Hunter Joint Organisation Board Meeting Minutes
11.12am, Thursday 14 August 2025
Hosted by Lake Macquarie City Council (Hunter Sports Centre – 43 Stockland Dr, Glendale NSW 2285)

Voting Members Present

Mayor Daniel Watton	Cessnock City Council
Mayor Digby Rayward	Dungog Shire Council
Mayor Adam Shultz	Lake Macquarie City Council
Mayor Claire Pontin	MidCoast Council
Mayor Jeffrey Drayton	Muswellbrook Shire Council
Lord Mayor Ross Kerridge	City of Newcastle
Mayor Leah Anderson	Port Stephens Council (Deputy Chair)
Mayor Sue Moore	Singleton Council (Chair)

Non-Voting Members Present

Peter Chrystal	Interim General Manager, Cessnock City Council
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(Online)
Derek Finnigan	General Manager, Muswellbrook Shire Council
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 (Online)
Virginia Errington	Council Engagement Manager, Office of Local Government
Malcolm St Hill	Associate Director Regional Coordination - Hunter New England, Premier's Department NSW

Apologies

Mayor Philip Penfold	Maitland City Council
Mayor Maurice Collison	Upper Hunter Shire Council
Shaun O'Sullivan	Director North - Regional Coordination, Delivery & Engagement Group – Premier's Department NSW

Staff in Attendance

Steve Wilson	Executive Officer, Hunter JO
Tim Askew	Director of Programs, Hunter JO

Kim Carland	Advocacy & Government Relations Lead, Hunter JO
Anna Flack	Senior Project Coordinator, Hunter JO
Chris Dart	Program Lead – Circular Economy, Hunter JO
Bonnie Gradwell	Administration and Events Officer, Hunter JO (Secretariat)
Anja Carlen-Jorgensen	Advocacy and Communications Officer, Hunter JO

The formal meeting opened 11.12am

Item 1 Acknowledgement of Country

The chair opened the meeting and welcomed the Board with an Acknowledgment of Country.

Item 2 Welcome & Apologies

2.1 Apologies

Apologies for the meeting were received.

2.2 Conflict of Interest

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

Moved: Mayor Leah Anderson

Seconded: Mayor Claire Pontin

Carried.

Item 3 Minutes of Previous Meeting

3.1 Minutes of Meeting 12 June 2025

Resolved: That the minutes of the Hunter JO Board Meeting held on 12 June 2025 be received and noted.

Moved: Lord Mayor Ross Kerridge

Seconded: Mayor Leah Anderson

Carried.

Item 4 Actions Arising from Minutes

4.1 Hunter JO Board Action Register

Resolved: That the status of actions included in the Register be noted.

Moved: Mayor Daniel Watton

Seconded: Lord Mayor Ross Kerridge

Carried

Item 5 Presentation

Nil.

Item 6 Correspondence

Resolved: That the correspondence be received and noted.

Moved: Lord Mayor Ross Kerridge

Seconded: Mayor Leah Anderson

Carried.

Item 7 Items for the Hunter JO Board: For Decision

7.1 Hunter JO Strategic Plan 2035 and Delivery Program 2025-2029

Resolved: That the Board endorse adoption of the Hunter JO Strategic Plan 2035 and Delivery Program 2025-2029.

Moved: Mayor Daniel Watton

Seconded: Mayor Claire Pontin

Carried.

7.2 Pecuniary Interest & Other Matters Disclosures – 2024/25 Financial Year

Resolved: That the Pecuniary Interest and Other Matters Disclosures provided by the Hunter JO Board Voting Members and Executive Officer for the 2024-25 financial year be tabled and noted.

Moved: Lord Mayor Ross Kerridge

Seconded: Mayor Leah Anderson

Carried.

7.3 Code of Conduct

Resolved: That the Board endorse the draft 2025 Hunter JO Code of Conduct and Procedures

Moved: Mayor Leah Anderson

Seconded: Lord Mayor Ross Kerridge

Carried.

7.4 Code of Meeting Practice

Resolved: That the Board endorse the updated Hunter JO Code of Meeting Practice 2025

Moved: Mayor Digby Rayward

Seconded: Lord Mayor Ross Kerridge

Carried.

Item 8 Items for the Hunter JO Board: For Noting

8.1 Hunter JO Financial Report

Resolved:

- *That the Income Statement for financial year ending June 2025 be received and noted.*
- *That the summary of Credit Card expenditure for Hunter JO for YTD June 2025 be received and noted.*

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.2 Hunter JO Funding & Grant Opportunities

Resolved: That the Board note the update on funding and grant opportunities

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.3 Hunter JO Program Status Report

Resolved: That the report be received and noted.

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.4 Hunter JO Risk Register

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: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.5 Annual Hunter JO Compliance Calendar Checklist

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

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.6 Premier's Department Update – Report 53 – Benefit and Proactive Post Mining Landuse

Resolved: That the Hunter JO Board note the update from the Premier's Department.

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

8.7 Office of Local Government (OLG) Update

Resolved: That the Board note the OLG update.

Moved: Mayor Digby Rayward

Seconded: Mayor Leah Anderson

Carried.

Item 9 Matters Raised by Members

9.1 LGNSW 2025 Annual Conference

Raised by: Port Stephens Council

Cr Leah Anderson, Mayor Port Stephens Council spoke to this report and requested it be discussed in a workshop setting.

9.2 Police Requirements for event management

Raised by: Lake Macquarie City Council

Morven Cameron, CEO Lake Macquarie City Council spoke to this report.

9.3 Rate Rebate Concession

Raised by: City of Newcastle

Cr Ross Kerridge, Mayor City of Newcastle spoke to this report and requested Hunter JO write to the NSW Office of Local Government to support advocacy on this item, which was supported.

Item 10 General Business

Nil.

Meeting closed at 11.37am.