

Byron Shire Council Meeting Summary and Actions

Name of Group: Place Planning Collective

Doc #E2020/41992

Date: 9 June 2020	Time: 2pm	Venue: Zoom (JB host)
Chairperson: David Brown		Minutes: AF
Purpose of Meeting: Operational		

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

No.	Item and Action Required	Who	Timing
1.	Meeting Opened		
	<ul style="list-style-type: none"> • Acknowledgment of Country • Welcome to Councillors – joining Collective for first time • Penny Leonard resignation noted • Temporary zoom recording agreed to • Jenny noted that she has a medium density Development Application currently under assessment in Bangalow. Jenny noted that this is a potential conflict of interest with Bangalow DCP review and would like to separate herself from that project while the DA is active. 		
2.	Actions from Previous Meeting		
	<ul style="list-style-type: none"> • Agreed that previous minutes can be posted online • Confidentiality agreements to be completed 	Ella and Rachel	By next meeting
3.	Council Budget Update		
	<ul style="list-style-type: none"> • Exhibition of Operational Plan and Budget 25 June to 23 July 		
4.	Grant and Funding Opportunities		
	<ul style="list-style-type: none"> • Streets as Shared Spaces Grant – Mullumbimby Talking Street application being lodged on 10 June 2020. The project was elevated to Category 2 as budget estimates for the works were over the \$100,000 limit that applies to Category 1. • Local Roads and Community Infrastructure Program – Priority projects being reported to Council’s Executive Team 10 June 2020 and to Council on 25 June 2020. This is a federal fund and Byron Shire Council has been allocated \$730,070 for appropriate works. 		
5.	Other Business		
	<ul style="list-style-type: none"> • Membership vacancy – agreed to look into filling through Citizen’s Lottery • Byron Arts & Industry Estate Precinct Plan and Lot 12 – update given 	Andrew	By next meeting

No.	Item and Action Required	Who	Timing
	following public exhibition		
	<ul style="list-style-type: none"> Need to have meeting agenda and supporting documents attached to calendar appointments 7 days prior for Councillors 	Andrew	Ongoing
6.	Meeting Schedule and Next Focus	Andrew	
	<ul style="list-style-type: none"> Refer meeting schedule below – next meeting to focus on reviewing the budget and further discuss how to develop business cases for priorities. 		
	<ul style="list-style-type: none"> Request from Cr Sarah Ndiaye for 3pm start at next meeting – agreed and will try to finish by 4:30pm 		
7.	Meeting Closed		3.40pm

Actions Outstanding or Ongoing

Actions	Who	Timing
<ul style="list-style-type: none"> Confidentiality agreements to be signed and returned 	All	By next meeting
<ul style="list-style-type: none"> Place making references to continue to be shared 	All	Ongoing
<ul style="list-style-type: none"> Agreed minutes to be uploaded onto website 	Andrew	Ongoing
<ul style="list-style-type: none"> Extend open invitation to Arakwal 	Andrew and Rob	By next meeting
<ul style="list-style-type: none"> Evaluation of PPC Process (Jenny to progress and Andrew to provide any existing examples from Council) 	Jenny and Andrew	By next meeting
<ul style="list-style-type: none"> Council agreed to start Bangalow DCP review project. Project brief to be developed with PPC input. 	Andrew	TBC

Actions Completed Since Last Meeting

Actions	Who	Timing
<ul style="list-style-type: none"> Develop an interim (quick) submission highlighting key projects we would like to have included in the budget/operational plan for 20/21. To be signed off by whole Collective. 		Complete
<ul style="list-style-type: none"> Charter presented at 21 May Council meeting 		Complete

Meeting Schedule 2020

Date and Time	Purpose	Chair	Zoom host
30 June, 3pm-4:30pm	Council budget review and project prioritisation	Jack	Council
21 July, 3pm-4:30pm	Council budget review and TBC	Jack	Council
18 August, 3pm-4:30pm TBC	TBC	Madeleine	TBC
22 Sept, 3pm-4:30pm TBC	TBC	Madeleine	TBC
<i>FOR CONTEXT:</i>			
<i>25 June – 23 July</i>	<i>Exhibition of Operational Plan & Budget</i>		
<i>18 June</i>	<i>Council (Planning) Meeting</i>		

<i>25 June</i>	<i>Council Meeting</i>		
<i>30 July</i>	<i>Extraordinary Council Meeting</i>		