

MINUTES

CITY CENTRE MASTERPLAN S355 COMMITTEE MEETING

YARRILA PLACE, COACHWOOD ROOMS 1 & 2
3:00PM THURSDAY 16 MAY 2024

INVITEES:

Committee Members Present: Chair - Oliver Gee
Cr Tegan Swan
David Doyle
Catherine McKimm (audio-visual)

Kim Towner
Cr Rodger Pryce
Byron Gowing

Council Officers: Steve Bayliss (Director - Business Services)
Victoria Harper (City Centre Marketing & Activation Coordinator)
Ian Fitzgibbon (Group Leader Sustainable Places) - Item 5
Poppy Southgate (Executive Assistant)

Apologies: Cherie Parik
Guests: Inspector, Matt French

Josh King

The meeting commenced at 3.10pm.

Item	Discussion	Actioner
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>		
Apologies	Cherie Parik and Josh King	Noted
Conflicts of Interest	Nil	Noted
Confirmation of Minutes	The minutes of the meeting held on 21 March 2024 were confirmed.	Chair
Marketing and Activation Plan		
Marketing Updates – May 2024	The City Centre Marketing and Activation Coordinator (CCMAC) provided an overview of the Marketing updates for May 2024. The Committee endorsed the Marketing reports. <i>Tegan Swan joined the meeting at 3.33pm.</i>	Noted

Item	Discussion	Actioner
Guest Speaker – Inspector, Matt French		
<p>Discussion with Inspector, Matt French regarding anti-social behaviour in the City Centre</p>	<p><i>Inspector Matt French joined the meeting at 3.38pm.</i></p> <p>Cr Rodger Pryce gave a brief description of the concerns in the CBD particularly with the anti-social behaviour and the impact of running a business in that area. He encouraged initiatives including, improvement in lighting, CCTV and presence of authority (security patrols).</p> <p>Examples of security patrols in other areas were discussed. As well as examples from other Councils that have had success with their bus stops (Byron Bay / Ballina).</p> <p>Inspector Matt French advised that an audit report on security was done a few years ago.</p> <p>Action: The Committee to obtain a copy of the audit report from Inspector Matt French.</p> <p>David Doyle advised that a crime statistics hot spots report was also created that he could provide to the Committee.</p> <p>Action: The Committee to obtain a copy of the crime statistics hot spots report.</p> <p>Proactive solutions – ask Council for a map of the current cameras and lighting in the area. Committee to reach out to landlords to ask if they want to collaborate with Council to get CCTV installed.</p> <p>Action: The Committee requested:</p> <ol style="list-style-type: none"> 1. A Lighting audit to be completed, on the car park, bus stop, the laneway between Woolworths and the carpark, and Harbour Drive. 2. Increasing Lighting, CCTV and visibility in the bus stop area and surrounds. 	<p>David Doyle</p> <p>David Doyle</p> <p>Director – Business Services</p>

Item	Discussion	Actioner
	<p>3. A check on the Alcohol Free Zone within the CBD.</p> <p>4. Additional signage notifying of CCTV surveillance.</p> <p><i>Inspector Matt French left the meeting at 4.29pm.</i></p> <p>The CCMAC advised the Committee that there is a SafeWork NSW grant to enable small businesses to install security measures such as CCTV.</p> <p>Action: CCMAC to send details to Chair for investigation.</p>	CCMAC
Marketing and Activation Plan		
2024/25 Marketing Budget Presentation	<p>CCMAC provided a 2024/25 Marketing Budget Presentation.</p> <p>Discussion was had regarding 'land banking' properties.</p> <p>Two Budget options were presented to the Committee.</p> <p>Action: Request the budget for Marketing and Activation be reduced by \$40,000 in 24/25 financial year to allow for potential capital expenditure on additional lighting and CCTV.</p>	<p>Noted</p> <p>Director – Business Services</p>
Financial Report		
Financial Report for April 2024 (Attachment 3)	The Committee noted the Financial Report for April 2024.	Noted
Allocation of remaining funds for the Special Rate & Committee Terms of Reference (ToR)	<p>Action from the meeting of 21 March 2024</p> <p><i>- Director of Business Services advised that the Terms of Reference need to be reviewed – to be discussed with the Committee before adoption by Council.</i></p> <p>Director – Business Services updated the Committee that this is a work in progress.</p>	Director – Business Services

Item	Discussion	Actioner
Other Business		
Discussion Points from Workshop	<p>Busking - <i>Policy</i></p> <p>Action from the meeting of 21 March 2024</p> <ul style="list-style-type: none"> - <i>The Committee request that the Council develop a Busking Policy in line with the Byron Shire Council Busking Policy – details to be confirmed.</i> <p>Director – Business Services updated the Committee that this is a work in progress.</p>	Director – Business Services
City Centre seating and beautification	<p>Action from the meeting of 21 March 2024</p> <ul style="list-style-type: none"> - <i>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.</i> - <i>Requested that Council to report back – is there a committee that already exists and deals with homelessness in Council? Is there opportunity for a forum with stakeholders to develop solutions?</i> <p>The Committee agreed to put this item on hold, it was unanimously agreed that the anti-social behaviour plan was more urgently required.</p>	Director – Business Services
Next Meeting:	The next meeting is scheduled for Thursday 18 July 2024 at 3pm.	Chair