



Illawarra Shoalhaven Joint Organisation
Minutes of Board Meeting
Thursday 20 September 2018
Macquarie Room at Parliament House Sydney

<p>Attendees</p> <p>Wollongong City Clr Gordon Bradbery, Lord Mayor Clr David Brown David Farmer, General Manager</p> <p>Shellharbour City Clr Marianne Saliba, Mayor Clr John Murray Carey McIntyre, General Manager</p> <p>Kiama Municipal Clr Mark Honey, Mayor Clr Neil Reilly Kerry McMurray, General Manager</p> <p>Shoalhaven City Clr Amanda Findley, Mayor Clr John Wells Russ Pigg, General Manager</p> <p>Department of Premier & Cabinet Anthony Body, Director Illawarra Shoalhaven Kirstan Fulton, Deputy Director I-S Rachel Donnelly, Coordination Officer I-S</p> <p>Office of Local Government Elizabeth Dixon, Council Engagement Manager</p>	<p>ISJO Jim Fraser Lesley Scarlett Tracey Maguire Charmain North</p> <p>Observers Kathy Rice, Deputy Mayor Kiama Council</p> <p>Guests The Hon. Gladys Berejiklian MP, Premier NSW The Hon. John Barilaro MP, Deputy Premier and Minister for Regional NSW The Hon Anthony Roberts MP, Minister for Planning and Minister for Housing The Hon Andrew Constance MP, Minister for Transport & Infrastructure Gareth Ward MP, Parliamentary Secretary for the Illawarra and South Coast, Member for Kiama Ryan Park MP, Member for Keira, Shadow Minister for the Illawarra Paul Scully MP, Member for Wollongong</p> <p>Apologies</p>
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3. Presentations & Guests

Parliamentary guests were welcomed to address the Board throughout the meeting.

4. Confirmation of Minutes from Previous Meeting

Resolved that the Board:

Min: 01

Endorse the minutes from the ISJO Board meeting held on Friday 29 June 2018.

Motion moved by: Clr Reilly

Seconded by: Clr Findley

Carried

5. Declaration of Interest

Nil.

6. Reports

6.1 Chairman's Minute

Resolved that the Board:

Min: 02

Receive and note the Chairman's minute.

Motion moved by: Clr Saliba

Seconded by: Clr Wells

Carried.

6.2 Department of Premier & Cabinet Update

Lesley Scarlett was formally acknowledged by Anthony Body on behalf of the Department of Premier & Cabinet staff on the valuable work Lesley has been involved in over the years. Anthony thanked Lesley for her leadership and strong relationship with the DPC.

Resolved that the Board:

Min: 03

Accept and note the Department of Premier & Cabinet verbal report.

Motion moved by: Clr Murray

Seconded by: Clr Saliba

Carried.

Suspension of Standing Orders

Resolved that the Board:

Min: 04

On the motion of Clr Murray and seconded by Clr Honey that Standing Orders be suspended to allow the meeting to be addressed by Ryan Park MP, Member for Keira and Paul Scully MP, Member for Wollongong.

Resumption of Standing Orders

Resolved that the Board:

Min: 05

On the motion of Clr Murray and seconded by Clr Wells that Standing Orders be resumed.

6.3 ISJO Statement of Strategic Regional Priorities

Resolved that the Board:

Min: 06

Adopt the ISJO Statement of Strategic Regional Priorities 2017-20.

Motion moved by: Clr Murray

Seconded by: Clr Honey

Carried.

6.4 ISJO Governance and Policy Documents

Resolved that the Board:

Min: 07

Adopt the following documents:

- a) draft ISJO Charter
subject to the following inclusion under section 3.2 Non-Voting Members:
Associate members are considered non-voting members of the joint organisation and membership entitlements will be governed through a Memorandum of Understanding.
Moved: Clr Saliba - **Second:** Clr Honey
- b) draft ISJO Code of Meeting Practice
Moved: Clr Findley – **Second:** Clr Saliba
- c) draft ISJO Expenses and Facilities Policy
Moved: Clr Murray - **Second:** Clr Findley
- d) ISJO Regional Procurement Policy
Moved: Clr Saliba - **Second:** Clr Findley
- e) ISJO Charities Policy
Moved: Clr Murray – **Second:** Clr Wells
Carried.

