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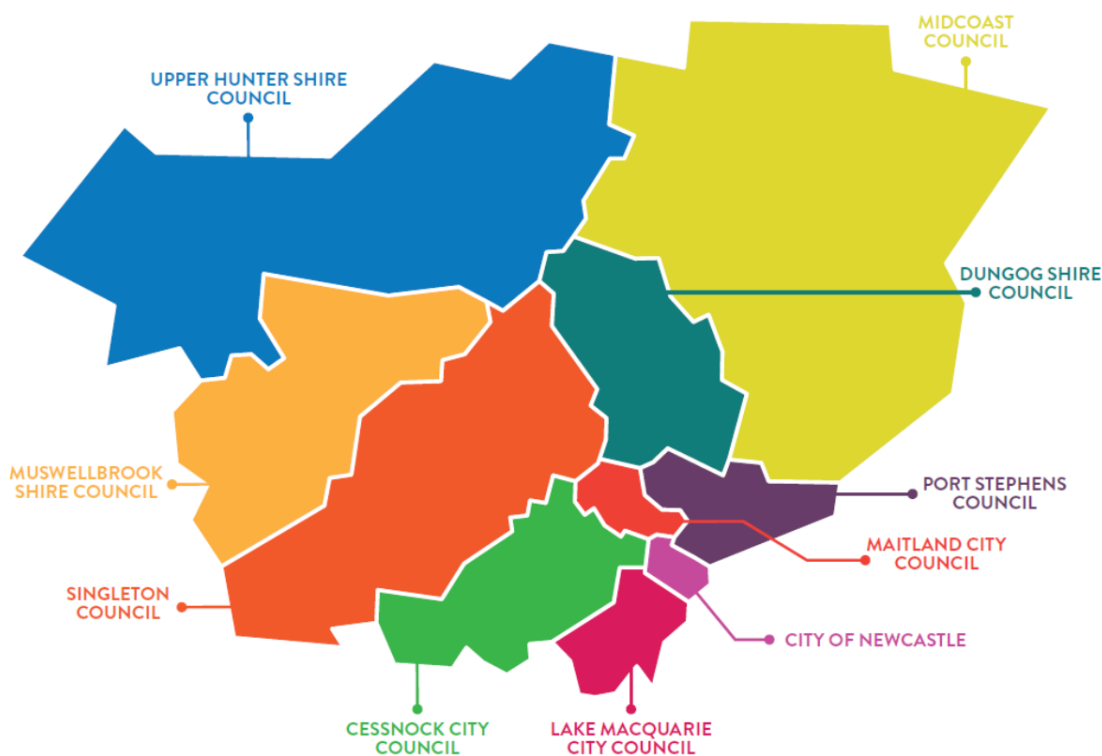
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FOLLOW OUR PROGRESS



Hunter Joint Organisation Board Meeting Papers

11:30am, Thursday 10 February 2022



[Videoconference Details](#)

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1. Welcome and Apologies

1.1 Acknowledgement of Country

The Hunter Joint Organisation acknowledges the country and history of the traditional custodians of the lands upon which we meet today. We pay our respects to the Elders past, present and emerging, of our region, and of Australia.

1.2 Conflicts of Interest

The Chair asks for any potential Conflicts of Interest to be declared from members of the Board.

2. Hunter JO Chairperson Election

Report Author: Louisa Bulley, Executive Officer

Responsible Officer: Joe James, CEO

As the Board is currently without a Chairperson, our first item of business will be the Chairperson elections, which will be conducted by the Returning Officer, as per the *Local Government (General) Regulation 2021*.

As per the Hunter JO Code of Conduct it is required that these elections be the first item of business within the meeting. The following is taken from the Code of Conduct;

5.3. If no chairperson is present at a meeting of the board at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.

5.4. The election of a chairperson must be conducted:

- a) by the executive officer or, in their absence, an employee of the board designated by the executive officer to conduct the election, or*
- b) by the person who called the meeting or a person acting on their behalf if neither the executive officer nor a designated employee is present at the meeting, or if there is no executive officer or designated employee.*

5.5. If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.

5.6. For the purposes of clause 5.5, the person conducting the election must:

- c) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and*
- d) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random. 5.7. The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.*

5.8. Any election conducted under clause 5.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

The Nomination Form for Chairperson elections was circulated to all Board Members on Friday 28 January 2022, along with the process that the election will follow, which has also been included below;

Election Process within the Meeting

- 1. In the absence of a Chairperson, the returning officer assumes the Chair at the start of the first board meeting and announces that the first item of business is to elect a Chairperson*
- 2. The returning officer will then read out the names of the nominees, and will again seek confirmation that the nominee has accepted the nomination*
- 3. If only one voting representative has been nominated for the position of Chairperson, the nominee is elected*
- 4. If more than one candidate is nominated, the voting representatives must determine by resolution the method of voting for the position of Chairperson (i.e. open voting or secret ballot). With the pandemic continuing, and the general desire from board members to offer a hybrid meeting format (ie, some attendees in person and some virtual), we will need the co-operation of board members on the voting method. Essentially, unless each mayor is present in the room, the only way to conduct the election is using open voting (a secret ballot must be done in person and would mean those attending virtually would forego their vote).*
- 5. Using open voting, the candidate with the most votes is elected Chairperson. However, if there are two or three candidates with an equal number of votes, the candidate elected will be chosen by lot (i.e. the names are written on slits of paper, folded, mixed, and one is drawn at random by the returning officer)*

Recommendation:

- **That nominations for the position of Chairperson be accepted.**
- **That in the event of there being more than one nominee, the Hunter JO Board determine by resolution, the method by which the election be conducted being: preferential ballot, ordinary ballot or open voting.**
- **That the Returning Officer conduct the election for the position of Chairperson.**
- **That the Chairperson hold office for a two-year period through to February 2024**

3. Hunter JO CEO Role Description Review

Report Author: Louisa Bulley, Executive Officer

Responsible Officer: Joe James, CEO

As actioned from the CEO Performance Review for 2020-21, a review of the Role Description was recommended to acknowledge the equal split of the role between Hunter JO and Arrow.

Due to the original Role Description being based on the Local Government standard, references to Arrow (or Strategic Services Australia) within the document had been minimal up to this point, and the document did not provide guidance on the expectations of the CEO role related to managing Arrow and its associated business units.

In consultation with the Arrow Chair, the CEO has provided an updated version of the Role Description as Attachment 1, with suggestions in mark-up. The Arrow Board, at its meeting of Thursday 27 January 2022, endorsed the changes in the attachment, to provide to the Hunter JO for its review and endorsement.

Once this has been reviewed and endorsed by both Boards, it will be used in the CEO Performance Review at the end of the current financial year.

Recommendation:

- **That the Hunter JO Board provides any appropriate feedback on the CEO Role Description**
- **That the Hunter JO Board endorse the CEO Role Description to be used in the CEO Performance Review for 2021-22.**

4. Minutes of Previous Meeting

4.1 Minutes of Meeting 9 December 2021

Hunter Joint Organisation Board Meeting Minutes

11:00 – 1.30pm, Thursday 9 December 2021

Murrook Cultural Centre, 2163 Nelson Bay Road, Williamstown (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

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
Greg McDonald,	General Manager, Upper Hunter 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
Jeremy Bath,	CEO, Newcastle City Council
Alison McGaffin	Director, Hunter & Central Coast, Regional NSW (DPIE)

Apologies

Cr Nuatali Nelmes,	Newcastle City Council
Cr Maurice Collison,	Upper Hunter Shire Council
Cr Rod Scholes,	Muswellbrook Shire Council
Cr David West,	MidCoast Council

Staff in attendance

Joe James, CEO,	Hunter Joint Organisation
Steve Wilson,	Director, Regional Policy & Program Division, Hunter JO
Melinda Curtis,	Policy and Program Manager, Hunter JO
Boyd Blackwell,	Policy and Program Manager, Hunter JO
Louisa Bulley,	Executive Officer, Hunter JO (Secretariat)
Lisa Lord,	Head of Finance, Hunter JO
Tim Askew,	Policy and Program Manager, Hunter JO

Peter Salafia,	Manager of Regional Procurement, Arrow
Gretchen Sason,	Manager Business Growth & Customer Experience, Arrow
Judy Ravell,	Business Manager Local Government Training Institute, Arrow
Kali Somerville,	Media and Communications Officer, Hunter JO

The meeting opened at 11:00am.

