

MEETING NAME	Tourism and Local Jobs Strategic Reference Group
ATTENDEES	C Digger (Acting Manager Business Strategy), N Dukinfield (Team Leader Employment and Rural Industries), K Martin (Team Leader Tourism and Business Support), C Swanepoel (Manager Development Services), L Speechley (Strategic Planner), Councillor Ally Dench (Chair, arrived at 4.05pm), Councillor Suzy Brandstater (acting Chair 4:02pm-4:05pm), Deborah Quinn (online), Clarissa Follan, Brent Hillbrink-Watson (online, left at 5.30pm), Amanda Barnes (online, 4.31pm), Jenny Lambert, Bryen Willems and a minute taker
APOLOGIES	Mayor Matt Gould, P Wright (Manager Business Strategy), Debbie Roberts, Bob Clayton, Lyn Davey and Beverley Spearpoint
DATE	5 August 2026
TIME	4.02pm

ITEM	NOTES
Declaration of Interests	Nil
New SRG Members	New members Deborah Quinn and Bryen Willems were welcomed to the meeting.
Confirmation of Minutes	The minutes of the previous meeting held on 13 May 2026 were confirmed. Mover: Clarissa Follan Seconder: Jenny Lambert
Matters Arising from Previous Minutes	The minutes from the previous meeting were discussed as follows: Action 20: - Confirmed that the SRG groups will be consulted on the Advocacy Strategy Action 21: - This Topic was discussed during section 5 of this current meeting's agenda Recommendation 5: - An update was provided during section 5 of this current meeting's agenda
Tourism and Business Support Update	- Team Leader Tourism and Business Support provided an update on current activities, projects and priorities within the team, including: - Thirlmere was nominated for the Bronze Award in the Top Tourism Towns program - Investigating access to the Australian Business Register Explorer to obtain data on local businesses, with the aim of gaining a deeper understanding of business growth, trends, and declines across the Wollondilly. - Team Leader Tourism and Business support provided an update on behalf of the Events team: - Team was successful in a grant for Permit/PlugPlay with Transport for NSW, for almost \$500K towards event infrastructure - Wollondilly Doggy day out, Sunday 9 August 2026 at Bargo Sportsground - Mayor's Charity event, the Pink Diamond Gala occurring 12 September 2026

ITEM	NOTES
	○ Mayor's Christmas Volunteer Thank You event occurring on 16 December 2026 ○ Community feedback on Council's Draft Events Strategy is expected to be sought in September/October as part of the Events Review process, then reported to Council at a following Meeting ○ Committed funds to Macarthur Together Action 23: A response be provided to the group to confirm whether changes to event hosting regulatory requirements have already been implemented and, if so, how these changes may affect local event delivery. Action 24: That the process for community groups to hire equipment for events acquired through the Permit/Plug/Play grants be shared with the SRG.
Local Procurement Framework	• Councillor Ally Dench provided an update on the progress, objectives, and staged development of the Local Procurement Framework • The group were notified that the Resolution specifies that a progress report come back to the SRG in six months, with the full report back due to Council in nine months • J Lambert advised that other local governments have pursued similar local procurement initiatives and suggested assessing the resources required to implement the framework, as well as the potential benefits it could deliver to Council and the local economy • Councillor Ally Dench encouraged the group to have another look over the discussion paper that was circulated on the Local Procurement Framework. Action 25: The Local Procurement Discussion Paper to be emailed to the two new SRG members.

ITEM	NOTES
Discussion on Cataract Scout Park	• A Barnes acknowledged Cataract Scout Park as a valuable community and tourism asset and raised her concerns in relation to regulatory requirements and compliance issues • Manager Development Services advised that: ○ Council has been working closely with Scouts to identify an interim solution. Scouts have been liaising with the NSW Rural Fire Service (RFS) to address outstanding compliance matters, and Council is awaiting confirmation of the RFS conditions before progressing consent for the site to continue operating ○ Scouts are planning to proceed with an event in September 2026 and are working towards maintaining the site's availability for future events ○ For approval to be granted, the site will be required to incorporate temporary toilet and cooking facilities, as well as appropriate fire safety measures. It was noted that the site currently lacks a fire safety statement and schedule, fire extinguishers, fire blankets, and appropriate fire safety signage ○ There may be an opportunity for Council and Scouts to work collaboratively to implement the required improvements on a staged basis ○ Council is advocating for the facility to continue, but that occurs in a safe way.
Night Time Economy Strategy and the Outdoor Dining and Footpath Trading Policy	• Councillor Ally Dench encouraged the group to submit feedback to the Night-Time Economy Strategy, noting the deadline is 19 August 2026 • Team Leader Employment and Rural Industries presented to the group on the Draft Night-Time Economy Strategy, including: ○ The drivers and objectives ○ Defining what night time economy is ○ The stages of planning ○ The strategy structure with five key priority areas: Experience, Movement, Destination, Connection, and Framework. ○ Setting a direction and evolving it overtime • Team Leader Employment and Rural Industries facilitated a workshop aimed at identifying the

ITEM	NOTES
	group's priority actions across the five key focus areas discussed in the presentation • J Lambert suggested the strategy should place greater focus on enhancing the character and appeal of towns across Wollondilly, particularly Silverdale and Warragamba, to ensure benefits extend beyond Picton and support the development of attractive, distinctive townships throughout the Shire • B Williams suggested exploring the opportunity of branded weekend small bus transport to improve connectivity between Wollondilly's townships. The idea included a continuous loop service linking key attractions, businesses, pubs and clubs, supported by a mobile app and potential sponsorship opportunities from local businesses • The group discussed the importance of ensuring the strategy supports and promotes a diverse range of villages and townships across the Shire, not solely the major growth areas such as Wilton • Team Leader Employment and Rural Industries encouraged members to provide feedback, particularly in relation to the five key priority action areas outlined • Councillor Ally Dench expressed support for preparing a committee submission and invited members to provide feedback via email to the Chair. Following feedback a draft submission will be prepared by the Chair for the Committee's review and endorsement by 15 August 2026, before submission by 19 August 2026.
Engagement News and Updates	• Acting Manager Business Strategy provided an update on current and upcoming reports on Your Say: ○ Appin Place Plan is on exhibition until 6 August 2026 ○ Wollondilly Draft Resilience Plan currently on exhibition ○ Wildlife Protection Areas & Feral Animals Policy currently on exhibition ○ Draft Advocacy Strategy expected for community engagement in late August 2026 ○ Draft Community Development Plan and Draft Events Strategy community engagement expected in the coming months

ITEM	NOTES
General Business	• Team Leader Tourism and Business Support advised the next SRG meeting is scheduled for Wednesday, 28 October 2026, which conflicts with a Wollondilly Business Chamber event. With several members attending both meetings and Council also presenting at the October Chamber meeting • It was agreed to postpone the Strategic Reference Group meeting by one week. Next meeting now confirmed for Wednesday, 4 November 2026.

MEETING CLOSE: 5:58pm

NEXT MEETING: Wednesday 4 November 2026

REFERENCE: 15598~7#110