Suspension of Standing Orders

Resolved that the Board:

Min: 08

On the motion of Clr Murray and seconded by Clr Wells that Standing Orders be suspended to allow the meeting to be addressed by the Hon Anthony Roberts MP, Minister for Planning & Minister for Housing.

Resumption of Standing Orders

Resolved that the Board:

Min: 09

On the motion of Clr Murray and seconded by Clr Wells that Standing Orders be resumed.

Suspension of Standing Orders

Resolved that the Board:

Min: 10

On the motion of Clr Saliba and seconded by Clr Honey that Standing Orders be suspended to allow the meeting to be addressed by:

- The Hon Andrew Constance MP, Minister for Transport & Infrastructure.
- The Hon Gabrielle Upton MP, Minister for Local Government.
- The NSW Premier, the Hon Gladys Berejiklian MP

Resumption of Standing Orders

Resolved that the Board: Min: 11

On the motion of Clr Findley and seconded by Clr Saliba that Standing Orders be resumed.

6.5 Confidential Item – Recruitment of Executive Officer ISJO

Resolved that the Board: Min: 12

Move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2) as follows: (a) personnel matters concerning particular individuals (other than councillors).

Motion moved by: Clr Honey

Seconded by: Clr Brown

Carried.

Clr Saliba declared a non-significant pecuniary interest as a LGNSW Board member. Clr Saliba stated that she would remain in the meeting during debate and voting on this Item.

Resolved that the Board: Min: 13

1. Engage Blackadder Associates to conduct the recruitment process for the Executive Officer position.

Motion moved by: Clr Murray

Seconded by: Clr Reilly

Carried.

2. Convene an interview panel for the Executive Officer recruitment which consists of Mayoral delegates, a representative from each of the Department of Premier & Cabinet and the ISJO General Managers Committee.

Motion moved by: Clr Wells

Seconded by: Clr Saliba

Carried.

Resolved that the Board Min: 14

Move out of closed session and into open Board meeting.

Motion moved by: Clr Brown

Seconded by: Clr Saliba

Carried.

Suspension of Standing Orders

Resolved that the Board: Min: 15

On the motion of Clr Murray and seconded by Clr Honey that Standing Orders be suspended to allow the meeting to be addressed by the Hon John Barilaro MP, Deputy Premier of NSW.

Resumption of Standing Orders

Resolved that the Board: Min: 16

On the motion of Clr Honey and seconded by Clr Saliba that Standing Orders be resumed.

6.6 Management report and Establishment Funding Action Plan

Resolved that the Board:

Min: 17

1. Receive and note the Management Report to 30 August 2018
2. Endorse the Establishment Funding Allocation & Action Plan
3. Receive and note the JO establishment update including adoption of core Kiama Municipal Council Human Resources Policies and Procedures for staff commencing from 1 November 2018
4. Endorse Kiama Municipal Council to continue to provide host council services throughout the transition until finalisation of ongoing service level agreements

Motion moved by: Clr Reilly

Seconded by: Clr Saliba

Carried.

6.7 Illawarra District Weeds Authority Deed of Agreement

Resolved that the Board:

Min: 18

Receive and note the report.

Motion moved by: Clr Murray

Seconded by: Clr Findley

Carried.

6.8 Disclosure of Interest forms – S449

Resolved that the Board:

Min: 19

Accept the tabling of the listing for Disclosure of Interest forms in accordance with s.449 of the Local Government Act 1993.

Motion moved by: Clr Murray

Seconded by: Clr Honey

Carried.

7. Late Business

Nil

8. Next Meeting

The next meeting will consider adoption of a General Order of business which may include standing items of a report from the Office of Local Government and a General Managers Committee report.

Resolved that the Board:

Min:20

Hold the next meeting of the ISJO at Shellharbour City Council on Friday 30 November 2018 at a venue and commencement time to be advised.

Motion moved by: Clr Findley

Seconded by: Clr Murray

Carried.

Meeting closed 12.50pm