Item 1 Welcomes and Apologies

1.1 Acknowledgment of Country

The Chair welcomed the members to the meeting, and noted the apologies. The Chair welcomed Worimi Elder Uncle John to provide the Welcome to Country for Murrook.

Resolved:

- ***That the apologies be noted.***

Moved: Ryan Palmer

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.

2. Minutes of Previous Meeting

2.1 Minutes of Meeting 13 October 2021

The minutes were taken as read.

Resolved:

- ***That the minutes of previous meeting of 13 October 2021 be adopted.***

Moved: Sue Moore

Seconded: Kay Fraser

Carried.

3. Confirmation of Minutes & Business Arising from Minutes

3.1 Business Arising: Hunter JO Action Register

The register was taken as read.

Resolved: That the register be noted.

Moved: Ryan Palmer

Seconded: John Connors

Carried.

3.2 Greater Newcastle Metropolitan Plan Steering Committee Action Register

The register was taken as read.

Resolved:

- ***That the register be noted.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

4. Presentations

4.1 Hunter JO Recap & Delivery Highlights from 2021

Joe James, CEO and Steve Wilson, Director of Regional Policy and Programs gave a presentation to provide a recap on the achievements and delivery outcomes for the Hunter JO over the last 12 months.

5. Correspondence

The CEO noted that majority of the correspondence is on advocacy initiatives, he also noted that the Prime Minister and NSW State Premier have both been invited to speak at the Hunter Global Summit.

Resolved:

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

Moved: Ryan Palmer

Seconded: John Connors

Carried.

6. items for the Hunter JO Board - For Decision

Nil items for decision

7. Items for the Hunter JO Board – For Noting

7.1 CEO report -Collaboration & Advocacy

The report was taken as read.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.2 Hunter JO August 2021 EOFY Profit & Loss Statement

The report was taken as read.

Resolved:

- ***That the Profit & Loss Statement for period ending October 2021 be received and noted.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.3 Hunter JO Sub-Committees Standing Update

The report was taken as Read.

Resolved:

- ***That the Board note the updates on the Hunter JO Sub-Committees***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.4 Hunter JO Program Delivery Highlights

Steve Wilson Noted that the report format had changed slightly, to try and provide a clearer line of sight on where things are running on track and where they might have stalled at all. The chair highlighted the immense work that's being done by staff across the valley.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.5 Regional NSW Standing Update

Alison McGaffin spoke to the report, and highlighted the opportunity and intent to align the RLE and HJO work through our new strategic plan and the refresh of the RLE Statement of Intent. The Chair noted that he referred to the RLE's in the Hunter JO report and review, that we are very blessed in that the RLE in our region is very strong.

Resolved:

- ***That the Board note the outcomes of the meeting of the Hunter Central Coast Regional Leadership Executive (RLE) on 30 November 2021.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.6 Airport Advocacy Project Update

Steve Wilson spoke to the report, the CEO also noted that there has been good engagement for transport for NSW since the round table, as they have noted that there isn't enough coverage of the Airport and the need for transport connectivity through Transport for NSW.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.7 Progressing the Economic Evolution Priority in 2021-22 to 2050

The report was taken as read.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.8 Contaminated Land Funding

Melinda Curtis spoke to the report, noting that funding had been due to expire in August 2022. Contact has been made with the EPA, but there is no clear direction on the funding being extended, they are however looking to extend the funding for 1 year and then doing a further review. We are trying to gain some clarity on this and are continuing engagement with the council officers on this service. Melinda Curtis also noted that there are many requests, and that the service and training is heavily used, making council staff concerned about if this program comes to an end as the regional resource is very helpful to them.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.9 Mayors Gala Initiative

The CEO spoke to the report, providing background and engagement with Gabe Robinson. The CEO noted the intent to show the local leadership through an annual event, to put local government leadership at the forefront. Operating model-wise it is proposed to build it to be self-sustaining, and not require any funding from the membership. Early work is being conducted, and will come back to the board in the new year on the further developed plan and business case

Resolved:

- ***That the Board note the report and provide feedback on the initiative***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

7.10 Economic Transformation Priority

The CEO spoke to the report, drawing attention to the update and pivoting efforts on the H2050 Foundation work, also noting the progression with the Hunter Venture Fund concept.

Resolved:

- ***That the Board receive and note the reports.***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

8. Matters Raised by Members

Nil matters raised by Members.

9. General Business

9.1 Hunter JO and Arrow Board Induction Pack

The Executive Officer spoke to this item. Kay Fraser noted this being an important document for new Mayors.

Resolved:

- ***That the board provide feedback on the draft Hunter JO Board Induction Pack***

Moved: Ryan Palmer

Seconded: John Connors

Carried.

Meeting closed 12:09 pm

5. Confirmation of Minutes & Business Arising from Minutes

Recommendation:

- That the minutes of the previous meetings of 9 December 2021 be adopted

5.1 Business Arising: Hunter JO Action Register

I.D	Action	Mtg Date	Status	Due	Notes
HJO-19-13	That a discussion of Audit, Risk and Improvement Committees be added to the agenda for the HJO for discussion at a later date	29 Aug 2019	On hold	Revised Due date: March 2021 Revised Status: On Hold	GMAC have discussed and indicated to put on hold until the framework is finalised and provided from OLG GMAC 25 March 2021 meeting resolution is as follows: That no further investigation of shared resourcing of ARICs be completed until the OLG Framework has been finalised, and at that point only if member councils express interest in sharing resources (if this option is allowed within the Framework). A proposal regarding a consultancy on ARICs has been included within the Arrow Business Papers
HJO-20-55	<u>Hunter JO Waste Strategy Review and Development</u> <ul style="list-style-type: none">• That the Hunter JO Board endorse development of a new Resource Recovery Strategy 2021-2027 that creates an ambitious yet achievable plan to transition our resource recovery sector to a circular economy model.• That the Hunter JO Board support future engagement of, and reporting to the GMAC and Hunter JO Board to facilitate input to the Strategy objectives and actions.	Feb 21	Underway	December 2021 April 2022	Jan2022: The EPA released their finalised NSW Waste and Sustainable Materials Strategy (WaSM) Delivery Plan as well as their Draft Regional Response to WaSM Guidelines in December 2021. There are some specific changes to guidelines that the Hunter and Central Coast strategy will need to address and align with. This will mean a rearrangement of tasks and timelines within the project, however the work undertaken to date is broadly in alignment with the intent and detail of these strategic documents and the project remains on track to be completed by June 2022. It is

					anticipated that further engagement will be undertaken with the Board at the meeting in April 2022.
HJO-20-60	<u>Regional Freight and Logistics - Initiatives and Opportunities</u> That a Summary Brief on this be brought back to the Board for endorsement.	Apr-21	Underway	Oct-21	Jan2022: As reported to the Board in December 2021, this action will now be addressed directly within the draft Hunter JO Strategic Plan currently under development.
HJO-20-63	<u>Cities Power Partnership Options</u> 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.	Apr-21	Underway	December 2021	Jan2022: The collaboration with CPP, has included the incorporation and embedding of the CPP information and pledges into the Climate Change IP&R Package as a preparation step. The focus moving forward will be to complete formalising the partnership agreement.
HJO-20-65	<u>World Masters Games</u> Establish a Regional Events Strategy Working Group. <ul style="list-style-type: none"> • 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. 	Apr-21	Underway	Feb 2022	Nov2021: Hunter JO Board resolved August 2021 to integrate consideration of 2029 World Masters Games bid opportunities and challenges within the scope of the Accelerating Event Economies (A2E) project. Jan2022: Project Officer has been recruited to deliver Accelerating Event Economies (A2E) project, commencing 17 Jan 2022. Stakeholder engagement and development of consultant briefs also commencing regarding undertaking a regional event and asset audit, which will underpin this action.
HJO-20-70	<ul style="list-style-type: none"> • THAT the confidential report be received and noted. • THAT the CEO remuneration be adjusted as outlined in the report. • THAT the CEO performance agreement for 2021-2022 be endorsed, noting the additions provided within the meeting to the agreement. 	10 Jun 21	Completed	Sep-21	Sep2021: It is proposed that a copy of the CEO Position Description be brought back to the Arrow and GMAC Meetings in November for review. The CEO Position Description is being reviewed by the Arrow Board out of session, to be brought to the Hunter JO Board at their October Meeting. Jan2022: A final copy of the CEO Performance Agreement was brought to the January meeting

