

Business & Economic Development Committee Minutes

10 November 2020

Our Vision

*A City which values its heritage, cultural diversity,
sense of place and natural environment.*

*A progressive City which is prosperous, sustainable
and socially cohesive, with a strong community spirit.*

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City of
Norwood
Payneham
& St Peters

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VENUE Mayors Parlour, Norwood Town Hall

HOUR 6.15pm

PRESENT

Committee Members Mayor Robert Bria (Presiding Member)
Cr Carlo Dottore
Cr Scott Sims
Cr Garry Knoblauch
Cr John Callisto
Professor Richard Blandy
Ms Trish Hansen
Ms Skana Gallery

Staff Mario Barone (Chief Executive Officer)
Keke Michalos (Manager, Economic Development & Strategic Projects)
Stacey Evreniadis (Economic Development Co-ordinator)
Rosanna Francesca (Economic Development & Strategic Projects Co-ordinator)
Tyson McLean (Economic Development & Strategic Projects Officer)

APOLOGIES Mr John Samartzis

ABSENT Nil

TERMS OF REFERENCE:

The Business & Economic Development Committee is established to fulfil the following functions:

- *To assist the Council to facilitate and promote economic growth and development in the City of Norwood Payneham & St Peters.*
- *To provide advice to the Council and recommend actions, including the conduct of studies associated with business and economic development, as required, in order to facilitate the identification of opportunities, issues, strategies and actions.*
- *Provide advice to the Council where necessary, to facilitate the creation of business networks (both within South Australia and Australia), which provide benefits for the City of Norwood Payneham & St Peters.*
- *To oversee the strategic planning, the implementation of projects (including those identified in the Council's Business & Economic Development Strategy) and marketing and promotion associated with businesses and economic development.*

1. CONFIRMATION OF MINUTES OF THE BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE MEETING HELD ON 15 SEPTEMBER 2020

Cr Dottore moved that the minutes of the Business & Economic Development Committee meeting held on 15 September 2020 be taken as read and confirmed. Seconded by Cr Callisto and carried.

2. PRESIDING MEMBER'S COMMUNICATION

Nil

3. PRESENTATION

3.1 Overview of the Planning Reform and the Impacts on Business – Presented by Emily McLuskey, Senior Urban Planner

4. STAFF REPORTS

4.1 THE PARADE PRECINCT OCCUPANCY LEVELS

REPORT AUTHOR: Economic Development & Strategic Projects Officer
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4512
FILE REFERENCE: qA985
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to provide the Business & Economic Development Committee with an updated assessment of occupancy levels within The Parade Precinct, following the initial count that was undertaken in October 2019.

BACKGROUND

As part of the report to Council's Business & Economic Development Committee in November 2019, it was recommended that an assessment of The Parade Precinct's occupancy levels be conducted annually and the findings presented back to the Committee to be noted, as well as be presented to the Council's Norwood Parade Precinct Committee and the Council.

In October 2020, Council staff undertook an assessment of The Parade Precinct's occupancy levels gauge the potential impacts that the COVID-19 Pandemic may have had on occupancy levels within the Precinct. As Committee Members are aware, the Pandemic has been a significant disruptor for brick and mortar businesses throughout 2020 due to all levels of government applying restrictions to minimise the spread of the virus. As a result, selected business sectors were forced to close or reduce operating capacity, hindering their ability to function efficiently and in some cases, forcing them to close for a period of time or to close permanently.

South Australia has, to date, handled movement of the virus efficiently and effectively, allowing "brick and mortar" businesses to return to "normal". The assessment of The Parade Precinct occupancy levels was therefore a key task to undertake to determine the impact. It will be interesting to see if there is a more significant impact when Job Keeper payments are no longer available.

DISCUSSION

For the purposes of this report, vacancy rates are defined as a percentage of all available rental commercial properties (residential not included) in a particular area. In retail precincts such as The Parade, the vacancy rate is usually calculated on the commercial tenancies located on the ground floor predominately comprising of retail and commercial uses. However, given the small number of non-ground floor tenancies along The Parade, these have been included in the assessment. Generally, the vacancy rate measures the health of the local property market by representing the level of activity and demand for property.

The assessment undertaken by Council staff encompasses the entire Parade Precinct, which extends from Fullarton Road to Portrush Road and encompasses all of the tenancies located within The Parade Precinct depicted on the map contained in **Attachment A**. The on-ground assessment undertaken by Council Staff was conducted over the course of one (1) week concluding on Wednesday 16 October 2020, all details from the research are correct as of that date.

