## Hunter Joint Organisation Board Meeting Minutes

## 10:30 – 1:00pm, Thursday 9 June 2022

## Hunter JO Boardroom, 4 Sandringham Avenue, 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 Steve Reynolds, Muswellbrook Shire Council

Cr Nuatali Nelmes, Newcastle City Council

Cr Sue Moore, Singleton Shire Council

Cr Ryan Palmer, Port Stephens 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

David Evans, General Manager, Maitland City Council

Fiona Plesman, General Manager, Muswellbrook Shire 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 Claire Pontin, MidCoast Council

Cr Phillip Penfold, Maitland City 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

**Others**

Virginia Errington Council Engagement Manager, Office of Local Government

*The meeting opened at 10:30am.*

**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: Steve Reynolds***

***Seconded: John Connors***

***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 14 April 2022**

*The minutes were taken as read.*

***Resolved:***

* ***That the minutes of previous meeting of 14 April 2022 be adopted.***

***Moved: Kay Fraser***

***Seconded: John Connors***

***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: Kay Fraser***

***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: Kay Fraser***

***Seconded: John Connors***

***Carried.***

**4. Presentations**

**Hunter Estuary Program – Maitland City Council**

*Representatives from Maitland City Council provided an overview of progress and directions on the Hunter River Estuary Coastal Management Program.*

**Office of Regional Youth**

*Dan Brown from the Office of Regional Youth provided an overview of the Office of Regional Youth and the Children and Young People Wellbeing Recovery initiative.*

**5. Correspondence**

*The Correspondence was noted.*

***Resolved:***

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

***Moved: Steven Reynolds, Seconded: Jay Suvaal***

***Carried.***

**6. Items for the Hunter JO Board - For Decision**

**6.1 Hunter JO 2021-22 Audit Response – Procurement Issue**

*Cr Nelmes proposed the following motion, which was seconded by Cr Connors;*

***Resolved:***

* ***That the item be deferred, and that the Hunter JO Board seek independent legal advice on how to proceed***
* ***That the legal advice be privileged and sought through the Chair, to be shared only with Mayors on the Hunter JO Board and not General Managers or the CEO of the Organisation***

***Moved: Nuatali Nelmes, Seconded: John Connors***

***Carried***

**6.2 Hunter JO Budget 2022-23**

*Cr Nelmes proposed the following motion, which was seconded by Cr Suvaal;*

***Resolved:***

* ***That the annual Arrow Financials be provided to the Hunter JO Board, to show that there is no insolvent trading***
* ***That the proposed Arrow Budget for 2022-23 be provided to the Hunter JO Board***
* ***That future financial reporting for the Hunter JO Board aligns to the Integrated Planning & Reporting Framework***
* ***That, following the endorsement of the Arrow Budget for 2022-23 by the Arrow Board, the proposed Hunter JO Board for 2022-23 be returned to the Hunter JO Board prior to the 20 June 2022.***

***Moved: Nuatali Nelmes, Seconded: Jay Suvaal***

***Carried.***

**6.3 Hunter JO Deputy Chairperson**

***Resolved:***

* ***That the Hunter JO Board elect a Deputy Chairperson***
* ***That the election of the Deputy Chairperson take place within the Hunter JO Board Meeting of 9 June 2022***

***Moved: Nuatali Nelmes, Seconded: Steve Reynolds***

***Carried.***

*The Chair handed the meeting over to the CEO to act as Returning Officer and facilitate the election of a Deputy Chairperson.*

*The CEO acted as Returning Officer, as per the Hunter JO Code of Meeting Practice, and invited nominations from Voting Representatives for the position of Deputy Chairperson to formally Chair the meeting.*

*A nomination was received from Cr Nelmes to elect Cr Suvaal as Deputy Chairperson of the Hunter JO Board. This nomination was seconded by Crs Fraser, Reynolds, Connors, Pontin and Moore.*

*Cr Suvaal accepted the nomination.*

*The CEO called for nominations a second and third time, but no further nominations were received.*

*As only one voting representative was nominated for the position of Deputy Chairperson of the Hunter JO, the Returning Officer declared Cr Jay Suvaal as Deputy Chair, and handed back to the Chair to resume the meeting.*

**6.4 CEO Performance Review 2021-22**

*Cr Nelmes proposed the following motion, which was seconded by Cr Fraser;*

***Resolved:***

* ***That the Hunter JO CEO Performance Review be conducted separately from a review of performance by the Arrow Board***
* ***That the Hunter JO CEO Performance Review be conducted by a panel consisting of; the Hunter JO Chair, Deputy Chair, an additional Mayor, and with the Chair of Arrow invited to attend***

***Moved: Nuatali Nelmes, Seconded: Kay Fraser***

***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: Steve Reynolds, Seconded: Jay Suvaal***

***Carried.***

**7.2 Hunter JO Financial Reports**

*The report was taken as read.*

***Resolved:***

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

***Moved: Jay Suvaal, 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: Jay Suvaal, Seconded: Steve Reynolds***

***Carried.***

**7.4 Hunter JO Program Delivery Highlights**

*The report was taken as read, and noted by the Board.*

**7.5 Regional NSW Standing Update**

*Alison McGaffin spoke to the report, which was noted by the Board.*

**8. Matters Raised by Members**

*Nil matters raised by Members.*

**9. General Business**

*The Board asked that for future meetings, if the meeting is to be held virtually, this decision be flagged by the Chair in advance of the meeting, in consultation with the Board.*

**9.1 Compliance & Governance Calendars**

*The calendars were noted.*

Meeting closed 12.09pm