					of the Arrow Board, and is provided for the Hunter JO Board's consideration at Item 3.
HJO-20-71	<ul style="list-style-type: none"> • THAT the Hunter JO draft correspondence to the NSW Government regarding funding and action required on the Hunter Sports Precinct in Broadmeadow • That the drafted correspondence be reviewed out of session by the Board prior to sending. 	10 Jun 21	Underway		<p>Sep2021: A draft has been completed by the CEO, and has been included in Correspondence. The original intent of the correspondence has been overtaken by a government announcement on Hunter Park</p> <p>Nov2021: Propose to revisit this matter in 2022 once the GNMPSC has reformed post-local government elections</p>
HJO-20-73	That the Hunter JO seek feedback on unsuccessful BLER Funding submissions to be taken into consideration in future grant applications	10 Aug 21	Completed	Dec-21	<p>Jan2022: Meeting held with assessment team on 21 Nov 2021. Outcomes included:</p> <ul style="list-style-type: none"> • All 3 unsuccessful applications were eligible, performed well & were well prepared. • At an overall level fund oversubscribed six-fold. <p>All three applications linked to bushfire recovery, however these links were not as obvious as in other projects that were successful</p>
HJO-20-78	<p>That subject to adequate resourcing being provided by the NSW EPA to undertake, a due diligence assessment be initiated by the Hunter JO.</p> <ul style="list-style-type: none"> • Review existing state-wide approaches to the management of RID Squads • Determine the feasibility of the Hunter JO potentially hosting the RID Squad • Identifying the most appropriate financial and operational model for the RID Squad were it to be hosted by the Hunter JO. 	30 Sep 21	Underway	Mar-22	<p>Jan2022: The EPA have commenced a review of RID squad models across the state as part of their RID Program evaluation and planning work for the next 5 years of funding (from July 2022 under the NSW Waste and Sustainable Materials Strategy). This work will inform the Hunter RID squad model and strategic objectives going forward, and the process will include consultation with stakeholders (including the HJO).</p> <p>HJO officers are meeting with EPA representatives 17 January to progress the due diligence assessment work, focusing on the logistical and resourcing implications for HJO hosting the Hunter RID squad.</p>

HJO-20-81	<ul style="list-style-type: none"> That a meeting of the Regional Economic Transition Sub-Committee be called prior to the Local Government elections in December 2021, to discuss the Hunter Expert Panel. 	14 Oct 21	Underway	10 Feb 21	Jan2022: With the outcomes of the Local Government elections now finalised, a meeting of the Subcommittee will be scheduled for mid to late February to confirm the ongoing focus and Terms of reference for the Subcommittee. This will include a focus on the NSW Government's Hunter Expert Panel and Royalties for Rejuvenation program.
HJO-20-82	<ul style="list-style-type: none"> That the Hunter JO support the letter from Cessnock City Council in regard to the Stormwater Levy. 	14 Oct 21	Completed	25 Nov 21	Nov2021: A draft Letter of Support has been provided to Cessnock City Council for feedback, prior to finalising. Feb2021: Letter has now been sent

5.2 Greater Newcastle Metropolitan Plan Steering Committee Action Register

I.D	Action	Mtg Date	Responsibility	Notes
GNMP-21-10	That an update on the progress and achievements to date of the growth Catalyst Areas be included as an Agenda item for the next Committee meeting	07/10/21	HJO	In progress – to be included on Agenda for next Committee meeting to be scheduled subsequent to the 10 th March 2022 workshop (see below).
GNMP-21-10	That Committee representatives commit to participating in a dedicated workshop session in which to collaboratively align the expectations and directions of Committee members to redefine the focus, role, Terms of Reference and resourcing for the Steering Committee moving forward.	07/10/21	All (Hunter JO to organise workshop)	In progress. Invitations to 10 th March workshop disseminated to all GNMP Steering Committee Members. At the time of writing participation in workshop confirmed from: <ul style="list-style-type: none"> Newcastle, Lake Macquarie, Cessnock, Maitland and Port Stephens Councils Transport for NSW Hunter Central Coast Development Corporation
GNMP-21-10	Any feedback from Committee members to assist with finalising the Options paper to be provided to the Hunter JO (directly to Steve Wilson) by Friday 18th February 2022	07/10/21	All	In progress. Closing date for feedback Friday 18th February 2022

I.D	Action	Mtg Date	Responsibility	Notes
GNMP-21-10	That the Committee resolve to work collaboratively on developing a shared objective / consensus on the governance outcome that needs to be achieved (a “light on the hill”), and in identifying the next steps on which to focus to progress toward that objective.	07/10/21	All (Hunter JO to organise workshop)	In progress. Workshop scheduled for 10 th March 2022.
GNMP-21-10	Write to the Hon. Rob Stokes, Minister for Planning and Public Spaces, and Minister for Transport and Roads Rob Stokes, seeking a commitment from the NSW Government to participate in a collaborative process to develop a shared objective / consensus on the governance outcome that needs to be achieved for the GNMP, where ideally the outcomes is a governance model that will be the focus of a joint recommendation from the Committee to NSW Government Ministers.	07/10/21	Hunter JO	Completed. See Correspondence.
GNMP-21-10	Seek confirmation from the Department of Planning, Industry and Environment on: <ul style="list-style-type: none"> the timeframe for review of the GNMP confirmation that the GNMP Steering Committee will play a core role in the review process the recommended process through which the Committee will be engaged in the review process 	07/10/21	Hunter JO	In progress
GNMP-21-10	Hunter JO CEO to enquire with HCCDC and Regional NSW about whether a decision has been made on whether further identity and positioning work would be undertaken in relation to Greater Newcastle (rather than the whole of Hunter), consistent with the action in the GNMP. If a decision has not been made, then clarity on the trigger and expected timing of decision should be sought	07/10/21	Hunter JO	<p><u>Jan 22</u> – Update from Regional NSW and HCCDC as follows:</p> <p><i>The Hunter Identity and Positioning project team has progressed through the following processes, having connected with the Council Reference Group and wider stakeholder groups at various points throughout:</i></p> <ul style="list-style-type: none"> <i>Defining comparative advantages of the Hunter region through work undertaken by Astrolabe Group</i>

I.D	Action	Mtg Date	Responsibility	Notes
				<ul style="list-style-type: none"> • <i>Defining the emerging, existing and enabling industries to guide investment attraction in the Hunter, also prepared by Astrolabe Group</i> • <i>Perception surveys (1250) to gather and understanding of community perceptions of Newcastle and the Hunter region</i> • <i>Business surveys (91) to understand perceptions of Newcastle and the Hunter in the context of decision making for business/industry</i> • <i>Development of a narrative that projects the region to a global investment audience, prepared by the Business of Cities</i> • <i>Brand concept development and optioning, prepared by Enigma.</i> <p><i>The project team is now at the point of refining a draft brand blueprint for testing with stakeholders.</i></p> <p>HJO comment - Through its involvement in the Hunter Identity and Positioning project team, HJO management understands that Greg Clark from Business of Cities has completed work to develop a 'story' for our 'city-region' to help inform the branding work. The resulting recommendation is to realign the branding more strongly on the 'Invest' theme to provide a focussed story for the brand and better align to the action in the GNMP to better promote the advantages of Greater Newcastle to external markets. The branding agency is working on the realigned brand strategy during January 2022.</p> <p>Note also the announcement of the focus on 'Newcastle' as part of the expanded mandate of the Greater Sydney Commission (to become the Greater Cities Commission), which might influence next steps in the development and utilisation of any brand.</p>

