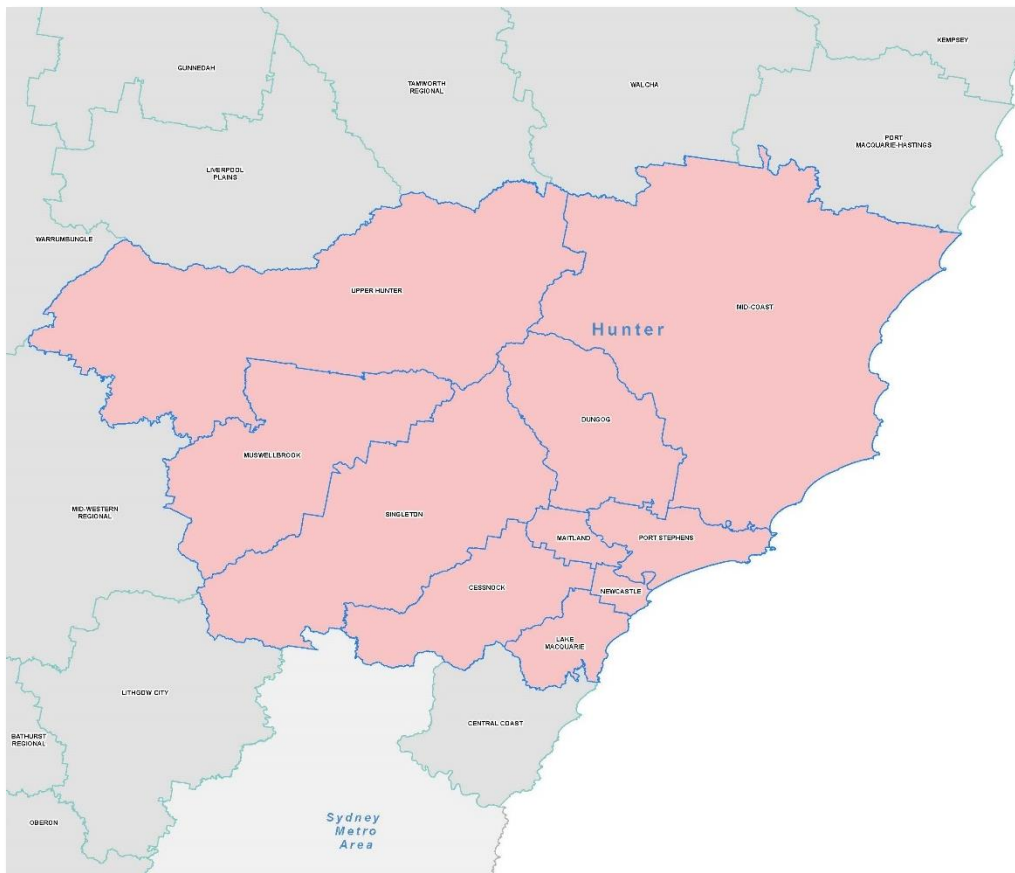


# Hunter

## Joint Organisation

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### Board Meeting Agenda

9.30 am

Thursday 14 March 2019

The Board Room  
4 Sandringham Ave, Thornton

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## INDEX

	<b>Page</b>
<b>1. Welcome &amp; Apologies</b>	<b>4</b>
<b>2. Minutes of Board Meeting 13 December 2018</b>	<b>4</b>
<b>3. Minutes of Extraordinary Board Meeting 22 February 2019</b>	<b>9</b>
<b>4. Business arising from Minutes</b>	<b>11</b>
<b>5. Conflict of Interest</b>	<b>11</b>
<b>6. Presentations</b>	<b>11</b>
<b>7. Business arising from Presentations</b>	<b>11</b>
<b>8. Financial Reports YTD 28 February 2019</b>	<b>11</b>
<b>9. Meeting Schedule 2019</b>	<b>12</b>
<b>10. Intergovernmental Partnership - Project Update</b>	<b>13</b>
<b>11. Joint Organisation Network Update</b>	<b>14</b>
<b>12. CEO Update</b>	<b>15</b>
<b>13. General Business</b>	<b>16</b>

