



# Agenda

Economic Development Committee  
Wednesday 4 July 2018  
5:00 pm

Item	Agenda
1	Welcome/present/ apologies
2	Confirmation of minutes
3	Retail Working Party
4	Endorsement of Regional Economic Development Strategy
5	Tourism and Marketing Initiatives
6	WSROC
7	Operations Review
8	Strategic Direction
9	Next meeting

**ITEM: 1      PRESENT AND APOLOGIES**

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**PRESENT:**

**APOLOGIES:**

**OFFICERS:**

**DECLARATION OF INTERESTS:**

**ITEM: 2      CONFIRMATION OF MINUTES FROM THE PREVIOUS  
MEETING**

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**COMMENTARY**

The Minutes of the Economic Development Committee held on 6 March 2018 were adopted at Council's Ordinary Meeting of 24 April 2018 (Minute 18-103).

**RECOMMENDATION**

**THAT** the Committee note the adoption of the minutes of the Economic Development Committee held on 6 March 2018 by Council.

**MOVED:**

**SECONDED:**

**ITEM: 3      RETAIL WORKING PARTY**

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**SUMMARY**

To receive an update on the retail working party

**COMMENTARY**

A verbal update will be provided to the committee on the status of the Retail Working Party.

**POLICY IMPLICATIONS**

Nil

**FINANCIAL IMPLICATIONS**

- Budget approved - Nil.

- Cost centre – N/A
- Expended to date - Nil.
- Future potential impact – Nil in relation to the receipt of presentations

## **LEGAL IMPLICATIONS**

Nil

## **ATTACHMENTS**

## **RECOMMENDATION**

**THAT** the verbal update provided to the meeting on the Retail Working Party be noted.

**MOVED:**

**SECONDED:**

**ITEM: 4      ENDORSEMENT OF LITHGOW REGIONAL ECONOMIC  
DEVELOPMENT STRATEGY 2018-2022**

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## **SUMMARY**

The purpose of this report is to present the Lithgow Regional Economic Development Strategy 2018-2022 (REDS) for endorsement.

## **COMMENTARY**

The purpose of local economic development is to build the economic capacity of a local area to improve its economic future and the quality of life for all.

A strong economy is vital to the overall health and long-term sustainability of the Lithgow region. In order for residents and businesses to enjoy a sustained level of growth and prosperity, the Lithgow region must become a preferred location for living, working and business investment.

Our greatest long-term economic challenge is to grow businesses while increasing job opportunities for our resident workforce, which will grow the local economy as more dollars are retained locally.

Council recognises the valuable role local businesses plays in contributing to a sustainable location and has placed a high priority on proactive policies and actions to improve investment, employment and business performance across the Lithgow region.

The development of the REDS was undertaken to identify new opportunities for employment and economic growth in the Lithgow region.

The Strategy aims to provide high level strategic direction for economic development in the Lithgow Local Government Area. The Strategy was developed in partnership with State Government following quantitative assessment of the Lithgow economy and consultation with business and other community stakeholders.

In delivering the REDS, Council's leadership in the economic development space will focus on a manageable number of strategic elements with priority actions identified that are both tangible and measurable.

Through the REDS, Council will play a major leadership role in strengthening the Lithgow region's future economy in a changing and new business environment.

Six strategic elements underpin the REDS:

1. Activate and cultivate a community of **economic development leadership**.
2. Create **labour force capability** in line with future business needs.
3. Prioritise lifestyle infrastructure and **local place-making**.
4. Foster a collaborative and **vibrant community** led by a diverse and inclusive culture.
5. Develop **tourism and marketing** opportunities.
6. Drive local **business capability** and inward business **investment**.

The REDS:

- Provides context and directions for local economic development across the Lithgow Local Government Area,
- Will be an important part of Council's decision making framework and will have regard to other key policy documents,
- Establishes a whole of Council approach to the delivery of services which advance local economic development, and
- Establishes a clear and measurable implementation plan to monitor Council's efforts and progress towards future economic vitality and prosperous communities.

## POLICY IMPLICATIONS

Nil

## FINANCIAL IMPLICATIONS

- Budget approved - Nil.
- Cost centre – N/A
- Expended to date - Nil.
- Future potential impact – Nil in relation to the receipt of the REDS.

