 2019 be adopted as a true and accurate record.

#### 4 REPORTS

##### 4.1 DISCLOSURE OF PECUNIARY INTERESTS

14/19 RESOLUTION

- A. *That the Disclosure of Pecuniary Interest Forms be noted; and*
- B. *That NEJO make the Disclosure of Pecuniary Interest Forms available for public inspection.*

Moved: Inverell                      Seconded: Glenn Innes

CARRIED

#### 4.2 DRAFT ASSOCIATE MEMBERSHIP APPLICATION FORM

##### 15/19 RESOLUTION

- A. *That NEJO adopt the draft Associate Membership Application Form.*
- B. *That NEJO defer any requests for Associate Membership for 12 months until the JO is established.*
- C. *That NEJO engage with, and invite the NEWA to Board Meetings, as required.*
- D. *That NEWA is notified of the outcome via a letter from the NEJO Chair to the NEWA Chair.*

Moved: Tenterfield                      Seconded: Narrabri

CARRIED

#### 4.3 MINING AND ENERGY RESOURCE GROUP

##### 16/19 RESOLUTION

- A. *That NEJO send a delegate from Narrabri Shire Council to the Mining and Energy Resource Group to represent the JO.*
- B. *That NEJO disseminate the Minutes and Agenda of the Mining and Energy Resource Group to GMAC for information.*

Moved: Narrabri                      Seconded: Armidale

CARRIED

#### **MOTION:**

The Chairperson provided a motion of thanks to Paul Henry for his work as Executive Officer on the NEJO.

Moved: Tenterfield                      Seconded: Uralla

CARRIED

#### 4.4 PROPOSED COLLABORATION WITH NAMOI JO

##### 17/19 RESOLUTION

- A. *That NEJO organise a meeting in December with NEJO GMAC and NAMOI JOLT to commence a conversation around shared projects and collaboration.*

Moved: Tenterfield                      Seconded: Narrabri

CARRIED

Action That the New England JO Executive Officer liaise with Glenn Innes General Manager in relation to his learnings as the Far West JO Executive Officer.

#### 4.5 ROAD NETWORK STRATEGY UPDATE

##### 18/19 RESOLUTION

- A. *That item 4.5 is deferred until the end of the meeting.*

Moved: Inverell                              Seconded: Narrabri

CARRIED

#### 4.6 GENERAL AND SPECIAL PURPOSE FINANCIAL REPORTS 2018/2019

##### 19/19 RESOLUTION

*That the NEJO:*

- A. *adopt the General Purpose Financial Statements for the period ending 30 June 2019;*
- B. *sign the Statements as prescribed by Section 413(2) of the Local Government Act 1993 for the General Purpose Financial Statements;*
- C. *authorise the Chairperson to forward the Financial Statements to the Office of Local Government upon receipt of the Audit Reports from the NSW Audit Office;*
- D. *present the signed audited Financial Statements to the public at the ordinary NEJO meeting to be held on 25 November 2019 in accordance with Section 419 (1) of the Local Government Act 1993; and*
- E. *place the audited Financial Statements on public exhibition and provide notice in accordance with Section 418 (3) of the Local Government Act 1993, that the Joint Organisation will consider the Reports of its Auditors for the period ending 30 June 2019 at its Board Meeting to be held on Monday 25 November 2019.*

Moved: Inverell                      Seconded: Armidale

CARRIED

4.7 FINANCIAL REPORT

20/19 RESOLUTION

*A. That the Financial Report be received and noted.*

Moved: Narrabri                      Seconded: Inverell

CARRIED

4.8 DRAFT RELATED PARTIES TRANSACTION POLICY

21/19 RESOLUTION

*A. That the NEJO Board adopts the draft KMP - Related Party Transactions Policy and that in accordance with section 10 of the policy, KMPs complete the 'Related Party Transaction Questionnaire' and return to the Executive Officer.*

Moved: Inverell                      Seconded: Glenn Innes

CARRIED

4.9 PROPOSED WATER ALLIANCE GROUP

22/19 RESOLUTION

*A. That NEJO organise a Water Alliance Group which will include the seven Council Water Managers (or other delegated representatives) to meet bi-monthly via skype or telephone and report back to GMAC.*

*B. That the Water Alliance Group determine a priority list of Agenda items, with an initial focus on the existing drought and water crisis.*

