

Cortes Local Economic Action Plan Steering Committee Minutes
Weds 22nd March, 2017

Present: Geogina Silby, Fred Savage, Eric Hargrave, Terri Story, Colin Funk, Noba Anderson, Bill Dougan, Adam Schick, Romina Wendell, Helen Hall, Dan Hilton, Dave Nikleva (via speakerphone)

Apologies: Mary Lavalle

1. Review of minutes of February committee meeting and business arising

Motion to approve minutes Fred / Dan

Noba asked that we clarify the Klahoose rep – Kevin Peacey will be coming from Klahoose as one of the Cortes Community Forest reps. It is possible he may officially become Klahoose rep also. Adam keen to have Klahoose involvement, and willing to attend Klahoose Council meetings to explain project.

2. Daniel Arbour – introduction

Daniel honoured to be working with us, previously attended Cortes Economic Development Forum. Led Economic Development Plan process on Hornby, and can bring lots of good lessons from that experience. Works as administrator for Hornby Community Economic Enhancement Corporation, which spearheads economic initiatives on the island. Previously worked for Eco-Trust.

3. LEAP draft work plan – presentation and discussion

Daniel emphasized that overall should be a fun and engaging process, likely obstacles on the way, but should a positive initiative for people. It may be possible to have plan ready by Christmas.

Also emphasized that the process is very important, and we avoid people thinking we are biased in any way. We need to determine how to engage stakeholders and broad community effectively, and the best time to do this.

Daniel then highlighted / proposed the following:

- We need to collect in depth info, and should be using the OCP as the ‘motherhood’ document, and ensure we consider those objectives as part of the process.
- Focus groups give us the opportunity to get small groups having discussions about the economy, both where it is currently, and where it is heading
- At beginning of May we will have the long form census data that can inform the process.
- In May / June can develop a broad survey for community feedback. Should be available online, and as paper version that can be posted out, and available for people to pick up. Can have drop off points for completed surveys. Questions should not be directional, but tease out ideas from people eg what would make a difference to Cortes?
- The value of the survey is to give the community the opportunity to take control of the process. On Hornby 300 people responded to their survey.
- The raw survey results can be made available to the community so they can look at them and make own assessment if they wish. If we use survey monkey we can use this data again in future.

- Proposed in July / Aug that we do the analysis, and
- In Sept we hold community economic forum and we present the results of the survey there to generate more discussion.
- We can then take the data and start to interpret it and start deciding which areas to work on.
- By Nov we should have 10 – 15 priorities, which we get the community to vote on. This should lead to a handful of projects that can be carried forward.
- Would then produce a final draft of the LEAP for the committee to review, including a 5-year plan setting out priorities.
- At this stage the Steering Committee could stop and CIBATA and the Regional Director would have a list of recommendations to take forward.

The steering group then held a general discussion about the pros and cons of whether the survey should come before the focus groups or vice versa.

Colin proposed that we should have a public launch of the project to engage the community, where people are invited to conversation cafes to discuss broad issues – such as what is the current / future desired state of the economy.

There was broad agreement that this should be the first step and that this would help generate excitement and transparency for the process. At the same time the community could be asked for feedback on the draft survey.

Daniel proposed that the Steering group could act as a focus group to review the OCP objectives, rather than have this as part of each focus group meeting.

After further discussion the following was agreed:

Step 1: Hold community launch event Sat 29 April 3pm at Linnaea

This event would have the following goals:

- To get people excited about the plan and process
- To inform the survey
- To inform the focus groups
- To introduce the steering committee to the community

We need around 6 questions for the conversation cafes. Each question should take about 10-15mins. Steering group members to host the tables and record feedback.

The draft survey would be available for comment.

Daniel to draw up proposed format for the launch, and draft survey and send to the group for feedback. **Action: Daniel**

Step 2: Survey published

Step 3: Focus groups to be held by end of May? - each of these likely to be a 2hr process.

Step 4: Analysis to take place over the summer

Step 5: Community Forum to be held in Oct / Nov

Step 6: Community vote on priorities

Step 7: Draft plan for Committee Review

4. LEAP Communications

Daniel proposed that the Steering Group be the LEAP champions – everyone should be clear about the process, able to explain it to people and be excited about it.

Noba wants us to be able to answer why bother? The OCP provides us with a good reason for doing the LEAP – and that should be part of our message.

Agreed Helen to post info about the Steering Group and meetings on Tideline. Also to provide info about the LEAP and links to relevant documents on the CIBATA website.

Action: Helen

6. LEAP Steering Group Protocols

Colin highlighted the importance of having group protocols / principles to keep the committee 'healthy and happy'. These would set out how we operate as a group, and we can reflect on them each time we meet. Colin handed out a list of possible principles for the group to select their top five, and to add their own. Feedback given to Adam to collate. Action: Adam

Adam asked Mielle who was present in the public gallery for input on the meeting. Mielle requested that minutes and agendas be made available publically, and suggested that it would be good to ask the gallery at the end of meetings for comment. Action: Helen to post minutes and agendas on CIBATA website

Adam also mentioned that if people wish to make a presentation to the group that this would be the first agenda item of each meeting.

DATE OF NEXT MEETING Wed 26th April 4pm Pioneer Room