## LEGAL IMPLICATIONS

Nil

## ATTACHMENTS

Lithgow Regional Economic Development Strategy 2018-2022

## **RECOMMENDATION**

**THAT** the Economic Development Committee endorse the Lithgow Regional Economic Development Strategy 2018-2022 as attached.

**MOVED:**

**SECONDED:**

**ITEM: 5      VERBAL UPDATE ON TOURISM AND MARKETING INITIATIVES**

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## **SUMMARY**

To provide the Committee with an update on tourism and marketing initiatives.

## **COMMENTARY**

A verbal update/brief presentation will be provided to the committee on tourism and marketing initiatives in development.

## **POLICY IMPLICATIONS**

Nil

## **FINANCIAL IMPLICATIONS**

- Budget approved - Nil.
- Cost centre – N/A
- Expended to date - Nil.
- Future potential impact – Nil in relation to the receipt of presentation.

## **LEGAL IMPLICATIONS**

Nil

## **ATTACHMENTS - Nil**

## **RECOMMENDATION**

**THAT** the verbal update provided to the Committee on tourism and marketing be noted.

**MOVED:**

**SECONDED:**

## **ITEM: 6      WSROC MEMBERSHIP**

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### **SUMMARY**

Lithgow's community of interest has been recognised as one based on an Industrial and Manufacturing heritage, differing to that of rural NSW and more closely aligned with that of Western Sydney. This has been recognised by the Western Sydney Regional Organisation of Councils (WSROC) who, after discussions with representatives of Lithgow Council, have extended an invitation to join the WSROC group.

### **COMMENTARY**

Formed in 1973, the Western Sydney Regional Organisation of Councils (WSROC) is a membership organisation that represents eight local councils in the Greater Western Sydney region. WSROC's members include: Blacktown City Council, Blue Mountains City Council, Cumberland Council, Fairfield City Council, Hawkesbury City Council, Liverpool City Council, City of Parramatta and Penrith City Council.

WSROC's primary role is to represent the councils and communities of Western Sydney, as well as developing resource sharing and other co-operative projects between member councils. WSROC also manages a number of projects, which are either funded jointly by its members or from external sources. WSROC brings a collective voice to a number of issues which include transport, employment, regional planning, arts, health and sustainability.

The WSROC region Estimated Resident Population for 2017 is 1,608,757.

In correspondence dated 4<sup>th</sup> June 2018, WSROC acknowledges the synergies for the WSROC Group with Lithgow as a participating member stating-

- "Lithgow is strategically positioned to support Sydney's growth to the west of the city.
- It is the closest city that offers agricultural, manufacturing and industrial bases on which to build future opportunities just on the other side of the Blue Mountains.
- The plains are free from the limitations of difficult terrain, local movement limitations and wide-spread heritage considerations of the mountain ranges.
- Lithgow offers affordable living options relative to Sydney's housing market.
- Investment in rail and road connectivity to the west of Greater Sydney provides mutual benefits to Lithgow and the metropolis of Sydney but especially Western Sydney.
- The opportunity to connect regional tourism in Western Sydney with tourism on the other side of the Blue Mountains.
- Increasing pressures on already limited farming within the Sydney basin can be alleviated by farming on the plains."

Lithgow's alignment to Western Sydney and its Industrial and Manufacturing fingerprint is also recognised by in the Regional Economic Development Strategy

prepared by the Centre for Regional Economic Development which lists the following endowment amongst others-

“Lithgow is 140km west of the Sydney CBD and is located at the intersections of the Great-Western Highway, Castlereagh highway, and Bells Line (B59 Lithgow- Richmond). It is connected to the Sydney electric rail system and is the last stop on the Blue Mountains line, with about 15 train services per day. Lithgow is 150 km from Mascot Airport in Sydney and will be 100km from the Western Sydney Airport which is expected to open in 2026. Lithgow’s proximity to Sydney and the Central West make it a suitable location for the distribution of goods.”

### **POLICY IMPLICATIONS**

Given the immediacy of the invitation to join WSROC, management recommends that Council alert CENTROC to its desire to withdraw from full membership of that entity, in the hope that the successor Joint Organisation to CENTROC may develop an associate membership category at lower cost, that will allow Lithgow Council to continue to support the collective CENTROC membership without requiring Ministerial or legislative approval to withdraw its associate membership status if given.

Twelve months’ notice is required to resign Council’s membership with CENTROC. If notice is given immediately, Council’s CENTROC membership would expire in July 2019.

