

Byron Shire Council Draft Meeting Minutes

Name of Group: Place Planning Collective

Doc #E2021/136502

Date: Tuesday 26 October 2021	Time: 2pm – 4pm	Venue: Zoom
Chairperson: David Brown		Minutes: Kristie Hughes
Purpose of Meeting: Federal Drive Concept and Priority Projects Update		

Invitees:	<p><u>Community Members:</u> David Brown, Sasha Mainsbridge, Madeleine Faight, Jack Dods, Natalie Eggenberger, Alan Goldstein, Jenna Reed Burns, Jenny Bird, Lauren Julian, Ben Wallace, Clare Hopkins</p> <p><u>Councillor Members:</u> Cr Basil Cameron</p> <p><u>BSC Staff:</u> Evan Elford (Manager Works, Infrastructure Services), James Flockton (Infrastructure Planning Coordinator), Kristie Hughes (Place Liaison), Andrew FitzGibbon (Acting Place Activation Coordinator), Isabelle Hawton (Place Liaison)</p>
Apologies:	<p><u>Councillor Members:</u> Cr Michael Lyon, 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
1.	Meeting Opened	Chair	2pm
	<ul style="list-style-type: none"> • Acknowledgment of Country • Temporary zoom recording noted • Any pecuniary interests – none noted • Meeting minutes from last meeting confirmed subject to one change – Raftons Rd is a priority from The Bangalow Village Plan (not the Bangalow Movement Strategy as stated) 		
2.	Actions from Previous Meeting (refer below)	Chair	10 min
	<ul style="list-style-type: none"> • Raftons Road – Complete (entered into Pulse) • Story Trail – David & Madeline meeting with Historical Society & Creative Mullum 29/10 on developing a masterplan. They will report back following the meeting. • Council footpath projects in the BAIE to note lighting priority for the BAIE: Isabelle has made contact with Engineers to flag that as the project moves forward we need to be conscious of lighting element being included if it can't be accommodated within the current construction budget. • Isabelle organising a meeting between Mullumbimby reps and Claire McGarry, Place Manager for Byron Bay to discuss activation projects around the railway and the process of working with TfNSW. Looking at a date for next week. • David has not yet put questions together for Andrew to discuss with Strategic Planners around Lot 22. If received prior to the next meeting Andrew may be able to organise a Strategic Planner to attend and discuss with the PPC. • Evaluation process is on the agenda for this meeting. 		
3.	Main Discussion Items		
	Federal Drive - Draft Concept Plan		45 min

No.	Item and Action Required	Who	Timing
	<ul style="list-style-type: none"> • Purpose to provide Federal Movement and Place overview, which is Agenda item 13.7 at the November 4 Council meeting, prior to formal exhibition period. • Currently Federal has only basic level infrastructure for the level of activity that is occurring there. Whilst the plan is addressing movement issues and character of place, safety and accessibility are key drivers of the project. • Noted that while an extensive amount of work has been done by the Federal community group and Council, it is early in the process, and this is very much a draft concept plan. Community consultation process will provide additional meaningful feedback. • Discussion around vacant lot adjacent to existing park, Alan reports that the community are in regular communication with the owner and investigating all possibilities. • Cr Cameron and PPC members commend the level of work done on this project and discussion turns to how we get great results that are community driven without burning out community members. • Cr Cameron notes that where additional turns are required this can impact on timetables and mentions the importance of reducing these kind of impacts as much as possible. • Cr Cameron also adds that given the high number of visitors Federal receives the consultation process should seek to reach feedback from this population. • Jenny congratulates those involved, notes that grounded and robust community input is evident, and the outcome is excellent. Asks if this project is aiming to be grant funded or council funded. Staff respond that the aim is to be grant funded. • Jenny seeks further PPC discussions around materiality and character, particularly in relation to concrete as some new concrete has been laid in Deakin Street that she feels is too white and is curious as to what the palette of choices might be. • James notes that the concrete will change over time and describes different processes and material costs involved. • Jack refers to the multiple surface treatments he saw at Byron Railway Park and recommends PPC members visit for inspiration. • Evan: picking up comments on Byron Railway Park, refers to glare factor evident from new concrete and Basil adds that it can be difficult to detect stairs and height transitions within 'new concrete' environments. • David mentions that Council should prioritise the development of a palette of standard materials to choose from as adhoc projects arise. • James: it might be possible to treat surface of Deakin Street path to soften its look. Options are Hydrochloric Acid or pressure hose. Jenny will discuss with community group and come back to Council. • Alan refers to the concurrence of Movement and Place project with Masterplan process and that this has resulted in a significant reduction of time overall. 		
	<p>Review of Priorities List of Projects (refer to Agenda attachment)</p> <ul style="list-style-type: none"> • Run through the Collectives refined list of priorities that cover a range of projects within each place plan. Useful for us to review as a group to be aware of all projects and when looking to future programs, grant applications and budgets. • Bangalow, Raftons Rd: Andrew notes example of a project that community representatives on the PPC have scoped and is now, therefore going through the business case process in Pulse. • Bangalow, Car Parking: signage directing people to peripheral parking (Heritage House project - Scope provided by community group – currently sitting with Place Planning team to be entered into Pulse) 		20 min

