



Economic Development Committee

**Tuesday 28 June 2022
5.00pm
Council Chambers
209 Comur Street, Yass**

ECONOMIC DEVELOPMENT ADVISORY COMMITTEE

NOTICE OF MEETING

A meeting of the Economic Development Advisory Committee will be held in Council Chambers 209 Comur Street, Yass, on Tuesday 28 June 2022, commencing at **5.00pm**

AGENDA

Page No.

Acknowledgement of Country

1. Apologies

2. Declaration of Conflict of Interest

3. Confirmation of Minutes

Minutes of Economic Development Committee held on 17 May 2021

4. Presentation

5. Staff Reports

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6. Next Meeting

Committee Members: Crs J Jones, M Reid, Y Coe, K Denny, A Hennell, A Nead, M Pearce, J Runko, R Tanton, J Walker



Minutes of the Economic Development Committee

Monday 17 May 2021

4.00pm

Council Chambers

209 Comur Street, Yass

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Present

Cr Harker, Cr Frost, Cr Reid, Evelyn Everson, Sean Haylan, Roger Buckman, Jack Walker (YVBC), Sheri Norton.

Also Present

Kimberly Hughes and Chris Berry

Absent

Kim Williams

1. Apologies

Apologies were received from Tracy Sligar, Graeme Shaw and Jim Hutton (YVBC, J Walker standing in)

2. Declaration of Conflict of Interest

Sheri Norton declared a conflict of interest as a member of the Board of Directors for DSNSW.

3. Confirmation of Minutes

COMMITTEE DECISION

That the minutes of the Economic Development Committee held on 3 December 2020 be taken as read and confirmed.

(Haylan/Reid)

4. Presentation

5. Staff Reports

5.1 ECONOMIC DEVELOPMENT AND TOURISM OPERATIONS

SUMMARY

To provide the Committee with an update on the operational activities undertaken by the Economic Development and Tourism Business Unit.

COMMITTEE DECISION

That the Economic Development and Tourism Operational Report be noted.

(Reid/Everson)

ACTION:

That the Acting Manager of Tourism and Business Liaison consult staff about additional content be included in future Yass Valley Destination Guides around the Heritage aspects of Yass.

5.2 PLANNING & ENVIRONMENT UPDATE

SUMMARY

To provide the Committee with an update on the operational activities undertaken by the Planning and Development Unit.

COMMITTEE DECISION

That the Planning and Environment Services Update Report be noted

(Frost/Norton)

5.3 YOUR HIGH STREET PROGRAM GRANT APPLICATION

SUMMARY

To present an update report on the Your High Street Grant Application.

COMMITTEE DECISION

That the report on the 'Your High Street' Grant Application be noted

(Everson/Haylan)

COMMITTEE RECOMMENDATION

That Council staff, Councillors and the community have a main street masterplan formulated to support future grant opportunities.

(Reid/Walker)

5.4 DRAFT 2021/22 OPERATIONAL PLAN

SUMMARY

To present an overview of the draft 2021/22 Operational Plan.

COMMITTEE DECISION

That the report on the draft 2021/22 Operational Plan be noted.

(Reid/Frost)

6. General Business

SUMMARY

During the meeting the issue of the Yass Flood Study was discussed.

ACTION:

That Committee members consider the Flood Study currently on public exhibition and consider the potential impacts and determine whether to make a submission

7. Next Meeting

Next meeting will not be held until after Council Election, all positions will be vacant.

The meeting closed at 5:37 p.m.

5.1 ELECTION OF A CHAIR

SUMMARY

To provide a framework for the election of the Committee Executive. Under Council's *Guidelines for Advisory Committees and Committees of Council (May 2022)* a Councillor is the Chair of the Committee.

COMMITTEE DECISION

That Councillor Jones/Reid be elected as Chair of the Economic Development Advisory Committee.

