

**MINUTES OF MEETING**



**COMMUNICATIONS PANEL MEETING**

Venue	Conference Room, Station Street, Mullumbimby
Date	Tuesday, 8 May 2018
Time	4.30pm

# BYRON SHIRE COUNCIL

COMMUNICATIONS PANEL MEETING MINUTES

8 MAY 2018

## Minutes of the Communications Panel Meeting held on Tuesday, 8 May 2018

File No: I2018/840

PRESENT: Cr C Coorey, Cr J Martin, Cr S Ndiaye

Staff: Annie Lewis (Media Communications Officer),  
Natalie Hancock (Economic Planner)

*Cr Ndiaye (Chair) opened the meeting at 4:50pm and acknowledged that the meeting was being held on Bundjalung Country.*

### APOLOGIES:

Cr Simon Richardson

### DECLARATIONS OF INTEREST – PECUNIARY AND NON-PECUNIARY

There were no declarations of interest.

### ADOPTION OF MINUTES FROM PREVIOUS MEETINGS

#### Committee Recommendation:

That the minutes of the Communications Panel Meeting held on 13 February 2018 be confirmed.  
(Coorey/Martin)

*The recommendation was put to the vote and declared carried.*

### BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

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## STAFF REPORTS - GENERAL MANAGER

**Report No. 4.1**      **Community Engagement Policy**  
**File No:**            I2018/212

#### Committee Recommendation:

1. That the Communications Panel notes this report.
2. That the following be inserted into the revised Draft Community Engagement Policy and this be forwarded to Communication Panel members for endorsement prior to being sent to Cr Simon Richardson.
  - Relevant legislation that has an impact on Council's engagement with the community
  - Links to the Community Strategic Plan
  - A table showing examples of the levels of engagement with the community
3. Once reviewed by Cr Richardson the revised Draft Community Engagement Policy be placed on the agenda for the June Community Roundtable for discussion. (Martin/Coorey)

*The recommendation was put to the vote and declared carried.*

# BYRON SHIRE COUNCIL

COMMUNICATIONS PANEL MEETING MINUTES

8 MAY 2018

**Report No. 4.2**            **Media and Communications update**  
**File No:**                    I2018/830

**Committee Recommendation:**

That the Communications Panel notes this report. (Martin/Coorey)

*The recommendation was put to the vote and declared carried.*

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**Report No. 4.3**            **Bangalow Bridges Replacement Project**  
**File No:**                    I2018/831

**Committee Recommendation:**

That the Communications Panel notes this report. (Coorey/Martin)

*The recommendation was put to the vote and declared carried.*

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## STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

**Report No. 4.4**            **Employment Lands Strategy Communications Plan for Public  
Exhibition**  
**File No:**                    I2018/497

**Committee Recommendation:**

That the Communication Panel note the Draft Engagement Plan ( Attachment 1 #E2018/31401). (Coorey/Martin)

*The recommendation was put to the vote and declared carried.*

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**Report No. 4.5**            **Communication Plan for the Pest Animal Management Plan**  
**File No:**                    I2018/445

**Committee Recommendation:**

That the Communications Panel notes the Communication Plan for the Pest Animal Management Plan. (Coorey/Martin)

*The recommendation was put to the vote and declared carried.*

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## STAFF REPORTS - INFRASTRUCTURE SERVICES

**Report No. 4.6**            **Bayshore Drive Roundabout Project - Communications Plan**  
**File No:**                    I2018/362

**Committee Recommendation:**

That the Communications Panel notes the Bayshore Drive Roundabout project Communications & Engagement Plan (E2018/12974). (Coorey/Martin)

*The recommendation was put to the vote and declared carried.*

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*There being no further business the meeting concluded at 6:55pm.*

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