

# Byron Shire Council DRAFT Meeting Agenda

**Name of Group: Place Planning Collective**

Doc #E2020/76290

<b>Date:</b> Tues 22 September 2020	<b>Time:</b> 3pm	<b>Venue:</b> Council Chambers or Zoom
<b>Chairperson:</b> Madeleine		<b>Minutes:</b> Isabelle
<b>Purpose of Meeting: Project Updates and Next Steps</b>		

<b>Invitees:</b>	<p><u>Community Members:</u> David Brown, Sasha Mainsbridge, Madeleine Faught, Clare Hopkins, Jenny Bird, Jack Dods, Natalie Eggenberger,  <u>Councillor Members:</u> Cr Michael Lyon, Cr Basil Cameron  <u>Councillor Non-Members:</u> Cr Sarah Ndaiye, Cr Alan Hunter  <u>BSC Staff:</u> Shannon Burt (Director Sustainable Environment and Economy,) Rob van Iersel (Major Projects), Andrew FitzGibbon (Place Liaison), Isabelle Hawton (Place Liaison), James Flockton (Infrastructure Planning Coordinator), Natalie Hancock (Senior Planner)</p>
<b>Apologies:</b>	Cr Jan Hackett, Nicholas Hall, Stevey Ginger, Ella Bancroft, Sharyn French (Manager Environmental and Economic Planning), Evan Elford (Manager Works, Infrastructure Services)

No.	Item and Action Required	Who	Timing
<b>1.</b>	<b>Meeting Opened</b>	Chair	3pm
	<ul style="list-style-type: none"> <li>Acknowledgment of Country</li> <li>Temporary zoom recording agreed</li> <li>Any pecuniary interests – none noted</li> </ul>		
<b>2.</b>	<b>Actions from Previous Meeting</b>	Chair	
	<ul style="list-style-type: none"> <li>Reviewed outstanding actions</li> <li>Agreement that previous minutes can be posted online</li> </ul>		
<b>3.</b>	<b>Main Discussion Items</b>	Chair	
	<ul style="list-style-type: none"> <li>Review of priorities for ‘shovel-ready’ infrastructure projects – refer to Council report No. 13.26 from 27 August 2020 Council meeting (<a href="#">linked here</a>)</li> </ul> <p>James – Changes in grants – cost of design no longer included. Grants now expect us to have shovel ready grants.</p> <p>Council has been looking at processes and a list of projects to bring up to shovel ready status so that we can apply for grants for the various projects.</p> <p>List was reported to Council in August – to go to SPW in September.</p> <p>Green are funded projects.</p> <p>PPC asked to provide feedback on the table/projects suggested.</p> <p>Jenny –Clarifying questions around the rifle range road project.</p> <p>James – Rifle Range Road path would not be right next to the road – it would be a safe path – political decision. Railway line option could be 10+ years away whereas the funding might come for road reserve within 12 months.</p>	James Flockton	20 min

