



MINUTES

RURAL LANDS STUDY PROJECT STEERING COMMITTEE

1 May 2015

2.30 pm

Name of Committee	
Item Number	Agenda
1	Welcome/present/apologies/declarations of interest
2	Minutes of the meeting of 17 February 2015
3	Business arising from the meeting of 17 February 2015
4	Draft Professional Services Brief
5	Consultant Expression of Interest Process
6	Project Timetable
7	General Business
8	Next meeting

MINUTES OF THE RURAL LANDS STUDY PROJECT STEERING COMMITTEE

1 May 2015

ITEM 1 – WELCOME/ATTENDANCE/APOLOGIES/DECLARATIONS OF INTEREST

PRESENT: The Mayor Councillor Maree Statham, Deputy Mayor Councillor Ray Thompson, Councillor Wayne McAndrew, Ashley Albury – Department of Planning and Environment, Councillor Peter Pilbeam.

APOLOGIES: General Manager - Roger Bailey

OFFICERS: Group Manager Environment and Development – Andrew Muir, Strategic Landuse Planner – Sherilyn Hanrahan

DECLARATIONS OF INTEREST: The Mayor declared an interest as an owner of rural land.

ITEM 2 – MINUTES OF THE MEETING OF 17 FEBRUARY 2015

The minutes of the meeting of 17 February 2015 were reported to Council at its Ordinary Meeting of 23 March 2015.

COMMITTEE ACTION – Council's acceptance of the Minutes of the Rural Lands Study Project Steering Committee held on 17 February 2015 be noted.

MOVED: Cr Wayne McAndrew

SECONDED: Cr Ray Thompson

ITEM 3 – BUSINESS ARISING FROM THE MEETING OF 17 FEBRUARY 2015

The Committee was advised that matters requiring further action were included on the agenda for this meeting. Therefore, there were no matters arising from the minutes of 17 February requiring any discussion.

COMMITTEE ACTION – The committee note that there are no matters arising from the meeting of 17 February 2015.

MOVED: Cr Ray Thompson

SECONDED: Cr Wayne McAndrew

ITEM 4 – DRAFT PROFESSIONAL SERVICES BRIEF

The Committee considered the revised draft professional services brief noting that it would encompass a review of both the Rural and Rural Residential Strategy. The Committee was of a view that the draft brief satisfactorily addressed the relevant issues and should be endorsed.

COMMITTEE ACTION – The Committee endorse the draft Professional Services Brief for the Lithgow City Rural and Rural Residential Strategy Review.

MOVED: Cr Ray Thompson

SECONDED: Cr Wayne McAndrew

ITEM 5 – CONSULTANT EXPRESSION OF INTEREST PROCESS

The Committee was advised of the intention to provide the endorsed brief to a selection of consultancy firms through an expression of interest process. All complying submissions would then be reported to the committee.

COMMITTEE ACTION – The Committee note the proposed process of providing the professional services brief to selected consultants with expressions of interest submissions to be provided to the committee for consideration.

MOVED: Cr Ray Thompson

SECONDED: Cr Wayne McAndrew

ITEM 8 – PROJECT TIMETABLE

The Committee considered a draft revised timetable however expressed a view that the timetable cannot be finalised until a consultant is selected.

COMMITTEE ACTION – The information on the project timetable be noted.

MOVED: Cr Ray Thompson

SECONDED: Cr Wayne McAndrew

ITEM 7 – GENERAL BUSINESS

There were no items of General Business.

COMMITTEE ACTION – Nil

ITEM 8 – NEXT MEETING

The date for the next meeting will be advised following the receipt of expressions of interest from consultants.