



NAMOI UNLIMITED

Premier agricultural region in Australia

AGENDA

NOTICE is hereby given that a meeting of the **BOARD of Namoi Joint Organisation of Councils trading as NAMOI UNLIMITED** will be held on **TUESDAY 2 APRIL 2019** in the Council Chambers at Walcha Council.

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Rebel Thomson
EXECUTIVE OFFICER
27 March 2019



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BUSINESS PAPER



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1. WELCOME, ACKNOWLEDGEMENT AND/OR PRAYER

Councillor Eric Noakes, Mayor will welcome Members to the meeting and introduce observing Councillors from Walcha Council.

MEMBERS		PRESENT	APOLOGY
Cr Jamie Chaffey (Chairperson)	Gunnedah Shire Council	✓	
Cr John Coulton	Gwydir Shire Council	✓	
Cr Andrew Hope	Liverpool Plains Shire Council	✓	
Cr Col Murray (Deputy Chair)	Tamworth Regional Council		✓
Cr Phil Betts		✓	
Cr Eric Noakes	Walcha Council	✓	
Alison McGaffin	NSW Department of Premier and Cabinet	✓	
NON-VOTING REPRESENTATIVES			
Eric Groth	Gunnedah Shire Council	✓	
Max Eastcott	Gwydir Shire Council		✓
Ron Van Katwyk	Liverpool Plains Shire Council	✓	
Paul Bennett	Tamworth Regional Council	✓	
Jack O'Hara	Walcha Council	✓	
Rebel Thomson	Namoi Unlimited	✓	
BY INVITATION			
Jodie Healy	NSW Office of Local Government	✓	
Elle Rixon	Media Contractor	✓	



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2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

Author	Executive Officer
Policy	Code of Meeting Practice Namoi Joint Organisation of Councils
Legal	-
Financial	-
Strategic Link	-
Attachments	-

RECOMMENDATION TO THE BOARD: Applications for leave for this meeting have been received from:

- Councillor Col Murray, Mayor Tamworth Regional Council
- Max Eastcott, General Manager Gwydir Shire Council

THAT, applications for a leave of absence are accepted.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: -

BACKGROUND: -

COMMENTARY: -



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3. PUBLIC FORUM AND/OR PRESENTATIONS

Nil requested at time of distribution of this Notice of Meeting.



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4. CONFIRMATION OF MINUTES - ATTACHMENT A

Author Executive Officer

Policy -

Legal -

Financial -

Strategic Link -

Attachments **ATTACHMENT A – Minutes of the Board Meeting held 5 March 2019**

RECOMMENDATION TO THE BOARD: THAT, the minutes of the Board meeting held 5 March 2019 are a true and accurate record of the meeting.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: -

BACKGROUND: -

COMMENTARY: -



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ATTACHMENT A – Minutes of the Meeting of Members held

5 March 2019

MINUTES

Minutes of the meeting of the **BOARD of Namoi Joint Organisation of Councils trading as NAMOI UNLIMITED** held on **TUESDAY 5 MARCH 2019** at the Living Classroom at Bingara in the Gwydir Shire Council.

1. WELCOME, ACKNOWLEDGEMENT AND/OR PRAYER

Councillor John Coulton, Mayor Gwydir Shire Council welcomed Members to Gwydir Shire and acknowledged the presence of Councillor Katherine Egan, Deputy Mayor and Councillor Francis Young from Gwydir Shire Council. The Chair acknowledged the traditional lands that the meeting was held, Elder and leaders past and present.

MEMBERS		PRESENT	APOLOGY
Cr Jamie Chaffey (Chairperson)	Gunnedah Shire Council	✓	
Cr John Coulton	Gwydir Shire Council	✓	
Cr Andrew Hope	Liverpool Plains Shire Council	✓	
Cr Col Murray (Deputy Chair)	Tamworth Regional Council	✓	
Cr Eric Noakes	Walcha Council	✓	
Alison McGaffin	NSW Department of Premier and Cabinet		✓
NON-VOTING REPRESENTATIVES			
Eric Groth	Gunnedah Shire Council	✓	
Max Eastcott	Gwydir Shire Council	✓	
Ron Van Katwyk	Liverpool Plains Shire Council		✓
Paul Bennett	Tamworth Regional Council	✓	
Jack O'Hara	Walcha Council	✓	
Rebel Thomson	Namoi Unlimited	✓	
BY INVITATION			
Jodie Healy	NSW Office of Local Government		✓
Elle Rixon	Media Contractor	✓	



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2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE

RESOLVED: THAT, applications for leave of absence are accepted; applications for leave for this meeting have been received from:

- Alison McGaffin, NSW Department of Premier and Cabinet
- Ron Van Katwyk, Liverpool Plains Shire Council
- Jodie Healy, NSW Office of Local Government

AMENDED

MOVED: Liverpool Plains Shire Council

SECONDED: Tamworth Regional Council

CARRIED

3. PUBLIC FORUM AND/OR PRESENTATIONS

Nil requested at time of the Meeting.

4. CONFIRMATION OF MINUTES

RESOLVED: THAT, the minutes of the Board meeting held 5 February 2019 are a true and accurate record of the meeting.

ENDORSED

MOVED: Liverpool Plains Shire Council

SECONDED: Walcha Council

CARRIED

5. DISCLOSURES OF INTERESTS

Nil provided at the time of the Meeting.

6. CHAIRPERSON MINUTES

Nil provided at the time of the Meeting.

7. NOTICES OF MOTIONS

Nil provided at the time of the Meeting.

8. NOTICE OF MOTION OF RESCISSION

Nil provided at the time of the Meeting.

9. STRATEGIC REGIONAL PRIORITIES REPORTS

9.1 Water for the Future – Trade and Investment Strategy

RESOLVED: THAT, the proposal, itinerary and participation is endorsed.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Liverpool Plains Shire Council

CARRIED

ADDITIONAL COMMENTARY: Councillor Chaffey reported that he was seeking the assistance of members to invite local businesses to be part of the 2019 China Study Tour.

Councillor Murray noted that the ongoing drought and conditions will have an impact on the ability of people to undertake the tour.

9.2 Water for the Future – Namoi Water Alliance Membership

RESOLVED: THAT, the proposal for membership fees for 2019-2020 to the Namoi Water Alliance for member Councils is endorsed, with 50% to be invoiced for 1 July 2019.

ENDORSED Gwydir Shire Council and Gunnedah Shire Council voted against the resolution.

MOVED: Liverpool Plains Shire Council

SECONDED: Tamworth Regional Council

CARRIED

ADDITIONAL COMMENTARY: Liverpool Plains Shire Council sought advice from staff who commended the collaboration and the broad range of services that the alliance provides.

Gwydir Shire Council and Walcha Councils noted the additional expense and that the value of the arrangement in the 2019-2020 financial year will need to be demonstrated.

Tamworth Regional Council reported that they sought a new arrangement for funding the alliance as under the existing model, Tamworth Regional Council contributed 60% of the funding pool.

Members acknowledged that the Joint Organisation representation and membership was equitable and that the Water Alliance was calculated on connections.

Members agreed to work toward developing a new model based on the activity to be undertaken.

9.3 Advocacy and Leadership NSW Joint Organisations of Councils

RESOLVED: THAT, Namoi Unlimited should maintain that a collective approach to the summary of Strategic Regional Priorities can not be established.

THAT, the potential scope of some of the identified areas, the potential resources required to address the identified areas, and the capacity of each Joint Organisation to contribute and address these issues needs to be considered.

THAT, the NSW Chair's Network should be about sharing experience and opportunity to improve the operational aspects of Joint Organisations.



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THAT, the role of the Chair's network is not to represent the collective view of Joint Organisations on numerous issues, that this role rests with other collaborative organisations such as Country Mayors and LG NSW.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Gwydir Shire Council

CARRIED

ADDITIONAL COMMENTARY: Tamworth Regional Council supported the motion noting that it is difficult for the network to be a representative body for all Joint Organisations, the level of performance and activity between Joint Organisations varies greatly. Gunnedah Shire Council reported that as the Chair they had attended the first few meetings and that there was agreement on the first three recommendations, however noting that over time Joint Organisations could become a representative body to Government.