No.	Item and Action Required	Who	Timing
	<p>Jenny - Community interested in seeing a drawing of the proposal – if there is one. James seems to think there might be an artist impression. Can community look at this? <b>James to share with the collective.</b></p> <p>Jack – Lighthouse road section between Brook Drive and the one way exit from the lighthouse – is this considered a priority action? Could this project be separated from the larger project? This might allow it to be a priority project.</p> <p><b>James to add PAMP BB011 to the list to discuss with Councillors</b></p>		
	<ul style="list-style-type: none"> <li>Stuart Street Greenspine update</li> </ul> <p>James - About to award the contract for the design. Fern St, Stuart, St, Station St and intersection changes. Should be awarded by the end of the week.</p> <p><b>Intention to bring consultant into the next PPC meeting.</b> They will go away and begin developing concept designs.</p> <p>Andrew did share the overview of the objectives and key criteria with the group.</p> <p>Brief – Boundary to boundary. As well as input from the early feedback. There will be further community opportunity to comment on the 3 concepts before picking one and going to detail design.</p> <p>Basil – Question. Intersection of Tincogan – any specific criteria around that?</p> <p>James – change of priorities for those intersections. Also consider paths/bike paths/ linkages/ refuges and drainage issues. More than just linemarking. A full upgrade of the intersection.</p> <p>Basil – has to be for all users. There were key concerns about the northern end of town- it is very difficult for people to cross over from the north into the central part of town. Particularly pedestrians.</p> <p>Priority change was not just for traffic to get through faster – if we make it faster we undermine the principles of the masterplan and make it harder for people to get in through active transport from the north of the town. Might be necessary to keep speed low/lower than it already is particularly through the narrow section of Tincogan.</p> <p>James- this has been included in design – islands for pedestrians</p> <p>David – wants to reinforce Basil's comments and concerns.</p> <p>Madeleine – agrees with Basil and David</p>	James & Andrew	10 min
	<ul style="list-style-type: none"> <li>Update on the Byron Shire Residential Strategy – Council Senior Planner Natalie Hancock can join us to provide an update as requested</li> </ul> <p>Natalie - For towns and villages, not for rural areas We need to find suitable land for housing Need to look at choice diversity and equity We want to continue to reflect local.</p> <p>We have undertaken a complete exhibition in August last year. People came forward to ask if they could be in an investigation area. Council</p>	Natalie Hancock	30 min

No.	Item and Action Required	Who	Timing
	<p>supported 6 and went on exhibition with these. Currently reviewing inclusion of these. Goal to report final strategy to Council by the end of the year.</p> <p>More details in Natalie's document that she sent through.</p> <p>This strategy brings in a policy shift from let's continue to grow out – to looking at the land we currently have and see if we can have more housing, retain character and use that land better.</p> <p>David – quantum of dwellings from affordable housing?</p> <p>Natalie – set targets – not staged. We cannot acquire the affordable housing without an upzoning. If there is not this upzoning, this could also affect outcomes. Not an exact science.</p> <p>David – Too small a number</p> <p>Natalie – we have state guidelines we have to abide by. We are looking at other options.</p> <p>David – my concern is affordable housing.</p> <p>Michael – Holiday letting planning proposal might make a big difference.</p> <p>Sarah – need to look at different ways of housing.</p> <p>Question - David suggests that the diagrams on the slide are not indicative of housing that reflects our local places.</p> <p>Natalie – we have now progressed character narratives into the DCP – now might be appropriate to accompany that with some visual images. These would be beneficial in the DCP</p> <p>David – Convincing the population that these changes are worthwhile need better communication – more appropriate graphics.</p> <p>Shannon- is important to get some more local designs – have been waiting for the appropriate moment to do that. Happy to take on board offers for assistance.</p>		
	<ul style="list-style-type: none"> <li>• Evaluation survey and member support going forward</li> </ul> <p>Jenny – feedback survey – proposal to add 5th question what is your opinion about the scope and contents of the charter?</p> <p>The core thing to say quickly – keeping open ended qualitative would enhances the conversation that we need to have with people who are not attended. Designed to open a conversation with people.</p> <p>Method of administering? – someone needs to send out/ring people?</p> <p>Andrew – meshed method. People can fill in on their own, but also reach out via phone to ¾ people. Online thing but we contact the people who haven't been informed and encourage them to do so and gather verbal feedback at the same time.</p> <p>Could we divide up having a chat with less active members – yes</p> <p>Nicolas – Jack will check in with him</p>	Jenny & Andrew	15 min

