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**NARROMINE SHIRE COUNCIL  
ORDINARY MEETING BUSINESS PAPER – 11 JULY 2018  
MAYORAL MINUTE**

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## **1. MAYORAL DIARY**

### June 2018:

- June 14: Meeting with Member for Parkes Mark Coulton  
June 18: Meeting with Member for Dubbo Troy Grant  
Heavy Vehicle Transport Meeting  
EDG Meeting  
June 19: Rotary 60th Anniversary Meeting  
June 22: Meeting with Deputy Prime Minister Michael McCormack  
June 23: Opening of Waste to Art  
June 25: Rural and Town Crime Meeting  
Meeting with NSW Infrastructure Representatives

### July 2018:

- July 2: Meeting with NSW Premier Gladys Berejiklian  
July 3: Meeting with Director Infrastructure and Engineering Services  
Meeting with potential Developer  
Meeting with Warren Road Resident  
Meeting with Narromine Police Sergeant  
July 11: Ordinary Meeting of Council

### **RECOMMENDATION**

That the information be noted.

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## **2. DEPUTY MAYORAL DIARY**

### June 2018:

- June 25: Rural and Town Crime Meeting  
June 26: Opening extensions to Narromine Shire Family Health Centre and  
Cotton Seeds Distributors Room  
June 27: Narromine Levee Bank Forum

### July 2018:

- July 11: Ordinary Council Meeting

### **RECOMMENDATION**

That the information be noted.

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**3. ORANA JOINT ORGANISATION**

The minutes of the inaugural meeting of the Orana Joint Organisation held on 13 June 2018 are attached for Council's information (**See Attachment No 1**).

Also attached are the draft Charter, and Payment of Expenses and Provisions of Facilities to the Board Members Policy which have been referred to members Councils for comment prior to final adoption by the Orana Joint Organisation (**see Attachment No 2**).

Matters to be noted include:-

- **Chair** - Mr Doug Batten, Mayor of Gilgandra Shire Council, has been elected Chair of the Joint Organisation for a 2 year term.
- **Interim Executive Officer** - Ms Belinda Barlow has been appointed as the Interim Executive Officer to the Orana Joint Organisation for a 12 month period.
- **Proposed New Member Councils** - The Joint Organisation supports the inclusion of Bogan Shire Council and Warren Shire Council as members of the Organisation. It will be necessary for the Minister of Local Government to approve and proclaim their membership.

**RECOMMENDATION**

1. That the report be noted.
2. That the Draft Charter and Payment of Expenses and Provisions of Facilities to the Board Members Policy be accepted.

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**3. DELEGATE'S REPORT – TRANGIE ACTION GROUP**

Cr Hamilton has submitted a Delegate's Report on the Trangie Action Group Meeting held on 6 June 2018 (**see Attachment No 3**).

**RECOMMENDATION**

That the report be noted.

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**4. DELEGATE'S REPORT – NARROMINE HEALTH COUNCIL**

Cr Jablonski has submitted a Delegate's Report on the Narromine Health Council Meeting held on 20 June 2018 (**see Attachment No 4**).

Council's electronic notice board can be used to advise unique health related community events. An events calendar guideline and digital sign promotion guideline is available on Council's website for further information.

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**4. DELEGATE'S REPORT – NARROMINE HEALTH COUNCIL (Cont'd)**

**RECOMMENDATION**

That the report be noted.

Cr Craig Davies  
**Mayor**



# minutes

**MEETING OF:** Orana Joint Organisation  
**DATE:** 13 June 2018  
**TIME:** 10.00 am  
**VENUE:** Gilgandra Shire Council

## ATTENDEES:

### Members

Cr D Batten	Gilgandra Shire Council
Cr P Shinton	Warrumbungle Shire Council
Cr C Davies	Narromine Shire Council
Cr D Kennedy	Mid-Western Regional Council

### Attending

Mr D Neeves	Gilgandra Shire Council
Mr R Bailey	Warrumbungle Shire Council
Mrs J Redden	Narromine Shire Council
Mr B Cam	Mid-Western Regional Council
Mr A Albury	NSW Premier and Cabinet
Mr D Arthur	Warren Shire Council
Mr D McCarthy	Office of Local Government
Ms J White	Office of the Regional Infrastructure Coordinator
Mr D Murray	Review of Regional Infrastructure
Mrs B Barlow	OROC Executive Officer
Mrs C Marchant	Narromine Shire Council (minute taker)

## APOLOGIES: Nil

**WELCOME:** Jane Redden Returning Officer and General Manager Narromine Shire Council welcomed those present and declared the meeting open at 10.03am.

