

Lake Macquarie Sustainable Neighbourhood Alliance

Ordinary Meeting MINUTES

Tuesday 17 February, 6-8pm

Magenta Room, Lake Macquarie City Council Administration Building, Speers Point



Meeting Start:	6.11pm	Chair:	Dot Seiffert	Minutes:	Rachelle
Present:	Norbert Lica, Steve Dewar, Colin Mondy, Avril Lockton, Dot Seiffert, Jean McGarry, Christine Aus (from 7pm) Rachelle McConville (LMCC)				
Apologies:	Susan Denholm (leave)				

1. Welcome & Introduction

2. Apologies

Noted above.

3. Conflict Of Interest

No conflicts of interest noted.

4. Previous Meeting Minutes

4.1. Ordinary meeting minutes – 16 December 2014

MOTION: That the previous meeting minutes dated 16 December 2014, be confirmed as an accurate record.

Moved: Norbert Lica

Second: Steve

Vote: Passed unanimously

4.2. Business & actions arising from the minutes - Action Log from 16 December 2014

	Responsibility	Action	Item ref	Due Date	Progress Current actions in bold.
1	All Board members	All board members to submit ideas for training to the board either at meetings or through email.	20Nov12 10.1	Ongoing	Training ideas include: <ul style="list-style-type: none"> Aboriginal cultural awareness training. First aid certification?? – ACTION: Rachelle to follow up – re Landcare training and council requirements. Health and safety
					Investigate issues-based forums:: Transport – relation to train lines, need for coast to Charlestown cycleway. Eg Ask Council / state gov to present to public what the current planning status is for transport in the LGA / region. ACTION: Rachelle to investigate – relevant to action 14.
2	Colin and Steve	Tailor sponsorship proposal to Warners Bay Solar company or other companies that we research.	20May14 12.2	2015	No progress yet.
3	Colin, Alliance Board and Rachelle	Alliance to await on Council meeting regarding issue of no motorised equipment for Redhead Landcare volunteers, before we comment on support for Colin's document.	17Jun14 13.2	Awaiting response from LMCC	No progress yet. Still waiting for response from Council. ACTION: Colin will follow up again with Council to get a response. ACTION: Steve will also follow up with

					Jason Harvey from Landcare
4	Rachelle and Norbert	Bunnings BBQ fundraiser at Glendale for 2015 tentatively booked. Will be put on 2015 list. ACTION: Change Bunnings BBQ from 1 March 2015 to another day	26Aug14	4.4.2	Completed. ACTION: Rachelle to cancel BBQ – decided that it's not worth our while.
5	Norbert	Norbert to email Pelican Area SNG, asking how they are going with the audit, keeping informed of their progress. Letting them know that we received their drain audit, and that we recognise their work and ask how they are going with the response.	21Oct14	11.14	No progress yet
6	Colin, Jean and Christine	Talk with their group to work out how to engage the local high school with the local SNG projects. Take SNAPs to schools. Dora Creek Education Kit also available.	18Nov14 10.1	2015	ACTION: Charlestown SNG are planning to make contact with St Mary's (Gateshead). Other schools to contact include Whitebridge and Hunter Sports High.
7	All Board members	All board members to make submissions about Council's Coastal Zone Management Plan.	18Nov14 14.2	31 January 2015	Avril and Chris attended a community session and Norbert made a submission online. Submissions are complete. ACTION: Redhead plan to make a submission – particularly in relation to 4WD access on the beach. Will propose for Council to organise stakeholder forum to come up with proposal to address various issues and strong public resentment.
8	Norbert	Talk with Fiona Lewis when she phones back at the end of January and explain the Alliance's position on the energy savings show bags and the auditing kits	16Dec14 10.1	End of January 2015	No progress yet
9	Steve and Colin	Leave to the new year and improve on their presentations, and try to get a few more high schools involved.	16Dec14 10.2	2015	ACTION: Steve will visit Warners Bay HS 18Feb15
10	Christine	Seek contact with the Charlestown Square with a letter	16Dec14 13.4		In progress. Spoke with Linda Little (The Place) – Linda is willing to introduce an enquiry / proposal from GCSNG... eg for more community education sessions about the 3gen energy system / clarify waste management systems / installation of water bottle filling stations / plastic bag free. Possible future view to sponsorship. ACTION: Keep Alliance updated on progress.
11	Rachelle	Send letters of congratulations to SN Australia Day Award recipients	17Feb15	17Mar15	
12	Rachelle	Check with Council staff if the criteria for assessment of Environmental Sustainability grants has been updated and let Jean know.	17Feb15	17Mar15	
13	All board members	Rachelle to circulate some ideas / proposals for more effective meeting procedures for Board	17Feb15	3Mar15	

		members to consider.			
14	Rachelle	Enquire with Peter McMurray about possible meeting with SN volunteers about cycleways and transport	17Feb15	17Mar15	

