

MINUTES OF MEETING



COMMUNICATIONS PANEL MEETING

Venue	Conference Room, Station Street, Mullumbimby
Date	Thursday, 29 August 2019
Time	4.30pm

BYRON SHIRE COUNCIL

COMMUNICATIONS PANEL MEETING MINUTES

29 AUGUST 2019

Minutes of the Communications Panel Meeting held on Thursday, 29 August 2019

File No: I2019/1290

PRESENT: Cr J Martin, Cr S Ndiaye

Staff: Annie Lewis (Media Communications Officer)

Cr Sarah Ndiaye (Chair) opened the meeting at 4:45pm and acknowledged that the meeting was being held on Bundjalung Country.

APOLOGIES:

There were no apologies.

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 30 May 2019 be confirmed.

(Ndiaye/Martin)

The recommendation was put to the vote and declared carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

There was no business arising from previous minutes.

STAFF REPORTS - GENERAL MANAGER

Report No. 4.1 Media and Communications Report
File No: I2019/1262

Committee Recommendation:

That the Communications Panel notes the report.

(Martin/Ndiaye)

The recommendation was put to the vote and declared carried.

Report No. 4.2 Federal Park Upgrade
File No: I2019/1264

Committee Recommendation:

That the Communications Panel notes the report.

(Ndiaye/Martin)

The recommendation was put to the vote and declared carried.

Report No. 4.3 **South Arm Bridge - Communication and Engagement Plan**
File No: I2019/1279

Committee Recommendation:

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

The recommendation was put to the vote and declared carried.

STAFF REPORTS - SUSTAINABLE ENVIRONMENT AND ECONOMY

Report No. 4.4 **Communications Plan - Our Mullumbimby Masterplan Public Exhibition**
File No: I2019/1238

Committee Recommendation:

1. That the Communications Panel endorse the exhibition of 'Our Mullumbimby Masterplan' as outlined in Attachment 1 noting that there may be minor editorial changes prior to exhibition if required.
 2. That, if possible, staff provide a briefing to Councillors on the Mullumbimby Masterplan. (Ndiaye/Martin)
 3. *The recommendation was put to the vote and declared carried.*
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Report No. 4.5 **Communications Plan- Byron Arts and Industry Estate Precinct Plan**
File No: I2019/1240

Committee Recommendation:

1. That the Communications Panel endorse the exhibition of the Draft 'Byron Arts and Industry Estate Precinct Plan' as outlined in Attachment 1 (#E2018/57405), noting that there may be minor editorial or changes prior to exhibition if required by council resolution.
 2. If possible staff should organise a 'pop up' stall at the Byron Farmers Market at the Cavanbah Centre. (Ndiaye/Martin)
- The recommendation was put to the vote and declared carried.*
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Report No. 4.6 **Community Participation Plan**
File No: I2019/1252

Committee Recommendation:

That the Communications Panel endorse the draft Communication and Engagement Plan for the public exhibition of the Community Participation Plan, as outlined in Attachment 1 (E2019/57544), noting that there may be changes and or additional activities if required and opportunities arise. (Martin/Ndiaye)

The recommendation was put to the vote and declared carried.

There being no further business the meeting concluded at 6:15pm.
