

BOARD MEETING AGENDA

10 November 2023 - Narrandera

MEETING:	RAMJO Board Meeting		
DATE:	Friday 10 November 2023		
TIME:	9:30am – 1:00pm		
LOCATION:	Narrandera Ex-Services Club		
CHAIR:	TBC following chair election		
ZOOM:	https://us06web.zoom.us/j/88697585100?pwd=Wmt3NE53aXR0anpGWTFPMHF4Qit5Zz09 Meeting ID: 886 9758 5100 Passcode: 282160		
ATTENDEES:	Council / Organisation	Voting Member	Non-Voting Member
	Albury City Council	Cr. Kylie King	Mr. Frank Zaknich
	Berrigan Shire Council	Cr. Julia Cornwell McKean	Mrs. Karina Ewer
	Carrathool Shire Council	Cr. Darryl Jardine	Mr. Rick Warren
	Edward River Council	Cr. Peta Betts	Mr. Philip Stone
	Federation Council	Cr. Pat Bourke	Mr. Adrian Butler
	Griffith City Council	Cr. Anne Napoli (Deputy Mayor)	Mrs. Shireen Donaldson
	Hay Shire Council	Cr. Carol Oataway	Mr. David Webb
	Leeton Shire Council	Cr. Tony Reneker	Mrs. Jackie Kruger
	Murray River Council	Cr. Frank Crawley	Mr. Terry Dodds
	Murrumbidgee Council	Cr. Ruth McRae	Mr. John Scarce (apology)
	Narrandera Shire Council	Cr. Neville Kschenka	Mr. George Cowan
	Office of Local Government		Mr. Cameron Templeton
	Regional NSW		Mr. Giles Butler
RAMJO STAFF	Ms. Yvonne Lingua – Executive Officer		
	Ms. Carolyn Clancy – Office Manager		
OTHER ATTENDEES	Name	Organisation	Role
	Mr. Peter Adams	Department of Regional NSW	Director – Regional Digital Connectivity Programs
	Mrs. Katrina Paterson	Profile ID	

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Item	Topic	Time
	OPENING	9:30
1	WELCOME 1.1 Acknowledgement on Country 1.2 Election of Chairperson to fill casual vacancy – <i>Executive Officer</i>	9:30
2	Apologies and Leave of Absence	9:40
3	Declaration of Items of Pecuniary or Other Interest – Board Members / Designated Persons	9:41
4	Minutes from previous meeting: 11 August 2023 Board meeting – <i>Attachment A</i> 26 October 2023 Extraordinary meeting – <i>Attachment B</i>	9:42
5	Matters and action items arising from previous Board meeting	9:43
6	Correspondence Register	9:44
7	GUEST PRESENTATIONS 7.1 Mr. Peter Adams - Dept. of Regional NSW: Director Regional Digital Connectivity Programs 7.2 Mrs. Katrina Paterson - Profile ID: Annual Presentation on State of the Region's Economic dataset	9:45
8	GOVERNANCE, FINANCE AND OPERATIONS 8.1 Annual Audit FY 2023 – Statements and closing reports – <i>Attachment C</i> 8.2 2023/2024 Q1 Budget Review – <i>Attachment D</i> 8.3 Proposed changes to RAMJO's Banking Set-up – <i>Attachment E</i> 8.4 Update on Audit, Risk and Improvement Committee – <i>Attachment F</i> 8.5 Tabling of returns of interest of designated persons – <i>Attachment G</i> 8.6 General Managers/CEO's Forum - draft minutes and action items from 13 October – <i>Attachment H</i> 8.7 Proposed meeting schedule and locations for 2024	10:30
BREAK		11:00
9	UPDATE ON STRATEGIC PRIORITIES 9.1 Draft Annual Performance Statement and Strategic approach for 2024 - <i>Attachment I</i> 9.2 Water sub-committee 9.2.1 Tabling of Draft Updated Water Position Paper - <i>Attachment J</i> 9.2.2 Notice of Motion – Opposition to buy-backs and Water Amendment (<i>Restoring our Rivers</i>) Bill 9.3 Energy Security sub-committee 9.3.1 Tabling of JONZA report – <i>Attachment K</i> 9.4 Transport sub-committee 9.4.1 Tabling of Draft RAMJO Freight Transport Plan – <i>Attachment L</i> 9.5 Health sub-committee	11:15

