

AGENDA – AGM 25 November 2011

Cr G Westman	Bathurst Regional Council	Mr G Styles	Orange City Council
Mr D Sherley	Bathurst Regional Council	Cr J Davis	Orange City Council
Cr B Kingham	Blayney Council	Cr K Keith	Parkes Shire Council
Mr G Wilcox	Blayney Council	Mr K Boyd	Parkes Shire Council
Cr W Tuckerman	Boorowa Shire Council	Cr J Shaw	Upper Lachlan Shire
Ms T Mann	Boorowa Shire Council	Mr J Bell	Upper Lachlan Shire
Cr B Dowling	Cabonne Shire Council	Cr M Simpson	Weddin Shire Council
Mr G Fleming	Cabonne Shire Council	Mr T Lobb	Weddin Shire Council
Cr J Farr	Central Tablelands Water	Cr A Jones	Wellington Council
Mr T Perry	Central Tablelands Water	Mr T Hazell (acting)	Wellington Council
Cr B West	Cowra Shire Council	Cr S Freudenstein	Young Shire Council
Mr P Devery	Cowra Shire Council	Mr P Vlatko	Young Shire Council
Cr P Miller	Forbes Shire Council	Ms S Rabey	RDA
Ms C Bywater	Forbes Shire Council	Mr S Morrison	RDA
Cr C Manchester	Harden Shire Council	Ms R Young	Centroc
Mr M Kershaw	Harden Shire Council	Ms J Bennett	Centroc
Cr D Manwaring	Lachlan Shire Council	Ms K Barker	Centroc
Cr K Jones	Lachlan Shire Council		
Cr N Castle	Lithgow City Council	For Information	
Mr R Bailey	Lithgow City Council	Ms A Thomas	Centroc
Cr D Fitzpatrick	Oberon Shire Council	Ms T McPhee	Centroc
Ms L Mash	Oberon Shire Council	Ms V Page	Centroc

It is advised that the next Centroc Annual General Meeting will be held Friday 25 November subsequent to the ordinary meeting of the Board at Oberon in the Community Centre located at 9-13 Fleming Street, next to the Oberon Library.

Please contact Jenny Bennett on 0428 690 935 with any queries.

AGENDA

1	Welcome	
2	Apologies	
3	Ratification of Minutes of the Centroc AGM Held in Orange Thursday 25 November 3
4	Chairperson’s Report – presentation of Annual Report	6
5	Election of New Executive.....	7
6	Election of Centroc Delegates	8
7	Appointment of Auditor	9
8	Constitution review	10
9	Policy Review	12
10	Presentation of the Statement of Finances	13
11	Meeting Dates for 2012	14
12	Other Business	
13	Close	

3 Ratification of Minutes of the Centroc AGM Held in Orange Thursday 25 November

Attendance

Board representatives in bold

Cr P Toole	Bathurst Regional Council	Cr K Sullivan	Oberon Shire Council
Cr B Kingham	Blayney Council	Ms L Mash	Oberon Shire Council
Mr A Jones	Blayney Council	Mr G Styles	Orange City Council
Cr R Gledhill	Boorowa Shire Council	Cr J Davis	Orange City Council
Cr B Dowling	Cabonne Shire Council	Cr K Keith	Parkes Shire Council
Mr G Fleming	Cabonne Shire Council	Mr K Boyd	Parkes Shire Council
Cr J Farr	Central Tablelands Water	Cr J Shaw	Upper Lachlan Shire
Mr T Perry	Central Tablelands Water	Mr J Bell	Upper Lachlan Shire
Cr B West	Cowra Shire Council	Mr T Lobb	Weddin Shire Council
Mr P Devery	Cowra Shire Council	Cr A Jones	Wellington Council
Cr P Miller	Forbes Shire Council	Mr A Dive	Wellington Council
Ms C Bywater	Forbes Shire Council		
Cr C Manchester	Harden Shire Council	Cr W Marshall	Lithgow
Mr M Kershaw	Harden Shire Council	Ms R Young	Centroc
Cr K Jones	Lachlan Shire Council	Ms J Bennett	Centroc
Cr N Castle	Lithgow City Council	Ms L Chapman	Centroc
Mr R Bailey	Lithgow City Council		

1 Welcome

2 Apologies

Mr D Sherley, Cr W Tuckerman, Ms T Mann, Cr D Manwaring, Cr S Freudenstein, Mr G Cowan, Mr P Vlatko, Cr M Simpson

Resolved	Cr B West/Cr J Davis
That apologies for those Board Members listed above be accepted for the AGM of 25 November 2010	

3 Minutes

Ratification of the Minutes of the AGM 26 November 2009

Resolved	Cr B West/Cr J Davis
That the Minutes of the AGM 26 November 2009 be confirmed	

4 Chairperson's Report – Presentation of the Annual Report

Resolved	Cr N Castle/Cr P Miller
That the Annual Report be received and accepted with copies sent to member Councils for circulation to all Councillors in the region.	