## 1. Welcome and Apologies

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*The following apologies were acknowledged:-*

**Moved :**  
**Seconded:**

## 2. Minutes of ordinary meeting held 13 December 2018

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### 1. WELCOME AND APOLOGIES

#### Voting Directors Present

Cr Bob Pynsent,	Cessnock City Council
Cr Tracy Norman,	Dungog Shire Council
Cr Kay Fraser,	Lake Macquarie City Council
Cr David West,	MidCoast Council
Cr Sue Moore,	Singleton Shire Council
Cr Ryan Palmer,	Port Stephens Council
Cr Wayne Bedggood,	Upper Hunter Shire Council
Cr Loretta Baker,	Maitland City Council
Cr Nuatali Nelmes,	Newcastle City Council

#### Non-Voting Directors Present

Coralie Nichols,	General Manager, Dungog Shire Council
Morven Cameron,	CEO, Lake Macquarie City Council
David Evans,	General Manager, Maitland City Council
Adrian Panuccio,	General Manager, MidCoast Council
Fiona Plesman,	General Manager, Muswellbrook Shire Council
Jason Linnane,	General Manager, Singleton Council
Wayne Wallis,	General Manager, Port Stephens Council
Steve McDonald,	General Manager, Upper Hunter Shire Council
Stephen Glen,	General Manager, Cessnock City Council
Jeremy Bath,	CEO, Newcastle City Council

#### Apologies

Steven Wills,	Regional Director, Dep't of Premier & Cabinet
Cr Martin Rush,	Muswellbrook Shire Council

#### Staff in attendance

Roger Stephan, Interim CEO, Hunter Joint Organisation

#### Observer

Virginia Errington, Office of Local Government

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*RECOMMENDATION:*

THAT the apologies be accepted.

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Moved: Cr Tracy Norman  
Seconded: Cr Sue Moore

*Carried.*

2. DECLARATIONS OF INTEREST

*No declarations of interest were declared.*

3. PRESENTATIONS

- Michael Comninos, Astrolabe Group: Intergovernmental Partnerships Project
- Joanne Tonks, Venues NSW and Bill Tatnell, Strategic Vistas: Sport Facility Plan for the Greater Newcastle Metro
- Richard Anicich: Committee for the Hunter

3.1 BUSINESS ARISING FROM PRESENTATIONS

*Nil*

4. REPORTS

4.1 Recruitment Process for the Chief Executive Officer

---

*RECOMMENDATION:*

THAT this matter be considered in Closed Session in accordance with Section 10(A(2)) of the Local Government Act 1993

Moved: Cr Nuatali Nelmes  
Seconded: Cr Loretta Baker

*Carried.*

---

*RECOMMENDATION:*

THAT:

1. The Board of the Hunter Joint Organisation note and accept Recommendations 1 and 3 of the presented report by Blackadder & Associates
2. The Board of the Hunter Joint Organisation note the Board-appointed recruitment panel's endorsement of the preferred candidate
3. The Board of the Hunter Joint Organisation determine its position in response to Recommendation 2 of the attached report presented by Blackadder & Associates

4. Subject to the appointment of the preferred candidate:
  - a. The Hunter Joint Organisation seek quotations from suitably qualified recruitment companies to assist the Hunter Joint Organisation Board in the development and review of the CEO performance agreement
  - b. The CEO performance agreement be prepared by the appointed consultant in consultation with the Hunter Joint Organisation Board Chairman and the CEO, within 8 weeks of commencement to determine mutually agreeable outcomes for the first year of the appointment; and
  - c. The performance agreement be circulated in 'final draft' form for endorsement by the Hunter Joint Organisation Board.
5. The Board of the Hunter Joint Organisation note that subject to the appointment of the preferred candidate, the General Manager Representatives of the CEO recruitment panel will make appropriate recommendations to the Board of Strategic Services Australia Limited in relation to the appointment of the preferred candidate to the role of CEO of Strategic Services Australia Limited.

