

# Lake Macquarie Sustainable Neighbourhood Alliance

## Ordinary Meeting

### Minutes

Tuesday 16 April 2019, 6.00 - 8.00pm

Committee Room, Council Administration Building



<b>Present:</b>	Christine Aus, Robyn Charlton, Gabrielle Clappison, Steve Dewar, Avril Lockton, Jean McGarry, Colin Mondy Geraldine McCabe, Susan Savage – Trash Bags Nico Marcar – Toronto Area Sustainable Neighbourhood Group Rachelle McConville (LMCC)
<b>Apologies:</b>	-

Start: 6:05pm

## 1 Acknowledgement of Country

Colin welcomed everyone to the meeting and acknowledged past, present and emerging traditional owners.

## 2 Conflict of interest

None stated.

## 3 For discussion & decision

### 3.1 Trash Bags

Trash Bags proposal circulated via email.

Gerri and Susan talked about their proposal to set up a textile recycling and sewing hub (TRASH). The proposal includes establishing a shopfront in the Toronto town centre, where they will:

- Run sewing classes and courses (eg simple alterations and repair classes)
- Provide a space for community to do their own upcycling and alterations
- Sell upcycled garments, bespoke pattern making, alterations and eco products
- Collect unusable textiles to divert to recycling facilities

They are seeking Alliance support for their grant application to the NSW Government, 'My Community Partnership' grants. The proposed grant budget includes provision for:

- 12 months rent of a commercial premises
- Full time salary for one person
- Shop fit out, equipment, insurances, marketing

The board expressed support for the project, with a number of comments:

- Need to consider governance arrangements for ongoing TRASH bags organisation. Likely set up as an association? Clarify whether wholly community not for profit, or whether there are plans to seed a business for profit enterprise.
- Request business plan and budget figures for how it will operate after 12 months once the grant money has been spent.
- Noted need to develop a marketing / promotion plan for grant voting process.
- Number of arts groups on the west side likely to be supportive of the project re textile arts opportunities
- Cooranbong Community Board currently runs program with second hand clothing and sewing classes – potential partner
- Consider whether name TRASH Bags communicates project objectives

MOTION: Support the project and grant application, pending development of a plan detailing ongoing operations post grant funding.

Moved: Steve Seconded: Robyn. Carried.

## 4 Previous meeting

### 4.1 Ordinary meeting minutes, 19 March 2019

*MOTION: That the previous meeting minutes dated 19 March 2019, be confirmed as an accurate record.*

*Moved: Steve. Seconded: Robyn. Carried.*

### 4.2 Business arising from the minutes

- **Catalogue litter.** Follow up email was sent to prompt a response from advertisers regarding catalogue advertising litter
- **Strategic Plan priorities.** Board members indicated their top 3 priorities from the Strategy. Clearest priority is:
  - Action 3b - Establish citywide teams; Followed closely by:
  - (Strategy 2.2) Develop strong partnerships with Council and community groups
  - (Strategy 2.3) Establish highly visible citywide projects
  - (Strategy 3.4) Encourage and support young people to participate
 Noted that many actions are sequential; and there are more than three immediate priorities. A useful exercise to think through what is most urgent and/or important. Will use these to focus our immediate efforts, but it doesn't mean there is no room for progress on the other actions.
- **Local group meetings.** Reminder sent to board members for arrangements to attend remaining local group meetings.

#### **Outstanding actions:**

- **Team recruitment.**  
ACTION: Identify key tasks or roles and recruitment messages for Sponsorship (Colin), Youth (Steve) and Marketing (Gab) teams. Rachelle to assist.
- **Economic Development Strategy**  
ACTION: Submit request to Council for information session regarding the Economic Development Strategy

## 5 Correspondence

- Post office box at Warners Bay renewed
- Various correspondence with Austcover regarding insurance renewal. Interim certificate of insurance received.
- Received proposal for Alliance to sponsor Trash Bags grant application to My Community Project grants
- Invitation to attend the Keep Australia Beautiful Annual Litter Congress, Sydney 28 and 29 May. Steve has registered to attend.
- Invitation to the Lake Macquarie Business breakfast, 11 April
- Urban Forest Proposal sent to Council staff for discussion.
- Invitation to Children's University On-Campus days in June and July
- Sustainable Neighbourhoods Annual Report sent to SN Key Contacts
- Sustainable Neighbourhood News, April 2019
- Follow up enquiry sent to Salmat, regarding advertising materials and catalogue litter.