Members agreed that there would need to be discussion about how collective representation would be made and delivered.

10. EXECUTIVE OFFICER REPORTS

10.1 Actions List

RESOLVED: THAT, progress against the Action List is noted.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Walcha Council

CARRIED

10.2 Correspondence Received

RESOLVED: THAT, the correspondence in relation to the Export Hub proposal is noted.

ENDORSED

MOVED: Walcha Council

SECONDED: Liverpool Plains Shire Council

CARRIED

10.3 Media Report

RESOLVED: THAT, the report on media activity for the period is noted.

ENDORSED

MOVED: Gwydir Shire Council

SECONDED: Tamworth Regional Council

CARRIED

10.4 Australian Institute of Company Directors Course

RESOLVED: THAT, Namoi Unlimited underwrites a second Australian Institute of Company Directors Course for 12 participants.
 THAT, member Councils agrees to provide a minimum of 12 participants maximum 25 participants for the course.
 THAT, member Councils agree to cover any cancellation fees for the course or their nominated participants.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Walcha Council

CARRIED

10.5 Namoi Water Alliance – Long Term Engagement of a Consultant to Provide Consultancy Services to Member Councils in the Areas of Water and Wastewater

RESOLVED: THAT, the proposal to advertise a tender seeking the services of a single consultant to provide consultancy services in the area of water and wastewater for a period of 3 years with the option of a further 2, to member Councils on a non exclusive basis be approved.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Walcha Council

CARRIED

10.6 Calendar of Planned Activities

RESOLVED: THAT, activity is NOTED.

ENDORSED

MOVED: Walcha Council

SECONDED: Liverpool Plains Shire Council

CARRIED

11. ADDITIONAL REPORTS PERTAINING TO THE PRINCIPAL FUNCTIONS

11.1 Namoi Unlimited Accounts Transition

RESOLVED: THAT, the accounts for Namoi Unlimited transition to Tamworth Regional Council from 1 July 2019.



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ENDORSED

MOVED: Liverpool Plains Shire Council

SECONDED: Walcha Council

CARRIED

ADDITIONAL COMMENTARY: Gwydir Shire Council abstained from Voting.



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11.2 Namoi Unlimited Membership 2019-2020

RESOLVED: THAT, the fixed administration and membership contribution for 2019-2020 will be \$30,540 plus GST, totalling \$33,594.00.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Walcha Council

CARRIED

ADDITIONAL COMMENTARY: Associate Membership is to be increased as per the Revenue Policy. Liverpool Plains Shire Council acknowledged that the Value Report presented to Councils clearly demonstrates the value obtained from the membership fee.

11.3 Namoi Unlimited Establishment Funds Report

RESOLVED: THAT, Namoi Unlimited submits the 2018-2019 Account reconciliation file to the NSW Office of Local Government and seek questions or feedback regarding the use of Establishment Funds from the NSW Office of Local Government.

ENDORSED

MOVED: Liverpool Plains Shire Council

SECONDED: Gwydir Shire Council

CARRIED

12. REPORTS FROM DELEGATES

12.1 Regions at the Ready Report

RESOLVED: THAT, the correspondence in relation to the Regions at the Ready Recommendations is noted.

ENDORSED

MOVED: Gwydir Shire Council

SECONDED: Tamworth Regional Council

CARRIED

12.2 Correspondence to the Commonwealth Government Regional Deals

RESOLVED: THAT, the report is NOTED.

ENDORSED

MOVED: Liverpool Plains Shire Council

SECONDED: Tamworth Regional Council

CARRIED



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COMMENTARY: No briefing paper identified to be sent to governments from the March Board meeting.

12.3 Briefings from the Board

RESOLVED: THAT, the meeting move into Committee of the Whole to discuss this matter.

ENDORSED

MOVED: Liverpool Plains Shire Council

SECONDED: Tamworth Regional Council

CARRIED

RESOLVED: THAT, the meeting move out of the Committee of the Whole.

THAT, no briefings were identified to be developed.

ENDORSED

MOVED: Walcha Council

SECONDED: Liverpool Plains Shire Council

CARRIED

13. QUESTIONS WITH NOTICE

RESOLVED: THAT, the Chair writes to the State and Federal Governments providing support from members for the establishment of a university campus in Tamworth.

ENDORSED

MOVED: Tamworth Regional Council

SECONDED: Gwydir Shire Council

CARRIED

14. CLOSED REPORTS

Nil

15. CONCLUSION OF THE MEETING

The meeting closed at 2.20pm.

5. DISCLOSURES OF INTERESTS

In accordance with Council's Code of Meeting Practice and specifically Section 451 of the Local Government Act, 1993 declarations of interest are required by Councillors and designated staff attending the meeting.

MEMBER	ITEM	REPORT	Type of Interest Declared (P, SNP, LSNP, RC)	REASON
STAFF	ITEM	REPORT	Type of Interest Declared (P, SNP, LSNP, RC)	REASON
P – Pecuniary, SNP – Significant Non Pecuniary, LSNP – Less than Significant Non Pecuniary, RC – Remain in Chamber during consideration/discussion of item.				



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6. CHAIRPERSON MINUTES

Nil provided at time of distribution of this Notice of Meeting.

7. NOTICES OF MOTIONS

Nil provided at time of distribution of this Notice of Meeting.

8. NOTICE OF MOTION OF RESCISSION

Nil provided at time of distribution of this Notice of Meeting.



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9. STRATEGIC REGIONAL PRIORITIES REPORTS

9.1 Export Workshop – Dearin and Associates

Author	Executive Officer/JOLT/Water for the Future Working Group
Policy	-
Legal	-
Financial	\$6,000 plus GST and plus travel expenses
Strategic Link	Water for the Future – Trade and Investment Strategy
Attachments	-

RECOMMENDATION TO THE BOARD: THAT, the Executive Officer confirms a contribution of \$5,000 plus GST from the NSW Office of Regional Development to the project.
THAT, Namoi Unlimited contributes \$1,000 plus GST to the Export Workshop and the travel and accommodation expenses for the facilitator.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To provide the Board with information and advice about a potential export accelerator workshop for the Namoi region.

BACKGROUND: The application to develop an Export Hub in the Namoi Region was rejected by the Commonwealth Government.

Prior to Christmas the Chair and the Executive Officer met with Gary Barnes in relation to the activities of the Joint Organisation. Gary Barnes offered to provide assistance to Namoi Unlimited to pursue its Trade and Investment Strategy.

Gary Barnes referred the organisation to Ian Smith from the Office of Regional Development.

As part of its marketing and communications activities, Namoi Unlimited had discussions with Ian Smith from the Office of Regional Development about increasing the level of content/case studies about exporters and businesses exporting and or investment in the Namoi.

The Office of Regional Development offered \$5,000 for the development of the video content case studies.

The offer to complete the video content case studies was rejected by Namoi Unlimited. Namoi Unlimited is developing content and case studies with story content and stills rather than video content. The stills and text content of businesses is being provided to the Office of Regional Development for



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publishing on their media channels.

Ian Smith from the Office of Regional Development made the introduction to Cynthia Dearin Managing Director of Dearin & Associates. The Chair and the Executive Officer had a discussion with Cynthia Dearin about their export goals.

COMMENTARY:

Namoi Unlimited has maintained that assistance to agribusiness and other businesses about the processes, resourcing in the region and assistance for businesses to consider and pursue export opportunities needs to be accelerated.

The ***Expand Your Vision masterclass***, is a workshop to stretch participants' thinking around what their company can achieve internationally. It is designed to create clarity to identify what needs to get done to realise the 'big picture'. It helps participant's sets direction by defining and articulating goals to hit in the long, medium and short-term.

The workshop master-class can be provided for \$6,000 + GST and travel costs.

Namoi Unlimited is proposing to invite up to 25 people to participate in the workshop. Namoi Unlimited is also proposing that the workshop is held as a training event prior to the May China Study Tour.

