

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Wednesday 5 April 2023, 6.00-8.00pm

Committee Room, Council admin building, Speers Point + online

Present: Gabrielle Clappison, Steve Dewar, Mark Howells, Jean McGarry, Bruce Robertson, Mackenzie Robson (dep 7.00pm), Bruce Tozer

Rachelle McConville, Council

Jean online via MS Teams

Apologies: Nico Marcar



MINUTES

1. Welcome and acknowledgement of Country

Gab welcomed everyone to the meeting. Gab acknowledged the Awabakal people as the Traditional Owners of the land that we are meeting on, and that sovereignty has never been ceded.

Gab reminded the meeting of board member roles and responsibilities, particularly in relation to representing the interests of the Sustainable Neighbourhood network.

ITEMS FOR DISCUSSION

2. Strategic Plan Review – Report back from board members

Noted action from previous meeting for board members to nominate actions they would like to pursue for each Strategic Plan (visibility, financial, volunteer support, impact).

Discussion ideas:

- Importance and benefits of citywide projects as a way for SN groups to work together, and increase participation more generally.
- Strategic Planning / Review workshop:
 - Seek participation from at least Chair and Secretary from each SN group.
 - Provide ideas and input into plan
 - Board to develop workshop agenda
 - Professional facilitator
- Also opportunity to share and learn from each other.
Eg style and content of local group newsletters varies markedly. Would be good to share ideas and lessons about what works and doesn't.
Opportunity for more detail in citywide newsletter.

3. Community notice boards (Bruce)

Idea to offer community noticeboards to local SN groups. A common design and size with solar ability to light up after dark. Each SN group entitled to one or more. Location TBC. Sponsored by the local SN group with the aim to engage in partnership with a local organisation or group. Ie...Lions, Rotary etc

Note that locations and use of Council land would likely be difficult to secure. Private land (eg shopping centres or schools) may be an alternate option.

Mackenzie noted his position in Lions as a potential conflict of interest. Mackenzie will update details in the Alliance's conflict of interest register.

ACTION: Bruce to investigate further to see if groups are interested.

4. Support for Landcare Volunteers (Steve)

Proposal: Many of our SNGs have Landcare as a major focus of their group. It is important that these Landcare volunteers are supported in their work by Council as they are the backbone of Lakemac City's sustainable and environmental efforts. We need to protect their safety and mental health. The Alliance Board views with concern the delay over 12 months in resolving the dispute between the LRO and Warners Bay Landcare. The Alliance Board calls on the LRO and Head of Sustainability Andrew Bryant to quickly resolve the problems so volunteers, as soon as possible, can get back to plant to shore up creek embankments and prepare for National Tree Day in July. To be sent to Jason Harvey and Andrew Bryant.

RESOLUTION: The board discussed the issue at length and resolved not to take any action.

5. SN stall at Council's Electric Vehicle Day

Council is planning an Electric Vehicle open day at the Administration Centre at Speers Point on Saturday 13 May, 10am-2.30pm. It's going to be a busy day, with community members able to see a variety of EVs, ride along in EVs, talk to EV owners, attend talks, learn about chargers and enjoy a day out.

Sustainable Neighbourhoods are invited to have a stall there, focussing on energy projects, and sign ups to the SN newsletter. Seeking if there's any interest to have a stall?

Steve and Gayle have expressed their interest.

6. Council's Operational Plan + Fees and Charges on exhibition

Council's draft Operational Plan and budget 2023-2024 outlines the actions and projects Council will undertake to achieve the strategies in the revised Delivery Program 2022-2026 and objectives defined in the Lake Macquarie City Community Strategic Plan 2017-2027.

Note the exhibition includes the draft [Fees and Charges 2023-2024](#), which sets out hire fees for the new Landcare and Sustainable Living Centre

Read the plan and provide your feedback at www.shape.lakemac.com.au/draft-operational-plan-and-budget-2023-2024. Feedback closes 25 April 2023.

Encourage members to visit the website and provide their comment.

7. Letter to McDonald's Australia (Steve)

Draft letter circulated asking McDonald's to install recycling bins and commence a public education campaign to encourage recycling of their packaging.

Rachelle noted that the reference to Council should be removed, and that it should use the full name of the Alliance, the Lake Macquarie Sustainable Neighbourhood Alliance.

Agreement to go ahead and sent the letter with those changes.

PROJECT UPDATES, REPORT BACKS, UPCOMING EVENTS

Note: Please read through these prior to the meeting. We will not read out each item at the meeting, but there will be opportunity to add recent information or ask questions.

8. Board visits to local groups

Thank you to board members who have visited groups so far, and provided their reports via email.

The reports are all collated in the board's shared drive.

9. Insurance renewal

We have not yet received a quote for insurance renewal, but have received advice from the insurers that cover is extended in the mean time.

10. Volunteer Survey

Volunteer survey is now available until 11 April:

surveymonkey.com/r/SustainableNeighbourhoods2030. Please complete and encourage other past and current volunteers.

11. SN Gathering event, 1 April

Nice get together and good discussion. Some great projects happening. 16 attendees. [Notes available here](#).

