

# Lake Macquarie Sustainable Neighbourhood Alliance

## Ordinary Meeting

### MINUTES

Tuesday 20 March 2018, 6.00 - 8.00pm

MAGENTA ROOM

Council Administration Building, Speers Point



<b>Present:</b>	Robyn Charlton, Gabrielle Clappison, Steve Dewar, Jean McGarry, Colin Mondy Gavin Ord Rachelle McConville (LMCC)
<b>Apologies:</b>	Avril Lockton, Dot Seiffert

## 1 Acknowledgement of Country

*We would like to acknowledge the Awabakal people who are the traditional custodians of this land. We would also like to pay respect to Elders both past and present of the Awabakal nation and extend that respect to other Aboriginal people present.*

## 2 Conflict of interest

None stated

## 3 Previous meeting

### 3.1 Ordinary meeting minutes, 20 February 2018

*MOTION: That the previous meeting minutes dated 20 February 2018, be confirmed as an accurate record.*

*Moved: Steve. Seconded. Gab. Carried*

### 3.2 Business arising from the minutes

Outstanding actions:

- (February 2018) Rachelle to write a report to Umwelt summarising benefits of their previous donations, and arrange a meeting with them.
- (November 2017) Jean to circulate the new charter of the Hunter Water Customer and Community Advisory Committee. Awaiting the Charter and previous meeting minutes from Hunter Water.

## 4 Correspondence

- Notes from meeting with Beyond Zero Emissions was circulated to meeting attendees and Alliance board members.
- Letter sent to Mayor Kay Fraser encouraging Council to join the Cities Power Partnership
- Request for volunteers for the Plastic Bag Booths sent to SN key contacts
- Letter sent to Council staff (Manager, Community Planning) requesting meeting regarding S94 plans and funding.
- Invitation from The Star newspaper to advertise in their 'Recycling and Upcycling' editorial, for 14 March
- Neighbour Day resources circulated to SN key contacts

- Draft media release about dog brochure sent to Council Ranger for comment
- Completed insurance information submitted to Austcover and Community Underwriting with a request for a quote
- Repair café grant application (Toronto Area and Warners Bay Area) submitted to Council for consideration in Environmental Sustainability Grants.
- Event approval letter received from Council regarding Cardiff Area SNG 'Twilight Picnic in the Park' event at Wilkinson Park
- Information received from 'Stop Seismic Testing off Newcastle' with request to notify SN groups
- Invitation to attend meeting with Council and DPI staff regarding fishing litter.
- Sustainable Neighbourhood News, 19 March

*MOTION: That the correspondence be confirmed as an accurate record.*

*Moved: Steve; Seconded: Robyn. Carried.*

## 5 Treasurers report

### 5.1 Treasurer's report for February 2018

See attached below.

Noted that cheque 86 has not yet been presented. This cheque is to reimburse Jean for initially covering the loan to Pelican Area SNG.

*MOTION: That the Treasurers Report is accepted.*

ACTION: Jean to cash reimbursement cheque as soon as possible

Moved: Jean; Seconded: Gab. Carried.

## 6 For discussion & decision

### 6.1 Social equity and sustainability

Robyn has published a paper titled, 'Sustainable cities, sustainable living? Not unless we put social equity back on the table.' She is seeking feedback on the article and requesting discussion at the March meeting.

<https://www.linkedin.com/pulse/sustainable-cities-living-unless-we-put-social-equity-robyn-charlton/>

Council recently endorsed the Newcastle and Hunter Ending Homelessness Pledge. Big Ideas Homelessness Network, <https://bigideashomelessnessnetwork.org/>.

Pamper Care Project is working to assist. Idea to seek interest from other SN groups to see if there is interest in setting up local outreach points. It will help spread the benefits of the project across the city to other people in need.

More info about the project at <https://www.facebook.com/groups/940231622813401/>

Eastlakes Youth Centre (Windale), and Southlake Marketplace in particular have requested assistance from the Pamper care project.