## 1. Proclamation and Regulation effecting the Orana Joint Organisation

**2018/001 RESOLVED:** Doug Batten/Peter Shinton that:

1. the Board note the Proclamation and Regulation effecting the Orana Joint Organisation
2. the board of the Orana Joint Organisation resolves to:
  1. Welcome and support the inclusion of Bogan Shire Council and Warren Shire Council as a member council of the Joint Organisation.
  2. Write to the Minister for Local Government in order to provide a copy of this resolution of the board of the joint organisation.

CARRIED



# minutes

## 2. Office of Local Government

**2018/002 RESOLVED:** Craig Davies/Des Kennedy that the Board:

1. note the advice from the Office of Local Government providing guidance on the implementation on Joint Organisations "Joint Organisation Implementation Guidance; and
2. note that Mr Tim Hurst has delegated the calling of the meeting, the development of the Agenda and the role of Returning Office to Mrs Jane Redden, General Manager of Narromine Shire Council.

CARRIED

## 3. Election of Chairperson

**2018/003 RESOLVED:** Peter Shinton/Des Kennedy that the Board use open method of voting for the position of Chairperson.

CARRIED

There being one nomination received, Doug Batten was voted the Chairperson and assumed the chair.

## 4. Disclosure of delegates - Designated persons (s:449 L.G. Act)

**2018/004 RESOLVED:** Peter Shinton/Craig Davies that the Board:

1. note that all board members and the Interim Executive Officer are automatically designated persons for the purposes of s:449 of the Local Government Act;
2. note that as alternatives deputy mayors should also be treated as designated persons; and
3. note the responsibility of designated persons in returning disclosures of interest forms.

CARRIED

## 5. Orana Joint Organisation Draft Charter

**2018/005 RESOLVED:** Craig Davies/Des Kennedy that the

1. Draft Charter for the Orana Joint Organisation be referred to members for a period of 42 days seeking feedback
2. A further report come back to the Orana JO detailing members feedback for consideration by the Board.

CARRIED

## 6. Appointment of interim Executive Officer

At the request of Doug Batten, Belinda Barlow gave a brief presentation of her employment history and experience that would make her suitable for the role of Interim Executive Officer.

**2018/006 RESOLVED:** Craig Davies/Peter Shinton that Ms Belinda Barlow be appointed the interim Executive Officer of the Orana Joint Organisation of Councils for the period of 12 months.

CARRIED

## 7. Delegations to the Interim Executive Officer

**2018/007 RESOLVED:** Peter Shinton/Des Kennedy that Orana Organisation adopt the draft delegations register for the Interim Executive Officer as tabled.

CARRIED



# minutes

## 8. Code of Conduct and Panel of Conduct Reviewers

**2018/008 RESOLVED:** Craig Davies/Des Kennedy that Orana Joint Organisation adopt:

- (a) the Model Code of Conduct for Local Councils in NSW (the Model Code);
- (b) the Procedures for the Administration of the Model Code of Conduct for local Councils in NSW (the Procedures);
- (c) the panel of Conduct Reviewers as established by OROC in 2017.
- (d) The PUBLIC INTEREST DISCLOSURES (PROTECTED DISCLOSURES)

CARRIED

## 9. Payment of Expenses and the Provision of Facilities to Board Members Policy

**2018/009 RESOLVED:** Peter Shinton/Des Kennedy that:

1. the draft policy for the payment of expenses and the provision of facilities to Board members and the Chairperson be referred to member Councils for their comment for a period of 42 days.
2. the draft policy and comments from member councils be referred to a future meeting of the Board for consideration and adoption of the policy as amended (if required).