5. Correspondence Inwards

- 2015 Certificate of Insurance (+ noting of Redhead Community Trail event at Sur4fest) from Guild Insurance

6. Correspondence Outwards

None reported

7. Treasurers Report

** See report attached below.

8. Grants On Offer

Environmental Sustainability Grants: Due Mon 16 March 2015.

Note that Sustainable Neighbourhood Groups wanting to have the Alliance auspice their application will need to notify the Alliance, and have their application reviewed, prior to submission. (3 weeks notice would be great!)

9. Alliance Website Activity

Website statistics for January 2015: 537 unique visitors, 3912 pageviews

10. For Discussion & Action

10.1 Congratulations to Australia Day Award Winners

The Alliance are delighted to send their congratulations to Australia Day Award recipients:

- Steve Dewar – 2015 Volunteer of the Year
- Toronto Area Sustainable Neighbourhood Group – 2015 Community Group of the Year
- Wangi Scarecrow Competition (by Wangi Area Sustainable Neighbourhood Group) – 2015 Community Event of the Year

ACTION: Rachelle will send letters of congratulations to the recipients.

Rachelle also noted that Council is working on getting media coverage related to these successful awards.

10.1.1 TASNG project with Macdonalds

Steve mentioned that he has been working with Macdonalds in Morisset, Toronto and Glendale, and they have allowed installation of a signage at the end of the drive through to encourage people to take their litter home.

10.2 Bunnings BBQ

Given the feedback from the West Wallsend SNG, the amount of volunteer time and effort involved and financial risk, with possibly very little return, the Alliance decided to cancel the planned Bunnings BBQ fundraiser. There are better ways to raise small amounts of money that don't require so many volunteer hours – eg the Super Tuesday and Super Sunday bike counts.

ACTION: Rachelle to notify Bunnings that we don't need a BBQ date anymore.

10.3 Alliance rep for current round of Env Sust grants committee

Jean volunteered to be the Alliance representative on the grants committee in Colin's place, as Colin will be overseas at the time.

Colin noted that the assessment criteria previously used by the committee unreasonably favoured projects that covered all priority areas. It should be just as worthy to address just one program objective really well, rather than have to spread effort across all campaign areas.

Colin has previously raised this concern with the grants committee.

ACTION: Rachelle will check with Council staff if the criteria has been updated and let Jean know.

10.4 Alliance Board meetings, structure and minutes

Rachelle suggested that the board make some changes to the way we run and structure Alliance Board meetings and minutes etc. The agenda is currently very full, and is only going to get busier. We need to manage how we do our business so that we can be more considered, strategic and efficient.

ACTION: Agreement to spend 1st hour of March meeting to discuss meeting protocols so that we can be more effective. Rachelle to circulate some ideas / proposals beforehand for Board members to consider.

10.5 Cycle infrastructure in Lake Mac (co Chris)

Shortfall in 2013-14 annual report results regarding cycleways built in Lake Mac. Chris has spoken with Cr Barney Langford and Peter McMurray (Council staff member) about the cycling advisory committee that was set up as part of the cycling strategy. Minutes or other information about the committee is not easily accessible.

Propose that the Alliance approach the cycling committee to see how they are tracking and how they propose to meet their objectives.

Peter McMurray is sending the committee minutes to Chris, and is getting them put on the website.

ACTION: Rachelle to enquire with Peter McMurray about possible meeting with SN volunteers, with a view to:

- Raise issues of concern – eg bike stencils are not adequate safety-wise.
- Involve other stakeholders – eg cycleways movement
- Consider a way that SN groups can contribute to improved cycle infrastructure around the city.

10.6 High School Education Project

No further discussion – see Action Log.

10.7 Clean Up Australia Day

Discussion about the effectiveness of Clean Up Australia Day, and its place in the wider movement to encourage individuals to take responsibility for waste and litter.

A number of SN groups have registered clean up sites.

11. Requests From Member Groups

11.1 Eco Health Expo - LLS funding application?

Norbert gave the board an update on progress for the event. Looking at date in May.

12-13 stallholders have expressed interest so far, including Beyond Zero Emissions, and Tim Roberts (Uni of Newcastle) as a speaker.

