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**MEETING OF:** Orana Joint Organisation  
**DATE:** 13 June 2018  
**TIME:** 10.00 am  
**VENUE:** Gilgandra Shire Council

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**ATTENDEES:**

Members

Cr D Batten	Gilgandra Shire Council
Cr P Shinton	Warrumbungle Shire Council
Cr C Davies	Narromine Shire Council
Cr D Kennedy	Mid-Western Regional Council

Attending

Mr D Neeves	Gilgandra Shire Council
Mr R Bailey	Warrumbungle Shire Council
Mrs J Redden	Narromine Shire Council
Mr B Cam	Mid-Western Regional Council
Mr A Albury	NSW Premier and Cabinet
Mr D Arthur	Warren Shire Council
Mr D McCarthy	Office of Local Government
Ms J White	Office of the Regional Infrastructure Coordinator
Mr D Murray	Review of Regional Infrastructure
Mrs B Barlow	OROC Executive Officer
Mrs C Marchant	Narromine Shire Council (minute taker)

**APOLOGIES:** Nil

**WELCOME:** Jane Redden Returning Officer and General Manager Narromine Shire Council welcomed those present and declared the meeting open at 10.03am.

1. **Proclamation and Regulation effecting the Orana Joint Organisation**

**2018/001 RESOLVED:** Doug Batten/Peter Shinton that:

1. the Board note the Proclamation and Regulation effecting the Orana Joint Organisation
2. the board of the Orana Joint Organisation resolves to:
  1. Welcome and support the inclusion of Bogan Shire Council and Warren Shire Council as a member council of the Joint Organisation.
  2. Write to the Minister for Local Government in order to provide a copy of this resolution of the board of the joint organisation.

CARRIED



## 2. Office of Local Government

**2018/002 RESOLVED:** Craig Davies/Des Kennedy 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 Mrs Jane Redden, General Manager of Narromine Shire Council.

CARRIED

## 3. Election of Chairperson

**2018/003 RESOLVED:** Peter Shinton/Des Kennedy that the Board use open method of voting for the position of Chairperson.

CARRIED

There being one nomination received, Doug Batten was voted the Chairperson and assumed the chair.

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

**2018/004 RESOLVED:** Peter Shinton/Craig Davies that the Board:

1. note that all board members and the Interim 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; and
3. note the responsibility of designated persons in returning disclosures of interest forms.

CARRIED

## 5. Orana Joint Organisation Draft Charter

**2018/005 RESOLVED:** Craig Davies/Des Kennedy that the

1. Draft Charter for the Orana Joint Organisation be referred to members for a period of 42 days seeking feedback
2. A further report come back to the Orana JO detailing members feedback for consideration by the Board.

CARRIED

## 6. Appointment of interim Executive Officer

At the request of Doug Batten, Belinda Barlow gave a brief presentation of her employment history and experience that would make her suitable for the role of Interim Executive Officer.

**2018/006 RESOLVED:** Craig Davies/Peter Shinton that Ms Belinda Barlow be appointed the interim Executive Officer of the Orana Joint Organisation of Councils for the period of 12 months.

CARRIED

## 7. Delegations to the Interim Executive Officer

**2018/007 RESOLVED:** Peter Shinton/Des Kennedy that Orana Organisation adopt the draft delegations register for the Interim Executive Officer as tabled.

CARRIED



## 8. Code of Conduct and Panel of Conduct Reviewers

**2018/008 RESOLVED:** Craig Davies/Des Kennedy that Orana Joint Organisation adopt:

- (a) the Model Code of Conduct for Local Councils in NSW (the Model Code);
- (b) the Procedures for the Administration of the Model Code of Conduct for local Councils in NSW (the Procedures);
- (c) the panel of Conduct Reviewers as established by OROC in 2017.
- (d) The PUBLIC INTEREST DISCLOSURES (PROTECTED DISCLOSURES)

CARRIED

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

**2018/009 RESOLVED:** Peter Shinton/Des Kennedy 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).

CARRIED

## 10. Code of Meeting Practice

**2018/010 RESOLVED:** Des Kennedy/Craig Davies that:

1. the draft Code of Meeting Practice for local councils in NSW be endorsed for consultation with member councils. (see below).
2. a report be submitted to the Board Meeting to be held on the next meeting date to consider the adoption of the Code of Meeting Practice for the Orana Joint Organisation.

CARRIED

## 11. Seal

**2018/011 RESOLVED:** Peter Shinton/Craig Davies that the Orana Joint Organisation (JO):

- (a) Adopt a Seal of the JO which contains the wording, "Orana Joint Organisation"
- (b) The seal be kept by the Interim Executive Officer.

CARRIED

## 12. Timeline, opening a bank account, recruitment and strategy

**2018/012 RESOLVED:** Des Kennedy/Peter Shinton that the Board note the timeline for the implementation of the JO and

1. with regard to opening of a bank account confirm the Interim Executive Officer, Belinda Barlow, has delegation to:
  - a. open a bank account in the name of the Orana Joint Organisation
  - b. obtain an ABN; and
  - c. nominate signatories
  - d. obtain appropriate Workers Compensation cover

CARRIED

There being no further business the meeting closed at 10.55am.

The Minutes (pages 1 to 3) 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 13 June 2018.

**Chair**