Chairman's report was received by acclamation etc and Chair Neville Castle was congratulated for his term

5 Election of new Executive

Cr Neville Castle stood down and Mr M Kershaw took the Chair as returning officer

Resolved	Cr K Keith/Mr G Styles
That the Board	
<ol style="list-style-type: none"> 1. received one nomination for Chair for Cr Phyllis Miller 2. congratulated Cr Phyllis Miller as the Centroc Chair 3. congratulated Ms Carissa Bywater and Secretary Treasurer and Chair of GMAC 4. received two nominations for the position of Deputy Chair, Cr J Davis and Cr K Keith 5. noted Cr Keith withdrew his nomination 6. congratulated Cr John Davis as Deputy Chair 7. congratulated Cr Neville Castle as immediate past Chair executive members of Centroc 8. received three four nomination for the two positions of Centroc Executive members, from Cr B West, Cr J Davis, Cr K Keith and Cr P Toole 9. noted Cr J Davis withdrew his nomination as he had been elected as Deputy Chair 10. congratulated Crs Bill West, Paul Toole and Ken Keith as Executive members of Centroc 11. congratulates Messers Garry Styles, Paul Devery, David Sherley, Roger Bailey and Kent Boyd as forming the balance of the Executive 12. amends the constitution to effect the above increase in Executive positions 	
Cr Miller took the Chair	

6 Election of Centroc Delegates

Resolved	Cr B West/Cr N Castle
<ol style="list-style-type: none"> 1. That Crs Phyllis Miller, Paul Toole, Ken Keith, Bruce Kingham, Bill West and Neville Castle and Mr Graeme Fleming become the Centroc delegates to BLEG 2. That Cr Ann Jones is the Centroc representative to the Western NSW Sporting Academy 3. That Mr Bryson Rees is the Centroc representative to the NSW Council Safety Advisory Network 	

7 Appointment of Auditor

Resolved	Mr T Lobb/Mr J Bell
That the Morse Group be appointed as the Auditor for Centroc	

8 Presentation of the Statement of Finances

Resolved	Cr K Keith/Cr J Davis
That the Statement of Finances for Centroc be adopted.	

9 Meeting Dates for 2011

Resolved		Cr K Jones/Cr J Davis	
That the meeting dates for Centroc for 2011 be:			
Board			
Date	Meeting of	Time	Host
Thursday 24 February	Board	9.30 for 10am	Harden
Thursday 26 May	Board	9.30 for 10am	Lachlan
Thursday 25 August	Board	9.30 for 10am	Lithgow
Thursday 24 November	Board	9.30 for 10am	Oberon
GMAC			
Date	Meeting of	Time	Host
Thursday 3 February	GMAC	9.30 for 10am	Orange
Thursday 28 April	GMAC	9.30 for 10am	Orange
Thursday 28 July	GMAC	9.30 for 10am	Orange
Thursday 3 November*	GMAC	9.30 for 10am	Orange

*This is to fit in with the LGA conference in the fourth week of October

Meeting closed at 12pm

Page 3 is the last page of the AGM minutes 25 November 2010 held in Orange.

4 Chairperson's Report – presentation of Annual Report

Reported by Cr Phyllis Miller

4 Presentation of Annual Report
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Please find the Annual Report as a separate attachment sent to all Board members with this AGM agenda.

Included in this document is the annual statements, a report from myself, one from the Secretary Treasurer, as well as project teams and regional initiatives of interest.

Recommendation/s

That the Annual Report be received and accepted with copies sent to member Councils for circulation to all Councillors in the region.
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5 Election of New Executive

Reported by Jennifer Bennett

5 Election of new Executive

As the Chair steps aside, it is practice at Centroc for the hosting Council's General Manager, in this case Ms Leanne Mash of Oberon, to oversee the ushering in of the new Executive.

The Executive comprises:

- Chairperson
- Immediate Past Chairperson – this position is automatically appointed
- Deputy Chairperson
- Board Executive Members as elected at the AGM
- Secretary / Treasurer
- The General Manager Executive made up of the General Managers if those Councils elected to the Executive

The following nominations have been received and are available on request:

Cr Phyllis Miller – Chair

Cr John Davis – Deputy Chair

Cr Greg Westman – Centroc Executive Member

Cr Ken Keith - Centroc Executive Member

Cr Bill West - Centroc Executive Member

As there is only one nomination for each of the positions of Chair and Deputy Chair, the Executive nominees become the Executive of Centroc.

This has the effect of electing Cr Neville Castle as immediate past chair and electing Ms C Bywater to the position of Secretary/Treasurer and Chair of GMAC. The General Managers Messers Styles, Boyd, Sherley and Devery form the balance of the Executive. Please see the constitution for more detailed advice regarding the Executive, its election and function.

