

Lake Macquarie Sustainable Neighbourhood Alliance

Ordinary meeting

MINUTES

Tuesday 17 December 2019, 6.00-8pm

Committee Room, Council Administration Building, Speers Point



Present	Christine Aus, Robyn Charlton, Gabrielle Clappison, Steve Dewar, Samantha Doove, Avril Lockton, Jean McGarry Colin Mondy Rachelle McConville (LMCC)
Apologies	Amanda Herral, Nico Marcar, Mark Howells

1. Acknowledgement of Country

Robyn presented an Acknowledgement of Country.

We would like to acknowledge the Awabakal people who are the traditional custodians of this land. We pay respect to Elders both past and present of the Awabakal nation and extend that respect to other Aboriginal people present.

2. Thank you Colin

Christine presented a card and gift to Colin as a thank you for his work on the Alliance board, and acknowledging Vivienne's support over the years as well.

3. Conflict of interest

None stated

4. Committee representatives

The Alliance has delegates on a number of external committees. For all committees, Alliance delegates are there to represent the SN network as a whole rather than as an individual. Alliance reps are also expected to:

- Notify the board of upcoming meetings, any special agenda items, and seek feedback from the board or broader network if required.
- Provide a written report (or meeting minutes if suitable) to the board following each meeting.

Also discussed ways to improve communication between the Alliance board and SN network, for example to let groups know about the Alliance's roles on these committees, seek network feedback on committee agenda items and feedback committee decisions and outcomes.

The meeting confirmed Alliance representatives for each of these committees.

- Coastal Zone Management Committee (Council) – Colin primary and Robyn backup
- Community Environment Grants Committee (Council) - Jean
- Customer and Community Advisory Group (Hunter Water) – Jean primary and Robyn backup

Motion: Nominate the members detailed above to represent the Alliance on these committees.

Moved: Robyn. Seconded: Chris. Carried

5. New bank account

Agreed at August meeting that we need to switch to internet banking, so that we can make payments more efficiently. Feedback from Greater Charlestown, Warners Bay and Toronto SNGs that they've had a positive experience with the Greater Bank, and that their online system is simple to use. Also noted that it will be good to divest from the Commonwealth bank considering their poor treatment of customers and ongoing investment in fossil fuel industries.

MOTION: The Lake Macquarie Sustainable Neighbourhood Alliance Inc resolves to establish a new bank account with the Greater Bank, and close our current Commonwealth Bank account. We will require authorisation from at least two signatories to make payments from this new account.

Agreed on bank account signatories for new account:

*Jean McGarry
Stephen Dewar
Christine Aus
Robyn Charlton*

Moved: Robyn. Seconded: Gab. Carried.

6. Planning for 2020

Strategic Plan progress update was circulated via email.

Year Planner indicating major events and expected workload was also circulated via email.

Noted the major gap in progress for actions related to Financial Sustainability.

4. FINANCIAL SUSTAINABILITY We have reliable financial resources to sustain our activities in the long term	4.1 The Alliance has a plan in place to achieve financial sustainability	a) Develop a Business Plan for the Alliance	0-2 years
	4.2 Secure financial support from philanthropic foundations and local businesses	b) Establish Sponsorship Team	0-2 years
		c) Develop an annual sponsorship plan	0-2 years
		d) Develop targeted sponsorship packages	0-2 years
	4.3 Review and improve processes and resourcing to reduce costs	e) Streamline the process of creating new groups	2-3 years
		f) Advocate to share resources across similar programs	0-2 years

Planning exercise – Priority actions for 2020

Board members identified priority actions for 2020 (either existing or new) that will contribute to delivery of the Strategy. Actions with the highest priority included:

- Creating a presentation / resource pack to approach potential sponsors
- Working with schools, eg distributing SN packs and holding events and talks
- Increasing promotions, eg regular write up in Newc Weekly or similar
- Offering resilience training ie how to manage and respond to impacts of climate change
- See attached Strategy Update for additional actions.

February meeting – program when actions need to happen and who is responsible for delivering.

7. Board member induction - Held over to February board meeting

- Board member introductions - Share both professional experience, and personal

sustainability interests and knowledge

- Confirm board member roles, meeting procedures (previously circulated) and regular meeting times
- Board member photos and blurbs for the website. New board members please feel free to send your blurb through (and existing board members you can update if you want).
- Some suggested reading prior to the meeting: Consensus decision making, <https://www.seedsforchange.org.uk/shortconsensus>
- A good question for your personal reflection? <https://betterboards.net/hr/board-question-ways/>

8. Previous meeting

Ordinary meeting minutes 19 November 2019

Motion: That the previous meeting minutes, dated 19 November 2019, be confirmed as an accurate record.

