

Hunter Joint Organisation Board Meeting Minutes

10:00 – 1:00pm, Thursday 13 October 2022

Conference Room Abacus Café, 3 Woodford Place, Thornton

Voting Directors Present

Cr Jay Suvaal,	Cessnock City Council
Cr John Connors,	Dungog Shire Council
Cr Kay Fraser,	Lake Macquarie City Council
Cr Maurice Collison,	Upper Hunter Shire Council
Cr Nuatali Nelmes,	Newcastle City Council
Cr Sue Moore,	Singleton Shire Council
Cr Ryan Palmer,	Port Stephens Council
Cr Claire Pontin,	MidCoast Council
Cr Phillip Penfold,	Maitland City Council

Non-Voting Members Present

Robert Maginnity	Acting General Manager, Cessnock City Council
Gareth Curtis,	General Manager, Dungog Shire Council
Adrian Panuccio,	General Manager, MidCoast Council
Greg McDonald,	General Manager, Upper Hunter Shire Council
Morven Cameron,	CEO, Lake Macquarie City Council
Jeremy Bath,	CEO, Newcastle City Council
Wayne Wallis,	General Manager, Port Stephens Council
Jason Linnane,	General Manager, Singleton Council
Alison McGaffin	Director, Hunter & Central Coast, Regional NSW

Apologies

Cr Steve Reynolds,	Muswellbrook Shire Council
David Evans,	General Manager, Maitland City Council
Dereck Finnegan,	Acting General Manager, Muswellbrook Shire Council

Staff in attendance

Joe James, CEO,	Hunter Joint Organisation
Steve Wilson,	Director Regional Policy and Programs, Hunter JO
Louisa Bulley,	Executive Officer, Hunter JO (Secretariat)
Tim Askew,	Policy and Program Manager, Hunter JO
Melinda Curtis,	Policy and Program Manager, Hunter JO

Boyd Blackwell,	Policy and Program Manager, Hunter JO
Kali Somerville,	Media and Communications Officer, Hunter JO
Lisa Lord,	Manager of Finance and Administration, Arrow & Hunter JO
Gretchen Sason,	Manager Business Growth & Customer Experience, Arrow
Candace Woodyatt,	Business Administration Trainee, Arrow
Ray Owen,	Manager of Screen Hunter, Arrow

Others

Matt Endacott Representative from the Greater Cities Commission

Closed Briefing opened at 10:15am

The formal meeting opened at 11.00am.

Item 1 Welcomes and Apologies

1.1 Acknowledgment of Country

The Chair opened the meeting, noting the apologies.

Resolved:

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

Moved: Jay Suvaal

Seconded: Maurice Collison

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 11 August 2022

The minutes were taken as read.

Resolved:

- ***That the minutes of previous meeting of 11 August 2022 be adopted.***

Moved: Jay Suvaal

Seconded: Ryan Palmer

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: Jay Suvaal

Seconded: Ryan Palmer

Carried.

3.2 Greater Newcastle Metropolitan Plan Steering Committee Action Register

The register was taken as read.

Resolved:

- That the register be noted.***

Moved: Jay Suvaal

Seconded: Ryan Palmer

Carried.

3.3 Subcommittee for Economic Evolution

The register was taken as read.

Resolved:

- The update report be received and noted.***

Moved: Jay Suvaal

Seconded: Ryan Palmer

Carried.

4. Presentations

Nil Presentations

5. Correspondence

The Correspondence was noted.

Resolved:

- That the update be received and noted***

Moved: Jay Suvaal

Seconded: Ryan Palmer

Carried.

6. Items for the Hunter JO Board - For Decision

6.1 Regional Approach to Establishing Council Revolving Energy Funds

Steve Wilson spoke briefly to the report.

Resolved:

- That the Hunter JO endorse exploring the opportunity for pooling the current 4 hours of REF assistance available to individual Councils, to explore potential regional opportunities.
- Add to criteria 'to check with councils if a red flag is raised by the CEO'.

Moved: Jay Suvaal

Seconded: Ryan Palmer

Carried.

6.2 Letters of Support to External Organisations for Funding Applications

Steve Wilson spoke briefly to the report.

Resolved:

- That the Board endorse the draft eligibility criteria and proposed process for approving and reporting to the Board those letters of support that have been provided.

Moved: Jay Suvaal

Seconded: Maurice Collison

Carried.

7. Items for the Hunter JO Board – For Noting

7.1 CEO Report: Collaboration & Advocacy

The CEO spoke to the report.

Resolved:

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

Moved: Ryan Palmer

Seconded: Philip Penfold

Carried.

7.2 Hunter JO Financial Reports – August 2022 YTD

The report was taken as read.

Resolved:

- ***That the Financial Reports for year-to-date August 2022 be received and noted.***

Moved: Philip Penfold

Seconded: Jay Suvaal

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*
- *Remove Claire from the previous minutes 11 of August as she did not attend the previous meeting.*

Moved: Claire Pontin

Seconded: Jay Suvaal

Carried.

7.4 Hunter JO Strategy

The report was taken as read.

Resolved:

- **That the Board note the report.**

Moved: Jay Suvaal

Seconded: Claire Pontin

Moved.

7.5 Transforming Resilience through the IP&R Framework

Steve Wilson spoke to the report and gave an update on the IP&R framework project.

Resolved:

- **That the Hunter JO Board note the information, particularly the upcoming short workshop session invitations.**

Moved: Philip Penfold

Seconded: Maurice Collison

Carried.

7.6 Hunter JO Program Delivery Highlights

Steve Wilson spoke to the report and noted the high interest in the Simtables program.

Resolved:

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

Moved: Philip Penfold

Seconded: Jay Suvaal

Carried.

7.7 Standing Update from the Department of Regional NSW

Alison McGaffin spoke to the report and gave a verbal update, recognising the work of the teams from council and the Hunter JO in submitting applications for various funds. She noted that there is now a period of assessment and acknowledged that this time of year will be a busy period for councils, but will also look at ways the process can be more streamlined.

Resolved:

- That the Board note the update on key activities of the Department of Regional NSW relating to funding programs, the Regional Leadership Executive and the 2022 REDS Updates.

Moved: Jay Suvaal

Seconded: Claire Pontin

Carried.

8. Matters Raised by Members

Nil matters raised by Members.

9. General Business

Nil items for general business

9.1 Compliance & Governance Calendars

The calendars were noted.

Open session closed at 11:44am.

Closed Session Opened at 12.am.

Meeting closed 1.09pm.