

BOARD MEETING

13 May 2022

MEETING:	RAMJO Board Meeting		
DATE:	Friday 13 th May 2022		
TIME:	9:30am – 12:30pm		
LOCATION:	Griffith		
CHAIR:	Cr. Matthew Hannan		
ZOOM:	https://us06web.zoom.us/j/87840663801?pwd=bGxlbjErSElWSEdJKzZEMkFNTlI5QT09 Meeting ID: 878 4066 3801 Passcode: 949319		
ATTENDEES:	Council / Organisation	Voting Member	Non-Voting Member
	Albury City Council	Cr. Kylie King	Mr. Frank Zaknich
	Berrigan Shire Council	Cr. Matthew Hannan	Ms. 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. Doug Curran	Mr. Brett Stonestreet
	Hay Shire Council	Cr. Carol Oataway	Mr. David Webb
	Leeton Shire Council	Cr. Tony Reneker	Ms. Jackie Kruger
	Murray River Council	Cr. Chris Bilkey	Mr. Terry Dodds
	Murrumbidgee Council	Cr. Ruth McRae	Mr. John Scarce
	Narrandera Shire Council	Cr. Neville Kschenka	Mr. George Cowan
	Regional NSW		Mr. Giles Butler
Office of Local Government		Mr. Cameron Templeton	
RAMJO STAFF	Ms Nicola Gleeson – Executive Officer E: Nicola.GleesonCoopes@alburycity.nsw.gov.au M: 0408 498 534		
OTHER ATTENDEES – VIRTUAL	Name	Organisation	Role
	Ms Ally Dench (9.45-10.30)	Office of Local Government	Executive Director
	Mr. Mark Lamb	Murray Darling Association	CEO
	Mr. Alex Kitchen	Resilience NSW	Director Strategy, Risk and Insights
Ms Susan Appleyard	Federation Council	Director of Development and Environmental Services	

MEETING AGENDA

Item	Topic	Time
	OPENING	9:30
1	Welcome <ul style="list-style-type: none"> Acknowledgement of traditional custodians 	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"> 25 February 2022 – <i>Attachment A</i> 	9:38
5	Matters arising from previous Board meetings	9:39
6	NSW State Resilience Strategy Mr. Alex Kitchen – Resilience NSW	9:40
7	Office of Local Government Ms Ally Dench - Office of Local Government	9:50
8	RAMJO Freight Priorities - Attachment B Mr David Webb - Chair of RAMJO Transport Sub Committee	10.10
9	Draft RAMJO Water Paper - Attachment C Cr. Chris Bilkey – Chair of RAMJO Water Sub Committee	10.20
	BREAK	10:30
10	GOVERNANCE AND FINANCE <ul style="list-style-type: none"> 10.1 Ms Nicola Gleeson: Q3 2021-2022 Budget Report – <i>Attachment D</i> 10.2 Ms Nicola Gleeson: 2022-2023 Draft Budget – <i>Attachment E, Attachment F, Attachment G</i> 10.3 Ms Nicola Gleeson: Statement of Revenue Policy – <i>Attachment H</i> 10.4 Ms Nicola Gleeson : Audit, Risk and Improvement Committee 	10:45
11	OFFICE OF LOCAL GOVERNMENT UPDATE Mr. Cameron Templeton: Office of Local Government Update	11:00
12	Update - Regional NSW Mr Giles Butler : Director Riverina Murray of Regional NSW	11.10
13	UPDATE ON STRATEGIC PRIORITIES <ul style="list-style-type: none"> 13.1 Cr. Chris Bilkey: Water Sub-Committee Update 13.2 Mr Phil Stone: Digital Connectivity Sub-Committee Update 13.3 Mr George Cowan: Energy Security Sub-Committee 13.4 Mr David Webb: Transport Sub-Committee 13.5 Mr John Scarce: Health Sub-Committee Update 13.6 Ms Nicola Gleeson : Revised Statement of Strategic Regional Priorities – <i>Attachment I</i> 	11:20
14	Murray Darling Association Mr Mark Lamb, CEO Murray Darling Association	11.40

