

Byron Shire Council

Agreed Meeting Summary and Actions

Name of Group: Place Planning Collective

Doc #E2020/33189

Date: 16 March 2020

Time: 9am-4pm

Venue: Bangalow Heritage House

Facilitator: Moira McDade

Minutes: Rvl

Purpose of Meeting: Establishment Workshop

Attendees: David Brown, Madeleine Faught, Clare Hopkins, Jenny Bird, Jack Dods, Natalie Eggenberger, Sasha Mainsbridge, Nicholas Hall, Nigel
BSC Staff: Shannon Burt (Director Sustainable Environment and Economy), Sharyn French (Manager Environmental and Economic Planning), Rob van Iersel (Major Projects), Andrew FitzGibbon (Place Liaison)

Apologies: Penny Leonard



Action arising from Establishment Workshop	Person/s responsible	Timeline
1. Getting to a shared meaning of place planning. Share readings from group. Group OK to sit with a 'coming to know' approach to place/place planning	David, Jack & Nic to share readings. Rob to provide link to NSW Dept. of Planning Place planning publication	For PPC meeting A date TBA
2. As soon as can be arranged hold a PPC only meeting (Meeting A) where members with deep knowledge of the 3 Masterplans can bring to whole group up to speed, and the Terms of Reference/Charter decisions of this start up workshop can be finalised	Rob & MasterPlan content experts: Jenny – Bangalow David – Mullum Jack – A & I Linkages to Byron MP – Jack	Copies of adopted plans will be distributed
3. Two nominated PPC members to attend Meeting B: a Council Strategic Planning workshop (SPW) and all to attend Meeting C, a Budget planning meeting to be held in April	Rob & Shannon to provide invitations and dates. Given ongoing virus situation, online meetings are being considered	TBA
4. Group meeting logistics – provide a process to gather information needed to ensure PPC meetings are planned well in advance. Distribute a master list of member details ASAP.	Rob/Andy & group	March
5. From the PPC Charter: agree a Chair to lead the meetings until rotation is required; a format for notes/minutes; a process for compiling draft output reports, provision of feedback and endorsement ready to load on webpage. Timelines for same.	Meeting A - see Item 2	
6. Reflect on the Purpose Statement and the group objectives (see Charter) and come with constructive edits to Meeting A (Item 2)	All PPC members and Planning staff	
7. Recruit for current vacancies through the Citizens Lottery – a person under 25 desired. As well extend an open invitation to Arakwal Corporation. Inform of each agenda.	Rob/Andrew	
8. Evaluation of PPC process and outcomes to be determined by group. See Charter	Jenny offered to lead	

