

Hunter Joint Organisation Board Meeting Minutes

10:30 – 2:00pm, Thursday 8 April 2021

Hunter JO Boardroom, 4 Sandringham Ave Thornton (via Videoconference)

Voting Directors Present

Cr Bob Pynsent,	Cessnock City Council
Cr John Connors,	Dungog Shire Council
Cr Kay Fraser,	Lake Macquarie City Council
Cr Loretta Baker,	Maitland City Council
Cr Sue Moore,	Singleton Shire Council
Cr Ryan Palmer,	Port Stephens Council
Cr David West,	MidCoast Council
Cr Maurice Collison	Upper Hunter Shire Council

Non-Voting Members Present

Lotta Jackson	General Manager, Cessnock City Council
Gareth Curtis,	General Manager, Dungog Shire Council
Adrian Panuccio,	General Manager, MidCoast Council
Wayne Wallis,	General Manager, Port Stephens Council
Jeremy Bath,	CEO, Newcastle City Council
Greg McDonald,	General Manager, Upper Hunter Shire Council
Alison McGaffin	Director, Hunter & Central Coast, Regional NSW (DPIE)

Apologies

Cr Nuatali Nelmes,	Newcastle City Council
Cr Martin Rush,	Muswellbrook Shire Council
Morven Cameron,	CEO, Lake Macquarie City Council
David Evans,	General Manager, Maitland City Council
Jason Linnane,	General Manager, Singleton Council
Fiona Plesman,	General Manager, Muswellbrook Shire Council

Staff in attendance

Joe James, CEO, Hunter Joint Organisation
Steve Wilson, Director, Regional Policy and Program Division, Hunter JO
Melinda Curtis, Policy and Program Manager, Hunter JO
Tim Askew, Policy and Program Manager, Hunter JO
Boyd Blackwell, Policy and Program Manager, Hunter JO
Louisa Bulley, Executive Officer, Hunter JO (Secretariat)
Hayley-lee Summers – Administration Officer, Hunter JO

Also Present

The meeting opened at 10:00am.

Item 1 Welcomes and Apologies

1.1 Acknowledgment of Country

The Chair welcomed the members to the meeting, and noted the apologies.

Resolved:

- *That the apologies be noted.*

Moved: Kay Fraser

Seconded: Sue Moore

Carried.

1.2 Conflicts of Interest

The Chair called for any conflicts of interest to be registered by members of the Board. No conflicts were noted.

Item 2 Minutes of Previous Meeting

The minutes of the meeting of 28 January 2021 were noted.

Item 3 Confirmation of Minutes & Business Arising from Minutes

Resolved:

- *That the minutes of the previous meetings of 28 January 2021, be adopted.*

Moved: John Connors

Seconded: Sue Moore

Carried.

3.1 Business Arising: Action Register

The Action Register was taken as read.

- *That the Action Register be noted.*

Moved: John Connors

Seconded: Sue Moore

Carried.

Item 4 Presentations

4.1. HCC Regional Contaminated Land Program - Peter Brennan, Hunter JO

4.2. Shiraz to Shore Project Concept - Tim Askew, Hunter JO

4.3. Disaster Dashboards - Mel Curtis (Hunter JO) & Skye Moore (Resilience NSW)

Item 5 Correspondence

The correspondence was taken as read.

Resolved:

- *That the correspondence letter, Attachment 2: Correspondence from NSW Electoral Commission re Meeting Arrangements for GM's be disregarded as this will be addressed by councils individually.*
- *That the update report be received and noted.*

Moved: Ryan Palmer

Seconded: Sue Moore

Carried.

Item 6 Reports

6.1 CEO Report

The CEO spoke to the report and noted that with regard to the "other" BLERF applications, there has been correspondence overnight that the funding round is oversubscribed by about 400 to 500% and so the feedback has been that they will conduct merit-based assessment but are very interested in advocacy from other places i.e. local members. The CEO confirmed the Hunter JO will be advocating on this front with its local members and asking if any Mayors would be interested in being involved in that. The CEO noted this will be communicated out of session.

The report was taken as read.

Resolved:

- ***That the update report be received and noted.***

Moved: John Connors

Seconded: Sue Moore

Carried.

6.2 HJO February 2021 YTD Profit & Loss Statement

The report was taken as read.

Resolved:

- ***That commentary be added to the front of the report with regard to any issues or variations.***
- ***That the Profit and Loss Statement for period ending February 2021 be received and noted.***

Moved: Loretta Baker

Seconded: Ryan Palmer

Carried.

6.3 Regional Policy and Programs Update

Steve spoke to the report briefly and gave a brief highlights summary.

The report was taken as read.

Resolved:

- ***That the report be received and noted.***

Moved: Ryan Palmer

Seconded: Loretta Baker

Carried.

6.4 Department of Regional NSW Standing Update

Alison spoke to the report and the attached paper.

The report was taken as read.