Namoi Unlimited will also use this opportunity to collectively engage with business and support the development of the 2019-2020 business plan.



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9.2 Establishment of a Working Group – Building Capacity and Capability for Contaminated Lands

Author	Executive Officer/JOLT
Policy	Working Groups and Steering Committees
Legal	-
Financial	\$420,000 grant from the NSW Government
Strategic Link	Engaged People and Skills
Attachments	-

RECOMMENDATION TO THE BOARD: THAT, Tamworth Regional Council accepts the role of Sponsor and Chair of the Working Group for the Contaminated Lands Project.
THAT, the Board endorses the establishment of a Working Group for the Building Capacity and Capability for Contaminated Lands.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To seek the approval of the Board to establish a new Working Group associated with Namoi Unlimited.

BACKGROUND: A new policy and register of working groups and steering committees was adopted and endorsed in February 2019.
The policy requires the approval of the Board to establish a working group or steering committee.

COMMENTARY: The proposal is to establish a Working Group associated with the project and funding for *Building Capacity and Capability for Contaminated Lands*.

The proposed details are as follows:

CONTAMINATED LANDS (Established March 2019)

PURPOSE:

A Working Group established to collaborate and complete the project designed under the Building Capacity and Capability for Contaminated Councils.

OBJECTIVES:

Complete a regional, collaborative and funded program that is designed to develop the frameworks, build capacity, and responsibility for contaminated lands across the five member Councils of Namoi Unlimited.

OUTPUTS:

- Employ a contaminated lands officer for Councils in the Namoi region, responsible for the implementation and roll out of policy, procedure and registers.
- Employ a contaminated lands resource for the provision of advice on



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implementation and roll out.

- Establish compliant contaminated lands policies, procedures and registers for Councils in the Namoi region.
- Conduct regular training workshops to build scale and capacity of Councils in the Namoi region.

OUTCOMES:

- Audit of all council contaminated land policies, registers and procedures.
- Development of regionally consistent Contaminated Lands Policy.
- Development of procedure consistent with Council operations.
- Prepare policy and procedure for approval and implementation.
- Investigate and development of best practice for contaminated land registers.

RESPONSIBILITIES NOMINATED IN THE FUNDING APPLICATION:

HR and personnel management

Tamworth Regional Council will undertake the personnel management for the position, accountabilities including; day to day project direction, planning, management and accountability, HR and staff support structures.

Responsible Manager:

Ross Briggs, Manager Regulatory Services, Planning and Compliance

Reporting and Project Compliance

Including and with the input of the working group; (1) performance against objectives and outcomes, (2) preparation and input to required reporting and (3) implementation and monitoring of implementation.

Responsible Manager:

Rebel Thomson, Executive Officer Namoi Unlimited

SPONSOR **Tamworth Regional Council**

MEMBERS **Walcha Council, Tamworth Regional Council, Liverpool Plains Shire Council, Gunnedah Shire Council and Gwydir Shire Council**



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9.3 Namoi Unlimited Positions of Advocacy and Leadership – **ATTACHMENT B**

Author	Executive Officer/JOLT
Policy	Advocacy and Leadership
Legal	Various
Financial	-
Strategic Link	Advocacy and Leadership
Attachments	ATTACHMENT B

RECOMMENDATION TO THE BOARD: THAT, the DRAFT positions of advocacy and leadership are endorsed.
THAT, consultation with Member Councils over these draft positions is sought.

AMENDED/ENDORSED

MOVED:
SECONDED:

REJECTED/CARRIED

PURPOSE: To provide members with a detailed register of proposed advocacy and leadership positions.

To provide a report to seek endorsement of member Councils on the identified positions of advocacy and leadership.

BACKGROUND: Previously Namoi Unlimited had a list of endorsed issues and opportunities; this register was reviewed at the February JOLT meeting.

The Joint Organisation now has an established process that the register of advocacy and leadership is endorsed by the Board and then endorsement is sought from member Councils.

The endorsed positions of advocacy will be used for active approach for change to stakeholders.

COMMENTARY: Positions of advocacy have been written and corresponding policy is acknowledged.

Additional items proposed in the register template have not been completed as they are subject to change after the election. Those additional items to be included in a working advocacy template include:

- MINISTERS AND DEPARTMENTS RELATED TO THE MATTER
- IDENTIFIED FUNDING SOURCE(s)
- LEAD, and
- STATUS AND ACTIVITY

A copy of the DRAFT advocacy and leadership positions is provided in ATTACHMENT B.

A second set of advocacy and leadership positions will be presented to the



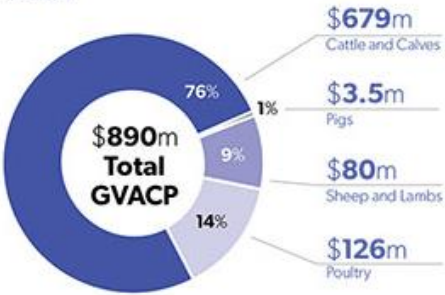
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April meeting of JOLT.

Advice on the positions of advocacy from Member Councils will be referred to JOLT.

NAME AND DESCRIPTION	NAMOI UNLIMITED AND ITS MEMBERS SUPPORT THE FOLLOWING POSITIONS:	POLICY REFERENCES
<p>1. Water for the Future</p> <p>Water is the critical enabler for industry, business, communities, lifestyle, tourism and the environment.</p> <p>Communities across the Namoi Joint Organisation of Councils deserve secure access to quality water resources.</p> <p>The availability and security of water enables Local Government and communities to plan for future social, environmental and economic growth with confidence.</p> <p>The climate of NSW is variable and drought is an inevitable feature in our landscape, therefore it should be considered in the same light as other business risks.</p> <p>Planning for the long-term is the most effective way that community and farmers can prepare for drought and other downturns.</p>	<p>A1.1 Government funding for Council owned water and sewer operations and projects that can demonstrate investment will provide improvements to:</p> <ul style="list-style-type: none"> ▪ public health ▪ water security ▪ economic, environmental outcomes and or social benefits. <p>A1.2 Governments will provide funding, programs and financial assistance to Councils to provide access to water that will;</p> <ul style="list-style-type: none"> ▪ undertake regional strategic planning for the provision of water; ▪ provide entitlement to meet the current and future demands of growth from development; and ▪ maintain access to substantial storage capacity for emergency situations including drought. <p>A1.3 Governments support and implement policy, processes and systems that provide an equitable sharing of surface and groundwater resources and that water entitlements and allocations are secure and tradeable.</p>	<ul style="list-style-type: none"> ▪ Surface and groundwater policy and management for NSW. ▪ NSW water resources planning, policy and regulation including negotiations with the Commonwealth. ▪ Basin specific planning, policy and management for the Great Artesian Basin and the Murray Darling Basin. ▪ Catchment planning, policy and management for the Macleay, Gwydir, Border Rivers, Namoi and Peel catchments.

