

# Byron Shire Council Meeting Minutes

**Name of Group: Place Planning Collective**

Doc #E2021/118754

<b>Date:</b> Tues 21 September	<b>Time:</b> 2pm – 4pm	<b>Venue:</b> Conference Room or Zoom (TBC)
<b>Chairperson:</b> Jack Dods		<b>Minutes:</b> Kristie Hughes
<b>Purpose of Meeting: Priorities Development</b>		

<b>Invitees:</b>	<p><u>Community Members:</u> David Brown, Sasha Mainsbridge, Madeleine Faught, Jack Dods, Natalie Eggenberger, Jenna Reed Burns, Jenny Bird, Lauren Julian</p> <p><u>Councillor Members:</u> Cr Alan Hunter</p> <p><u>BSC Staff:</u> Evan Elford (Manager Works, Infrastructure Services), James Flockton (Infrastructure Planning Coordinator), Andrew FitzGibbon (Place Liaison), Isabelle Hawton (Place Liaison), Malcom Robertson (Acting Manager Open Spaces)</p>
<b>Apologies:</b>	<p><u>Community Members:</u> Alan Goldstein, Clare Hopkins</p> <p><u>Councillor Members:</u> Cr Michael Lyon, Cr Basil Cameron, Cr Jan Hackett</p> <p><u>BSC Staff:</u> Shannon Burt (Director Sustainable Environment and Economy), Phil Holloway (Director Infrastructure Services), Sharyn French (Manager Environmental and Economic Planning), Kelly Baker (Project Support Officer)</p>

No.	Item and Action Required	Who	Timing
<b>1.</b>	<b>Meeting Opened</b>		
	<ul style="list-style-type: none"> <li>• Acknowledgment of Country</li> <li>• Temporary zoom recording noted</li> <li>• Any pecuniary interests noted – Jack noted Federal conflict – note that no Federal discussion items on the agenda.</li> </ul>		
<b>2.</b>	<b>Actions from Previous Meeting</b>		
	<ul style="list-style-type: none"> <li>• Review of any outstanding actions               <ul style="list-style-type: none"> <li>- Jack raises Mullum &amp; Byron meeting between groups to discuss ideas still outstanding</li> <li>- Team evaluation process (AF JB)</li> <li>- David raises Rob was to provide an Update on Rail Corridor</li> </ul> </li> <li>• Agreement that previous minutes can be posted online - Adopted</li> </ul>		
<b>3.</b>	<b>Other Projects on Exhibition / Going to Council Meeting</b>		
	<ul style="list-style-type: none"> <li>• Heritage Park, Mullumbimby. Item moved forward for discussion as Malcolm Robertson attending to discuss planned works for the area.               <ul style="list-style-type: none"> <li>- Identified within the initial consideration for Heritage Park was the need for overarching planning for the parkland to ensure appropriate consideration given to other elements such as Mullumbimby Masterplan and the Open Space and Recreational needs study.</li> <li>- Two (2) key projects being initiated:                   <ol style="list-style-type: none"> <li>1. Clean up downstream area; currently informal car parking and canoe launching area.</li> <li>2. Playground upgrade; renewal funding allocated to playground behind the pool but due to issues in this area it was decided instead to put those funds towards upgrading the Heritage Park Playground.</li> </ol> </li> </ul> </li> </ul>		

