

**NORTHERN RIVERS JOINT ORGANISATION****Meeting 1/2018****Friday 22 June 2018****Lismore City Council Chambers****Present:*****Board Members;***

Cr Danielle Mulholland	Mayor Kyogle Council
Cr Robert Mustow	Mayor Richmond Valley Council
Cr Isaac Smith	Mayor Lismore City Council
Cr Simon Richardson	Mayor Byron Shire Council
Cr David Wright	Mayor Ballina Shire Council
Cr Katie Milne	Mayor Tweed Shire Council
Tanya Latanville	NSW Dept of Premier and Cabinet

***Other Attendees;***

Graham Kennett	Kyogle Council
Vaughan MacDonald	Richmond Valley Council
Scott Turner	Lismore City Council
Mark Arnold	Byron Shire Council
Paul Hickey	Ballina Shire Council
Troy Green	Tweed Shire Council
Tim Williamson	RDA Northern Rivers
Donna McIntyre	RDA Northern Rivers
Cr Keith Williams	Chair, Rous County Council
Phil Rudd	Rous County Council
Anita Gambhir	NSW Office of Local Government
Melissa Gibbs	NSW Office of Local Government
Cr Vanessa Ekins	Lismore City Council
Cr Darlene Cook	Lismore City Council
Tonia Leckie	Lismore City Council

## 1 ELECTION OF CHAIRPERSON

The meeting opened at 11.00am with Troy Green presiding, who has been appointed by the Chief Executive of the Office of Local Government (OLG) as the Returning Officer for the election of a Chair for the NRJO.

Voting representatives for the election of Chairperson are the Mayors of the member councils as listed in the Proclamation. These are:

- |                          |                               |
|--------------------------|-------------------------------|
| • Cr Danielle Mulholland | Mayor Kyogle Council          |
| • Cr Robert Mustow       | Mayor Richmond Valley Council |
| • Cr Isaac Smith         | Mayor Lismore City Council    |
| • Cr Simon Richardson    | Mayor Byron Shire Council     |
| • Cr David Wright        | Mayor Ballina Shire Council   |
| • Cr Katie Milne         | Mayor Tweed Shire Council     |

Only one nomination for the position of Chair was received. A further call for nominations was made by the Returning Officer and no additional nominations were received. There being only one nomination, the Returning Officer declared Cr Danielle Mulholland to be elected to the role of Chair of the Northern Rivers Joint Organisation.

Cr Danielle Mulholland assumed the Chair.

## 2 ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was read by the Chair

## 3 APOLOGIES

No apologies were received

## 4 DECLARATIONS OF INTEREST

Declarations of Interest were received from

- Tim Williamson, RDA Northern Rivers for Item 6.2 (mentioned in the report)
- Graham Kennett, Kyogle Council for Item 6.2 (mentioned in the report)
- Phil Rudd, Rous County Council for Item 6.2 (mentioned in the report)
- Non-pecuniary declarations were made by:
  - Cr Robert Mustow, Richmond Valley Council for Items 6.2 and 6.11 (Member of ROUS Board)
  - Cr Simon Richardson, Byron Shire Council for Items 6.2 and 6.11 (Member of ROUS Board)

## 5 NOTICES OF MOTION

Nil received.

## 6 ITEMS OF BUSINESS

### 6.1 NORTHERN RIVERS JOINT ORGANISATION - DRAFT CHARTER

**MOTION**

Moved by Cr David Wright, seconded by Cr Isaac Smith

*That the draft Northern Rivers Joint Organisation Charter be adopted with the amended vision statement;*

*'a unified region of well connected, integrated communities affording its people a unique balance of place, lifestyle and opportunity which is known to the nation and the world for its outstanding environmental and scenic values, commitment to sustainability, respect for Aboriginal culture, openness to visitors, entrepreneurial drive, creative and collective spirit and culture, and support for our primary producers'.*

*and referred to Member Councils for comment before close of business Friday July 27, 2018.*

**FORESHADOWED MOTON**

Cr Simon Richardson foreshadowed a motion;

That the voting delegates include for each member Council be the Mayor and one other.

**RESOLVED 20180622/1**

Moved by Cr David Wright, seconded by Cr Isaac Smith

*That the draft Northern Rivers Joint Organisation Charter be adopted with the amended vision statement;*

*'a unified region of well connected, integrated communities affording its people a unique balance of place, lifestyle and opportunity which is known to the nation and the world for its outstanding environmental and scenic values, commitment to sustainability, respect for Aboriginal culture, openness to visitors, entrepreneurial drive, creative and collective spirit and culture, and support for our primary producers'.*

*and referred to Member Councils for comment before close of business Friday July 27, 2018.*

**CARRIED****FOR VOTE – Unanimous vote**

Cr Simon Richardson withdrew the foreshadowed motion.