It should be noted that in undertaking the assessment, Council staff made the following assumptions:

- tenancies noted as being vacant were those that:
 - had signage indicating that the premises or part of the premises was for lease;
 - tenancies that had a 'Leased' sign and were still vacant and only when the Council was unaware of a new business preparing to occupy the space; and
 - tenancies that did not indicate that they were for lease (no signage at all) but were empty and the Council was not yet aware of any new business proposed to occupy the site.

- the tenancies not included as being vacant were those that clearly had a business operating inside and those tenancies which were not yet trading but were in the process of renovating/fitting out the inside of the building and Council Staff were aware of a business soon to begin trading, either through direct contact or signage on the windows or overhead on the footpath.

It is noted that there was one (1) site along Cairns Street, where it was unclear whether the tenancy was occupied or whether it was vacant and for this reason, this property has been excluded and does not form a part of the vacancy figures.

The research conducted by Council staff found the following:

- there is a total of 381 tenancies within The Parade Precinct;
- at the time of undertaking the assessment, there were 341 tenanted spaces within The Parade Precinct;
- there are forty (40) vacant tenancies (2 more than in 2019) within The Parade Precinct, which equates to a vacancy rate of 10.5% (0.8% more than in 2019);
- twenty-eight (28) of the forty (40) vacant tenancies are located on the northern side of The Parade Precinct (13 more than in 2019);
- twelve (12) of the vacant tenancies are located on the southern side of The Parade Precinct (11 less than in 2019); and
- eleven (11) of the forty (40) vacant spaces either have a sign saying 'Leased', no sign at all and/or construction work occurring inside (potentially a new business). Taking this into account and removing these tenancies from the overall vacancy rate it results in a more accurate Parade vacancy rate of 7.6%.

In comparison to the occupancy levels in 2019, the 2020 rates represent a slight increase in the vacancy rate of 0.8%. The 2019 assessment noted that there were 392 tenancies within The Precinct, however upon completing the 2020 assessment it was determined that there were some businesses that were counted in 2019 that should not be included within The Parade Precinct. For this reason they have been excluded from the 2020 assessment and will not be counted moving forward. This brings the total number of tenancies within The Parade Precinct to 381 tenancies. It is interesting to note that the impact of the COVID-19 Pandemic on brick and mortar businesses throughout 2020 all across the world, has resulted in a very minimal change to the vacancy rate within The Parade Precinct. Throughout 2020, the vacancy rate may at some point have been higher, however it is noted that the recovery has been positive and has resulted in minimal overall change.

The positive result for The Parade Precinct is largely due to a number of new businesses choosing to establish themselves within The Precinct since the October 2019 assessment. Some of the new businesses include:

- Lightly Salted
- Zohair
- Soal Sister
- Yours & Mine Boutique
- Whole Foods by Argo
- GR Phones
- Kokko
- Onesystems
- Connect Allied Health
- Mr Chu (coming soon)
- Lukumades (coming soon)
- Say Ahh (coming soon)
- The Drip Club (coming soon)
- ThreeSixFive
- Catania
- RSPCA Op Shop
- Miss Norwood
- Kazumi Ramen (coming soon)
- Let Them Eat

- Bauhaus
- Hanamura
- Bakmi Lim
- Ruby Poppy
- Cono (coming soon)

Some of the businesses that have departed The Precinct since the October 2019 assessment include:

- Birdcage (clothing)
- Typo (stationery)
- Dotti (clothing)
- Windmill (toys)
- Subway (at 2 locations) (food)
- Wendy's (food)
- Tiara's Jewellery (jewellery)
- Paloma & Co (clothing and accessories)
- Jigsaw London (clothing)
- Stones Throw (entertainment venue)
- Schnithouse (food)
- Travel Associates (service)
- Funding Options (service)
- Professionals (service)
- McQueen's Flowers (flowers)

The changing nature of where vacant tenancies are located as compared to 2019, is also of note. In 2019, fifteen (15) of the total vacancies were located on the northern side of The Precinct and twenty-three (23) were located on the southern side. The 2020 assessment determined that the northern side of The Precinct has twenty-eight (28) vacancies, an increase of thirteen (13), and the southern side now only has twelve (12) vacancies, a decrease of eleven (11). A reason for this increase on the northern side of The Precinct is due to a number of vacancy clusters which could potentially be a reflection of leasing costs.

