

# Byron Shire Council Draft Meeting Minutes

<b>Name of Group: Place Planning Collective</b>
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Doc #E2023/128455

<b>Date:</b> Tuesday 5 December 2023	<b>Time:</b> 3:30pm – 5pm	<b>Venue:</b> Council Offices / Zoom
<b>Chairperson:</b> Alan Goldstein		<b>Minutes:</b> Andrew FitzGibbon
<b>Purpose of Meeting: Place Planning Collective Bi-Monthly Meeting</b>		

<b>Invitees:</b>	<p><u>Community Members:</u> Brooke Crowle, Jack Dods, Pippa Noble, Lauren Julian, Joanne Millar, Alan Goldstein, Mercedes Mambort, Madeleine Faught, Elle Davidson, Dale Emerson</p> <p><u>Councillor Members:</u> Cr Duncan Dey, Cr Peter Westheimer</p> <p><u>BSC Staff:</u> Sharyn French (Manager Environmental and Economic Planning), James Flockton (Infrastructure Planning Coordinator), Jim Roberts (Coordinator Open Space), Andrew FitzGibbon (Place Planning Coordinator), Steph McMurray (Place Liaison)</p>
<b>Apologies:</b>	<p><u>Community Members:</u> Pippa Noble, Joanne Millar, Elle Davidson, Dale Emerson</p> <p><u>Councillor Members:</u> Cr Michael Lyon, Cr Sarah Ndiaye, Cr Mark Swivel</p> <p><u>BSC Staff:</u> Shannon Burt (Director Sustainable Environment and Economy), Phil Holloway (Director Infrastructure Services), Malcolm Robertson (Manager Open Spaces), Sam Frumpui (Manager Works), Judd Cornwall (Traffic &amp; Transport Engineer)</p>

No.	Item and Action Required	Who	Timing
1.	<b>Meeting Opened</b>	Chair	3:30pm
	<ul style="list-style-type: none"> <li>• Acknowledgment of Country</li> <li>• Temporary zoom recording noted</li> <li>• Any pecuniary interests – none noted</li> <li>• Confirmation of previous meeting minutes – agreed</li> </ul>		
2.	<b>Actions from Previous Meeting</b> (refer below if any)	Chair	5 min
	<ul style="list-style-type: none"> <li>• Noted to bring remaining outstanding action under Bayshore Drive discussion</li> <li>• Suggestion for more discussion on PPC operating process and how this works with other community rep groups. How can we ensure that relevant information is shared across the groups?</li> </ul>		
3.	<b>Projects for Discussion</b>		
	<p>Bayshore Drive Renewal plans (presented by James F)</p> <ul style="list-style-type: none"> <li>• PPC have been previously engaged on this project and their feedback has been considered in the final designs.</li> <li>• Stage 1 – road kerb to kerb and parking is (mostly) funded – due to be completed by August 2024.</li> <li>• Stage 2 – paths (footpath on north side and shared path on south side) not yet funded – this work is subject to grant funding.</li> <li>• Jack requested that PPC have input into the lot 12 roundabout design project. It was noted that this is a separate project but the Bayshore Drive renewal has been developed with this in mind. ACTION: Council to pass this feedback on to the relevant team.</li> </ul>		
	Station Street upgrade, Mullumbimby (update from James F)		

No.	Item and Action Required	Who	Timing
	<ul style="list-style-type: none"> <li>• Plans presented for improved drainage, small footpath and road pavement renewal.</li> <li>• This project is identified for funding in next year's budget.</li> <li>• Drawings are at 100% complete, construction ready.</li> <li>• Sharyn noted issue of reverse car parks on Station Street create exhaust issues into Council building. Suggestion was made that this location may be a suitable place for EV charging stations in the future.</li> </ul>		
	<p>Fern Street upgrade, Mullumbimby (update from James F)</p> <ul style="list-style-type: none"> <li>• Plans presented for new footpath on southern side of Fern Street, and improvement to vehicle turns at corner of Fern and Station Street.</li> <li>• Drawings are at 100% complete, construction ready.</li> <li>• Noted that council are currently preparing a grant application for long term improvements to corner of Fern and Station Street.</li> <li>• Cr Peter Westheimer asked about potential future link / bypass into Fern Street</li> </ul>		
	<p>Raftons Road Shared Path, Bangalow (update from James F)</p> <ul style="list-style-type: none"> <li>• James spoke to this project (no plans presented)</li> <li>• Design includes retention of car parking on Leslie Street</li> <li>• Leslie Street gutter is most likely going to be upright kerb with parking inset.</li> <li>• Project was reduced down to footpath rather than shared path, as resolved at Council Meeting September 2023.</li> <li>• Additional surveys are needed before designer can do drawings.</li> <li>• Cyclists will be accommodated in the traffic lane.</li> <li>• James noted that once designer has first draft of refined design they can reconnect with Bangalow PPC reps.</li> <li>• Cr Peter Westheimer asked about strategic network of cycle ways in this location and spoke to rail corridor shared path options that he prefers.</li> </ul>		
	<p>Pocket Park BAIE – Question by Brooke</p> <ul style="list-style-type: none"> <li>• Lilly pillys are growing but Brooke noted that any options for additional shelter would be great.</li> <li>• ACTION: Shelter designs for park that have been considered previously to be tabled at next PPC</li> </ul>		
	<p>Heritage Park Mullumbimby – Paths (update from Jim)</p> <ul style="list-style-type: none"> <li>• Paths being formalised as per Heritage Park Masterplan.</li> <li>• Funding available and scheduled for construction by June 2024.</li> <li>• Question raised about how wide the paths will be – Council confirmed it will be approximately 2m wide for concrete sections, reducing to 1.5 through the arboretum to minimize impact on mature vegetation.</li> <li>• Members noted that cyclists speed may be an issue to be considered in the design.</li> </ul>		
	<p>Heritage Park Mullumbimby – Playground (update from Jim)</p> <ul style="list-style-type: none"> <li>• Masterplan concept presented and spoken to.</li> <li>• Nature play type of play space with climbing element to the side for older kids. PPC reps provided very positive feedback on these ideas, it was noted that the climbing element looked really good and is popular among children.</li> </ul>		
	<p>Mullum Rec Grounds Car Park (update from Jim)</p> <ul style="list-style-type: none"> <li>• Carpark design presented, the plan is for full reconstruction.</li> </ul>		
	<p>Mullumbimby Community Rep Update (from Madeleine)</p>		

