

# BOARD MEETING AGENDA

11 August 2023

<b>MEETING:</b>	<b>RAMJO Board Meeting</b>		
<b>DATE:</b>	Friday 11 <sup>th</sup> August 2023		
<b>TIME:</b>	9:30am – 1:00pm		
<b>LOCATION:</b>	Tatalia Function Centre - Moama NSW		
<b>CHAIR:</b>	Cr. Matthew Hannan		
<b>ZOOM:</b>	<a href="https://us06web.zoom.us/j/88094026618?pwd=UE1UdmJOVndZNmt2Rzg4V1pCWDB1UT09">https://us06web.zoom.us/j/88094026618?pwd=UE1UdmJOVndZNmt2Rzg4V1pCWDB1UT09</a> Meeting ID: 880 9402 6618 Passcode: 257666		
<b>ATTENDEES:</b>	<b>Council / Organisation</b>	<b>Voting Member</b>	<b>Non-Voting Member</b>
	Albury City Council	Cr. Kylie King	Mr. Brad Ferris (Acting CEO)
	Berrigan Shire Council	Cr. Matthew Hannan	Mr. Matt Hansen (Deputy CEO)
	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. Doug Curran	Mr. Brett Stonestreet
	Hay Shire Council	Cr. Carol Oataway	Mr. David Webb
	Leeton Shire Council	Cr. Tony Reneker	Mrs. Jackie Kruger (Apology)
	Murray River Council	Cr. Chris Bilkey (Apology)	Mr. Terry Dodds
	Murrumbidgee Council	Cr. Ruth McRae	Mr. John Scarce
	Narrandera Shire Council	Cr. Neville Kschenka	Mr. George Cowan
	Office of Local Government		Mr. Cameron Templeton
	Regional NSW		Mr. Giles Butler
<b>RAMJO STAFF</b>	Ms. Yvonne Lingua – Executive Officer		
	Ms. Carolyn Clancy – Office Manager		
<b>OTHER ATTENDEES</b>	<b>Name</b>	<b>Organisation</b>	<b>Role</b>
	Mr. Bill Appleby	Albury Wodonga Health	CEO
	Mr. Steven Hall	NSW Health Infrastructure	Senior Project Director

## MEETING AGENDA

Item	Topic	Time
	<b>OPENING</b>	9:30
1	Welcome <ul style="list-style-type: none"> <li>Acknowledgement of traditional custodians</li> </ul>	9:35
2	Apologies and Leave of Absence	9:36
3	Declaration of Items of Pecuniary or Other Interest – Board Members / Designated Persons	9:37
4	Minutes from previous Board meeting: <ul style="list-style-type: none"> <li>12 May 2023 – Attachment A</li> </ul>	9:38
5	Matters and action items arising from previous Board meeting	9:39
6	Correspondence Register - Attachment B	9.40
7	<b>Guest presentation</b> – Albury/Wodonga Hospital Redevelopment  7.1 Mr. Bill Appleby - Albury Wodonga Health and Mr. Steven Hall - NSW Health Infrastructure	9.41
8	<b>GOVERNANCE, FINANCE AND OPERATIONS</b>  8.1 <b>Ms. Yvonne Lingua:</b> Update to Delegation of Authority for EO and Chair – Attachment C Part 1 (EO) and Part 2 (Chair) 8.2 <b>Ms. Yvonne Lingua:</b> Audit, Risk and Improvement Committee – Attachment D 8.3 <b>Mr. Cameron Templeton:</b> Interest from Balranald and Wentworth to join RAMJO 8.4 <b>Ms. Yvonne Lingua:</b> 2022/2023 Q4 Quarterly Budget Review – Attachment E 8.5 <b>Ms. Yvonne Lingua:</b> Approval for sale of RAMJO Vehicle – Attachment F 8.6 <b>Cr. Matt Hannan:</b> Executive Officer’s Performance Development Plan and end of probation review– Attachment G Part 1 (Probation Report) and Part 2 (PDP) 8.7 General Managers/CEO’s Forum Draft Minutes from 28 July – Attachment H	10:15
<b>BREAK</b>		11:00
9	<b>UPDATE ON STRATEGIC PRIORITIES</b>  9.1 <b>Cr. Chris Bilkey:</b> Water Sub-Committee Update - Tabling of Draft Updated Water Position Paper - Attachment I  9.2 <b>Mr. George Cowan:</b> Energy Security Sub-Committee - Tabling of JONZA report – Attachment J  9.3 <b>Mr. David Webb:</b> Transport Sub-Committee 9.4 <b>Mr. John Scarce:</b> Health Sub-Committee Update 9.5 <b>Mr. Brett Stonestreet:</b> Housing Sub-Committee 9.6 <b>Mr. Phil Stone:</b> Digital Connectivity Sub-Committee Update	11:15