Moved: Cr Nuatali Nelmes  
Seconded: Cr Loretta Baker

*Carried.*

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*RECOMMENDATION:*

THAT the meeting return to open session.

Moved: Cr Sue Moore  
Seconded: Cr Kay Fraser

*Carried.*

#### 4.2 Intergovernmental Partnerships Project

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*RECOMMENDATION:*

THAT:

1. The Board note the actions to date of the Greater Newcastle Metropolitan Plan Standing Committee
2. The Board note and endorse the promotional document "Intergovernmental Partnerships Project" provided as an attachment to this report
3. The Astrolabe Group be appointed to undertake the next stage of the development of the Intergovernmental Partnerships Project subject to provision, by the company's principal, of a formal quotation for the work.
4. Parts 3a and 3b of the third stage of the project be undertaken subject to confirmation of funding through the Department of Premier and Cabinet and the Hunter and Central Coast Development Corporation.

Moved: Cr Ryan Palmer  
Seconded: Cr Wayne Bedggood

*Carried.*

4.3 Profit and Loss Statement for the period to 30 November 2018

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*RECOMMENDATION:*

THAT the profit and loss statement be received and noted.

Moved: Cr Sue Moore  
Seconded: Cr Wayne Bedggood

*Carried.*

4.4 Meeting Schedule

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*RECOMMENDATION:*

THAT the meeting schedule, as amended at this meeting, be adopted..

Moved: Cr Nuatali Nelmes  
Seconded: Cr Davis West

*Carried.*

5. NON-COMMERCIAL BUSINESS UNITS REPORTS

5.1 Environment Division

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*RECOMMENDATION:*

THAT:

1. The update report be received and noted.
2. The Hunter Joint Organisation allocate \$10,000 to fund a legal review of the draft template Vegetation DCP.

Moved: Cr Loretta Baker  
Seconded: Cr Davis West

*Carried.*

5.2 Screen Hunter

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*RECOMMENDATION:*

THAT:

The update report be received and noted.

Moved: Cr Loretta Baker  
Seconded: Cr Davis West

*Carried.*

6. COMMERCIAL BUSINESS UNITS REPORTS

6.1 Regional Procurement

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*RECOMMENDATION:*

THAT:

The update report be received and noted.

Moved: Cr Sue Moore  
Seconded: Cr Nuatali Nelmes

*Carried.*

6.2 Local Government Training Institute

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*RECOMMENDATION:*

THAT:

The update report be received and noted.

Moved: Cr Sue Moore  
Seconded: Cr Nuatali Nelmes

*Carried.*

6.3 Local Government Legal

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*RECOMMENDATION:*

THAT:

The update report be received and noted.

Moved: Cr Sue Moore  
Seconded: Cr Nuatali Nelmes

*Carried.*

7. GENERAL BUSINESS

*There was no General business..*

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***RECOMMENDATION:***

**THAT:**

**The minutes as presented be adopted as a true and correct representation of the meeting.**

**Moved:**  
**Seconded:**



### 3. Minutes of extraordinary meeting held 22 February 2019

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#### 1. WELCOME AND APOLOGIES

##### Voting Directors Present

Cr Bob Pynsent,	Cessnock City Council
Cr Tracy Norman,	Dungog Shire Council
Cr Kay Fraser,	Lake Macquarie City Council
Cr David West,	MidCoast Council
Cr Sue Moore,	Singleton Shire Council
Cr Ryan Palmer,	Port Stephens Council
Cr Wayne Bedggood,	Upper Hunter Shire Council
Cr Loretta Baker,	Maitland City Council
Cr Martin Rush,	Muswellbrook Shire Council

##### Non-Voting Directors Present

Coralie Nichols,	General Manager, Dungog Shire Council
Morven Cameron,	CEO, Lake Macquarie City Council
David Evans,	General Manager, Maitland City Council
Adrian Panuccio,	General Manager, MidCoast Council
Fiona Plesman,	General Manager, Muswellbrook Shire Council
Jason Linnane,	General Manager, Singleton Council
Steven Wills,	Regional Director, Dep't of Premier & Cabinet