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Item	Topic	Time
15	ADVOCACY 15.1 Local Councils' Domestic Waste Charges Review – <i>Attachment J</i> 15.2 IPART Rate peg 2022-2023 – <i>Attachment K</i> 15.3 ePlanning portal and Planning Regime changes – <i>Attachment L</i> 15.4 Parliamentary Committee into Rural Health 15.5 Electric Vehicle Regional Strategy 15.6 Federal / NSW election priorities	12:00
16	PROJECT UPDATES – information Only <i>Written reports, taken as read.</i> 16.1 Mr. Matthew Dudley: Contaminated Land Management – <i>Attachment M</i> 16.2 Ms Andrea Baldwin: Regional Waste Kerbside Contract & Waste Groups – <i>Attachment N</i> 16.3 Ms Nicola Gleeson : Energy Audit and Strategy 16.4 Ms Karina Ewer : Shared Services	12:15
17	OPERATIONAL MATTERS 17.1 General Managers' meeting 29 th April 2022 – <i>Attachment O</i> 17.2 Murray Regional Tourism report - <i>Attachment P</i> 17.3 Industry Advisory Committee – <i>Attachment Q</i> 17.4 NSW Water Customer Advisory Group representative – Murrumbidgee / Murray 17.5 Working Groups : 17.5.1 JO Chairs' Forum - 28 March 2022 - <i>Attachment R</i> 17.5.2 RAMJO Engineers' Forum - 5 May 2022 17.5.3 RAMJO Planners' forum- 21 April 2022 - <i>Attachment S</i> 17.6 Murray and Murrumbidgee Regional Water strategies 17.7 Staffing update	12:30
18	GENERAL BUSINESS <ul style="list-style-type: none"> Call for general business 	12:45
Meeting Close		1:00pm

RAMJO BOARD MEETING AGENDA

AGENDA ITEM 1 – WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

Chair to welcome attendees and acknowledgement of country.

AGENDA ITEM 2 – APOLOGIES AND LEAVE OF ABSENCE

Apologies:

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

AGENDA ITEM 4 – MINUTES OF 22 FEBRUARY 2022

- Draft Minutes of 22 February 2022 – **Attachment A**

Recommendation:

- That the minutes of the RAMJO Board Meeting held 22 February 2022 be **received** and the recommendations therein be **adopted**.

AGENDA ITEM 5 – MATTERS ARISING FROM PREVIOUS RAMJO BOARD MEETINGS

ITEM	STATUS
Executive Officer to consider releasing joint media release with other JOs regarding Best Practice in Aggregated Procurement	IN PROGRESS
Invite Water NSW Director Vince Kelly to RAMJO Water Security Sub Committee meeting to seek clarity on planned infrastructure changes	IN PROGRESS
RAMJO to host a cross border workshop with the Murray Group of Councils to consider matters in common and seek opportunities for collaboration	IN PROGRESS
RAMJO to write in support of a feasibility study for Lake Coolah / Lake Mejum, to be sent to : <ul style="list-style-type: none"> o Deputy Prime Minister, Barnaby Joyce o Deputy Premier NSW, Paul Toole o Minister for the Environment, Sussan Ley, o Chair National Water Grid Authority, Christopher Lynch o NSW Water Minister, Melinda Pavey o Federal Water Minister, Keith Pitt o Commonwealth Water Holder, Jody Swirepik o Chair of the Murray Darling Basin Authority, Air Chief Marshal Sir Angus Houston With a copy to any other agencies that emerge as relevant stakeholders.	IN PROGRESS
RAMJO Board delegated to the General Managers the RAMJO Submission to Councils' Domestic Waste Management charges. Submitted to IPART, <i>Attachment J</i>	COMPLETED
RAMJO Board delegated to the General Managers the RAMJO Submission regarding the IPART Rate Peg 2022-2023. Submitted to IPART, <i>Attachment K</i>	COMPLETED

