

TOURISM & LOCAL JOBS STRATEGIC REFERENCE GROUP

IN PERSON: Council Chambers / Banksia Boardroom (Shire Hall Menangle Street Picton)

ONLINE: Via Teams

MEETING DATE: 5 August 2026

MEETING TIME: 4:00pm to 6:00pm

REFERENCE: CM15598~7#105

1. RECORDING OF MEETING

The audio and visual of this meeting will be recorded via teams, Councillor Ally Dench (Chair).

2. WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

Councillor Ally Dench (Chair).

3. ATTENDANCE AND APOLOGIES

Councillor Ally Dench (Chair).

4. WELCOME TO NEW SRG MEMBERS

Councillor Ally Dench (Chair)

5. DECLARATION OF INTERESTS

Councillor Ally Dench (Chair).

6. CONFIRMATION OF MINUTES

Councillor Ally Dench (Chair).

7. MATTERS ARISING FROM PREVIOUS MINUTES

Councillor Ally Dench (Chair) / Claire Digger (Acting Manager Business Strategy)

8. BRIEFING/UPDATES

- Tourism and Business Support update – Kersti Martin (Team Leader Tourism and Business Support)
- Local Procurement Framework – Councillor Ally Dench (Chair)
- Discussion on Cataract Scout Park – Councillor Ally Dench (Chair)

9. WORKSHOPS

- Night Time Economy Strategy and the Outdoor Dining and Footpath Trading Policy – Nicole Dukinfield, Team Leader Employment and Rural Industries

10. ENGAGEMENT NEWS AND UPDATES

Claire Digger (Acting Manager Business Strategy)

11. GENERAL BUSINESS

All Committee Members.

SRG ACTION/RECOMMENDATION TRACKER

No.	Action/Recommendation	SRG Meeting	Update	Status
18	Assessment of applicants to be completed by Lead Manager and forwarded to Chair for consideration in accordance with the new SRG member appointment process. (Aim is to advise successful applicants ahead of next SRG meeting so that they can be invited to attend),	13 May 2026	Assessment was complete and new members were appointed.	COMPLETE
19	Acting Team Leader Strategic Planning to investigate options to enable Council to gather data on business numbers relating to the categories mentioned in the DCP that relate to Tourism and Visitor Economy Related Uses	13 May 2026	Acting Team Leader Strategic Planning has investigated and has provided advice. (Acting Manager Business Strategy to relay advice at meeting)	COMPLETE
20	Manager Business Strategy to find out whether the SRG's will be consulted in the development of the Advocacy Strategy.	13 May 2026	Manager Business Strategy has checked with Head of Advocacy who has confirmed SRGs will be consulted – exhibition	COMPLETE

			expected in mid to late August	
21	The Manager Financial Services come back to the committee at the next meeting and provide an update on the development Local Procurement Framework Report	13 May 2026	June Council Resolution in relation to this matter specifies report back to Council in 9 months and progress update to SRG in 6 months	PENDING (see 5 Below)
22	The Manager Business Strategy to discuss with the relevant Manager of the area in charge of the removal of litter and maintenance	13 May 2026	Manager Business Strategy discussed this matter / request with Manager Parks and Recreation on 14 May 2026	COMPLETE
5	1. Request that Council officers prepare a report in conjunction with the Tourism and Jobs Strategic Reference Group exploring the development of a Strategic Local Procurement Framework that: aligns with existing procurement requirements and probity obligations Considers how local economic benefit may be factored into value for money identifies opportunities to improve access and participation for local businesses Outlines potential approaches, priorities and timeframes for implementation Examines other Councils' approaches to Local Procurement Policies	13 May 2026	Resolution 137/2026 resolved at Ordinary Council Meeting on 23 June 2026. Resolution specifies report back to Council in 9 months and progress update to SRG in 6 months	PENDING

	2. Requests that the report also consider how Council can better communicate procurement opportunities to local businesses			
	3. That this report comes back to Council within 6 months			

Where there are recommendations for Council listed within the table they will be highlighted green.

Next Meeting: Wednesday 28 October 2026, Council Chambers / Banksia Boardroom (Shire Hall Menangle Street Picton) at 4pm.