

**CRJO BOARD MEETING
27 FEBRUARY 2020
PARLIAMENT HOUSE CANBERRA**



PRESENT - MEMBERS	
Bega Valley Shire Council	Cr Kristy McBain – CRJO Deputy Chair Ms Leanne Barnes OAM
Eurobodalla Shire Council	Cr Liz Innes Dr Catherine Dale
Goulburn Mulwaree Council	Cr Bob Kirk Mr Warwick Bennett
Hilltops Council	Cr Brian Ingram Mr David Rowland
Queanbeyan-Palerang Regional Council	Cr Tim Overall
Snowy Monaro Regional Council	Cr Peter Beer Mr Peter Bascomb
Snowy Valleys Council	Cr James Hayes OAM Mr Matthew Hyde
Upper Lachlan Shire Council	Cr John Stafford Ms Colleen Worthy
Wingecarribee Shire Council	Cr Duncan Gair Mr Mark Pepping
Yass Valley Council	Cr Rowena Abbey – CRJO Chair Mr Chris Berry
ACT Government	Mr Sam Engele
East Gippsland Shire	Cr John White Mr Anthony Basford
Canberra Region Joint Organisation	Ms Gabrielle Cusack Ms Nikolina Marinovic Mr Alec Palmer Mr Noel Schiller
PRESENT - GUESTS	
Office of Local Government	Ms Karen Purser

1. OPENING MEETING AND ACKNOWLEDGEMENT OF COUNTRY

The CRJO Chair opened the meeting at 9:47am and dedicated a minute of silence to the recent loss of lives in the recent bushfires.

The CRJO Chair made the following acknowledgement of country “We meet on Ngunnawal land today and I wish to acknowledge the Aboriginal elders past and present as well as emerging leaders, and acknowledge the traditional custodians of the land upon which we meet today. “

2. PRESENTATIONS

Nil

3. APOLOGIES

RESOLVED

That the apologies of Cr Greg Conkey, Mr Peter Thompson, Ms Ann Prendergast, Dr David Clapham and Mr Peter Tegart be accepted.

Moved B. Ingram / T. Overall

Carried

4. DISCLOSURE OF INTEREST

Nil

5. RESOLVE INTO THE COMMITTEE OF THE WHOLE

N/A

6. URGENT /ADDITIONAL BUSINESS

RESOLVED

That a Bushfire Recovery discussion be held before the close of meeting and that the CRJO councils collaborate to write ministerial requests in relation to additional and on-going disaster funding.

That the CRJO write to the four Regional Development Australia (RDA) bodies situated within the CRJO boundary; RDA Southern Inland, RDA ACT, RDA Far South Coast and RDA Riverina regarding their regional priorities, activities and achievements in their respective regions.

Moved B. Kirk / B. Ingram

Carried

Meeting adjourned by the CRJO Chair for Ministerial Meetings with the Office of the Hon. Simon Birmingham MP at 10:00am.

Meeting recommenced at 1:47pm.

7. CONFIRMATION OF MINUTES

RESOLVED

That the CRJO Board Meeting minutes of 6 December 2019 be confirmed.

Moved T. Overall / P. Beer

Carried

8. CHAIR'S MINUTE

Nil

9. NOTICE OF MOTIONS

Nil

10. NOTICE OF RECISSIONS

Nil

11. REPORTS TO THE JOINT ORGANISATION

11.1 CRJO CHARTER

RESOLVED

That the CRJO Board

- 1. Endorse the changes to the CRJO Charter.*
- 2. Agree to undertake a complete review of the CRJO Charter after the Local Government 2020 Elections and adopt the revised Charter at the CRJO Board meeting of 4 December 2020.*

Moved J. Stafford / D. Gair

Carried

11.2 CRJO CODE OF MEETING PRACTICE

RESOLVED

That the CRJO Board

- 1. Receive the report for the revised CRJO Code of Meeting Practice.*
- 2. Adopt the following changes be made to the Code of Meeting Practice:*
 - 2.1. Clause 5.9. The Quorum of a Meeting. Remove the current requirement for a quorum of 75% of voting representatives and amend the clause to read;*

“The quorum of a meeting of the Joint Organisation is 50% of the voting representatives plus one (1) additional voting representative.