CARRIED

## 10. Code of Meeting Practice

**2018/010 RESOLVED:** Des Kennedy/Craig Davies that:

1. the draft Code of Meeting Practice for local councils in NSW be endorsed for consultation with member councils. (see below).
2. a report be submitted to the Board Meeting to be held on the next meeting date to consider the adoption of the Code of Meeting Practice for the Orana Joint Organisation.

CARRIED

## 11. Seal

**2018/011 RESOLVED:** Peter Shinton/Craig Davies that the Orana Joint Organisation (JO):

- (a) Adopt a Seal of the JO which contains the wording, "Orana Joint Organisation"
- (b) The seal be kept by the Interim Executive Officer.

CARRIED

## 12. Timeline, opening a bank account, recruitment and strategy

**2018/012 RESOLVED:** Des Kennedy/Peter Shinton that the Board note the timeline for the implementation of the JO and

1. with regard to opening of a bank account confirm the Interim Executive Officer, Belinda Barlow, has delegation to:
  - a. open a bank account in the name of the Orana Joint Organisation
  - b. obtain an ABN; and
  - c. nominate signatories
  - d. obtain appropriate Workers Compensation cover

CARRIED

There being no further business the meeting closed at 10.55am.

The Minutes (pages 1 to 3) were confirmed at a meeting held on the day of \_\_\_\_\_ 2018, and are a full and accurate record of proceedings of the meeting held on 13 June 2018.

**Chair**

# ORANA JOINT ORGANISATION CHARTER

13 June 2018

## Contact Details

Belinda Barlow

Email: [mail@oranajointorganisation.nsw.gov.au](mailto:mail@oranajointorganisation.nsw.gov.au)



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# INTRODUCTION

## 1.1 Preamble

The operation of and governance principles for the Orana Joint Organisation is guided by this Charter, which has been adopted by resolution of the board.

## 1.2 Name and legal status

The name of the joint organisation is the Orana Joint Organisation.

Orana Joint Organisation is a body corporate proclaimed under the *Local Government Act 1993* (the Act) with the legal capacity and powers of an individual. See the proclamation forming this joint organisation at <http://www.legislation.nsw.gov.au/regulations/2018-192.pdf> for further information about the membership and functions of Orana Joint Organisation and other key matters.

While the principal functions of the joint organisation are provided for in the Act and through this Charter, powers are also conferred on the joint organisation as a statutory corporation under section 50 of the *Interpretation Act 1987*. Other functions may be conferred on a joint organisation by legislation and may be delegated to a joint organisation by one or more member councils.

## 1.3 Interpretation

This Charter is to be interpreted in accordance with the *Local Government Act 1993* and *Local Government (General) Regulation 2005* and the *Interpretation Act 1987*.

## 1.4 Definitions

In this Charter, the following terms are used as below. **Act** means the *Local Government Act 1993*.

**Board** means the joint organisation board, consisting of the mayors of each member council, any additional voting representatives of these member councils appointed under section 400T of the Act and any other non-voting representatives who may attend, but are not entitled to vote at, a meeting.

**Charter** means this document, outlining the operational and governance principles for the joint organisation and any other agreed matters, consistent with the Act and other laws.

**Chairperson** means the person, who is a mayor, elected to the office of chairperson by the voting representatives on the board from among the voting representatives who are mayor.

**Councillor** means a person elected or appointed to civic office and includes a mayor.

**Executive officer** means the person employed by the joint organisation to conduct the day-to-day management of the joint organisation in accordance with strategic regional priorities and other plans, programs, strategies and policies of the joint organisation and to implement without delay the lawful decisions of the joint organisation.

**General Manager** means the person employed by a council to conduct the day-to-day management of the council in accordance with strategic plans, programs, strategies and policies of the council and to implement without delay the lawful decisions of the council.

**Joint organisation** means an organisation established under Part 7 Chapter 12 of the *Local Government Act 1993*

**Member council** means those councils proclaimed under the Act to be part of the Orana Joint Organisation.

**Mayor** means a person elected or appointed to civic office, who is the leader of the council.

**Non-voting member** means those councils and other organisations or individuals that are members of the joint organisation but do not have the right to vote.

