



**CANBERRA REGION**  
JOINT ORGANISATION

---

# **Board Meeting Agenda and Business Paper**

---

24 February 2023



## AGENDA

1. Opening Meeting .....	4
2. Welcome & Acknowledgement of Country .....	4
3. Apologies.....	4
4. Disclosure of Interest .....	4
5. Notice of Rescission .....	4
6. Notice of Motions .....	4
7. Urgent Business .....	4
8. Presentations .....	5
8.1. Transport for NSW Presentation.....	5
8.2. Destination Southern NSW Presentation .....	6
9. Confirmation of Minutes.....	7
9.1. Confirmation of Previous Minutes.....	7
10. Chair’s Minute .....	7
11. Reports to Joint Organisation .....	8
11.1. Australian Government Inquiry on National Regional, Rural and Remote Road Network.	8
11.2. Audit Review and Improvement Committee Charter .....	9
11.3. Operations Program Overview .....	10
11.4. Financial Statements.....	13
12. Confidential Matters .....	15
13. Close.....	15



MEMBERS	
Bega Valley Shire Council	Mayor Russell Fitzpatrick (Chair) Mr Anthony McMahon
Eurobodalla Shire Council	Mr Warwick Winn Mayor Matthew Hatcher
Goulburn Mulwaree Council	Mayor Peter Walker Mr Aaron Johansson
Hilltops Council	Mayor Margaret Roles Mr Anthony O'Reilly
Queanbeyan-Palerang Regional Council	Mayor Kenrick Winchester Ms Rebecca Ryan
Snowy Monaro Regional Council	Mayor Narelle Davis Mr Peter Bascomb
Snowy Valleys Council	Mayor Ian Chaffey Mr Ken Gouldthorp
Upper Lachlan Shire Council	Mayor Pam Kensit Ms Colleen Worthy
Wingecarribee Shire Council	Mr. Viv May (PSM) Ms Lisa Miscamble
Yass Valley Council	Mayor Allan McGrath Mr Chris Berry
ACT Government	Dr David Clapham
Wagga Wagga City Council	Mayor Dallas Tout Mr Peter Thompson
Canberra Airport	Mr Noel McCann
Canberra Region Joint Organisation	Mr Warwick Bennett Ms Suzanne Gearing Ms Hayley Chapman Ms Jennifer Lang
GUESTS	
NSW Government	Anna Wyllie, Regional NSW Emma Watts, Regional NSW Heidi Stratford, Reconstruction Authority NSW Karen Purser, Office of Local Government Louise Taylor, Office of Local Government

## 1. Opening Meeting

The Chairperson, Mayor Russell Fitzpatrick will open the meeting.

## 2. Welcome & Acknowledgement of Country

The Chairperson, Mayor Russell Fitzpatrick will welcome members and guests and make an acknowledgment of country.

## 3. Apologies

The Chairperson, Mayor Russell Fitzpatrick will call for any apologies. CRJO will resolve to accept any apology and may grant leave of absence.

## 4. Disclosure of Interest

With reference to Chapter 14 Local Government Act 1993, and CRJO's Code of Conduct, Councillors are required to declare any conflicts of interest in the matters under consideration by CRJO at this meeting.

## 5. Notice of Rescission

Pursuant to Clause 372 of the Local Government Act 1993 a voting representative may lodge a notice to rescind a motion for the CRJO's consideration.

## 6. Notice of Motions

Pursuant to Clause 10.2 of the Code of Meeting Practice a voting representative may lodge a notice of motion for the CRJOs consideration

## 7. Urgent Business

The Chairperson will call for any Additional Business pursuant to Clause 9.3 of the Code of Meeting Practice. Any additional business to be discussed requires a Board resolution or a ruling by the Chairperson that the matter is of great urgency.

The CRJO Board may resolve to accept any late item, information or urgent business to be discussed and/or determined at this meeting.