Recommendation/s

That the Board welcome the new executive of Centroc
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| <ul style="list-style-type: none"> • Cr P Miller as Chair • Cr J Davies as Deputy Chair • Cr N Castle as immediate past chair • Cr G Westman as Centroc Executive Member • Cr K Keith as Centroc Executive Member • Cr B West as Centroc Executive Member • Ms C Bywater as Secretary/Treasurer and Chair of GMAC • Messers Styles, Boyd, Sherley and Devery forming the balance of the Executive. |
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6 Election of Centroc Delegates

Reported by Jennifer Bennett

6 Election of Centroc Delegates to External Bodies

Blue Mountains Expressway Group (Formerly Crs Phyllis Miller, Paul Toole, Ken Keith, Bruce Kingham, Bill West and Neville Castle and Mr Graeme Fleming)

Western Region Academy of Sport (formerly Cr A Jones of Wellington)

NSW Council Safe Advisory Network (formerly Mr Bryson Rees)

Recommendation/s

That the Board determine delegates from the floor.

7 Appointment of Auditor

Reported by Jennifer Bennett

7 Appointment of Auditor

The auditor for Centroc is currently The Morse Group. As they are also the auditor for Forbes Shire Council, costs are kept to a minimum as audits are conducted concurrently.

The constitution states that the auditor for Centroc will be the same as that of the Council administering funds.

Contact with Forbes suggests that they intend on retaining the services of the Morse Group.

Recommendation/s

That the Morse Group be appointed as the Auditor for Centroc

8 Constitution review

Reported by Jennifer Bennett
8 Constitution Review

In the Management Plan for Centroc is obliged to review its constitution at least annually. During February members resolved to amend to constitution to allow for a larger executive. Please download the constitution from the Centroc website.

Suggested constitutional amendment

To become part of the Centroc Executive, members must return their nomination forms seven days before the meeting. To facilitate the signing of forms it is commended that the constitution be amended from

3.3 The Executive

- 1). ----
- 2) *Nominations of candidates for election as office-bearers of the Organisation:*
 - a) *Must be made in writing signed by 2 members of the Organisation and accompanied by the written consent of the candidate.*
 - ~~b) *Must be delivered to the secretary of the Organisation at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.*~~
 - c) *Casual vacancies can be appointed at any time of a properly constituted meeting of Centroc with seven days' notice.*

To

3.3 The Executive

- 1) -----
- 2) *Nominations of candidates for election as office-bearers of the Organisation:*
 - a) *Must be made in writing signed by 2 members of the Organisation and accompanied by the written consent of the candidate.*
 - b) *Must be delivered to the secretary of the Organisation before the annual general meeting.*
 - c) *Casual vacancies can be appointed at any time of a properly constituted meeting of Centroc with seven days' notice.*

To effect this change, members must receive advice thirty days prior to the meeting. Should members agree, this advice will be provided in due course.

Recommendation/s
That
1 a report be provided to amend the constitution as follows:
3.3 The Executive

1). ----

2) Nominations of candidates for election as office-bearers of the Organisation:

- d) Must be made in writing signed by 2 members of the Organisation and accompanied by the written consent of the candidate.*
- ~~*e) Must be delivered to the secretary of the Organisation at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.*~~
- f) Casual vacancies can be appointed at any time of a properly constituted meeting of Centroc with seven days' notice.*

To

3.3 The Executive

1) -----

2) Nominations of candidates for election as office-bearers of the Organisation:

- d) Must be made in writing signed by 2 members of the Organisation and accompanied by the written consent of the candidate.*
- e) Must be delivered to the secretary of the Organisation before the annual general meeting.*
- f) Casual vacancies can be appointed at any time of a properly constituted meeting of Centroc with seven days' notice.*

2 the balance of the report be noted

9 Policy Review

Reported by Jennifer Bennett

9 Policy Review

Centroc has developed a suite of policies over the years regarding its operations. These policies do not include direction around advocacy but can at the direction of the Board.

To simplify the policy review process it is suggested that a review of the full suite annually is undertaken as part of the AGM.

The policies included have either already been approved by members or are modelled on members existing policy's.

To that end, please find the draft policy manual attached for member adoption.

Recommendation/s

That

1 the Centroc Policy Manual be adopted

2 the balance of the report be noted

10 Presentation of the Statement of Finances

Reported by Jennifer Bennett

10 Presentation of the Statement of Finances

Please find the Statement of Finances in the Annual Report.

Recommendation/s

That the Statement of Finances for Centroc for the Financial year 2010/2011 be adopted.
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11 Meeting Dates for 2012

Reported by Jennifer Bennett
11 Dates for Meetings of the 2012 Calendar Year

The suggest dates follow Centroc’s policy of circulating Board meetings alphabetically.

RECOMMENDATION/S			
That the meeting dates for Centroc for 2012 be:			
Board			
Date	Meeting of	Time	Host
Thursday 23 February	Board	9:30 for 10am	Parkes
Thursday 24 May	Board	9:30 for 10am	Upper Lachlan
Thursday 23 August	Board	9:30 for 10am	Weddin
Thursday 22 November	Board	9:30 for 10am	Wellington
GMAC			
Date	Meeting of	Time	Host
Thursday 2 February	GMAC	9:30 for 10am	Orange
Thursday 26 April	GMAC	9:30 for 10am	Orange
Thursday 26 July	GMAC	9:30 for 10am	Orange
Thursday 1 November	GMAC	9:30 for 10am- all day session	Orange