***Note:** to achieve a quorum calculate 50% of voting representatives then add one (1) additional representative. For example: If 50% of 10 voting members is 5 voting representatives, then a sixth voting representative must be present to establish a quorum.”*
 - 2.2. Clause 5.14 to be amended to; “A non-quorum meeting of the Board may be held if 50% of voting members are in attendance.”*
 - 2.3. Clause 5.14(a) to be amended to: “must have 50% plus one (1) of voting members registered ‘in favour’ within 7 days of the circulating the minutes.”*

- 2.4. Amend all other clauses that currently state or reference the 75% quorum.
- 2.5. Clause 8.1 Order of Business for Ordinary Joint Organisation Meetings be amended to remove the following items:
- Part 2. Resolving to Committee of the Whole
 - Part 13. Resolving into the Board
 - Part 14. Adoption of decisions of committee of the whole.
- 2.6. That Clause 8.1 be amended to read as follows “The general order of business for an ordinary meeting of the Joint Organisation shall be:

1	Opening Meeting
2	Welcome & Acknowledgement of Country
3	Apologies
4	Disclosures of interest
5	Notice of Motions
6	Notice of Rescissions
7	Urgent Business
8	Presentations
9	Confirmation of Minutes
10	Chair’s Minute
11	Reports to Joint Organisation
12	Confidential Matters
13	Close”

3. Refer the amended Code of Meeting Practice to public exhibition for 28 days and if no submissions or comments are received then the amendment be endorsed as Policy of Canberra Region Joint Organisation. If any submissions or comments are received, then they be placed on the next agenda of the Board for consideration.

Moved D. Gair / J. Stafford

Carried

11.3 ELECTION OF JOINT ORGANISATION CHAIRPERSON

RESOLVED

That the CRJO Board

1. Receive the Election of Joint Organisation Chairperson report and note the proposed election process as per the guidelines set out in the Joint Organisation implementation Guide and the Local Government Act 1993.
2. Resolve to call an Extraordinary meeting to be held after 29 June 2020 for the election of the 2020 CRJO Chairperson and Deputy Chairperson by preferential ballot (secret ballot).
3. Resolve to adopt the same process for election of the CRJO Deputy Chairperson as that of the Chairperson.

4. *Resolve to forward their nominations for the CRJO Chairperson and Deputy Chairperson 2020 – 2022 to the Returning Officer (CRJO Executive Officer) one week prior to the election date.*
5. *Agree that a letter be sent to the NSW Minister for Local Government and Chief Executive of the Office of Local Government informing the Office of the newly elected Chairperson and Deputy Chairperson.*
6. *Write to the NSW Minister of Local Government to change the election legislation for joint organisations to hold Board elections after local government elections.*

Moved B. Kirk / J. Hayes

Carried

11.4 CRJO FINANCIAL REPORT TO 31 DECEMBER 2019

RESOLVED

That the CRJO Board

1. *Note the financial position of the CRJO as at 31 December 2019.*
2. *Note the intention of the budget review for 2020/21 in relation to the actions regarding financial viability to be tabled at the CRJO Board meeting on 14 May 2020.*

Moved J. Hayes / P. Beer

Carried

11.5 CRJO PAYMENT OF EXPENSES, PROVISIONS OF FACILITIES AND ALLOWANCES TO BOARD MEMBERS

RESOLVED

That the CRJO Board

1. *Approve the changes to remove references to the 2018/2019 financial year, clarify payment frequency and include extraordinary and ordinary meetings to the clause 5.8 of the 'CRJO Payment of Expenses, Provisions of Facilities and Allowances to Board Members' policy.*
2. *Agree to place the document on public exhibition for a period of 28 days and if no submissions or comments are received then the amendment be endorsed as Policy of Canberra Region Joint Organisation. If any submissions or comments are received, then they be placed on the next agenda of the CRJO Board for consideration.*

Moved P. Beer / B. Kirk

Carried

11.6 ADDITIONAL CONTRIBUTIONS LOCAL GOVERNMENT SUPERANNUATION

RESOLVED

That the CRJO Board

1. *Receive report from the Chair of the General Managers Advisory Group on additional contributions Local Government Superannuation.*
2. *Endorse the CRJO Letter to Local Government Superannuation regarding the additional contributions be sent to Local Government Superannuation.*

Moved B. Kirk / T. Overall

Carried

11.7 GENERAL MANAGERS ADVISORY GROUP MEETING SUMMARY – 30 JANUARY 2020

RESOLVED

That the CRJO Board

1. *Receive and note the report from the Chair of the General Managers Advisory Group on the summary of the GMAG meeting from the 30th January 2020.*
2. *Write to the Department of Planning seeking an urgent review of implementation of the E-planning mandatory provisions.*

Moved B. Kirk / D. Gair

Carried

11.8 CRJO OPERATIONAL REPORT

RESOLVED

That the CRJO Board note the CRJO operational report.

Moved T. Overall / J. Hayes

Carried

11.9 CRJO ACTIONS AS AT 30 JANUARY 2020

RESOLVED

That the CRJO Board note the CRJO Actions and report as at 18 February 2020.

Moved D. Gair / J. Stafford

Carried

11.10 STANDING ITEM: OFFICE OF LOCAL GOVERNMENT UPDATE

The Manager Council Engagement from the Office of Local Government provided the CRJO Board with an update and welcomed questions.