### **FINANCIAL IMPLICATIONS**

- Budget approved – nil for WSROC membership, \$50,000 for CENTROC membership. A budget variation would be required for WSROC membership fees. The cost can be offset against savings achieved on Council’s insurance premiums, therefore there would be no financial impact from joining WSROC.
- Cost centre - Nil
- Expended to date – nil.
- Future potential impact – nil.

### **LEGAL IMPLICATIONS**

NIL

### **ATTACHMENTS**

1. Correspondence from WSROC dated 4<sup>th</sup> June 2018
2. Correspondence from WSROC dated 27<sup>th</sup> June 2018
3. Map of WSROC proximate to Lithgow LGA

### **RECOMMENDATION**

#### **THAT:**

1. The membership invitation extended to Lithgow Council by WSROC be accepted at an annual cost of \$42,500 + GST.
2. Council resign its membership of CENTROC which is transitioning to Joint Organisation status.
3. Council thank CENTROC for its past support and advise CENTROC that should an associate membership tier at reduced cost be developed by the new Joint Organisation in the future, that Council would consider

- such membership so as to continue to support the Joint Organisation collective, subject to no ministerial or legislative impediment to Lithgow Council's freedom of association.
4. The Mayor be nominated as Council's representative to WSROC with the Deputy Mayor acting as an alternate representative when the Mayor is unable to attend.

**MOVED:**

**SECONDED:**

**ITEM: 7      OPERATIONS REVIEW**

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## **SUMMARY**

In July 2017 Council agreed to conduct a review of the Operations Division from a service and efficiency perspective and as part of the overall review of the Council's Organisation Structure. An Independent Firm, Blackadder and Associates (Blackadder) was appointed to undertake this task and their final report is attached. Management has reviewed Blackadder's recommendations and has put forward some amended recommendations for Council's consideration.

## **COMMENTARY**

Blackadder's Recommendations (Section 8 of the Blackadder Report) and Managements response to the recommendation are set out below.

- 8.1 Implement Option 3 Division Structure following Council adoption of the revised management structure. **(TBA)**
- 8.2 Rename the Operations Division as the Infrastructure and Services Division. **(Agree)**
- 8.3 Declare the current Director Operations position redundant, designate the replacement role of Director Infrastructure and Services position as "senior staff" with a performance based, time-bound employment contract. Advertise the position externally as required by the Local Government Act. Ensure the remuneration package is competitive to attract quality candidates. The position description is to have an emphasis on leadership as well as technical attributes. Ensure the selection process includes legally defensible leadership assessment tools of the shortlisted candidates. **(Agree Director Operations position is currently vacant)**
- 8.4 Transfer the Water and Waste Water Metering function (including meter reading officers) to the Water and Waste Water Department. **(Agree)**
- 8.5 Transfer the Building Management function to the Infrastructure and Services Division and create a Manager Buildings position. **(Agree, but Building Manager's position becomes a Building/Contracts Officer in the Works Department)**



- 8.6 Transfer the Land Use and Property Officer Position to the Building Management function in the Infrastructure and Services Division as a Leasing and Property Management position. There will be a need to assess if some functions stay with the Economic Development and Environment Division. The need for close liaison between the two Divisions will continue.(TBA)
- 8.7 Transfer the Recreation function to under the Manager Works and split between Urban and Rural.(Agree)
- 8.8 Declare the Recreation Supervisor position redundant.(Agree. Position is currently vacant)
- 8.9 Create a Manager Assets and Infrastructure Planning position and recruit internally in the first instance.(Agree)
- 8.10 Create an additional Projects Engineer position to ensure adequate capital infrastructure project delivery.(Agree in principle, subject to funding)
- 8.11 Use contracted/part time project engineers/managers for specific civil and water & wastewater projects. Agree, subject to Project financing positions appointed)
- 8.12 Remove two operational positions from the structure (Assets and Projects Engineer, and one unlicensed plumber through future natural attrition) and use contracted/part time project engineers/managers to ensure the timely delivery of quality capital works. The Rural Recreation Team Leader position may also be removed from the structure should it become vacant in the future.(Agree, subject to proposed reductions being financed through natural attrition)
- 8.13 Once the adopted management structure has been implemented, then further review of the operational areas can be pursued if desired.