The size of the vacancy and the prominence of the building also plays a significant role in the perception of vacancy rates. For example the exodus of Schnithouse has left a large void between Edward and Church Streets. Similarly, the former location of Birdcage on The Parade is a tenancy that has a large shop front which contributes to a vacant feeling when traversing the northern side of The Parade when walking west. Another example is the three (3) vacant tenancies fronting The Parade that form a part of The Parade Central complex. Formerly Subway, 2XU and the Mac Centre, there large glass frontages dominate that section of The Precinct.

Segregating The Precinct into the following three (3) sections assists in understanding on where vacancy rates are higher (total businesses within each segment divided by total vacancies in each segment):

- The Parade Precinct between Fullarton Road and Osmond Terrace = 9.4%
- The Parade Precinct between Osmond Terrace and George Street = 9.5%
- The Parade Precinct between George Street and Portrush Road = 13.1%

Interestingly, the greatest number of vacancies are within the eastern side of The Parade within the section best recognised as the heart of The Parade. As highlighted earlier, there are a number of tenancies within The Parade Precinct that appear vacant but have a sign indicating that they are leased, no sign but vacant and some where there is internal construction work being undertaken, indicating a potential tenant. Taking into consideration and removing these tenancies from the overall assessment results in a vacancy rate of 7.6%, 2.1% lower than 2019 level. This figure is a more accurate representation of the vacancy rate within The Parade Precinct. This figures highlights that The Precinct has responded relatively well to the impacts of the COVID-19 Pandemic and whilst there were a number of businesses which closed and or left The Precinct since the last assessment in 2019, the number of new businesses moving to The Parade Precinct is a positive indication that it is returning to good occupancy health and overall vibrancy.

In comparison to other outdoor shopping strips throughout Australia, Melbourne's Chapel Street and Bridge Road, Richmond both hit vacancy levels of more than 20%.

Given the importance of monitoring the vacancy rates within The Parade Precinct, Council staff will continue to conduct annual occupancy and vacancy assessments and provide written reports to the Business & Economic Development Committee as well as the Norwood Parade Precinct Committee and the Council to ensure a healthy and vibrant Precinct is maintained.

OPTIONS

Not Applicable.

CONCLUSION

During 2020 the retail and commercial sectors have been significantly impacted upon by the COVID-19 Pandemic and has been one of the biggest disruptors to "brick and mortar" businesses ever experienced. Despite this, businesses within The Parade Precinct have done an amazing job and have continued to remain operational. Since the previous occupancy assessment undertaken in October 2019, The Precinct has welcomed a substantial number of new businesses, overall resulting in minimal change to the vacancy rate from the last assessment undertaken in 2019.

COMMENTS

Whilst it is acknowledged that a low vacancy rate is a positive representation of the health of the precinct, research has shown that when vacancy rates fall below five (5) percent, the rental market is considered to be in a good state and landlords consequently tend to increase rents. It also means that landlords can afford to be selective about the type of tenants that they place in the individual properties. Therefore, maintaining a vacancy rate of between 5% and 9% is the optimal level for a successful precinct.

RECOMMENDATION

That the report be received and noted.

Cr Callisto moved:

That the report be received and noted.

Seconded by Professor Richard Blandy and carried.

4.2 SPENDMAPP DATA

REPORT AUTHOR: Economic Development & Strategic Projects Coordinator
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4524
FILE REFERENCE: qA985
ATTACHMENTS: A

PURPOSE OF REPORT

The purpose of this report is to inform the Business & Economic Development Committee of a new data application recently purchased by the Council which will be used to track expenditure activity in the City of Norwood Payneham & St Peters.

BACKGROUND

In general, economic data is sparsely available and time consuming to gather, however it is critical to any organisation seeking to make informed economic decisions. As such, the Council has recently purchased a subscription to *Spendmapp*, by Geografia, with a view to providing an insight into the flow of spending in and around the City of Norwood Payneham & St Peters.

Spendmapp, is an online application that provides an accurate, up-to-date and detailed picture of expenditure activity in, to and from a region. It does this by taking real banking transaction data (EFTPOS and credit/debit) and transforming it to create a comprehensive representation of the City's economy, taking into account a cash component which is informed by a survey conducted by the Reserve Bank of Australia (RBA). The process also ensures that outlier transactions do not skew the data, and seeks to maintain the privacy of merchants and cardholders by applying a degree of randomisation when there are small transaction volumes. This transformation ensures that *Spendmapp* is detailed, trustworthy, and, most importantly, safe.