##### Apologies

Wayne Wallis,	General Manager, Port Stephens Council
Steve McDonald,	General Manager, Upper Hunter Shire Council
Stephen Glen,	General Manager, Cessnock City Council
Jeremy Bath,	CEO, Newcastle City Council
Cr Nuatali Nelmes,	Newcastle City Council

##### Staff in attendance

Joe James, CEO, Hunter Joint Organisation  
Graham Dean, Manager, Finance & Administration  
Steve Wilson, Acting Director, Environment Div'n

##### Observer

Virginia Errington, Office of Local Government

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*The Chair welcomed the Directors, Staff & Observer to the meeting. The apologies of Mr Wallis, Mr McDonald, Mr Glen, Mr Bath and Cr Nelmes were acknowledged.*

**RECOMMENDATION:**

THAT the apologies be accepted.

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Moved: Sue Moore  
Seconded: David West

*Carried.*

2. DECLARATIONS OF INTEREST

*No declarations of interest were declared.*

3. REPORT

A report on the Memorandum of Understanding between the Hunter Joint Organisation and the State and Federal Governments was presented by Mr Michael Comminos, Founding Director, Astrolabe Group,

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**RECOMMENDATION:**

THAT the Board:

- endorse the Memorandum of Understanding for execution by the Chair;
  - delegate to the CEO the task of finalising the draft population paper for publication on Hunter Joint Organisation's website.
  - seek a commitment from candidates for state election in the Hunter to work with the Joint Organisation to have an MoU signed within 100 days.
- 

Moved: Ryan Palmer  
Seconded: Davis West

*Carried.*

Meeting closed 11.40 am

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**RECOMMENDATION:**

**THAT:**

**The minutes as presented be adopted as a true and correct representation of the meeting.**

**Moved:**  
**Seconded:**

**4. Business arising from the Minutes of previous meetings**

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**5. Conflict of Interest**

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*Declarations of interest relative to this meeting's agenda items are as follows:*

**6. Presentations**

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**7. Business arising from Presentations**

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## 8. CEO Report - Financial Reports YTD 28 February 2019

**Report Author:** Graham Dean, Manager Finance & Admin.

**Responsible Officer:** Joe James, CEO

The Profit & Loss summary of the Hunter Joint Organisation / Hunter Councils Incorporated for the year-to-date 28 February 2019 is included below. A detailed report is distributed under separate cover.

Hunter Councils Inc / Joint Organisation									
Profit & Loss Summary									
1 July 18 to 28 February 19									
	February Actual	February Budget	Variance	YTD Actual	YTD Budget	Variance	Approved Budget 2018/19		
<b>Revenue</b>									
Hunter Joint Organisation	45,416	45,416	-	863,377	863,330	47	1,045,000		
Projects (Environment Div'n & Screen Hunter)	-	-	-	1,387,168	1,456,962	(69,794)	1,603,692		
Sandringham Avenue (1006)	9,418	9,418	-	75,468	75,344	124	113,007		
	54,834	54,834	-	2,326,013	2,395,636	(69,623)	2,761,699		
<b>Expenditure</b>									
Hunter Joint Organisation	62,113	61,870	243	509,348	577,407	(68,059)	1,038,180		
Projects (Environment Div'n & Screen Hunter)	-	-	-	1,286,368	1,456,962	(170,594)	1,603,692		
Sandringham Avenue (1006)	6,949	6,939	10	67,013	70,612	(3,599)	101,618		
	69,062	68,809	253	1,862,729	2,104,982	(242,253)	2,743,491		
<b>Surplus / (Deficit)</b>	<b>(14,228)</b>	<b>(13,975)</b>	<b>(253)</b>	<b>463,284</b>	<b>290,655</b>	<b>172,629</b>	<b>18,209</b>		

### PREVIOUS REPORTS:

This is a bimonthly report on this matter to the Board this financial year.

### FINANCIAL IMPLICATIONS:

As noted in the report.

### POLICY IMPLICATIONS:

As noted in the report.

