



CANBERRA REGION
JOINT ORGANISATION

CRJO Board Meeting
Monday, 5 August 2019

Minutes

Our Region...
Dynamic
Innovative
Connected
...Compelling!

Meeting opened 11:04am

WELCOME & INTRODUCTIONS

MEMBERS	
Bega Valley Shire Council	Cr Kristy McBain – Deputy Chair Ms Leanne Barnes OAM
Eurobodalla Shire Council	Cr Liz Innes Dr Catherine Dale
Goulburn Mulwaree Council	Cr Bob Kirk Mr Warwick Bennett
Hilltops Council	Cr Brian Ingram Dr Edwina Marks
Queanbeyan-Palerang Regional Council	Cr Tim Overall Mr Peter Tegart
Upper Lachlan Shire Council	Cr John Stafford Mr Andrew Croke
Snowy Monaro Regional Council	Cr John Rooney Mr Peter Bascomb
Snowy Valleys Council	Cr James Hayes OAM Mr Matthew Hyde
Wagga Wagga Council	Cr Greg Conkey Mr Peter Thompson
Wingecarribee Shire Council	Cr Duncan Gair Ms Ann Prendergast
Yass Valley Council	Cr Rowena Abbey - Chair Mr Chris Berry
ACT Government	Mr Sam Engele Dr David Clapham
CRJO Staff	Ms Gabrielle Cusack Ms Nikolina Marinovic

APOLOGIES	
East Gippsland Shire Council	Cr Natalie O'Connell Mr Anthony Basford
Upper Lachlan Shire Council	Mr John Bell
Snowy Valleys Council	Mr Matthew Hyde
Wagga Wagga City Council	Mr Peter Thompson
Yass Valley Council	Cr Rowena Abbey - Chair
Canberra Airport	Noel McCann

APOLOGIES

RESOLVED

That the apologies of Cr Rowena Abbey, Mr Matthew Hyde, Mr John Bell, Mr Peter Thompson, Mr Noel McCann, Cr Natalie O'Connell and Mr Anthony Basford be accepted.

Moved Cr D. Gair / Cr B. Kirk

Carried

1.0 DISCLOSURES OF INTEREST

Nil

2.0 URGENT OR LATE BUSINESS

RESOLVED

That the Board accept the following items as late business without notice:

- *WaterNSW Customer Advisory Group Meeting – Update*
- *Minister and Secretary Briefings 1 August 2019*
- *Meeting Locations*
- *Waste Levy*
- *Rural Doctors Network*
- *Informal Briefings*
- *Sustainable Diversion Limit (SDL) and Biodiversity Offsets in ACT – Discussion*

Moved Cr L. Innes/ Cr B. Kirk

Carried

3.0 CONFIRMATION OF BOARD MINUTES

RESOLVED

That the minutes from the CRJO Board Meeting #5/2018 of 24 May 2019 and the Extraordinary meeting of 17 July 2019 be confirmed.

Moved Cr L. Innes / Cr B. Ingram

Carried

3.1 MATTERS ARISING FROM MINUTES

Cr Gair asked if the Waste Levy (page 13 of business papers) issue was raised at the Chair of Chairs meeting, 1 August 2019. The issue was taken on notice, and a response will be provided by the CRJO Chair.

4.0 CRJO CHAIR'S REPORT

RESOLVED

That the Board note the update from the CRJO Chair.

Moved Cr L. Innes/ Cr B. Kirk

Carried

5.0 GENERAL MANAGERS GROUP (GMG) MEETING REPORT

RESOLVED

That:

1. *The report from the Chair of the General Managers Group summarising the recent GMG meeting be received.*
2. *CRJO change the required documentation to reflect the name change to General Managers Group.*
4. *The Board requests reports be prepared by GMG on:*
 - a. *Potential restructure of the organisation, defining respective roles, skills sets and financial capacity of the organisation.*
 - b. *Mapping establishment, operational and project expenses against respective sources of income for FY18/19.*
 - c. *Operational and strategic priorities and sources of funding for FY19/20, drawn from the adopted strategic priorities.*
 - d. *Audit of the governance and operational arrangements in accordance with the Canberra Region Joint Organisation Establishment Plan.*
 - e. *Establishment of appropriate provisions and reserves (ELE,MV,Project).*
 - f. *Confirmation of suitable policies and delegations (IT, Finance, Records).*
5. *The CRJO Board accept the interim offer of Goulburn Mulwaree Council to provide financial management services for a fee of up to \$20,000 for a period of 12 months.*
6. *That the Board refer the 18/19 financial statements to audit.*