11.11 STANDING ITEM: ACT GOVERNMENT UPDATE

Noting a conflict of interest Ms Gabrielle Cusack, Ms Nikolina Marinovic, Mr Alec Palmer, Mr Noel Schiller left the meeting at 2:15pm, along with Ms Karen Purser.

12. MOVE INTO CLOSED SESSION

RESOLVED

The CRJO Board must resolve to move into Closed Session to deal with any items under s10 of the Local Government Act 1993.

Moved B. Ingram / T. Overall

Carried

13. CONFIDENTIAL MATTERS

RESOLVED

That the CRJO Board considers the confidential report listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993 (a) Personnel matters concerning particular individuals (other than councillors).

14. MOVE OUT OF CLOSED SESSION

RESOLVED

That the CRJO Board resolve to move out of Closed Session and record any resolutions made during the closed session.

Moved D. Gair / J. Stafford

Carried

Ms Gabrielle Cusack, Ms Nikolina Marinovic, Mr Alec Palmer and Ms Karen Purser returned to the meeting at 2:32pm.

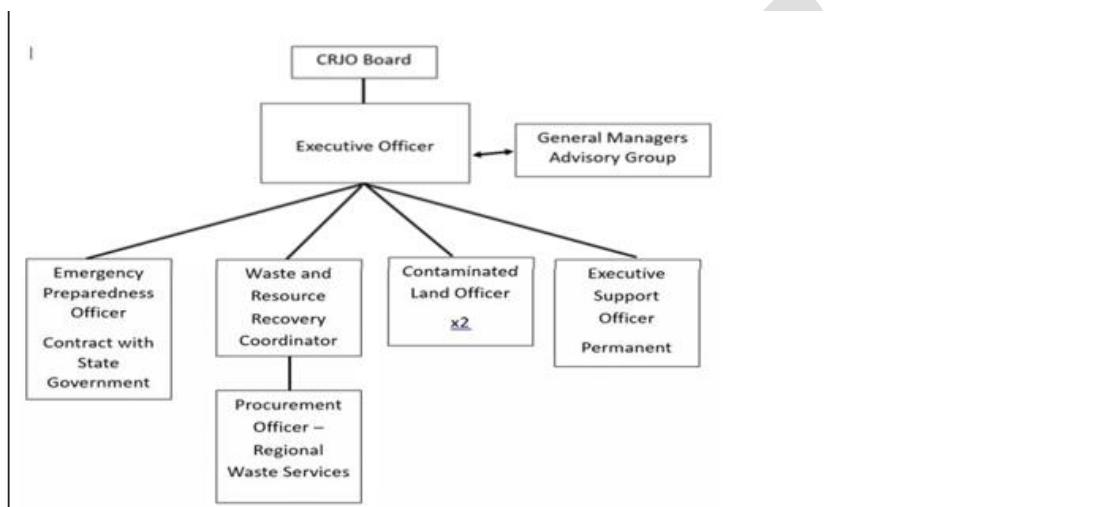
15. RESOLVE INTO THE BOARD

15.1 CRJO RESTRUCTURE AND RECRUITMENT

RESOLVED

That the CRJO Board

1. *Receive the report from the CRJO General Managers Advisory Group Chair.*
2. *Endorse the following staff structure:*



3. *Endorse the position description for the advertisement of the Executive Officer position.*
4. *Appoint an Executive Officer Recruitment Working Party (Working Party) with the delegations to appoint a recruitment consultant and undertake the recruitment process of a new Executive Officer. The Executive Officer Recruitment Working Party is to consist of the following CRJO representatives:*
 - *CRJO Chair of the Board – Mayor Rowena Abbey*
 - *Mayor of Snowy Valleys Council – Mayor James Hayes OAM*
 - *CRJO Chair of the General Managers Advisory Group – Mr Warwick Bennett*
 - *Chief Executive Officer Queanbeyan-Palerang Regional Council – Mr Peter Tegart*
5. *That the Working Party provide a recommendation for the appointment of the Executive Officer to be determined by the CRJO Board,*
6. *That the Chair and Deputy Chair of the General Managers Advisory Group be delegated to undertake the staff consultation on the staff restructure, including arrangement with staff whose position may become surplus.*

Moved K. McBain / T. Overall

Carried

16. ADOPTION OF DECISION OF COMMITTEE OF THE WHOLE

N/A

17. ADDITIONAL BUSINESS: BUSHFIRE RECOVERY

RESOLVED

That the CRJO EMT prepare a detailed list key strategic items and solutions funding sources representing the needs of all councils for submission to the National Bushfire Recovery agency and the State Bushfire Recovery Committee.

Moved L. Innes / K. McBain

Carried

18. CLOSE

The Chair closed the meeting at 3:00pm.

DRAFT