No.	Item and Action Required	Who	Timing
	<ul style="list-style-type: none"> • Bangalow, Community submitted Speed Zone Review, currently sitting with TfNSW and Council are regularly checking in (TfNSW have a backlog). Evin: TfNSW have engaged some consultants to assist in reduction of backlog. • Jenny: flags that Landscape Plan, Town Centre and Signage fit together well as one cohesive project as per Andrews suggestion. Andrew points to the linkage between these projects and discussion around materials palette. Room in the budget for working with Landscape Architect. • Andrew: Question – if we’re doing a Landscape Plan / Streetscape Palette essentially a Bangalow Village Centre Style Guide, do we want to look at this for Mullum? Is there some synergies with other places that we need to look at? Resounding Yes from the group. • Jack suggests that this is a high-level Urban Design Strategy that should occur soon after the Masterplan process is completed and highlights the benefits and time saved if this work is done upfront. Byron Bay have one in place, it works well and avoids the piecemeal sense that often happens in rural areas. Provides a continuity of function and aesthetic. James agrees that its very helpful to have this documentation in place. Discussion turns to budget for this kind of work. Andrew: budget exists for this work in Bangalow and Mullumbimby (not really a grant funded style of project). • Place Planning Team to meet with Bangalow group and begin scoping Landscape Planning document. (Andrew: should we get Open Space involved too) • Bangalow DCP Chapter to November 4 Council meeting. Hopefully for adoption. • Mullumbimby: James updates: <ul style="list-style-type: none"> • Stuart St Green Spine project commenced. Hopeful to complete before end of year but there is a chance it may push into 2022. • Tincogan St project paused to allow for a Traffic Study completed for where cars are going to answer some questions that council has raised and come back with some preferred options • Fern St & Station St design finalisation on hold until the above Traffic Study complete as it may impact outcomes. • Andrew: re Burringbar & Stuart St. Stuart St works are obviously one side off Stuart St theoretically in terms of the Green Spine we have another large component of that; Burringbar St trials, underway. We have permanent changes to keep in mind: especially around that intersection. Andrew asks the group where they see the priority between those two projects. Mullum also has 40K in the budget, some is needed for Landscape Design Guidelines, but potentially also for this design work. David: The intersection should definitely be the key priority. Finalising design will enable us to seek funding. James: Depending on how Tincogan Street works end up being built, will end up with a gap between Burringbar, Tincogan and Stuart Streets. So the next priority may be working with that along with the intersection in one project, and this would need to happen after Talking Street has been wrapped up and reports finalised. • Basil: consider as a priority for both of these projects, finding a place for a ‘Kiss and Ride’ bay in town will reduce circulating traffic and the demand on parking. Discussion around the Taxi Rank vs the edge of town and the disadvantage of having a Kiss and Ride space where the driver must park nose in before reversing out. Isabelle: Suggests that 1) we keep this in mind as we move forward with plans for Burringbar St and Stuart St Green Spine and 2) As part of the Talking St evaluation process in early 2022 – that we have some more discussion with the Talking Street working group about the Taxi Zone, look at potential uses and the leverage that this area gives us to do other things in the town centre, how can we maximise that leverage to get the best possible outcomes. • Madeline: Requests a casual scoping session with the Mullum team. 		