**6.2 APPOINTMENT OF THE INTERIM EXECUTIVE OFFICER**

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**RESOLVED 20180622/2**

Moved by Cr Simon Richardson, seconded by Cr Isaac Smith

*That the Joint Organisation considers the confidential business of the Appointment of the Interim Executive Officer in a meeting closed to the public in accordance with Section 10A(2)(a) of the Local Government Act 1993.*

**CARRIED**

**FOR VOTE – Unanimous vote**

The meeting moved into closed session at 11.50am

**RESOLVED 20180622/3**

Moved by Cr David Wright, seconded by Cr Isaac Smith

- 1. That Tim Williamson, Director of Regional Development with RDA Northern Rivers, be appointed to the interim Executive Officer of the Northern Rivers Joint Organisation for a period of three months, then on a month-to-month basis until a permanent Executive Officer recruited.*
- 2. That the Northern Rivers Joint Organisation General Managers Group develop a position description for the Executive Officer role and commence the recruitment process with a report to be provided to the Northern Rivers Joint Organisation providing a shortlist of potential candidates.*

**CARRIED**

**FOR VOTE – Unanimous vote**

**RESOLVED 20180622/4**

Moved by Cr Simon Richardson, seconded by Cr David Wright

- 1. That the Joint Organisation moves out of closed meeting session and into open meeting session and the Chairperson read the resolutions made during closed meeting session.*

**CARRIED**

**FOR VOTE – Unanimous vote**

The meeting moved out of closed session at 12.09pm. The resolutions from the closed session were read out loud by the Chair.

### 6.3 DELEGATIONS TO THE EXECUTIVE OFFICER

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**RESOLVED 20180622/5**

Moved by Cr Simon Richardson, seconded by Cr Isaac Smith

*That the Northern Rivers Joint Organisation pursuant to the Local Government Act 1993 and by every other Act conferring a power of delegation,*

1. *Revokes all previous delegations granted to the Executive Officer prior to the date of this instrument.*
2. *Delegates to the Executive Officer of the Joint Organisation, or to person acting in the position of the Executive Officer, ALL the powers and functions of the Joint Organisation:*
  - (a) *except the functions or powers prescribed by clause 397K (Delegation of functions) of the Local Government (General) Regulation 2005 or by any other Act or Regulation as functions which may not be lawfully delegated; and*
  - (b) *subject to:*
    - (i) *the general Provisions in paragraph 3; and*
    - (ii) *compliance with any resolution or policy of the Joint Organisation.*
3. *Imposes the following additional General Provisions to these delegations:*
  - (a) *Delegated functions or powers do not include any function or power that:*
    - (i) *cannot be delegated under the Local Government Act or the Local Government (General) Regulation or any other law; or*
    - (ii) *cannot be exercised lawfully.*
  - (b) *Delegated functions or powers must be exercised consistently with all resolutions and resolved Policies of the Joint Organisation.*
  - (c) *Delegations do not include the power to make or amend any policies of the Joint Organisation which have been adopted by resolution, except to make minor administrative amendments (for example inserting document references, updating hyperlinks or references to updated policies or legislation etc).*
  - (d) *Where any function or power provided by these delegations is amended by a subsequent Act or Regulation, the delegations continues so amended.*

**CARRIED**

**FOR VOTE – Unanimous vote**

#### **6.4 ADOPTION OF A CODE OF CONDUCT AND PROCEDURES FOR THE ADMINISTRATION OF THE CODE OF CONDUCT**

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**RESOLVED 20180622/6**

Moved by Cr Robert Mustow, seconded by Cr Isaac Smith

*That the Northern Rivers Joint Organisation adopt:*

- a) *The draft Northern Rivers Joint Organisation Code of Conduct June 2018.*
- b) *The Procedures for the Administration for the Model Code of Conduct for Local Councils in NSW.*

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.5 PANEL OF CONDUCT REVIEWERS FOR UTILISATION BY THE NORTHERN RIVERS JOINT ORGANISATION