The data from *Spendmapp* is presented in the form of an online dashboard and integrated graphical displays. The intent is that the information will be utilised to drive more informed and responsive economic strategies and projects for the City of Norwood Payneham & St Peters.

The Council has purchased a twelve (12) month subscription to *Spendmapp*. The subscription includes twenty-four (24) months of historical expenditure data and ongoing technical support for the term of the subscription.

The purpose of this report is to provide the Committee with a broad overview of *Spendmapp* and a summary of some of the results and trends over the last twenty-four (24) months.

COVID-19 IMPLICATIONS

There are no direct implications on the *Spendmapp* programme, however it is a useful tool to better understand people's spending behaviour over the last twenty-four (24) months. The advantage of the data is that it demonstrates how people reacted and responded financially to the Pandemic, both during and after.

DISCUSSION

While major companies have been using banking data for many years to inform marketing and investment decisions, *Spendmapp* has been developed to make this data more readily available to governments without the need to regularly engage consultants.

There are numerous benefits to having access to expenditure data. More specifically, for the City of Norwood Payneham & St Peters this includes:

- having a better understanding of the economic impact of major events and other activities in the City;
- having a better understanding of the escape expenditure of residents and identifying investment attraction opportunities;
- having a better understanding of expenditure by the time of day, to encourage businesses to open longer or operate on different days;
- having a better understanding of expenditure between local residents and neighbouring councils;
- assisting in the identification of gaps and opportunities for businesses; and
- providing better reporting to the Council, its Committee's and the local business community.

Spendmapp uses banking data that is provided by the Westpac Group, which includes Westpac, St. George, Bank of Melbourne, Bank SA, BT and RAMS. Through these brands, the Westpac Group serve over 13 million customers. The Westpac Group has approximately 20% market share of the Australian banking sector, which represents a fifth of the total data available and is seen as a significant proportion (and statistically viable) and therefore a suitable reflection of total spend.

The data in *Spendmapp* is collected and transformed to represent all expenditure in the local region. The process involves three (3) key steps:

Step 1: Accounting for all other banks

EFTPOS and credit/debit transaction data from nine (9) Australian banks, including one (1) of the 'Big Four' (Westpac), is collected and a proprietary weighting method is applied to the data to account for all Australian banks, as well as all international banks where transactions are made in Australia. This means the data also accounts for the spending from international visitors in Australia. This scaling is undertaken by the Westpac Group prior to being distributed to Geografia for input into the *Spendmapp* database.

Step 2: Weighting for non-card transactions

The second step is to account for all transactions made by non-card methods such as cash, cheque and B-PAY purchases not linked to a debit or credit card and direct debits. To do this, transaction values are weighted, using the RBA's triennial Consumer Payments Survey, and then applied individually to the more than 900 merchant types that make up *Spendmapp's* expenditure categories. The COVID-19 Pandemic has led to a reduction in the number of cash transactions and such the amount of weighting required has decreased.

