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**NARROMINE SHIRE COUNCIL  
ORDINARY MEETING BUSINESS PAPER – 13 MARCH 2019  
MAYORAL MINUTE**

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## **1. MAYORAL DIARY**

### February 2019

6 February	Meeting with ratepayer
11 February	Economic Development Group Subgroup: Agriculture and Infrastructure Development Drought outlook meeting Dubbo
12 February	Newell highway taskforce meeting West Wyalong Meeting with ratepayers
13 February	Ordinary Council Meeting
14 February	Local Emergency Management Committee Meeting
15 February	Community sentiment towards Charles Sturt University workshop
18 February	Meeting with rate payer
19 February	Cancer Council meeting with candidates
26 February	Meeting General Manager
27 February	Meeting Director of Infrastructure and Engineering Services
28 February	Trangie Showground Racecourse and Advisory Committee Meeting

### **RECOMMENDATION**

That the information be noted.

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## **2. DEPUTY MAYORAL DIARY**

### February 2019

4 February	Narromine Local Traffic Committee Meeting
13 February	Ordinary Meeting of Council
21 February	Narromine Showground and Racecourse Advisory Committee Meeting
22 February	Defibrillator Familiarisation Session
28 February	Trangie Showground Racecourse and Advisory Committee Meeting

### **RECOMMENDATION**

That the information be noted.

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**3. ORANA JOINT ORGANISATION BOARD MEETINGS**

The minutes of the Orana Joint Organisation board meetings held on 17 December 2018 and 4 March 2019 are attached (**See Attachment Nos. 1 and 2 respectively**).

**RECOMMENDATION**

That the information be noted.

Cr Craig Davies  
**Mayor**

# 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

# minutes

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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

# minutes

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# minutes

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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

# minutes

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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

# minutes

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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.

CARRIED



# minutes

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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

# minutes

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**MEETING OF:** Orana Joint Organisation  
**DATE:** 4 March 2019  
**TIME:** 9.30 am  
**VENUE:** Warrumbungle Shire Council Chambers

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## ATTENDEES:

Cr D Batten <b>(Chair)</b>	Mayor, Gilgandra Shire Council
Cr D Todd	Mayor, Warrumbungle Shire Council
Cr C Davies	Mayor, Narromine Shire Council
Cr M Quigley	Mayor, Warren Shire Council
Cr D Kennedy	Mayor, Mid-Western Regional Council
David Neeves	General Manager, Gilgandra Shire Council
Roger Bailey	General Manager, Warrumbungle Shire Council
Glenn Wilcox	General Manager, Warren Shire Council
Derek Francis	General Manager, Bogan Shire Council
Simon Jones	Acting General Manager, Mid-Western Regional Council
Belinda Barlow	Interim Executive Officer Orana Joint Organisation
Carolyne Marchant	(Minute Taker)

## APOLOGIES:

Cr R Donald OAM	Mayor, Bogan Shire Council
Jane Redden	General Manager, Narromine Shire Council
Brad Cam	General Manager, Mid-Western Regional Council
Mr A Albury	NSW Premier and Cabinet, Director Western NSW

## WELCOME:

The Chair declared the meeting open at 9.28am and requested Cr Todd welcome those present to the Warrumbungle Shire.

## GUESTS

1. Damien Pfeiffer – Director, Regions Western NSW - NSW Planning and Environment
2. Nick Berry – Director Strategy and Engagement Transport for NSW via telephone  
 Luke Homann – Director, Connecting Central West and Orana Program  
 Transport for NSW via telephone

The Chair thanked the presenters for their presentations and their time.

# minutes

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## BOARD MEETING ITEMS

### 1. APOLOGIES:

**2019/001 RESOLVED** Crs Todd/Davies that the apologies of Cr R Donald, Mrs J Redden, Mr B Cam and Mr A Albury be accepted.

CARRIED

### 3. DECLARATION OF INTEREST

Nil

### 4. ADOPTION OF MINUTES OF PREVIOUS MEETING 17 DECEMBER 2018

**2019/002 RESOLVED** Crs Todd/Davies that the Minutes of the Meeting held 17 December 2018 be adopted as a true and correct record of the meeting.

CARRIED

### 5. MATTERS ARISING FROM MINUTES

#### a. RECRUITMENT PROCESS – EXECUTIVE OFFICER

The Chair advised that this item would be discussed in conjunction with the Urgent Business without Notice item after Agenda Item No. 9.

### 6. EXECUTIVE OFFICER'S REPORTS

#### a. MODEL CODE OF MEETING PRACTICE

**2019/003 RESOLVED** Crs Kennedy/Quigley that Orana JO adopt the draft Model Code of Meeting practice which is to be placed on public exhibition for a period of 28 days, allowing 42 days for public submissions to be made.

CARRIED

#### b. MODEL CODE OF CONDUCT and PROCEDURES FOR ADMINISTRATION OF THE MODEL CODE OF CONDUCT

**2019/004 RESOLVED** Crs Davies/Kennedy that Orana JO adopt the 2018 Model Code of Conduct and procedures for Administration of the Model Code of Conduct.