No.	Item and Action Required	Who	Timing
	<ul style="list-style-type: none"> • Lot 22: Possibility of having someone to come and address the group at the next meeting. • Action: Mullumbimby Group scheduled to catch up with Clare McGarry to have a discussion around railway land and Byron process. • Action: David & Madeline to meet with Creative Mullumbimby & Brunswick Valley Heritage Society to discuss Heritage Park & surrounding area along with the Story trail. • BA&IE - One Way trail for centennial circuit - report to council on November 4 requesting to extend the trial to do a design for permanent changes. • Carparking Study – Jack, Isabelle & Ben to catch up and discuss. ACTION • Andrew points out that it is making a difference having these projects scoped out and running through this list shows us that things are moving along. • Jack asks about the Pocket Park progress Isabelle responds: on track to be constructed by the end of the year. Then it will come back to Place Planning team to do the activation component early 2022. 		
	<ul style="list-style-type: none"> • EOI for Next Place Plan report going to next Council meeting – discussion around process. 		5 min
4.	Other Projects on Exhibition / Going to Council Meeting		5 min
	<p>Currently on Exhibition:</p> <ul style="list-style-type: none"> • Disability Inclusion and Action Plan <p>28 October Council Meeting:</p> <ul style="list-style-type: none"> • EOI for next Town / Village Masterplan • Lot 12 Report • Remediation for the Mullum Hospital Site <p>4 November Council Meeting:</p> <ul style="list-style-type: none"> • Federal Concept Plan • Centennial Circuit one way traffic trial • Bangalow DCP 		
5.	Informal Discussion Time	All	3:30pm
	<ul style="list-style-type: none"> • Heritage and infrastructure: Jenny: never quite get around to this. Jack to send video, useful to watch as a precursor to discussion at next meeting • Evaluation Survey: Jenny to touch base with Kelly to get the Survey published. • James F: Bangalow Road footpath obstacle to finalising design is difficulty in finding a suitable heritage look bike safe handrail. An expensive solution would be to commission a bespoke design or consider alternative options such as painting a standard design green. James asks if people can do some research into lower cost solutions to discuss at the next meeting. • Next PPC meeting to be held on 23 November, which is within the Councillor caretaker period. There are a number of actions that warrant another formal meeting before end of year, however we should also think about an end of year gathering – perhaps a group visit to Railway Park. 		
6.	Meeting Closed	Chair	4pm

Actions Outstanding or Ongoing

Actions	Who	Timing
• Update last meeting Minutes to reference Bangalow Village Plan.	Kristie	Complete
• Jenny to discuss option of pressure wash on Deakin Street path with Parklands group and touch base with James.	Jenny	
• Place Planning Team to meet with Bangalow group and begin scoping Landscape Planning document.	AF	
• Mullum Group: Catch up and scoping session	DB/MF/SM	
• Lot 22: Possibility of having someone to come and address the group at the next meeting if deemed required	AF	
Mullumbimby Group scheduled to catch up with Clare McGarry to have a discussion around railway land and Byron process.	Isabelle	
• David & Madeline to meet with Creative Mullumbimby & Brunswick Valley Heritage Society to discuss Story trail project.	DB/MF	
• Carparking Study: Jack, Isabelle & Ben to catch up and discuss.	Isabelle	
• Evaluation Survey: Jenny to touch base with Kelly to get the Survey published.	JB/KB	

Meeting Schedule 2021

Date	Time	Notes	Chair
23 November 2021, Tuesday	2-4pm	Need to confirm meeting dates, chairs, membership for 2022	Madeleine
December 2021		End of year celebration	

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