Trying to secure Dora Creek community hall as a venue, and talking with LLS staff about possible funding.

Rachelle suggested to put all the plans into a written management plan to assist with communication and planning.

12. Report Backs From Member Groups

12.1 Wangi Christmas Fair, 5 December

Moderate attendance, rained out in the last hour.

12.2 Wangi Garden Club and Scarecrow Comp end of year thank you – 11 December

Rachelle forgot to ask.

12.3 Linking Lake Macquarie

Held in January by AbilityLinks. Norbert held promotional stall and got ~30 new sign ups. Rachelle will send these out to relevant groups asap.

Note about stalls – Would be good to have more giveaways (sustainable ones), to encourage people to come and chat, and sign up. Also need to update the SNAP display folders.

12.4 West Wallsend Bunnings BBQ

Thank you to West Wallsend SNG for the report-back. Very helpful review. Disappointing that they put in so much effort but got only a small profit back.

12.5 Platypus Walk at Cooranbong

18 people – not promoted widely so that they could find platypus. No clear platypus sightings but very interesting.

12.6 Redhead Community Trail

Fantastic community response. The Redhead SNG received a thank you letter from Council. Estimate 1500 people followed the trail. Great work to Colin and Redhead SNG. Can get photos from Stewart Hazell.

Colin also submitted an updated budget relating to the Council grant they received and some minor changes in expenditure. See attachment below.

12.7 Redhead WW1 Centenary Project, commencing 1 December

Local artist set up to do one wall, and kids will do another. First wall is being painted this Saturday.

13 General Business

13.1 Reactivation surveys in Morisset and Peninsula, and Cardiff Area

No discussion.

13.2 Cotton buds as marine debris

Colin and Steve mentioned that after speaking with OCCI volunteers on the weekend, they learnt that cotton buds are the most numerous item picked up in beach litter surveys, and that they

come from sewage outfalls. Steve suggested that Council or Hunter Water should be running an education campaign to discourage people from throwing them in the toilet.

14 General Information

14.1 Accountant Huw Thomas

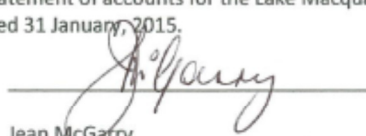
Rachelle mentioned that she sent the Alliance's financial records to Huw in December, but has not heard back from him yet. A reminder email was sent to Huw earlier today.

15 Next Meeting Dates

15.1 Next Ordinary Meeting Scheduled for Tuesday 17th March 2015, 6pm – 8pm

16 Meeting Close

8.25pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE	
GENERAL MEETING	
17 February, 2015	
TREASURER'S REPORT	
1 December 2014 to 31 January, 2015	
Account 06 2806 10352969 with Commonwealth Bank of Australia, Charlestown Branch.	
Balance	\$ 4,432.48
RECEIPTS	
Interest Credit	0.08c
Bicycle Network	240.00
LMCC -032106	1,800.47
LMCC – 032106	2,700.00
Total Receipts	\$ <u>9,173.03</u>
EXPENDITURE	
Chq 000027 Guild Ins.	1,800.47
Chq 000028 Milkcrate Events	1,000.00
Total Expenditure	\$ 2,800.47
BALANCE	\$ <u>6,372.56</u>
This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period ended 31 January, 2015.	
Signed	
Name	Jean McGarry
Title	TREASURER
Date	17 February 2015.

Redhead SNG event for Surfest – Detailed budget:

Item	Supplier	Approved Budget in Council Grant Funds held by the LMSN Alliance	Approved Actual Expenditure	Budget discrepancy	Invoice by	To be paid by	Reimburse by	Date Complete
Brochure Distribution	Redhead SN	200.00	200.00		Redhead SN	Alliance	N/A	10/02/2015 ?
Pedal Powered Activity	Milkcrate Events	2,000.00	2,000.00		Milkcrate Events	Alliance	N/A	
Cultural display and Bush Tucker Samples	Indigenous Learning	300.00	0.00		Nil	Nil	N/A	
Cultural Display and Art Activities	NPWS Discovery Ranger	0.00	325.00		NPWS	Alliance	N/A	
Equipment Hire	Butlers Events	200.00	380.90		Butlers Events	Colin Mundy	Alliance	
Sub Total		2,700.00	2,905.90	-205.90				
Contribution to project for Budget discrepancy Redhead Community Event	Redhead SN	205.90			Alliance	Redhead SN	N/A	
TOTAL		2,905.90	2,905.90	0.00				