<p>2. Agriculture, Agribusiness and Innovation</p> <p>Agriculture, agricultural products, commodities and services underpin the economies of the Namoi region.</p>	<p>A2.1 Governments provide programs and funding for Local Government that can stimulate the economy for business and support businesses to maintain employment and where prolonged impact of drought on regional and local employment and the economy can be demonstrated, small business can access similar assistance to that offered to primary producers.</p>	<p>COAG Agreement and Natural Disasters policy and application</p> <p>Drought policy and incentives</p> <p>Employment and incentives policy, jobs and action plans for employment in regional Australia</p>																		
<p>3. <u>Intensive Agriculture Strategy</u></p> <p>In the New England North West of NSW agricultural production accounts for 17.5 per cent of the State’s gross agricultural value, the second highest regional contribution in NSW. The strength of the sector will rely on favourable climate and soils, access to national and international markets, strong broadacre cropping and grazing sectors and emerging intensive agriculture and food processing sectors.</p> <div data-bbox="208 927 651 1362"> <p>Livestock Meat Industry Production 2014-2015</p>  <table border="1"> <thead> <tr> <th>Product</th> <th>Value</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Cattle and Calves</td> <td>\$679m</td> <td>76%</td> </tr> <tr> <td>Poultry</td> <td>\$126m</td> <td>14%</td> </tr> <tr> <td>Sheep and Lambs</td> <td>\$80m</td> <td>9%</td> </tr> <tr> <td>Pigs</td> <td>\$3.5m</td> <td>1%</td> </tr> <tr> <td>Total GVACP</td> <td>\$890m</td> <td></td> </tr> </tbody> </table> <p>NSW’s highest value producer region for livestock meat</p> </div>	Product	Value	Percentage	Cattle and Calves	\$679m	76%	Poultry	\$126m	14%	Sheep and Lambs	\$80m	9%	Pigs	\$3.5m	1%	Total GVACP	\$890m		<p>A3.1 Government funding and resourcing to develop the Namoi region as a regional meat production area and food processing precinct.</p> <p>A3.2 Government support for an environment that provides consistency across the region for planning for and operations of, meat and livestock enterprises.</p> <p>A3.3 Government support for an environment that markets the Namoi region as a food and fibre hub for NSW and the world.</p> <p>A3.4 Government funding and resourcing to assist producers to accelerate production of food and fibre into world markets.</p> <p>A3.5 Government legislation and policy for the “Right to Farm” in NSW.</p>	<ul style="list-style-type: none"> ▪ NSW Right to Farm Policy that reinforces rights and responsibilities establishes baseline and ongoing monitoring and evaluation of land use conflicts, land use planning, reviews of relevant environmental planning instruments to minimise conflicts, additional Government intervention be required. ▪ Transport and logistics planning, prioritisation and funding. ▪ Ownership and operations of abattoirs and saleyards. ▪ Investment including domestic and foreign investment. ▪ Export marketing, markets, support and resourcing. ▪ Government environmental policy relative to farming, agriculture and intensive agriculture planning and practice. ▪ Potentially reshape and consistency from a planning approach and perspective ▪ Food production, security and the protection of natural resources which sustain food production. ▪ Planning and approvals for mixed purpose operations, increasing renewables and use and
Product	Value	Percentage																		
Cattle and Calves	\$679m	76%																		
Poultry	\$126m	14%																		
Sheep and Lambs	\$80m	9%																		
Pigs	\$3.5m	1%																		
Total GVACP	\$890m																			

<p>Intensive agricultural enterprises create jobs in the agricultural supply chain and open opportunities for agribusiness and innovation, service, research and education.</p>		<p>operations on prime agricultural land</p>
<p>4. Foreign Ownership of Prime Agricultural Land</p> <p>Council members of Namoi Unlimited represent some of Australia’s premier agricultural enterprises and lands.</p> <p>Foreign economies had a total of \$3.3 trillion invested in Australia at the end of 2017. The United States and United Kingdom are the biggest investors in Australia, followed by Belgium, Japan and Hong Kong (SAR of China). China is our ninth largest foreign investor, with 2.0 per cent of the total.</p> <p>Namoi Unlimited acknowledges community concern in relation to acquisition of prime agricultural land by foreign owned entities. Namoi Unlimited will monitor media and examine decisions of the foreign Investment Review Board in relation to the purchase of prime agricultural land.</p>	<p>A4.1 Governments supports business and industry to grow and prosper in the Namoi region, creating employment and opportunities for the Local Government Areas it represents.</p> <p>A4.2 Governments supports the role of the Foreign Investment Review Board as a non statutory body established to advise the Treasurer and the Government on Australia’s Foreign Investment Policy. Specifically that, proposed direct interests in an agribusiness generally require approval where the value of the investment is more than \$58 million, with an exemption applying to investors from Australia’s trade agreement partners and a \$0 threshold applying to Foreign Government investors.</p> <p>A4.3 Government funds the continued publication of reports on Foreign Ownership of Agricultural Land by the Australian Taxation Office.</p>	<p>Australian Government policies on foreign investment, bilateral international treaties and free trade agreements.</p>
<p>5. Trade and Investment</p> <p>The <i>Regional Australia Institute</i> told Namoi Unlimited in 2015, that if it wanted to grow the economy it needed to support; agriculture, agricultural innovation, provide opportunity for investment on the right terms and accelerate exports.</p> <p>Namoi Unlimited will engage and develop relationships in overseas markets in pursuit of new trade and investment opportunities to grow the region.</p>	<p>A5.1 Governments increase the capacity and capability of, and funding for, Councils to grow the economy and create jobs across regional NSW by:</p> <ul style="list-style-type: none"> ▪ Resourcing Councils to providing place based response and dedicated support to businesses to export their products and services. ▪ Resourcing Councils to work with the NSW Government to attracting international investment. 	<p>Australian Government policy, investment and programs for AusTrade.</p> <p>NSW Government policy, investment and programs for the Department of Industry and Trade and the Department of Primary Industries.</p>



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<p>Regions like the Namoi need specific and expert assistance to monitor dynamics of global markets, climate change and changing consumer demand, to assist industry to evolve and adapt.</p>	<ul style="list-style-type: none"> ▪ Increased resources for international offices, engagement, communications and marketing of regional NSW. 	
<p>6. Mining and Resource Development and Extractive Industries</p> <p>The New England North West geology is diverse and there is the potential for mineral and energy exploration and production.</p> <p>Namoi Unlimited believes communities need to be advised and informed of the potential risks to water, land and community resources as a result of mining and resource development in the Namoi region.</p> <p>The Gunnedah coal basin contains the State’s third largest coal reserves and coal seam gas potential. Coal deposits also surround the Local Government Areas of Liverpool Plains Shire, Gunnedah Shire and have the potential to impact the economy of Tamworth Regional Council and to a lesser extent the rest of the Namoi region.</p> <p>The New England North West also contains deposits of gemstones, industrial minerals and extractive materials, with many small-scale mines in operation.</p>	<p>A6.1 Governments recognises the importance of protecting important farmlands such as the Liverpool Plains.</p> <p>A6.2 Governments continue to reduce exploration licenses in areas where development of mining or resource development encroaches on agricultural enterprises.</p> <p>A6.3 Governments approach mining development sensitively to minimise negative impacts on the environment, agricultural land, neighbouring businesses and the community.</p> <p>A6.4 Governments will work with Local Government to respond to the lifecycle of mining with the intent of providing public resources and services and infrastructure that reflects growth.</p> <p>A6.5 Government deliver greater protection to agricultural land from the impacts of mining and coal seam gas (CSG) activity, such as:</p> <ul style="list-style-type: none"> ▪ coal seam gas exclusion zones; ▪ safeguarding biophysical strategic agricultural land ; ▪ application and scrutiny of the Gateway process for State significant mining and coal seam gas proposals; ▪ acknowledging Critical Industry Clusters including the equine industry in the Namoi 	<p>NSW Government planning and land use legislation and policy, including the Council of Australian Governments (COAG) Standing Council on Energy and Resources Multiple Land Use Framework.</p> <p>NSW Government mining and extraction legislation and policy including; NSW Mineral Exploration and Development Assessment and Approvals Process for Major Mining and Petroleum (including coal seam gas) Projects.</p>



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	<p>region;</p> <ul style="list-style-type: none"> ▪ implement a Mining and Petroleum Gateway Panel to scientifically assess mining and coal seam gas impacts on strategic agricultural land and its associated water resources; ▪ introduce regulations governing exploration activity, overseen by a Land and Water Commissioner; ▪ introduce an Aquifer Interference Policy; and ▪ introduce independent, robust and transparent Agricultural Impact Statement for all mining and resource development projects in the Namoi region. <p>A6.6 Governments extend, support and fund bioregional assessments to provide transparent and scientific information on potential impacts of gas and coal mining developments on water and the environment.</p>	
<p>7. Connected and Enabled Freight and Transport Infrastructure</p> <p>The network of roads plays an important role in the freight challenge for NSW. The movement of freight across accessible and efficient road networks is critical for business and communities.</p> <p>increasing rail freight movements due to mining and resource development, rail level crossings are frequently closed.</p> <p>Investment and upgrading of rail infrastructure for passengers and freight capacity to enhance road capacity and reduce haulage costs.</p>	<p>A7.1 Government recognise and fund strategic network approaches to identifying and addressing transport and freight impediments.</p> <p>A7.2 Governments negotiate and fund the Namoi Roads Network Strategy staging an investment of \$300 million in roads to unlock the regions road transport network.</p> <p>A7.3 The Government requires ARTC to action and address;</p> <ul style="list-style-type: none"> ▪ the number of closed periods for crossings and the length of time crossings are closed; ▪ advise Councils of proposed closures of 	<p>Strategic rail infrastructure policy, programs and investments, the Investment Infrastructure Program, the Black Spot Program, Bridges Renewal Program, Heavy Vehicle Safety and Productivity Program, Roads to Recovery</p> <p>Roads and Maritime NSW programs for funding</p> <p>Transport for NSW Freight and Ports Strategy</p> <p>Heavy Vehicles and freight policy, frameworks and logistics</p> <p>Roads to Recovery Statement of Expectations</p>



