

Lake Macquarie Sustainable Neighbourhood Alliance

Ordinary Meeting

MINUTES

Tuesday 18 June 2019, 6.00 - 8.00pm

Magenta Room, Council Administration Building



Present:	Christine Aus, Robyn Charlton, Steve Dewar, Gabrielle Clappison, Avril Lockton, Jean McGarry, Colin Mondy, Naiomi Finlayson Rachelle McConville (LMCC) John Ferguson, Director Service Delivery (LMCC) (departed 7.00pm)
Apologies:	

Start: 6:00pm

1 Acknowledgement of Country

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

2 Conflict of interest

None stated.

3 John Ferguson, Director Service Delivery

The board welcomed John to the meeting. Some discussion points included:

Council restructure intended to improve efficiencies; remove silos and encourage project based working teams; delegate decision-making at suitable levels. Eg Improving customer interactions through customer journey mapping; Place-based maintenance crews improving efficiency and quality of work and ownership and knowledge of local places.

Service Delivery cluster includes: Arts, Culture and Tourism; Community Partnerships; Leisure Services; and Waste Services. High level organisational structure available here:

www.lakemac.com.au/council/about/organisational-structure.

Progress towards an Urban Forest Strategy. (See 9.7)

Council has a process to facilitate community requests and contributions to small infrastructure (eg water bubblers, park benches, cycle racks etc) on Council land. Noted need to take strategic view and consider ongoing maintenance requirements. Community Planning Project Officer, Brad Smith manages these requests. Community Partnerships are investigating options to improve opportunities and support for volunteers that may consider an additional volunteer structure to support groups wanting to manage small park areas.

Assurance that staff awareness of Sustainable Neighbourhood groups is high (eg through circulation of SNAPs etc). Also acknowledgement that volunteers sometimes do not feel recognised through staff interactions.

Toronto Foreshore Master Plan process – more information at <https://shape.lakemac.com.au/future-toronto>.

Imagine Lake Mac expected to be [adopted by Council on 24 June](#). (Final version of Lake Mac 2050.) Imagine Lake Mac is a high-level, long-term strategy that guides the growth and change of the City to 2050. Will be published on Shape Lake Mac in next few days.

Recommend inviting relevant staff to discuss issues in more depth.

4 Previous meeting

4.1 Ordinary meeting minutes, 21 May 2019

MOTION: That the previous meeting minutes dated 21 May 2019, be confirmed as an accurate record.

Moved: Gab. Seconded: Jean. Carried.

5 Correspondence

- Invitation to attend Lake Mac Business training, Digital Marketing Toolkit
- Request for estimate of volunteer hours – sent to each SN group
- Notice re Council's Event and Festival Strategy sent to key contacts
- Young Leaders promotion sent to Youth Advisory Council, CALM Youth Development Officer, the Y Project, Intrepid Landcare,
- Request from Children's University regarding activities for school groups. Followed up with Cardiff Area SNG.
- Notification from EPA that Community Litter Grants are now open
- Correspondence with some expressions of interest in the Young Leaders project
- Invitation for representatives to attend planning meeting for Hunter Climate Summit – forwarded to SN key contacts
- Request to Dudley SNG to host Eco Angel event.
- Invoices submitted to Council for 2 successful Environmental Sustainability Grant projects
- Lake Mac Business Newsletter, June 2019

6 Treasurers report

See Treasurer's report below.

7 For discussion & decision

7.1 Expression of interest – New Alliance board member

Welcome Naomi, who has expressed interest in becoming an Alliance board member. A Lake Mac resident, with background in renewable energy; and currently an Environmental Planner. Met some Greater Charlestown members at a promotional stall some time ago, and now has some time available and is keen to contribute.

Board is enthusiastic to welcome Naomi. Will arrange for formal membership and election for July board meeting.

The board briefly discussed new allowance to have formal membership for individuals directly through the Alliance, and agreed on a fee of \$5.

7.2 Living Smart Festival

Stallholder applications now open. Festival is being extended over 3 events this year

- Friday evening – ‘Feast for the Senses’ dinner event. Paid and limited tickets. No specific role for SN, but individuals might be keen to attend.
- Saturday 28 September. Similar to previous years with speakers (including Costa), stalls, workshops etc.

