



Minutes

Economic Development Committee
Monday 20 November 2017
4.30pm

Item	Agenda
1	Welcome/Present/ Apologies
2	Confirmation of Minutes
3	Economic Development Strategy
4	Terms of Reference – Working Parties
5	Verbal Report on REDS Workshop
6	Working Party Members
7	General Business
8	Next Meeting & Meeting Schedule



ITEM: 1 PRESENT AND APOLOGIES

PRESENT: Clr Lesslie, Clr Goodwin, Clr Statham, Clr Ring, Clr McAndrew, Clr Coleman, Clr Smith and Clr Thompson, Mr Graeme Faulkner, Mr Andrew Muir, Mr Ross Gurney, Mr Rhys Brownlow, Mr Matthew Trapp and Melanie Jones (Minutes).

APOLOGIES: Clr Goodsell.

DECLARATION OF INTERESTS: NIL

Recommended that Mr Andrew Muir and Mr Graeme Faulkner be appointed as members of the Committee.

MOVED: Clr McAndrew **SECONDED:** Clr Ring
Carried

ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

This being the inaugural meeting of the Economic Development Committee there are no minutes to confirm at this meeting.

ITEM: 3 LITHGOW ECONOMIC DEVELOPMENT STRATEGY 2015 – PRIORITY ACTIONS REVIEWED OCTOBER 2017

SUMMARY

To advise Council of the recent project undertaken to review the actions within Council's Economic Development Strategy and propose a streamlined priority action list. The Lithgow Economic Development Strategy was adopted in 2015. It is a comprehensive document that examines the role of Council in Economic Development; includes population profile – Social and Economic Analysis; explores issues and opportunities; and provides a Strategy and Priority actions. The plan contains five (5) Economic Development priority areas and sixteen (16) objectives. Within the priority areas there are over two hundred (200) separate actions. Upon review of the actions it was considered that this needed to be streamlined down to something that was realistically achievable. With this in mind an internal working party was set up under the direction of the General Manager. The Consultant who worked on the original Economic Development Strategy, AP Sheere Consulting was engaged to work with the Working Party with the aim of streamlining the priority actions.

The review resulted in a number of changes including the reduction in the number of Economic Development priority areas from five (5) to four (4) and a reduction in the number of objectives down to twelve (12). The number of actions have been reduced

down to thirty six (36), with seventeen (17) high priority actions identified. Copies of the original action plan and revised action plan are separately appended to the business papers for Councillors information.

Councillors are encouraged to review the revised priority action plan and comment as they feel appropriate. It will be the intention to adopt the reviewed priority action plan which can then provide the road map for Economic Development activities for the next three years.

Overview was provided and questions asked and answered.

FINANCIAL IMPLICATIONS

- Budget approved - \$102,864.00 across the entire cost centre for various economic development expenses, materials and services.
- Cost centre – 1619
- Expended to date - \$3,762.00 on this project.
- Future potential impact – The actions within the reviewed priority action plan will become the prime responsibility of the Economic Development Manager, once appointed. The salary for this position is in the operating budget. Other activities may or may not be able to be funded in the operating budget and there may be future needs for Project funding or funding from external sources.

RECOMMENDATION

THAT Council endorse the Lithgow Economic Development Strategy 2015 – Priority Actions reviewed October 2017 as its road map on Economic Development Activities for the following three year period.

MOVED: Clr Coleman
Carried

SECONDED: Clr Thompson

ITEM: 4 ECONOMIC DEVELOPMENT COMMITTEE WORKING PARTY TERMS OF REFERENCE

SUMMARY

The Committee approval is sought for the following Draft Terms of Reference for the working parties listed below:

- Tourism Bureau Model – Working Party
- Tourism Events – Working Party

Mr Faulkner and Mr Muir met with working party group informally last week and explained how they will be split, they are designed to be a resource to Council, they will work on projects for three months and at the end of this period a report will go to Council. Clr McAndrew asked whether the projects will just specifically focus on Tourism or will we look at business development. Mr Faulkner explained that staff will

work on Terms of reference for other projects in the future and they will be put to the next Economic Development Committee including areas such as business and industry, development and acquisition of land etc.

An error in the Terms of Reference was noted, and was corrected to state that the working party will be made up of volunteers.

FINANCIAL IMPLICATIONS

- Budget approved – \$102864.00
- Cost centre – 1619
- Expended to date – Nil on this initiative
- Future potential impact - NIL

RECOMMENDATION

THAT Council:

1. Endorse the Tourism Bureau Model Working Party & the Tourism Events Working Party Terms of Reference
2. Note the Economic Development Committee Working Parties will be engaged over the next three months to undertake work on projects determined by the committee.

MOVED: Cllr McAndrew
Carried

SECONDED: Cllr Smith

ITEM: 5 VERBAL REPORT ON REDS WORKSHOP

SUMMARY

Mr Muir provided an overview and discussed the workshop last week, the next session will be held 6 December 2017 and all Councillors are invited to attend.

RECOMMENDATION

THAT the verbal report be noted on the initial Regional Economic Development Strategy Workshop

MOVED: Cllr Smith
Carried

SECONDED: Cllr Goodwin

ITEM: 6 WORKING PARTY MEMBERS

SUMMARY

To consider the expressions of interest from those who expressed an interest in participating in Economic Development Working Parties.

Attached to the agenda are expressions of interest from a number of community members interested in becoming members of the economic development working parties to work on projects and report back to the Economic Development Committee. An initial informal meeting has been held with a number of parties to brief them on the scope of their potential contribution and glean their areas of interest and expertise.

RECOMMENDATION

THAT Council:

1. Note the Working Party Members
2. Delegate authority to the General Manager to allocate members to the working parties after discussions as to their preferences.

MOVED: Clr Thompson
Carried

SECONDED: Clr Ring

ITEM 7: GENERAL BUSINESS

7.1 WATER & SEWER DSP INFORMATION –

Mr Brownlow distributed information and provided an overview for the Committee.

RECOMMENDATION

THAT Council approve the draft DSP and developer charges per equivalent tenant as outlined in the table below for the purpose of audit and subject to review after public consultation.

DSP Area	Calculated Developer Charge	Adopted Developer Charge
	(\$/ET) 2017/18	
Water Supply		
Lithgow	3,001	3,001
Portland	Nil	Nil
Wallerawang	Nil	Nil
Sewerage		
Lithgow	4,481	4,481
Portland	7,240	7,240
South Bowenfels		
Wallerawang	14,829	9,829

MOVED: Clr Thompson
Carried

SECONDED: Clr Smith

ITEM 8: NEXT MEETING

SUMMARY

It is proposed for the Economic Committee to meet every three months on the first Monday of the month.

Therefore the next meeting will be scheduled for Monday 5 March 2018 at 5pm at Crystal Theatre Portland.

The following meeting will be Monday 4 June 2018 at 5pm at the Wallerawang Library Conference room.

ACTION

THAT the General Manager determine when the next meeting will be held on a needs basis.

MOVED: Clr Thompson
Carried

SECONDED: Clr Smith

There being no further business the meeting closed at 6.00pm