I.D	Action	Mtg Date	Responsibility	Notes
GNMP-21-10	Schedule next meeting which will be a workshop, ideally in the first half of November	07/10/21	Hunter JO	<p>Complete. Workshop scheduled for 10 March 2022, later than resolved by Committee to account for:</p> <ul style="list-style-type: none"> • The potential for some of the Mayors on the Subcommittee to change following the December Local Government elections • The need to factor in the time it will take for Mayors to be formally appointed • The need to brief any new Mayors about the Committee and their involvement prior to delivering the workshop
GNMP-21-01	A timeline be developed by HCCDC & JO from engagements with Action Item 187.Stakeholders and LGA's on the progress and implementation of an Identity and Positioning Strategy specially relating to the Greater Newcastle Metro Plan. Action Item 17.1 - Provide GNMPSC a timeline when the Identify and Positioning Strategy specific to the Newcastle Metro Plan will commence.	A 17.1 - 04/04/2021 & A 16.1 – 09/12/2020	HCCDC & HJO	<p>August 2021 update</p> <p>Stakeholder and LGA engagement is ongoing. The Project team has established a Council Reference Group to ensure all Councils can participate in the creation of the Identity and Positioning Project.</p> <p><i>Please note: Responsibility for this project now sits with DRNSW - transferred from HCCDC in August 2021)</i></p>
GNMP-21-02	<p>That an Options Paper be developed by the Hunter JO, in collaboration with GNMP Councils that:</p> <ul style="list-style-type: none"> • Reviews any existing analysis of the governance model for the GNMP as well as existing regional governance models and legislative mechanisms established to drive collaborative delivery of regional plans • Identifies potential alternative governance models and legislative mechanisms that could also be appropriate for delivering on the principles established within the MoU for GNMP delivery • Provides recommendations on a preferred model and a process for progressing its establishment in collaboration with the NSW Government. 	A 16.3 – 09/12/2020	HJO	<p>Meeting 09/12/2020 - Update provided – item ongoing</p> <p>August 2021: Draft Options paper to be considered by Steering Committee at 7/10/2021 meeting</p> <p>October 2021: Draft Options paper presented to Steering Committee 7th October 2021.</p> <p>February 2022. Draft Options Paper completed. Feedback on draft invited from Committee members by Friday 18th February 2022 to assist with finalising the Options paper.</p>

I.D	Action	Mtg Date	Responsibility	Notes
GNMP-21-03	DPIE to work with the five Councils on any future Department Acceleration Program applications and in addition, assist with a Local Acceleration Program Proposal for the Greater Newcastle Area.	A 15.2 – 05/08/2020	DPIE	Meeting 09/12/2020 – no update provided. August 2021: Update requested by Hunter JO and response pending
GNMP-21-06	Dept of Regional NSW & HCCDC – once Fast Rail Strategy is released a presentation is sought for this Committee	A.13.5 – 06/02/2020	Dept of Regional NSW & HCCDC	Update August 2021 Fast Rail Network Strategy is yet to be released. TfNSW will be invited to present to the SC if/when the Strategy is released
A 7.6	Freight Rail Bypass	A 7.6	TfNSW/RMS	Update August 2021 Lower Hunter Freight Corridor is out for consultation until 13 September 2021. The feedback will be important in helping TfNSW to refine, where possible the corridor before it is officially reserved. As well as working with land owners to minimise impacts where possible on them, TfNSW are also looking at how to minimise ecological impacts that will also deliver a viable freight corridor that will ease congestion on the current passenger line. Information available at transport.nsw.gov.au/LHFC October 2021: Pending outcome of collaborative workshop, this action item to be reviewed.

6. Presentations

7. Correspondence

Report Author: Louisa Bulley, Executive Officer

Responsible Officer: Joe James, CEO

Executive Summary:

This report provides an update on correspondence sent and received in relation to the Hunter JO.

Correspondence Sent:

- Attachment 2: Correspondence re: Letter of Support for Clean Manufacturing Precinct, 6 December 2021
[Correspondence was sent the following stakeholders on the Clean Manufacturing Precinct]
 - Blue Tribe
 - KPMG Hunter
 - ERM Australia
 - Edge Aurecon
 - Department of Planning Industry & Environment
- Attachment 3: Correspondence to NSW Premier re: Invitation to speak at Hunter Global Event, 6 December 2021
- Attachment 4: Correspondence to Prime Minister re: Invitation to speak at Hunter Global Event, 6 December 2021
- Attachment 5: Correspondence to NSW Treasurer re: Invitation to speak at Hunter Global Event, 21 December 2021
- Attachment 6: Correspondence to Geoff Roberts re: Invitation to speak at Hunter Global Event, 23 December 2021
- Attachment 7: Correspondence to Prof Kent Anderson re Invitation to Speak at Hunter Global Event
- Attachment 8: Correspondence to the Hon. Rob Stokes MP, Minister for Cities, Infrastructure and Active Transport re the NSW Government's announcement to expand the focus of the Greater Sydney Commission to incorporate Newcastle, the Central Coast and Wollongong within the remit of a Greater Cities Commission.

Correspondence Received:

- Attachment 9: Response from Office of NSW Premier re Invitation to speak at Hunter Global
- Attachment 10: Further response from Office of NSW Premier re Invitation to speak at Hunter Global
- Attachment 11: Correspondence from Jenny Aitchison MP, Member for Maitland, re: Community Recognition Notice for Hunter JO on Cities Power Partnership, 6 January 2022

RECOMMENDATION:

- **That the update report be received and noted.**
- **That the Hunter JO Board send a letter of appreciation to Jenny Aitchison MP, Member for Maitland, for her acknowledgement of the Hunter JO in her Community Recognition Notice**

8. Items for the Hunter JO Board - For Decision

Nil items for decision

9. Items for the Hunter JO Board – For Noting

9.1 CEO Report – Collaboration & Advocacy

Report Author: Joe James, CEO

Responsible Officer: Joe James, CEO

Executive Summary:

The purpose of this report is to provide an overview of key collaboration and advocacy engagement since the last meeting of the Hunter JO. This includes key networks, meetings, workshops and forums in which the CEO and staff have recently participated in to facilitate and support intergovernmental collaboration.

The report provides an update for the last period on:

1. Advocacy (other than is reported in a project update or through a standing engagement)
2. Collaboration and Stakeholder Engagement
 - a. Political Engagements;
 - b. Existing Standing Engagements (convened by local government)
 - c. Existing Standing Engagements (convened by others)
 - d. Proposed New Standing Engagements
 - e. Additional Strategic Engagements (if any)
3. Submissions (in development or lodged)
4. Regional Funding Applications (status)

Advocacy

Significant developments in the advocacy space being undertaken by the JO since the December Board meeting includes:

Hunter Global – Our International Future

Hunter Global is a region-wide initiative led by Member Councils through the Hunter JO, to boost collaboration, planning and advocacy across the region to capitalise on the Newcastle Airport runway to Code E status. This upgrade will provide direct international access for the region when completed in 2023, and by doing so provide a primary enabler for significant economic activity throughout the entire region.

Central to the Hunter Global initiative is the delivery of the two-day Hunter Global Summit and conference dinner to be delivered on Thursday 17th and Friday 18th February 2022. Final preparations are underway, including a strong focus on implementing and communicating the COVID safe protocols that will be implemented to ensure the summit can continue to be delivered as a face to face event at Newcastle City Hall, and the conference dinner at Merewether Surf House.

171 registrations have been received as at 2 February 2022, with further promotion during February by the Hunter JO, Member Councils and project partners anticipated to further increase these numbers.

Confirmed keynote and other speakers for the summit and conference dinner include:

- Dr Peter Cock, CEO Newcastle Airport - The Newcastle Airport Runway Upgrade Project - A game changer for the region
- Oliver Lamb, Managing Director, Ailevon Pacific - Key drivers and attractors for bringing international flights to regional airports
- Geoff Roberts, Chief Commissioner, Greater Cities Commission - Establishing the Hunter as a key market for global enterprise
- Destination NSW (speaker tbc) - Competing globally: growing the Hunter's tourism offering
- The Hon Taylor Martin MLC - representing the NSW Premier
- Amy Brown, Secretary, NSW Department of Enterprise, Investment & Trade and CEO Investment NSW
- Sara Hales, MD, Avistra Aviation Consulting - Air freight 101 including economics, structure, drivers, supply chain, regulatory environment
- Professor Mark Hoffman – University of Newcastle Deputy Vice-Chancellor

A range of communication materials have been developed and distributed to partner organisations, including staff within Member Councils in the areas of communications, economic development and planning, with a request to use this collateral to promote the summit to local industry, business and community networks.

Draft Hunter Global Opinion Piece from the Mayors

In the lead up to summit it is proposed to pitch to *The Newcastle Herald*, to run in the Saturday edition on 12 February before the summit, an opinion piece from the ten Mayors to signify the coming together of the 10 councils of the Hunter around the *Hunter Global* advocacy work.

The opinion piece would be framed to:

- Increase recognition of the Councils of the Hunter Region and their collaborative capability and capacity through the Hunter JO
- Increase understanding about the Newcastle Airport runway upgrade and what it means for the entire region
- Provide information about the opportunities and challenges that were identified in the November stakeholder roundtable
- Encourage active participation across sectors in preparing the region for the opening of the runway
- Promote registration at the *Hunter Global* summit.

