

Mid North Coast
Joint Organisation

mncjo



Mid North Coast Joint Organisation

Board Meeting

Minutes

Date: 10 April 2019
Location: Via Teleconference
Time: 3.00pm



PRESENT

Voting Members:

Mayor Liz Campbell, Kempsey Shire Council (Chair)
Mayor Dominic King, Bellingen Shire Council (Deputy 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, MNCJO

Other Attendees:

Nil

The meeting opened 3.01pm



1. ACKNOWLEDGEMENT OF COUNTRY

As the Board meeting was via teleconference, the Chair opened the meeting acknowledging that the meeting was taking place on the traditional lands of the Dunghutti, Birpai and Gumbaynggirr people.

2. APOLOGIES

Louise McMeeking, Director Northern DPC Regional

3. DECLARATION OF PECUNIARY AND NON-PECUNIARY INTEREST

NIL

4. SPEAKERS

Following the decision to adjourn the MNCJO Board meeting from Friday 5 April 2019, the speakers listed below were contacted by the Interim Executive Officer to inform them of the adjournment of the meeting and arrangements will be made for these speakers to address the MNCJO Board at a future Board meeting.

- Presentation / Discussion on the current planning framework and the Local Strategic Planning Statements by the NSW Chief Planner, Mr Gary White and Mr Alex Smith, Commissioner Coastal Regions, Department of Planning & Environment.
- Presentation / Discussion on Crown Land Reforms by Mr Silas Sutherland, Acting Area Manager North Coast. NSW Department Industry – Lands
- Presentation / Discussion on the MNCJO Koala Recovery Strategy by the newly appointed MNCJO Ecologist, Rebecca Montague Drake.
- Presentation / Discussion from the Biodiversity Officer, Jane Eales.

**5. CONFIRMATION OF PREVIOUS MINUTES**

RESOLVED: King / Pinson

That the Minutes of the MNCJO Board meeting of 1 February 2019 and the Minutes of the MNCJO Board meeting of 5 April 2019 be confirmed.

CARRIED: 3/0
FOR: King, Pinson, Campbell
AGAINST: Nil

DEALING WITH ITEMS BY EXCEPTION:

At this point in the meeting, the Chairperson put forward a procedural motion as follows:

That in relation to the agenda items included in this agenda, the Board deal with items by exception via a single resolution.

Following discussion with the Board, the following was resolved:

RESOLVED: Campbell / Pinson

That the Board resolve to adopt the following multiple items of business by way of this single resolution, being items 6, 7, 10, 11, 13, 14, 15, 18, 19, 20, and 22, and that these items be adopted as per the recommendations included in this agenda.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

6. NEW MODEL CODE OF MEETING PRACTICE FOR THE MNCJO

RESOLVED: Campbell / Pinson

That the Board:

- 1) Give consideration to the mandatory provisions of the new Model Code of Meeting Practice as it applies to the MNCJO.**
- 2) Request the Interim Executive Officer to include the new Model Code of Meeting Practice for final determination at the next MNCJO Board meeting scheduled for 7 June 2019.**

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil



7. MODEL CODE OF CONDUCT

RESOLVED: Campbell / Pinson

That the Board:

- 1) **Adopt the Model Code of Conduct and related Procedures as published by the NSW Office of Local Government.**
- 2) **Request the General Managers Advisory Committee (GMAC) undertake an MNCJO Expression of Interest process as prescribed under the Procedures for the appointment of a panel of Conduct Reviewers for the MNCJO.**

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

8. PACIFIC HIGHWAY HANDOVER

RESOLVED: Pinson / King

That the Board:

- 1) **Note the information provided by the General Manager, Bellingen Shire Council regarding any progress that has been made following the meeting with the Minister for Roads, Maritime & Freight on 1 February 2019 regarding the handover of the old Pacific Highway.**
- 2) **Note that Bellingen Shire Council has initiated discussions with local Department Planning & Industry (DPI) representatives in an effort to ensure the issue of the Pacific Highway handover is raised at the highest levels of the NSW government.**
- 3) **Request the Interim Executive Officer write to the relevant NSW government Ministers regarding the issue of the Pacific Highway handover, with the letter to be based on information provided by Bellingen Shire Council, following their above-mentioned discussions.**

CARRIED: 3/0
FOR: Pinson, King, Campbell
AGAINST: Nil



9. WHY LOCAL GOVERNMENT MATTERS

RESOLVED: Pinson / King

That the Board defer consideration of this item to the June 2019 MNCJO Board meeting.