12. Tiny Forest

The license agreement has now been signed and submitted to Council progressing towards permission to work on that piece of land. Final approval is expected hopefully by the end of this week.

Still a number of landscaping details to be confirmed because of delays in communications and land approval, including edging to protect the site from vehicles; site boundary pegging, sourcing suitable specific plants, signage and unexpected cost increases. Volunteers who might like to help with these organisational aspects are welcome.

Aiming for planting days in May.

13. Styles Point – progress on OzFish project

Council currently working to prepare the site. Aiming for planting in May.

14. Waste to Art

Have a great volunteer team on board, and have started planning for an October exhibition + possible other events.

15. Repair It Lake Mac

Toronto event report

Upcoming events

Working with Cessnock City Council

16. Circular Economy presentation, + film screening and other workshops

Greater Charlestown SNG are organising a talk with Council's Asset Optimisation Officer, Samantha Bourke, to talk about a circular economy, and ways that community can encourage and participate. Save the date for Thursday 11 May, 7pm. More details to come.

Repair It is also organising film screening of Going Circular for 17 May, and series of practical circular economy workshops.

17. Solar Sense event

Valentine Area SNG is organising an event for 11 June to help residents understand solar power options, and hear from other locals who have gone through the process. They have been in touch with Redhead to learn from their EnergyWave project.

18. EnergyWave final report

Redhead SNG has completed their grant paperwork, including the results of their project, and valuable survey results, demonstrating the impact of their project.

Read a summary of the results in their [February newsletter](#).

19. Pamper Care

Note an increase in people seeking assistance through the Pamper Care project from 11 people in March 2022 to 26 people in March 2023 – a 65% increase.

Pamper Care has been able to supply a freezer to the Woodrising Neighbourhood Centre, and has helped secure a \$6000 grant from the NSW government for ongoing support for the program.

20. RISK ASSESSMENTS AND REQUESTS

- **Cardiff Area SNG – ANZAC Wreath making and Tool Repair workshops**, 23 April. Risk assessments circulated and approved via email.
- **Five Bays SNG – Request to use Pamper Care funds for freezer for Woodrising Neighbourhood Centre**. Request circulated and approved via email.
- **Toronto Area SNG – Graffiti removal, 13 April**. Risk assessment circulated via email. Request for more detail about chemicals to be used.

21. TREASURER'S REPORT

March Treasurer's Report

Resolution: The board accepts the Treasurer's report.

Moved: Jean

Seconded: Gab

Carried.

22. PREVIOUS MEETING MINUTES

March meeting minutes were circulated via email.

Resolution: Confirm that the previous meeting minutes are an accurate record.

Moved: Steve

Seconded: Gab

Carried.

23. REGISTER OF INTERESTS

Board members are required to immediately declare any: direct or indirect pecuniary interest; or any non-pecuniary conflict of interest; or potential perception of a conflict of interest in any matter before the Board. The following potential conflict is noted by the board, and recorded in the register of interests.

24. CORRESPONDENCE

28 February – 3 April 2023

- Final report Community Environment Grant for Tree Trail at the MAC – submitted to Council
- Invitation to Sustainable Neighbourhoods Gathering – Sent to SN Key Contacts
- Various correspondence with our insurer to seek a renewal for public liability and volunteer accident insurance. A renewal application has been submitted. We have received an email noting that the quotes have been delayed and that our existing cover remains in the mean time
- Sustainable Neighbourhood News, March 2023
- Invitation from Council seeking community members to participate in a switch to electric campaign – Sent to SN Key Contacts.
- Sustainable Neighbourhoods Volunteer Survey – Sent to Key Contacts, and promoted via other channels
- Final report Community Environment Grant for Redhead EnergyWave project – submitted to Council
- Notes from the SN gathering sent to SN Key Contacts and event registrations.

25. GENERAL BUSINESS

- Feedback re biodiversity offsets. Advice received from Council. More information at <https://www.lakemac.com.au/Development/Building-and-development-process/Biodiversity>.
- Toronto Area SNG have added some more recycling options to their list. Steve will distribute.
- Noted ongoing single use bags, and some businesses using different strategies to get around the new rules. Toronto Area SNG will be doing a survey to understand what is happening.
- Idea to engage a social science graduate or similar to take up a research or other temporary role on the board, as a way to get more people involved, and to contribute their expertise to guide board decisions and actions. Bruce R will investigate further.

Meeting close: 7:59pm

NEXT MEETING:

Wednesday 3 May, 6pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOOD ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 March, 2023, 31 March 2023



Account 724181724 with Greater Bank, Charlestown Branch.

Balance **\$ 30,538.61 CR**

RECEIPTS

09 Mar 2023	Osko Dep N Marcar, Pamper Care	\$	50.00
29 Mar 2023	Osko Dep D. Piper, Pamper Care		150.00
31 Mar 2023	EFT Dep J. Kett, Pamper Care		100.00

Total Income **\$ 300.00**

EXPENDITURE

13 Mar 2023	Wdl ref 17414438 Energy Wave	\$	371.00
-------------	------------------------------	----	--------

Total Expenditure **\$ 371.00**

BALANCE **\$ 30,467.61CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 March to 31 March, 2023.

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 3 April, 2023.