

Lake Macquarie Sustainable Neighbourhood Alliance

Ordinary Meeting

MINUTES

Tuesday 19 May, 6.15 – 8.15pm

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



Present:	Steve Dewar, Norbert Lica, Jean McGarry, Colin Mondy, Dot Seiffert Rachelle McConville (LMCC)
Apologies:	Avril Lockton, Christine Aus, Susan Denholm (Leave)

1 Welcome & 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 Apologies

As above.

3 Conflict of interest

None noted.

4 Previous meeting

4.1 Ordinary meeting minutes, 17 March 2015 as circulated

MOTION: That the previous meeting minutes dated 17 March 2015, be confirmed as an accurate record.

Moved: Steve

Seconded: Jean

Passed unanimously.

4.2 Business arising from the minutes

[Only raise items that are pertinent, and are not already included on the agenda]

- Note that our April meeting was cancelled because of the storm.
- **Cycling and transport** proposed special agenda item – postponed for now (check when Chris is available)

Rachelle is attending meeting with various Council staff, and hoping it might provide some insight about how the Alliance could best progress sustainable transport, cycling and walking in the city.

ACTION: Rachelle to attend council meeting and report back with ideas about how the Alliance can progress this issue.

- **Neighbour Day** - The Alliance is now officially a 'Very Neighbourly Organisation', www.neighbourday.org/national-support-partners/very-neighbourly-organisations/. We can register any of our relevant events with them at any time, but can also work to have some special 'Neighbour Day' events for March 2016.
- **Accountant** - Steve and Rachelle have both contacted Huw Thomas about auditing the Alliance's accounts. He apologised to Steve for not having responded so far, and will get back to us asap.

ACTION: Steve will try again.

- **Outcomes from Council’s Environmental Sustainability Grants**
 - West Wallsend District SNG – Dob in a Dumper Awareness Campaign – Successful
 - Dudley SNG - Dudley Community Nature Play Project - Successful
 - Greater Charlestown SNG – National Tree Day Native Tree Planting – Unsuccessful

The Committee’s recommendation was to not provide funding at this time. They noted support for the project in principle, but that there is no current support structure from Council to enable the project to be implemented or maintained in the longer term.

5 Correspondence

- Copy of interim report for Redhead Community Event, 19 March (Submitted to Council by Redhead SNG)
- Alliance sponsorship proposal emailed to Brett from Solar Power Australia, 23 March
- Forwarded Jill Hall’s Grants Newsletter to SN Key Contacts, 24 March
- LT Creek Responsible Cat Care Brochure – Final grant report submitted to Council (with suggested amendments calculating volunteer hours), 25 March
- Sustainable Neighbourhood News – sent to all financial members, 26 March, 30 April, 13 May
- Letter of Alliance support to Council for Eco Angel grant application, 15 April
- Request from Council to help storm clean up by holding Eco Angel event, 30 April

6 Treasurers report

See reports attached below for March and April with corrections as discussed.

Moved: Steve

Seconded: Dot.

Moved unanimously.

7 For discussion & decision

7.1 Proposed training and networking for rest of 2015

A proposed training and networking schedule is below – based on requests from SN volunteers

Date	Topic	Provider / Presenter	Venue
May			
Tuesday 26 May 5.30 – 8.30pm	Fundraising and grant writing	Our Community	Club Macquarie, Argenton
June			
Saturday afternoon for tour of fire station? Sat 20 June- TBC	Success Stories / Network gathering <ul style="list-style-type: none"> • Toronto Fire Station - LOIS • Redhead Surfest / war memorial project - COLIN • Valentine Community Fire Unit - BAZ • Wangi Mosaics project – current plan - BRUCE 	SN volunteers	Toronto?
July			
Weekday evening	SN network gathering – issues forum. Transport / cycling forum	Variety of reps eg cycleways network, Council, C2C	Charlestown?
August			
Weekend daytime?	Aboriginal cultural awareness training	Ashley (Indigenous Learning)	Swansea?
September			

	Biodiversity (+ everything else!) month		
	Living Smart Festival		
October			
Weekday evening	Health and Safety Training	Safety Works	Toronto?
November			
Weekend daytime	Alliance AGM and network gathering		??
December			

First Aid training - Rachelle has investigated some options, but the expense and renewal requirements for providing first aid training for individual SN volunteers appear unworkable. Suggest that in instances when a first aid certificate is required, that we request a representative from the wider network to attend, or for large events organise for St Johns or similar to attend.

