

MINUTES

CITY CENTRE MASTERPLAN S355 COMMITTEE MEETING

YARRILA PLACE, COACHWOOD ROOMS 1 & 2
3:00PM THURSDAY 21 MARCH 2024

INVITEES:

Committee Members Present:

Chair - Oliver Gee	Kim Towner
David Doyle	Byron Gowing
Josh King	Cherie Parik

Council Officers:

Steve Bayliss (Director Business Services)
Victoria Harper (City Centre Marketing & Activation Coordinator)
Andrew Gray (Section Leader Planning and Delivery) - Item 5
Poppy Southgate (Executive Assistant)

Apologies: Catherine McKimm
Absent: Cr Tegan Swan Cr Rodger Pryce
Guests:

Item	Discussion	Actioner
1. Acknowledgement of Country <i>We acknowledge the Gumbaynggirr People, Traditional Custodians of the land on which we live and work, and pay our respects to their elders, past and present.</i>		
2. Apologies	Catherine McKimm	Noted
3. Conflicts of Interest	NIL	Noted
4. Confirmation of Minutes	The minutes of the meeting held on 16 November 2023 be confirmed.	Chair
5. Infrastructure Projects		
5.1 Brelsford Park Project Update	Andrew Gray gave an update showing the plan and current progress photos, which were well received. Completion date is set for mid-August.	Noted
6. Local Planning		
6.1 Laneway Policy	Responses were provided to the Committee (as outlined in the Agenda).	

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	<p>Discussion was had on the “Have Your Say” Public Exhibition and the importance on using the laneways and supporting the activation.</p> <p>Action Item: The Committee agreed that a submission supporting the Laneways Framework would be submitted from the Committee.</p> <p><i>Cherie Parik joined the meeting at 3.26pm.</i></p> <p>A discussion was had about community consultation and how the Council will be engaging with the businesses – how do Council intend to get responses directly? If CBD landowners don’t know, how are we making sure they know? Have Council sent out letters etc. to landowners? The CCMAC advised that there has been consultation with consideration of audience.</p> <p>There was discussion on deliveries within the Laneway and specifically if logistics have been considered when it comes to delivery trucks and rubbish collection. The question was asked about where tenants can leave their rubbish bins for collection? It was commented that as it is a Framework, and in the consultation process, it was agreed that logistics need to be considered and included.</p> <p>A question was asked if there is anything within the Policy specifically on consultation? The DBS replied that there is nothing specific and that consultation would be undertaken with any redevelopment project or through the development application process.</p>	<p>Chair</p>
<p>7. Marketing and Activation Plan</p>		
<p>7.1 Marketing Updates – September & November 2023 & February & March 2024</p>	<p>The City Centre Marketing and Activation Coordinator (CCMAC) provided an overview of the Marketing updates included in the Agenda.</p> <p>It was noted that moving forward, nighttime events are not the best use of budget – unless businesses are directly asking for it.</p> <p>Looking into new planter boxes, seating has also been requested (with shade). Further</p>	<p>CCMAC</p>

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	<p>action for the Committee to review smart furniture.</p> <p>Social Media Workshops – responded well and interest for more.</p> <p>CCMAC advised that an app for the Street Art Walk was currently being developed.</p> <p>The Committee endorsed the Marketing reports.</p>	
8. Financial Report		
8.1 Financial Report for January 2024 (Attachment 3)	Action Item: The Committee noted the Financial Report for January 2024.	Director – Business Services
8.2 Allocation of remaining funds for the Special Rate & Committee Terms of Reference (ToR)	<p>Discussion was had around a multipurpose seating idea including planter boxes, charging and shelter.</p> <p>Planter box seating was discussed in 9.2 below.</p> <p>Action Item: Director of Business Services advised that the Terms of Reference need to be reviewed – to be discussed with the Committee before adoption by Council.</p>	Director – Business Services
9. Other Business		
9.1 Discussion Points from Workshop	<p>There was discussion about utilising the speakers around the CBD area for music.</p> <p>Also discussed was the Byron Shire Council Busking Policy and the appetite for adoption of the Policy as a Framework.</p> <p>The question was asked about starting with amplified busking in specific areas (e.g. Brelsford Park and the Jetty Foreshores) and then look at the CBD later – adopt changes that are specific with trial periods for specific areas.</p> <p>Action Item: The committee request that the Council develop a Busking Policy in line with the Byron Shire Council Busking Policy – details to be confirmed</p>	Director – Business Services

Item	Discussion	Actioner
<p>9.2 City Centre seating and beautification</p>	<p>The Committee to investigate a multi-purpose area which included shaded seating, planter boxes and charging areas.</p> <p>Action Item: For the Committee to look into “Smart Street Furniture”. Council to provide the Committee with a plan of the City Centre to understand where all the services are.</p> <p>There was discussion about homelessness in the CBD and subcommittee was considered, with a request that Council assist with setting up a roundtable conversation about the issue for Coffs CBD and what the heads at the table can suggest.</p> <p>The Chair suggested a subcommittee with people that work with the homeless on the ground and see if there is activation and funding?</p> <p>Action Item: Requested that Council to report back – is there a committee that already exists and deals with this in Council? Is there opportunity for a forum with stakeholders to develop solutions?</p> <p><i>Josh King left the meeting at 4:26pm.</i></p>	<p>Director – Business Services</p> <p>Director – Business Services</p>
<p>10. Next Meeting:</p>	<p>The next meeting is scheduled for Thursday 16 May 2024 at 3pm.</p>	<p>Chair</p>