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	<ul style="list-style-type: none"> <li>- This was reported to Council meeting of 16 September 2021 and it was resolved that budget was allocated to fund development of a masterplan for Heritage Park.</li> <li>- Malcom noted that an expression of interest (EOI) would be put together in the coming weeks.</li> <li>- Key to the plan is to ensure consultation occurs with key stakeholders throughout the design process, including the Place Planning Committee.</li> <li>- Jack suggested a sub committee of Mullumbimby PPC members and stakeholders could be formed for consultation purposes.</li> <li>- Cr Hunter asked if the pedestrian crossing over Tincogan Street would be included in the Masterplan.</li> <li>- Sasha asked Malcom to extrapolate his comments about Recreational needs being considered for Mullumbimby or the whole of Byron Shire. Malcom noted he was referring to the Shire wide Open Space and Recreational Needs Assessment completed several years ago.</li> <li>- Discussion around the Mullumbimby netball courts and recreational grounds, PPC haven't discussed this and it seems that planning is happening on the periphery – it would be good to bring these into the PPC.</li> <li>- David asked if the EOI could be kept local and expressed concern that Council often reaches further afield as opposed to seeking local consultants.</li> <li>- Malcom responds that focusing on local consultants only can be restrictive and suggests that there could be a Northern Rivers focus and local consultants greater weighting in the evaluation process.</li> <li>- Madeleine asked that Council ensures that the chosen consultant maintains integrity and authenticity regarding vegetation selection.</li> </ul>		
<b>4.</b>	<b>Main Discussion Items</b>		
	<ul style="list-style-type: none"> <li>• Priority project scopes being prepared by community reps</li> </ul>		
	<p>Priorities Spreadsheet</p> <ul style="list-style-type: none"> <li>- Andrew discussed document which compiled priority project scopes into one spreadsheet.</li> <li>- Noted: The latest version was 17 September 2021.</li> <li>- Noted: Andrew advised that this is the list he will report to the Executive Team.</li> </ul>		
	<p>Raftons Road Path, Bangalow presented by Jenny Bird</p> <ul style="list-style-type: none"> <li>- Raftons Road footpath project has been declared a priority in the Bangalow Village Plan as well as the PAMP and Bike Plan.</li> <li>- The Children's Centre has been lobbying for an upgrade to the footpath for 15years.</li> <li>- Raftons Road is a wide road due to a recent subdivision – current plans have the path located on the South side of the road. The group would like to see it moved to the Northern side.</li> <li>- This would be a key movement pathway integrating into the central spine of the rail corridor and includes a pedestrian crossing which is a preferable solution considering the childcare centre.</li> <li>- One element requires further development with engineers – a bridge over Paddy's creek which is subject to flooding.</li> <li>- The project will be updated to Council Project Management System and following that will be budget discussion with James Flockton.</li> <li>- Jenny would like to add that the process of using the scope template has been fantastic and the broader group agreed - thank you to Andrew and Isabelle.</li> </ul>		

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	<ul style="list-style-type: none"> <li>- Jack suggests that adding maps and diagrams would be helpful as images can represent more clearly what can be lost in words.</li> <li>- Action: Next steps: staff to include in Pulse project management software and progress through business case approval process.</li> </ul>		
	<p>Story Trail, Mullumbimby presented by David Brown</p> <ul style="list-style-type: none"> <li>- A priority project from Our Mullumbimby Masterplan. Involves multiple stakeholder interest groups.</li> <li>- Self-guided tour, with the potential for audio &amp;/or visual elements connecting Mullumbimby's Indigenous and European histories.</li> <li>- Budget of \$200K a guestimate at this stage.</li> <li>- Jack asked how you see built elements off the trail. David responds that could look like plaques, mobile element. Suggestions are made including coloured furniture elements as signifiers and observation made that the infrastructure could be quite light.</li> <li>- Jack notes that investment should focus more around built infrastructure as opposed to technology that then becomes redundant.</li> <li>- Questions are asked about location the dotted line on the map represents an envelope rather than the trail itself and the trail may include side alleys evolving as more of a web as opposed to a straight line.</li> <li>- Jenny highlights that an exciting aspect of the project is that it unlocks history from being hidden within Museum walls.</li> <li>- Andrew asked what is the path forward for this project? Isabelle suggests that this could work well as a community led process with Council in a support role. Possibility of securing a grant with Creative NSW etc.</li> <li>- Discussion around developing 10-20 significant sites, James suggests seeking to overlap locations with PAMP and bike plans may be another avenue for unlocking funding.</li> <li>- Isabelle sees two clear elements to the project - soft information/ creative elements and the physical infrastructure at those places.</li> <li>- Action: Next Steps: David will follow up with other community groups. This project to be community led.</li> </ul>		
	<p>Street Lighting BA&amp;IE presented by Jack Dodds</p> <ul style="list-style-type: none"> <li>- Seen as a quick win project in the area along the primary north/south axis which is a high use pedestrian area that is poorly lit.</li> <li>- Bayshore Drive is a strategic central spine, presents opportunities to meet place planning objectives at the same time.</li> <li>- Jenny asked about implementation of low lighting that reduces light pollution. James responds that it depends on the purpose of lighting as Australian Standards must be met.</li> <li>- Evan highlights that we need to consider what are Council assets and what are Essential Energy assets (which are planned to transition to LED by the end of 2024). Evan also mentions that it is important to give a clear indication of ongoing asset maintenance costs.</li> <li>- Andrew asked if the plan is that lighting goes in before footpaths on Bayshore Drive. Jack responds that focus should be on integrating with footpath projects.</li> <li>- Action: Next Steps: Council footpath projects in the BAIE to note this priority for the BAIE.</li> <li>- Action: Iz to check-in with staff who are preparing the Bayshore Drive footpath design.</li> </ul>		
	<ul style="list-style-type: none"> <li>- Jenny asks about scoping out more projects.</li> <li>- James suggests top project from each group entered into Project Management Software before budget bids commence.</li> </ul>		

