

Lake Macquarie Sustainable Neighbourhood Alliance Inc

Board meeting – MINUTES

Wednesday 3 May 2023, 6.00-7.30pm

Committee Room, Council admin building, Speers Point

Present: Gabrielle Clappison, Nico Marcar (departed 7.30pm), Jean McGarry, Bruce Robertson, Mackenzie Robson, Bruce Tozer

Rachelle McConville, Council

Apologies: Steve Dewar, Mark Howells



MINUTES

1. Welcome and acknowledgement of Country

Gab welcomed everyone to the meeting and acknowledged the Awabakal people as the Traditional Custodians of the lands and waters in the Lake Macquarie area.

ITEMS FOR DISCUSSION

2. Intern / Sustainability student (Bruce R)

Bruce proposed to engage/sponsor an "Intern" to assist the Board in developing our sustainability objectives, and sought discussion, input and considerations on its value and benefit.

Bruce has had preliminary discussions with the UON Business Development Officer who has commenced the search of potential university interns that would fit our requirements. A follow up is expected over the next week or two.

Some key considerations and discussion points included:

- The role of the "intern"
- Potential benefits for the board / SN network
 - Opportunity to engage with and include younger people
 - Broaden knowledge for board and SN network – especially in a technical area eg sustainability or business development
- Some ideas of specific projects or topics that could be assigned for the intern to work on:
 - Research grant opportunities
 - Circular economy – research engagement, education and project opportunities suitable for SN network to deliver
 - Marketing
 - Business development
 - Volunteer recruitment and management. Eg strategy for attracting younger volunteers
 - Develop social and leadership skills among SN committees and members
- Governance and logistics
 - Report to the board
 - Timeframe / duration TBC eg 6-12 months. Would need to align with their coursework / semester / study workload / exam schedule
- Support on SNAPS objectives
- What support/assistance to Alliance and Groups should be expected of an intern?

- What benefits do we see could expand and broaden our activities on sustainability from this appointment.
- Other?

ACTION: Bruce R to circulate list of ideas to date. Rachelle to put into google doc to share for Alliance Board and others to contribute.

3. Indigenous Voice to Parliament – Request for feedback from Mayor Kay Fraser

Gab received a letter from Mayor Kay Fraser, seeking “to understand your thoughts on this important matter and to extend an invitation to meet and discuss the Voice further.” The Mayor is keen to understand whether the Alliance:

- support The Voice to Parliament or not
- how and if we are going to engage the community on this topic
- or want to participate in community discussion.

Gab has also connected with The Biraban Land Council to seek their approach. They are in support of The Voice to Parliament and were very excited and pleased that we reached out to them and asked what their stance was.

Note some relevant resources:

- dca.org.au/topics/aboriginal-and-torres-strait-islander-peoples
- ulurustatement.org/education/resources
- reconciliation.org.au/reconciliation/support-a-voice-to-parliament
- australianstogether.org.au/other-resources/voice-of-parliament
- monash.edu/law/research/centres/castancentre/our-areas-of-work/indigenous/voice-to-parliament-resources
- voice.gov.au

Rachelle has drafted the following statement from the board, based on the board’s discussion.

The board discussed the questions posed by the Mayor above at length, and considered their role as representatives of the Sustainable Neighbourhood network. The board noted that they do not feel sanctioned to speak on behalf of the network as a whole on this issue. It is ultimately a vote by individuals, and is therefore not suitable to make a statement as an organisation to declare support for the Voice or otherwise.

The board of the Sustainable Neighbourhood Alliance are enthusiastic to express their support for Aboriginal and Torres Strait Islander communities living in the Lake Macquarie region and beyond, and to recognise and respect their ongoing connection with and care for Country and community.

We wholeheartedly support endeavours to improve the lives of First Nations communities, and for those communities to be able to effectively make representations on the issues that are important to them. We encourage our membership to diligently participate in the upcoming referendum on the Voice to Parliament.

We welcome opportunities to engage with, listen to and collaborate with local Aboriginal and Torres Strait Island peoples and to work for more sustainable neighbourhoods together.

ACTION: Rachelle to circulate the draft statement above for review by board members, before Gab responds formally to the Mayor.

4. Active transport

Request from Warners Bay Area SNG was circulated via email, regarding raising the profile of Active Transport as an important transport option (rather than just recreational).

ACTION: Nico to follow up with Melanie to clarify and discuss.

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.

5. National Volunteer Week + Go Circular film screening

Get together with Sustainable Neighbourhood volunteers and other community members to celebrate National Volunteer Week with a screening of 'Going Circular'.

Free for Sustainable Neighbourhood members (pre-booking link has been sent out to members today), and then we'll open it up to the wider public for \$10 tickets to help cover some of the costs.

Partnership with Warners Bay Area SNG (lead) with assistance from Munibung Hill Conservation Society and Council.

