

Mid North Coast
Joint Organisation

mncjo



Mid North Coast Joint Organisation

Board Meeting

Minutes

Date: 05 December 2018

Location: Kempsey Shire Council

Time: 9.30am



PRESENT

Voting Members:

Mayor Liz Campbell, Kempsey Shire Council (Chair)
Mayor Peta Pinson, Port Macquarie-Hastings Council

Non-Voting Members:

Liz Jeremy, General Manager, Bellingen Shire Council
Craig Milburn, General Manager, Kempsey Shire Council
Craig Swift-McNair General Manager, Port Macquarie-Hastings Council & Interim Executive Officer

Other Attendees:

NIL

The meeting opened 9.36am



1. ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the meeting with an Acknowledgement of Country and welcomed members to the meeting of the Mid North Coast Joint Organisation (MNCJO).

2. APOLOGIES

Mayor Dominic King, Bellingen Shire Council
Louise McMeeking, Director Northern DPC Regional

RESOLVED: Pinson / Campbell

That the apologies from Mayor Dominic King and Louise McMeeking be accepted.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

3. CONFIRMATION OF PREVIOUS MINUTES

RESOLVED: Pinson / Campbell

That the Board confirm the Minutes of the MNCJO Board meeting held 05 October 2018.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

4. DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST

There were no Declarations of Interest tabled.

5. SPEAKERS

There were no speakers to the meeting.



6. MNCJO SUB-GROUPS

RESOLVED: Pinson / Campbell

That the Board:

- 1) Request that the General Managers Advisory Committee (GMAC) establish the following MNCJO Sub-Groups:
 - Governance (including internal audit)
 - Natural Resources Management
 - Work, Health & Safety
 - Human Resources
 - Integrated Planning & Reporting
 - Economic Development
- 2) Note that the member Councils of the MNCJO will continue their membership of the MIDWASTE Regional Waste Forum.
- 3) Request the interim Executive Officer formally invite (on behalf of the MNCJO Board), the following Councils to participate in the MNCJO Sub-Groups:
 - Nambucca Shire Council
 - Coffs Harbour City Council
 - MidCoast Council
- 4) Adopt the MNCJO Sub-Group Charter to be used to guide the work of the MNCJO Sub-Groups.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil



7. PACIFIC HIGHWAY HANDOVER

RESOLVED: Pinson / Campbell

That the Board note the confidential business case provided by Bellingen Shire Council titled *Pacific Highway Handover Negatively Affecting Council's Financial Position – Case Study*.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

8. MNCJO COMMUNITY RESILIENCE PROJECT

RESOLVED: Pinson / Campbell

That the Board:

- 1) Note the updated brief for the Community Resilience Project which now includes a business stream.
- 2) Note the information in relation to potential funding streams for a Community Resilience Project.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

**9. WHY LOCAL GOVERNMENT MATTERS**

RESOLVED: Pinson / Campbell

That the Board:

- 1) Note the confidential proposal from the University of Technology Sydney (UTS) relating to a Mid North Coast Joint Organisation (MNCJO) specific 'Why Local Government Matters' (WLGM) report.
- 2) Endorse the WLGM proposal for referral to member Councils for consideration.
- 3) Request the interim Executive Officer write to the Director Northern, Department of Premier & Cabinet (DPC) Regional on behalf of the Board, requesting financial support for the proposed WLGM report from the DPC, as it will benefit the success of the MNCJO.
- 4) Request the interim Executive Officer table a report at a future MNCJO Board meeting detailing interest from member Councils in participating in and part funding the 'Why Local Government Matters' report.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

10. SITTING FEES FOR MAYORS OF JOINT ORGANISATIONS.

RESOLVED: Pinson / Campbell

That the Board note the information provided relating to the payment of sitting fees for Mayors of Joint Organisations.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

**11. EXECUTIVE OFFICER POSITION DESCRIPTION & RECRUITMENT PROCESS**

RESOLVED: Pinson / Campbell

That the Board:

- 1) Approve the recruitment of a permanent part time Executive Officer up to 80 hours a month.
- 2) Approve the use of the Office of Local Government (OLG) Executive Officer Position Description for use in the recruitment process.
- 3) Approve a Total Remuneration Package (TRP) of \$90,000 be offered for the permanent part time Executive Officer (inclusive of 9.5% Superannuation).
- 4) Approve the recruitment process for the permanent part time Executive Officer to commence in early February 2019, with a view to appointing the Executive Officer from around May 2019, subject to a successful recruitment process.
- 5) Approve recruitment for the permanent part time Executive Officer to be undertaken by Port Macquarie-Hastings Council on behalf of the MNCJO Board.
- 6) Approve the interview panel for the appointment of the permanent part time Executive Officer to include the three Mayors of the MNCJO Board and the interim Executive Officer.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