**Non-voting representative** means the chosen representative of a non-voting member of the board (sometimes called an 'associate member'). This includes:

- an employee of the public service nominated by the Secretary, Department of Premier and Cabinet
- any other individual or representative of a council or other organisation invited by the board to represent a non-voting member of the board
- any other person or a member of a class of persons prescribed by the Regulation.

Regulation means the *Local Government (General) Regulation 2005*.

Voting representative means a representative of a member council on the board.

### **1.5 Adopting the Charter**

This Charter was formally adopted by the Orana Joint Organisation on 13 June 2018

This Charter will be made publicly available via the following website administered by the joint organisation within 30 days of adoption [www.oranajointorganisation.nsw.gov.au](http://www.oranajointorganisation.nsw.gov.au).

### **1.6 Amending the Charter**

This Charter will be reviewed every two (2) years at the time of the election of Chair. Other amendments may be made from time to time by resolution of the board.

# ESTABLISHMENT

## 2.1 Vision and principles

The vision of Orana Joint Organisation for the Orana is:

***To be a leading Joint Organisation known for a high level of achievement, collaborative excellence and strong commitment to the region's communities.***

The Orana Joint Organisation will act in accordance with the following principles:

## 2.2 Principal functions

The principal functions of the Orana Joint Organisation will be to:

- establish strategic regional priorities for the joint organisation area and develop strategies and plans for delivering these priorities
- provide regional leadership for the joint organisation area and to be an advocate for strategic regional priorities
- identify and take up opportunities for intergovernmental cooperation on matters relating to the joint organisation area.

## 2.3 Other functions

The other services, functions or types of functions the Orana Joint Organisation will undertake are:

- to provide support for the operations of its Member Councils aimed at strengthening local government in its joint organisation area;

The board may, from time to time, determine whether and how to undertake any other functions.

# MEMBERSHIP

## 3.1 Voting Members

The following are 'member councils' of the Orana Joint Organisation:

- Cobar
- Gilgandra
- Mid-Western Regional
- Narromine
- Warrumbungle

## 3.2 Non-voting members

The following organisations are non-voting members of the joint organisation:

- the NSW Government, as represented by a nominee of the Secretary of the Department of Premier and Cabinet, currently the Department of Premier and
- Cabinet, Director Western Region

## 3.3 Changes in membership

A proclamation is required for a joint organisation to change voting members.

Any voting member proposing to withdraw from the joint organisation must give 1 month written notice.

This Charter may be amended to change non-voting members of the board. In deciding whether to propose or support a change in membership, the [insert name] joint organisation will:

- at the request of a member, consider a draft resolution seeking membership change, and
- following a resolution in support, amend this Charter as set out section 1.6 to change membership as set out at section 3.2.

## 3.4 Financial contributions

Each member council is to contribute a monetary payment or equivalent contribution based on the following methodology:

- The annual financial contribution required to be made by each Member Council is to consist of:
- a base fee of the same amount for each Member Council; and
- a capitation fee (based on the most recent population data issued by Australian Bureau of Statistics Census data)
- The annual financial contribution required to be made by each Associate Member is to be based on a methodology adopted by the Board.
- The amount of the base fee, capitation fee and financial contribution by Associate Members for a financial year is to be determined prior to the start of that year by Resolution of the Board.

Member councils will be consulted about proposed contributions by correspondence.

## 3.5 Decision resolution

In the event of an equality of votes in relation to a critical matter to be determined by the board the resolution is lost. The mechanism for the board to move critical decisions forward is as follows:

**Step 1a** – internal resolution using one or more of the following:

- Take into account board member views and rework the proposal.
- Establish a specific sub-committee to review and rework the proposal.

Set aside time for the board to discuss the proposal prior

- to the next board meeting.
- Obtain and present to the board advice from an expert or an independent report.

**Alternative Step 1b** – refer decision to member councils to resolve in the following circumstances:

- Decisions in relation to member council financial contributions over \$1.00.

**Step 2** – independent mediation (may include using any of the processes outlined in Step 1):

- Board resolves to work with an independent mediator to support board to resolve the decision.
- Where a mediator cannot be agreed, the board could ask Office of Local Government to appoint a mediator (as for a general manager contract).