Sustainable Neighbourhoods role:

- Stall with wash up station and focus on single use plastics. Include visual displays of plastic pollution
Include information to promote our projects; recruit new people.
(Requires ~4 volunteers at a time)
- Nature Play activities, lead by Warners Bay Area SNG, as part of bigger nature play area.
Free play 8am-2pm + 4 structured workshop activities
- Sunday 29 September. Family focussed concert-type event, designed to encourage participation from wider audience. No community stalls, but will have food stalls, and aiming to be a no waste event.
+ Warners Bay nature play – free play
Great opportunity for SN to have wash up station there. Currently seeking feedback from events staff.

Note increased workload and need for volunteers to cover 2 days. Confident that we will be able to encourage sufficient volunteer participation.

Gab has also done some research about selling eco items as a fundraiser, but not recommended. (eg difficulty sourcing local items; risk in purchasing stock and not being able to sell it; public image for Alliance re commercialism, better to encourage repair reuse etc.)

8 Requests and risk assessments

8.1 Bunnings BBQ, Pelican Area SNG, Sunday 14 July

Risk assessment circulated via email. Approved

8.2 Eco Angel Clean Up, Greater Charlestown SNG, 14 July

Risk assessment circulated via email. Approved. Please add provision of first aid kit to risk assessment.

9 Report backs

9.1 Progress – Strategic Plan

Progress update was circulated via email.

9.2 Team recruitment

Report back from meeting with Colin and Jean (17 June)

Have now clarified volunteer role descriptions and promotional messages for:

- Marketing specialist

- Photographer / videographer
- Social media
- Young Leaders

Additional roles are still in development. These roles detailed above are now ready for promotion to target contacts, listed in working document - Rachelle will circulate the working document with details so far.

Young Leaders update: Steve and Rachelle met with a young person, Keila, who is keen to be involved. She is most interested in implementing single use plastic project in the Swansea area, similar to Plastic Free Toronto; and assisting with SN social media presence. She is planning to connect with CBSA and Pelican Area SNGs. Another young person, Dylan, has been in contact, and planning to meet once his exams are done.

9.3 Next SN network gathering

SN network gathering rescheduled for Saturday 29 June,

www.eventbrite.com.au/e/cake-conversation-and-lake-macs-water-quality-registration-62965856572

About 30 registrations so far.

9.4 Cultural awareness training

No progress on Aboriginal cultural awareness training. Awaiting advice from Aboriginal Community Development Officer

9.5 Visiting local group meetings

Report back from West Wallsend District (Robyn):

- They are planning on contacting school strike 4 climate group to identify opportunities for collaboration.
- They find it difficult to recruit volunteers
- Geography of Lake Mac can make it difficult to be involved in citywide projects
- Spring fete coming up 14 September.

Progress arranging visits with other groups:

- Caves Beach – Swansea Area (Jean)
- Dudley (Gab) – Made contact and waiting for group to hold a meeting.
- Valentine (Colin) – Made contact and waiting for group to hold a meeting.
- And other board members visiting Cooranbong, Five Bays, Greater Charlestown, Redhead, Toronto Area and Warners Bay Area (Jean)?

9.6 Fundraising

- Request to Multix regarding sponsorship opportunity. Haven't heard back yet.
- Possible sponsor target from Litter Congress – Ricardo Australia
- List of possible funding purposes was also circulated via email.
- Prompt to approach Umwelt again.

9.7 Street Trees

- Council's draft 2019-20 Operational Plan includes allowance for budget for a tree replacement program.

- Council working group established to progress the implementation of the Tree Replacement Program, including a matrix for deciding which trees are appropriate for which sites; sourcing suitable species etc.
- Educational content being developed for Council's website, covering the benefits and values of trees.
- Upcoming presentation to Council's Unique Landscape portfolio committee
- SN project re education and awareness aspect. Excellent [resource from 2020 Vision](#), with Australian research and template for education project.
- Idea to develop what Robyn has been doing in Toronto, and coordinate SN groups across the city to identify iconic / local trees and promote their values. How best to coordinate a citywide effort?
- Suggestion to include street trees as a topic for August SN networking event?
- Also possibility to include an educational display in conjunction with the native plant giveaway at the festival. (Staffed by Council officers.)

Will set up meeting to discuss and plan for citywide project. Gab, Robyn, Chris and Steve keen to be involved.

