

Hunter Joint Organisation Board Meeting Minutes

1.00pm, Thursday 24 October 2024

Hosted by Maitland City Council (Maitland Administration Centre - 263 High Street, Maitland NSW)

Voting Directors Present

Cr Daniel Watton	Cessnock City Council
Cr Digby Rayward	Dungog Shire Council
Cr Adam Shultz	Lake Macquarie City Council
Cr Philip Penfold	Maitland City Council
Cr Claire Pontin	MidCoast Council
Cr Jeffrey Drayton	Muswellbrook Shire Council (Online)
Cr Ross Kerridge	City of Newcastle
Cr Leah Anderson	Port Stephens Council (Deputy Chair)
Cr Sue Moore	Singleton Council (Chair)
Cr Maurice Collison	Upper Hunter Shire Council

Non-Voting Members Present

Gareth Curtis	General Manager, Dungog Shire Council
Morven Cameron	CEO, Lake Macquarie City Council
Jeff Smith	General Manager, Maitland City Council
Adrian Panuccio	General Manager, MidCoast Council
Derek Finnigan	General Manager, Muswellbrook Shire Council (Online)
Jeremy Bath	CEO, City of Newcastle
Tim Crosdale	General Manager, Port Stephens Council
Justin Fitzpatrick-Barr	General Manager, Singleton Council
Greg McDonald	General Manager, Upper Hunter Shire Council
Shaun O'Sullivan	Director North - Regional Coordination, Delivery & Engagement Group – Premier's Department
Virginia Errington,	Council Engagement Manager, Office of Local Government

Apologies

Ken Liddell,	General Manager, Cessnock City Council
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Staff in Attendance

Steve Wilson	Director, Hunter JO (Executive Officer)
Tim Askew	Director of Programs, Hunter JO
Lisa Lord	Chief Operating Officer, Arrow
Kim Carland	Advocacy and Government Relations Lead, Hunter JO

Bonnie Gradwell Administration and Events Officer, Hunter JO (Secretariat)
Anna Flack Senior Projects Coordinator, Hunter JO
Carissa Norton Graphic Designer, Hunter JO

Others in attendance

Dr Iain Ross AO Chair, Net Zero Economy Agency (NZEA)
Rachel Livingston First Assistant Secretary, Regions and Works Division, NZEA
Sacha Edema Assistant Secretary, Regional Transformation Branch, NZEA
Allison Runck Advisor, Regional Transformation, Regions and Workers Division
Trevor Power Acting Chief Executive Officer
Grahame Irwin Regional Workforce Transition Officer, Department of Employment and Workplace Relations
Tanya Peterkin Acting Director Future Jobs and Investment Authorities, Department of Primary Industries and Regional Development
Alex Hardy Director Corporate Assurance, Prosperity
Cassie Malone Director, Financial Audit Services, Audit Office of NSW

The formal meeting opened at 1.00pm

Item 1 Election of the Hunter JO Chair and Deputy Chair

Cr Sue Moore was re-elected as Hunter JO Chairperson until October 2026. Cr Leah Anderson was elected as Hunter JO Deputy Chairperson until October 2026.

Item 2 Acknowledgement of Country

The Chair opened the meeting and welcomed the Board with an Acknowledgement of Country.

Item 3 Welcome & Apologies

3.1 Apologies

Apologies for the meeting were received.

3.2 Conflicts of Interest

Resolved: That any Conflicts of Interest be declared and noted.

Moved: Cr Claire Pontin

Seconded: Cr Philip Penfold

Carried.

Item 4 Minutes of Previous Meeting

4.1 Minutes of Meeting 8 August 2024

Resolved: That the minutes of the Hunter JO Board Meeting held on 8 August 2024 be received and noted.

Moved: Cr Claire Pontin

Seconded: Cr Sue Moore

Carried.

Item 5 Actions Arising from Minutes

5.1 Hunter JO Board Action Register

Resolved:

- ***That the status of actions included in the Register be noted.***
- ***That actions HJO-19-013, HJO-24-011 (2-5), HJO-24-015 be consolidated into the following single action for future reporting: "That the Board endorse collaborating with other Joint Organisations to develop a shared ARIC model for implementation.***

Moved: Cr Leah Anderson

Seconded: Cr Daniel Watton

Carried.

Item 6 Presentations

Nil.

Item 7 Correspondence

Resolved: That the correspondence be received and noted.

Moved: Cr Leah Anderson

Seconded: Cr Claire Pontin

Carried.

Item 8 Items for the Hunter JO Board: For Decision

8.1 Hunter JO Annual Financial and Performance Audit

Alex Hardy (Director Corporate Assurance – Prosperity) and Cassie Malone (Director, Financial Audit Services – Audit Office of NSW) provided the Board with an update on the annual financial and performance audit.

Resolved: That the outcomes of the annual financial and performance audit, including audited accounts for 2023-24FY be received and accepted.

Moved: Cr Claire Pontin

Seconded: Cr Ross Kerridge

Carried.

8.2 Hunter JO Annual Performance Statement

Resolved:

- ***That the Board endorse the Hunter JO Annual Performance statement for the 2023-24 period, and its submission to the Office of Local Government by 30 November 2024.***
- ***That the Board endorse publication of the Hunter JO Performance Statement for the 2023-24 period on the Hunter JO website.***

Moved: Cr Leah Anderson

Seconded: Cr Maurice Collison

Carried.

Item 9 Items for the Hunter JO Board: For Noting

9.1 Hunter JO Financial Report

Resolved:

- *That the Income Statement for period ending August 2024 be received and noted.*
- *That the summary of Credit Card expenditure for Hunter JO for YTD August 2024 be received and noted.*

Moved: Cr Adam Shultz

Seconded: Cr Leah Anderson

Carried.

9.2 Hunter JO Risk Report

Resolved:

- *That the Hunter JO Board note the Hunter JO Risk Register*
- *That the Hunter JO Board identify any new risks for inclusion on the Risk Register*

Moved: Cr Adam Shultz

Seconded: Cr Digby Rayward

Carried.

9.3 Annual Hunter JO Compliance Calendar Checklist

Resolved: *That the Hunter JO Board note the status of the Compliance Calendar Checklist.*

Moved: Cr Claire Pontin

Seconded: Cr Leah Anderson

Carried.

9.4 Hunter JO Funding & Grant Opportunities

Resolved: *That the Board note the status update on previously approved grant funding applications.*

Moved: Cr Claire Pontin

Seconded: Cr Leah Anderson

Carried.

9.5 Hunter JO Program Status Report

Resolved: *That the report be received and noted.*

Moved: Cr Claire Pontin

Seconded: Cr Leah Anderson

Carried.

9.6 Premier's Department Standing Update

Resolved: *That the Board note the Premier's Department update.*

Moved: Cr Claire Pontin

Seconded: Cr Leah Anderson

Carried.

Item 10 Matters Raised by Members

Nil.

Item 11 General Business

The Chair, Cr Sue Moore, thanked Maitland City Council for hosting the October Hunter JO Board Meeting.

Formal meeting closed 1.24pm.