

Meeting Notes

MidCoast Economic Development Working Group

Date	9 May 2019	Time	10:05am
Venue	Council Administration Centre	Chair	Cr Pontin
	4 Breese Parade Forster Large Committee Room	Note-taker	Lianna Koller
Attendance	Cr Pontin (Chair), Cr Epov, John Howard, Megan Lewis, Kevin Bakewell, Adrian Robertson, James Hooke, Liz Jarvis, Cr Hutchinson, Brian Parry, Paul De Szell, Deb Tuckerman, Robyn Brennan		
Apologies	John Mansour, Trent Jennison		

Meeting items

Item	Key points/actions
1	Acknowledgment to Country
2	Sharing Contact details – <i>Action agreed:</i> Contact details to be shared with all members.
3	Nil actions arising from previous notes
4	Strategic approach to Economic Development – <i>Summary of Discussion:</i> Deb Tuckerman gave an overview of how the delivery program for Economic Development is determined via the REDS and the Community Strategic Plan.
5	Actions/Approach for working group – <i>Summary of discussion:</i> Discussion regarding what members wanted to achieve from this group, what Council's expectations from this group were and what ideas individual members had regarding potential economic development opportunities. The group also contributed ideas about what success looked like and how to measure success, where trends can and cannot be influenced by Council's action (sphere of influence), how the group would operate going forward. <i>Actions agreed:</i>

Item	Key points/actions
	<ol style="list-style-type: none"> 1. Group to agree on what can be achieved in next 12-14 months <ul style="list-style-type: none"> ○ Identify 3-4 key projects or focus areas ○ These may be a combination of short term wins and setting up a plan for future work. 2. Council to provide a document to the Group which references the actions contained in the REDS showing what is currently being done and what has been achieved so these can be considered alongside suggestions for focus areas. 3. Next meeting to include a presentation of the Northern Gateway Project.
6	<p>Future meetings – suggested items for discussion at the next meeting:</p> <ul style="list-style-type: none"> • Council work plan – indicating what activities Council is currently undertaking with opportunity for working group to identify activities they could support • Northern Gateway presentation – to educate working group on this project • Develop a method to analyse project ideas (eg SWOT analysis) • Production of a short term project list • Production of a long term vision plan
7	Extension of meeting time – all members present agreed that meetings should be for 2 hours.

Record of Actions

Item		Date added	Resp	Status
1	Contact details to be shared with members	9 May 2019	DT	
2	Update on current Council ED initiatives and status report on implementation of REDS to be provided to members.	9 May 2019	DT	
3	Northern Gateway Presentation.	9 May 2019	DT	
4	Group to agree on what can be achieved in next 12-14 months – identify 3-4 projects	9 May 2019	ALL	

Next meeting

Date	Thursday 11 July	Time	10:00am – 12:00pm
Venue	MidCoast Council Committee Room Taree		