It might be an option if we had a source of ongoing funding – eg sponsorship.

Agreement for Rachelle to go ahead and organise these training events for 2015.

7.2 Alliance stall at Electric Vehicle Festival, 13 August

www.hunterevfestival.net/

General agreement to hold an Alliance stall at the EV festival if we will have sufficient volunteers.

ACTION: Rachelle to clarify what day(s) would be most suitable and fill out form for Alliance

7.3 Blue Star Sustainability Awards submission – due Wednesday 20 May

Draft awards submission circulated for review.

Agreement to enter the Alliance and Sustainable Neighbourhood network into the Community Environment Award category.

8 Requests from member groups

[List any risk assessments, grant applications or other requests that require approval or have been approved via email.]

8.1 Risk assessment – Pelican Area SNG – Emergency Ready Stall at Blacksmiths Expo – 12 April 2015

Approved via email with minor amendments.

8.2 Risk assessment – Greater Charlestown SNG – Charlestown Talks – 8 April 2015

Approved via email.

8.3 For information: Grant application – Coal Point Progress Association (with Toronto Area SNG) – Footpath Improvement Project – Submitted to NRMA Community Grants

Seeking funding to contribute to footpath improvement on Brighton Ave Toronto – using new kind of material. TASNG role would be to coordinate community engagement, landholder involvement, liaise with LMCC to undertake the on-ground works, document the process, develop a model for our wider our community and promote the project.

No need for formal approval from the Alliance, but may need to review risk assessment for above activities if the grant is successful.

8.4 Southlake Eco Health Expo, planning for June 2015 (Norbert)

Grant application submitted to Council on 20 April for \$5000. Approved via email. Due to go to Council meeting on 25 May, and be notified of outcome by Wednesday 27 May.

An additional grant application has been submitted to Local Land Services (LLS) for \$2,200. Circulated via email.

Event date scheduled for 28 June. Alliance will need to receive risk assessment by Friday 5 June.

Also planning Eco Angel clean up event for the weekend beforehand, 21 June to help promote the Eco Health Expo. Alliance will need to receive this risk assessment by 28 May.

Agreement for Alliance to hold a stall there. Dot and maybe Steve available – TBC.

Agreement for Alliance to take leftover showbags from the festival.

8.5 Plastic Bags – (Request from Toronto Area SNG)

Toronto made effort to go plastic bag free in 2010, but has not been very successful. Recognise need for statewide effort rather than just at a local level.

TASNG has approached local MP to introduce statewide ban. Have also asked woolies to put their plastic bag recycling bins in a more prominent location.

Request from TASNG to work with the Alliance (and other SNGs) to work together to encourage government action on banning / reducing use of plastic bags.

Proposal: Write to NSW and (or Fed?) Env minister to request a statewide ban – similar to what has happened in SA, NT, Tas and ACT where you have to purchase plastic bags.

Electronic survey to ask groups / SN participants about whether they would support a plastic bag campaign.

Copy of TASNG letters

Include outline of what campaign / actions we are proposing. Eg letter to minister / awareness raising of the issue / writing to industry eg supermarkets etc. / join with other relevant groups / develop campaign materials eg stickers or reuseable bags

ACTION: Rachelle to develop campaign outline and survey and survey as above. Some background info from Steve.

9 Current project updates

[List current projects, and the latest progress on them. Please read these beforehand, and then we only need to note any particular points of interest or concern at the meeting.]

9.1 High School Education Project (Steve)

Steve has not made any further High School visits in the last couple of months. Steve is planning to visit Morisset, Lake Macquarie High (Booragul), Belmont and Swansea over the next month or so, and will contact the relevant local Sustainable Neighbourhood groups beforehand to see if they want to be involved.

9.2 Sponsorship proposal (Steve and Colin)

Steve visited [Solar Power Australia](#) (in Warners Bay), and presented them with our sponsorship proposal. It was also emailed to them. Awaiting a response.