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RAMJO Board delegated to the RAMJO Planners' forum the RAMJO response to recent multiple Planning regime changes. Discussed at Agenda item 15.3.	COMPLETED
RAMJO Board delegated to the RAMJO Engineers' forum a RAMJO wide response to an Electric Vehicles Strategy. The Engineers forum was to review and decide on RAMJO's action. The forum met 4 th May 2022 and decided that this was not a local government issue, that this should be solved by private industry.	COMPLETED

Recommendation:

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

AGENDA ITEM 6 – NSW STATE RESILIENCE STRATEGY

Mr Alex Kitchen, Director Strategy, Risk and Insights at Resilience NSW will present on the State Resilience Strategy. Resilience NSW are seeking input, advice and expertise from a range of different stakeholders across government, business, councils, NGOs to help inform state-wide outcomes and priorities for future investment in risk mitigation and capability development for a safer and more resilient NSW.

Recommendation:

- That the Board **note** the presentation by Mr. Alex Kitchen.

AGENDA ITEM 7 – OFFICE OF LOCAL GOVERNMENT

Ms Ally Dench is the Executive Director Local Government at the Office of Local Government, she will give an update on OLG's work, and there will be a time for questions.

Recommendation:

- That the Board **note** the presentation by Ms Ally Dench.

AGENDA ITEM 8 – RAMJO FREIGHT PRIORITIES

Mr David Webb, Chair of the Transport Sub Committee will speak to the draft RAMJO Freight Priorities, at **Attachment B**, developed by the RAMJO Engineers' forum, and reviewed and recommended to the Board by the Transport Sub committee and the GMs forum. This will be a live document that continues to be periodically updated. Thanks to Mr Brad Ferris and his team at AlburyCity for their significant work developing the document.

Recommendation:

- That the Board **adopt** the RAMJO Freight Priorities.

AGENDA ITEM 9 – DRAFT RAMJO WATER PAPER

Cr Chris Bilkey, Chair of the Water Sub Committee will speak to the draft revised RAMJO Water paper, at **Attachment C**, to explain the work that has been undertaken. Case studies and references are still being updated, including as new ABS data is available.

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Recommendation:

- That the Board **note** the progress of the water paper.

AGENDA ITEM 10 – GOVERNANCE AND FINANCE

10.1: Quarterly Budget vs Spend Review Q3 2021-2022

Please find at **Attachment D** a spreadsheet documenting Q3 spend to date against budgeted items for FY2021-2022. As in previous quarter, the format has been changed to introduce a year to date cycled budget column, and a variance column against this cycled budget. The final two columns are the same, the full year budget, and a variance column for this full year budget against year to date actuals. No further changes will be made until the new budget. The budget has been cycled in line with actuals where this is known, otherwise quarterly evenly.

Relating to income:

- RAMJO budgeted to receive \$231,712 year to date, and \$284,069 has been received. This is due to the timing of receiving last year's Procurement Australia Rebate (\$61,325).
- The unbudgeted Energy audit and strategy grant has been moved from the General Fund to a project line, to better reflect the nature of the grant.
- RAMJO has not recognised the \$150k from OLG NSW received in late June 2021 for capacity building funds yet, it is currently on the balance sheet as unearned income in advance.

Relating to expenses:

- RAMJO budgeted to spend \$432,532 year to date, and spent \$362,437 at the end of Q3.
- This variance is due to:
 - Salary and wages are \$76,150 less than budget, due to the resignation of the Executive Officer, and the office manager acting in this role at a lower rate, part time. There will be an overall underspend in salaries due to this.
 - Timing differences due to even cycling, Q1 -Q3 was been quiet due to COVID meaning meetings are online.
 - Provision for consultancy is higher than budget, due to \$17k profile.ID and economy.ID subscription.

Recommendation:

- That the RAMJO Board **note** the 2021-2022 Q3 budget versus spend report.