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- *Guidelines for Advisory Committees and Committees of Council (May 2022)*

REPORT

Under Clause 3.6 Council's *Guidelines for Advisory Committees and Committees of Council (May 2022)* (refer **Attachment A**) Council must resolve to appoint a Councillor as the Chair.

One of the two Council representatives, Councillors Jones and Reid, will need to be elected as Chair for the Committee.

ATTACHMENTS: A. *Guidelines for Advisory Committees and Committees of Council (Under Separate Cover)* [↔](#)

5.2 CODE OF CONDUCT, COMMITTEE GUIDELINES & MEDIA POLICIES

SUMMARY

A presentation will be given to Committee Members on:

- Council's Code of Conduct
- Guidelines for Advisory Committees & Committees of Council
- Communication with the Media Policy
- Social Media Policy

COMMITTEE DECISION

That the presentation on Code of Conduct, Committee Guidelines and Media Policies be noted.

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- Council's Code of Conduct
- Guidelines for Advisory Committees & Committees of Council
- Communication with the Media Policy
- Social Media Policy

REPORT

A presentation will be given to Committee Members on:

- Council's Code of Conduct
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- Communication with the Media Policy
- Social Media Policy

- ATTACHMENTS:**
- A. Code of Conduct (*Under Separate Cover*) [⇒](#)
 - B. Code of Conduct Procedures (*Under Separate Cover*) [⇒](#)
 - C. Guidelines for Advisory Committee & Committees of Council (*Under Separate Cover*) [⇒](#)
 - D. Communication with the Media Policy (*Under Separate Cover*) [⇒](#)
 - E. Social Media Policy (*Under Separate Cover*) [⇒](#)

5.3 MEETING DATES & TIMES

SUMMARY

To suggest meeting times and dates for future meetings.

COMMITTEE DECISION

That the Economic Development Advisory Committee be held on the fourth Tuesday of the last month of the quarter commencing at 4pm.

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- *Committee Standard Constitution & Instrument of Delegation*

REPORT

The terms of reference for the Committee provide for quarterly meetings.

It is proposed that the Committee meet on the fourth Tuesday of the last month of the quarter.

The following is a proposed calendar for 2022 and 2023.

- Tuesday 27 September 2022
- Tuesday 20 December 2022
- Tuesday 28 February 2023

It is proposed that the meetings commence at 4pm.

Agendas will be issued on the Thursday prior to the meeting.

Items for inclusion in the Agenda need to be with the Council Officer assigned to the Committee or Shirree Garland 10 days prior to issue of the Agenda.

ATTACHMENTS: Nil

5.4 STRATEGIC PROJECTS & PRIORITIES

SUMMARY

To facilitate a discussion on the priorities for the Committee having regard to the Community Strategic Plan, Delivery Program and Operational Plan and other key documents.

RECOMMENDATION

That a strategic direction and priority projects be developed by the Committee.

FINANCIAL IMPLICATIONS

Nil

POLICY & LEGISLATION

- Regional Community Strategic Plan
- Delivery Program
- Operational Plan
- Economic Development Assistance Policy
- Seasonal Major Events Marketing Program Policy
- International Relationships Policy

REPORT

The following items are enclosed separately to assist with the general discussion toward developing the strategic direction and priority projects to be undertaken:

- Yass Valley Community Strategic Plan 2042
- Delivery Program 2022-2026
- 2022-23 Operational Plan and Long Term Financial Plan Assumptions
- Economic Development Assistance Policy
- Seasonal Major Events Marketing Program Policy
- International Relationships Policy

ATTACHMENTS:

- A. Draft Community Strategy Plan (*Under Separate Cover*) ⇨
- B. Delivery Program 2022-2026 (*Under Separate Cover*) ⇨
- C. Operational Plan and Long Term Financial Plan Assumptions (*Under Separate Cover*)
⇨
- D. Economic Development Assistance Policy (*Under Separate Cover*) ⇨
- E. Seasonal Major Events Marketing Program Policy (*Under Separate Cover*) ⇨
- F. International Relations Policy (*Under Separate Cover*)