

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Tuesday 17 August, 6-7pm

MS Teams meeting online



**Present:** Sam Doove, Steve Dewar, Mark Howells, Nico Marcar, Jean McGarry, Bruce Tozer, Gabrielle Clappison (arrived 6.21pm)

**Apologies:** Robyn Charlton (leave)

### **Welcome from Chair and acknowledgement of Country**

Nico welcomed everyone to the meeting, and acknowledged the Awabakal people, the Traditional Owners of the land we are meeting on, and pay our respects to Elders past, present and emerging.

### **ITEMS FOR DISCUSSION**

#### **1. Check in**

General discussion about how everyone is managing local lockdown restrictions.

#### **2. SN program planning**

Council staff have started planning around renewing existing and/or starting new SN groups.

Background summary of current status, resourcing and possible selection criteria circulated to board members.

Seeking board feedback on the objectives, selection considerations, and how best to engage the SN network in planning.

*Resolution: Board to read and further consider the background information provided. Arrange meeting in 2 weeks to discuss further.*

#### **3. RMIT research report**

Report results and summary discussion circulated to board members. Seeking additional feedback and context around some issues raised in the report. Some key discussion points:

- Feeling that Council has not been taking account of community attitudes in the last few years. Current feedback mechanisms are inadequate to take account of community concerns. Eg regularly asked to provide feedback through surveys, but the questions are very shallow and don't give opportunity to capture true sentiment.
- Face to face conversations allow for more depth and nuance. Better approach previously - Council staff have visited local groups to talk about specific issues or planning strategies. Also when SN network has had opportunity to talk with relevant

staff in the development phase of a strategy eg meetings around Housing Strategy, Better Streets Strategy.

- Root cause of a lot of friction is question around where SN fits with Council, especially around independence vs expectation of support from Council; representation vs consultation. Does SN warrant special treatment over any other community group, when lots of other groups also contribute a lot to the community? How representative is SN of broader population?

#### 4. Business Supporters – update and drafts for comment

Propose splitting the income from supporter fees between local groups and the Alliance. Note primary objective is to raise funds for basic operational needs for whole network ie insurance, website etc, but recognise importance of fundraising and role of local groups too.

	Supporter fee (total income)	Local group income portion	Alliance income portion
Small business supporter	\$50	\$20	\$30 (minus transaction fees)
Medium business supporter	\$150	\$50	\$100 (minus transaction fees)

The website, terms and conditions, info for local groups and recruitment flyer have been drafted, and circulated to board members for feedback.

Still a few additional elements (eg window decals and sign up form) to go before we'll be ready to deliver.

Note with covid restrictions, some businesses may not have capacity to support in immediate term, while others may be keen for promotion opportunities. Can approach businesses on case by case basis with this in mind.

*Resolution: Agreement to continue and finalise those elements, with proposed fee split as above.*

#### 5. July meeting minutes

Meeting minutes were circulated via email.

*Resolution: Confirm that the previous meeting minutes, dated 20 July 2021, are an accurate record.*

*Moved Steve. Seconded Gab. Carried.*

#### 6. TREASURERS REPORT – July

See Treasurer's Report below.

Moved Jean. Seconded Gab. Carried.

*Action: Request to include a break down the project balances between grant funds (for local group projects) and Alliance general funding in the Treasurer's Reports. Jean to report back.*

## **RISK ASSESSMENTS AND REQUESTS**

### **7. Meet the candidates event – postponed to later in the year**

## **PROJECT AND LOCAL GROUP UPDATES**

### **8. Strategic Plan progress update**

July progress update circulated via email.

Scheduled a review and refresh of the Strategic Plan at the October board meeting.

Note resolution from May board meeting to seek improved liaison and communication with Council. Steve has been in contact with Cr Fraser, and had agreed to meet until after the September elections – now cancelled.

*ACTION: Steve to seek to reschedule a meeting prior to the December elections. Invite other board members, and arrange an agreed agenda.*

### **9. Annual Report**

Data has been collated, and content drafted. Note continuing impact and volunteer contributions despite covid – estimated value of SN work: \$461,745 for the 20-21 financial year.