Moved Cr L. Innes / Cr T. Overall

Carried

G. Cusack noted a conflict of interest as the item to be discussed involved staff matters and left the room at 11:37am.

RESOLVED

That pursuant to Section 10A(2)(a) of the Local Government Act 1993, the Canberra Region JO Board moved into closed session to discuss the appointment of an Acting Executive Officer and the reason being that because the information, discussed or considered is a personnel matter concerning particular individuals (other than Councillors).

Moved Cr B. Kirk/Cr B. Ingram

Carried

Closed session opened at 11:38am.

RESOLVED

That the CRJO Board return to open session.

Moved Cr B. Kirk / Cr B. Ingram

Carried

Meeting brought back into open session 12:01pm.

G. Cusack returned 12:02pm.

The following resolution was passed by the Board in closed session:

RESOLVED

That the resolution from the closed session be adopted:

3. *That the Board appoint Ms Gabrielle Cusack as Acting Executive Officer until 30 June 2020.*
 - 3.1. *That the GMG prepare a report for the October 2019 Board meeting establishing the process and timeframes needed for the appointment of an Executive Officer prior to the 30 June 2020, and a workplan and performance agreement for the acting Executive Officer for FY20.*

Moved Cr T. Overall / Cr B. Ingram

Carried

6.0 CRJO REGIONAL ENGAGEMENT

That;

1. *The Board note the CRJO Regional Engagement update.*
2. *The Board discuss the format for the regional presentations to Councils, ACT Government and Affiliate members.*

Moved Cr T. Overall / Cr J. Hayes OAM

Carried

7.1 FINANCES 2019/2020 MEMBERSHIP FEES

RESOLVED

That:

1. *The report from the Chair of the General Managers Group on membership fees for 2019/20 Financial Year be received.*
2. *The CRJO Board adopt the following membership fees for 2019/20:*

LGA	Population 2017	Flat Fee	Population Fee	2019-2020 Full Fee	Factor	Factor Total	
Bega Valley	34,102	\$7,394	\$24,200	\$31,594	1	\$31,593.77	
Eurobodalla	38,083	\$7,394	\$27,025	\$34,419	1	\$34,418.80	
Goulburn Mulwaree	30,556	\$7,394	\$21,683	\$29,077	1	\$29,077.42	
Hilltops	18,753	\$7,394	\$13,308	\$20,702	1	\$20,701.67	
Queanbeyan-Palerang	58,771	\$7,394	\$41,706	\$49,100	1	\$49,099.61	
Snowy Monaro	20,655	\$7,394	\$14,657	\$22,051	1	\$22,051.39	
Upper Lachlan	7,909	\$7,394	\$5,612	\$13,006	1	\$13,006.46	
Yass Valley	16,739	\$7,394	\$11,878	\$19,272	1	\$19,272.48	
Wingecarribee	49,649	\$7,394	\$35,232	\$42,626	1	\$42,626.37	
Snowy Valleys	14,552	\$7,394	\$10,327	\$17,721	1	\$17,721	
Wagga Wagga	64,265	\$7,394	\$45,604	\$52,998	0.75	\$39,749	
ACT	411,667	\$7,394	\$292,131	\$299,525	as per MOU	\$39,749	
East Gippsland	46,142	\$7,394	\$32,744	\$40,138	0.25	\$10,034	
TOTAL	<i>(Calculated with a 0.709629 cent fee per person.)</i>						\$369,100

3. *GMG be requested to investigate options for the fee structure and other income opportunities from 2020/21 and beyond, and report to the Board with options and recommendations.*
4. *The CRJO consider affiliate membership on a case by case basis.*

Moved Cr D. Gair / Cr B. Ingram

Carried

7.2. FINANCES 2019/2020 BUDGET

RESOLVED

That:

