

Lake Macquarie Sustainable Neighbourhood Alliance

Ordinary meeting

MINUTES

Tuesday 20 August 2019, 6-8pm

Magenta Room, Council Administration Building, Speers Point



Present	Christine Aus, Robyn Charlton, Gabrielle Clappison, Steve Dewar, Avril Lockton, Jean McGarry, Colin Mondy Rachelle McConville (LMCC)
Apologies	Naiomi Finlayson

1. Acknowledgement of Country

Colin acknowledged the Awabakal people, past, present and emerging as the traditional owners of the land we are meeting on. Colin also expressed sincere support for the Uluru Statement from the Heart.

2. Conflict of interest

None stated

3. For discussion and decision

3.1. Community Litter Grant – Coffee cups. The Alliance's expression of Interest to EPA has been successful. Proposal to submit grant application for Stream 1 for up to \$10,000.

The project will aim to reduce littering by working with local businesses to switch from single use plastics such as takeaway coffee cups, straws, cutlery and bags.

Focus will be on cafes in Toronto and Warners Bay; with media and promotions campaign targeting behaviour in all Lake Mac cafes.

Funds will be used to purchase and distribute reusable cups and other plastic alternatives, along with a promotional campaign. Intend to sell cups at a nominal \$1 to ensure they are valued and used.

Proposed budget:

\$6,500 Reusable coffee cups (\$6.50 each x 1000 cups)

\$1,500 Other alternatives eg cardboard straws and bamboo cutlery

\$1,500 Promotions including signage and media

\$500 Administration

= \$10,000

Will consider updating these budget items – may not need so much for promotional materials and others.

Local litter checks have been completed and grant application has been drafted.

Suggest these collapsible cups, <https://www.freshpromotions.com.au/reusable-coffee-cups/folding-pocket-cups> so that people can keep in a convenient place eg handbag to make it easier to remember. \$6.50 (incl gst) each.

Plan to distribute through local cafes and market stalls.

Use as a trial for citywide project.

Standard grant payment schedule only gives 55% in October 2019; and holds the remaining 45% of funds until after the project is completed. We've been advised that we will be able to request to receive two-thirds of the funds in October 2019, and then the remaining third in April 2020, so that we can complete the project.

The focus of the grants is specific to litter reduction, rather than waste avoidance. We will need to make the case that reducing consumption of takeaway coffee cups will result in less littering.

Also suggest that we investigate the Communities Environment Program, <https://www.business.gov.au/assistance/communities-environment-program> as a possible alternate funding source.

Resolution: Agreement to go ahead and submit application to Community Litter Grants as above, and to investigate applying for the Communities Environment Program.

3.2. Virtual meetings. Suggestion to use Zoom, www.zoom.us to hold virtual meetings as it can be difficult to find times to get together regularly.

Suggest trialling it for a couple of meetings to determine if it's suitable for our purpose; whether the free version is adequate; and whether the Alliance wants to purchase an account for \$20/month.

Resolution: Agreement to hold a trial meeting using Zoom for an upcoming Urban Forest Strategy meeting. Jonathan has sent out invitations for Monday 26 August, 8pm

4. Previous meeting

Ordinary meeting minutes 16 July 2019

Motion: That the previous meeting minutes, dated 16 July 2019, be confirmed as an accurate record.

Moved: Steve. Seconded: Gab. Carried.

Business arising

None stated

5. Treasurer's report

See attached below.

Agreement to set up an internet banking account. Eg Greater Charlestown has a community account with Newcastle Permanent which they manage with internet banking. Warners Bay has a similar one with Greater. No fees.

ACTION: Jean will investigate options.

6. Correspondence

- Brief to develop Alliance Marketing Strategy sent to interested volunteers
- Marketing plan received to help promote TRASH Bags project in the My Community Project votes
- Sustainable Neighbourhood News, July and August

- Various correspondence with Waste to Art participants, and Charlestown Library staff.
- Enquiries regarding printing onto old corflute. Received advice that they can only 'resticker' it rather than print directly.
- Submission of stallholder application for Living Smart Festival. Received confirmation of all activities (see below).
- Request to arrange Aboriginal Cultural Training with Speaking in Colour
- Alliance nomination was submitted to the Awards Australia Regional Achievement and Community Awards
- Received Community Use Agreement to keep on record for the Redhead Community Garden – approval for Redhead SNG to manage garden on Redhead Public School grounds.
- Invitation to join Facebook discussion group – sent to key contacts
- Promotional material provided to Council for inclusion in upcoming citywide promotional campaign
- Notified Belmont Citi that we will only be able to have static (unmanned) display at their Seniors Day
- Invitation to Allambi Care's Renewable Energy Project media event – sent to key contacts
- Request from Wilderness Society to promote their upcoming 'Welcome night' event – sent to discussion group page
- Value our City's Trees – project proposal submitted to Council for approval to install temporary signage.
- Invitation to Sian, Gavin and Vicki to be interviewed in Regional Waste Education videos, bring run by Hunter Councils regarding the beeswax wrap workshops.

7. Requests and risk assessments

- 7.1. Home energy workshop, 17 August.** Risk assessment circulated and approved via email.
- 7.2. Value our City's Trees workshop.** Risk assessment circulated and approved via email.
- 7.3. 2040 screening.** Risk assessment circulated and approved via email.
- 7.4. Eco Angel Clean Up, Redhead.** Redhead have agreed to host a clean up at a crown land location suggested by local resident. Awaiting details and approval from crown lands. Will circulate risk assessment once details are finalised.
- 7.5. Warners Bay – Nature play training workshop** planned for Sunday . Risk assessment is coming.