No.	Item and Action Required	Who	Timing
	<p>Stevey – David to talk</p> <p>Ella – Madeleine to talk</p> <p>Isabelle happy to put this onto survey monkey – surveys back to us by the next meeting.</p> <p>Jenny to share the analysed data. Isabelle to provide the raw data to Jenny.</p> <p>16th October Deadline for returning the survey supported by process outlined above. Put on agenda for next meeting.</p>		
	<ul style="list-style-type: none"> <li>Lego Built Form Workshop proposal</li> </ul> <p>Harks back to masterplan workshop.</p> <p>How building controls integrate to create size/scale etc on sites. Useful to have a feel for what those controls mean on site. Recent request to refresh the look and understanding of those things.</p> <p>1<sup>st</sup> week of November. First at a strategic planning workshop then with the collective and some others.</p>	Rob	5 min
	<ul style="list-style-type: none"> <li>Proposed Methodology to Refine Priorities (refer Attachment A below)</li> </ul> <p><b>ON HOLD FOR NEXT MEETING</b></p>	Andrew	20 min
<b>4.</b>	<b>Active Projects List – ON HOLD FOR NEXT MEETING</b>	Andrew/Rob	
	<ul style="list-style-type: none"> <li>Mullumbimby: Stuart Street Greenspine – Refer Action 7</li> </ul>		
	<ul style="list-style-type: none"> <li>Mullumbimby: Talking Street Trial – Refer Action 6</li> </ul>		
	<ul style="list-style-type: none"> <li>Mullumbimby: Lot 22, Saltwater Creek Precinct – Refer Action 26</li> </ul>		
	<ul style="list-style-type: none"> <li>Mullumbimby: Hospital Site – Refer Action 28</li> </ul>		
	<ul style="list-style-type: none"> <li>Mullumbimby: Heritage Park upgrades</li> </ul>		
	<ul style="list-style-type: none"> <li>Bangalow: DCP and Triangle Structure Plan Review – Refer Page 5 of Implementation Plan</li> </ul>		
	<ul style="list-style-type: none"> <li>Bangalow: Deacon Street and Byron Street Shared Paths – Refer Initiative 3.1.5</li> </ul>		
	<ul style="list-style-type: none"> <li>BA&amp;IE: Lot 12, Bayshore Drive – Refer Action CE2</li> </ul>		
	<ul style="list-style-type: none"> <li>BA&amp;IE: Shared path on drainage corridor – Refer Action LU1</li> </ul>		
	<ul style="list-style-type: none"> <li>BA&amp;IE: Pocket Park, Bayshore Drive – Refer Action EC1</li> </ul>		
	<ul style="list-style-type: none"> <li>BA&amp;IE: One Way Trial, Centennial Circuit – Refer Action MA3</li> </ul>		
	<ul style="list-style-type: none"> <li>Federal Community-led Masterplan</li> </ul>		
<b>5.</b>	<b>Other Projects on Exhibition</b>		
	<ul style="list-style-type: none"> <li>Bringing Back the Bruns - Mullumbimby Riverbank Rehabilitation (now closed) but there is some information at: <a href="https://www.yoursaybyronshire.com.au/bringing-back-the-bruns-mullumbimby-riverbank-rehabilitation">https://www.yoursaybyronshire.com.au/bringing-back-the-bruns-mullumbimby-riverbank-rehabilitation</a></li> </ul>		
<b>6.</b>	<b>Next Meetings</b>		
	<ul style="list-style-type: none"> <li>Please confirm time preferences for meetings going forward</li> </ul>		

No.	Item and Action Required	Who	Timing
	3pm start time agreed		
	<ul style="list-style-type: none"> <li data-bbox="245 282 1018 342">Planning for end of year / social event <b>ON HOLD FOR NEXT MEETING</b></li> </ul>		
7.	<b>Think Tank</b> <b>ON HOLD FOR NEXT MEETING</b>	Madeleine	4.30pm
8.	<b>Meeting Closed</b>		4.30pm

### Actions Outstanding or Ongoing

<b>Actions</b>	<b>Who</b>	<b>Timing</b>
• Confidentiality agreements to be signed and returned	Ella	By next meeting
• Place making references to continue to be shared	All	Ongoing
• Provide regular updates to Arakwal as well as engaging them on a project by project basis.	Andrew	Ongoing
• Discussion on Rifle Range Road shared path project in Bangalow. Seek clarity on road cycle-way vs. rail corridor cycleway and implications for his team	Evan	By next meeting

## Meeting Schedule 2020

<b>Date and Time</b>	<b>Purpose</b>	<b>Chair</b>	<b>Zoom host</b>
27 October, 3pm-4:30pm		Sasha	
24 November, 3pm-4:30pm		Sasha	
22 December, 3pm-4:30pm	End of Year Social Event		