### **Management's Comments:**

The Divisional Structure recommended by Blackadder (option 3) allows for the Operations area and Water and Waste Water areas to report to the Director of Infrastructure Services. Management is of the view that the Water and Waste Water area needs to be completely separate from the Operations area to address the significant challenges that need to be addressed in the Water/Waste Water area whilst improving service in the Operations Division.

In suggesting this approach, Management is aware of the need to navigate Council's financial position as it addresses the Financial Maturity Assessment and Fit for the Future strategies as discussed with the Office of Local Government.

The particular challenges facing the Water/Waste Water area include-

- Strategy development for renewal of total Lithgow water underground infrastructure via grants/subsidies and Council borrowings.
- Accounting for unexplained water loss throughout the LGA.
- Audit of metering commercial vs residential properties.
- Completion of metering of Council Assets.
- Audit of pipe connections commercial v's residential.

- Cullen Bullen Sewerage Project.
- Portland STP.
- Clarence water transfer system.
- Lithgow LGA water security.
- Policy development re leakages and responsibility for repair costs in a context of high cost of repairs and capacity of residents to pay.

Managements Recommendations put forward for Council's consideration comprise the following:

1. The establishment of an Infrastructure Services Division comprising works and recreations areas.
2. The establishment of a new Water and Waste Division led by a Senior Executive appointee on a fixed term contract and subject to a performance agreement.
3. The replacement of the Group Manager Operations award based position with a Senior Executive appointment on fixed term contract and subject to a performance agreement.
4. The transfer of all Water and Waste Water functions to the new Division of Water and Waste Water.
5. The transfer the Building Management function to the Infrastructure and Services Division and create a Manager Buildings/Contracts position.
6. Transfer the Land Use and Property Officer Position to the Building Management function in the Infrastructure and Services Division as a Leasing and Property Management position.
7. Transfer the Recreation function to under the Manager Works in the Infrastructure and Services Division and split between Urban and Rural.
8. Declare the existing vacant position of Recreation Supervisor redundant.
9. Create a Manager Assets and Infrastructure Planning position and recruit internally in the first instance.
10. Subject to funding create an additional Projects Engineer position to ensure adequate capital infrastructure project delivery.
11. Subject to funding, use contracted/part time project engineers/managers for specific civil and water & wastewater projects.
12. Remove two operational positions from the existing structure (Assets and Projects Engineer, and one unlicensed plumber through future natural attrition over the medium term).

### **POLICY IMPLICATIONS**

Urgent policy development is required in the Water/Waste Water area to respond to Infrastructure replacement needs and the financial difficulty being experienced by residents under current policy requirements. Infrastructure renewal costs generally appear to be beyond the capacity to pay of residential users and a detailed policy review and strategy is required for the City. Council continues to receive regular requests for write off of amounts arising from water leakages and associated usage calculations. To address this issue management is recommending the separation of Water and Waste Water functions from the existing Operations Division and additional resourcing in the Water/Waste Water area to enhance risk mitigation and solve existing problems.

### **FINANCIAL IMPLICATIONS**

Cost implication Water Fund: **\$85,500**

Cost implication General Fund: **\$135,500**

## LEGAL IMPLICATIONS

NSW Public Works Advisory in their Integrated Water Cycle Management Strategy Issues Paper Report Number: WSR - 16041 May 2018 have identified the key legislative framework, their main purposes and Councils current performance as set out in the table below. One can glean from the information in the table the challenges facing Council's Water/Wasre Water area and the benefits of having a dedicated division to respond to the challenges identified.

Key Legislative Framework and their main purposes	Council current performance and future targets
<b>Local Government Act 1993 No 30</b>	
<p>This Act aims to provide the legal framework for an effective, efficient, environmentally responsible, and open system of Local Government including the provision, management and operation of water supply and sewerage works and facilities. It covers:</p> <ul style="list-style-type: none"> <li>• Section 60 - proposal approvals for water or sewage treatment works construction and for effluent and biosolids reuse</li> <li>• Section 61 - inspections of water and sewage treatment works</li> <li>• Section 64 - developer charges</li> <li>• Section 68 - provide an approval to applications to discharge trade waste to Council's sewerage system</li> <li>• Section 90 (2) – concurrence on liquid trade waste approvals</li> <li>• Section 428 – annual reporting</li> </ul>	<p>These Legislative and regulatory targets are generally met by Council.</p> <ul style="list-style-type: none"> <li>• Council's Developer Servicing Plan is currently being audited</li> <li>• Council currently has Section 60 Approval for WTPs and STPs</li> <li>• Council has a trade waste policy and charges. See Section 5.6.</li> <li>• Council has a RWMS for an effluent reuse scheme at Lithgow STP; however the scheme has not been implemented.</li> </ul>