More information on the proposed framing of the opinion piece and the current draft text is included in Attachment 12.

Awards and Recognition

The Hunter JO has received a "Community Recognition Notice" from Ms Jenny Aitchison, Member for Maitland, in recognition of being announced as a finalist for the Climate Champion Award in the City Power Partnership's 2021 Climate Awards. The notice specifically recognises and congratulates the Hunter JO for the strength of its local and regional leadership. A copy of the notice is included in Correspondence.

Collaboration & Stakeholder Engagement

Key Stakeholder Engagement	Outcomes (where relevant)
Political Engagements	
The Hon Matt Kean , NSW Treasurer, and Minister for Energy	A meeting was held with the Treasurer on 1 December 2021, along with coalition partners, as part of <i>Hunter Partnering for Growth</i> advocacy initiative.
Yasmin Catley - Member for Swansea	A meeting is scheduled with the member for Swansea on 3 February 2022, along with coalition partners, to discuss the <i>Hunter Partnering for Growth</i> advocacy initiative.
The Hon Dominic Perrottet , NSW Premier The Hon Matt Kean , NSW Treasurer, and Minister for Energy	Invited to be keynote speaker at Hunter Global Summit dinner
The Hon Stuart Ayres , Minister for Enterprise, Investment and Trade, Minister for Tourism and Sport, and Minister for Western Sydney	Invited to be a keynote speaker at the Hunter Global Summit
NSW Government Ministers The Hon Paul Toole , Deputy Premier, Minister for Regional New South Wales, and Minister for Police The Hon Rob Stokes , Minister for Infrastructure, Minister for Cities, and Minister for Active Transport The Hon Adam Marshall , Minister for Agriculture and Western New South Wales (at the time invitation extended) The Hon Shelley Hancock , Minister for Local Government (at the time invitation extended)	Invitations extended to attend the Hunter Global Summit.
Federal Government Ministers Barnaby Joyce , Deputy Prime Minister of Australia Minister for Infrastructure, Transport and Regional Development David Littleproud , Minister for Agriculture and Northern Australia Paul Fletcher , Minister for Communications, urban Infrastructure, Cities and the Arts Dan Tehan , Minister for Trade, Tourism & Investment Senator Bridget McKenzie , Minister for Regionalisation, Regional Communication and Regional Education	Invitations extended to attend the Hunter Global Summit.

Key Stakeholder Engagement	Outcomes (where relevant)
<p>NSW Members of Parliament representing the Hunter Region</p> <p>Jenny Aitchison - Member for Maitland</p> <p>Clayton Barr - Member for Cessnock</p> <p>Stephen Bromhead - Member for Myall Lakes</p> <p>Tim Crakanthorp - Member for Newcastle</p> <p>Jodie Harrison - Member for Charlestown –</p> <p>Sonia Hornery - Member for Wallsend –</p> <p>Greg Piper - Member for Lake Macquarie</p> <p>Kate Washington - Member for Port Stephens</p> <p>David Layzell - Member for Upper Hunter –</p>	<p>Invitations have been extended to all Hunter Region MPs to attend the Hunter Global Summit.</p>
<p>Commonwealth Members of Parliament representing the Hunter Region</p> <p>Sharon Claydon - Member for Newcastle</p> <p>David Gillespie - Member for Lyne</p> <p>Joel Fitzgibbon - Member for Hunter</p> <p>Barnaby Joyce - Member for New England,</p> <p>Pat Conroy - Member for Shortland</p> <p>Andrew Gee - Member for Calare</p> <p>Emma McBride - Member for Dobell</p> <p>Meryl Swanson - Member for Paterson</p>	<p>Invitations have been extended to all Hunter Region MPs to attend the Hunter Global Summit.</p>
Existing Standing Engagement (convened by Local Government)	
<p>‘Partnering for Growth’ Coalition</p>	<p>Following distribution of the ‘Partnering for Growth’ advocacy package, the coalition have now held meetings with:</p> <ul style="list-style-type: none"> • NSW Treasurer on (1 December 2021) • Anthony Hayes - Executive Director Community and Place, Transport for NSW (30 November 2021); • Nomiky Panayiotakis, Senior Policy Adviser to the Deputy Premier (Minister Toole) (12 December 2021) • Kiersten Fishburn – Secretary DPIE (10 December 2021). • the Federal Member for Newcastle, Sharon Claydon on 2 February; • the State Member for Swansea and Shadow Minister for the Hunter, Yasmin Catley on 3 February 2022.

Key Stakeholder Engagement	Outcomes (where relevant)
	Note that Yasmin Catley has asked for the Hunter JO's 'top 3' regional priorities to inform her policy platform ahead of the Federal Election.
Regional Economic Development and Regional Planning Forums (convened by Hunter JO)	Members of Regional Planning Forum and Regional Economic Development Forums have been invited to provide input to the development of a regional submission by the Hunter JO on the draft Hunter Regional Plan.
Regional Contaminated Land Working Group (convened by Hunter JO)	The next meeting of the Regional Contaminated Land Working Group is scheduled for the Thursday 3 February. New Hunter JO staff and consultant arrangements are now in place to support delivery of the Contaminated Land program which will be communicated to Council staff at the meeting.
<p>Additional networks and regional forums during the period included:</p> <ul style="list-style-type: none"> • Committee for the Hunter (MOU monthly check-ins to discuss existing and potential collaboration opportunities) • Hunter Regional Illegal Dumping Squad Committee 	Coordination of, or participation in these regional forums continues to facilitate information sharing and collaboration across a range of shared interest focus areas between member councils, government agencies and other stakeholder organisations.
Existing standing engagements (convened by others)	
EPA Local Government Advisory Group (convened by NSW EPA)	<p>The CEO attended the Advisory Group on 1 February. A broad range of updates we provided by the EPA and DPIE on:</p> <ul style="list-style-type: none"> • Progress against Waste Delivery Plan • Plastics Plan • Current and upcoming Grants • EPA Roadshows • POEO Amendment (Thermal Energy from Waste) draft legislation • Resource Recovery Framework • Resource Recovery Orders • IPART: review of domestic waste management service charges

Key Stakeholder Engagement	Outcomes (where relevant)
	<p>The HJO team is interacting with the EPA and member councils on almost all these issues, exploring where to support councils, where a regional lens makes sense.</p> <p>Most of the meeting was dominated by discussion of the IPART report on Domestic Waste Management Charges and a presentation provided by IPART. There was significant concern, uniformly, from local government sector participants. In summary, the consensus view was that IPART's proposed 'guidance peg' of 1.1% would work against the investment required to achieve the policy outcomes of the NSW Government regarding waste management and amplify an already untenable situation given the rate cap of 0.7%</p> <p>Scott Philips from LGNSW was present in the meeting and the CEO has contacted him to see if and how there might be value in co-ordinating responses on what is a sector wide issue.</p>
State and Regional Waste Managers Network	<p>NSW EPA have now ceased organising these meetings. The Regional Waste Managers Network is now self-organising and will schedule meetings throughout 2022 with a rotating chair and organising committee.</p>
Upper Hunter Economic Diversification Working Group	<p>Boyd Blackwell has attended three meetings with UoN and Regional NSW to provide input on regional economic indicators: especially those that indicate the beginning of the shift away from coal (for the Upper Hunter).</p> <p>Member Council GM's and the HJO CEO attended a working group of the UHEDWG to align on a potential project for local government to lead. The indicative project is likely to be a sub-regional employment lands analysis.</p>
Transition Hunter Central Coast (HCC) working group (convened by DPIE)	<p>The Hunter JO has continued to participate in workshops and working group meetings convened over recent months, focused on finalising a Climate Change Adaptation Action Plan for the Hunter & Central Coast. At its most recent meeting on 6th December 2021 the Group was advised of the approval by the Regional Leadership Executive and RLE Regional Resilience & Recovery Subcommittee of the draft plan, and discussed the next steps to progress plan implementation.</p>

