



# **CANBERRA REGION JOINT ORGANISATION**

*Regional leadership connecting our communities*

## **BOARD MEETING**

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Thursday, 5 June 2025  
9am – 5pm  
Preston Stanley Room | NSW Parliament House

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## **MINUTES**



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## 1. Open Meeting

Chairperson, Mayor Russell Fitzpatrick opened the meeting at 10:55am.

## 2. Welcome & Acknowledgement of Country

The following acknowledgement was made by the chairperson.

*"I begin this meeting by acknowledging the traditional owners of the land and waters of Gadigal country where we meet today and pay my respects to Elders past and present."*

## 3. Apologies

The chairperson called for any apologies. The board resolved to accept any apology and grant leave of absence.

The following apologies have been received prior to the meeting:

- Cr Brian Ingram, Mayor Hilltops Council
- Michael Thompson, Head of Aviation, Canberra Airport
- Rowena Abbey, Chair, Regional Development Australia Committee Southern NSW & ACT
- Dr David Clapham, Executive Branch Manager Regional, Infrastructure, Planning and Transport Branch, ACT Government

## 4. Disclosure of Interests

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

### **Mayor Jasmin Jones, Yass Valley Council**

- Standing non-pecuniary, insignificant declaration as Editor in Chief of *This Week In Canberra*, as Councils in the CRJO advertise from time to time with this tourism magazine.
- Standing non-pecuniary, insignificant declaration as my spouse is the Chief Operating Officer of *Capital Radio Network*, as councils in the CRJO from time to time advertise with this broadcast network.

The above declarations were noted by the chair on 6 December 2024 and there was not considered to be any management action needed.

## 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. No notices of motion to rescind a motion were lodged.

## 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 CRJO's consideration. No notices of motion were lodged.



## 7. Urgent Business

Pursuant to Clause 9.3 of the Code of Meeting Practice, the chair will call for any additional business. Any additional business to be discussed requires a board resolution or a ruling by the chair 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. No additional business items were requested.

## 8. Chair's Minute

Pursuant to Clause 9.6 of the Code of Meeting Practice, the chair, without notice, may put to the meeting a minute on any matter or topic that is within the jurisdiction of the CRJO. No chair's minutes were put.

## 9. Confirmation of Minutes & Actions Arising from Previous Meeting

### RESOLUTION 06/25 - 01

**Moved:** Cr Chris Hanna

**Seconded:** Cr Kenrick Winchester

**That the Canberra Region Joint Organisation Board:**

1. adopts the minutes of the previous meeting the board meeting held 7 March 2025 and
2. notes the status of actions arising from previous board meetings.

**CARRIED**

## 10. Presentations

*No presentations were scheduled for this meeting due to ministerial and member of parliament meetings taking place on the same day.*

## 11. Briefings to CRJO Board

### 11.1 Local Government NSW Update

Cr Claire Pontin, Vice President and David Reynolds, Chief Executive Officer of Local Government NSW provided a report to the board.

### 11.2 Associate and Affiliate Members Updates

The following members provided an update to the board:

- Giles Butler, Director Regional Coordination – South, Delivery and Engagement Group, NSW Premier's Department
- Jordan Fallon, Government Relations & Policy Advisor, Canberra Airport

*noting Dr David Clapham, Executive Branch Manager, Regional, Infrastructure, Planning and Transport Branch, ACT Government is an apology*



### 11.3 Agencies and Stakeholders Updates

The following agencies provided an update to the board:

- Heidi Stratford, Director Illawarra and South East, NSW Reconstruction Authority
- Kalina Koloff, NSW Cross Border Commissioner, NSW Office of Cross Border Commissioner
- Louise Taylor, Council Engagement Manager, Office of Local Government
- Olivia West, Chief Executive Officer, Regional Development Australia Southern NSW & ACT

*noting Rowena Abbey, Chair Regional Development Australia Southern NSW & ACT is an apology*

#### **RESOLUTION 06/25 - 02**

**Moved:** Cr Chris Hanna

**Seconded:** Cr Mathew Hatcher

**That the Canberra Region Joint Organisation board receives and notes the report from Local Government New South Wales and verbal updates provided by associate and affiliate members and agencies and observers.**

**CARRIED**

## 12. Reports to CRJO Board: For Decision

### 12.1 Statement of Revenue Policy and Budget 2025/26

#### **RESOLUTION 06/25 - 03**

**Moved:** Cr Chris Hanna

**Seconded:** Cr Kenrick Winchester

**That the Canberra Region Joint Organisation board adopts the Canberra Region Joint Organisation Statement of Revenue Policy and Budget 2025/26.**

**CARRIED**

### 12.2 Policy Review 2025/26

#### **RESOLUTION 06/25 - 04**

**Moved:** Cr Nina Dillon

**Seconded:** Cr Mathew Hatcher

**That the Canberra Region Joint Organisation Board:**

1. notes the outcomes of the recent policy review and proposed updates as outlined in this report, and
2. adopts the revised policies.