10.2: Draft 2022-2023 Budget

The budget is attached at **Attachment E**, proposed Council contributions at **Attachment F**, with a discussion document at **Attachment G**.

Likely unrestricted cash at the end of 2021-2022 financial year will be \$362,080. The current deficit budgeted for 2022-2023 is (\$26,736), before ARIC requirements.

Recommendation:

- That the RAMJO Board **approve** the 2022-2023 RAMJO budget.

10.3: Draft Statement of Revenue Policy 2022-2023

The Draft Statement of Revenue Policy is at **Attachment H**, and is different from prior year only in that it increases the contributions paid by member councils from 2021-2022 by 0.7%, in line with the base rate peg. Some councils have no increase as the cap is \$10,000, in line with prior year, and some increase by more than this due to population growth. There is no methodology change proposed. If councils were increased by their total rate cap amount, this would be an additional \$581 to RAMJO, and if a generic CPI of 2% was increased, then this would be an additional \$2,433. These approaches are not proposed as the difference is not material.

Recommendation:

- That the RAMJO Board **approve** the 2022-2023 Statement of Revenue Policy

10.4: Audit, Risk and Improvement Committee (ARIC)

As previously noted RAMJO as an entity must have an ARIC from 4 June 2022, but this does not have to comply with the guidelines until 2027. JOs have until 2025 to establish a risk management framework and internal function. All correspondence with OLG by RAMJO, other JOs, and the JO network as a whole has suggested that no further revision to the guidelines for JOs is likely.

RAMJO has obtained a copy of the service proposal between Namoi Unlimited (encompassing Gunnedah Shire Council, Gwydir Shire Council, Liverpool Plains Shire Council, Tamworth Regional Council and Walcha Council) and Tamworth Regional Council. This has been shared with Albury City, who have drafted a similar proposal for the Albury City ARIC to accept and recommend to Albury City Council for approval. This will be provided to the Board as soon as it is cleared by Albury City. As a high level concept the ARIC are open to what the guidelines refer to as a “shared” committee with the JO.

There is a risk that this will not be finalised by the deadline of 4th June 2022, but within the JO network there are a number of other JOs that are unable or unwilling to comply with the guidelines, so it’s suggested the implications of short term noncompliance while we work with goodwill and intent towards compliance will be minimal.

ARIC costs are not currently included within the budget. They are likely to be approximately \$10k-\$15k as a shared committee.

Recommendation:

- That the Board **note** the progress on the ARIC

AGENDA ITEM 11 – OFFICE OF LOCAL GOVERNMENT UPDATE

Mr Cameron Templeton will give an update of the work of the OLG.

Recommendation:

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

AGENDA ITEM 12 –REGIONAL NSW UPDATE

Mr Giles Butler, Director Riverina Murray of Regional NSW will give an update on Regional NSW.

Recommendation:

- That the Board **note** the presentation by Giles Butler.

AGENDA ITEM 13 – STRATEGIC PRIORITIES UPDATE

13.1 Cr. Chris Bilkey: Water

The water subcommittee has met to review and update the Water position paper, as discussed in Agenda Item 9.

13.2 Phil Stone: Digital Connectivity

Meeting with FSG to discuss RAMJO grants, FSG undertook a regional tour in April 2022.

13.3: George Cowan: Energy Security

Energy Subcommittee met to progress the regional strategy, and identify key priorities.

13.4: David Webb: Transport

Engineers and Transport subcommittee have met to revisit the revised regional Freight Priorities, per agenda item 8.

13.5 John Scarce: Health

The Health Sub Committee has not met since last Board meeting. The EO and Chair met with MP Justin Clancy in March to discuss RAMJO's support for the Albury Base Hospital. Note that there is a regional health committee being set up.

13.6 Revised Statement of Strategic Regional Priorities

The paper at **Attachment I – Statement of Strategic Regional Priorities** sets out the proposed process for RAMJO to refresh its SSRP.