Key Legislative Framework and their main purposes	Council current performance and future targets
<b>Environmental Planning and Assessment Act 1979 No 203 (and amendments)</b>	
<p>This Act aims to encourage proper management of resources, the orderly use of land, the provision of services, and the protection of the environment. It covers:</p> <ul style="list-style-type: none"> <li>Local Environmental Plans (LEP), Environmental Impact Statement (EIS), Reviews of Environmental Factors (REF)</li> </ul>	<p>The most recent Lithgow LEP commenced on 19 December 2014 after it was gazetted by the Minister for Planning</p>
<b>Public Health Act 2010</b>	
<p>The Act aims to promote, protect and improve public health and control the risks to public health. The act requires drinking water suppliers to develop and adhere to a 'quality assurance program', or drinking water management system (DWMS). Councils performance against the DWMS was checked by:</p> <ul style="list-style-type: none"> <li>Reviewing the raw water quality received at the plant</li> <li>The performance of the plant against the critical control points</li> <li>Review of the reticulated water quality</li> </ul>	<p>Refer Section 9.3 for Council's performance against their DWMS.</p>
<b>Water Management Act 2000 No 92 and Water Management Amendment Act 2008 No 73</b>	
<p>This Act promotes the sharing of responsibility for the sustainable and efficient use of water between the NSW Government and water users and provides a legal basis to manage NSW water planning, allocation of water resources and water access entitlements.</p>	<p>Council has a current bulk water supply agreement with WaterNSW for the supply of water from the Fish River Water Supply Scheme</p> <p>Council also has a license to extract water from Farmers Creek Dam WAL 35528</p>
<b>Fluoridation of Public Water Supplies Act 1957 No 58</b>	
<p>This Act covers the addition of fluoride to public water supply under the NSW Fluoridation Code of Practice.</p>	<p>The fluoridation systems at Lithgow WTP complies with the code.</p> <p>WaterNSW are currently investigating the installation of a compliant fluoridation system for Duckmaloi WTP</p>
<b>Protection of the Environment Operations Act (1997)</b>	
<p>This Act introduces an approach to protect the environment. It is a powerful tool for regulating sewerage and trade waste by local water utilities and facilitating compliance with the utility's conditions of approval for liquid trade waste discharges to the sewerage system.</p>	<p>Council holds the following EPL licenses:</p> <ul style="list-style-type: none"> <li>Oakey Park WTP – no. 2396</li> <li>Lithgow STP – no. 236</li> <li>Wallerawang STP – no. 598</li> <li>Portland STP – no. 597</li> </ul> <p>Council has a PIRMP for each of the licenses listed above.</p>
<b>Work Health and Safety Act 2011 and WHS Regulation 2011</b>	
<p>This Act has an objective to provide a consistent framework to secure the health and safety of workers and workplaces.</p>	<p>Council reviews Work Health and Safety issues through regular audits.</p>
<b>Water Supply Arrangement with WaterNSW</b>	
<p>This arrangement determines the quantity and quality of water that council is entitled to receive from the Fish River Water Supply Scheme. The arrangement covers details such as pricing, communications etc.</p>	<p>The current water supply arrangement with WaterNSW lapsed in November 2017.</p>

