

# Illawarra Shoalhaven Joint Organisation Management Protocol

Customary Business Practice:  
Commissioning, Ownership and  
Control of Strategic Outputs

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## 1.0 Purpose

The purpose of this policy is to articulate:

1. the basis upon which the ISJO identifies, commissions and manages strategic outputs
2. the joint ownership by the member councils and the ISJO of those outputs and any attendant intellectual property.

## 2.0 Objectives

The objectives of this policy are to ensure that:

- the strategic purposes of the ISJO as defined under relevant legislation are embedded in the organisation's operations and outputs
- the ISJO Board, organisation and member council staff are aware of the statutory basis upon which the ISJO operates and of the nature of copyright ownership including intellectual property ownership arising out of the ISJO's strategic operations.

## 3.0 Scope

This policy applies to all strategic outputs of the organisation.

## 4.0 References

This document should be read in conjunction with:

- Local Government Act 1993 – specifically but not exclusively sections 400O – 400Z
- Local Government (Regional Joint Organisations) Proclamation 2018

## 5.0 Policy

### 5.1 Statutory Provisions

*400R Principal functions of joint organisations* established the following in regard to Joint Organisations:

- (1) A joint organisation has the following principal functions--
  - (a) to establish strategic regional priorities for the joint organisation area and to establish strategies and plans for delivering those strategic regional priorities,
  - (b) to provide regional leadership for the joint organisation area and to be an advocate for strategic regional priorities,
  - (c) to identify and take up opportunities for inter-governmental co-operation on matters relating to the joint organisation area.
- (2) In establishing strategic regional priorities for the joint organisation area, a joint organisation is to consider any relevant strategic priorities or plans of member councils and the State government.

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The Board of a Joint Organisations comprises the Mayors of each of the member councils and, in the case of the ISJO, a Councillor appointed by each member council. The General Manager / Chief Executive Officer of each of the member councils is also a Board member as is a duly nominated representative of the State Government (at the time of writing the Regional Director Illawarra Shoalhaven of the Department of Regional NSW).

Following each Local Government General Election the ISJO Board is required to adopt a Statement of Regional Priorities. This Statement informs the operations of the organisation and provides context for the development of strategic initiatives that, in detail, are developed in consultation with each of the member councils.

The Board – through the Statement of Regional Priorities or by specific resolution – endorses the actions of the Joint Organisation and, as appropriate, regular reports on progress are provided during strategy development and finalisation.

### **Ownership of outputs including intellectual property**

In general, the ISJO will commission strategic work including consultancies and related measures on behalf of the member councils.

All outputs of the organisation including any attached intellectual property are therefore owned by the member councils and by the ISJO in equal measure. The member councils and the ISJO may use the content of each output without restriction, compulsion or additional cost for the direct purpose for which the output was commissioned and for related purposes consistent with the strategic imperative that drove the original task.

This ownership including intellectual property ownership also applies to the broad content of the ISJO website.

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