12. RENEWABLE ENERGY UPDATE

RESOLVED: Pinson / Campbell

That the Board note the information provided relating to the Northern NSW Renewable Energy Initiative.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

**13. MID NORTH COAST JOINT ORGANISATION WEB SITE**

RESOLVED: Pinson / Campbell

That the Board:

- 1) Request the interim Executive Officer proceed to establish an MNCJO web site as detailed in this report.
- 2) Allocate funding of up to \$3,000 for the development of the MNCJO web site.
- 3) Note that the ongoing costs to host the MNCJO web site will be up to approximately \$100 per annum.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

14. DRAFT STATEMENT OF REVENUE POLICY

RESOLVED:

That the Board:

- 1) Endorse the draft MNCJO Statement of Revenue Policy to be placed on public exhibition for a minimum of 28 days.
- 2) Note that due to the ensuing Christmas period, the draft MNCJO Statement of Revenue Policy be placed on public exhibition from 10 December 2018 to 25 January 2018.
- 3) Request the interim Executive Officer table a further report to the February 2019 MNCJO Board meeting, detailing the submissions received during the public exhibition period and present the draft Statement of Revenue Policy for consideration by the Board.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil



15. MNCJO FINANCIAL UPDATE

RESOLVED: Pinson / Campbell

That the Board note the information contained in the MNCJO Financial update report.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

16. KOALA RECOVERY STRATEGY

RESOLVED: Pinson / Campbell

That the Board:

- 1) Note that the in line with the resolution from the General Managers Advisory Committee (GMAC) meeting held on 16 November 2018, the interim Executive Officer has entered into the Koala Recovery Strategy funding agreement with the Office of Environment & Heritage on behalf of the MNCJO.
- 2) Note that Port Macquarie-Hastings Council will act as the host Council for purposes of the Koala Recovery Strategy.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil



17. STATEMENT OF STRATEGIC REGIONAL PRIORITIES

RESOLVED: Pinson / Campbell

That the Board:

- 1) Endorse the Statement of Strategic Regional Priorities (SSRP) for the Mid North Coast Joint Organisation (MNCJO) for the purposes of consultation with member Councils.
- 2) Request the interim Executive Officer table a report to the February 2019 MNCJO Board meeting on feedback received from member Councils on the SSRP for further consideration by the MNCJO Board.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

18. COST SHIFTING

RESOLVED: Pinson / Campbell

That the Board:

- 1) Note the information in relation to cost shifting by other levels of government to local government.
- 2) Request the interim Executive Officer write to the President of Local Government New South Wales (LGNSW), on behalf of the MNCJO Board, requesting further actions and advocacy be undertaken with regard to the burden of cost shifting on local government in NSW.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil



19. QUARTERLY UPDATE REPORT – BIODIVERSITY REFORMS

RESOLVED: Pinson / Campbell

That the Board note the information included in the Quarterly Update Report – Biodiversity Reforms.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

20. MINUTES OF GENERAL MANAGERS ADVISORY COMMITTEE (GMAC) 16 NOVEMBER 2018

RESOLVED: Pinson / Campbell

That the Board note the minutes of the General Managers Advisory Committee meeting held on 16 November 2018.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

21. MINUTES OF THE JO CHAIRS FORUM MEETING – 21 OCTOBER 2018

RESOLVED: Pinson / Campbell

That the Board note the minutes of the Joint Organisation (JO) Chairs Forum meeting held in Albury on Sunday 21 October 2018.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil



22. CORRESPONDENCE

RESOLVED: Pinson / Campbell

That the Board note the incoming and outgoing correspondence.

CARRIED: 2/0
FOR: Pinson / Campbell
AGAINST: Nil

23. MATTERS RAISED BY VOTING AND NON-VOTING REPRESENTATIVES

- Chair Campbell raised the issue of inviting The Hon. Ben Franklin MLC, Parliamentary Secretary for Renewable Energy and Northern NSW to the 01 February 2019 MNCJO Board meeting to discuss how he and the MNCJO Board can work together.

Action – the interim Executive Officer will write to Parliamentary Secretary to invite him to the 01 February 2019 MNCJO Board meeting.

- Chair Campbell raised the issue of the MNCJO ensuring it keeps up political representations (as a JO) on a range of issues to State politicians.

Action – the interim Executive Officer will request the Parliamentary Secretary for Northern NSW assist in arranging a range of meetings in Macquarie Street for June / July, some three months following the March State election.

- Chair Campbell raised the issue of the MNCJO Bridges project and where discussions are up to with regard to the State funding this project.

Action – the interim Executive Officer will write to the Deputy Premier, Gary Barnes and Chris Hangar to follow up on this proposal.

24. CONFIDENTIAL REPORTS

NIL

MEETING CLOSE:

10.28AM