ACTION: Make an appointment with the 'boss' to make a presentation (Steve to approach) – Rachelle and Colin happy to attend.

ACTION: Suggest next organisation to approach: SUEZ environnement. Rachelle to investigate.

9.3 Alliance representative on Council's Environmental Sustainability Grants Committee (Jean)

14 applications submitted. 2 didn't make it through (eg for having insufficient matching contribution). Another couple that were questioned for various reasons and need further investigation before making a decision. The report will go to the May Council meeting, and successful recipients notified soon after.

Jean raised the ongoing issue related to how the projects are assessed. Eg projects that address one facet of sustainability very well, but not all 4 are scored automatically scored lower than projects that address all 4. Jean suggested to the committee that the scoring spreadsheet should come to committee members populated with project details, and then committee members can enter their scores to be compiled automatically into a summary.

Thankyou to Jean for being the Alliance representative for this round.

10 Report backs from member groups

[List member group events from previous month, including participation numbers, any feedback or points of interest, and any lessons learned. Please read these beforehand, and then we only need to note any particular points of interest or concern at the meeting.]

10.1 Charlestown Talks – Women and Work Life Balance, 8 April

Very successful evening with about 40 people attending. Some great media promotion in the lead up as well.

10.2 Pelican Area SNG stall at the Emergency Services Expo, 12 April

Successful stall, selling raffle tickets, collecting new contacts, and demonstrating 'emergency ready' kits for residents.

10.3 Council's Cycling Advisory Group (Christine)

From March meeting: The Greater Charlestown SNG are planning to approach Councillors regarding the Cycling Advisory Group's meeting frequency. What has been their advice to Council so far?; and Why is Council not meeting their targets?

10.4 New group – Jewells Area (Jewells, Belmont North and Floraville)

Workshop held 7 May. 23 community members attended. Now looking forward to first meeting with a view to develop and launch SNAP by late 2015 or early 2016.

10.5 Toronto Area – Tossers can be bidders – stage 2: fast food rubbish

ClubGrants application – focussing on fast food. Maybe giving Maccas recycling bins? All 4 on the west side of the lake. Also hoping to target all the other fast food outlets.

TASNG may require volunteer / PL insurance from the Alliance to deliver the project. If so, risk assessment will be submitted.

10.6 Redhead – planning an 'emergency ready' / storm debrief event for June

What were peoples' experiences in the storm and what could we have done better?

10.7 Redhead – Progress update for ANZAC project

Murals, memorial garden, and commemorative plaques are completed and school loves them.

Still to come are the historic research / booklets. Recognised by local MP as the best project at the cheapest price (out of all the ANZAC funded local projects)!

10.8 Redhead – website update

I love Redhead website being developed by local business. Will include revamp of Redhead SNG's website.

11 General business

11.1 Save the date: Saturday 26 September, 8-2pm. Living Smart Festival

12 For information only

- Alliance website activity for
 - March: 3925 pageviews and 651 unique visitors.
 - April: 4858 pageviews and 670 unique visitors.

13 Next meeting date: Tuesday 16 June, 6-8pm

14 Meeting close

Attachment: Treasurer's Report, 1-31 March 2015

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

17 March, 2015

TREASURER'S REPORT

1 March 2015 to 31 March, 2015



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

Balance \$ 5,498.50

RECEIPTS

Interest Credit 0.05c

Total Receipts \$.05

EXPENDITURE

Chq 000031 380.90
(Redhead SNG – Surfest)

Total Expenditure \$ 380.90

BALANCE \$ 5,122.60

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period ended 31 March, 2015.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 21 April 2015.

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

19 May, 2015

TREASURER'S REPORT

1 April 2015 to 30 April, 2015



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

Balance **\$ 5,122.60**

RECEIPTS

Interest Credit	0.05c
Bicycle Network (GrCSNG)	50.00
Total Receipts	\$ <u>50.05</u>

EXPENDITURE

Chq 000032	120.00
(Valentine SNG – Bicycle Network donation)	
Total Expenditure	\$ 120.00

BALANCE **\$ 5,052.65**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period ended 30 April, 2015.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 19 May, 2015.