

NSW JOINT ORGANISATION (JOs) CHAIRS' FORUM

TERMS OF REFERENCE

(GOVERNANCE AND OPERATIONAL ARRANGEMENTS)

1. PREAMBLE

Any meetings of the NSW Joint Organisation (JOs) Chairs' Forum are to be guided by this Terms of Reference.

2. OBJECTIVE

To meet as regional representatives of Joint Organisations to engage and exchange information on best practice and excellence in the pursuit of strategic regional priorities and collaboration activities to achieve value for the Joint Organisation network.

3. ROLE

- To monitor implementation of the three statutory core functions of NSW Joint Organisations as being:-
 - (i) Strategic planning and priority setting
 - (ii) Intergovernmental relations
 - (iii) Shared successes, leadership and advocacy
- To identify opportunities for best practice, excellence and potential collaboration between the thirteen Joint Organisations

4. MEMBERSHIP

The JO Chairs' Network comprises the Chairs of the following thirteen (13) Joint Organisations proclaimed by the NSW Government in June 2018:

Canberra Region Joint Organisation
 Central NSW Joint Organisation
 Far North West Joint Organisation
 Far South West Joint Organisation
 Hunter Joint Organisation
 Illawarra Shoalhaven Joint Organisation
 Mid North Coast Joint Organisation

Namoi Unlimited
 New England Joint Organisation
 Orana Joint Organisation
 Northern Rivers Joint Organisation
 Riverina and Murray Joint Organisation
 Riverina Joint Organisation



5. MEETINGS

- The NSW Joint Organisation (JOs) Chairs' Forum will meet at least three times per year or as required from time to time.
- Meetings of the Forum shall be scheduled for March, August and November of each year and coincide with other Local Government related meetings or events.
- Meetings shall be held if possible, at NSW Parliament House in Macquarie Street, so as to facilitate engagement with the Premier, Deputy Premier, Ministers and Government Officials.
- If a Parliament House meeting facility is not available, the Secretariat will arrange an alternative Sydney CBD venue;
- For each meeting of the Forum, the Secretariat shall endeavor to arrange attendance by Parliamentarians and Government Officials relevant to the meeting's business agenda;
- The Secretary of the Department of Premier and Cabinet and the Chief Executive of the Office of Local Government (or their representatives) shall be invited to attend all meetings of the JO Chairs' Forum

6. CHAIRPERSON

- The JO Chairs' Forum shall appoint a Chairperson and Deputy Chairperson for a period of up to twelve months

7. SECRETARIAT

- The Executive Officer of the Joint Organisation from which the Chairperson has been appointed shall carry out the administrative functions on behalf of the Forum for the annual term, in liaison with the NSW Office of Local Government.

8. FINANCIAL ARRANGEMENTS

- Each Joint Organisation shall meet any expenses of its Chairs in attending meetings and other events associated with the conduct of the JO Chairs' Forum.
- Costs associated with room hire and catering for the Forum will be paid by the Office of Local Government.

End of NSW Joint Organisation (Jos)' Chairs Forum - Terms of Reference