CARRIED

#### c. SIX MONTHLY PROGRESS AND EXPENDITURE REPORT TO OFFICE OF LOCAL GOVERNMENT

**2019/005 RESOLVED** Crs Davies/Todd that the progress and expenditure report for the Orana JO Establishment Funding is accepted.

CARRIED

# minutes

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## **d. NSW JOINT ORGANISATION NETWORK ADVOCACY**

**2019/006 RESOLVED** Crs Kennedy/Davies that the Board note the correspondence submitted to the NSW Government by the NSW Joint Organisation network and Orana JO for ongoing operational funding to Joint Organisations.

CARRIED

## **e. OUTCOMES FROM GENERAL MANAGERS ADVISORY COMMITTEE MEETING**

**2019/007 RESOLVED** Crs Davies/Todd that the Orana JO Board note the General Managers Advisory Committee Meeting outcomes.

CARRIED

## **Federal Government DROUGHT COMMUNITIES PROGRAMME:**

**2019/008 RESOLVED** Crs Quigley/Todd resolved:

1. that each Member Council is to consider if a 'rate rebate' is the highest priority for drought assistance if the Federal Government is to offer a second round of Drought Communities Programme funding; and
2. that if a 'rate rebate' is considered the highest priority in the region, then the Orana JO is to make representation to the Federal Member for Parkes to pursue such assistance.

CARRIED

## **State Government drought assistance**

**2019/009 RESOLVED** Crs Davies/Quigley that:

1. the Orana JO member councils consider ways in which State Government can best provide drought assistance / relief; and
2. that any such proposal or initiative be reported to the Orana JO for further consideration at its next meeting; and
3. that this does not preclude each council pursuing their own representation for action to the Federal and State Governments in respect of drought assistance.

CARRIED

## **7. REPORTS TO THE JOINT ORGANISATION**

### **a. TRANSITION TO A JOINT ORGANISATION SUMMARY AND TIMELINE**

**2019/010 RESOLVED** Crs Kennedy/Davies that the Orana Joint Organisation Board note the Orana JO Transition Plan.

CARRIED

### **b. INTERIM EXECUTIVE OFFICER ACTIVITIES REPORT**

**2019/011 RESOLVED** Crs Todd/Quigley that the Orana Joint Organisation Board note the Interim Executive Officer activities report.

CARRIED

11.20am break for morning tea, meeting recommenced at 11.30 am.

# minutes

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

### c. ORANA JO ALTERNATE FREIGHT TRANSPORT ROUTE

#### Strategic Priority 1 – A Connected Region

**2019/012 RESOLVED** Crs Todd/Kennedy that:

1. The Orana JO Board establishes the Orana JO Infrastructure Subcommittee.
2. The Orana JO Board determines the appropriate representatives to the Orana JO Infrastructure Subcommittee being General Managers, operational staff and relevant government agency representatives as identified in the Orana JO Statement of Regional Strategic Priorities.

CARRIED

## 8. CORRESPONDENCE

**2019/013 RESOLVED** Crs Davies/Todd that the correspondence received is noted.

CARRIED

## 9. SUBMISSION OF QUESTIONS FOR NEXT MEETING

Nil

## 10. URGENT BUSINESS WITHOUT NOTICE REPORT – Correspondence received from NSW Minister for Primary Industries and Regional Water the Hon Niall Blair MLC

**2019/014 RESOLVED** Crs Davies/Kennedy that:

1. the advice provided to the Orana JO by the NSW Minister for Primary Industries and Regional Water is noted; and
2. it be noted Gilgandra Shire Council is to pursue the matter further with LGNSW and NSW Planning and Environment.

CARRIED

## 11. SUPPLEMENTARY REPORT TO THE ORANA JO BOARD MEETING – correspondence received from NSW Deputy Premier The Hon John Barilaro recurrent JO funding

**2019/015 RESOLVED** Crs Davies/Kennedy that the correspondence received from NSW Deputy Premier is noted.

CARRIED

# minutes

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## 5. MATTERS ARISING FROM MINUTES

### a. Recruitment Process

#### **2019/016 RESOLVED** Crs Kennedy/Davies:

Noting a lack of support and response from staff of NSW Department of Premier and Cabinet and NSW Office of Local Government as well as the inability, to date, for the Orana Joint Organisation to provide evidence of any tangible benefit of membership accrued to the member councils;

1. that at this time the Orana Joint Organisation Board not proceed with the recruitment of a full-time Executive officer; and
2. that an extraordinary meeting of the Orana JO Board be convened in Gilgandra on Monday 29 April 2019 at 10.00am for the purpose of considering the future of the Orana Joint Organisation and its structure.

CARRIED

There being no further business the meeting closed 12.27 pm.

The Minutes (pages 1 to 5) were confirmed at a meeting held on the day of \_\_\_\_\_ 2019, and are a full and accurate record of proceedings of the meeting held on 4 March 2019.

Chair