

**Cortes Local Economic Action Plan Steering Committee Minutes**  
**Weds 25<sup>th</sup> Oct, 2017**  
**Pioneer Room, Mansons Hall**

**Present: Steering group members:** Fred Savage, Eric Hargrave, Colin Funk, Noba Anderson, Adam Schick

**LEAP Coordinator:** Helen Hall

**Apologies:** Terri Story, Romina Wendell

**Not Present:** Mark Lombard, Bill Dougan, Dave Nikleva

**1. Review of minutes of Sept committee meeting and business arising.** *Motion to approve the minutes Adam/ Noba*

**2. Review of progress and forward planning**

A discussion was held around progress to date and next steps. It was agreed that:

- Steering group to draw up and agree LEAP report template
- Daniel to finalize survey write up, following feedback from steering group
- Daniel to prepare focus group write up for steering group to review – due first week of Nov
- Daniel to prepare economic section for report by end Nov
- Steering group to meet 13<sup>th</sup> Nov to progress above actions, review and agree work plan
- Survey results to be published on Tideline once finalized, with piece explaining next steps
- Community forum to be held in new year, and community to be invited to comment on draft plan
- Helen to write up notes from launch forum to include in report

**3. Feedback from public gallery – none**

**4. DATE OF NEXT MEETING: Weds Nov 22**