## 8. Presentations

### 8.1. Transport for NSW Presentation

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. Draft South East and Tablelands Regional Transport Strategy

#### RECOMMENDATION

That:

1. The presentation by Transport for NSW on the Draft South East and Tablelands Regional Transport Strategy be received.
2. The CRJO make a regional submission to the South East and Tablelands Regional Transport Strategy and all member Councils forward their comments to the Chief Executive CRJO by Friday 10<sup>th</sup> March 2023.
3. The Chief Executive circulate a draft submission once comments are received to member Mayors and General Managers for final comment before lodging the CRJO submission directly with Transport for NSW.

#### REPORT

Transport for NSW representatives will make a presentation to the Board via TEAMS at 9.30am.

An extension for submissions to the Draft South East and Tablelands Regional Transport Strategy has been granted to the CRJO. The extension of time has been granted to the 24 March 2023.

To date CRJO have only received one comment from Snowy Valley Council being:

*Snowy Valleys Council area sits within the Riverina Murray regional transport plan and as such the majority of our feedback will need to be provided through that planning group.*

*The only initial matter that we would like to flag is a connection from Tumut to Canberra via Brindabella Road. The Federal Department of Infrastructure has recently announced a further \$20M, bringing the total to \$37.4M, to upgrade Brindabella Road. SVC is keen to ensure that this road is also given attention on the ACT side.*

Member Councils are encouraged to forward their comments for a Regional Submission to the Chief Executive by Friday 10<sup>th</sup> March 2023. A regional submission will be composed and circulated to all Council's for approval. This will enable the submission to be lodged in time for the closing date, 24<sup>th</sup> March 2023.



## 8.2. Destination Southern NSW Presentation

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** Nil

### **RECOMMENDATION**

That the presentation from Mr Richard Beer, Chair on the Destination Southern NSW, Destination Management Plan be received.

### **REPORT**

Destination Southern NSW have confirmed that the Destination Management Plan (DMP) will be signed off by the State Government and released this week. Mr Richard Beer, Chair of Destination Southern NSW will present the contents of the DMP to the Board at 10.00am.

This report is only recommending that CRJO Board receive the presentation, as this is the final document.



## 9. Confirmation of Minutes

### 9.1. Confirmation of Previous Minutes

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. Minutes of CRJO Board Meeting 9 December 2022

#### **RECOMMENDATION**

That the CRJO Board Meeting Minutes from 9 December 2022 be confirmed.

## 10. Chair's Minute

Pursuant to Clause 9.6 of the Code of Meeting Practice the Chairperson, without notice, may put to the meeting a minute on any matter or topic that is within the jurisdiction of the CRJO.

## 11. Reports to Joint Organisation

### 11.1. Australian Government Inquiry on National Regional, Rural and Remote Road Network

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. CRJO Submission National Regional, Rural and Remote Road Network

#### RECOMMENDATION

That:

1. The report of the Chief Executive on the Submission to the “Australian Government inquiry into the implications of severe weather events on the national regional, rural and remote road network”.
2. The CRJO Board endorse the submission to the Australian Government.

#### REPORT

Attached to this report is a draft submission to the Australian Government inquiry into the implications of severe weather events on the national regional, rural and remote road network.

The Terms of Reference for this inquiry is as follows: -

*The House of Representatives Standing Committee on Regional Development, Infrastructure and Transport will inquire into and report on the implications of severe weather events on the national regional, rural, and remote road network, with a particular focus on:*

- *Road engineering and construction standards required to enhance the resiliency of future road construction;*
- *Identification of climate resilient corridors suitable for future road construction projects;*
- *Opportunities to enhance road resilience through the use of waterproof products in road construction;*
- *The Commonwealth’s role in road resilience planning; and*
- *Any related issues.*

At the time of writing this report the General Manager Advisory Group (GMAG) were still reviewing the submission and collating the final data. The final submission as recommended by GMAG will be forwarded to the Board under separate cover. CRJO don’t expect it to change substantially from the attached draft.





## 11.2. Audit Review and Improvement Committee Charter

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. Internal Audit Charter

### **RECOMMENDATION**

That the Canberra Region Joint Organisation board adopts the Audit Review and Improvement Committee Charter.