- 1. The report from the Chair of the CRJO General Managers Group on the 2019/20 Budget be received.*
- 2. Canberra Region Joint Organisation adopt the 2019/20 budget as included in this report.*
- 3. That Board members cover their own dinner expenses.*

Moved Cr B. Kirk / Cr J. Hayes OAM

Carried

7.3 FINANCES REVENUE POLICY

RESOLVED

That:

- 1. The report from the Chair of the CRJO General Managers Group on the Revenue Policy be received.*
- 2. The CRJO adopt the 2019/20 Revenue Policy.*

Moved Cr K. McBain / Cr B. Kirk

Carried

8.0 CRJO STATEMENT OF STRATEGIC PRIORITIES – UPDATE

RESOLVED

That the Board note the update on the CRJO Statement of Strategic Priorities.

Moved Cr B. Ingram / Cr J. Rooney

Carried

9.0 REGIONAL WORKFORCE STRATEGY FOR LOCAL GOVERNMENT

That

- 1. The CRJO Board to note the report*
- 2. The CRJO Board recognise this as a key initiative to attract and retain sustainable workforce.*
- 3. That the CRJO Board advocate to the NSW Government for funding and other assistance in the preparation of the Regional Workforce Strategy.*

Moved Cr J. Rooney / Cr D. Gair

Carried

LATE AGENDA ITEMS

10.0 WATERNSW CUSTOMER ADVISORY GROUP MEETING - UPDATE

That;

- 1. The Board note the report.*
- 2. The Board note further discussion will be held at the next GMG meeting on Friday, 30 August 2019.*
- 3. The Board write to the NSW Government, Minister for Water, Property and Housing The Hon. Melinda Pavey MP and the NSW Small Towns Water representative James McTavish, seeking clarification regarding strategies that have been developed to address critical water shortages in urban areas, and advocate closer engagement between local government and NSW Government to put in place workable solutions.*

Moved Cr J. Rooney / Cr J. Stafford

Carried

11.0 MINISTER AND SECRETARY BRIEFINGS 1 AUGUST 2019

That;

- 1. The Board note the report.*
- 2. The Board note the actions outlined, and will receive a report from GMG on the next steps to deliver those actions.*
- 3. That member Councils complete the status of their funded projects (steps, timings, grants) as outlined in the prospectuses and project management framework for regular reporting back to the Board and local members.*

Moved Cr B. Kirk/ Cr T. Overall

Carried

12.0 MEETING LOCATIONS

That;

- 1. Board meetings be held within the NSW defined CRJO region.*
- 2. The offer of East Gippsland hosting a meeting in 2020 be deferred until discussion at the December 2019 Board Meeting.*
- 3. A further report be presented to the Board at the December 2019 meeting regarding the forward calendar of meetings and locations.*

Cr L. Innes / Cr B. Kirk

Carried

13.0 WASTE LEVY

That;

- 1. The CRJO continue to advocate to the NSW Government for the change in categorisation of the waste levy from metropolitan to regional for Wingecarribee Shire Council.*
- 2. The CRJO make a formal submission on the NSW Waste Strategy when released.*
- 3. The CRJO Invite the Minister for Energy and Environment The Hon. Matthew Kean MP to present at the Board meeting in October 2019.*

Moved Cr D. Gair / Cr B. Ingram

Carried

14.0 RURAL DOCTORS NETWORK

That the CRJO hold a discussion with the Rural Doctors Network on a marketing campaign that focuses on the Canberra Region communities.

Moved Cr K. McBain / Cr B. Ingram

Carried

15.0 INFORMAL WORKSHOP DISCUSSIONS

That a report be presented for potential dates of Informal Workshop Meetings, which is to be confirmed at the October 2019 Board meeting.

16.0 SUSTAINABLE DIVERSION LIMIT (SDL) AND BIODIVERSITY OFFSETS IN ACT – DISCUSSION

That a discussion be held with the ACT and a paper prepared for the Board on opportunities to coordinate Biodiversity offsets and Water SDL across the border between NSW and the ACT.

Moved Cr T. Overall / Cr B. Kirk

Carried

NEXT MEETING

Thursday, 17 October – Parliament House, Sydney

Friday, 18 October – Regional Visit: Western Sydney

Meeting closed 1:33pm