**Step 3** – appoint an independent arbitrator

- Board resolves to appoint an independent arbitrator to support board to resolve the decision.
- Where the arbitrator cannot be agreed, the board could ask Office of Local Government to appoint an arbitrator.

Critical matters to be determined by the board include:

- adoption of a Statement of Strategic Regional Priorities
- adoption of the Annual Performance Statement and Financial Statements
- decisions to commit financial contributions from member councils over \$1.00.

### **3.6 Dispute resolution**

In the event of a dispute between board members that arises from or relates to the Orana Joint Organisation, the following steps will be taken to resolve that dispute:

- relevant members will advise the joint organisation prior to taking legal action
- relevant members will give notice to board members specifying the nature of the dispute
- on receipt of notice, member councils must endeavour in good faith to resolve the dispute promptly using informal dispute resolution techniques such as mediation, expert evaluation or determination or similar techniques, as agreed by those members
- members that are parties to the dispute will pay the mediator's costs.

# THE BOARD

## 4.1 Governing board and role

The board of Orana Joint Organisation consists of:

- the mayors of each member council
- a representative of the NSW Government, nominated by the Secretary of the Department of Premier and Cabinet, who is Ashley Albury, Director Western, NSW Regional Co-ordination, Regional NSW Department Premier and Cabinet.
- the following other non-voting representatives General Manager Cobar, General Manager Gilgandra, General Manager Mid Wester Regional, General Manager Narromine, General Manager Warrumbungle.

The role of the board is to direct and control the affairs of the joint organisation. The board is to consult with the executive officer in directing and controlling the affairs of the joint organisation.

The joint organisation executive officer and general manager of each member council may also attend meetings of the board in an advisory capacity.

## 4.2 Chairperson and role

The chairperson is to be elected by the voting representatives of the board from one of the mayoral representatives. In the absence of the chairperson, a person elected by the voting representatives at the meeting of the board is to preside at the meeting. The chairperson does not have a casting vote.

The chairperson is the joint organisation's spokesperson on strategic matters and will represent the joint organisation at regional forums where possible.

They are responsible for the conduct of meetings.

The term of the chair person is for 2 years and shall align with the Mayoral elections.

## 4.3 Alternates

Member councils that choose to appoint an alternate representative (other than the Mayor) must notify the joint organisation of that person's name and position.

## 4.4 Advisory committees and working groups

The Orana Joint Organisation establishes the following committees and advisory groups, which are to report to the board as set out in their Terms of Reference: These may include but are not limited to:

- General Managers Advisory Committee
- Lower Macquarie Water Utilities Alliance
- Human Resources and Learning Development
- Economic Development
- Orana Risk and Safety Management Group
- Asset Management Group
- Finance and IT Group

Other committees and advisory groups may also be established from time to time by board resolution.

# MEETINGS

## **5.1 Meeting frequency**

The board will meet every at least once in each quarter on such date and at such place and time as the Board decides; and Meetings will be conducted in accordance with the Code of Meeting Practice adopted by the board from time to time.

Where necessary, the chair may call further meetings.

## **5.2 Participation and quorum**

The quorum for a meeting of the board is a majority of voting representatives entitled to vote under this Charter being at the meeting. No business is to be transacted at a general meeting without a quorum.

## **5.3 Voting and decision making**

Decisions about principal functions:

A decision of the board supported by a majority at which a quorum is present is a decision of Orana Joint Organisation.

Each voting member of the board has one vote each in relation decisions taken about principal functions.

A motion at a meeting of the board is taken to be defeated in the event of an equality of votes. The chairperson, or person presiding at a meeting of the board, does not have a casting vote.

## **5.4 Annual general meetings**

The Orana Joint Organisation will hold an annual general meeting in December to present the annual report, Audited Financial Statements and review charter (if required).

# PLANNING AND REPORTING

## 6.1 Consultation and publication

The Orana Joint Organisation will consult with all members in preparing the following documents required under the Act and will publish the adopted versions on the joint organisation website

[www.oranajointorganisation.nsw.gov.au](http://www.oranajointorganisation.nsw.gov.au)

- statement of Strategic Regional Priorities
- annual revenue statement
- audited financial reports.

The Orana Joint Organisation will also publish an annual performance statement on its website.