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

## Attachment A

# Proposed Methodology to Refine Priorities

September 2020

### **How this links to the Place Planning Collective Objectives**

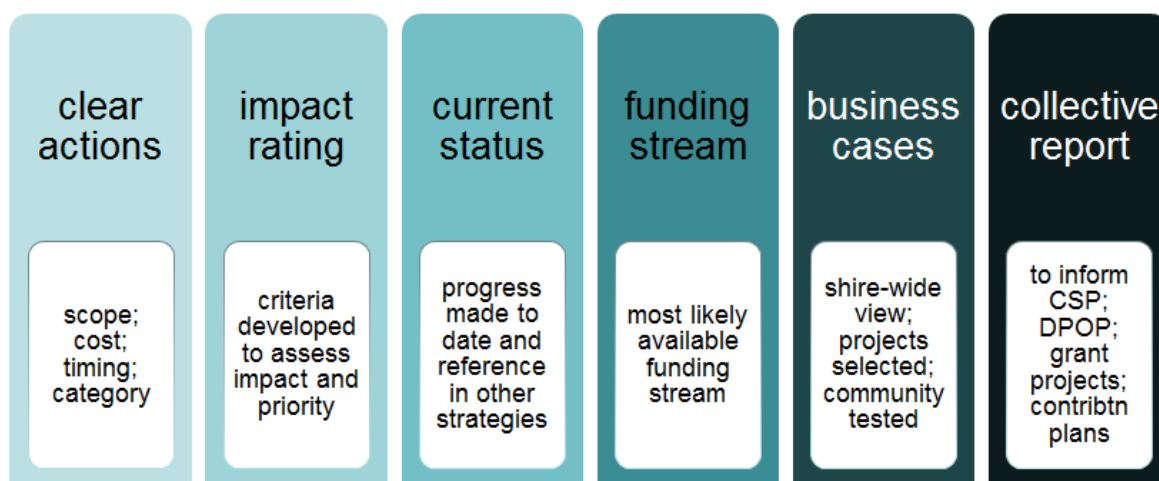
The objectives of the Place Planning Collective are to:

1. Take an informed, innovative and holistic approach to place planning that considers both common Shire wide issues and the diverse aspirations and needs of individual communities articulated in their place plans.
2. **Prioritise projects both within and across place plans according to criteria developed and endorsed by the Collective.**
3. Liaise and communicate with relevant community groups and other connections to test ideas and project priorities and identify needs and concerns.
4. Make timely recommendations to inform Council's strategic decision-making processes for budgets, Operational Plans, Delivery Programs and Community Strategic Plans.
5. Champion, support and monitor the implementation of priority projects through to their completion by encouraging and facilitating partnerships between Council, community groups and others.