### **REPORT**

The Canberra Region Joint Organisation is required to undertake internal audits the same as all member Councils. The CRJO has employed an independent internal auditor who undertakes this function with Goulburn Mulwaree, Upper Lachlan Shire, Yass Valley and Snowy Monaro Councils. Goulburn Mulwaree, Upper Lachlan Shire Yass Valley and CRJO utilise the same Audit Review and Improvement Committee (ARIC), whilst Snowy Monaro retained their own ARIC. The Chair of the shared ARIC is in the process of being appointed.

The attached Charter sets out how the internal audit function will operate.



### 11.3. Operations Program Overview

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. Business Case Strategy and Development Fund Successful Applicant

#### RECOMMENDATION

That:

1. The report of the Chief Executive on the current operations projects be received.
2. The Chair of the CRJO Board be granted authority to call an extra-ordinary meeting(s) of the Board to discuss and approve the audit financial statement and any resolutions needed to approve a tender for the Circular Economy project.

#### REPORT

##### 1. 2021/22 Audit

The 2021/22 Audit continues by Deloitte and we continue to supply them with information that has been supplied on prior numerous occasions. The issue seems to be a constant turnover of their staff and the new staff want to re-examine work that has already occurred. When the Audit is completed, an extra-ordinary meeting of the Board may be required to receive those audited financial statements. The recommendation in this report is that the Chair be authorised to call an extra-ordinary meeting. Our constitution allows such a meeting to be conducted on-line – so that would be the preferred action.

##### 2. Waste and Circular Economy

The Hume MRF was burnt to the ground on Boxing Day. Six member Councils used that facility and are now looking at alternative outlets for their recycling. The current ACT recycling is being transported by road to Sydney. The new facility at ACT will take some time to rebuild and estimates are that it will not be fully operational again until late 2025

At the time of writing this report the grant for undertaking a business case on the waste circular economy has not been formally announced – albeit the schedule of grant has been published. That schedule is attached for the Boards information. Please note that the CRJO received the largest grant in the State which indicates that our application was of high quality and the outcomes considered of high value to the community.

The project will focus on: -

- Undertaking a desktop study and research on best practice trends and opportunities of waste initiatives around the globe.
- Undertake a regional waste material flow analysis.
- Engage University, CSIRO or Government Agencies recognised for their innovative research in waste and recycling management to improve the environment.
- Develop detailed business case or new initiatives and opportunities for both public and private sector that can deliver new thinking.

This project will require the engagement of suitably experience and qualified consultants through a tender process. As this project has a very short time frame, we will require an extra-



ordinary Board meeting to approve a tender for that consultant. Again, it will be an on-line meeting – hopefully the same meeting as for the Audited financial statements.

### **3. Resilience Connect**

The process to conclude the project this calendar year include:

- Implementing the resilience work into Council processes -
- identify five potential projects to enhance resilience in the region.
- Continue meaningful community consultation about what resilience outcomes look like in communities.
- Robust on-line messaging.
- Develop resilience videos and podcasts.

### **4. Disaster Risk Recovery Fund**

The CRJO has been granted state Government funding for additional resilience work. It is currently under embargo so cannot be formally announced at this stage, but has commenced activities as of late January 2023.

This includes:

- Sharing and coordinating the resilience work across other JO's.
- Implementing the resilience into the Community Strategic Plan and including a community well-being survey. This will be a significant saving to member Council who participate as we will prepare the regional part of the CSP at no cost to the Councils.
- Investigating options to develop software that predict fire and flood outcomes.

### **5. Drought Resilience**

This project has concluded with the identification of 5 significant projects. We are working with Upper Lachlan Shire and Hilltops Councils on opportunities to ensure those projects happen.

### **6. Contaminated Lands**

This project concludes in June 2023. Over the next four months we will develop a template policy for member Councils to consider, identify all contaminated land sites in the Council areas and develop a guide on how to manage various contaminations on private and public lands.