[www.oranajointorganisation.nsw.gov.au](http://www.oranajointorganisation.nsw.gov.au).



# OTHER MATTERS

## 7.1 Records

The joint organisation will keep records and provide access to relevant information in accordance with the following legislation: <https://www.legislation.nsw.gov.au/#/view/act/1998/17>

The public officer of Orana Joint Organisation is the **Executive Officer** who may be contacted at [mail@oranajointorganisation.nsw.gov.au](mailto:mail@oranajointorganisation.nsw.gov.au).

## 7.2 Insurance

The Orana Joint Organisation has made the following insurance arrangements:

Advice received from Jardine Lloyd Thompson P/L states that cover is confirmed for the Orana Joint Organisation once it is established. The existing cover of the members will be extended to include the activities of the Orana Joint Organisation.

There will be no additional or separate charges applied for this policy extension to the Orana Joint Organisation.

Non-Members of State-wide are to advise their insurers of their participation in the Orana Joint Organisation and seek to have their interests noted.

## 7.3 Indemnity

Representatives of members of the board and staff of the Orana Joint Organisation are protected from liability for functions and duties carried out or omitted honestly, in good faith and with due care and diligence.

## 7.4 Policies

The Orana Joint Organisation has adopted the following policies:

- **Orana** expenses and facilities policy
- **Orana** Code of Meeting Practice,
- **Orana** Code of Conduct, and

Further policies may be adopted by the board from time to time and will be published on the Orana Joint Organisation's website at [www.oranajointorganisation.nsw.gov.au](http://www.oranajointorganisation.nsw.gov.au).

## 7.5 Transitional Arrangements

There are no recorded transitional arrangements for the Orana Joint Organisation to date.

# ORANA JOINT ORGANISATION

## ORANA JOINT ORGANISATION Payment of Expenses and Provision of Facilities Policy

### Preamble

The JO Expenses and Facilities policy is designed to cover any needs associated with the exercise by Board Members and the Chairperson of their joint organisation functions that are not otherwise covered under member Council's Expenses and Facilities policies.

Board Members and the Chairperson are not entitled to make a claim under a Joint Organisation's expenses and facilities policy where a claim has been covered under a member Council's policy and vice versa.

### 1. EXPENSES

#### (a) Conferences, Seminars and Inspections – Reimbursement of Costs

Subject to JO approval or approval by the Chairperson if insufficient time for JO approval.

(i) Registration: including official luncheons, dinners and tours relevant to the conference.

(ii) Accommodation:

Meal allowances (dinner and lunch) - \$150 (per day)

Accommodation (capital city) - \$400 (per day)

Accommodation (country areas) - \$ 200 (per day)

and reasonable telephone costs.

(iii) Accommodation for the night before or after the conference where necessary.

(iv) Delegates accompanied by spouse/partner.

Equivalent of single accommodation cost to be met by the JO with additional accommodation cost to be met by delegate/spouse. All additional costs to be met by spouse/partner unless such is related to the official capacity of the delegates partner (eg conference dinner).

#### (b) Travel Expenses

(i) Members cover their own costs for accommodation and travel to and from meetings of the Board and its Committees.

Expenses for use of a private motor vehicle to be based on the relevant kilometre rate in the staff award.

(ii) Attendance at meetings representing the JO in capacity of Chairperson of a JO Committee.

# ORANA JOINT ORGANISATION

Expenses for use of a private motor vehicle to be based on the relevant kilometre rate in the staff award.

Expenses for representing the region will be considered by the Board if sufficient time allows or by the Chair where the request is made before the expense is incurred.

(iii) Conferences and Seminars.

Members using private vehicles to be reimbursed according to the relevant kilometre rate in the Local Government Award as was previously the case, where not already covered by the Member Council.

Subject to the total cost not exceeding the economy class airfare as applicable and appropriate.

Travel by air (when required) to be by economy class.

## **2. FACILITIES**

### **(a) Members**

The Members are to receive the benefit of the following JO facilities:

(i) Meeting Meals and Refreshments – provision of meals and refreshments associated with JO, Committee and Working Parties/Special Committee meetings.

(ii) Travel – provision of JO motor vehicle (when available) for travel to Conferences, Seminars, etc when on official JO business, where not already covered by a member Council.