Key Legislative Framework and their main purposes	Council current performance and future targets
	Water supply arrangement and operational protocols for WaterNSW interaction are currently under review
<b>Dams Safety Act 1978</b>	
Under this act, the owner of any dam listed as a prescribed dam must meet the requirements of the NSW Dams Safety Committee (DSC). The DSC assigns dams a consequence category relative to their dam failure consequence, and this determines the level of reporting and type of actions required by the dam owner as part of their Safety Management System (SMS).	Farmers Creek Dams No. 1 and No. 2 are both prescribed dams. The most recent Dam inspections were undertaken in 2017. Refer to Section 3.1 for outcomes.
<b>State Environment Planning Policy (Sydney Drinking Catchment) 2011 (SEPP)</b>	
The SEPP relates to developments in the Sydney Drinking Water Catchment area, and has three main aims: <ul style="list-style-type: none"> <li>- To support healthy water catchments that deliver high quality water and permit development that supports that goal</li> <li>- To ensure that consent authorities only allow proposed developments that have a neutral or beneficial effect on water quality</li> <li>- To support water quality objectives in the catchment.</li> </ul> Under SEPP, development proponents must demonstrate that their proposal has a neutral or beneficial effect on water quality. This is done by undertaking a NorBE assessment.	The south-eastern part of Lithgow LGA, including Lithgow and Wallerawang, is in the Sydney Drinking Water catchment, and thus developments are subject to NorBE requirements. Portland is outside the Sydney Drinking Water Catchment.
<b>Best Practice</b>	
A local water utility demonstrates best practise by achieving the outcomes required by the <i>NSW Best-Practice Management of Water Supply and Sewerage Framework</i> . These include: <ul style="list-style-type: none"> <li>- Strategic Business Plan (SBP)</li> <li>- Requirements of LWU Circular 11 and 18</li> <li>- Pricing &amp; Regulation of Water Supply, Sewerage &amp; LTW</li> <li>- Asset Management Plan &amp; Valuation Reports</li> </ul>	Council holds the following <ul style="list-style-type: none"> <li>• SBP</li> <li>• Pricing and Regulations of Water supply, sewerage &amp; trade waste</li> <li>• Asset Management Plan (AMP)</li> </ul>

## ATTACHMENTS

1. Review of Operations Division May 2018 Blackadder associates

## RECOMMENDATION

### THAT:

1. Council agree to the establishment of an Infrastructure Services Division comprising works and recreations areas.
2. Council agree to the establishment of a new Water and Waste Division led by a Senior Executive appointee on a fixed term contract and subject to a performance agreement.
3. Council agree to the replacement of the Group Manager Operations award based position with a Senior Executive appointment on fixed term contract and subject to a performance agreement.

4. Council agree to the establishment of a Senior Executive position designated Director Water/Waste Water subject to fixed term contract and performance agreement.
5. Council agree to the transfer of all Water and Waste Water functions to the new Division of Water and Waste Water.
6. Council agree to the transfer the Building Management function to the Infrastructure and Services Division and create a Building/Contracts Officer position.
7. Council agree to the transfer of the Land Use and Property Officer Position to the Building Management function in the Infrastructure and Services Division as a Leasing and Property Management position.
8. Council agree to the transfer of the Recreation function under the Manager Works in the Infrastructure and Services Division and split between Urban and Rural areas.
9. Council declare the existing vacant position of Recreation Supervisor redundant.
10. Council create a Manager Assets and Infrastructure Planning position and recruit internally in the first instance.
11. Subject to funding agree to create an additional Projects Engineer position to ensure adequate capital infrastructure project delivery.
12. Subject to funding, agree to use contracted/part time project engineers/managers for specific civil and water & wastewater projects.
13. Council agree to the removal of two operational positions from the existing structure (Assets and Projects Engineer, and one unlicensed plumber through future natural attrition over the medium term).

**MOVED:**

**SECONDED:**

## **ITEM: 8      STRATEGIC DIRECTION**

### **SUMMARY**

To provide a verbal report and lead a discussion on Strategic Direction.

### **COMMENTARY**

The General Manager will provide a verbal report on Strategic Direction.

### **POLICY IMPLICATIONS**

Nil

### **FINANCIAL IMPLICATIONS**

- Budget approved - Nil.
- Cost centre – N/A
- Expended to date - Nil.
- Future potential impact – Nil in relation to the receipt of presentations

### **LEGAL IMPLICATIONS**

Nil

## **ATTACHMENTS**

## **RECOMMENDATION**

**THAT** the verbal report and discussion on Strategic Direction be noted.

**MOVED:**

**SECONDED:**

**ITEM: 9**

**NEXT MEETING**

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### **COMMENTARY**

At the committee's first meeting in November 2017 the committee determined that "the General Manager determine when the next meeting will be held on a needs basis."

### **POLICY IMPLICATIONS**

NIL

### **FINANCIAL IMPLICATIONS**

- Budget approved – Nil
- Cost centre – Nil
- Expended to date – Nil on this initiative
- Future potential impact - NIL

### **LEGAL IMPLICATIONS**

NIL

## **ATTACHMENTS**

Nil

## **RECOMMENDATION**

**THAT** the General Manager determine when the next meeting will be held on a needs basis.

**MOVED:**

**SECONDED:**