No.	Item and Action Required	Who	Timing
	<ul style="list-style-type: none"> <li>• Burringbar Street Concept Design – Madeleine noted that a design workshop took place in October – Andrew noted that public exhibition of a Draft Concept Design would be most likely following school going back in Feb 2024.</li> <li>• Mullumbimby Hospital Workshop – Madeleine noted that this was a very positive experience and she has received good feedback from those involved – Andrew noted that there is an update report about this project planned for 14 Dec 2023.</li> </ul>		
	<p>Federal Community Rep Update (from Alan)</p> <ul style="list-style-type: none"> <li>• Federal park improvements – Alan noted that he has passed on his list and Council is to come back to him about next steps.</li> </ul>		
	<p>Bangalow Community Rep Update (from Lauren)</p> <ul style="list-style-type: none"> <li>• Bangalow Materials Guide is on exhibition until 19 Jan 2024, PPC members are encouraged to review and submit their feedback.</li> </ul>		
	<p>Other Discussions</p> <ul style="list-style-type: none"> <li>• Picabeen Park, Bangalow – question raised about potential masterplan for this area. Jim noted that this is not currently budgeted.</li> <li>• Alan noted that road contractors doing slip works in Federal donated \$1000 each to Federal Park party.</li> <li>• Suggestion for social PPC lunch on 16 January 2024 in BAIE – generally supported.</li> </ul>		
	<p>Federal Emergency Preparedness</p> <ul style="list-style-type: none"> <li>• Held Over</li> </ul>	Alan	15 mins
	<p>Inputs to 2024/2025 Budget</p> <ul style="list-style-type: none"> <li>• Held Over</li> </ul>	Andrew	5 mins
4.	<b>Meeting Closed</b>	Chair	5pm

## Actions Outstanding or Ongoing

Actions Completed	Who	Timing
<ul style="list-style-type: none"> <li>Proposed meeting dates for 2024 sent to members (<i>refer below</i>)</li> </ul>	Steph	
<ul style="list-style-type: none"> <li>Presentation for future meeting: TfNSW Active Transport rep / Jack Dodds. Continuous threshold treatments (Looking to have rep from TfNSW to attend this meeting – awaiting confirmation of availability) - Noted to include this in Bayshore Drive discussion and close action.</li> </ul>		
<ul style="list-style-type: none"> <li>Council to pass on PPC feedback re: Lot 12 roundabout design (BAIE) to the relevant team.</li> </ul>	Council	
Actions Outstanding		
<ul style="list-style-type: none"> <li>Shelter designs for Pocket Park (BAIE) that have been considered previously to be tabled at next PPC</li> </ul>	Council	

## Meeting Schedule 2024

Meeting Type	Date	Time	Chair
PPC Lunch	Tuesday 16 Jan	12:30 – 2:00pm	N/A
PPC	Tuesday 20 Feb 2024	3.30-5pm	Lauren
Local Reps	Tuesday 19 March 2024	<i>TBC – further comms to follow</i>	
PPC	Tuesday 16 April 2024	3.30-5pm	Mercedes
Local Reps	Tuesday 14 May 2024		
PPC	Tuesday 4 June 2024	3.30-5pm	Madeleine
Local Reps	Tuesday 9 July 2024		
Local Reps	Tuesday 10 Sep 2024		
PPC	Tuesday 8 Oct 2024	3.30-5pm	Alan
Local Reps	Tuesday 12 Nov 2024		
PPC	Tuesday 3 Dec 2024	3.30-5pm	Lauren

Chair rotation list: **Lauren, Mercedes, Madeleine, Alan**

## Proposed agenda items for next Meeting (February)

1.	Burringbar Street Concept Design (Mullumbimby)	Place Planning
2.	Former Mullumbimby Hospital Site	Place Planning
3.	Housing Options Paper and Residential Strategy	Strategic Planning
4.	Railway Land Precinct Planning (Mullumbimby)	Place Planning
5.	PPC operating process and interrelation with other community groups	Place Planning
6.	Federal Emergency Preparedness	Alan
7.	Inputs to 2024/2025 Budget	Place Planning