Moved: Narrabri                      Seconded: Armidale

CARRIED

4.10 PROPOSED SHARED SERVICES GROUP

23/19 RESOLUTION

- A. *That NEJO coordinate a 'Shared Services Group', with the aim of maintaining or enhancing individual Council capacity where possible, to meet bi-monthly and report back to GMAC with recommendations on potential shared services through the JO.*

Moved: Armidale                      Seconded: Tenterfield

CARRIED

4.11 NORTHERN INLAND REGIONAL WASTE GROUP UPDATE

24/19 RESOLUTION

- A. *That the previous resolution 1/19 still stands:*

RESOLUTION

- A. *That NEJO endorse the establishment of a strategic partnership with NIRW,*  
B. *That NIRW be requested to:*  
    i) *Prepare a Position Paper for the Board on the 20YWS Discussion Paper when this document is released by the NSW EPA, and*  
    ii) *Consider which elements of the waste stream could be utilised for an alternate use and that a business case be prepared for the reuse of this material.*  
C. *That an MOU be prepared to establish the parameters of this strategic partnership and that a General Manager of a member Council be requested to be the 'sponsor' of the relationship with NIRW.*

Note: The General Manager of Inverell Shire Council has consented to be the 'sponsor' of this issue.

Moved: Inverell                      Seconded: Tenterfield

CARRIED

26/19 RESOLUTION

4.12 UPDATED CODE OF CONDUCT AND CODE OF MEETING PRACTICE

- A. *That NEJO approve the Draft Code of Conduct.*  
B. *That NEJO place the Draft Code of Meeting Practice on public exhibition for 28 days through member Council's and the NEJO website.*

Moved: Inverell                      Seconded: Narrabri

CARRIED

LATE REPORT: SUPPLEMENT REPORT – AUDIT FINDINGS GENERAL PURPOSE FINANCIAL REPORTS 2018/2019

27/19 RESOLUTION

- A. *That NEJO endorse the 2018/2019 Engagement Closing Report;*
- B. *NEJO authorise the Executive Officer, Brooke Southwell and the Bookkeeper, Paul Pay to sign the Representation Letter*

Moved: Inverell                      Seconded: Tenterfield

CARRIED

CONFIDENTIAL REPORTS IN CLOSED MEETING

The Joint Organisation proceeded to consider the motion to close the meeting to the press and public.

28/19 RESOLUTION

*That the Organisation proceed into Closed Committee to discuss the matters referred to it, for the reasons stated in the motion of referral.*

Moved: Tenterfield                      Seconded: Armidale

CARRIED

CLOSED COMMITTEE REPORTS

29/19 RESOLUTION

4.5 ROAD NETWORK STRATEGY UPDATE

- A. *That NEJO engage Cardno to undertake the Road Network Strategy;*
- B. *That an appropriate key personnel clause is included in the contract; and*
- C. *That the Narrabri Shire Council General Manager is the nominated project sponsor for the project.*

Moved: Tenterfield                      Seconded: Glenn Innes

CARRIED

30/19 RESOLUTION

*That the Organisation proceed back into open Committee.*

Moved: Tenterfield                      Seconded: Armidale

CARRIED

Upon resuming Open Meeting, the Chair verbally reported that the Organisation had met in Closed Committee and had resolved resolution 29/19.

5.0 NEJO BOARD MEETING DATE

Action That the NEJO Board will meet in Armidale on 25 November 2019 to allow the auditors to present to the Board.

6.0 GENERAL BUSINESS

- Tenterfield raised concerns in relation to the JO Steering Committee. Jodie from OLG gave an overview of the purpose of the Steering Committee.

Action That the Executive Officer continue to distribute the minutes of the JO Chairs meeting to the Board.

- The Board briefly discussed the \$150k funding application.

The Board had a break for lunch at 1.20pm.

- Inverell mentioned the upcoming NSW LG Conference.
- Tourism collaboration within the JO was discussed.

Action That the Executive Officer ask the General Managers for the Tourism contact within their LGA. That the EO liaise with the Tourism Managers to develop a basic tourism overview report for GMAC to review and consider.

- Russell Stewart address the Board with an overview of Regional Development Australia. Mr Stewart explained there are seven staff and they work with the Federal Government. He discussed funding opportunities and discussed the need for the RDA to work with all 12 LGAs.
- The Chairperson thanked Cr Redding for hosting the meeting in Narrabri.

No further business the meeting closed at 1.48pm.

CR MICK PEARCE

CHAIRPERSON