ACTION: Seek interest from other SN groups to set up local 'branches' of the Pamper Care project.

### 6.2 Street trees

Recognise the importance of street trees for shade, reducing temperatures, neighbourhood amenity and biodiversity.

Note previous correspondence (December 2015) outlining Council's approach including:

- Focus on the conservation of biodiversity and native vegetation in non-urban areas. Partly because of Threatened Species legislation; large non-urban areas in Lake Macquarie; and supporting connectivity and habitat for multiple species.

- Street planting is being addressed gradually and on a priority basis –eg through streetscape master plans
- Green Infrastructure Strategy – mapping green linkages within urban areas of the City.
- Urban forest principles – planned to follow on from the Green Infrastructure Strategy.
- Suggested input to Lifestyle 2030.

ACTION: Seeking higher priority on refilling suburban areas and streets with trees to provide short and long term benefit to households and walkability. Steve will draft letter to Council CEO to request an update and any progress towards the Urban Forest Principles.

### **6.3 SES Community Action Teams**

Gavin and Robyn – report back from meeting with Glen Carr (SES).

Community Action Teams (CATS) are volunteers of the SES, who are called upon as needed. They are volunteers of the SES, are trained and SES provide necessary equipment etc. They are seeking promotional assistance through Sustainable Neighbourhood groups to promote participation in the program.

<https://www.ses.nsw.gov.au/get-involved/volunteer/community-action-team/>

ACTION: To promote the program to SN groups. Gavin is happy to be contact if people want more information.

### **6.4 Accessibility and inclusion**

The Alliance risk assessment form has been updated to prompt SN groups to consider accessibility requirements in their event planning.

The draft was circulated to board members via email, with some additional suggestions received.

There is still a need to develop a more comprehensive Accessibility Policy for the Alliance to ensure accessibility and inclusion is considered in our projects and events from the outset.

ACTION: Go ahead and circulate the updated risk assessment form for SN groups to start using.

Also continue to develop a more comprehensive Accessibility Policy and training and identify other SN resources that may need updating.

### **6.5 Support for Council Community Resilience grant**

Council has requested in-principle support from the Alliance for their grant application to the Community Resilience Innovation Program (CRIP). The project proposes a series of Emergency Preparedness Workshops, and other education activities. It includes the concept of 'Booth in a Box', a tailor made display and materials that would be available for community groups to help promote emergency preparedness messages.

If successful, the project would provide opportunity for Sustainable Neighbourhood volunteers (and other community groups) to hold the Emergency Preparedness displays at local shopping centres. There may also be potential to include an incentive for community groups in the grant.

RESOLUTION: That the Alliance provide a letter of support for Council's grant, including a request for incentive to cover volunteer time and effort.

Moved: Steve; Seconded: Gab. Carried

## **7 Requests from member groups**

### **7.1 Repair Café grant application (Toronto Area and Warners Bay Area SNGs)**

Grant application was circulated and approved via email. Submitted for consideration in Council's Environmental Sustainability Grants.

Noted upcoming project meeting.

ACTION: Rachele to send invitation to Key Contacts to invite them to Monday meeting.

## 7.2 **Flaggy Creek Weed workshop – Grant application to Hunter Local Land Services (Greater Charlestown SNG)**

Grant application circulated via email. (Submitted by Greater Charlestown SNG to Hunter Local Land Services.)

# 8 **Report backs from member groups and projects**

## 8.1 **Plastic bag booths**

Risk assessment circulated and approve via email.

- Thursday 22 March, 3-6pm - Toronto Town Square
- Saturday 24 March, 9am-12pm - Glendale Stockland Mall (probably with Upcycle)
- Monday 26 March, 4-6pm – Rathmines shops
- Tuesday 27 March, 3-6pm - Belmont Citi Centre
- Wednesday 28 March, 3-6pm - Morisset Square
- Thursday 29 March, 3-6pm - Charlestown Square (with Upcycle)

Volunteer request has been sent. Media release sent, with article published in the Star.