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Item	Topic	Time
	9.6 Housing sub-committee 9.7 Digital Connectivity sub-committee: <i>on hiatus until further notice</i> 9.8 Industry, workforce and jobs sub-committee: <i>on hiatus until further notice</i>	
10	OFFICE OF LOCAL GOVERNMENT 10.1 Mr. Cameron Templeton: Office of Local Government Update	11:45
11	REGIONAL NSW 11.1 Mr. Giles Butler: Department of Regional NSW Update	12:00
12	PROJECT UPDATES 12.1 Shared Services Project – <i>Attachment M</i> 12.2 Rural Land Use Strategy – <i>Attachment N</i> 12.3 Disaster Risk Reduction Fund – <i>Attachment O</i> 12.4 Waste Services – <i>Attachment P</i> 12.5 NSW Southern Lights Project – <i>Attachment Q</i>	12:15
13	ADVOCACY 13.1 Albury/Wodonga Hospital Redevelopment – <i>Attachment R</i>	12:30
14	GENERAL BUSINESS Call for general business	12:40
Meeting Close		1:00pm

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AGENDA ITEM 1 – WELCOME, ACKNOWLEDGEMENT OF COUNTRY AND CHAIR ELECTION

Chair to welcome attendees and acknowledgement of country.

Executive Officer to conduct the election of chairperson, to fill the casual vacancy that exists for the role.

The newly appointed chairperson will chair the meeting, following their formal election to the role.

AGENDA ITEM 2 – APOLOGIES AND LEAVE OF ABSENCE

Apologies: Cr. Doug Curran and Brett Stonestreet of Griffith City Council, represented by Cr. Anne Napoli and Shireen Donaldson

Recommendation:

- That apologies be **accepted** and that leave of absence be granted.

AGENDA ITEM 3 – DECLARATION OF ITEMS OF PECUNIARY OR OTHER INTEREST – BOARD MEMBERS / DESIGNATED PERSONS

- Attendees to note any declarations.

AGENDA ITEM 4 – MINUTES OF PREVIOUS MEETINGS

- Draft Minutes of 11 August Board Meeting – *Attachment A*
- Draft Minutes of 26 October Extraordinary Meeting – *Attachment B*

Recommendation:

- That the minutes of both the RAMJO Board Meeting held 11 August and Extraordinary Board Meeting held 26 October 2023, be **received** and the recommendations therein **adopted**.

AGENDA ITEM 5 – MATTERS ARISING FROM PREVIOUS RAMJO BOARD MEETINGS

ITEM	STATUS
Invite Water NSW Director Vince Kelly to RAMJO Water Security Sub Committee meeting to seek clarity on planned infrastructure changes.	NOT COMPLETED
Board to consider coordinating a regional list of events so councils are not competing with each other for attendances.	IN PROGRESS
Item 14.4 (From February 2023) Decide on further advocacy or action regarding Country University Centre's within the RAMJO footprint.	IN PROGRESS
Item 9.2 Request that the EO advance the development of a <i>RAMJO Risk Appetite Statement</i> at the next Board Meeting (August) – Councils to assist RAMJO in developing a risk management framework.	PROGRESSED - ONGOING WITH ARIC
Item 9.1 Circulate for the boards review, the final draft of the updated Water Position Paper	IN PROGRESS
Item 9.6 Organise a presentation from the Director of Regional Connectivity Programs at the Department of Regional NSW.	COMPLETED

Recommendation:

- That the RAMJO Board **note** the status of matters arising from previous Shire Board meetings.

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AGENDA ITEM 6 – CORRESPONDENCE REGISTER

CORRESPONDENCE SENT from 14 August 2023 to date

Date	To	Subject	Action
18 August 2023	The Hon. Rose Jackson MLC - Minister for Water, Housing, Homelessness, Mental Health, Youth and for the North Coast	RAMJO Region Water and Housing Priorities	Tentatively booked in for February 2024, pending parliament sitting dates
	The Hon. Ryan Park MP - Minister for Health, Regional Health, the Illawarra and the South Coast	RAMJO Region Health Priorities	
6 September 2023	Steph Cooke MP - Member for Cootamundra, Shadow Minister for Water and Crown Lands	Invitation to meet with the Board of RAMJO	Attendance scheduled for February 2024 board meeting
	Helen Dalton MP – Independent Member for Murray	Invitation to meet with the Board of RAMJO	
7 September 2023	The Hon. Kristy McBain MP – Minister for Regional Development, Local Government and Territories, Member for Eden-Monaro	Invitation to meet with the Board of RAMJO	

Recommendation:

The Board **note** the Correspondence update.



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AGENDA ITEM 7 – PRESENTATIONS

7.1 **Mr. Peter Adams - Department of Regional NSW:** Director Regional Digital Connectivity Programs

7.2 **Mrs. Katrina Paterson - Profile ID:** Annual Presentation on State of the Region's Economic Dataset

Recommendation:

- That the Board **note** the presentation by the Department of Regional NSW and Profile ID.