Resolved:

That the Board note:

- ***The outcomes of the meeting of the Hunter Central Coast Regional Leadership Executive (RLE) on 2 March 2021 as outlined in the Communique at Attachment 15;***
- ***The timeframe and process through which Hunter JO regional priorities will be identified and used to inform the next review of the RLE Statement of Intent in May 2021;***
- ***The establishment of the Hunter Central Coast Regional Recovery Committee in response to the recent flood events, with the inaugural meeting to be held 1 April 2021.***

Moved: Bob Pynsent

Seconded: Kay Fraser

Carried.

6.5 Regional Freight and Logistics - Initiatives and Opportunities

Steve Wilson spoke briefly to the report.

The Board asked that the project be brought back for endorsement as a Project Brief.

Resolved:

- ***That the Board endorse the proposed steps within the report for determining the specific roles and priorities for the Hunter JO in relation to regional freight and logistics opportunities.***
- ***That a Summary Brief on the Regional Freight & Logistics Project be brought back to the Board for endorsement.***

Moved: Kay Fraser

Seconded: Sue Moore

Carried.

6.6 Summary Project Briefs – Hunter JO Delivery Program

The CEO gave a brief update on the summary project briefs and spoke specifically to the Hunter 2050 Foundation brief.

The Board discussed the progress of this project thus far, and noted that the structure and deliverables of the projects should be revisited once the outcome of the BLER Funding has been determined.

The Board also asked that indicative resourcing be included in future Project Briefs, both taking into consideration staffing and funds required for completion of projects.

The report was taken as read.

Resolved:

- ***That the Hunter 2050 Foundation project be revisited pending the success or failure of the submission to the BLER Funding.***
- ***That the focus and scope of the projects identified within the Summary Project Brief's be noted and their delivery endorsed.***

Moved: Bob Pynsent

Seconded: Sue Moore

Carried.

7. Items for the Hunter JO Board – For Decision

7.1 CEO Performance Review Panel

Wayne Wallis spoke to the report and noted in David's absence a discussion has taken place about how the feedback process through the different boards can be as simple and relevant as possible and therefore introduction of a template against KPI's to gather feedback is suggested. Wayne noted the earliest this could be circulated would be early next week and asked how long does everyone need for responses.

The report was taken as read.

Resolved:

- ***That Hunter JO Board Members provide any feedback on the CEO's performance to the Hunter JO Chair, Bob Pynsent, via email, one week from the feedback template being received, for inclusion in the CEO's Annual Performance Review.***

Moved: Sue Moore

Seconded: Ryan Palmer

Carried.

7.2 Cities Power Partnership Options

Melinda Curtis spoke briefly to the report and confirmed that all ten councils are now partners, or have endorsed to become partners. It was also confirmed that the Hunter is the first region to do so nationally and there are now options for the Hunter JO to become a partner.

Resolved:

- ***That the Board endorse the Hunter JO exploring a Regional Partner arrangement with CCP (the first region in Australia to do so) in line with Option 3: Collaboration Pledges Partnership.***

Moved: Sue Moore

Seconded: Ryan Palmer

Carried.

7.3 Hunter JO Related Party Disclosure Policy

The Board asked that the policy be updated following the meeting to refer to Arrow Collaborative Services, rather than Strategic Services Australia.

Resolved:

- ***That the reference within the Policy, to Strategic Services Australia, be replaced with Arrow Collaborative Services.***
- ***That the Hunter JO Board adopt the Hunter JO Related Party Disclosures Policy.***

Moved: Loretta Baker

Seconded: Sue Moore

Carried.

Item 8 Matters Raised by Members

8.1 World Masters Games

Ryan Palmer spoke to the report the opportunities it could present for reviewing the concept of a regional events strategy.

Alison McGaffin noted that a regional events acceleration fund is open for submission currently, which may be an avenue for funding for this project.

Resolved:

- ***Establish a Regional Events Strategy Working Group.***
- ***Review opportunities and costs associated with hosting the World Masters Games.***
- ***Scope out the development of a bid for the 2029 World Masters Games on behalf of the Hunter Region.***
- ***Review existing strategies and develop a roadmap for the implementation of key actions to attract major events to the region.***

Moved: Ryan Palmer

Seconded: Loretta Baker

Carried.

Item 9 General Business

9.1 Update on the Hunter JO Strategic Workshop

The CEO spoke to the report and gave a verbal update on this, following the timeline and plan that the Board had previously endorsed.

Resolved:

- ***That the Board note the update on the Hunter JO's strategic planning process.***

Moved: Kay Fraser

Seconded: Sue Moore

Carried.

9.2 Compliance and Governance Calendars

The CEO spoke to the report and noted this as a standing item.

Additional General Business

The CEO noted that Nola Merino, Federal Parliamentary Secretary, is coming to the region on 15 April and asked if there were any Mayors interested in attending a dinner with her. The CEO noted he would send out an email to gauge the level of interest on this to respond to the invite.

The Chair also noted Deputy Premier was coming up next week to look at the economic development across the Hunter.

Meeting closed 11:48 am