### STATUTORY IMPLICATIONS:

There are no statutory implications arising from these matters.

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***RECOMMENDATION:***

**THAT the Profit and Loss Statement for period ending 28 February 2019 be received and noted.**

**Moved:**

**Seconded:**

## 9. Meeting Schedule 2019

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*The following meeting schedule for 2019 is included in this agenda for information purposes - confirmation of changes arising from the previous meetings.*

### **Joint Organisation**

Friday	22 February	Strategic Direction Workshop
Thursday	14 March	
Thursday	9 May	
Thursday	11 July	
Thursday	12 September	(Including JO & Hunter Councils Inc AGMs, SSA and HCLS General Members meetings)
Thursday	14 November	
Thursday	12 December	

Other meetings may be included as and when required.

## 10. Intergovernmental Partnership - Project Update

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**Report Author:** Joe James, CEO

**Responsible Officer:** Joe James, CEO

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### ***REPORT:***

This report provides an update on the intergovernmental project, in particular, reporting on the progress of the Board's resolutions at the extraordinary general meeting on 22 February 2019.

The resolution is reproduced here:

*THAT the Board:*

- *endorse the Memorandum of Understanding for execution by the Chair;*
- *delegate to the CEO the task of finalising the draft population paper for publication on Hunter Joint Organisation's website.*
- *seek a commitment from candidates for state election in the Hunter to work with the Joint Organisation to have an MoU signed within 100 days.*

### **Population paper**

The final version of the population paper has been placed on our website.

Whilst the population paper itself remains unchanged, additional context has been placed on the website in relation to the inaugural COAG Treasurers Forum on population. Attached is a copy of the Joint Media Release from the relevant Commonwealth Government Ministers involved.

It is worth noting that the media release refers to:

- a need to establish two working groups, one of them focused on Regional Analysis, the other on Data and Forecasting, and
- the presence of the President of the Australian Local Government Association, David O'Loughlin.

This issue of population management presents as an opportunity for the Hunter Joint Organisation to engage directly with both state and federal governments regarding our vision for the Hunter and the population and migration considerations that it assumes and/or implies.

### **Memorandum of Understanding - Election candidates engagement strategy**

Through discussion between the Chair and CEO, an engagement strategy has been adopted that involves:

- direct engagement with key representatives of the major parties and potential crossbenchers (in both the upper and lower house); and
- electronic communication to all candidates in the state seats of Cessnock, Charlestown, Lake Macquarie, Myall Lakes, Newcastle, Port Stephens, Swansea, Upper Hunter and Wallsend.

The Mayor of Dungog organised a meeting with John Barilaro, Deputy Premier, for 8 March to present the MoU and Population paper. A copy of the cover letter to the Deputy Premier is attached.

The Chair is also seeking meetings with Greg Piper (Member for Lake Macquarie) and Kate Washington (Member for Port Stephens).

The electronic letter for all candidates will be in a similar form to the letter to the Deputy Premier with hyperlinks to the relevant documents on the Hunter Joint Organisation website.

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***PREVIOUS REPORTS:***

Reports on this project have been provided to the board most recently and the December 2018 board meeting and the Extraordinary Meeting on 22 February 2019.

This matter has also been the subject of presentations at the most recent meeting of the boards standing committee on the Greater Newcastle Metropolitan Plan.

***FINANCIAL IMPLICATIONS:***

As noted in the report.

***POLICY IMPLICATIONS:***

As noted in the report.

***STATUTORY IMPLICATIONS:***

There are no statutory implications arising from these matters.

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***RECOMMENDATION:***

**THAT the report providing an update on the Intergovernmental Partnership project be received and noted.**

**Moved:**

**Seconded:**



## 11. Joint Organisation Network Developments

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**Report Author:** Joe James, CEO

**Responsible Officer:** Joe James, CEO

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### ***REPORT:***

#### **Background**

The Hunter Joint Organisation has received communication of two potential developments in relation to the future of Joint Organisations of which the board should be aware.

On 20 December 2018, Hunter Joint Organisation received a letter from the Office of Local Government in relation to the evaluation of the program to implement the network of joint organisations in New South Wales.

