



GLEN EIRA BUSINESS AND ECONOMY ADVISORY COMMITTEE MEETING MINUTES

**Thursday 9 November 2023
8:30am-10:30am
Rippon Lea Room - Glen Eira Town Hall**

Attendees:

<i>Councillors:</i>	Cr Sam Parasol (Chair) Cr Anne-Marie Cade	Glen Eira Councillor Committee Member Glen Eira Councillor Committee Member
<i>Community Representatives:</i>	Ruth Lewis Shai Dagan Jaai Parasnis Chris Giouris Keith Rhodes	Community Committee Member Community Committee Member Community Committee Member Community Committee Member Community Committee Member
<i>Council Staff:</i>	Paul Wood Matt Slavin Tess Angarane Josephine Nguyen Suzette Sutton	Interim Director, Planning and Place Manager, City Futures Coordinator, City Economy Glen Eira Officer (minutes) Strategic Economic Development Officer
<i>Apologies:</i>	Deepa Mani Thanh Do Grahame Leonard AM Cr Tony Athanasopoulos	Community Committee Member Community Committee Member Community Committee Member Glen Eira Councillor Committee Member

1. Welcome and Acknowledgement of Country Cr Parasol (meeting Chair)

The Chair made an acknowledgment of Country and welcomed the Committee and Council officers to the meeting and noted apologies.

2. Reminder to declare any conflicts of interest in any items on the agenda

Nil.

3. Action Items Update from the previous Committee meeting

Title/Item	Action	Update	Responsible Officer	Active/ Closed
5.2 Business Awards	Recommendation: Committee recommendations included in future planning	Business Awards completed	Suzette Sutton	Closed
5.5 Economic Development Plan	Recommendation: Committee included in future planning and scope of consultation brief	Consultation scope completed	Matt Slavin	Closed
6.1 Terms of Reference	Terms of Reference updated	WWCC required from Committee members	Tess Angarane	Ongoing

4. Previous minutes and actions

Cr Parasol (chair)

Minutes were approved as read.

5. Item for discussion

Cr Parasol (chair)

Activity – End of Term Committee Review

An opportunity to reflect on the current 2-year term of the Committee which is coming to an end and suggest improvements for the next term.

The Committee discussed how well the Glen Eira Business and Economic Advisory Committee (GEBEAC) is doing in achieving its initial purpose and objectives while reflecting on their current 2-year term. Cr Parasol raised the option for current members to stay on the Committee for another 12 months, highlighting the benefits of continuing and the valuable insights gained from past meetings and the timing and opportunity for continued involvement in the development of the Economic Development Plan. Members acknowledged that the first year was about getting settled, and now they are focusing and working on important topics and actions, which will carry on into the next term. Whilst attending members showed interest in staying on the Committee, officers will seek confirmation via email.

Members then turned their attention to the Terms of Reference, noting that the COVID measures outlined appeared to be somewhat outdated. Additionally, members raised the need for clarification from Glen Eira officers regarding the process of obtaining a Working with Children's Check (WWCC) which is now a requirement of Committee members.

Following the discussion regarding the Terms of Reference, Cr Parasol initiated a discussion with the Committee, seeking feedback on the current structure, size, format of the committee, and suggestions to improve the Committee.

Key suggestions included:

- **Increased Committee Participation:** Involve the Committee members more actively and consider increasing the number of members.
- **Active Committee Engagement:** Utilise Committee for feedback in between meetings, including other Council departments. Leverage the diverse knowledge and skill sets of all members. Suggestion to introduce a group chat where information can be shared, questions posed etc. in between meetings.
- **Introducing a GEBEAC Road Map:** Setting out a plan for meetings and topics at the start of the year so that members can do research/gather information and come prepared for meetings. Will guide the Committee towards the end objectives more clearly.
- **Engaging with Future Customers:** Gather insight from high school and university students on their expectations from businesses as they will be the future of businesses in Glen Eira.
- **Education Events for Businesses:** Suggestions for future event topics include cyber security, AI, branding, and sales.
- **Business Wellbeing Tool:** Consider promoting a Business Well-being Tool.
- **Meeting Dates Set:** Agreed that having meeting dates set out in advance is beneficial.

Actions:

- Officers to email members to confirm their interest in another 12 months on the Committee and to prepare a recommendation to extend the term of the committee.
- Officers to call and assist members with WWCC applications if required – Tess to lead.
- Officers to consider the above suggestions for improvement of GEBEAC in 2024.
- Ruth to send an example of the Business Well-being Tool.

6. General Business

Cr Parasol (chair)

6.1 Cr Parasol advised that Bruno Karalus has withdrawn from the Committee.

6.2 Consultant and Economic Development Plan Update

The Committee, along with Cr Parasol, inquired about the progress of hiring a consultant for the Economic Development Plan. Tess clarified that the RFQ process is being finalised with a suitable application received. The Committee suggested that the Consultant take more of a dynamic approach beyond traditional surveys or data sets. The Committee was asked to prepare questions for the next GEBEAC meeting for the Consultant as it is planned for them to attend.

A member raised the need to identify Glen Eira's unique selling point, and Matt clarified that the consultant would assist in determining this during the upcoming Economic Development Plan in the new year. Matt also highlighted that the Business Survey conducted earlier aligns with this process, serving as a valuable tool to capture businesses' needs and understand the current Glen Eira business landscape and economy.

Action: Officers to consider the Committee's suggestions on the consultant's approach. Committee to prepare questions for the consultant and send them to Tess before next GEBEAC meeting.

6.3 Expressions of interest to continue as a member on the Committee in 2024

Action: Suzette will contact Committee members to confirm their interest in continuing for another term. Tess will prepare a report for Council to seek approval to extend the members' current term.

Future Meeting Dates

Cr Parasol (chair)

Calendar of meetings to be agreed as tentative with Committee.

All meetings 8:30am-10:30am at Glen Eira Town Hall

Thursday 8 February 2024

Thursday April 2024 (specific date to be confirmed)

Thursday 1 August 2024

Thursday 7 November 2024

Action: Meeting dates to be confirmed and shared with Committee once finalised.

Close of Meeting 10:16am