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Item	Topic	Time
10	<b>OFFICE OF LOCAL GOVERNMENT</b> 10.1 Mr. Cameron Templeton: Office of Local Government Update	11:30
11	<b>REGIONAL NSW</b> 11.1 Mr. Giles Butler: Department of Regional NSW Update	11:45
12	<b>PROJECT UPDATES</b> 12.1 Ms. Yvonne Lingua: Contaminated Lands Management 12.2 Ms. Yvonne Lingua: Waste Services – Attachment K, parts 1 and 2 12.3 Written update: Disaster Risk Reduction Fund – Attachment L 12.4 Mr. Brad Ferris: NSW Southern Lights Project – Attachment M	12:00
13	<b>ADVOCACY</b> 13.1 Albury/Wodonga Hospital Redevelopment 13.2 Country University Centers – Increase to funding for CUC's 13.3 Berrigan Shire withdrawal from Murray Tourism Board – Attachment N	12:15
14	<b>GENERAL BUSINESS</b> • Call for general business 14.1 Circular Economy Data Portal – Attachment O	12:30
Meeting Close		1:00pm

## AGENDA ITEM 1 – WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

Chair to welcome attendees and acknowledgement of country. Welcome meeting guests.

## AGENDA ITEM 2 – APOLOGIES AND LEAVE OF ABSENCE

Apologies: Karina Ewer, Jackie Kruger and Frank Zaknich.

### 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 12 May 2023– **Attachment A**

### Recommendation:

- That the minutes of the RAMJO Board Meeting held 12 May 2023 be **received** and the recommendations therein be **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.	<b>IN PROGRESS</b>
Board to consider coordinating a regional list of events so councils are not competing with each other for attendances.	<b>NOT STARTED</b>
<b>Item 14.4</b> (From February 2023) Decide on further advocacy or action regarding Country University Centre's within the RAMJO footprint.	<b>IN PROGRESS - FOR DISCUSSION</b>
<b>Item 9.2</b> 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.	<b>IN PROGRESS</b>
<b>Item 16.2</b> Matthew Hannan, Karina Ewer, George Cowan, Ruth McRae and Pat Bourke to review in July/August.	<b>COMPLETED</b>
<b>Item 17</b> RAMJO prepare a letter to the Minister for Local Government calling for greater support for regional and rural councils to aid the planning process	<b>COMPLETED</b>

### Recommendation:

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

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## AGENDA ITEM 6 – CORRESPONDENCE REGISTER

### CORRESPONDENCE SENT – ATTACHMENT B

Date	To	Subject	Action
16 May 2023	Mr. Arek Gulbenkoglou - General Manager, Australian Energy Regulator	Essential Energy Determination 2024-2029 – Public Lighting Price	No further action
28 June 2023	The Hon. Jenny Aitchison MP – Minister for Regional Transport and Roads	Meeting Request – August 2023	Meeting booked, then postponed to November 2023
3 August 2023	The Hon. Ron Hoenig MP – Minister for Local Government		

### CORRESPONDENCE RECEIVED

Date	To / From	Subject	Action
22 June 2023	<b>To:</b> RAMJO Chairman - Cr. Matt Hannan <b>From:</b> The Hon. Jenny Aitchison MP - Minister for Regional Transport and Roads	General Correspondence	No further action
27 June 2023	<b>To:</b> RAMJO Chairman - Cr. Matt Hannan <b>From:</b> The Hon. Tara Moriarty – Minister for Agriculture, Regional NSW and Western NSW	General Correspondence	No further action

### Recommendation:

The Board **note** the Correspondence update.

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## AGENDA ITEM 7 – ALBURY WODONGA HEALTH PRESENTATION

7.1 Mr. Bill Appleby - Albury Wodonga Health and Mr. Steven Hall - NSW Health Infrastructure

**Recommendation:**

- That the Board **note** the presentation by the Albury Wodonga Health and NSW Health Infrastructure.

## AGENDA ITEM 8 – GOVERNANCE, FINANCE AND OPERATIONS

8.1 **Update to Delegation of Authority for EO and Chair**

Please refer to *Attachment C - part 1* for proposed updates to the EO's Delegation of Authority and *part 2* for proposed updates to the chairs Delegation of Authority.

**Recommendation:**

- That the Board **endorse and adopt** proposed updates to EO and Chairpersons Delegation of Authority.

8.2 **Audit, Risk and Improvement Committee – Attachment D**

Please refer to *Attachment D* to view RAMJO's first ARIC Agenda, scheduled for 16 August 2023.

**Recommendation:**

- That the Board **note** the information presented regarding RAMJO's ARIC.

8.3 **Interest from Balranald and Wentworth to join RAMJO**

Discussion around consideration of the interest shown from Balranald and Wentworth Shire Councils in joining RAMJO.

**Recommendation:**

- That the Board **note** the discussion had regarding Balranald and Wentworth Shire Councils showing interest in joining RAMJO.

8.4 **2022/2023 Q4 Quarterly Budget Review**

*Please note that this is an interim finance report. Final end of financial year figures for the 2022/2023 period will be completed before the financial statements are audited, which is due to commence on 3 October 2023.*

Please refer to *Attachment E* documenting Quarter 4 figures with YTD totals against budgeted items for the 22/23 FY.