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### **RESOLVED 20180622/7**

Moved by Cr Isaac Smith, seconded by Cr Simon Richardson

1. *That the Joint Organisation adopt the Panel of Conduct Reviewers as approved by NOROC at its August 2017 meeting and authorise the Executive Officer to transfer all service agreements with NOROC to the Northern Rivers Joint Organisation as per the conditions applicable to the original NOROC engagement.*
2. *That the Joint Organisation appoints the Executive Officer as the Complaints Co-ordinator*

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.6 ADOPTION OF A CODE OF MEETING PRACTICE

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### **RESOLVED 20180622/8**

Moved by Cr Robert Mustow, seconded by Cr David Wright

*That the draft Northern Rivers Joint Organisation Code of Meeting Practice be adopted and referred to Member Councils for comment before close of business Friday July 27, 2018 noting the modification to Section 12.17 that the first sentence to read “Each speaker will be allowed 5 minutes to make representations.”*

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.7 NORTHERN RIVERS JOINT ORGANISATION - DRAFT EXPENSES AND FACILITIES POLICY

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### **RESOLVED 20180622/9**

Moved by Cr Isaac Smith, seconded by Cr Simon Richardson

*That the draft Northern Rivers Joint Organisation Code of Meeting Practice be adopted and referred to Member Councils for comment before close of business Friday July 27, 2018.*

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.8 DISCLOSURE OF DELEGATES – DESIGNATED PERSONS (S449 LG. Act).

### RESOLVED 20180622/10

Moved by Cr Isaac Smith, seconded by Cr Simon Richardson

1. That the Joint Organisation note that all Board Members and the Executive Officer are automatically Designated Persons for the purposes of S449 of the Local Government Act.
2. That the Disclosure by Councillors and Designated Persons Return forms for the period 1 July 2018 to June 30, 2019 be completed and returned to the Executive Officer by August 11, 2018.

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.9 JOINT ORGANISATION ESTABLISHMENT TIMELINE

### RESOLVED 20180622/11

Moved by Cr Katie Milne, seconded by Cr Simon Richardson

*That the Joint Organisation note the report on the Joint Organisation Establishment Timeline.*

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.10 NORTHERN RIVERS JOINT ORGANISATION MEETINGS 2018 -2019

### RESOLVED 20180622/12

Moved by Cr Simon Richardson, seconded by Cr Katie Milne

1. That the Joint Organisation adopts the following meeting schedule;

<b>Month</b>	<b>Meeting</b>	<b>Location</b>
Monday August 6, 2018	Ordinary Board Meeting	Ballina Shire Council
Monday November 5, 2018	Ordinary Board Meeting	Kyogle Council
Monday February 4, 2019	Ordinary Board Meeting	Tweed Shire Council
Monday May 6, 2019	Ordinary Board Meeting	Richmond Valley Council
Monday August 5, 2019	Ordinary Board Meeting	Byron Shire Council
Monday November 4, 2019	Annual General Meeting	Lismore City Council

2. That the Executive Officer identify additional opportunities for annual representation with state government Ministers.

**CARRIED**

**FOR VOTE – Unanimous vote**

## 6.11 NORTHERN RIVERS JOINT ORGANISATION ASSOCIATED MEMBERSHIP

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Cr Isaac Smith left the meeting at 12:39pm

### **RESOLVED 20180622/13**

Moved by Cr Robert Mustow, seconded by Cr David Wright

1. *That the report on the Northern Rivers Joint Organisation Associate Membership be noted.*
2. *That the draft code of meeting practice be amended so that only voting Board members can put forward notices of motion*

### **CARRIED**

**FOR VOTE – Cr Danielle Mulholland, Cr Robert Mustow, Cr Simon Richardson, Cr David Wright, Cr Katie Milne**

**ABSENT/DID NOT VOTE – Cr Isaac Smith**

## 6.12 STATEMENT OF STRATEGIC REGIONAL PRIORITIES

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Cr Isaac Smith joined the meeting at 12:43pm

### **RESOLVED 20180622/14**

Moved by Cr Simon Richardson, seconded by Cr Robert Mustow

1. *That the NOROC Regional Priorities from the workshops be used to develop a Statement of Strategic Regional Priorities for the Northern Rivers Joint Organisation, excluding the order of priority.*
2. *That the Executive Officer seek proposals from suitable consultants to develop the Statement of Strategic Regional Priorities for the Northern Rivers Joint Organisation with the process to include a minimum of a further two (2) half day workshops with the Board Members.*

### **CARRIED**

**FOR VOTE – Unanimous vote**

**MEETING CLOSED 12.53pm**