CARRIED: 3/0
FOR: Pinson, King, Campbell
AGAINST: Nil

10. MID NORTH COAST JOINT ORGANISATION WEB SITE

RESOLVED: Campbell / Pinson

That the Board note progress on the development of the MNCJO web site.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

11. SIX MONTHLY PROJECT & EXPENDITURE REPORT

RESOLVED: Campbell/Pinson

That the Board note the report provided to the Office of Local Government on 28 February 2019 as the first six monthly project & expenditure report from the MNCJO.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

**12. MNCJO BRIDGES RENEWAL PROJECT**

RESOLVED: King / Pinson

That the Board:

- 1) Note that no funding has been forthcoming from the NSW government specifically for the MNCJO Timber Bridges Renewal Project.
- 2) Note that the Deputy Premier announced a regional roads funding package on 24 February 2019, which includes \$500 million under a Fixing Country Bridges program and a \$500 million for Fixing Local Roads, if the NSW Liberal / National Coalition are re-elected at the March 2019 State election.
- 3) Request the Interim Executive Officer write to the Deputy Premier and the Minister for Regional Roads & Transport:
 - a. Requesting further information on the regional roads funding package and seeking clarification that this funding will be priorities for Joint Organisations.
 - b. Offering the services of the MNCJO in developing and or piloting the guidelines that will apply to the regional roads funding package.

CARRIED: 3/0
FOR: King, Pinson, Campbell
AGAINST: Nil

13. JOINT ORGANISATION CALENDAR OF COMPLIANCE AND REPORTING REQUIREMENTS

RESOLVED: Campbell / Pinson

That the Board note the Joint Organisation Calendar of Compliance and Reporting Requirements as developed and distributed by the Office of Local Government in March 2019.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

**14. JOINT MEETING BETWEEN THE MNCJO AND THE NORTHERN RIVERS JOINT ORGANISATION**

RESOLVED: Campbell / Pinson

That the Board:

- 1) Give consideration to holding a joint meeting between the MNCJO and the Northern Rivers Joint Organisation, to discuss common issues such as waste, water and community resilience in an effort to understand if there are key priorities that
- 2) Request the Chair of the MNCJO to approach the Chair of the Northern Rivers Joint Organisation to gauge interest in a joint meeting taking place in the coming months.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

15. LOCAL STRATEGIC PLANNING STATEMENTS EDUCATION COURSE

RESOLVED: Campbell / Pinson

That the Board note the information provided by the University of Technology Sydney (UTS), Institute of Public Policy & Governance in relation to Local Strategic Planning Statements training being offered to Joint Organisations and Councils.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

16. MINUTES OF THE GENERAL MANAGERS ADVISORY COMMITTEE (GMAC) MEETING HELD ON 14 MARCH 2019

RESOLVED: King / Pinson

That the Board note the minutes of the General Managers Advisory Committee meeting held on 14 March 2019.

CARRIED: 3/0
FOR: King, Pinson, Campbell
AGAINST: Nil

**17. MINUTES OF NSW JOINT ORGANISATION CHAIRS & EXECUTIVE OFFICERS MEETINGS**

RESOLVED: King / Pinson

That the Board note the minutes from the NSW JO Executive Officers meeting held in Sydney on Wednesday 13 February 2019.

CARRIED: 3/0
FOR: King, Pinson, Campbell
AGAINST: Nil

18. LOCAL GOVERNMENT PROCUREMENT CONTRACT SPEND ANALYSIS – FEBRUARY 2019

RESOLVED: Campbell / Pinson

That the Board note the information provided by Local Government Procurement in relation to the February 2019 Contract Spend Dashboard.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

19. FINANCIAL AUDIT ARRANGEMENTS FOR THE MNCJO

RESOLVED: Campbell / Pinson

That the Board note the information provided by the NSW Audit Office in relation to the financial audit of the audit arrangements for the MNCJO.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

20. CORRESPONDENCE

RESOLVED: Campbell / Pinson

That the Board note the incoming and outgoing correspondence included on the correspondence register.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

**21. GENERAL BUSINESS - MATTERS RAISED BY VOTING & NON-VOTING MEMBERS**

Chair Campbell raised the issue of sitting fees for the voting members (Mayors) of the MNCJO in light of the additional workload that comes from being a Mayor on a Joint Organisation. The suggestion was for a sitting fee of \$250 be paid to each voting member of the MNCJO, per meeting.