### **7. Net Zero Emissions Project**

This project is scheduled to formally commence in March, with preliminary establishment work currently underway. The project will be looking at the following outcomes:

- Net Zero regional policy.
- Implementing net zero outcomes into Councils IP &R processes.
- Best procurement practices for net zero outcomes.
- Develop projects such as – EV charging station network and electricity plans and policies for member Councils.

### **8. Regional Procurement**

Working with member Councils we propose to develop options for better regional procurement initiatives which include:



- A strong focus on local suppliers.
- Reducing input and therefore costs at member Council level.
- Reducing spend to member councils on services and materials.
- Working together to determine larger scale and hopefully cheaper prices.

### **9. Government Ministerial Meeting**

We are working on a CRJO Board visit to Federal Parliament with meeting directly with Ministers. A date is yet to be determined. This meeting will be sponsored by the Hon Kristy McBain – Minister of Local Government.

Ministers to be invited include:

- Prime Minister The Hon Anthony Albanese MP.
- Minister for Infrastructure, Transport, Regional Development and Local Government The Hon Catherine King MP – always issues on roads in particular and other Infrastructure including the Ministers plans for working in partnership with local government.
- Minister for the Environment and Water - The Hon Tanya Plibersek MP. We would be keen to hear from the Minister her ideas on a Federal EPA. Also, water is probably our second most significant issue in regional local government behind roads.
- Minister for Skills and Training - The Hon Brendan O'Connor MP - skills shortage and Federal Government response and proposed actions.
- Minister for Health and Aged Care - The Hon Mark Butler MP - Local Government is becoming more and more involved in this service and discussions on future operations of aged care sector.
- Minister for Emergency Management - Senator the Hon Murray Watt – As you would be aware this region has experienced its fair share of local emergencies – we would like to explain what we are doing at a local level to assist communities.
- Assistant Minister for Rural and Regional Health - The Hon Emma McBride MP –Rural health needs are under extreme pressure and updates on plans for the future would be appreciated.
- Minister for Regional Development, Local Government and Territories – The Hon Kristy McBain MP Discussions on RDA's and plans for the local government sector.

Once the State Government elections are concluded and the new Ministers in place, we will arrange a meeting in State Government parliament as well.

### **10. Department of Planning**

With assistance from Chris Berry from Yass and Lindsay Ussher from Eurobodalla we are holding a number of meetings with the Department of Planning to discuss simplifying the planning and DA processes. A further workshop is being planned, with Cessnock and Bathurst Councils also being involved. This series of meetings follows on from the meetings with the Minister of Planning in October last year.

### **11. MOU with ACT Government**

A signing ceremony is being planned for the signing of the MOU with the ACT Government. Date for this ceremony is yet to be finalised.

### 11.4. Financial Statements

**Author:** Warwick Bennett, Chief Executive Officer

**Attachments:** 1. CRJO Financial Statements November 2022 – January 2023

#### RECOMMENDATION

That Board receive the CRJO Finance Report and note the financial position of the Organisation at 31 January 2023.

#### REPORT

For the year to date ending 31 January 2023, the Canberra Region Joint Organisation (CRJO) achieved an operating surplus of \$1,458k.

Table 1.1 below provides a breakdown of the operating surplus across each Program.

Program	YTD Income \$000	YTD Expenses \$000	YTD Operating Result \$000	YTD Budget \$000	YTD Variance \$000	Full Year Budget \$000
CRJO Operations	\$752	\$456	\$296	\$263	\$33	\$191
JO Capacity Building #2	\$150	\$0	\$150	\$0	\$150	\$0
<b>Recovery &amp; Resilience</b>						
Drought Resilience	\$284	\$368	(\$84)	\$0	(\$84)	\$0
BCRRF - Vulnerable Contaminated Lands	\$73	\$53	\$20	\$0	\$20	\$0
BCRRF - Simtable	\$89	\$52	\$37	\$0	\$37	\$0
BCRRF - Blueprint	(\$36)	\$1	(\$37)	\$0	(\$37)	\$0
BLERF - Economic Recovery	\$819	\$441	\$378	\$370	\$8	\$0
DRRF – Disaster Recovery	\$292	\$3	\$289	\$0	\$289	\$0
ECC – Net Zero	\$93	\$2	\$91	\$0	\$91	\$0
<b>EPA Waste Programs</b>						
Regional Support Fund*	\$557	\$326	\$231	\$198	\$34	(\$43)
Contaminated Lands	\$279	\$192	\$87	\$4	\$83	\$0
<b>Total Operating Result</b>	<b>\$3,352</b>	<b>\$1,894</b>	<b>\$1,458</b>	<b>\$835</b>	<b>\$624</b>	<b>\$148</b>