### **10. Governance work**

Noting a number of policies still need to be developed:

- Grievance procedure (including dispute resolution, misconduct & complaints handling)
- Advocacy policy and procedure
- Bullying & sexual harassment
- <https://communitydirectors.com.au/tools-resources/policy-bank>

### **11. National Tree Day report back**

Great project and very successful. 105 volunteers attending, over six local events. 520 plants in the ground at Coal Point and Warners Bay sites.

Successful in promoting native Trees and other plants and the project ReLeaf Lake Mac. The events were great events in engendering enthusiasm in planting. We did get some publicity across 10 social media sites, Newcastle Weekly and NBNTV; however, it would have been great to get some radio coverage. Maybe, next NTD can involve school children more as Warners Bay Landcare have done in the past.

### **12. Single Use Plastics – citywide project**

When the current Covid crisis is over, the Alliance will promote a citywide project to help businesses to transition out of single use plastics....eg. Plastic bags of all types including the thicker plastic bags, plastic straws, plastic plates and utensils, even plastic lined coffee cups etc. Each SNG could help businesses transition by providing transitional swap boxes etc, and encouraging businesses, including fastfood restaurants, to end single use plastics, through education and getting businesses to provide non-plastic alternatives and encouraging Recycling eg the REDcycle scheme.

### **13. ReLeaf Lake Mac**

Intention to apply for upcoming Community Environment Grant for the Tree Trail at the MAC, Booragul. Board agreement to go ahead and prepare the application. Grant application will be circulated to board for review before submitting.

### **14. Waste to Art**

Registrations close 31 August, visit: <http://www.sustainableneighbourhoods.org.au/waste-to-art.html> for details

2021 exhibition details: 9 October – 18 December. Will be held across 4 locations at library Launchpad spaces in Belmont, Charlestown, Swansea and Toronto.

Living Smart Display and August Book Week workshops were cancelled because covid.

### **15. Valentine Sustainable Neighbourhood Gathering, rescheduled again to October**

Planning continuing for gathering. Have developed a community survey in the mean time to engage through their facebook page.

### **16. Pelican Area SNG – Year in Review**

Congratulations to the Pelican Area SNG team for their achievements!

### **17. Living Smart Festival cancelled**

### **18. Banpu Underground Pumped Hydro Energy Scheme Project**

The meeting minutes and presentation from the first meeting of the stakeholder reference group was circulated to board members.

### **19. Marketing strategy in development**

A new volunteer from the University of Newcastle (studying Business, Marketing and Development studies) is working on a Marketing Strategy for the Alliance. Stay tuned for details.

### **20. Correspondence 16 July – 12 August**

- Council update on Walking, Cycling and Better Streets Strategy – Sent to SN Key Contacts
- New expression of interest in volunteering – uni student interested in marketing
- Alliance letter to Council urging prohibition of helium-filled balloons on Council land and events, and request that Council advocate for state wide ban on balloon releases.
- Boomerang Alliance – Position Statement on Balloons received, and circulated to board members
- Updated Covid Safe plan for Sustainable Neighbourhoods – Circulated to SN Key Contacts
- Alliance letter to Amanda Herral to say thank you for her time on the board.
- Media release promoting registrations for Waste to Art distributed to media outlets.
- Living Smart Festival cancelled – notification sent to SN Key Contacts
- Updated Covid restrictions – notice sent to SN News list
- Update from Hunter Water regarding Belmont desal plant planning approval – sent to SN Key Contacts
- Background to the Banpu Underground Pumped Hydro Energy Scheme project – circulated to board members

## LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

### GENERAL MEETING

#### TREASURER'S REPORT

1 July, to 31 July 2021



Account 724181724 with Greater Bank, Charlestown Branch.

**Balance** **\$ 13,784.97**  
**CR**

#### RECEIPTS

\$ NIL

**Total Income** **\$ NIL**

#### EXPENDITURE

02 Jul 2021	Wdl. Ref 10212428 Cardiff Poll J Maverick	\$1,486.00
16 Jul 2021	Wdl. Ref 082-741 507054905 J A McGrath	71.40

**Total Expenditure** **\$1,557.40**

**BALANCE** **\$ 12,227.57**  
**CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 July to 30 July, 2021.

Signed \_\_\_\_\_

Name Jean McGarry

Title Hon Treasurer

Date 13 August, 2021.

Meeting ended 7:26pm