Key Stakeholder Engagement	Outcomes (where relevant)
<ul style="list-style-type: none"> Project Control Group Hunter Identity and Positioning Hunter Identity and Positioning Local Government Reference Group (convened by Regional NSW) 	Greg Clark from Business of Cities has completed their work to develop a 'story' for our 'city-region' to help inform the branding work. The resulting recommendation is to realign the branding more strongly on the 'Invest' theme to provide a focussed story for the brand and better align to the action in the GNMP to better promote the advantages of Greater Newcastle to external markets. The branding agency is working on the realigned brand strategy during January 2022.
<p>Additional networks and forums:</p> <ul style="list-style-type: none"> Hunter Central Coastal Management Program Practitioners Roundtable (convened by DPIE) Local Government Climate Change Planning Toolkit Working Group (convened by DPIE) 	Participation in these regional forums continues to facilitate information sharing and collaboration across a range of shared interest focus areas between member councils, government agencies and other stakeholder organisations.
Proposed New Standing Engagements	
Nil	
Additional Strategic Engagements	
NSW Waste Strategy Delivery Program	The EPA released their finalised NSW Waste and Sustainable Materials Strategy (WaSM) delivery plan as well as their Draft Regional Response to WaSM guidelines in December 2021. NSW EPA staff will continue to consult on the WAsM delivery plan through 2022 with a focus on co-design of grant funding within the plan.
TfNSW & Joint Organisations Workshop	<p>A workshop was held on 25 January between the JO Executive Officers Network and senior staff from Transport for NSW. The workshop builds on an initial workshop held in October 2021 and sought to:</p> <ul style="list-style-type: none"> Identify opportunities and processes for improved collaboration between JOs and Transport for NSW Identify key planning issues (Member Council issues vs regional strategic issues) <p>TfNSW will assess the workshop outputs and provide further guidance on opportunities that it will recommend we collectively pursue.</p>

Regional Submissions

1. Hunter Regional Plan

The process has commenced on facilitating a regional response from Member Councils to the draft Hunter Regional Plan placed on public exhibition on 1st December 2021. Whilst challenging given the

timing of when the exhibition period commenced, the indicative stages and timeframes for preparing the regional submission are as follows:

Date	Activity
21 December 2021	Invitations extended to council staff representatives on the Hunter JO Regional Planning and Economic Development Forums, to provide high level input as to the key elements or messages anticipated to be in local Council submissions.
28 January	Closing date for Councils to provide key elements / messages to be included in regional submission
31 Jan – 4 Feb	<ul style="list-style-type: none"> • Synthesis of Council responses into a draft submission (Version 1) • Distribution of Version 1 to General Managers and Council representatives of HJO Regional Planning & Economic Development Forums for review.
7 – 18 February	<ul style="list-style-type: none"> • Councils to review and provide feedback on draft regional submission (Version 1) • Meeting / workshop convened for Councils to collectively contribute to review and refinement of draft submission
21 – 24 February	Feedback from Councils integrated into draft submission (Version 2) and circulated to General Managers and Council staff for final (rapid) review of Version 2.
25 Feb – 1 st March	Final round of feedback provided from Councils
1 – 4 March February	Council feedback incorporated to create final submission
4 th March 2022	Submission lodged

Expressions of Interest - New Low Carbon Industry Foundations – Decarbonisation Roadmaps

In late 2021 collaboration occurred, and letters of support were provided to a number of consortiums submitting an EOI to the NSW Governments New Low Carbon Industry Foundations – Decarbonisation Roadmaps program. This program aims to create decarbonisation roadmaps that will become blueprints for creating net zero industrial clusters to assist the region evolve into new opportunities. Rather than aligning our contribution to a single bid, we have sought to embed a contribution from the Arrow / Hunter JO into the leading proposals from consulting firms to attempt for community and local government involvement in this policy development work, regardless of who is successful with the EOI process.

Development of a clean manufacturing precinct roadmap for the region is consistent with both Arrow and Hunter JOs strategic priorities. For Hunter JO in particular it is consistent with its vision that the region itself should take a leading role, through collaboration, in initiatives of regional strategic significance. Our involvement with any successful consortium would also contribute substantially to the intent of the EOI brief to develop strategic partnerships within the region.

The specific role for Arrow / Hunter JO in the successful consortium will likely vary based on negotiation. Our intent is to negotiate partnerships arrangements that include a fee for service with specific arrangements to be negotiated with the successful bidder, which would focus on the following areas:

- A broad regional perspective and network of connections
- Strong governance and coordination mechanisms

- Government and community collaboration, engagement and facilitation
- Circular economy, environment and waste strategy and project leadership
- Extensive local government strategic planning and economic development experience

Status of Regional Funding Applications

NSW EPA Council Litter Prevention Grants

At the November 2021 Board meeting it was reported that the Division had applied for \$100,000 through the NSW EPA Litter Prevention Grants Program to develop a litter prevention and management plan for our region's marine and estuarine environments. The Division is not generally seeking relatively small grants of this nature due to the relatively high administration burden accompanying them and difficulty in recouping divisional salary and administration costs. However, in this case an application was submitted following a direct request to do so from EPA staff, and based on their verbal assurances that:

- The Hunter JO could apply for \$100,000 in total, rather than applying for two separate \$50,000 grants as would otherwise be required under the funding criteria
- Up to 80% of the total grant could be allocated to salary and administration.

Following lodgement of the grant application however, we were advised that funding could not be provided in line with these assurances. The funding application was subsequently withdrawn.

Electric Vehicle Incentives

In line with the direction identified by Member Councils through the Regional Cities Power Partnership initiative, to explore opportunities to support the uptake of Electric Vehicles by Councils and their communities across the region, the Division has recently investigated funding opportunities through the NSW Government's Energy Saver Program that focus on providing incentives to:

- Support the purchase of battery electric vehicles (BEVs) or fuel cell electric vehicles (FCEVs) for NSW businesses, not-for-profits, and local councils. These aim to support the transition of fleets incorporating passenger, light commercial or sports utility vehicles to BEVs through a reverse auction process.
- Facilitate the installation of fast charging EV infrastructure

The outcomes of this review, including advice from Everengi Consulting, the company supporting the NSW Government with program roll out, are that:

- The current funding opportunities are specifically targeted to the operational installation of EV charging infrastructure, and incentivising councils and businesses to transition their existing fleets to EV (via a reverse auction process)
- The current funding program would not provide the Hunter JO with the capacity (e.g. staff or consultant resources) needed to directly support Councils with these activities.
- A regional application cannot be submitted in this funding round unless it is by a vehicle leasing company. Each application must be from individual organisations. The time frame for submitting proposals (4th February) and limited resources at this time of year will not permit Hunter JO staff to participate in the incentive program.

It is considered that the primary value that can be provided by the Hunter JO in supporting a transition to EV's across the region, is to facilitate a regionally strategic and collaborative approach across member Councils. For example, this could include:

- Development of a regional EV transition plan to identify the priority actions (and collaborative opportunities) for Councils to transition their own corporate fleets to EV, and to identify the

mechanisms through which this could be delivered in a collaborative manner (e.g. policy alignment, regional monitoring, regional procurement).

- Development of a regional EV charging plan, that would identify priority locations and types of recharging stations to provide a strategic and consolidated network across the region.

While funding to support the Hunter JO with these kinds of approaches is not available through the current NSW Government funding program, it is recommended that a “prospectus” be developed to present to the NSW Government the strategic benefits that could be realised from taking a regional approach to EV transition through the Hunter JO, which when successful, would also have the potential be rolled out more broadly across other NSW regions. The aim of developing the prospectus would be to:

- Ensure the NSW Government is aware of the strategic merit and value of achieving its own program objectives by supporting a regionally strategic and collaborative approach to EV transition
- Encourage the NSW Government to provide direct funding to the Hunter JO (outside of existing funding programs) to pilot an approach of this nature
- Inform the focus and design of future competitive funding programs to be released by the NSW Government, to encourage these to incorporate and facilitate a potential regional approach to delivery.

The first step in this process would be to identify the status of each member Council EV fleet and charging plans, and leverage this existing work to coordinate future planned work on charging and fleet transitions.

Recommendation:

- **That the report be received and noted.**
- **That the Board endorse the Hunter JO reviewing the status of each member Council EV fleet and charging plans, to inform potential regional initiatives on EV charging and fleet transitions.**
- **That Board endorse the proposed framing and draft text of the Hunter Global Opinion Piece**

Report Author: Lisa Lord, Head of Finance

Responsible Officer: Joe James, CEO

The Hunter JO financial reports for December 2021 have been included at Attachment 11.

Balance Sheets and Cashflow Reports have also been included in the Financials for this report.