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	<p>crossings;</p> <ul style="list-style-type: none">▪ take any action to mitigate the cumulative impacts of increased rail transport on communities;▪ collaborate with Governments to plan solutions for infrastructure upgrades;▪ Upgrading of rail haulage network through Liverpool Plains Shire Council and the Gunnedah Shire Council. <p>A7.4 Governments plan and invest in increased capability and capacity for passenger and freight on rail on the North West Rail Line Network including;</p> <ul style="list-style-type: none">○ Newcastle to Narrabri,○ Werris Creek to Tamworth○ Newcastle to Armidale○ Barraba Spur Line○ Inland Rail○ Tamworth Intermodal○ Werris Creek Over rail bridge○ Quirindi Over rail bridge <p>A7.5 Governments further subsidise passenger rail travel pricing.</p> <p>A7.6 Commonwealth Government funding for Roads to Recovery increase in real terms road funding direct financial assistance to Local Government.</p> <p>A7.7 Governments commit to working with Local Government and to provide funding for;</p> <ul style="list-style-type: none">▪ Commercial air services into Gunnedah;▪ Development of the Tamworth International Air freight capability and capacity;	
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	<ul style="list-style-type: none"> ▪ Slots for regional services into Sydney Airport; ▪ Providing ongoing information to Local Government about the introduction of a second airport at Badgery's Creek and the future of Kingsford Smith Airport. 	
<p>8. Energy Infrastructure</p> <p>Namoi Councils support the view that renewable energy is essential to Australia's future economic growth and prosperity and a strategic driver in providing for future jobs and assisting with the lowering of greenhouse gas emissions posed by climate change.</p> <p>The development of renewable energy sources and enterprises in the region should not be to the detriment of base load security or the introduction of new technologies.</p> <p>Organisations like Namoi Unlimited can work with all levels of government to plan and prepare for infrastructure and energy needed into the future.</p>	<p>A8.1 Governments provide financial assistance by way of subsidies and incentives to industry to develop and harness the energy technologies such as Bio Energy, Geothermal Energy, Solar Energy, Wind Energy, Pumped Hydro and HELE to support economic development and reduce energy prices.</p> <p>A8.2 Governments support and incentivise the development of the New England North West region as a Hub for Renewable energy in NSW.</p> <p>A8.3 Governments support the investigation of energy projects to support innovation between the agricultural and energy sectors.</p>	<p>NSW Electricity Supply Act 1995</p> <p>Australian Energy Market Commission</p>



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9.4 Commonwealth Namoi Unlimited Positions of Advocacy and Leadership

Author	Executive Officer
Policy	Advocacy and Leadership
Legal	Various
Financial	-
Strategic Link	Advocacy and Leadership
Attachments	-

RECOMMENDATION TO THE BOARD: THAT, the described positions for (1) the NSW Joint Organisation Network (2) Water for the Future (3) Enabled and Connected Infrastructure and (4) Engaged People and Skills, are endorsed to the Commonwealth Government ahead of the national election expected in May 2019.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To confirm the positions of advocacy for Namoi Unlimited and its member Councils ahead of the national election in 2019.

BACKGROUND: The positions described below have been developed from Strategic Regional Plan and the Canberra Advocacy trip in October 2018.

COMMENTARY:

1. The NSW Joint Organisation Network

Namoi Unlimited seeks recognition from the Australian Government of the Joint Organisation of Councils network in NSW and their role in regional development for NSW.

Specifically; the Commonwealth Government explores opportunities to align Federal Government Regional Development Policies and associated funding strategies with the Regional Strategic Priorities and Regional Economic Development Strategies being developed as part of the NSW Joint Organisation network.

2. Water for the Future

Agriculture, agricultural products, commodities and services underpin the economies of the Namoi region. The dynamics of global markets, climate change and changing consumer demand, mean our core industry must evolve and adapt.

The availability, security and access to water underpin every facet of agriculture. Water is the critical enabler for industry, business, communities, lifestyle, tourism and the environment. Our action will be targeted towards growth and development.

Identified priorities identified in the Namoi Water for the Future Strategy that will provide security and access to water across the Walcha Council,



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Tamworth Regional Council, Liverpool Plains Shire Council, Gunnedah Shire Council and Gwydir Shire Council.

Funding of \$419,780 for the Namoi Trade and Investment Strategy – Business Development resource. This resource will work with businesses involved in agriculture, agricultural products, commodities and services to:

- Identify opportunities and partnerships for agriculture; agricultural products, commodities, supply and value chains, as well as services.
- Strengthen international relations in the selected markets to open doors to new markets for business.
- Travel overseas to make connections for capital, expertise and market access.
- Identify and collaborate to develop international connections and collaboration.
- Coordinate and facilitate support for international governments and companies to visit the Namoi region.
- Work to increase diversification, resilience and export opportunities with the industry.

3. Enabled and Connected Infrastructure

The provision of goods and services, connecting people and business, and addressing the perception of remoteness and isolation in regional areas are all dependent on having fully functional and connected infrastructure.

Roads, rail, air infrastructure, energy and telecommunications infrastructure are critical for the future growth and the development of the region.

The role of Namoi Unlimited is to understand the capacity and capability of existing infrastructure and networks, and then take a future focussed approach to prioritising, investing and advocating for critical and necessary infrastructure, necessary to enabling and supporting growth.

Funding for the Namoi Roads Network Strategy – Stage 3 funding for identified priorities of up to \$300million.

All Councils in the Namoi region are involved in a project with the NSW Department of Premier and Cabinet to explore renewable opportunities. The high-voltage transmission lines through the region and favourable climatic conditions have identified Northern NSW as an emerging area for renewable energy generation.

Given the volume of waste from agricultural commodities produced in the region, and the waste from feedlots, the abattoir and other operations, there may be an opportunity to produce energy from bio-mass and waste. Projects under consideration include: the Gwydir Shire — Circular Economy project, harnessing waste from horticulture and poultry production and processing.

Namoi Unlimited is seeking key infrastructure specifically Black Spot Funding that will enable improvements in business productivity and profitably and having capacity to support growth. Improving mobile telecommunications in the region will encourage the adoption of technology and innovative land management and business practices in the Namoi.

Namoi Unlimited seeks the provision of support and or funding to identify technical details and opportunities for upgrading of the telecommunications



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network. Such support and funding could also be used manage and or provide specific skills not readily available in all Councils or the community.

4. Engaged People seeking Skills for the Future

People and their skills are fundamental to the growth of our economies, our communities and lifestyle.

Local Government is one of the largest employers in the Namoi region and has an important role to play in the attraction of people to the region, and the development of skills to meet the future demands of the regions workforce.

The members of Namoi Unlimited will identify, promote and engage in opportunities to address skill shortages within both Councils and across communities.

Namoi Unlimited supports the proposal to develop a university campus in the city of Tamworth that services the region. Namoi Unlimited supports:

- Inter-governmental funding for the Tamworth university development.
- Subsidised places at regional universities need to be based on regional servicing and regional populations, with an emphasis on addressing what regions need.
- A focussed policy on education and training in regional Australia and regional placements.

