

# Meeting notes

## MidCoast Economic Development Working Group

<b>Date</b>	19 September 2019	<b>Time</b>	10:05am
<b>Venue</b>	MidCoast Council Board Room	<b>Chair</b>	Cr Pontin
	16 Breese Pde Forster	<b>Note-taker</b>	Lianna Koller
<b>Attendance</b>	Cr Pontin (Chair), John Howard, John Mansour, Megan Lewis, Liz Jarvis, Brian Parry, Paul De Szell, Robyn Brennan, Cr Hutchinson, James Hooke, Kevin Bakewell, Deb Tuckerman, Adrian Robertson		
<b>Apologies</b>	Cr Epov		

### Meeting items

Item	Key points/actions
1	Welcome and notification of resignation from Trent Jennison
2	<p>Actions arising from previous notes</p> <p><b>Item 8</b> – Brian Parry circulated a concept map and a food trail brochure. Discussion was held regarding the concept and Deb Tuckerman pointed out relevant strategies from the Destination Management Plan and the DPOP which indicate that the concept should be brought to the attention of the Barrington Coast Reference Group.</p> <p><i>Actions agreed:</i></p> <p>Cr Hutchinson to arrange to have Brian invited to address the Barrington Coast Reference Group and report back to the EDWG</p>
3	<p><b>Presentations</b></p> <p><b>3.1</b> Presentation by Deb Tuckerman on the 19/20 Operational Plan and discussion on what activities Council's Economic Development team has undertaken to date and has planned for the future in order to meet the actions.</p> <p><b>3.2</b> Question and answer session regarding the Tuncurry 7 Day Makeover was facilitated by Robyn Brennan. Group acknowledged the many outcomes achieved to date.</p>
4	<p><b>Role of the Working Group</b></p> <p><b>4.1</b> The requirement for a Statement of Intent for the group was discussed. Visions and mission statements from various current Council plans were displayed.</p> <p><i>Actions agreed:</i></p>

Item	Key points/actions
	<p>That members wishing to pursue a Statement of Intent will develop a draft for the group's consideration. Members nominating for this group are Cr Pontin, Liz Jarvis, John Howard and Adrian Robertson</p> <p><b>4.2</b> Discussion was facilitated by Deb Tuckerman regarding identification of focus areas and projects for the group. This discussion included links to the DPOP, visions, objectives and desired outcomes raised by the group during previous and today's discussion including:</p> <ul style="list-style-type: none"> <li>• Business Start-ups / Entrepreneurs / Innovation</li> <li>• Business Mentors (new – established (two way conversations))</li> <li>• Addressing skills needs including employability skills (i.e. attitude and ethics)</li> <li>• What we can control</li> <li>• Grow what we have got</li> <li>• Jump on opportunities but maintain diversity</li> <li>• Evidence based decision making</li> </ul> <p>Identified projects are as follows:</p> <ol style="list-style-type: none"> <li><b>1. Northern Gateway</b> <ol style="list-style-type: none"> <li>a. Inform and assist the business case</li> </ol> </li> <li><b>2. Business Friendly Council</b> <p>This focus will be multi-faceted. The action is to be kept on the agenda for further discussion with a view to developing some agreed desirable outcomes and how they might be achieved. Actions will include:</p> <ol style="list-style-type: none"> <li>a. Review and comment on strategic plans that underpin the LEP <ul style="list-style-type: none"> <li><b>Immediate Action</b> – Group will be provided with a link to documents as they are available and a presentation will take place at the November meeting. Economic Development staff will meet with Strategic Planning Staff to discuss communication mechanisms for the business community.</li> </ul> </li> <li>b. How can Council improve the Development Application experience for business? Group to discuss action further.</li> </ol> </li> </ol> <p>Possible focus area for future discussion:</p> <ul style="list-style-type: none"> <li>• Business Innovation Hub – potential focus on education/entrepreneurship</li> </ul>
5	<p><b>Next meeting location</b></p> <p>The next meeting to be held on Thursday 14 November will be held at the Council Administration Centre in Gloucester</p>
6	<p><b>Other Business</b></p> <p>Paul De Szell addressed the group regarding the Federal MP's announcement of a Universities Campus in Taree.</p>

## Record of Actions

Item		Date added	Resp	Status
1	Group to agree on what can be achieved in next 12-14 months – identify 3-4 projects.	9 May 2019	ALL	See 4.2 Complete
2	Investigate creation of a Northern Gateway Transport & Employment Precinct Information page on Council website.	11 July 2019	RB	Complete
3	Presentation on 19/20 Operational Plan.	11 July 2019	DT	See 3.1 Complete
4	Presentation on Tuncurry 7 Day Makeover	11 July 2019	RB	See 3.2 Complete
5	Committee to review Goulburn Mulwaree Council, Goulburn Australia website <a href="https://www.goulburnaustralia.com.au">https://www.goulburnaustralia.com.au</a>	11 July 2019	ALL	Complete
6	The names of Councils Barrington Coast Reference Group and Cultural Reference Group be shared with Economic Development Group.	11 July 2019	RB	Complete
7	Notes of relevant committees be shared with Economic Development Working Group. Refer Council Website.	11 July 2019	RB	Complete
8	Brian to follow up his Southern Experience idea with Cr Hutchinson  Cr Hutchinson to raise the concept with Destination Management Staff and explore options for Brian to join Barrington Coast Reference Group.	11 July 2019  19 September 2019	BP  KH	Complete
9	Self-nominated members to work on a Statement of Intent for the working group	19 Sep 2019	CP, LJ, AR, JH	
10	Review Council Employment Zone plans once available	19 Sep 2019	ALL	

## Next meeting

Date	14 November 2019	Time	10:00am – 12:00pm
Venue	Council Administration Centre – 89 King Street Gloucester		