Recommendation:

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

Recommendation:

- That the RAMJO Board **note** :
 - the proposed timetable
 - the proposed budget
- The board **approve** the proposed approach to the Revised Statement of Strategic Regional Priorities, and **nominate** a working group.

AGENDA ITEM 14 – MURRAY DARLING ASSOCIATION

Mr Mark Lamb has been the CEO of the Murray Darling Association since December 2021, and will give an update on the MDA's work, with a brief time for questions.

Recommendation:

- That the Board **note** the presentation from Mr. Mark Lamb, CEO of the Murray Darling Association.

AGENDA ITEM 15 – ADVOCACY

15.1 Local Councils' Domestic Waste Charges Review

At the last board meeting the Board delegated the RAMJO response to the IPART review to the General Managers' Forum. Response submitted at **Attachment J**.

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Recommendation:

- That the Board **note** the Domestic Waste Charges Review RAMJO submission.

15.2 IPART rates peg for 2022-2023

At the last board meeting the Board delegated the RAMJO response to the IPART rate peg for 2022-2023 to the General Managers' Forum. Response submitted at **Attachment K**.

Recommendation:

- That the Board **note** the IPART Rate peg RAMJO submission.

15.3 ePlanning portal and Planning regime changes

RAMJO has previously made representation to DPE Planning about issues with the planning portal. The RAMJO Planners Forum met recently and the majority of RAMJO councils continue to have serious issues with the ePlanning portal. Ms Susan Appleyard will represent the RAMJO Planners Forum to discuss the significant issues being experienced in the ePlanning portal. These include difficulty in navigating the portal, the portal not linking to other council systems (including records management), the portal not indicating which documents are compulsory -meaning applications are failing, and the knock on effects this is creating with staff workload and its impact on staff morale. One member council has sought legal advice, not using the ePlanning portal will risk losing Councils' planning powers.

The Planning Forum is seeking a delegation to the Minister to explore the issues with planning reform changes and seek clear resolution pathways.

There will be a late paper **Attachment L** as a report and request to the Board for a delegation to the Planning Minister, including Impact Statements from affected staff, noting previous attempts to rectify the situation.

Recommendation:

- That the Board **approve** a RAMJO delegation to the Planning Minister to set out the significant issues experienced by member councils using the ePlanning portal.

15.4 Parliamentary Committee into Rural Health

Most RAMJO member councils made submission to the enquiry into Rural Health. The Parliamentary Committee into Rural Health issued its report 5th May 2022. The Government response is expected 7th November 2022. Report link here : [Report \(nsw.gov.au\)](https://www.nsw.gov.au)

Recommendation:

- That the Board **note** the Parliamentary Committee into Rural Health report and determine further advocacy representation.

15.5 Electric Vehicle Regional Strategy

The RAMJO Board delegated the response for a RAMJO Electric Vehicle Regional Strategy to the General Managers' forum, who recommended the Engineers' forum consider it. The Engineers' forum has met and recommend that there be no RAMJO wide strategy, that it remain a matter for private industry.

Recommendation:

- That the Board **note** the update from the Engineers' forum and consider if this is an appropriate response.

15.6 Federal / NSW Election priorities

The federal election is rapidly approaching, RAMJO has not considered it appropriate to advocate formally during this period. 2023 New South Wales state election will be held on 25 March 2023, and RAMJO should consider key election advocacy strategy during before this period.

Recommendation:

- That the Board **discuss** the key advocacy strategy for the 2023 NSW state election.

AGENDA ITEM 16 – PROJECT UPDATES

Written updates on each project currently being managed by RAMJO provided as attachments.

16.1: Contaminated Lands Management – Attachment M

- Likely extension of the CRCB project from 30 June 2022 is now uncertain. The 'politics' in Sydney appears to have shifted on SEPP55, and
- soil contaminants (asbestos et al) 'capacity resources' to be developed in collaboration with LGNSW and all other CRCB projects.

16.2: Riverina Waste Group & Murray Waste Group – Attachment N

Mr Christian Malins is the new Resource Recovery Project Lead at Albury City, starting 25 April 2022.