Local Government is a significant employer in the region who is seeking to play a role in the training and linkages for industry. The development of careers locally and regionally is a focus for Namoi Unlimited.

- Focussed incentives for mature aged workers to upskill into areas of demand such as; (1) builders to become Building Inspectors and or planners, (2) plumbers to become water treatment managers.

Namoi Unlimited maintains that migration can build rural and regional populations and supports the recommendations of the Regional Australia Institute in its report 'The Missing Workers' (May 2018) specifically that:

- Workforce shortages across the Namoi require resourcing, new strategies and systems to meet local labour needs through migration. This includes the allocation of resources locally to confirm workforce requirements and facilitate community support for migration and settlement programs.



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10. EXECUTIVE OFFICER REPORTS

10.1 Actions List – ATTACHMENT C

Author Executive Officer

Policy -

Legal -

Financial -

Strategic Link -

Attachments **ATTACHMENT C – Actions List**

RECOMMENDATION TO THE BOARD: THAT, progress against the Action List is noted.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To provide an update on progress against specific Action Items.

BACKGROUND: -

COMMENTARY: -

ACTION LIST FROM RESOLUTIONS

Completed
 Underway
 Not yet commenced

Date	Strategic Regional Priority	Resolution	Action	Status
		THAT, the accounts for Namoi Unlimited transition to Tamworth Regional Council from 1 July 2019.		
05/03/2019 BOARD	Administration and Governance	THAT, the fixed administration and membership contribution for 2019-2020 will be \$30,540 plus GST, totalling \$33,594.00.	To be invoiced 1 June 2019.	
		THAT, Namoi Unlimited underwrites the second AICD course for 12 participants. THAT, member Councils agrees to provide a minimum of 12 participants maximum 25 participants for the course. THAT, member Councils agree to cover any cancellation fees for the course or their nominated participants.	Contracts have been signed and returned to the AICD. Numbers from Councils confirmed and invoices to be issued for payment at the end of March 2019.	
02/10/2018 BOARD	Advocacy and Leadership	Work to commence on the areas discussed for the register of advocacy positions in workshopping.	The first sets of positions have been formed, refer Agenda Item 9.3 for this meeting. A second set of positions will be formed at the April JOLT meeting.	
05/02/2019 BOARD	Water for the Future	The Executive Officer seeks a meeting with representatives of the Safe and Secure Water Program to further understand the opportunities for member Councils.	Awaiting the outcome of the NSW Election, to be discussed in the arrangements for future funding of Joint Organisations.	
21/01/2019 JOLT	Water for the Future – Trade and Investment Strategy	Review of the Trade and Investment Strategy at a January workshop with planners and economic development representatives.	Completed refer to Agenda Item 9.1.	
05/03/2019 BOARD	Water for the Future – Namoi Water Alliance	THAT, the proposal to advertise a tender seeking the services of a single consultant to provide consultancy services in the area of water and wastewater for a period of 3 years with the option of a further 2, to		



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		member Councils on a non exclusive basis be approved.	
04/12/2018 BOARD	Enabling and Connected Infrastructure	<p>Executive Officer to seek out information about the NSW Energy Policy and priority regions, the Governments response to micro grids and transmission lines planning and future development.</p> <p>Darren Keegan provide members with any public documents in relation to the NSW Energy Policy and priority regions, the Government's response to micro grids and transmission lines planning and future development as per the Board's resolution of 04/12/2018 and detailed in the action list.</p>	Refer to Agenda Item 12.1
18/02/2019 JOLT		Alison McGaffin will seek clarification from Brendan Nelson as to the extent of coverage of energy, telecommunications, rail and road in mapping.	



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10.2 Correspondence Received – ATTACHMENT D

Author	Executive Officer
Policy	-
Legal	-
Financial	-
Strategic Link	Water for the Future – Trade and Investment Strategy
Attachments	ATTACHMENT D – Correspondence from The Hon Karen Andrews MP

RECOMMENDATION TO THE BOARD: THAT, the correspondence in relation to the Export Hub proposal is noted.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To provide to the Board a copy of correspondence from the Hon Karen Andrews MP.

BACKGROUND: Namoi Unlimited sought letters of support from the local Federal Members of Parliament; The Hon Mark Coulton MP and The Hon Barnaby Joyce MP and Ministers The Hon Simon Birmingham in relation to the Export Hub opportunity for small to medium enterprises.

COMMENTARY: On the 15 February 2019, the Chair wrote to the Hon Barnaby Joyce MP asking that he make further representations to The Hon Karen Andrews MP for Namoi Unlimited.

The correspondence sought the Member's advice as to:

- How Namoi Unlimited may undertake such a process in the future to assist small to medium exporters in the region either through the Export Hub program or any other small business assistance program, as AusIndustry has not provided any avenue for funding for this initiative.
- That the Minister reviews her correspondence and decision in respect to the Export Hub Expression of Interest from Namoi Unlimited.

The reply from The Hon Karen Andrews is provided in ATTACHMENT E.



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ATTACHMENT E – Correspondence from the Hon Karen Andrews MP



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The Hon Karen Andrews MP

Minister for Industry, Science and Technology

Min ID: MC19-000565

The Hon Barnaby Joyce MP
Member for New England
PO Box 963
TAMWORTH NSW 2340



BY:

Dear Mr Joyce

Thank you for your letter of 19 February 2019 concerning further representations you have received from Namoi Unlimited (Namoi) about their Stage 1 Expression of Interest (EOI) under the Small and Medium Enterprises (SME) Export Hub Grant Opportunity.

As advised in my letter to you dated 20 November 2018, a departmental delegate made the decision on which EOIs were invited to submit a Stage 2 application under SME Export Hubs. Stage 2 applications closed on 21 January 2019 and I expect to announce successful projects in the coming weeks.

My department has provided Namoi with feedback on their EOI which may assist in future grant opportunity applications, and representatives of the department have met with the organisation to discuss other support options. I understand from these meetings, and from correspondence with Senator the Hon Simon Birmingham, Minister for Trade, Tourism and Investment, that Namoi is aware of the services currently available to assist SMEs to export. I encourage Namoi to continue engaging with these services.

Thank you for writing on this matter.

Yours sincerely

Karen Andrews

7/3/2019



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10.3 Calendar of Planned Activities - ATTACHMENT E

Author Executive Officer

Policy -

Legal -

Financial -

Strategic Link -

Attachments **ATTACHMENT E – Calendar of Planned Activities**

RECOMMENDATION TO THE BOARD: THAT, activity is NOTED.

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To provide members with an outline of upcoming activities for the Executive Officer and the Joint Organisation.

BACKGROUND: -

COMMENTARY: -



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ATTACHMENT E – Joint Organisation Planned Activity

Apr	2	Board Meeting	Walcha	Confirmed
	10	Drought Taskgroup Meeting	Tamworth	Confirmed
		Contaminated Lands Working Group	Tamworth	Confirmed
	15	JOLT Meeting ▪ Presentation and workshop on tourism	Tamworth	Confirmed
	24	Contaminated Lands Working Group	Tamworth	Confirmed
May	1	Namoi Water Alliance 2019-2020 Activity Workshop	Tamworth	Confirmed
	2	New England North West Regional Plan Monitoring Committee Meeting	Tamworth	Confirmed
	3	New England North West Regional Economic Development Sub-Committee Meeting	Tamworth	Confirmed
	7	Board Meeting	Tamworth	Confirmed



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10.4 Related Party Disclosures Policy – ATTACHMENT F

Author	Executive Officer/JOLT
Policy	Related Party Disclosures
Legal	Local Government Act 1993
Financial	Australian Accounting Standard AASB 124 - Related Party Disclosures.
Strategic Link	-
Attachments	ATTACHMENT F – Related Party Disclosures Policy

RECOMMENDATION TO THE BOARD:	THAT, the Related Party Disclosures Policy is endorsed and implemented.
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PURPOSE:	To provide advice to JOLT on the adoption of a Related Party Disclosure Policy.
BACKGROUND:	<p>From 1 July 2018, Namoi Unlimited is required to disclose Related Party Relationships and Key Management Personnel (KMP) compensation in its Annual Financial Statements.</p> <p>The purpose of this policy is to define the parameters for Related Party Relationships and the level of disclosure and reporting required for the Joint Organisation to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.</p>

COMMENTARY:	The current Auditor Tamworth Regional Council has recommended that the Joint Organisation adopt a Related Party Disclosure to comply with the Australian Accounting Standard AASB 124 - Related Party Disclosures.
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ATTACHMENT F – Related Party Disclosures Policy

OBJECTIVE

From 1 July 2018, Namoi Unlimited is required to disclose Related Party Relationships and Key Management Personnel (KMP) compensation in its Annual Financial Statements.

