

DRAFT BANGALOW VILLAGE PLAN – VISIONS AND IDEAS

COMMUNICATION/ ENGAGEMENT ACTION PLAN

Method and intent	Quantity	Stakeholders	Further information	Indicative Cost \$ (excl GST)
Fact Sheet/ Flyer - to inform stakeholders of the public exhibition dates, times, venues, etc..	300	Emailed to the 19 members of the Bangalow Guidance Group to distribute to their relevant community groups: <ul style="list-style-type: none"> • Chamber of Commerce • Progress Association • A&I Hall Management Committee • Parklands Group • BBOSA • Heritage Society • Parks and Showground Trust • Children's Centre • Public School • DAP • Planning Network • Bowling Club 		Staff time
		Hand delivered to traders in the Bangalow Village Centre	Staff to hand deliver and chat	Staff time
		Distributed to the general public	Hand out at parklet, Farmers Market, etc.	Staff time
Poster inform stakeholders of the public exhibition dates, times, venues	20	Hand delivered to businesses in main street – café notice boards, display windows, post office. Hand delivered to child care centre and school next to sign in sheet		Staff time
Website notice	1	General public		Staff time
Online Have Your Say page for feedback	1	General public		Staff time
Phone hotline	Yes	Contact for enquiries – Place Planning Team		Staff time
Weekly Ad in Byron Shire News		Ad 1 – Plan and dates Ad 2 – Plan and dates Ad 3 – Where to find us/give submission		\$750 (\$250x3)
Ad in Echo		Single Ad at start of exhibition		\$300
Ad in school newsletter		General public		Staff time

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Radio interview - ABC North Coast		General public		Staff time – COMMS/Mayor
E-news general	1	Subscribed community in Shire		Staff time - COMMS
Media release	1	General public	Prior to public exhibition	Staff time - COMMS
Parklet in main street Bangalow – drop in and view the plans and talk with a Council Planner and member/s of the Guidance Group	1 day/ fortnight. 3 in total	Bangalow residents and visitors	s138 Roads Act application required Guidance Group members to assist in parklets & farmers markets	\$150 Staff time
Farmers Market stand - drop in and view the plans and talk with a Council Planner and member/s of the Guidance Group	2 in total (Saturdays)	Bangalow residents and visitors	Bangalow Farmers Market -	Staff time
Community Access Point		General public	Hardcopy of Draft Plan & FAQs etc. made available at Bangalow Post Office and one or two cafes	Printed internally – costs nil
Social Media	Yes	General public	Facebook / Instagram	Staff time
Engagement with key stakeholder groups		Arakwal Corporation Board	Staff have met with Arakwal	Staff time
		Tweed/Byron Local Aboriginal Land Council	Staff met with CEO and Chairman 20/9/2018	Staff time
		Ngulingah Local Aboriginal Land Council	Staff to meet	Staff time
Letter via email to other government agencies	1	State government agencies (RMS, OEH, Dept Planning)	Email draft plan for comment with covering letter	Staff time
Hard copy Plan (A4 colour bound booklet) in Council's Customer Service Centre	2	General Public		Staff Time
Report back to Guidance Group	2	Following public exhibition, staff present summary of feedback received		Potential venue hire \$200
Council reports	2	Councillors and general public	Summary of submissions	Staff time