



EXTRAORDINARY BOARD MEETING

27TH JANUARY 2021

Minutes

MEETING:	FWJO Extraordinary Board Meeting			
DATE:	Wednesday 27 th January 2021			
TIME:	3:00pm – 4:00pm AEDT			
LOCATION:	Zoom: https://zoom.us/j/99315763027?pwd=KzlrZEJrTDgxU1c4eFQ5QUJBRnpGdz09 Meeting ID: 993 1576 3027 Passcode: 949972			
CHAIR:	Cr. Darriea Turley, Mayor Broken Hill City Council			
ATTENDEES:	Council / Agency	Mayor / Board Representative	Deputy Mayor / Organisational Proxy	General Manager
	Barranald Shire Council	Mr. Mike Colreavy	N/A	Mr. Oliver McNulty
	Broken Hill City Council	Cr. Darriea Turley	Cr. Christine Adams	A/g Mr. Jay Nankivell
	Central Darling Shire Council	Mr. Bob Stewart	N/A	Mr. Greg Hill
	Wentworth Shire Council	Cr. Susan Nichols	Cr. Tim Elstone	Mr. Ken Ross
	NSW Government	Mr. Peter Evans – OLG	N/A	Mr Ken Harrison – Regional NSW
FWJO STAFF:	Ms. Bridgett Leopold – Interim Executive Officer E: bleopold@alburycity.nsw.gov.au M: 0408 498 534			
	Ms. Bridget De La Haye – Interim Executive Support E: BDeLaHaye@alburycity.nsw.gov.au M: 0436 370 772			



MEETING AGENDA

Item	Topic	Time
1	Welcome & Apologies	3:00
2	Acknowledgement of Country	3:01
3	Declarations of Pecuniary Interest and Conflicts of Interest	3:02
4	Agreement between Far West Joint Organisation (FWJO) and Riverina and Murray Joint Organisation (RAMJO) 4.1 Draft Memorandum of Understanding 4.2 Communication and Circulation List	3:05
5	Governance Matters 5 5.1 Decision making authority 5.2 Nominations for Board Member to partake in panel for select RfQ	3:15
6	General Business	3:30
	Meeting Close	4:00



AGENDA ITEM 1

Welcome to all Board Members, General Managers and representatives via Zoom.

Apologies:

- Cr. Christine Adams – Deputy Mayor Broken Hill City Council
- Cr. Tim Elstone – Deputy Mayor Wentworth
- Mr. Greg Hill – General Manager Central Darling

It should be noted that while Wentworth Shire Council were present, technology difficulties prevented the Mayor and General Manager from active participation. Wentworth Shire Council left the meeting at 3:10pm.

CARRIED

Moved: Bob Stewart

Seconded: Mike Colreavy

AGENDA ITEM 2

Acknowledgement of Country.

The Chair provided an acknowledgement of country.

AGENDA ITEM 3

Declarations of pecuniary interest or conflicts of interest.

NIL

AGENDA ITEM 4

4.1 – Draft Memorandum of Understanding (MoU)

In conjunction with the Far West JO General Managers, the Interim Executive Officer has drafted a Memorandum of Understanding (MoU) between the two organisations in relation to cost sharing of resources, intended deliverables and term of the agreement (January 2021 to December 2021).

The draft MoU is at [Attachment A](#).

Recommendation: That the Far West JO Board endorse the Memorandum of Understanding for the term of the agreement between the two Joint Organisations.

CARRIED

Moved: Mike Colreavy

Seconded: Bob Stewart

4.2 – Communication and Circulation List

Pending approval of the draft MoU, the Interim Executive Officer has prepared correspondence to relevant Ministers, Shadow Ministers and other stakeholders relating to the 12-month arrangement and intended deliverables.

The draft correspondence and circulation list are at [Attachment B](#) and [Attachment C](#) respectively.



Recommendation: That the Far West JO Board approve the formal correspondence to identified stakeholders relating to the 12-month partnership between the Joint Organisations.

It was recommended by Bob Stewart to include The Hon. Adam Marshall, Minister for Agriculture and Western NSW, on the correspondence distribution list.

CARRIED

Moved: Bob Stewart

Seconded: Mike Colreavy

AGENDA ITEM 5

5.1 – Decision Making Authority

At the 26th February 2021 Board Meeting, a clear work schedule relating to governance, strategic priorities and advocacy will be presented. Given the short time frame in which to deliver on the intended outcomes of the partnership with RAMJO, and the deliverables relating to unexpended grant funding, it is recommended the Board approve the ability for the Chair and Interim Executive Officer to make decisions relating to the implementation of the work plan as required. As the Board meets bimonthly, the ability will remain for the Executive Officer to prepare regular reports against each work stream for the Board's review. Any decisions which fall outside the preapproved work plan will return to the Board for decision.

Recommendation: That the Far West JO Board authorise the Chair and Interim Executive Officer to make decisions relating to the implementation of the agreed FWJO work plan for the 2021 calendar year.

CARRIED

Moved: Bob Stewart

Seconded: Mike Colreavy

5.2 – Nominations for a Board Member on the panel to review the select RfQ

At the FWJO Board meeting on 18th December 2020, it was agreed the Far West Destination Management Plan project relating to OLG's Capacity Building Grant funding move to the next stage, a select Request for Quote (RfQ). The General Manager of Central Darling Shire Council and the Interim Executive Officer are working on the relevant documentation for the select RfQ, intending to progress this stage of the project in February – March 2021.

The Interim Executive Officer is in discussion with Destination NSW and General Managers regarding experienced agencies who could be considered in the select RfQ.

Following the circulation of the RfQ, a panel will need to be established to review any submissions. The membership of the panel is likely to include:

- Interim Executive Officer of the Far West Joint Organisation
- General Manager of Central Darling Shire Council
- Board Member from the Far West JO Board
- Director from the Board of Destination NSW Country and Outback



Recommendation: That a Board Member be nominated to participate in the panel to review submissions relating to the select RfQ for the FWJO Capacity Building Project – a Destination Management Plan for the Far West.

Bob Stewart was nominated for the panel to review the RfQ submissions relating to this grant project.

The Executive Officer was tasked with writing to OLG (olg@olg.nsw.gov.au) requesting an extension of the grant acquittal date, due to role vacancies.

CARRIED

AGENDA ITEM 6 - GENERAL BUSINESS

6.1 – Call for General Business Items

No general business was called due to being an extraordinary meeting.

Meeting Closed at 3:20pm.