Member Fee guidance for local government budgets

As part of the Hunter JO's annual budget process, guidance on member subscription fees for the upcoming financial year is typically provided to the Board in the February Meeting of each year. This is to support member council budgeting. The full operational budget is brought to the Board for endorsement at its April meeting.

There is no significant change projected for these fees from the 2021-22 financial year. The draft Member Subscription fees for the 2022-23 financial year will be circulated to the Board, to support council budget forecasting cycles, with the final figures to be endorsed by the Board, at its April meeting, as part of the endorsement of the HJO budget.

Note: Member council contributions to the Hunter JO are comprised of General Member Subscription fees and Environment Program fees. Member Subscription fees are calculated for each council annually, comprised of a minimum fixed contribution of \$25,000 per member council, and a pro rata variable fee contribution calculated using a hybrid model of 50% determined by population and 50% determined by rate base to make up the balance of the member contribution. Environment program fees (calculated separately due to the involvement of Central Coast Council have been set using historical tiering (essentially an small, medium and large council fee). All fees are indexed to CPI.

For reference, last year's fees were as follows:

Cessnock City Council	\$ 46,894
Dungog Shire Council	\$ 28,587
Lake Macquarie City Council	\$ 103,148
Maitland City Council	\$ 58,892
MidCoast Council	\$ 64,616
Muswellbrook Shire Council	\$ 38,354
City of Newcastle	\$ 99,504
Port Stephens Council	\$ 50,996
Singleton Council	\$ 35,597
Upper Hunter Shire Council	\$ 30,843

Recommendation:

- **That the Profit and Loss Statement for period ending December 2021 be received and noted.**
- **That the Hunter JO proposed Member Subscription fees for the 2022-23 financial year be circulated to the Board out of session for consideration in member council's annual budget process.**

Report Author: Steve Wilson

Responsible Officer: Joe James, CEO

9.3.1 [Greater Newcastle Metropolitan Plan Steering Committee](#)

Key activities underway in regard to the GNMP Steering Committee include:

1. Further to the last resolution of the last Steering Committee meeting, a letter has been written to the Hon. Rob Stokes MP, Minister for Cities, Infrastructure and Active Transport. This letter acknowledges the evolved context regarding the NSW Government's announcement to expand the focus of the Greater Sydney Commission to incorporate Newcastle, the Central Coast and Wollongong within the remit of a Greater Cities Commission.

Consistent with the resolution of the Steering Committee, the letter to the Minister (refer correspondence):

- Identifies the existing concerns around regional governance resolved by the GNMP Steering Committee in October 2021
 - Identifies that a range of initiatives are already being delivered through the GNMP Steering Committee and broader delivery program of the Hunter JO, in close collaboration with a range of NSW Government Agencies and other regional partners that are focused on shaping the growth and economic evolution of both the Greater Newcastle Metropolitan area and the broader Hunter region
 - Identifies support for the NSW Government's recognition of the need for a more strategic and integrated approach to regional governance, planning and investment, but that such support is based on the need for any new governance model to ensure:
 - Improved regional input and influence in decision making on projects and initiatives that will principally shape the region and its future
 - Increased local (regionally based) leadership and involvement in tactical decision making, to facilitate understanding of and accountability around decision making at a local level, and to avoid a disconnect with place by State Government decision making around the delivery of local resources and programs.
 - Seeks a commitment from the Minister to engage collaboratively with the Hunter Joint Organisation to identify a governance model that will achieve the outcomes that have been identified by the Steering Committee.
2. In line with the resolutions of the Steering Committee meeting at its October 2021 meeting, a workshop has been scheduled for 10th March 2022 that will aim to:
 - Collaboratively align the expectations and directions of Committee members to redefine the focus, role, Terms of Reference and resourcing for the Steering Committee moving forward.
 - Work collaboratively on developing a shared objective / consensus on the governance outcome that needs to be achieved (a "light on the hill") for the Greater Newcastle Metropolitan Plan, and to identify the next steps on which to focus to progress toward that objective.

9.3.2 [Circular Economy Sub Committee](#)

The Sub-Committee last met on 1 February 2022. The focus of the meeting included:

- Consultant update on the Circular Procurement project being implemented with member Councils and Central Coast Council

- Updates on:
 - Current Hunter JO led Circular Economy Projects
 - Lake Macquarie, Newcastle and Maitland Council Circular Economy initiatives
- Consideration of regional opportunities in relation to:
 - Aspire - an online matchmaking tool for material resource exchange that would otherwise be discarded
 - Establishment of a new Circular Economy Event for the region

9.3.3 [Regional Economic Transition Sub Committee](#)

As reported to the December 2021 meeting of the Board, an initial review of the Sub-committee's focus and operations was undertaken in conjunction with Sue Moore (Chair) and Jason Linnane (General Manager, Singleton Council) in late 2021. With the outcomes of the Local Government elections now finalised, a meeting of the Subcommittee will now be scheduled for mid to late February to confirm the ongoing focus and Terms of reference for the Subcommittee. This will include a focus on the NSW Government's Hunter Expert Panel and Royalties for Rejuvenation program.

Recommendation:

- **That the Board note the updates on the Hunter JO Sub-Committees**

Report Author: Steve Wilson, Director – Policy and Programs Division

Responsible Officer: Joe James, CEO

PROGRAM DELIVERY HIGHLIGHTS

Action Area 1. Our communities stay inclusive, proud and safe and celebrate diversity

1.4 Continue to work together to deliver the programs to increase community resilience and preparedness for natural disasters through the Hunter and Central Coast Regional Environmental Management Strategy

Project / Program Name	Simtables for Community Empowerment
Program / Project Lead	Mel Curtis
<p>Simtables provide a “State of the Art” tool that can be used to engage communities in localised place-based emergency information sessions. This project seeks to purchase 2 Simtables for the collective use of Member Councils and to provide direct support to Councils in undertaking the extensive community engagement associated with their use.</p> <p>During December the procurement of Simtables from the USA was finalised, with construction now underway during January before being shipped to Australia for the project. In addition to the two Simtables purchased for the Hunter, the Hunter JO, with the assistance of Regional Procurement, also managed the procurement of Simtables for similar projects being undertaken by the Canberra Region and Mid North Coast Joint Organisations.</p> <p>Recruitment of the project officer to deliver the Hunter project was also completed in December, with the successful candidate commencing on 7th February 2022.</p>	

Action Area 2. Our enviable environment is protected for future generations and our resources are used efficiently

2.3 Work together to find an effective recycling solution for the region

Project / Program Name	Regional Waste Program
Program / Project Lead	Eloise Lobsey
<p>Hunter Central Coast Resource Recovery Strategy 2022-2027</p> <p>The EPA released their finalised NSW Waste and Sustainable Materials Strategy (WaSM) Delivery Plan as well as their Draft Regional Response to WaSM guidelines in December 2021. There are some specific changes to guidelines that the Hunter and Central Coast strategy will need to address and align with in preparing the new resource Recovery Strategy for the Hunter & central Coast. This will mean a rearrangement of tasks and timelines within the project, however the strategy work undertaken to date is broadly in alignment with the intent and detail of these new EPA strategic documents and the project now remains on track to be completed by June 2022. It is anticipated that further engagement will be undertaken with the Board at the meeting in April 2022.</p> <p>Small Acts Big Change Campaign</p> <p>Small Acts Big Change (SABC) aims to deliver a region wide-wide communication campaign to improve community waste avoidance behaviours at the top end of the waste management hierarchy, along with reuse and recycling habits.</p>	

Delivery of the campaign over summer included a holiday season focus, with a series of recent digital campaigns aligned to the festive season used to promote low waste and sustainable options. These included:

- glitter impact awareness
- solar power festive lights
- rechargeable batteries
- make your own bon bons
- creative festive leftover ideas
- low waste New Years party tips
- return and earn promotion
- community gardens to visit this summer

Green Caffeine Swap and Go Coffee Cup Scheme

The Hunter JO, seven-member councils and Central Coast Council are partnering with Green Caffeine to deliver a Swap-and-Go Coffee Cup scheme. The scheme aims to eliminate distribution of disposable cups by providing participating cafes and coffee outlets with reusable cups which are available for scheme members to use when buying their coffee. Councils participating in the initiative are Maitland, Port Stephens, Lake Macquarie, Cessnock, Singleton, Muswellbrook, Upper Hunter and Central Coast Council.