**CARRIED**



## 12.3 Organisation Structure Review

### RESOLUTION 06/25 - 05

**Moved:** Cr Chris Hanna

**Seconded:** Cr Kenrick Winchester

**That Canberra Region Joint Organisation board:**

1. notes the legislative requirement to review the organisational structure within twelve months of a local government election; and
2. endorses the current CRJO organisational structure as fit for purpose and effective in delivering the strategic objectives of the organisation.

**CARRIED**

## 13. Reports to CRJO Board: For Noting

### 13.1 Governance and Compliance

#### RESOLUTION 06/25 - 06

**Moved:** Cr Paul Culhane

**Seconded:** Cr Kenrick Winchester

**That the Canberra Region Joint Organisation Board notes the governance and compliance report.**

**CARRIED**

### 13.2 Post Election Governance Requirements

#### RESOLUTION 06/25 - 07

**Moved:** Cr Kenrick Winchester

**Seconded:** Cr Mathew Hatcher

**That the Canberra Region Joint Organisation Board notes the status of completion of post-election governance requirements.**

**CARRIED**



### 13.3 Finance Status Quarterly Report

**RESOLUTION 06/25 - 08**

**Moved:** Cr Nina Dillon

**Seconded:** Cr Chris Hanna

**That the Canberra Region Joint Organisation Board:**

- 1. notes the finance report, management report and financial statements for the year to date ending 30 April 2025,**
- 2. notes the operating result as at the end of 30 April 2025; and**
- 3. notes the forecasted end of year operating result compared to the adopted budget.**

**CARRIED**

### 13.4 Regional Programs Status Report

**RESOLUTION 06/25 - 09**

**Moved:** Cr Kenrick Winchester

**Seconded:** Cr Mathew Hatcher

**That the Canberra Region Joint Organisation board notes the Regional Programs Status Report June 2025.**

**CARRIED**

### 13.5 Audit Risk and Improvement Committee Meeting Minutes

**RESOLUTION 06/25 - 10**

**Moved:** Cr Julia Ham

**Seconded:** Cr Jasmin Jones

**That the Canberra Region Joint Organisation Board notes the minutes of the Audit, Risk and Improvement Committee meetings held on 27 November 2024 and 31 March 2025.**

**CARRIED**



### 13.6 NSW JO Chairs Forum Minutes

**RESOLUTION 06/25 - 11**

**Moved:** Cr Julia Ham

**Seconded:** Cr Jasmin Jones

**That the Canberra Region Joint Organisation notes the minutes of the NSW Joint Organisations Chairs Forum held on 7 May 2025.**

**CARRIED**

### 14. Advocacy and Correspondence

14.1 Transgrid HumeLink and Community Benefit Sharing Payment Scheme

14.2 Draft Strategic Regional Integrated Transport Plan

14.3 Outgoing Correspondence: Invitation Letters to NSW Ministers and Local Members of Parliament for NSW Board Meeting 5 June 2025

14.4 Outgoing Correspondence: Congratulations Letters to Federal Members of Parliament

**RESOLUTION 06/25 - 12**

**Moved:** Cr Paul Culhane

**Seconded:** Cr Jasmin Jones

**That Canberra Region Joint Organisation board notes the advocacy submissions and correspondence.**

**CARRIED**

### 15. Closed Session

CRJO board resolved to move into closed session to deal with any items under s10 Local Government Act 1993.

**RESOLUTION 06/25 - 13**

**Moved:** Cr Mathew Hatcher

**Seconded:** Cr Julia Ham

**That Canberra Region Joint Organisation considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993.**

**CARRIED**

*The CRJO board moved into closed session at 12:15pm.*





### 15.1 Executive Officer 2024 Performance Review Outcome & 2025 Performance Plan

This matter is considered to be confidential under Section 10A(2)(a) personnel matters concerning particular individuals (other than councillors). All persons who are not members of the Canberra Region Joint Organisation board (or their representatives) were asked to leave the meeting.

*The CRJO board moved into open session at 12:24pm*

#### **RESOLUTION 06/25 - 14**

**Moved: Cr Mathew Hatcher**

**Seconded: Cr Jesse Fitzpatrick**

**That the Canberra Region Joint Organisation board:**

- 1. endorses the 2024 mid-year review and end-of-year review outcomes of the executive officer's performance, as recommended by the executive officer performance review panel, and**
- 2. endorses the executive officer's 2025 performance plan.**

**CARRIED**

### 16. Close

The chair closed the meeting at 12:31pm.

### 17. Next Meeting

The next Canberra Region Joint Organisation Board meeting is scheduled to be held Thursday, 4 September 2025, hosted at Australian Parliament House. Alternative date for the meeting is 28 August 2024 and the meeting date is subject to confirmation.