

Hunter Joint Organisation Extraordinary Board Meeting Minutes  
11:00am – 1:30pm, Thursday 9 December 2021  
Murrook Cultural Centre, 2163 Nelson Bay Road, Williamtown

**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

**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 and 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 Collaborative Services
Gretchen Sason,	Manager Business Growth and Customer Experience, Arrow
Judy Ravell,	Business Manager Local Government Training Institute, Arrow
Kali Somerville,	Media and Communications Officer, Hunter JO

**Others**

Alison McGaffin	Director, Hunter & Central Coast, Regional NSW (DPIE)
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*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