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	<ul style="list-style-type: none"> <li>- Jack asks James to look over projects to suggest if any may not work. Andrew highlights projects are coming from a refined priorities list, so there are no surprises. Andrew also notes that there are staff limitations in terms of time and resources to scope up too many projects.</li> <li>- Evan noted it is preferential to see a range of projects as realisation may depend on funding opportunities. ("The more we have scoped up the more we know" ) All projects have values in the community, grants might pop up that meet lower priority projects, if they are scoped and in the system – we can pull them off the shelf.</li> <li>- Sasha adds that the template process enables community to put things into a language for council and noted that the needs of the community are changing faster and faster as masterplans just get older.</li> </ul>		
	<ul style="list-style-type: none"> <li>• Project updates from staff</li> </ul>		
	<ul style="list-style-type: none"> <li>- <b>Rail Corridor:</b> James notes that he has received an email from John Holland highlighting that they are happy to receive an application for a footpath on the railway line in Bangalow. The email stipulates that no existing infrastructure is to be removed and that the works should not be permanent.</li> <li>- <b>Lot 22:</b> David raises concern around Lot 22 coordinated development strategy for all greenfield sites. Jack seconds. Action: David will email Andrew about these points and Andrew will follow up.</li> <li>- <b>Talking Street:</b> Isabelle referred to parklets being removed from Talking Street trial this Thursday (29/09/2021). This is due to anti-social behaviour. They are being put into storage for now and are a resource that we can use in the future, open to suggestions from the group about possible future locations.</li> <li>- <b>Heritage and Infrastructure:</b> Conversation turns to safety hardware in heritage areas and how it can be integrated with new shared areas. The group suggests more communication between council and the public in this realm however Council reiterates engineering standards among others still need to be met. Action: add to next PPC agenda</li> <li>- <b>Greenspine:</b> James gives a brief update of progress. Council did not wish to discuss removal of trees, the trees stay. Group would like to see some finalised concept plans when available.</li> </ul>		
	<ul style="list-style-type: none"> <li>• PPC evaluation steps</li> </ul>		
	<ul style="list-style-type: none"> <li>- Group has committed to evaluation throughout the process and at the end of the 2-year tenure. A survey was completed after 6 months, and October will be 18 months into the process.</li> <li>- Jenny presented the survey used for the last evaluation and sought feedback to update form for October. Points raised:</li> <li>- Consider newer and older members</li> <li>- Consider our role, how we could improve/what are our learnings about getting things done now that we are this far into the process.</li> <li>- Consider briefing of new projects between PPC and Council.</li> <li>- Reflect on what processes have produced outcomes and where should we focus in the future.</li> </ul>		

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	- Action: Jenny will draft evaluation form using this feedback and get report back to the group.		
5.	<b>Informal Discussion Time – held over</b>		
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6.	<b>Meeting Closed</b>	Chair	4pm

### Actions Outstanding or Ongoing

Actions	Who	Timing
• David will put questions together for Andrew to discuss with Strategic Planners around Lot 22	David	
• Draft Evaluation Survey	Jenny	Next Meeting
• Story Trail – David will reach out to other stakeholder groups	David	Next Meeting
• Raftons Road – Project to be entered into Pulse	Andrew	
• Mullum people to talk to Byron Group – Council to connect groups	Staff	Next meeting

### Meeting Schedule 2021

Date	Time	Notes	Chair
26 October 2021, Tuesday	2-4pm	David an apology	Madeleine
23 November 2021, Tuesday	2-4pm	TBC	Madeleine

Chair rotation list: David, Jack, Madeleine, Sasha, Jenny

### Active Projects List

• Mullumbimby: Stuart Street Greenspine – Refer Action 7		
• Mullumbimby: Talking Street Trial – Refer Action 6		
• Mullumbimby: Lot 22, Saltwater Creek Precinct – Refer Action 26		
• Mullumbimby: Hospital Site – Refer Action 28		
• Mullumbimby: Heritage Park upgrades – Refer Action 14		
• Bangalow: DCP and Triangle Structure Plan Review – Refer Page 5 of Implementation Plan		
• Bangalow: Deacon Street and Byron Street Shared Paths – Refer Initiative 3.1.5		
• BA&IE: Lot 12, Bayshore Drive – Refer Action CE2		
• BA&IE: Shared path on drainage corridor – Refer Action LU1		
• BA&IE: Pocket Park, Bayshore Drive – Refer Action EC1		
• BA&IE: One Way Trial, Centennial Circuit – Refer Action MA3		
• Federal Community-led Masterplan		