

Minutes

of EDAP Committee Meeting held 12noon at
Cowra Japanese Gardens on Wednesday, 3 July 2013.

1. **ATTENDANCE:** L Sheehan, C Johnstone, M Teale, S Campbell, A Lindsay, Brendan Hayes, Marnie Page

The President opened the meeting and called for apologies

2. **APOLOGIES:** Jeff Byrom, Neil Diamond and Mathew Goodwin
Moved B Hayes Seconded L Sheehan that the apologies be received carried unanimously.
3. **MINUTES OF PREVIOUS MEETING**
Minutes of the Tele-conference Committee Meeting held on 23 May 2013 which had been circulated
Moved L Sheehan seconded M Teale that the minutes of 23 May 2013 be adopted as a true record of the meeting carried unanimously.
4. **MATTERS - Arising from Tele-conference Committee Meeting held 23 May 2013**
Nil.
5. **PORTFOLIO REPORTS**
Newsletter - C Johnstone, nearly ready to go out
Trainees - No report
Membership - No report
Sponsorship - B Hayes, possible new sponsor - Earth Bio
Publicity - M Teale, to follow up on photo opportunities, press releases, sponsor photos etc for training courses and conferences.
Training - N Diamond, is working with W Isemonger and P Griffiths for workshop in October and SEPP Housing Code course with I Sinclair ready to go 25 July at The Black Sheep Inn
Website - A Lindsay to provide C Johnstone with A McGraths contact details
6. **CORRESPONDENCE**
Secretary advised main correspondence was to deal with conference, speakers, sponsors and applications for PCC Mentoring etc.
Noted.

7. **TREASURERS REPORT**

Treasurer tabled financial reports for:

- Planning for Non Planners Course held at Borrodell
- Lightning Ridge Conference
- Financial statement for period 1 February to 30 June 2013

Balance at 30 June 2013

Working Account

\$5,418.02

Investments IBD Balance

\$25,000.00

Total Assets

\$30,418.02

Moved A Lindsay seconded M Teale that the treasurers three reports be received carried unanimously

8. **2014 COWRA CONFERENCE**

- L Sheehan reported on the following preliminary arrangements:
 - Dates set for Wednesday, 30 April to Friday, 2 May 2014
 - Wednesday function - The Mill
 - Conference Venue - Cowra Civic Centre
 - Conference Dinner - Cowra Services Club
 - Tour of Inspection - POW site
 - Thursday pm there is a proposed NRM Water and Energy Efficiency Conference being held at Cowra Showground by CSC and could integrate into program
 - Friday boxed lunch and tour of Japanese Gardens in the afternoon
- M Goodwin has provided some thoughts on the success of the Lightning Ridge Conference and these will be circulated by the secretary to develop into Aims and Objectives of the EDAP Conference(See attachment)
- M Page advised that EHA would be interested in co hosting a conference with EDAP further information required. S Campbell thought the 2015 PCC could be a good venue for such a combined conference.
- The Cowra Conference theme to be developed and delegates requirements in regard to T Shirts, hats etc and C Johnstone will seek feedback via the newsletter.
- The core speakers DOP, AIBS, BPB, DEPA, NSW Health, Mentoring Program.

Moved L Sheehan Seconded M Teale that the 2014 Cowra Conference preliminary arrangements be accepted.

9. **MENTORING PROGRAM**

Two applications have been received from Francois van der Berg and Scott Brakenridge although Scotts is for next year so still one vacancy available Claire will add in newsletter.

Moved B Hayes seconded C Johnstone that the applications be approved carried unanimously.

10. **GENERAL BUSINESS**

Nil

Date and venue next meeting

To be decided

Meeting closed 1.00pm

ATTACHMENT

As you guessed, please tender my apology for not attending at Cowra tomorrow.

The feedback that I have received regarding Lightning Ridge has predominantly been positive, with some relatively minor concerns about peripheral issues. From my perspective the success of the EDAP conferences has always been a direct result of:

- A range of good speakers dealing with interesting topics.
- Providing good opportunities for networking.
- Visiting a different town and being exposed to parts of its character.

That basic formula for success seems to be working quite well on an ongoing basis. One thing that I did like from the Bathurst and Lightning Ridge conferences was having pre-conference drinks/dinner at a nominated venue. I believe that this is better than other conferences where delegates have made their own arrangements on the night before, hence people have a reduced opportunity for networking.

My suggestions for Luke and the Cowra conference, given the recent Lightning Ridge experience, are:

- First priority is to draft ideas for the local elements of the conference (venue, catering, tours/site visits, accommodation, entertainment, local speakers, etc).
- Second priority is to confirm that the draft ideas will actually work together. Eg is the accommodation available when you need it?, are there enough rooms?, can you arrange transport for people to and from sites when you want to? etc.
- Third priority is to start drafting the speaker program.
- If you get the basics right then most other things will fall into place. It does take time and we had to be flexible when arranging things. We did consider lots of more complicated arrangements for Lightning Ridge site visits/tours, but keeping it simple was the best (only) way to get results.

Luke, please give me a call at any time if you want to discuss any matters associated with organising the conference.

Best regards,

Matthew Goodwin
Director Planning & Regulatory Services
Walgett Shire Council