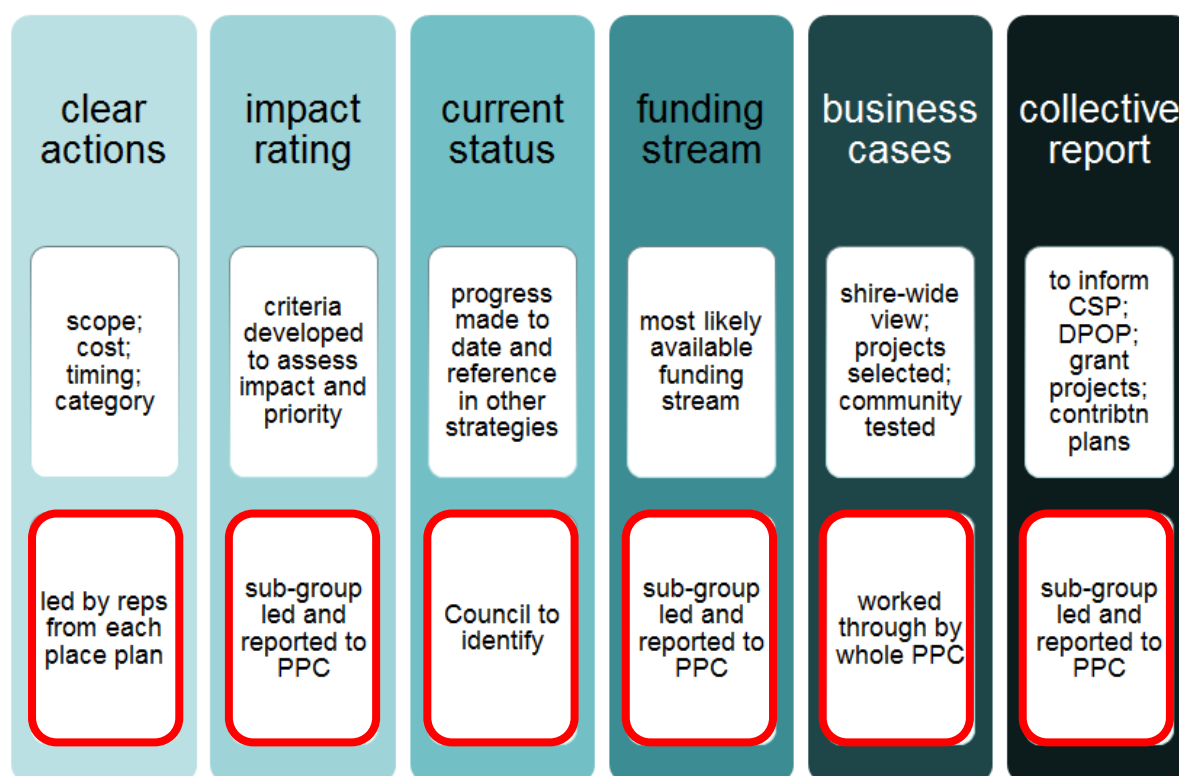
## Methodology

The following process is proposed to help the Collective to achieve these objectives. It outlines a way forward for refining, prioritising, preparing and promoting the actions listed in the place plans.



- A. **Clear Actions:** Ensure that each action listed in the place plans is defined enough to broadly understand the scope, have a rough cost estimate, consider any timing implications, and be categorised.
- B. **Impact Rating:** Develop criteria and assess the impact/priority of each action. This could include considerations such as how many people are affected by the change, degree of impact, catalyst potential, impact on vulnerable/minority groups etc.
- C. **Current Status:** Identify any progress already made or timeline in place. Also noting where actions are also in other strategies such as the PAMP and Bike Plan.
- D. **Funding Streams:** Identify generally what funding streams or potential funding streams are available. Link each action to potential funding (for scoping, design and implementation stages).
- E. **Business Cases:** Based on the above, identify projects to develop business cases for. This is done from a Shire wide perspective. This direction could be tested with the wider community through Place Planning Collective networks. Pending feedback, business cases would then be developed.
- F. **Collective Report:** Complete a Place Planning Collective report by TBC 2020 to inform Council's Budget, DPOP, CSP, Grant/Fund Nominations, Developer Contributions Plan etc. This report could also reference completed projects and if they have been achieved in accordance with the intention and detail of the relevant master/village plan.

## How to undertake this work



Stage	Who	Timing
Clear Actions	<ul style="list-style-type: none"> <li>Review could be led by representatives from each place plan.</li> <li>Categorisation could be done by one person for all actions.</li> </ul>	
Impact Rating	<ul style="list-style-type: none"> <li>Criteria could be proposed by a small group for the Collective to then confirm.</li> <li>Assessment could be carried out by a small group of three people for the Collective to then confirm.</li> </ul>	
Current Status	<ul style="list-style-type: none"> <li>Council to identify.</li> </ul>	
Funding Streams	<ul style="list-style-type: none"> <li>Review of existing and potential funding stream options could be done by a small group led by Council.</li> <li>Linking each action to potential funding could be done by a small group for the Collective to then confirm.</li> </ul>	
Business Cases	<ul style="list-style-type: none"> <li>Whole Collective to decide on which projects to progress to business case stage.</li> <li>Collective members to engage wider networks as appropriate.</li> <li>Business case development – example to be provided by Council and then work to be shared within the group.</li> </ul>	
Collective Report	<ul style="list-style-type: none"> <li>Small group to lead the development of this report for review and confirmation by the Collective.</li> </ul>	