



**CANBERRA REGION  
JOINT ORGANISATION**

*Regional leadership connecting our communities*

# BOARD MEETING

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Friday, 8 December 2023  
9am – 1pm  
Queanbeyan-Palerang Regional Council  
257 Crawford Street, Queanbeyan

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# MINUTES



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MEMBERS	
Bega Valley Shire Council	Mayor Russell Fitzpatrick (Chair) Mr Anthony McMahon
Eurobodalla Shire Council	Mayor Mathew Hatcher Mr Warwick Winn
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 (Deputy Chair) Deputy Mayor Esmá Livermore Ms Rebecca Ryan
Snowy Monaro Regional Council	Mayor Chris Hanna Mr David Hogan
Snowy Valleys Council	Mayor Ian Chaffey Mr Stephen Pinnuck
Upper Lachlan Shire Council	Mayor Pam Kensit Ms Alex Waldron
Wingecarribee Shire Council	Mr. Viv May (PSM) Ms Lisa Miscamble
Yass Valley Council	Mayor Allan McGrath Mr Chris Berry
Wagga Wagga City Council	Mayor Dallas Tout Mr Peter Thompson
ACT Government	Dr David Clapham
Canberra Airport	Mr Noel McCann
Canberra Region Joint Organisation	Mr Warwick Bennett Ms Hayley Chapman Ms Kirstie Mayne
GUESTS	
NSW Government	Anna Wyllie, Regional NSW Kalina Koloff, NSW Cross-Border Commissioner Heidi Stratford, NSW Reconstruction Authority Louise Taylor, Office of Local Government



## 1. Opening Meeting

The Chairperson, Mayor Russell Fitzpatrick opened the meeting at 9.06am.

## 2. Welcome & Acknowledgement of Country

The Chairperson, Mayor Russell Fitzpatrick welcomed members and guests and made an acknowledgment of country.

## 3. Apologies

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

The following apologies have been received:

- Mayor Mathew Hatcher, Eurobodalla Shire Council
- Mayor Peter Walker, Goulburn Mulwaree Council
- Mayor Margaret Roles, Hilltops Council
- Mayor Dallas Tout, Wagga Wagga City Council
- Mr Peter Thompson, Wagga Wagga City Council
- Ms Anna Wyllie, Regional NSW
- Dr David Clapham, ACT Government
- Ms Heidi Stratford, NSW Reconstruction Authority

## 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 called 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 The Hon. Kristy McBain, MP (9am)

#### **RESOLUTION 08/12 – 01**

**Moved: Mr Viv May**

**Seconded: Cr Pam Kensit**

**That the verbal update from The Hon. Kristy McBain MP, Minister for Regional Development, Local Government and Territories be received.**

**CARRIED**

*The Hon. Tara Moriarty MLC was a late apology for this meeting.*

*Mr Andrew Barr was a late apology for this meeting.*

## 12. Government Agencies Updates

The following Government Agencies provided verbal updates to the CRJO Board.

- Ms Louise Taylor, Office of Local Government,
- Ms Kalina Koloff, NSW Cross-Border Commissioner.

#### **RESOLUTION 08/12 – 02**

**Moved: Mr Viv May**

**Seconded: Cr Allan McGrath**

**That the verbal updates from Ms Louise Taylor and Ms Kalina Koloff be received.**

**CARRIED**



**RESOLUTION 08/12 – 03**

**Moved: Cr Allan McGrath**

**Seconded: Cr Pam Kensit**

**That Cr Hanna Chairs the meeting in the absence of the Chair and Deputy Chair.**

**CARRIED**

*Chair Fitzpatrick and Deputy Chair Winchester left the meeting at 9.47am.*

*Cr Livermore joined the meeting at 9.50am.*

**8.2 The Hon. Steve Whan, MP (10.30am)**

**RESOLUTION 08/12 – 04**

**Moved: Cr Allan McGrath**

**Seconded: Cr Pam Kensit**

**That the presentation from The Hon. Steve Whan, Minister of Skills and TAFE, MP, Member for Monaro be received.**

**CARRIED**

**8.3 Mr Noel McCann & Mr Michael Thompson, Canberra Airport (11am)**

**RESOLUTION 08/12 – 05**

**Moved: Cr Ian Chaffey**

**Seconded: Cr Allan McGrath**

**That the verbal update from Mr Noel McCann and Mr Michael Thompson, Head of Aviation, Canberra Airport be received.**

**CARRIED**

**8.4 CRJO New CEO Introduction – Ms Sharon Houlihan**

*Ms Sharon Houlihan, CRJO's new Chief Executive Officer joined the meeting online at 11.45am to introduce herself. Sharon will commence with the CRJO on the 15 January 2024.*



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## 9. Confirmation of Minutes