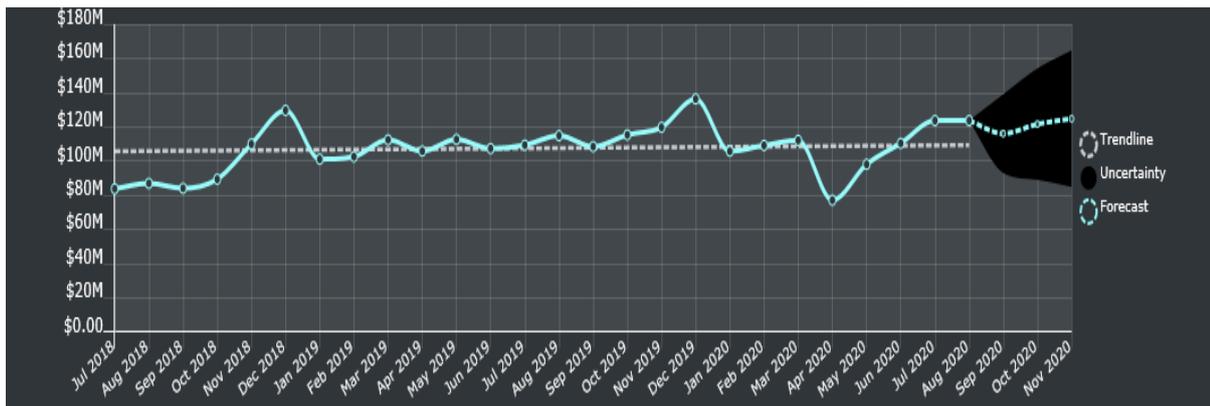
Step 3: Privacy measures

Finally, the most crucial step, are the application of privacy measures. Small adjustments are applied to transaction amounts and volumes if there is deemed to be a risk whereby a particular business or individual could be identified in the data. Often these adjustments are the addition or subtraction of a random number, or a small percentage of the actual value. These measures ensure that, for areas where there is a small number of businesses and/or residents (more commonly in Regional Local Government areas), specific expenditure behaviour is not being exposed. This method is similar to what the Australian Bureau of Statistics (ABS) applies to Census data, ensuring the privacy of individuals, businesses and households is maintained.

Spendmapp Features

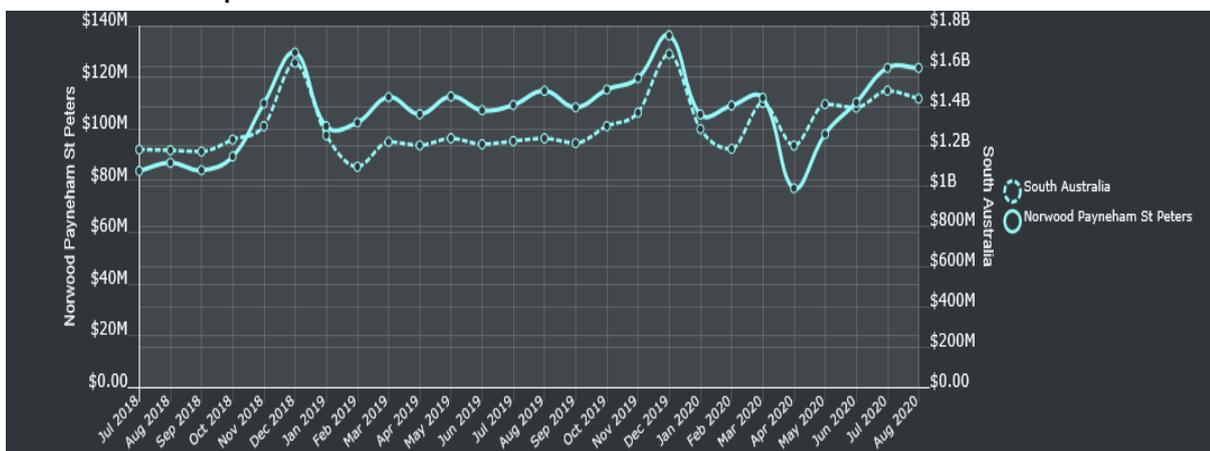
Spendmapp enables users to access and view a variety of expenditure data in a number of ways with the source of transactions being attributed to the address of registered cardholders and merchants. As illustrated in Graph 1 below (and at a larger scale in **Attachment A**), the Total Expenditure in the City of Norwood Payneham & St Peters can be viewed in a time series which shows monthly expenditure, together with longer-term trends over the past twenty-four (24) months. This graph clearly identifies the drop in expenditure as a result of the COVID-19 Pandemic, which impacted local spending most severely in April 2020, before returning to more normal levels once again and in fact, increasing to expenditure levels higher than those immediately before the Pandemic. In comparison, the City of Adelaide is understood to be recovering much slower which is likely to be as a result of the prolonged working-from-home arrangements many City based businesses have adopted, which have in turn benefitted suburban metropolitan local economies.

GRAPH 1: Total Expenditure in the City of Norwood Payneham & St Peters (July 2018 – November 2020)



Subsequently, Graph 2 (below, and at a larger scale in **Attachment A**) demonstrates how this drop in expenditure aligned with the Total Expenditure across South Australia. Interestingly, the City of Norwood Payneham & St Peters was impacted more significantly during the peak of the Pandemic than the State average. Notwithstanding the immediate and short term impact of the Pandemic around April – May 2020, the City of Norwood Payneham & St Peters has since recovered better than the State average.