Relaunching of Green Caffeine following prolonged lock downs of 2021 has commenced. The Central Coast relaunch occurred in late 2021, successfully increasing participation in the area to 31 cafes, 879 customers and 11,408 cups diverted from landfill. Planning has been underway to relaunch Green Caffeine in the Hunter in February 2022 to re-engage both Cafes and the community with the program.

Project / Program Name	Circular Economy Eco-system Stage 2
Program / Project Lead	Tim Askew

The purpose of this project is to:

- Provide and improve circular economy communication for all circular economy eco-system participants in the Hunter and Central Coast
- Build circular economy knowledge through education and capacity building opportunities for Hunter JO

The City Scan report was launched in December 2021 with a very successful webinar and media stories resulting. The webinar received 160 registrations with 83 watching live and 92 views on the youtube channel. Analysis shows that we had a broad reach with 15% of attendees from interstate or overseas and a strong representation from our region (67%).

The event recording can be viewed at: <https://www.youtube.com/watch?v=apDFxOGm8-Q>.

Action Area 3. Our economy is multifaceted, resilient and is Australia's leading regional economy

3.3 Deepen relationships with the Department of Planning and Environment and the Hunter Development Corporation and gain a commitment to a formal JO role in the implementation, monitoring and review of the Hunter Regional Plan 2036 and Greater Newcastle Metropolitan Plan 2036. Be an effective and outcome-oriented committee member.

Project / Program Name	Regional Population Scenario Planning
Program / Project Lead	Tim Askew
The purpose of this project is to prepare population scenarios as a platform for informing an agreed long-term vision for regional population growth, and to influence strategic regional planning	

processes, delivery programs and regional migration strategies by all levels of government for the Hunter Region.

Workshops with Councils and external experts have now been completed. The results of the workshops are being incorporated into a draft advocacy document. The next stage will be to familiarise the HJO Board and member Council executives with the draft document and seek feedback.

3.4 Work with the Upper Hunter Regional Leadership Executive to deliver the Upper Hunter Economic Diversification Project Action Plan, monitor its success and review as needed

Project / Program Name	Hunter Venture Fund
Program / Project Lead	Boyd Blackwell
<p>The purpose of establishing a Hunter venture Fund is to fill funding, investment and capability shortfalls to 2050, that are required to help the Hunter Region plan for change that is accelerated by advancing energy technologies that will reduce the world's reliance on coal over time.</p> <p>The consultant Henshall Capital PL engaged to work on the project has finalised development of:</p> <ul style="list-style-type: none">• A draft Pitch Deck to enable the Hunter JO to approach government and the funds management industry about investing in the Hunter Venture Fund (HVF)• A draft Structuring Report that provides recommendations on the structure, function and design of the HVF; and any further investigations that might be required to support the evidence base for the need for the fund. <p>Targeted consultation currently underway with industry stakeholders to invite views on:</p> <ul style="list-style-type: none">• the conclusions reached regarding the early-stage ecosystem in the Hunter and the need for a Fund• ongoing interest in participating in a Fund, be that as an innovation partner or in another capacity;• the proposed structure of and approach to a Fund (such as fund size, mandate and return expectations);• the structure and quantum of any request HJO may put to the government regarding support necessary to enable a successful Fund.	

3.6 Develop a sustainable model to coordinate council-run events across the region and showcase the Hunter and attract local, national and international visitors.

Project / Program Name	Mayors Gala
Program / Project Lead	Boyd Blackwell
<p>The purpose of this initiative is to pilot delivery of a collaborative regional event by Councils, through the Hunter JO, that brings all Mayors together, along with the full range of stakeholders in the region, to showcase the region's successes and strengths, and to demonstrate the full range of opportunities and assets that the Hunter offers.</p> <p>Recent progress includes:</p> <ul style="list-style-type: none">• A consultant is now in the process of being engaged to assist with concept development and project management• A funding application is currently being prepared (closing 31 January 2022) to the Destination NSW Regional Business Event Development Fund to support development and delivery of this regional initiative.	

Action Area 4. Our people and products move across the region easily on integrated and accessible transport networks

4.5 Use the in-depth evidence base to prepare Hunter JO agreed priority list of infrastructure, system and service improvements which will make the greatest difference to communities and businesses across the region. This will include expansion and connectivity between cycleways.

Project / Program Name	Regional Infrastructure Priority List
Program / Project Lead	Boyd Blackwell
<p>The purpose of this project is to prepare an agreed list of regional and sub regional infrastructure priorities to:</p> <ul style="list-style-type: none">• Build and advocate a stronger case for investment in infrastructure priorities across the region• Identify the potential for shared interests and collaboration between Councils and other stakeholders in delivering local and regional scale infrastructure initiatives.• Identify a longer-term infrastructure investment pipeline, to provide transparency and confidence for potential investors, professional services and contractors to build their presence in the Hunter <p>Phase 1 of this project has been completed, including:</p> <ul style="list-style-type: none">• Final Stage 1 report incorporating prioritisation framework• Rapid cost-benefit analysis (CBA) template.• Scoping document for the preparation of a tool that automates the data collection process <p>The final report and rapid CBA template have been reviewed by council and agency staff involved in the project.</p> <p>We are now exploring funding opportunities for delivering Phase 2 of the project, the preparation of a tool that automates the data collection and prioritisation process.</p>	

Full Hunter JO Program Delivery Report

Refer Attachment 14 "Hunter JO Program Report" for information on the full range of programs being delivered.

Recommendation:

- That the report be received and noted.

Report Author: Alison McGaffin, Director, Hunter and Central Coast

Responsible Officer: Alison McGaffin, Director, Hunter and Central Coast

Purpose: To provide an update from the Department of Regional NSW, specifically focussing on priority activities for February/March 2022.

Hunter Central Coast Regional Leadership Executive (RLE)

The report to the December meeting of the HJO focussed on outcomes from the RLE meeting on Tuesday 30 November 2021. The next meeting of the RLE is scheduled for Tuesday 22 February 2022.

The February meeting will start the strategic planning cycle to refresh the Statement of Intent for 2022-24. As such, we have organised a series of speakers to set the scene for emerging opportunities and challenges that may require a collaborative, whole of government approach over the coming 2 years.

It is also noted that the Department has signalled an intent to conduct a continuous improvement review of the Regional Governance framework in early 2022.

As noted, in the December report, there is a significant opportunity to more strongly align the work of the Hunter Central Coast RLE and the HJO through the preparation of the Hunter JO Strategic Plan (2022-2026) and the next iteration of the RLE Statement of Intent.

Round 2 Regional Job Creation Fund

Applications are now open for the NSW Government's \$40 million Regional Job Creation Fund Round Two for projects that will attract investment through co-funded business initiatives. Round 2 of the Fund aims to create 2,000 new direct jobs in regional NSW over three years. Grants will range from \$100,000 to \$5 million to help fund projects such as replacing plant equipment, upgrading technology and developing regionally iconic tourism experiences.

Supporting eligible businesses to engage with this funding opportunity will be a major priority for the Regional NSW team over the coming months.

Round One of the Regional Job Creation Fund provided \$100 million to help businesses expand, attract investment and relocate to regional NSW, supporting more than 100 regional projects and creating nearly 5,000 new jobs in key engine industries.

Upper Hunter Economic Diversification Action Plan

The Steering Committee is due to meet on Friday 11 February. A key intended outcome of this meeting is to review and settle the Governance structure that will enable the 2021 Action Plan to be progressed and delivered effectively.

Opportunities for Inter-Governmental Collaboration, through new or refreshed Community Strategic Plans in 2022

As previously reported, it was intended that the initial phase of meetings brokered between Agencies and specific Councils would roll out over January/February. This timeframe has been disrupted with the challenges of Omicron, as well as the timing challenges with Council elections and Christmas/New Year breaks. This initiative remains a priority.

Connection with new Hunter JO Board members

Meetings with new Mayors within the Hunter have been scheduled to provide a more detailed briefing on the role and function of the Department of Regional NSW at the regional level.

Recommendation:

- **That the Board note the February 2022 update from the Department of Regional NSW.**

10. Matters Raised by Members

Nil.

11. General Business

11.1 Compliance & Governance Calendars

- Attachment 15 - HJO Board Forward Planner and Governance Calendar
- Attachment 16 - JO-Calendar-of-Compliance-and-Reporting-Requirements-2021-2022