### 9.1 Confirmation of Previous Minutes

**RESOLUTION 08/12 – 06**

**Moved: Cr Ian Chaffey**

**Seconded: Cr Esma Livermore**

**That the Minutes of the CRJO Board Meeting 22 September 2023 be received.**

**CARRIED**

## 10. Chairs 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

### 11.1 CRJO Audit Risk and Improvement Committee Representative

**RESOLUTION 08/12 – 07**

**Moved: Mr Viv May**

**Seconded: Cr Allan McGrath**

**That the report from the CRJO Chief Executive be received and no political appointment be made to this Committee.**

**CARRIED**

### 11.2 Circular Economy

**RESOLUTION 08/12 – 08**

**Moved: Cr Pam Kensit**

**Seconded: Cr Allan McGrath**

**That the report from the CRJO Chief Executive on the Circular Economy be received.**

**CARRIED**



### 11.3 Strategic Action Plan

**RESOLUTION 08/12 – 09**

**Moved: Cr Allan McGrath**

**Seconded: Cr Esma Livermore**

**That:**

- 1. The report from the CRJO Chief Executive on the Strategic Action Plan be received.**
- 2. The verbal update from Chief Executive, Warwick Bennett be received.**

**CARRIED**

*Chair Cr Fitzpatrick re-joined the meeting at 11.05am.*

### 11.4 IPART Rate Cap Review

**RESOLUTION 08/12 – 10**

**Moved: Cr Chris Hanna**

**Seconded: Cr Pam Kensit**

**That:**

- 1. That the report from the CEO on Rate Cap Review by IPART be received.**
- 2. CRJO writes to IPART and thank them for their recent review of the Rate Cap methodology. Further the thank you letter acknowledge that IPART had listened to the submission by the CRJO and the concerns of this region raised at the sector meeting held in Queanbeyan.**
- 3. CRJO write to the Minister of Local Government and the Minister of Finance supporting the review and seeking they endorse those recommendations.**

**CARRIED**

### 11.5 Regional Submissions

**RESOLUTION 08/12 – 11**

**Moved: Cr Chris Hanna**

**Seconded: Mr Viv May**

**That the report from the CRJO Chief Executive on Submissions to Government be received.**

**CARRIED**





## 11.6 Financial Statement

### RESOLUTION 08/12 – 12

Moved: Cr Chris Hanna

Seconded: Cr Pam Kensit

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

CARRIED

## 11.7 2022-23 Audit

### RESOLUTION 08/12 – 13

Moved: Mr Viv May

Seconded: Cr Chris Hanna

That the CRJO Board note the 2022/23 Financial Statements and authorise the Chair, Deputy Chair and Chief Executive and Chief Financial Officer to sign the statements now that the audit has been completed.

CARRIED

*Cr Winchester returned 11.26am.*

*Cr Livermore left the meeting at 11.27am.*

## 11.8 Regional Programs Update

### RESOLUTION 08/12 – 14

Moved: Cr Allan McGrath

Seconded: Cr Pam Kensit

That the report from the Acting Director Operations on grant funded projects be received.

CARRIED

## 11.9 Regional Learning & Development Update

### RESOLUTION 08/12 – 15

Moved: Cr Pam Kensit

Seconded: Cr Allan McGrath

That the report from Acting Regional Learning & Development Manager be received.

CARRIED



### 11.10 Corporate Services Update

**RESOLUTION 08/12 – 16**

**Moved: Cr Kenrick Winchester**

**Seconded: Cr Allan McGrath**

**That the report from the Director Corporate Services be received.**

**CARRIED**

### 11.11 GMAG Meeting Notes

**RESOLUTION 08/12 – 17**

**Moved: Mr Viv May**

**Seconded: Cr Kenrick Winchester**

**That the meeting notes of the GMAG meeting on 27th October 2023 be received and the Chief Executive prepare a short report on the alignment of employees and external funding.**

**CARRIED**

### 11.12 2024 Board Meeting Dates

**RESOLUTION 08/12 – 18**

**Moved: Cr Kenrick Winchester**

**Seconded: Mr Viv May**

**That the CRJO Board endorse the meeting schedule noting that dates and times may change depending on potential conflicting appointments with members, in particular the February meeting to be held on the 29<sup>th</sup> February 2024 & 1<sup>st</sup> March 2024 and 22<sup>nd</sup> & 23<sup>rd</sup> August be in Snowy Monaro (Cooma) and 24<sup>th</sup> & 25<sup>th</sup> October be in Canberra.**

**CARRIED**

## 13. Closed Session

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

## 14. Close

The Chairperson, Mayor Russell Fitzpatrick closed the meeting at 11.40am.

*Sharon Houlihan joined for an a online introduction at 11.45am.*