(iii) Meeting Rooms – Provision of meeting facilities for the purpose of JO, Committee and Working Parties/Special Committee meetings (and for meeting with constituents), where available.

(iv) Photocopiers – provision of photocopying facilities at the JO's Office for official purposes.

### **(b) Chairperson**

In addition to those facilities provided to the Members, the Chairperson is to receive the benefit of:

(i) Secretarial Services – word processing and administrative support provided by the Executive Officer;

(ii) Administrative Support – assistance with functions, organisation, meetings and the like for official purposes.

# ORANA JOINT ORGANISATION

## **(c) Deputy Chairperson (if appointed)**

In addition to those facilities provided to the Members, the Deputy Chairperson is to receive the benefits of the Chairperson when acting in the office of JO Chairperson.

## **(d) Arbitration of Claims**

The Chairperson, (the Deputy Chairperson when the claim is made by the Chairperson) and the Executive Officer will be responsible for determining whether all claims are reasonable and within the guidelines as set by the policy adopted by Council. Any Council dissatisfied with the determination can request the matter be submitted to Council for consideration.

**NARROMINE SHIRE COUNCIL**

COUNCILLOR REPORT ON ATTENDANCE AT: Trangie Action Group Meeting

COUNCILLOR Colin Hamilton

DATE ATTENDED 6<sup>th</sup> June, 2018

**1. Main Purpose of Conference/Visit/Meeting**

Monthly committee Meeting

**2. Key Messages/Highlights of Relevance to Council**

- Tourist Information brochure is at the printers and should be ready in two weeks.
- Fishing grant of \$1900 would be available for the fishing comp at Goan Waterhole in October should there be sufficient rain to create inflows in the meantime.
- Request received for Trangie Action Group to investigate the possibility of erecting a Cenotaph in Trangie. Cr Colin Hamilton is to approach NSC for information on how to proceed with this project.
- This years Christmas Party will be held at the USMC, not at the Bowling Club.
- Wiradjuri language courses will be held at the Cultural Centre.
- Andy Holden & one other to represent Trangie at the upcoming crime meeting.
- Narromine/Trangie history group to erect a large headstone and plaque at the Dandaloo Church listing all people buried at the three disused cemeteries in Dandaloo.
- Terrie Millgate is to investigate possible aboriginal art on rocks at Mullah Trangie.

**3. Benefits to Narromine Shire Council**

Provides a direct avenue of communication between Council and the Trangie Community to discuss activities, promotions and issues in and around Trangie.

**4. Suggestions for Future Action (if appropriate)**

Provide information to assist with the installation of a Cenotaph in Trangie if possible.  
Continued attendance at TAG meetings

Signature Colin Hamilton

Date 30.6.2018

**NARROMINE SHIRE COUNCIL**

COUNCILLOR REPORT ON ATTENDANCE AT: Narromine Health Council

COUNCILLOR Lyn Jablonski

DATE ATTENDED 20 June 2018

**1. Main Purpose of Conference/Visit/Meeting**

Monthly Meeting

**2. Key Messages/Highlights of Relevance to Council**

- Narromine Health Council developing a Health Action Plan.
- Health Council to discuss with Narromine Shire Council the possibility of utilising the electronic board to advise health services and events.
- Developing a Narromine Health Council profile.
- Discussion on raising awareness of mental health and various fundraisers including Narromine Rugby Union Club's event on 7 July.
- Various health related courses being conducted – first aid course, facilitated course for High School – Tomorrows Men, RUOK etc.
- Identification of chronic health diseases other than cancer.
- Identification of specific diseases and provision of information to community – Diabetes Type 2, heart conditions in women over 50
- Lifestyle/Health – walking, water, exercise group, gym, swimming
- Health survey to be compiled.
- Health Action Plan to be reviewed each meeting.

**3. Benefits to Narromine Shire Council**

Narromine Health Council provides important health services to the Shire.

**4. Suggestions for Future Action (if appropriate)**

Consider possibility of utilising Council's electronic message board to advise health services and events. Look for grants to help conduct gym and swimming activities for Seniors.

Signature Lyn Jablonski

Date 04.07.18