

TOURISM & LOCAL JOBS STRATEGIC REFERENCE GROUP

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

ONLINE: Via Teams

MEETING DATE: 29 October 2025

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

REFERENCE: CM15598~7#51

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. DECLARATION OF INTERESTS

Councillor Ally Dench (Chair)

5. CONFIRMATION OF MINUTES

Councillor Ally Dench (Chair)

6. MATTERS ARISING FROM PREVIOUS MINUTES

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

7. EXPRESSION OF INTEREST FOR NEW MEMBERS

Councillor Ally Dench (Chair)

8. TOURISM AND BUSINESS SUPPORT UPDATE

Kim McGuinness (Team Leader Tourism and Business Support)

9. AMENDMENTS TO DEVELOPMENT CONTROL PLAN (METROPOLITAN RURAL AREAS AND VISITOR RELATED USES)

Carolyn Whitten (Team Leader Strategic Planning)

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
1	The Director Shire Connections will investigate communication platforms that could be used for out of session discussions for the group members.	14 May 2025	Update to be provided at 6 August meeting	Completed
2	Acting Manager Customer Engagement and Experience to follow up on a response to Mr Clayton.	14 May 2025	Matter was followed up - Mr Clayton was provided with a response	Completed
3	Hard copies of the Draft Community Strategic Plan to be placed at Silverdale Post Office /Warragamba Silverdale Neighbourhood Centre for the community to have access.	14 May 2025	Hard copies of the exhibition documents were placed at Warragamba Silverdale Neighbourhood Centre for the community to have access.	Completed
4	All community members encouraged to view the Community Strategic Plan, Delivery Program and Operational Plan with a focus on the key areas of the SRG. Comments /feedback can be sent to Peter Wright or Councillor Dench. See IPR documents	14 May 2025	Exhibition now closed. Council adopted the new documents at the 24 June Meeting	Completed
5	Committee Members Mandy Barnes and Brett Hillbrink-Watson to discuss with Destination NSW and Business NSW	14 May 2025	Mandy Barnes and Brett Hillbrink-Watson to provide update at 6 August meeting.	Completed

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	where Wollondilly sits in the regional boundary configurations of each of these organisations.		Note: Item 9 on the agenda has a relationship to this matter	
6	Director Shire Connections to brief the group on the implementation of the Signage Strategy.	14 May 2025	Listed as item 8 on agenda	Completed
7	All community members are encouraged to view the proposed DCP amendments that were recently exhibited regarding Development Controls Supporting Visitor Economy & Preserving Rural Values . All members come prepared to the next meeting with comments and feedback.	14 May 2025	SRG members to provide comments/feedback at the 6 August meeting	Completed
8	N Dukinfield will share any information that may be of interest to the group, ahead of the next report to Council on the draft Night Time Economy Strategy, including a copy of tonight's presentation.	6 August 2025	Verbal update to be provided at 29 October meeting	
9	Circulate the Council Report and resolution regarding the Signage Strategy Implementation to SRG members.	6 August 2025	The Signage Strategy Presentation and Resolution were circulated with the minutes.	Completed
	That the implementation of Council's Signage Strategy incorporates a program of regular rubbish collection, beautification and	23 September 2025	The Minutes of the 6 August SRG meeting are being reported to the September Council Meeting with this recommendation included: "That the CEO be	Completed

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	maintenance around the new signs.		requested to consider implementation of a program of regular rubbish collection, beautification and maintenance around the new signs as part of Council's Signage Strategy implementation" Action can be marked off as completed after tomorrow's meeting if resolution adopted	
10	That the matter of how Council can support key community events such as DamFest be considered where possible as part of Council's 25/26 Delivery Program projects: - to review the Wollondilly Community Events Guide (Project CE1) - to review the community events program (Project CE2) The Manager Business Strategy will relay this to the Manager of Community Services who is overseeing those projects.	6 August 2025	Manager Business Strategy discussed this matter with Manager Community Services 18 August 2025. The review of the Wollondilly Community Events Guide (Project CE1) and the review of Council's community events program (Project CE2) will consider best approaches for Council supporting key community events.	Completed
	1. That Council request a meeting with the Local State Member to raise concerns around the funding of the Business Connect	23 September 2025	1. The Minutes of the 6 August SRG meeting are being reported to the September Council Meeting	Completed

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	Program being discontinued 2. That Council submit a motion to the LGNSW Annual Conference Seeking support from the Association to lobby the NSW Government for continued operation of the Business Connect Program or maintaining the funding for another service to fill the gap		with this recommendation included: "That the Mayor raise concerns around the funding of the Business Connect Program being discontinued with Local Members of Parliament at the next regular meetings". Action can be marked off as completed after tomorrow's meeting if resolution adopted. 2. Council resolved to submit this motion at its August meeting, resolution 147/2025.	
11	An appropriate Council staff member be invited to present to a future meeting regarding Local Procurement policy/initiative options.	6 August 2025	Future agenda item for February 2026 meeting.	
12	Director Shire Connections to review and report back on printed business papers availability at an upcoming Tourism SRG	6 August 2025	Confirmed continue current approach publishing to Council's website and hard copy available for inspection or take away free of charge at the Council's Administration Building.	

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			Additionally, hard copies will also be placed in the Council's Mobile Library Vans for access.	
13	A copy of the Business Wollondilly and Visit Wollondilly Flyers to be sent out with the Minutes.	6 August 2025	All documents were attached to the email when the minutes were circulated.	Completed

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

Next Meeting: Wednesday 18 February 2025, Council Chambers / Banksia Boardroom (Shire Hall Menangle Street Picton) at 4pm.