AGENDA ITEM 8 – GOVERNANCE, FINANCE AND OPERATIONS

8.1 Annual Audit FY 2023 – Statements and Closing Reports

Attachment C contains the 2023 FY General Purpose Financial Statements, Independent Auditors Report, and Closing Report, which notes that a Management letter will be sent sometime in November 2023.

Recommendation:

- That the Board **note** the 2023 FY Statements and Closing reports with YTD update.

8.2 2023/2024 Q1 Budget Review

Attachment D contains the 2023/2024 FY Q1 budget review. Key points include:

Budgeted income for the quarter = \$243,684; Actual income for the quarter = \$228,272

Budgeted expenses for the quarter = \$119,178; Actual expenses for the quarter = \$88,500

Please note that work continues on improving RAMJO's internal financial processes, including setting up tracking categories to better differentiate between grant funds tied to projects and operational funds. This is evidenced by the addition of Project Funding streams at the bottom of the Q1 report, however note that not all projects are listed and budgets for each project have not yet been uploaded for each.

Recommendation:

- That the Board **note** the Q4 with YTD update

8.3 Proposed changes to RAMJO's Banking Set-up

Attachment E notes proposed changes by the Executive Officer to RAMJO's current banking set-up.

Recommendation:

That the Board:

- **Note** the summary provided and **endorse** the recommendations
- **Decide** who they wish to be the second signatory to RAMJO's accounts (Chairperson or other board member)

8.4 Update on Audit, Risk and Improvement Committee

Attachment G notes the agenda and supporting documents for the next RAMJO ARIC meeting, scheduled for 15 November. The attached includes a draft risk register, with further discussion on advancing general risk management noted on the ARIC agenda.

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Recommendation:

- That the Board **note** the update provided regarding RAMJO's ARIC.

8.5 Returns of interest of voting representatives and designated persons

Attachment G contains redacted returns of persons who held office during the 2022/2023 FY period, these are tabled here in line with OLG requirement (MCC cl 4.25)

Recommendation:

- That the Board **note** the tabled returns and endorse the uploading of redacted returns on the RAMJO website, in line with OLG regulations.

8.6 General Managers/CEO's Forum Draft Minutes from 13 October

Attachment H notes the draft minutes from the last General Managers/CEO's forum, for the board's information.

Recommendation:

- That the Board **note** the draft Minutes of the General Managers/CEO's forum.

8.7 Proposed meeting schedule and locations for 2024

GM's/CEO's Forum	RAMJO Board	Location
Friday 2 February	Friday 23 February	Albury
Friday 19 April	Friday 10 May	Corowa
Friday 19 July	Friday 9 August	Griffith
Friday 11 October	Friday 8 November	Deniliquin

Extraordinary Board Meeting to sign draft closing auditors report – Thursday 24 October 2024 (online)

Recommendation:

- That the Board **approve** the above proposed meeting schedule and locations.

AGENDA ITEM 9 – STRATEGIC PRIORITIES

9.1 Draft Annual Performance Statement 2022/2023

Attachment I notes RAMJO's draft Annual Performance Statement for the 2022/2023 period. With board endorsement, the statement will be published on the RAMJO website and submitted to the Office of Local Government (**OLG**) per compliance obligations.

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Recommendation:

That the Board **note** and **endorse** the Annual Performance Statement for 2022/2023 for submission to the OLG and for upload to the RAMJO website.

9.2 Water sub-committee – Verbal update

- With the Deputy Chair’s approval, RAMJO provided a formal submission to the Water Amendment (*Restoring Our Rivers*) Bill 2023 senate inquiry, noting RAMJO’s concerns on the proposed bill. The submission was based on the existing Water position paper and discussions from recent water sub-committee meetings
- A water sub-committee meeting was scheduled for the 31 October and was planned around the release of the *MDBP Implementation Review 2023 – Interim Report*, to ensure RAMJO’s updated water paper considers relevant findings
- The water sub-committee is required to elect a chairperson, to ensure adequate governance structures are in place to advance work on this priority

9.2.1 Tabling of Draft Updated Water Position Paper - Attachment J

9.2.2 Notice of Motion – Opposition to buy-backs and Water Amendment (*Restoring our Rivers*) Bill

Recommendations:

9.2 That the Board **note** the verbal update on the water sub-committee’s progress to date

9.2.1 That the board **endorse** and **adopt** the updated water position paper

9.2.2 That the board discuss the notice of motion on opposition to buy-backs and the Water Amendment (*Restoring our Rivers*) Bill