## 6 Treasurers report

### 6.1 Treasurer's report for March 2019

See attached below.

Moved: Jean. Seconded: Avril. Carried.

## 7 Requests and risk assessments

### 7.1 ANZAC Wreath making, Cardiff Area, 22 April

Risk assessment circulated via email. Approved

### 7.2 Wreath making and garden planting with OOSH, Cardiff Area, Wed 24 April

Risk assessment circulated via email. Approved

### 7.3 Stall at Cardiff Community Festival, Cardiff Area, Sat 4 May

Risk assessment circulated via email. Approved

### 7.4 Cake, conversation and Council's Sustainability Strategy, 25 May

Risk assessment coming.

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

Risk assessment circulated. Approved

### 7.6 Community Garden at Charlestown Pool, Greater Charlestown

Risk assessment coming.

## 8 Report backs

### 8.1 Progress – Strategic Plan

Progress update was circulated via email.

Social media and website statistics for March – monitor to measure impact and reach.

Identify citywide projects that we can work together on. Good topic for board members to ask about at their visits to local groups. Also discussion topic at upcoming May networking event.

Also mentioned need to better keep track of volunteer hours. Doing lots more than is formally accounted for, and figures are important to demonstrate volunteer contribution and value.

## **8.2 Visiting local group meetings**

- Cardiff Area

Gab attending March meeting. "What a delightful evening, I think I may have witnessed Cardiff's secret to success. That is they are genuinely interested in our local environment and each other.

There was six of us sitting around a bunch of tables pushed together in the school library, it was a relaxed atmosphere with an air of excitement about the upcoming projects.

Discussions of the Wreath Making Workshop, Repair Cafe, Cardiff Community Festival, "Greening Cardiff" project (brainstormed ideas), Munibung Hill and much more.

I thoroughly enjoyed joining them and plan to revisit, what an honour to witness a great bunch a people working cohesively to create wonderful projects and outcomes for their local and greater community including themselves."

Fantastic job guys, keep up the good work.

- Progress arranging visits with other groups?

- Caves Beach – Swansea Area (Jean)
- Dudley (Gab)
- Pelican Area – Colin has arranged a visit
- Valentine (Colin)
- West Wallsend District – Robyn has arranged a visit for their May meeting.
- And other board members visiting Cooranbong, Five Bays, Greater Charlestown, Redhead, Toronto Area and Warners Bay Area?

## **8.3 Team recruitment**

Gab recently met with a young person who has some great marketing ideas, particularly around youth engagement. Will send through details.

Steve has been in contact with Council's school sustainability officer, to engage with local schools. YAC has discussed at their April meeting. Young people were keen to sign the petition at the plastic education booths.

CALM could be good group to contact and engage with young people.

ACTION: Contact School Strike for Climate group. 0407 914 848. [schoolstrike4climate.com](http://schoolstrike4climate.com). Congratulate them on their work for climate change, and seek their interest to collaborate / participate in each other's activities.

## **8.4 Tree canopy strategy**

Jonathan, Robyn and Steve met with Council staff to talk about current status and possibilities for an Urban Forest Strategy. Discussed Alliance proposal, Council plans for a tree replacement program and additional considerations to develop a comprehensive Urban Forest Strategy.

Rachelle will circulate meeting notes to board members.

## **8.5 Waste to Art**

Ten registrations so far for October exhibition, Saturday 12 October - Sunday 1 December SEEN@Swansea exhibition space.

Two extra opportunities:

- Display of 2018 works (limited to display cabinets) at Charlestown Launchpad 25 May – 10 August.
- Hanging space offered a Swansea Launchpad space, 24 August – 9 November. Can align with the October dates if needed.