RESOLVED: Campbell / King

That the Board approve sitting fees for the voting members (Mayors) of the MNCJO Board, with the sitting fee being \$250 per voting member, per meeting.

*CARRIED: 3/0
FOR: Campbell, King, Pinson
AGAINST: Nil*

Chair Campbell raised the Southern Lights project being promoted by south and western JO's and discussed whether this project was something that was of interest to the MNCJO.

RESOLVED: Campbell / Pinson

That the Board refer discussion on the suitability and applicability of the Southern Lights project to the General Managers Advisory Board (GMAC) for discussion, with a view to GMAC tabling a report on this project at a future MNCJO Board meeting.

*CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil*

Chair Campbell raised the issue of the Kempsey Regional Saleyards and whether there was any interest and or merit in Regional Saleyards becoming an issue for the MNCJO to focus on.

RESOLVED: Campbell / Pinson

That the Board refer discussion around Regional Saleyards to the General Managers Advisory Board (GMAC) for discussion, with a view to GMAC tabling a report on this at a future MNCJO Board meeting.

*CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil*



The Interim Executive Officer raised a request from Bellingen Shire Council to move the date of the June 2019 MNCJO Board meeting from Friday 7 June 2019 to Wednesday 12 June 2019 to be held in Kempsey.

RESOLVED: Campbell / King

That the Board move the meeting date of the June 2019 MNCJO Board meeting from Friday 7 June 2019 to Wednesday 12 June 2019 to be held at Kempsey Shire Council, commencing at 9:30am.

*CARRIED: 3/0
FOR: Campbell, King, Pinson
AGAINST: Nil*

The Interim Executive Officer raised the issue of payment of wages to the MNCJO Koala Recovery Ecologist and the permanent part time Executive Officer. It is not appropriate or possible for these two MNCJO employees to be paid via a member Council as they are employees of the MNCJO, not an individual member Council. The only way to do this is for the MNCJO to set up its own accounting software package that will allow for a range of financial transactions to take place for the MNCJO rather than that burden falling on a member Council.

RESOLVED: Campbell / Pinson

That the Board approve the purchase of the Xero accounting software for the purpose of setting up separate MNCJO accounts and for general MNCJO financial transactions.

*CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil*

Deputy Chair King raised the issue of the MNCJO getting in front of the new Minister for Local Government ASAP to understand her and the new government's position on the future of JO's and to discuss the issue of ongoing operational funding for JO's.

RESOLVED: King / Pinson

That the Board request the Interim Executive Officer write to the new NSW Minister for Local Government on the issue of the future of JO's, future funding of JO's and inviting the Minister to attend the 12 June 2019 MNCJO Board meeting to be held in Kempsey.

*CARRIED: 3/0
FOR: King, Pinson, Campbell
AGAINST: Nil*

**CONFIDENTIAL MATTERS:****CONFIDENTIAL COMMITTEE OF THE WHOLE:**

RESOLVED: Campbell / Pinson

1. That pursuant to section 10A subsection 2 (a) of the Local Government Act 1993, this matter be considered by the Board in Confidential Committee of the Whole (Closed Session) as it relates to personnel matters concerning particular individuals (other than councillors).
2. That the Board move into Confidential Committee of the Whole (Closed Session) to receive and consider the following items: Item 22 – Appointment of an MNCJO Executive Officer.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

ADJOURN MEETING: The Ordinary MNCJO Board meeting adjourned at 3.44pm

22. APPOINTMENT OF AN MNCJO EXECUTIVE OFFICER

RESOLVED: Campbell / Pinson

That the Board appoint Ms Fionnuala Dixon as Executive Officer of the Mid North Coast Joint Organisation in a part time capacity (80 hours per month) for an initial period of 12 months commencing 11 June 2019, with a Total Remuneration Package of \$90,000 with the option to renew the contract for another 12 months at the sole discretion of the MNCJO Board, subject to satisfactory performance and ongoing funding availability.

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

RESUME MEETING: The Ordinary MNCJO Board meeting resumed at 3.48pm



ADOPTION OF RECOMMENDATIONS FROM THE CONFIDENTIAL COMMITTEE OF THE WHOLE

RESOLVED: Campbell / Pinson

That the abovementioned recommendations from Confidential Committee of the Whole (Closed Session) be adopted:

CARRIED: 3/0
FOR: Campbell, Pinson, King
AGAINST: Nil

The meeting closed at 3:49pm