



MEETING MINUTES

Strategic Planning

Planning Division

Subject	Brooklyn Improvement Master Plan – Project Control Group (PCG)
Meeting Date and Time	20 July 2016 Start – 6:30pm – 8:30pm
Meeting Location	Hornsby Shire Council – Grevillia Room
Meeting No.	1
Attendees	PCG: Mayor Steve Russell, Councillor Tilbury, Katherine O'Regan (Future Cities Collaborative) Councillors: Browne, Berman, Cox, Hutchence, Singh, Azizi Consultants: Jo Kelly (People, Place and Partnership), Tom Rivard (McGregor Coxall), Hornsby Shire Council: James Farrington, Fletcher Rayner, Ante Zekanovic, Lisa Newell Apologies: Councillors Gallagher, Anisse

Item	Description
1	Opening and Introduction Jo Kelly and Tom Rivard project consultants, opened with a presentation that outlined the scope and methodology of the project scope and the community consultation strategy.
2	Presentation The draft community engagement strategy for the Master Plan process was presented and outlined. It would be in 4 Stages: Engagement Period 01 would seek information to inform the development of place vitality criteria and identify big ideas and identify Place Principles. It would include: <ul style="list-style-type: none">• Community Reference Group Meeting• Agency Reference Group meeting• A Community Open Day• Press releases and Website updates including updates of the a 'Community information Board' and process summary Engagement Period 02 would test place principles, refine and focus ideas and develop strategies. It would include:

- Community Reference Group Meeting
- A Community Roundtable workshop
- A survey seeking feedback about ideas and preferences around key issues
- Press releases and Website updates including updates of the a 'Community information Board' and process summary

Engagement Period 03 would identify key sites, priority actions and conclusions for the Master Plan. It would include:

- A community walk
- Community Reference Group Meeting and Walk
- Agency Reference Group meeting
- A community Roundtable workshop

Following this step, further consultation with agencies and the Councillors would occur before proceeding to draft the Master Plan which would be reported to Council.

Discussion

PCG members and Councillors sought clarification concerning consultation delivery methods, the interactive nature of open days and use of the website 'Information Board' to convey information and outline the consultation process.

Recommendations/Outcomes:

It was agreed that the Brooklyn Improvement Master Plan Community Consultation Strategy as presented by consultants McGregor Coxall be implemented.

Next meeting: Date and time to be advised.