**Key points:**

- Total operational income for 2022/2023 was **\$278,032.59**
- Total operational expenditure for 2022/2023 was **\$328,749.93**
- Actual operational **deficit** for 2022/2023 is **\$50,717.34**
- Comments are noted in the far right column of *Attachment E*

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**Recommendation:**

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

## 8.5 Approval for sale of RAMJO Vehicle

*Attachment F* outlines the specifications of the RAMJO owned vehicle. Document includes an initial purchase offer, subject to inspection by a dealer.

**Recommendation:**

- That the Board **approve** the sale of the RAMJO owned vehicle.

## 8.6 Executive Officer's Performance Development Plan and Probation Review

*Attachment G parts 1 and 2* highlights the outcome of the Executive Officers end of probation review, held on 12 July, including proposed recommendations for the Boards endorsement and adoption.

**Recommendation:**

- The Board adopt all recommendations as outlined in *Attachment G* (Parts 1 and 2); and
- Confirm the successful completion of the EO of her probation period.

## 8.7 General Managers/CEO's Forum draft minutes from 28 July

*Attachment H* documents minutes from the 28 July General Managers/CEO's Forum

**Recommendation:**

- That the Board **note** the draft minutes from 28 July meeting.

## AGENDA ITEM 9 – STRATEGIC PRIORITIES

### 9.1 Cr. Chris Bilkey: Water

- The Water sub-committee last met on 1 August
- *Attachment I* is the latest draft Water Position Paper for the boards review, discussion and adoption

**Recommendation:**

- That the Board **adopt** the updated Water Position Paper.

### 9.2 Mr George Cowan: Energy Security – Verbal Update

- The Energy sub-committee last met on 19 July

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- The Joint Organisation Net Zero Acceleration (**JONZA**) Project continues to be the vehicle that drives implementation of RAMJO's Regional Energy Strategy
- Attachment J provides a written update on JONZA outputs and focus areas

### 9.3 Mr David Webb: Transport – Verbal Update

- The Transport sub-committee last met on 2 August
- A meeting with the Minister for Regional Transport and Roads was set for 3 August but has been re-scheduled to November
- The Regional Freight Transport Plan has been updated by all member councils and will be shared at the next RAMJO Engineers Group Meeting in September, followed by the November GM's/CEO's forum and lastly with the RAMJO board for endorsement in November 2023

### 9.4 Mr John Scarce: Health – Verbal Update

- A Health sub-committee last meet on 5 July
- Work continues on drafting a RAMJO Health Position Paper

### 9.5 Housing Sub Committee – Verbal update

- The Housing sub-committee last met on 2 August
- Murrumbidgee and Berrigan are committed to developing a housing strategy for their respective councils
- Albury, Griffith, Hay, Leeton and soon Murray River have adopted a housing strategy
- The sub-committee are planning how to commence writing a Regional housing strategy and pursuing funding opportunities to implement actions within said Regional housing strategy

### 9.6 Mr Phil Stone: Digital Connectivity – Verbal Update

- Sub-committee seeking opportunities to advance progress

#### Recommendation:

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

## AGENDA ITEM 10 – OFFICE OF LOCAL GOVERNMENT UPDATE

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

Mr Giles Butler Director, Riverina Murray, Regional Development – Department 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 Contaminated Lands Management

Executive Officer to provide a verbal update.

### 12.2 Riverina & Murray Waste Groups

Attachment K, part 1 documents the current position of RAMJO's waste services.

Attachment K, part 2 is a written report from the Waste Services team, for the board to note. Taken as read.

#### Recommendation:

Regarding Riverina and Murray Waste group, that the RAMJO board **endorse**:

- The EO sign a 6-month renewal of the expired MOU between AlburyCity and RAMJO; and
- Continue gathering information for the board and EO's consideration, on how current waste services are being delivered for RAMJO, specifically current procurement processes, grant applications, reporting, budgeting, HR needs, file and document sharing, contract management, etc – this information is required by RAMJO to inform a new agreement between AlburyCity and RAMJO.

### 12.3 Disaster Risk Reduction Fund

Attachment L documents the current position of the DRRF project. Taken as read.

### 12.4 NSW Southern Lights Project

Attachment M part 1 documents NSW Southern Lights Project update. *Part 2* is a copy of the AER submission referenced in the update. Taken as read with verbal update.

#### Recommendation:

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

## AGENDA ITEM 13 – ADVOCACY

### 13.1 Albury/Wodonga Hospital Redevelopment

For general discussion. Consideration given to drafting a media release calling for the redevelopment masterplan to be released publicly.

### 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.

### 13.3 Berrigan Shire withdrawal from Murray Tourism Board

Attachment N documents a report from Mrs. Karina Ewer.

#### Recommendation:

- That the Board **note** the Advocacy update 13.1 and 13.2
- That the board note the recommendation contained in Attachment N.

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## AGENDA ITEM 14 – GENERAL BUSINESS

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

## MEETING CLOSE