9.8 Catalogue litter

Members to identify contents of catalogue bundles for continued social media campaign and requests to Council.

9.9 Lake Mac Business

Membership is due. 'Entry' membership is \$100 pa. Haven't received clarification about their community rates. Happy to leave as is.

9.10 Litter Congress

Steve attended the NSW Litter Conference May 28-29 Sydney. Some key topics:

- Important developments about the circular economy.
- Many other countries are banning single-use plastics, should prompt more action including from state and local governments
- Lake Mac Council received great kudos for its partnership with Downer to use waste in roads and pathways.

9.11 Nature Play Forum. Warners Bay, Greater Charlestown and Dudley, Wed 29 May

120 tickets for our nature forum. The interest is out there. It was a very cold and windy Wednesday night and we had just over 70 attendees. Jonathon from Greater Charlestown SNG facilitated the evening with Niki Buchan our guest speaker giving an interesting talk on the health and developmental benefits of learning through nature. A couple of parents and the principal from Hamilton South Primary School gave their options of how more nature play has benefited their children.

A successful night with participants engaging and encouraging us to move forward with this movement.

Our next meeting Charlestown Central Leagues Club 24th June 6.30pm

9.12 Coastal Zone Management Committee Meeting, 6 June

Report back from Colin and Avril

June meeting included a presentation from Chief Engineer, Eraring Power Station. Included discussion about their review of the risk management of salt ash dam, and clarification about circumstances that may result in failure.

9.13 Five Bays

- Pamper Care Project - May. Pamper Care Project and Woodrising Neighbourhood Centre assisted three people with toiletries and food. Product was delivered to Toronto High School.
- Engagement with young people.
Garden project with Teralba Public School.
The Aspire Supported Holidays crew joined the Five Bays Members on a tour of the Green Waste Facility at Awaba. We will also be working with Aspire on community gardens and recycling projects.
- Trees. Research project underway. Focusing on Toronto Catchment at the moment. See Facebook: <https://www.facebook.com/groups/Treesofthetorontocatchmentarea/>. Trees labeled so far Mabel, Cal, Lil, Lyn and Lee. Signage made up for Crystal and Cara. New tree valued on the Foreshore. Cal and Lil have had their signage removed. Both will be replaced but with simpler signage. Mabel's signage is standing up to wet weather so far.

Avril noted that there is a food bank available at Bonnells Bay Salvos, Thursdays 12-2pm.

9.14 Waste to Art

Exhibition of selected 2018 works now installed at Charlestown Library till 10 August.

Fifteen registrations so far for 2019 exhibition. Ongoing marketing etc to promote participation.

9.15 Green drinks, 19 June

Chris, Gab and Robyn are attending, and have been offered a 5 min slot to talk about Sustainable Neighbourhoods and volunteering opportunities.

9.16 Hunter Climate Summit, planning meeting

Steve, Gab and Robyn attended. Need for coordination of large number of enviro-focussed community groups in the region.

9.17 Hunter Water Customer and Community Advisory Group

May meeting deferred to 26 June.

9.18 Belmont Citi Seniors Expo

Seeking interest for volunteers to run a stall. 19 August, 9am-4pm

9.19 2019 NSW Volunteer Awards

www.volunteering.com.au/volunteer-awards/

Nominations now open, and close on 12 July.

Suggestion to make a bulk nomination for SN volunteers.

Also have received previous nomination for Toni Quinn (Greater Charlestown SNG + lots of other organisations) - may be suitable for this award – either recognition or judging?

9.20 NSW/ACT Regional Achievement and Community Awards

<https://awardsaustralia.com/regional-achievement-community-awards/nsw/award-entry-criteria/>

Considering nomination for Sustainable Neighbourhoods in the Connecting Communities Award category.

Nominations due 31 July, and can be based on 2018-19 Annual Report info.

10 For Information

11 Meeting close

Close: 8.28pm

Next meeting date: Tuesday 16 July, 6pm

Treasurer's Report



LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 May to 31 May, 2019.

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

Balance **\$ 9,492.69CR**

RECEIPTS

NIL \$ NIL

Total Income **\$ NIL**

EXPENDITURE

31 May 2019 Chq 000124 LMCC Print 115.00

Repair Café Flyers

Total Expenditure \$ 115.00

BALANCE **\$ 9,377.69CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period 1 May to 31 May 2019.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 17 June, 2019.