6. 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.

Outstanding groups:

- Jean to contact Dudley, and Gab to contact Valentine to confirm their upcoming meeting details.
- Redhead – Bruce R May
- Pelican – Bruce T May
- Warners Bay complete – thanks Bruce T

7. Insurance renewal

Note updated policy now with AON. Just checking that payment has been processed, and then we'll be able to get the Certificate of Currency.

Note that for the period 1 April – 25 April, we will still need to pay the pro-rata rate for the Austcover policy to ensure there is no gap in coverage. Estimate ~\$300 cost. Waiting for an invoice from them.

Once confirmed, Rachelle will update details for board members.

8. Volunteer Survey

Still collating survey results. 65 responses.

9. Tiny Forest

Work started on Tiny Forest site. Licence has been signed and construction certificate received from Council.

Planting days scheduled for 24 May (schools) and 28 May (community). Promotions planning is in progress.

More info at sustainableneighbourhoods.org.au/tiny-forest and facebook.com/releaflakemac.

10. Styles Point – progress on OzFish project

Council currently working to prepare the site. Short of staff so some delay in Council works. Now aiming for planting in June. Thank you to TIN for keeping the plants alive in the mean time!

11. Waste to Art

Have a great volunteer team on board, and have started planning for an October exhibition + possible other events. Registrations will open soon, sustainableneighbourhoods.org.au/waste-to-art.

12. Repair It Lake Mac

Report from April event coming. About 50 people attended.

13. 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. Thursday 11 May, 7pm. Bookings essential at: events.humanitix.com/circular-economy-free-talk.

14. Solar Sense, Valentine event

Solar Sense grant application submitted, and awaiting outcome from Council.

Also workshop scheduled for Valentine Area SNG is organising an event for 18 June to help residents understand solar power options, and hear from other locals who have gone through the process. Bookings essential at: events.humanitix.com/solar-sense-workshop.

15. RISK ASSESSMENTS AND REQUESTS

- **Solar Sense** – draft grant application from Valentine Area SNG circulated and approved via email.
- **Graffiti removal** – Toronto Area SNG risk assessment circulated and approved via email
- **Stall at Toronto Wellness Festival** – Toronto Area SNG risk assessment circulated and approved via email
- **Tiny Forest risk management plan and supporting documents from contractor** circulated and approved via email.
- **Circular economy talk, Greater Charlestown SNG.** Risk assessment circulated and approved via email.

16. TREASURER'S REPORT

April Treasurer's Report

Resolution: The board accepts the Treasurer's report.

Moved: Jean

Seconded: Mackenzie

Carried.

17. PREVIOUS MEETING MINUTES

April meeting minutes were circulated via email.

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

Moved: Gab

Seconded: Bruce T

Carried.

18. 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.

19. CORRESPONDENCE

4 April – 1 May 2023

- Free RATS for community service organisations to distribute to vulnerable community members – Offer from Council / State Government
- Reminder regarding SN Volunteer Survey – sent to SN Key Contacts
- Grant application submitted for Valentine Area SNG Solar Sense project – to Council's Community Environment Grants
- Various correspondence with Austcover and AON to renew and seek insurance coverage. Confirmation with AON to go ahead with their policy and quote.
- Application and approval of exemption from insurance stamp duty – renewal to 2026.
- Construction approval certificate for the Tiny Forest received from Council.
- Signed licence agreement for Tiny Forest works at the Booragul site, received from Council.
- Agreement submitted for consideration in the CommBank Community Donation Program.
- Sustainable Neighbourhood News, April 2023

20. GENERAL BUSINESS

- Noted need for training for committee members to help ensure consistency across groups – particularly in relation to communications and leadership skills.
- ACTION: Rachele to send email to SN Key Contacts to seek expressions of interest in the noticeboard idea from April board meeting.

Meeting close: 7:37pm

NEXT MEETING: Wednesday 7 June, 6pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOOD ALLIANCE



GENERAL MEETING

TREASURER'S REPORT

1 April 2023, 30 April, 2023

Account 724181724 with Greater Bank, Charlestown Branch.

Balance **\$ 30,467.61**
CR

RECEIPTS

Total Income **\$ NIL**

EXPENDITURE

17 April 2023	Wdl ref 19554983	Insane Signs P/L	\$	302.50
17 April 2023	Wdl ref 19563567	Leggett Ent. P/L		1,800.00
20 April 2023	Wdl ref 23073783	Tiny Forest		401.65
		M. Colquhoun & A. Noon		

Total Expenditure **\$ 2,504.15**

BALANCE **\$ 27,963.46CR**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance Inc. for the period 1 April, 2023 to 30 April, 2023.

Signed _____

Name Jean McGarry
Title Hon Treasurer
Date 1 May, 2023