The purpose of this policy is to define the parameters for Related Party Relationships and the level of disclosure and reporting required for the Joint Organisation to achieve compliance with the Australian Accounting Standard AASB 124 - Related Party Disclosures.

POLICY

DEFINITIONS

‘AASB 124’ means the Australian Accounting Standards Board - Related Party Disclosures Standard.

‘Act’ means the Local Government Act 1993.

‘Close members of the family of a person’ means those family members who may be expected to influence, or be influenced by, that person in their dealings with the Joint Organisation and include:

- that person’s children and spouse or domestic partner;
- children of that person’s spouse or domestic partner; and
- dependants of that person or that person’s spouse or domestic partner.

‘Entity’ means can include companies, trusts, joint ventures, partnerships, incorporated association or unincorporated group or body and non-profit associations such as sporting clubs.

‘Key Management Personnel (KMP)’ the AASB defines a KMP as “those persons having authority and responsibility, either directly or indirectly, for planning, directing and controlling the activities of the entity of this Policy”.

‘KMP Compensation’ means all forms of consideration paid, payable, or provided in exchange for services provided, and may include:

- *Short-term employee benefits*, such as wages, salaries and social security contributions, paid annual leave and paid sick leave, profit sharing and bonuses (if payable within twelve months of the end of the period) and non-monetary benefits (such as medical care, housing, cars and free and subsidised goods or services) for current employees;
- *Post-employment benefits* such as pensions, other retirement benefits, post employment life insurance and post-employment medical care;
- *Other long-term employee benefits*, including long-service leave or sabbatical leave, jubilee or other long-service benefits, long-term disability benefits and, if they are not payable wholly within twelve months after the end of the period, profit sharing, bonuses and deferred compensation; and
- *Termination benefits*.



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‘Material (materiality)’ means the assessment of whether the transaction, either individually or in aggregate with other transactions, by omitting it or misstating it could influence decisions that users make on the basis of an entity’s financial statements. For the purpose of this policy, it is not considered appropriate to set either a dollar value or a percentage value to determine materiality.

‘Ordinary Citizen Transaction’ means a transaction that an ordinary citizen of the community would undertake in the ordinary course of business with the Joint Organisation.

‘Possible (Possibly) Close members of the family of a person’ means those family members who could be expected to influence, or be influenced by, that person in their dealings with the Joint Organisation and include:

- that person’s brothers and sisters;
- aunts, uncles, and cousins of that person’s spouse or domestic partner;
- dependants of those persons or that person’s spouse or domestic partner as stated in (b); and
- that person’s or that person’s spouse or domestic partners, parents and grandparents.

‘Related Party’ in the Australian Accounting Standards Board has defined a related party as:

- A person or entity that is related to the entity that is preparing its financial statements;
- A person or a close member of that person’s family is related to a reporting entity if that person:
- Has control or joint control of the reporting entity;
- Has significant influence over the reporting entity; or
- Is a member of the key management personnel of the reporting entity.

‘Related Party Transaction’ means a transfer of resources, services or obligations between the Joint Organisation and a related party, regardless of whether a price is charged.

‘Regulation’ means the Local Government (General) Regulation 2005.

‘Significant (significance)’ means likely to influence the decisions that users of the Joint Organisations financial statements make having regard to both the extent (value and frequency) of the transactions, and that the transactions have occurred between the Joint Organisation and related party outside a public service provider/ taxpayer relationship.

‘Remuneration’ means the remuneration package and includes any money, consideration or benefit received or receivable by the person but excludes reimbursement of out-of-pocket expenses, including any amount received or receivable from a related party transaction.

BACKGROUND AND LEGISLATIVE REQUIREMENTS

The Australian Accounting Standards Board (AASB) determined in AASB 124 that from 1 July 2016 related party disclosures will apply to government entities, including local governments (Councils) and Joint Organisations.

AASB 124 provides that Joint Organisations must disclose the following information in its financial statements for each financial year period:



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- disclosure of any related party relationship;
- must disclose in its Annual Financial Statements its relationship with any related parties or subsidiaries (where applicable), whether or not there have been transactions within the relevant reporting period;
- Key Management Personnel (KMP) Compensation Disclosures;
- must disclose in its Annual Financial Statements details for each of the categories of KMP compensation, as stated in the definitions of this Policy, in total.

POLICY, PROTOCOL OR PROCEDURE STATEMENT

Namoi Unlimited is committed to responsible corporate governance, including compliance with laws and regulations governing related party transactions.

Related Party relationships are a normal feature of commerce and business. For example, entities frequently carry on parts of their activities through subsidiaries, joint ventures and associates. In those circumstances, there is the possibility of the entity having the ability to affect the financial and operating policies of the Joint Organisation through the presence of control, joint control or significant influence.

A Related Party relationship could influence the normal business operations of the Joint Organisation even if Related Party Transactions do not occur. The mere existence of the relationship may be sufficient to affect the transactions of the Joint Organisation with other parties. Alternatively, one party may refrain from trading with the Joint Organisation because of the significant influence of another, for example, a local supplier may be instructed by its parent not to engage in supplying goods to the Joint Organisation.

For these reasons, knowledge of NAMOI Unlimited transactions and outstanding balances (including commitments and relationships with Related Parties) may affect assessments of the Joint Organisations operations.

AASB 124 provides that the Joint Organisation must disclose all material and significant Related Party Transactions and outstanding balances; including commitments, in its Annual Financial Statements. Generally, disclosure will only be made where a transaction has occurred between the Joint Organisation and a related party of the Joint Organisation. In addition the transaction must be material in nature or size, when considered individually or collectively.

When assessing whether such transactions are significant the following factors will be taken into consideration:

- significance in terms of size;
- was it carried out on non-market terms;
- is it outside normal day-to-day the Joint Organisations operations;
- was it subject to the Joint Organisations approval;
- did it provide a financial benefit not available to the general public; and
- was the transaction likely to influence decisions of users of the Annual Financial Statements.

Regard must also be given for transactions that are collectively, but not individually significant.



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To enable the Joint Organisation to comply with AASB 124, the Joint Organisations KMP, are required to declare full details of any Related Parties and Related Party Transactions. Such information will be retained and reported, where necessary, in the Joint Organisations Annual Financial Statements.

Key Management Personnel

For the Joint Organisations purposes KMP include:

- the Chairperson;
- Voting Board Members; and
- the Chief Executive Officer;

Related Parties

For the purposes of this policy, related parties of the Joint Organisation are:

- entities related to the Joint Organisation;
- KMP of the Joint Organisation;
- close family members of KMP;
- possible close family members of KMP's; and
- entities or persons that are controlled or jointly controlled by KMP, or their close family members, or their possible close family members.

Also a person or entity is a related party of the Joint Organisation if any of the following apply:

- they are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
- they are an associate or belong to a joint venture of which the Joint Organisation is part of;
- they and the Joint Organisation are joint ventures of the same third party;
- they are part of a joint venture of a third party and the Joint Organisation is an associate of the third party;
- they are a post-employment benefit plan for the benefit of employees of either the Joint Organisation or an entity related to the Joint Organisation;
- they are controlled or jointly controlled by Close members of the family of a person;
- they are identified as a close or possibly close member of the family of a person with significant influence over the Joint Organisation or a close or possibly close member of the family of a person who is a KMP of the Joint Organisation; or
- they or any member of a group of which they are a part, provide KMP services to the Joint Organisation.