More info here: <http://www.sustainableneighbourhoods.org.au/pollution-education.html>

## 8.2 **Pamper Care project**

February we saw more donations of lovely product come in.

We helped:

- a man who was a referral from Castle Employment, with a Masculine Wellbeing Kit
- 4 toiletries packs to oz harvest people (Shampoo, conditioner, toothpaste, toothbrush, deodorant and soap)
- 1 bag of pads and tampons to Eastlakes Youth Centre.
- 1 Pamper Care handbag and nappies to lady.

In April the Pamper Care Project will be having a "Food Fabulous Food" drive.

## 8.3 **Clean Up Australia Day**

- **Redhead:** This year 2018 we had 52 volunteers at our site including 12 children. We collected 51 bags of rubbish including 8 bags of recyclables, and a half ute load of assorted debris including a car door and two TVs.  
The general comment was that in most areas the litter wasn't too bad or as bad as last year. A comparison with 2017 maybe interesting. Last year we had 59 volunteers including 21 children. We collected 39 bags of rubbish including 18 bags of recyclables.
- **Rathmines Park:** 3 participants who each collected a bag of rubbish each. Organisers were disappointed with the turn out.
- **Cardiff:** supported a local site. (but they didn't have any recycling bags)
- **Toronto:** about 60 bags. Noted less new bottles and cans... Impacts of Return and Earn?
- **Warners Bay** too
- Any other report backs?

## 8.4 **Dog management**

- Have not yet received a response back from Council regarding the Alliance's letter sent in November.  
Redhead SN is planning a media release.
- Brochure project

The final report for the grant project 'Responsible Dog Care Brochure' is overdue. A draft report has now been compiled. Decision to send out a media release promoting the brochure, and then complete and submit the final report.

Media release has been drafted, and is ready to send. Just holding off until next week until after other media releases (eg plastic bag stalls).

ACTION: Distribute more dog brochures to local vets, pet shops etc.

- Dogs in Open Space policy  
Council policy is on exhibition until 2 April.  
The draft policy seems to focus on guidelines for determination of new off-leash areas.

### **8.5 Rathmines Park project**

Considering a filming of Bag It to help engage their local community around litter. Liaising with OCCI for a celebration / BBQ / talk and film screening event.

### **8.6 Waste as Art project**

Chris, Ross and Steve met in February, and completed a draft plan and schedule to run a citywide Waste as Art exhibition.

To keep things simple, in the first instance, we will ask Sustainable Neighbourhood volunteers or groups to produce an artwork for the exhibition.

In addition, Sustainable Neighbourhood groups are encouraged to promote the project and seek participation from the wider community. This could be done by promoting participation through local arts organisations, community groups, school groups, preschools and local businesses to create artworks.

The exhibition is scheduled for Friday 12 October – Sunday 25 November.

The project was included in the recent SN newsletter, and we've received 2 registrations so far.

### **8.7 Advertisement and editorial – The Star**

Council agreed to provide funding for an advertisement in The Star as part of their Upcycling feature – published 14 March 2018.

We are disappointed to see that there was no editorial content included. Rachelle is chasing this up.

### **8.8 Fishing debris**

Report back from meeting with Council and DPI staff.

Focussed on how we might target fishers to prevent littering of items like fishing line and bait bags.

Council staff will research with other agencies / what's already happening/ and possible cooperation.

The topic is also on the agenda for the next Coastal Zone Management Committee meeting.

### **8.9 Partnership with Beyond Zero Emissions**

Rachelle has been talking with BZE staff some more about their Zero Carbon Communities program.