GRAPH 2: Total Expenditure in the City of Norwood Payneham & St Peters against average South Australian Total Expenditure



The economic activity presented by *Spendmapp* is categorised into five (5) main types of expenditure:

- **Resident Local Spend** which refers to expenditure by cardholders and businesses located in the region spending at merchants also located in the region;
- **Visitor Local Spend** which refers to expenditure by cardholders and businesses located outside the region and spend at merchants located inside the region, representing the amount of external demand met by local supply;
- **Total Local Spend** which refers to all spend (Resident and Visitor Local Spend, including international visitor spends) in the region at local merchants;
- **Resident Escape Spend** which refers to spend based on cardholders and businesses based in the region, spending outside of the region. This is useful for capturing and recognising the amount of local demand that is not adequately served by local supply; and
- **Resident Online Spend** which refers to the spend by local cardholders and businesses on online goods and services. As supply chains globalise and the cost of online shopping and e-commerce decreases, this figure is already forming a significant part of local expenditure activity and is likely to keep rising.

Expenditure data can also be broken down into a series of business sectors. Expenditure is attributed to the category code in which the merchant/business has registered their EFTPOS machine. Merchant category codes (MCCs), or merchant classification codes, are a four-digit identifier that describes the type of goods or services a business provides. The codes, their meanings and classification are set by the International Organization for Standardization (ISO).

There are over 900 individual merchant types that make up the data recorded in *Spendmapp*. These are subsequently reduced to fifteen (15) market sectors whereby *Spendmapp* can provide a Category Analysis breakdown of expenditure activity across these sectors. The fifteen (15) categories provided by *Spendmapp* comprise:

1. Bulky Goods
2. Department Stores and Retail
3. Dining and Entertainment
4. Discount Department Stores, Clothing and Textiles
5. Furniture and Other Household Goods
6. Grocery Stores and Supermarkets
7. Light Industry
8. Other
9. Personal Services
10. Professional Services
11. Specialised and Luxury Goods
12. Specialised Food Retailing
13. Trades and Contractors
14. Transport
15. Travel

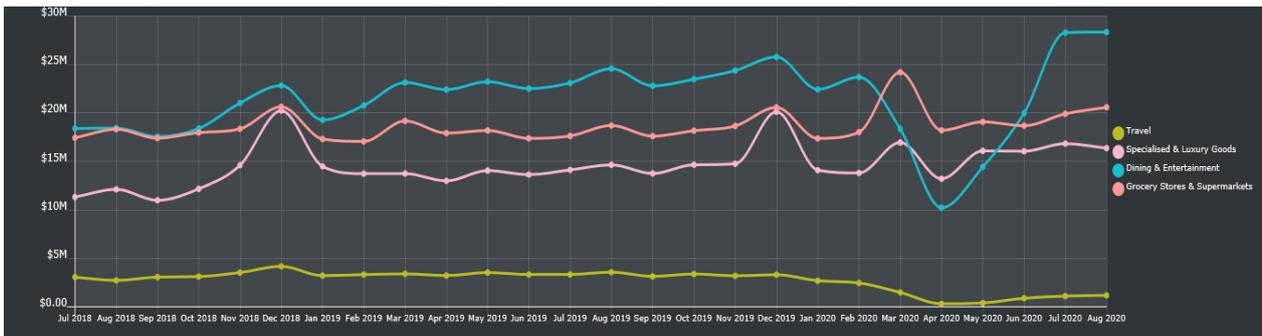
The most recent data (August 2020) shows the top three (3) categories for expenditure in the City of Norwood Payneham & St Peters were Dining and Entertainment (\$28.3m), Grocery Stores (\$20.6m) and Specialised and Luxury Goods (\$16.3m).

TABLE 1: Expenditure by Category in the City of Norwood Payneham & St Peters (August 2020)



This information is presented in Graph 3 below and at a larger scale in **Attachment A**. As shown, the expenditure levels at Grocery Stores & Supermarkets have remained fairly steady over the past two (2) years with peak expenditure occurring at the start of the COVID-19 Pandemic in March 2020, while expenditure on Dining & Entertainment has followed an opposite trend, dropping to its lowest level in April 2020 before recovering to expenditure levels higher than those recorded prior to COVID-19 in July and August 2020. As expected, Travel remains the category still experiencing the most significant challenges and is yet to recover.