## **8.6 Repair Café**

Report back from project team meeting 4 April.

Struggling to maintain regular pop up events and different venues. Grant variation to focus on promoting existing repair opportunities eg Mens Sheds, Boolaroo Women's sheds etc, and other relevant Repair Café events.

Repair Café happening this coming Monday at Cardiff, Ulinga Park Community Hall, Cardiff South.

## **8.7 Plastic Free education booths, April**

Very positive response. About 500 petition signatures – to ban / phase out single use plastic items. Visited shopping centres and canvassed businesses in Morisset Belmont Charlestown Toronto and Glendale. Also great article in the Lakes Mail, <https://www.lakesmail.com.au/story/6010526/toronto-leads-hunter-in-shift-away-from-single-use-plastics-photos> highlighting Plastic Free Toronto.

## **8.8 Five Bays**

Five Bays SNG will be networking with Aspire Supported Holidays. Aspire is a disability support service. This particular group is operating out Woodrising Neighbourhood Centre. Their main clientele are youths under the age of 25. Hopefully we will be working to put a community garden together at the Centre.

Pamper Care. The need for assistance is increasing. In March we assisted over 10 people with Pamper Care Kits and food. March saw an increase assistance in food. Thanks to Toronto Community Garden, a pumpkin was donated. The Peeps from Aspire made pumpkin soup for the OZ Harvest and emergency food relief clientele.

## **8.9 Harmony Day Tree Planting at Green Body Gym, Cardiff Area, 23 March**

## **8.10 Twilight Picnic in the Park, Cardiff Area, 24 March**

## **8.11 Reviving Community Garden Charlestown Pool, Greater Charlestown**

Grant application approved via email and submitted to Council's Environmental Sustainability Grants.

## **8.12 Cardiff Pollinator Plan, Cardiff Area**

Grant application approved via email and submitted to Council's Environmental Sustainability Grants.

## **8.13 Neighbour Day event, Wyee Hall, 31 March**

The day went well with a yoga, bootscooters, and karate demonstrations, plant swapping, BBQ, 2 Fire trucks, 34 lucky door prizes (from bags of locally grown tomatoes to \$100 gift cards). The Mayor, Greg Piper and his wife, and perhaps 80 more people.

Lots of new people mingling so the Neighbour Day was a success.

**8.14 Cardiff Area SNG stall at RSL club Youth Expo, 12 April**

**8.15 Autumn Plant Swap event 23 March, Greater Charlestown SNG**

**8.16 Seeding networking event, 13 April**

Diversity of groups. Worthwhile event to network with other groups and contacts.

Suggestion for Alliance to host a seeding event in Lake Mac.

## **9 For Information**

**9.1 Possible grant project - Bushland Walking Track and Inclusive Playspace, Coal Point**

Project proposal for 'My Community Project' grants to improve walking track along Coal Pt ridge connecting to the school, and improving walkability in to Carey Bay; and to improve accessibility of school playground. Need to investigate land ownership and approvals to proceed.

**9.2 Service requests to Council**

Noted that there are some teething problems with Council's new system. Online form currently seems to get immediate acknowledgement, rather than emails.

**9.3 Redhead**

4WDs and dogs on the beach ongoing health, safety and environmental issues. Council has put on some extra patrols

Water quality in lagoon – Council realigning to open up stagnant pools.

## **10 Meeting close**

Close: 8.05pm

**Next meeting date:** Tuesday 21 May, 6pm

Treasurer's Report



LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 February to 28 February, 2019.

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

**Balance** **\$ 10,332.70CR**

**RECEIPTS**

**NIL**

Total Income \$ NIL

**EXPENDITURE**

11 Mar Chq 000119 – Warners Bay Nature Play grant (reimbursement) 601.18

13 Mar Chq 000121 – Repair café grant – venue hire October 35.00

Total Expenditure \$ 636.18

**BALANCE** **\$ 9,696.52CR**

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

Signed \_\_\_\_\_

Name Jean McGarry

Title Hon Treasurer

Date 16 April, 2019.