Table 1.1

\*Includes the following Programs: Regional Waste Education, Household Chemical Clean-Up, CRC Education and Container Deposit Scheme.

**The surplus of \$1,458 for the year to date is due to:**

- Grant funding of \$323k carried forward from the 2021/22 financial year;
- New funding received throughout the current financial year \$840k. This includes a renewed three-year agreement with the EPA for the Regional Coordination Support Program, plus new grant funding from the Disaster Risk and Recovery Fund (DRRF) and the Net Zero Acceleration Fund; and

- Member contributions and program management fees received to fund business as usual operational activities throughout the remainder of the year \$295k.

**Notable variances to budget (YTD):**

- CRJO has been successful in securing two addition grants during the 2022/23 financial year. Unbudgeted grant funding of \$380 has been received to date from the Disaster Risk and Recovery Fund (DRRF) and the Net Zero Acceleration Fund.
- The BCRRF Programs were budgeted to finish in December 2022. Variations have been approved to extend the Vulnerable Contaminated Lands, Simtable and Blueprint Programs, allowing the program teams to wrap up final milestones over the next few weeks.
- The Contaminated Lands Program is favourable to budget due to the departure of the Eastern Cluster Program Officer. The Contaminated Lands programs are in the final stage of delivery and will conclude in June 2023.

**Cash Balances**

As at 31 January 2023, CRJO holds a cash balance of \$2,179k. Table 1.2 below provides a summary of the distribution of cash across the core Programs.

Programs	Opening Balance 1 Jul 2022 \$000	Cash Receipts \$000	Cash Outgoings \$000	Closing Balance 31 Jan 2023 \$000
CRJO Operations	\$914	\$632	\$491	\$1,055
JO Capacity Building #2	\$150	\$0	\$0	\$150
<b>Recovery &amp; Resilience</b>				
Drought Resilience	(\$15)	\$400	\$397	(\$12)
BCRRF - Vulnerable Contaminated Lands	\$28	\$0	\$53	(\$25)
BCRRF - Simtable	\$75	\$0	\$80	(\$5)
BCRRF - Blueprint	(\$6)	\$0	\$91	(\$97)
BLERF - Economic Recovery Fund	\$130	\$695	\$447	\$378
DRRF – Disaster Recovery	\$0	\$291	\$2	\$289
ECC – Net Zero	\$0	\$0	\$2	(\$2)
<b>EPA Waste Programs</b>				
EPA - Regional Support Fund*	\$267	\$369	\$364	\$272
Contaminated Lands	\$186	\$184	\$194	\$176
<b>Total Cash on Hand</b>	<b>\$1,729</b>	<b>\$2,571</b>	<b>\$2,121</b>	<b>\$2,179</b>

Table 1.2

\*Includes the following Programs: Regional Waste Education, Household Chemical Clean-Up, CRC Education and Container Deposit Scheme.

**Notable business as usual upcoming expenditure:**

- GST, PAYG and superannuation payments totaling \$72k will be paid in February.
- \$506k of the cash balance remains in a three-month Term Deposit. This deposit makes up the unrestricted cash balance of the Organisation. The Term Deposit continues to be invested over a rolling three months with interest rates slightly improving.



## 12. Confidential Matters

The CRJO Board must resolve to move into Closed Session to deal with any items under s10 Local Government Act 1993.

## 13. Close

The Chairperson, Mayor Russell Fitzpatrick will close the meeting.