Related Party Transactions

Related Party Transactions are required to be disclosed, regardless of whether a price is charged. Such transactions may include:

- purchase or sale of goods (finished or unfinished);
- purchase or sale of property and other assets;



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- rendering or receiving services;
- leases;
- transfers of research and development;
- transfers under licence agreements;
- transfers under finance arrangements (including loans and equity contributions in cash or in kind);
- provision of guarantees or collateral;
- commitments to do something if a particular event occurs or does not occur in the future, including executory contracts (recognised and unrecognised);
- quotations and/or tenders;
- commitments; and
- settlements of liabilities on behalf of the Joint Organisation or by the Joint Organisation on behalf of the related party.

Disclosure

AASB 124 provides that the Joint Organisation must disclose all material and significant Related Party Transactions in its Annual financial statements by aggregate or general description and include the following detail:

- the nature of the related party relationship; and
- relevant information about the transactions including:
 - the amount of the transaction;
 - the amount of outstanding balances, including commitments;
 - their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in the settlement;
 - details of any guarantee given or received;
 - provision for doubtful debts related to the amount of outstanding balances; and
 - the expense recognised during the period in respect of bad or doubtful debts due from related parties.

All transactions involving Related Parties will be captured and reviewed to determine materiality or otherwise of such transactions, if the transactions are Ordinary Citizen Transactions, and to determine the significance of each of the transactions.

Generally, transactions with amounts receivable from and payable to KMP or their related parties which:

- occur within normal employee, customer or supplier relationships and at arm's length; and
- are not material or significant;
- shall be excluded from detailed disclosures, they will be disclosed in the financial statements by general description. Disclosures that Related Party Transactions were made on terms equivalent to an arm's length transaction can only be made if such terms can be substantiated.
- AASB requirements in this regard are available at ATTACHMENT 1.

Procedures



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The method for identifying the close family members and associated entities of KMP will be by KMP self-assessment. KMP have an ongoing responsibility to advise the Joint Organisation immediately of any Related Party Transactions.

The preferred method of reporting is for KMP to provide details of Related Parties and Related Party Transactions, utilising the Reporting Templates (ATTACHMENT 2), to the Chief Executive Officer.

Information provided will be reviewed in accordance with the Joint Organisation operational requirements and held on a centralised register held by the Joint Organisation.

Should a KMP have any uncertainty as to whether a transaction may constitute a related party transaction they should contact the Chief Executive Officer for clarification.

Privacy

Information provided by KMP and other related parties shall be held for the purpose of compliance with the Joint Organisations legal obligation and shall be disclosed only where required for compliance or legal reasons.

Review

A review of KMP's and their related parties will be completed on adoption of this policy and then at intervals not exceeding twelve months.

This policy will also be reviewed when any of the following occur:

- a change of Board members, Chief Executive Officer or other KMP;
- corporate restructure;
- the related legislation/documents are amended or replaced;
- other circumstances as determined from time to time by a resolution of the Joint Organisation;
- and
- as a result of changes to the OLG Local Government Code of Accounting Practice and Financial Reporting.

Training and Communication

This policy will be provided to KMP in the initial awareness raising and data collection and as part of the Joint Organisations induction. It will also be regularly communicated to KMP at an annual review.

Internal training on supporting this policy shall be scheduled as required.

Attachments

- ATTACHMENT 1 – AASB 124 Reporting Requirements.
- ATTACHMENT 2 – Reporting Template for Related Party Disclosure.



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Attachment 1 - Reporting Requirements

Reference	Requirement
AASB124.17	<p>The entity discloses key management personnel compensation in total and for each of the following categories:</p> <ol style="list-style-type: none"> short-term employee benefits; post-employment benefits; other long-term benefits; and termination benefits. <p>Key management personnel (KMP) are not named – disclosure on an aggregate basis only. Short-term employee benefits include non-monetary benefits.</p>
AASB124.18	<p>If there have been transactions between related parties, the entity discloses the nature of the relationship with the related party, as well as sufficient information about the transactions and outstanding balances, including commitments, necessary for users to understand the potential effect of the relationship on the financial statements.</p> <p>Types of Transactions:</p> <ol style="list-style-type: none"> purchases or sales of goods (finished or unfinished); purchases or sales of property and other assets; rendering or receiving of services; leases; transfers of research and development; transfers under licence agreements; transfers under finance arrangements (including loans and equity contributions in cash or in kind); provision of guarantees or collateral; commitments to do something if a particular event occurs or does not occur in the future, including executory contracts¹ (recognised and unrecognised); and settlement of liabilities on behalf of the related party. <p>The following information, at a minimum, is disclosed:</p> <ol style="list-style-type: none"> the amount of the transactions; the amount of outstanding balances, including commitments, and terms and conditions (i.e. secured or unsecured) and the nature of consideration to be provided in settlement; and details of guarantees given or received; provisions for doubtful debts related to the amount of outstanding balances; and the expense recognised during the period relating to bad or doubtful debts due from related parties.
Reference	Requirement
AASB124.19	<p>The entity separately discloses all the information required by Paragraph 18 at the following levels:</p> <ul style="list-style-type: none"> subsidiaries; associates; joint ventures in which the entity is a joint venturer; key management personnel of the entity or its parent; and other related parties.
AASB124.24	<p>The entity discloses items of a similar nature in aggregate, except when separate disclosure is necessary for an understanding of the effects of related party transactions on the financial statements of the entity.</p>



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Attachment 2 - Reporting Requirements

Private and Confidential	
Declaration by Key Management Personnel (KMP) on Related Parties	
Name of Key Management Person:	
Position of Key Management Person:	
<p>List details of close family member, entities that are controlled/jointly controlled by you and entities that are controlled/jointly controlled by close family members</p> <p><i>(Please refer to definitions in Related Party Disclosures Policy and consider the additional guidance provided in the Related Party Disclosures Information Sheet for KMP)</i></p>	
<u>Name of person or entity</u>	<u>Relationship</u>
	Spouse
	Adult Child 1
	Adult Child 2
<p>I <i>(insert full name)</i>, <i>(insert position)</i> declare that that the above list includes all my close family members and the entities controlled, or jointly controlled, by myself or my close family members. I make this declaration after reading the Joint Organisations Related Party Disclosures Policy which details the meaning of the words ‘close family members’ and ‘entities controlled, or jointly controlled, by myself or my close family members’.</p>	
Declared at:	<i>(insert place)</i>
on the	<i>(insert date)</i>
Signature of KMP:	



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11. ADDITIONAL REPORTS PERTAINING TO THE PRINCIPAL FUNCTIONS

Nil provided at time of distribution of this Notice of Meeting.



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12. REPORTS FROM DELEGATES

12.1 Briefings from the Board – ATTACHMENT G

Author	The Chairperson
Policy	-
Legal	-
Financial	-
Strategic Link	-
Attachments	ATTACHMENT G – Template for a Briefing Paper and Headings

RECOMMENDATION
TO THE BOARD:

AMENDED/ENDORSED

MOVED:

SECONDED:

REJECTED/CARRIED

PURPOSE: To provide the Members and the Project Sponsors with the opportunity to table briefing documents for Ministers or Departments in relation to activity toward the Strategic Regional Priorities.

BACKGROUND: As part of the Communications and Engagement Plan of activity and projects conducted by Namoi Unlimited, Members and Sponsors can propose briefing papers are developed and distributed from the Chair.

The intent of this action is to continue to provide project updates to the community and stakeholders.

COMMENTARY: -



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ATTACHMENT G – Briefing Paper Headings

SUBJECT: Contentious Issues Brief from Namoi Unlimited

RECOMMENDATION

That the Deputy Premier

- Proposed actions

KEY ISSUES

- Urgency
-

CONSULTATION

FINANCIAL IMPLICATIONS

LEGAL IMPLICATIONS

BACKGROUND



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13. QUESTIONS WITH NOTICE

Nil provided at time of distribution of this Notice of Meeting.

14. CLOSED REPORTS

Nil provided at time of distribution of this Notice of Meeting.

15. CONCLUSION OF THE MEETING