

# Byron Shire Council Meeting Summary

**Name of Group:** Place Planning Collective

Doc #E2020/48833

<b>Date:</b> Tues 30 June 2020	<b>Time:</b> 3pm-4:30pm	<b>Venue:</b> Zoom (BSC host)
<b>Chairperson:</b> Jack Dods		<b>Minutes:</b> AF
<b>Purpose of Meeting:</b> Budget Review and Project Scoping		

<b>Attendees:</b>	<p><u>Community Members:</u> David Brown, Madeleine Faught, Clare Hopkins, Jenny Bird, Jack Dods, Natalie Eggenberger</p> <p><u>Councillor Members:</u> Cr Michael Lyon, Cr Basil Cameron</p> <p><u>Councillor Non-Members:</u> Cr Alan Hunter</p> <p><u>BSC Staff:</u> Sharyn French (Manager Environmental and Economic Planning), Evan Elford (Manager Works, Infrastructure Services) Andrew FitzGibbon (Place Liaison), Claire McGarry (Place Manager Byron Bay)</p>
<b>Apologies:</b>	<p><u>Community Members:</u> Sasha Mainsbridge, Nicholas Hall, Stevey Ginger, Ella Bancroft</p> <p><u>Councillor Members:</u> Cr Jan Hackett</p> <p><u>BSC Staff:</u> Shannon Burt (Director Sustainable Environment and Economy), Rob van Iersel (Major Projects)</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>• Rachel Heaton resignation noted. Thank you to Rachel for her involvement in the Collective to date.</li> <li>• Welcome to new community member Jamie Steel (South Golden Beach resident) selected from the Citizens Lottery.</li> <li>• Temporary zoom recording agreed to</li> <li>• No pecuniary interests noted</li> </ul>		
<b>2.</b>	<b>Actions from Previous Meeting</b>		
	<ul style="list-style-type: none"> <li>• Agreed that previous minutes (9 June 2020) can be posted online</li> <li>• Noted that Arakwal has been contacted regarding involvement in Place Planning Collective matters. Sharon Sloane (Arakwal CEO) has advised that they would like to be involved in relevant projects as they arise. Collective also suggested providing regular updates to Arakwal.</li> </ul>	Andrew	This week
		Andrew	Ongoing
<b>3.</b>	<b>Council Budget Review</b> (on exhibition 25 June to 23 July)		
	<ul style="list-style-type: none"> <li>• Individuals to review the budget and then discuss any key points at next meeting. The Collective should also be noting items that we support as well as any additional considerations to be raised.</li> <li>• Suggestion that when the budget is reviewed that the key questions to consider are: 1) are the main projects the group intends to work on funded? 2) are the supporting services/staff well enough resourced? 3) are there funds for necessary community consultation?</li> <li>• When the budget is approved – it would be good to promote that the Collective has had meaningful input into the development of the budget.</li> </ul>	All	By next meeting
		All	By next meeting
		TBC	Following budget approval

No.	Item and Action Required	Who	Timing
<b>4.</b>	<b>Federal Local Roads and Community Infrastructure Program</b>		
	<ul style="list-style-type: none"> <li>Refer Council resolution 13.9 and associated report from 25 June 2020 Council meeting regarding Stuart Street, Mullumbimby upgrade and Bangalow shared path projects.</li> </ul>		
	<ul style="list-style-type: none"> <li>Collective strongly advises that it is crucial for the community and key stakeholders to be involved at the early design stages for both of these projects. Suggest input into the brief as well as at inception meeting with project manager/designer.</li> </ul>	Andrew to follow up with IS department	Clarify involvement by 10 July
	<ul style="list-style-type: none"> <li>Need to confirm that appropriate funding is listed in the budget as advertised to support these projects.</li> </ul>	Andrew/Evan	10 July
	<ul style="list-style-type: none"> <li>Would like to be informed of project manager and project program when established.</li> </ul>	Andrew	When established
<b>5.</b>	<b>Process for Refining Priorities and Developing Business Cases</b>		
	<ul style="list-style-type: none"> <li>Proposed methodology for refining and prioritising actions presented by Andrew.</li> </ul>		
	<ul style="list-style-type: none"> <li>Suggestion to add a stage for formal acquittal type of process as a feedback loop that links back to scope, impact and costing.</li> </ul>	Andrew	18 August meeting
	<ul style="list-style-type: none"> <li>Proposed methodology for refining and prioritising actions presented by Andrew. Additional information to be provided to the group and item to be added to the agenda for discussion at 18 August meeting.</li> </ul>	Andrew	18 August meeting
<b>6.</b>	<b>Other Business</b>		
	<ul style="list-style-type: none"> <li>Bangalow DCP – Andrew noted that a brief is being developed and that the aim is to discuss this with relevant community members as soon as possible.</li> </ul>	Andrew	Aim 10 July for draft brief for circulation
	<ul style="list-style-type: none"> <li>The Collective would like to be informed of relevant projects that are being exhibited at each meeting (eg. DCP amendments).</li> </ul>	Andrew	Ongoing
	<ul style="list-style-type: none"> <li>Discussion was had on the role of the Collective going forward and openness to hearing from and assisting the community about other place making/activation initiatives. Members to reflect on this and to be added to the next meeting agenda. It was noted that the objectives of the Collective's charter relate to place plan actions only.</li> </ul>	All	Next meeting
	<ul style="list-style-type: none"> <li>NSW Streets as Shared Spaces Grant – State Government will announce recipients by 10 August 2020</li> </ul>		
	<ul style="list-style-type: none"> <li>Byron Arts &amp; Industry Estate Precinct and Lot 12 update (held-over)</li> </ul>	Rob	Next meeting
<b>7.</b>	<b>Next Meetings</b>		
	<ul style="list-style-type: none"> <li>Meeting schedule and chairs confirmed as per the table below.</li> <li>Members to add these dates and times to their calendar.</li> </ul>	All	
<b>8.</b>	<b>Meeting Closed</b>		4.35pm

#### Meeting Schedule 2020

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