8. Reports / for information

- 8.1. Strategic Plan progress.** Progress update circulated via email.
- 8.2. Value our City's Trees.** Currently creating signage, ready for installation in Warners Bay and Speers Point 22 September – 13 October. Project proposal has been submitted to Council to seek approval for temporary signage.

Residents across the City are becoming more interested and involved. Two tradies, who came into the Woodrising Neighbourhood Centre (week ending 9/8) noticed Crystal and made positive comments about her sign and her "value".

The workshop was a very successful event, with approximately 15 people in attendance, from different areas of the City. It was well attended by both genders. The feedback was positive. Some of the participants have joined Trees of Toronto Catchment FB Group. 10 trees were nominated and signs made.

8.3. Living Smart Festival. Save the dates - Sat 28 and Sun 29 September.

Stallholder application has now been submitted. Summary of activities:

- **Sustainable Neighbourhoods stall (Saturday only)** - Stall with focus on single use plastics. Include visual displays of plastic pollution. Include information to promote our projects; recruit new people.
- **Sustainable Neighbourhoods wash up station (Saturday and Sunday)** – As in previous years, we will encourage coffee customers to use our cups, rather than a disposable. Cups returned to our stall for washing up and reuse.
- **Waste to Art display (Saturday and Sunday)**– Set up display of dresses and 2018 works in the Heritage Shed. Will be roped off. Considering organising ‘meet the artist’ opportunities on the Saturday. Melinda (the maker of the dresses) and friends are keen to do occasional roving stints to model their dresses. Will leave display for Sunday too.
- **Nature Play.** Warners Bay Area SNG are providing nature play activities for the festival on both the Saturday and Sunday. WBASNG volunteers (+ others are welcome) to be trained and volunteer on the day. WBASNG will receive a fee from Council for providing the service.

Challenge now is to ensure we have enough volunteers to run these activities over 2 days. Request for volunteers will be sent out in coming weeks.

8.4. Facebook discussion group. Facebook group has been set up, www.facebook.com/groups/SustainableNeighbourhoods. For now the invitations have just been sent to key contacts, active SN members.

8.5. Waste to Art. 40 registrations to date. Great range of submissions so far. Planning promotions and media release in the lead up, and to promote the October exhibition.

Charlestown display now complete. Will use those 2018 works for display at LSF.

8.6. TRASH Bags. Voting now closed. Successful projects will be announced from September.

8.7. Annual Report 2019. In progress. Draft text finalised. Currently with graphic design.

8.8. Regional Achievement Awards. Nomination submitted.

8.9. Plastic Free Lake Mac. Steve interview on ABC radio about Lake Mac café survey, and encouraging community to ask and encourage their local businesses to offer a discount for reusable cups.

8.10. T-shirts. Suggestion to organise purchase of Sustainable Neighbourhood t-shirts – for board members and/or Alliance members in general.

Gab has done some initial research about potential suppliers, costs and designs. Warners Bay had theirs done at <https://embroidme.com.au/ranges/cotton-blend-polos>, based in Cardiff. Recommend cotton blend, polo design, logo placement on front. Estimate price will be about \$45 each.

Gab will

8.11. Pamper Care Project. In June and July the project assisted seven people with personal care items and food. At least one of these persons are living on the homeless spectrum at the time. The Project received generous donations from Westlakes Trophies, Engraving and Framing, the Anglican Church at Toronto, Red Cross- Toronto, Morisset CWA, and Mrs E and Mrs K.

8.12. Community Garden Charlestown Pool. The stars aligned and were able to have a small slab included as part of previously scheduled works at the pool. The slab will be able to be used to erect a small shed on the site for garden project to store tools etc, as part of their grant

funding.

8.13. Hunter Water Customer and Community Advisory Committee meeting, 13 August.

Written report was circulated via email.

8.14. Event reports:

Energy freedom workshop

Stall at Belmont Seniors Day. Just had an unattended display there, as we didn't have enough volunteers to be there for the day. Didn't get any new sign ups, but a handful of 2018 annual reports were taken.

8.15. Upcoming events:

- 2040 screening
- Holmesville Community Garden Spring Fair (West Wallsend District SNG) - 14 September.
Anyone available to hold an Alliance stall there?
- Living Smart Festival, 28 and 29 September
- Waste to Art 2019 exhibition, 12 October – 1 December

9. Colin Mondy Resignation

Colin submitted his resignation from the Alliance board, and explained a number of factors contributing to his decision.

The board expressed their gratitude to Colin for his leadership, conscientious work and good humour during his time on the board, being a founding member of the Alliance as well as the Chairperson since November 2017. The board also recognised the impact Colin has had through his work to advocate for the Redhead environment and community, and for leading and connecting so many positive community pursuits.

Closed: 7:25

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

**GENERAL MEETING
TREASURER'S REPORT
1 July to 31 July, 2019**



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

Balance **\$ 13,703.69CR**

RECEIPTS

17 July Cash Deposit – donations from Nature Play Forum \$ 22.10

Total Income **\$ 22.10**

EXPENDITURE

NIL NIL

Total Expenditure \$ NIL

BALANCE **\$ 13,725.79CR**

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

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 17 August, 2019.