A good example is from Byron Shire – one of the first communities to take up ZCC. In this case, it was established as a partnership between Byron Shire Council and BZE. More information at <https://zerobyron.org/>. This model could be more practical in Lake Macquarie as well. Ie for Council itself to lead and own the project, and for Sustainable Neighbourhoods to be a key stakeholder.

Perhaps in that case there is a role for Sustainable Neighbourhoods to be a strong community supporter – perhaps to encourage Council to sign up to the program.

Also intend to speak with local BZE volunteers some more to see what other ways we could work with them at a more local / informal level.

ACTION: Reply to BZE indicating in principle support for the program, and ambition for Council to lead.

## **8.10 Lake Macquarie Business Chamber**

The Alliance is now signed up as a 'Community Engage – no cost' member of the Lake Macquarie Business Chamber.

Jean McGarry was nominated as the primary contact person for them. This person will have a vote at their general meetings, and can be nominated to be a Director.

ACTION: Jean to follow up to see why we haven't heard back or received any newsletters.

## **8.11 Request to Council regarding S94 Contributions Plans**

A letter requesting a meeting was sent to Council. No response received yet.

## **8.12 2018 Insurance**

In December we decided to renew with Guild and are now paying on a monthly basis. This current policy excludes volunteers over 75 years from the 'Volunteer Accident'. Note that the age limit only applies to the Volunteer Accident cover. Public Liability cover remains relevant to all volunteers regardless of age.

Need to seek alternative policy that includes volunteers of all ages, and has more affordable excess.

Rachelle is awaiting quotes from alternative insurers to present to next meeting.

## **8.13 Hunter Water Customer and Community Advisory Committee**

March meeting date / report back.

Questions for Jean to take include:

- What are long term plans for water security / pricing / desalination plants?
- Any plans for covered water storage?
- Education / campaign to encourage households to retrofit / install water tanks?
- Also seek information about flooding issues in Winding Creek (from Council – Symon Walpole; and HWCCAC)

## **8.14 Environmental Sustainability Grants Committee**

Jean is current contact.

Still seeking feedback from Council staff about final reports from previous projects.

## **8.15 Coastal Zone Management Committee**

Next meeting 5 April.

Agenda items include:

- Fishing litter
- Issues with 4wds on 9 mile beach

# **9 For Information**

## **9.1 New / update board member profiles for website**

## **9.2 Cardiff Harmony Day Picnic**

## **9.3 Redhead Earth Hour Picnic**

## **9.4 Strategy and Business Plan development**

No progress to report.

## **9.5 Agenda items for next meeting:**

- Invite Roberta Dixon-Valk from Take 3 – possible partnerships with SN projects.
- Environmental Education – the status of environmental education and the progress towards the full application of the Environmental Education Policy for Schools in Public and Private schools of the City of lake Macquarie. Recommended reading would be the policy at <https://education.nsw.gov.au/policy-library/associated-documents/environmental-education-policy-for-schools-guidelines.pdf>. Public or State schools are required to report progress in their mandatory Annual Reports.
- Resolution re what to do with funds from representing board.
- Fundraising – selling sustainable items?

## 10 Meeting close.

Meeting close:

**Next meeting date: Tuesday 17 April**

### Treasurer's Report

#### LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

#### GENERAL MEETING

#### TREASURER'S REPORT

**1 February to 28 February 2018.**



Account 06 2806 10352969 with Commonwealth Bank of Australia, Charlestown Branch.

**Balance** **\$ 10,861.41CR**

#### RECEIPTS

19 Feb 2018 DirCr 000437 GrChtnSNG Bollards	\$ 90.50
	<hr/>
Total Income	\$ 90.50

#### EXPENDITURE

09 February DirDebit 063457	\$ 154.64
Total Expenditure	<u>\$ 154.64</u>

**BALANCE** **\$ 10,797.27CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period 1 February to 28 February, 2018.

Signed \_\_\_\_\_

Name Jean McGarry

Title Hon Treasurer

Date 19 March, 2018.