16.3: Energy Audits and Strategy – verbal update

There is a fortnightly meeting with DPE, the EO, and the Chair of the Energy Sub committee. There is ongoing communication between the DPE staff and member council staff regarding progressing energy audit action items and alerting them to grant possibilities.

16.4: Karina Ewer : Shared Services– verbal update

First meeting Friday 21st January. Mapping has begun, as below :

Council	Contact	Mapping scheduled / completed
Albury	Kate de Hennin, Service Leader Engagement Tracey Squires, Deputy CEO Business, Growth & Community	Initial scoping meeting taken place, template sent, meeting to book.
Berrigan	Karina Ewer, GM	Initial scoping meeting taken place, template sent, meeting to book.
Carrathool	TBA	
Edward River	Belinda Perrett, Executive Assistant	Template sent, meeting not booked

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Federation	Robyn Beveridge	Template sent, meeting not booked, staff member leaving.
Griffith	Nick DeMartin, Workforce Planning Manager	Template sent, meeting booked, rescheduled due to COVID.
Hay	David Webb, GM.	Template completed and returned.
Leeton	Gary Taylor, Manager People & Organisation Development	Template sent, meeting booked
Murray River	Stephen Fernando, Director Corporate Services Sandy Paterson, Manager of Business Intelligence	Template sent, meeting to be scheduled
Murrumbidgee	Sarah Gurciullo, People and Culture Officer	Template sent, meeting to be scheduled
Narrandera	George Cowan, GM (+directors)	Template sent, meeting to be scheduled

Additionally, this has been discussed at the Planning forum and the Engineers forum. The Northern Rivers JO is working on a business case for shared services for Planners specifically, and will share this.

Recommendation:

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

AGENDA ITEM 17 – OPERATIONAL MATTERS

17.1 – General Managers Group Meeting Minutes

The General Managers met on Friday 29th April 2022, minutes can be found at **Attachment O**

17.2 – Murray Regional Tourism

Attachment P has the report from Ms Karina Ewer on the latest meeting of MRT, to be taken as read.

17.3 – Industry Advisory Committee

Attachment Q has the report from Ms Karina Ewer on the latest meeting of IAC, taken as read.

17.4 – NSW Water Customer Advisory Group representative

Mayor Paul Maytom was previously the RAMJO representative for the Murrumbidgee Customer Advisory Group. RAMJO has previously not had a representative on the Murray group. Ms Jackie Kruger has been nominated by Leeton and Mr David Webb has been nominated by Hay for Murrumbidgee, and there has been no nomination for the Murray group. Murray councils are suggested to nominate to be on the Murray group.

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17.5 - Working Groups

17.6.1 JO Chairs' Forum - 28 March 2022

Minutes attached at **Attachment R**. Meeting held in Sydney, Chair Matt Hannan was able to attend remotely. The forum was addressed by Minister Wendy Tuckerman, and had a workshop with OLG to review JO functionality and the outcomes of the JO Review.

17.5.2 Engineers Forum 5 May 2022

Engineers forum met 5 May 2022, and minutes will be circulated when they are received. They will not be a late paper to this meeting.

17.5.3 Planners Forum 21 April 2022

The RAMJO Planners forum has restarted, chaired by Ms Susan Appleyard, Director Federation, will meet quarterly. Minutes are at **Attachment S**.

17.6 –Murray and Murrumbidgee Regional Water Strategies

From 11 April to 22 May the draft Murray and Murrumbidgee regional water strategies will be on public exhibition. Is further submission or joint response needed. Webinar and public information sessions are available, through the RAMJO footprint.

17.7 –Staffing update

Ms Carolyn Clancy will commence on a two year fixed term contract as the RAMJO Office Manager on Monday 16th May, working across RAMJO operational and project work.

Recommendation:

- That the RAMJO Board **note** the operational updates.

AGENDA ITEM 18 – GENERAL BUSINESS

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

MEETING CLOSE