GRAPH 3: Expenditure Time Series by Category in the City of Norwood Payneham & St Peters



In terms of where local resident and business cardholders are spending their money outside of the Council area, the vast majority of spending is going into the adjacent suburb of Adelaide (CBD). Conversely, visitor expenditure from cardholders based outside of the Council area is primarily coming from the adjacent eastern suburbs with the most significant expenditure coming from cardholders in the suburb of Magill.

Spendmapp is used by many Local Governments across Australia including the City of Adelaide and City of Holdfast Bay in South Australia.

Moving forward, it is proposed that Council Staff will draw on *Spendmapp* data to assist the Business & Economic Development Committee, the Council and other Committees of the Council, to undertake informed planning and decision-making on future projects, initiatives and events.

CONCLUSION

The *Spendmapp* data will be a valuable tool for both this Committee, the Norwood Parade Precinct Committee and the Council more generally. It provides a very clear understanding of people's spending patterns and the locations of expenditure for both the residents in the Council area and visitors to the Council. Whilst it is only a collation of 20% of the banking market share, it is a significantly large enough portion to be representative of the broader community.

COMMENT

Data highlighted in this report presented to the Committee refers to city-wide expenditure across the Council area, however *Spendmapp* also has the capability to display data at a suburb level.

RECOMMENDATION

The Business & Economic Development Committee notes that regular reporting will be provided to the Committee on expenditure patterns in the City of Norwood Payneham & St Peters.

Cr Dottore moved:

The Business & Economic Development Committee notes that regular reporting will be provided to the Committee on expenditure patterns in the City of Norwood Payneham & St Peters.

Seconded by Cr Callisto and carried unanimously.

4.3 2021 SCHEDULE OF MEETINGS FOR THE BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

REPORT AUTHOR: Economic Development & Strategic Projects Coordinator
GENERAL MANAGER: Chief Executive Officer
CONTACT NUMBER: 8366 4524
FILE REFERENCE: qA985
ATTACHMENTS: Nil

PURPOSE OF REPORT

The purpose of this report is to provide the Business & Economic Development Committee with the proposed Schedule of Meetings for 2021.

BACKGROUND

In respect to meetings, the Terms of Reference state that:

8.3 The Committee shall meet at least quarterly at a place to be determined by the Chief Executive Officer in accordance with the responsibilities imposed upon within these Terms of Reference and otherwise on such dates and at such times determined by the Chief Executive Officer.

The purpose of this report is to present the proposed Schedule of Meetings for the 2021 calendar year to the Committee for its consideration.

DISCUSSION

In accordance with the Terms of Reference, the Chief Executive Officer has determined that all of the Committee Meetings will be held in the Mayor's Parlour, located in the Norwood Town Hall at 175 The Parade, Norwood.

In respect to the time and date of the meetings, it is recommended that all of the future meetings of the Committee commence at 6.15pm on a Tuesday night and that they will be held on the dates outlined in Table 1 below. Based on this proposal and the need to hold a minimum of four (4) meetings within each calendar year, it is recommended that the schedule of meetings outlined in Table 1 below, be approved by the Committee.

TABLE 1: BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE SCHEDULE OF MEETINGS 2021

Meeting	Date	Start Time
1	Tuesday 16 March 2021	6:15pm
2	Tuesday 15 June 2021	6:15pm
3	Tuesday 17 August 2021	6:15pm
4	Tuesday 2 November 2021	6:15pm

RECOMMENDATION

That the Schedule of Meetings for 2021 as set out below, be approved.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE SCHEDULE OF MEETINGS 2021

Meeting	Date	Start Time
1	Tuesday 16 March 2021	6:15pm
2	Tuesday 15 June 2021	6:15pm
3	Tuesday 17 August 2021	6:15pm
4	Tuesday 2 November 2021	6:15pm

Cr Knoblauch moved:

That the Schedule of Meetings for 2021 as set out below, be approved.

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE SCHEDULE OF MEETINGS 2021

Meeting	Date	Start Time
1	Tuesday 16 March 2021	6:15pm
2	Tuesday 15 June 2021	6:15pm
3	Tuesday 17 August 2021	6:15pm
4	Tuesday 2 November 2021	6:15pm

Seconded by Cr Sims and carried unanimously.

5. OTHER BUSINESS

Nil

6. NEXT MEETING

Tuesday 16 March 2021

7. CLOSURE

There being no further business the Presiding Member declared the meeting closed at 7.42pm.

Mayor Robert Bria
PRESIDING MEMBER

Minutes Confirmed on _____
(date)