A copy of the letter is attached.

On 28 February 2019, the Hunter Joint Organisation received a letter from the Deputy Premier, John Barilaro, regarding options for future funding of joint organisations generally.

A copy of the letter is attached.

#### **Evaluation of program to implement Joint Organisations**

Subsequent to the receipt of the letter from OLD, Karen Purser (OLG) provided an update to a meeting of Joint Organisation Executive Officers. She noted that:

- the program of implementation of JO's would be evaluated using a model based on the 'Premier's evaluation guidelines'. The evaluation criteria is being developed and is in draft stage.
- The proposed evaluation program will be shared with JOs to get feedback on the content and process.

At the forum for Chairs of Joint Organisations, Thursday 7 March, an exercise was conducted by OLG to seek feedback from each of the chairs regarding what they see as success for both the network of joint organisations and a joint organisation individually.

There were many perspectives offered, however, comments that stood out to the CEO on evaluating success included:

- A marker of success is that each of the joint organisation and state regard each other as credible and viable partners (if Ministers are seeking audiences with JO's then that is a genuine marker of success!);
- That projects undertaken by JO's have a demonstrable evidence base;

- A successful joint organisation will be self-sustaining, so that it is less vulnerable to political influence and change of government/minister/board members; and
- Joint organisations will need to have demonstrated tangible outcomes, not just to the state, but to their member councils, If not, the council elections in 2020 loom as a potential risk to the voluntary commitment of councils to the concept of Joint Organisations.

OLG will advise Hunter JO when the evaluation criteria will be ready for feedback.

### **Future funding of JO's**

The letter from the Deputy Premier contains a number of high level options for consideration by JO's in relation to future funding.

In relation to this issue, Gary Barnes (deputy secretary of a DPC) addressed the Executive Officers of Joint Organisations (prior to the letter) and Stephen Orr (DPC) addressed the chairs forum.

The following summary is from the CEO's notes of DPC feedback in these meetings:

- Number of chairs have reached out regarding the ongoing level of support from government and the challenge of core funding.
- The government has strong intention to use JOs as better, stronger unit to deliver programs and services.
- The delivery of programs should help JO's with 'core' funding and must also have tangible outcomes.
- DPC will be engaging with JOs in early April (collectively in Sydney) to explore options and inform 2019/2020 budgets (State and JO's).
- DPC have requested each JO to think of services and projects it could deliver. There is an emphasis on less is more - get a track record in delivering things, don't take a 'scattergun' approach.
- Use DPC regional directors as conduit between local government/Joint Organisations and DPC.

The feedback from the chairs forum was broad acceptance of the intent of the letter but that the lack of detail made it hard to assess what issues might arise.

A further update on anticipated engagement by DPC in April will be provided to the May board meeting.

### ***PREVIOUS REPORTS:***

Not applicable.

### ***FINANCIAL IMPLICATIONS:***

As noted in the report.

### ***POLICY IMPLICATIONS:***

As noted in the report.

***STATUTORY IMPLICATIONS:***

At this point there are no statutory implications arising from these matters, however, this position will be reassessed upon further engagement by DPC in April.

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***RECOMMENDATION:***

**THAT the report on developments in the Joint Organisation network be received and noted.**

**Moved:**

**Seconded:**

## 12. CEO Update

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*The CEO will provide a presentation on:*

- 1. Summary of his first 7 weeks;*
  - 2. Aligning JO statutory functions, the current corporate structure, governance, strategic planning and performance reporting;*
  - 3. Plan for the next two months; and*
  - 4. Agenda for the May board meeting.*
- 

### **PREVIOUS REPORTS:**

Not applicable.

### **FINANCIAL IMPLICATIONS:**

Not applicable.

### **POLICY IMPLICATIONS:**

Not applicable.

### **STATUTORY IMPLICATIONS:**

There are no statutory implications arising from these matters.

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### **RECOMMENDATION:**

**THAT the presentation from the CEO be received and noted.**

**Moved:**

**Seconded:**

## 13. General Business

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