9.3 Energy Security – Verbal Update

- The Energy sub-committee last met on the 27 September
- The Joint Organisation Net Zero Acceleration (**JONZA**) Project continues to be the vehicle that drives implementation of RAMJO’s Regional Energy Strategy
- A current focus of the Energy sub-committee is exploring the options for a RAMJO collective Power Purchase Agreement (**PPA**)

9.3.1 Tabling of JONZA Report

- *Attachment K* provides a written update on JONZA outputs and focus areas

9.4 Transport Connectivity – Verbal Update

- The Transport sub-committee last met on 7 November
- A meeting with the Minister for Regional Transport and Roads was scheduled for November, however has been postponed to March 2024

9.4.1 Tabling of Draft RAMJO Freight Transport Plan

- *Attachment L* notes the draft Freight Transport Plan

Recommendation:

- That the Board **endorse** and **adopt** the tabled RAMJO Freight Transport Plan

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9.5 Health Priority – Verbal Update

- RAMJO has been invited to join the *Murrumbidgee Health and Knowledge Precinct Alliance*. The purpose of the precinct is to:
 - ✓ stimulate innovation and a thriving research community, with a focus on regional issues that adopt regional solutions
 - ✓ build a resilient workforce and create employment opportunities
 - ✓ Unify services that are accessible and designed for rural people
- It is hoped that Alliance membership provide opportunities to build relationships with our regions Health services and advocacy groups, helping advance our Health paper objectives, once completed.

9.6 Housing Sub Committee – Verbal update

- The Housing sub-committee last met on 4 October
- RAMJO has applied to the *Department of Planning and Environments - Regional Housing Strategic Planning Fund*, seeking funds for the development of a RAMJO Regional Housing Strategy

9.7 Digital Connectivity

- This priorities sub-committee is currently on hiatus.

9.8 Industry, workforce and jobs

- This priorities sub-committee is currently on hiatus.

Recommendation:

- That the RAMJO Board **note** the strategic priorities updates.

AGENDA ITEM 10 – OFFICE OF LOCAL GOVERNMENT UPDATE

10.1 Mr Cameron Templeton will give an update of the work of the Office of Local Government.

Recommendation:

- That the Board **note** the briefing from the Office of Local Government.

AGENDA ITEM 11 – REGIONAL NSW UPDATE

11.1 Mr Giles Butler Director, Riverina Murray, Regional Development – Dept. of Regional NSW will provide an update.

Recommendation:

- That the Board **note** the briefing by Mr Giles Butler.

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AGENDA ITEM 12 – PROJECT UPDATES

12.1 RAMJO Shared Services Project

Attachment M notes a shared services working group endorsed scoping paper, outlining a proposal to utilise Office of Local Capacity Building funds to employ a part-time project officer to advance RAMJO shared services and procurement needs.

Recommendation:

- That the Board **endorse** the advancement of the tabled shared services scoping paper.

12.2 Rural Land Use Strategy

Attachment N seeks to assess member councils appetite in pursuing a rural land use strategy.

12.3 Disaster Risk Reduction Fund (DRRF) Project

Attachment O documents the current position of the DRRF project and contains the following recommendations:

Recommendation:

That the Board **resolve**:

1. That the Executive Officer continue monitoring progress on the non-competitive JO proposal to assess whether the proposal changes to better align with RAMJO priorities and includes a shorter (i.e. one-year) timeframe and specific deliverables that will directly benefit councils.
2. That the Executive Officer and DRRF Project Manager utilise the DRRF Project Control Group as a sounding board to determine support for a collaborative JO EOI (i.e. DRRF 2.0) and to continue exploring other options, including a stand-alone regional RAMJO EOI or a possible partnership with REROC, should alignment with RAMJO priorities be identified.

12.4 Waste Services Projects

Attachment P notes a written report on the progress of the waste service delivered by the Resource Recovery Waste team.

12.5 NSW Southern Lights

Attachment Q notes the NSW Southern Lights Group response to the *Revised Essential Energy Public Lighting Pricing Proposal*.

Recommendation:

- That the RAMJO Board **receive** and **note** the project updates.

AGENDA ITEM 13 – ADVOCACY

13.1 Albury/Wodonga Hospital Redevelopment

Attachment R notes public information on developments following the release of the Albury/Wodonga Hospital Redevelopment Master Plan, released in Mid-October 2023.

13.2 Country University Centers – Increase to funding for CUC's

For general discussion. Previous action item was for the RAMJO board to consider if CUC's would become more of a RAMJO focus. Input required from interested councils to advance this work.

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Recommendation:

- That the Board **note** the Advocacy update

AGENDA ITEM 14 – GENERAL BUSINESS

A call for General Business items will be made by the Chair.

MEETING CLOSE