Moved: Gab. Seconded: Steve. Carried.

9. Treasurer's report

See attached below – October and November.

Motion: That the Treasurers Report is accepted.

Moved: Jean. Seconded: Steve. Carried.

10. Correspondence

- Request from the Boomerang Alliance with submission template to comment on the Packaging and Product Stewardship Bill
- Induction documents sent to new and returning board members
- Request from Hunter Community Environment Centre to help promote their upcoming event, Power and Pollution: National Community Summit in February
- Response to Community First Credit Union regarding board decision to not pursue their community referral program
- Two forms submitted to Office of Fair Trading: Annual statement of financial affairs; and Appointment of new Public Officer
- Sustainable Neighbourhood News, November 2019
- Invitation from Hunter Water to make a submission regarding the EIS for the Belmont Desalination Plant, and offer to meet with members
- Waste to Art – survey request and guest book entries sent to artists
- Request from Council to provide letter of support for a grant to deliver a major upgrade of the Landcare Resource Centre
- Request from Council to notify SN key contacts about the draft Housing Strategy, on exhibition until 3 February 2020. – Sent to key contacts
- Signed funding agreement for Plastic Free Cafes project submitted to NSW DPIE. Subsequent clarification regarding payment of instalments and timing of final report also submitted.
- Request from Boomerang Alliance to support two new ally members, So Shire and Zero Waste Revolution, Canberra.

11. Requests and risk assessments

11.1. Awaba Road garden project – opening event. Toronto Area SNG. Circulated and approved via email.

11.2. Greater Charlestown Stall at Kahibah Christmas markets. Greater Charlestown SNG. Circulated and approved via email.

11.3. Boomerang Bags monthly sewing bees, Jan-Nov 2020. Cardiff Area SNG. Circulated and approved via email.

12. Reports / current project

12.1. Plastic Free Cafes – Choose Reusable

Grant agreement has been signed and submitted, so expecting first instalment payment this month.

Still waiting for Minister's announcement before we can publicly launch.

Project materials and media release have been drafted. Thanks for feedback.

Planning to place cup order for 600 asap to secure cheaper prices. Will be 25 cups each for cafes in Toronto and Warners Bay. Sample cup was shown to the meeting – made from silicone, collapsible design. Trying to identify silicone recycler

Seeking feedback on design for band around cups. Note print area is 40mm x 20mm – Alliance logo + wording: Choose reusable

Decided to sell for \$2 each, and to replace the expensive cardboard display boxes with a small sign, which will give cafes more flexibility to display. Signs will be designed this week. Have bought some Aldi metal straws to offer cafés as an option. Official invitation to go out to cafes (all have already agreed). February launch and media. Will get some more cups in July, when we receive second grant instalment. It would be good to include a few more cafes in other locations at that stage.

Encourage cafes to move out of other plastics, spoons, bags etc as part of this campaign, and not forget about fastfood restaurants. Toronto is also encouraging Woolies/Coles/Aldi to reduce plastic packaging...big victory Reject Shop has stopped free plastic bags..you have to buy one, but only 15c not \$1 in our Senate submission.

12.2. Submission in support of Product Stewardship Bill

Steve and Nico developed a submission on behalf of the Alliance to support the Products Stewardship Bill, including support for the seven key measures outlined in the Bill, and additional amendments including in brief:

- Mandated recovery target for all packaging including requirements on recycled content
- A ban on single use plastics
- A ban on polystyrene containers
- Clear labelling requirements to specify what can be reused, composted or recycled
- Labelling requirements on other problematic products
- Greater industry responsibility for collection, recovery and litter clean up costs
- Expanded container deposit scheme
- National single use plastic bag ban, and increased price for 'reusable' plastic bags

Full Alliance submission is available on request.

12.3. Submission on Hunter Water Desalination Plant Environmental Impact Statement

Meeting with Hunter Water staff held 5 December. Information about the desal plant proposal available here: <https://yourvoice.hunterwater.com.au/desal> or brochures available.

Consider that it is likely HW will push ahead with preparations for the plant in any case, but

worthwhile for Alliance to make a submission outlining concerns. Robyn and co have drafted and circulated the draft submission and will go ahead and send tonight. Draft submission states the Alliance's position against the proposal, and raises a number of concerns, including in brief:

- Potential impact on nearby coastal wetlands and Endangered Ecological Communities.
- Impact of brine outflow into the marine environment.
- Groundwater management during construction.
- Increased energy use and carbon emissions and inadequate green energy use
- Potential dune erosion and disturbance at intake point.
- Consideration of alternatives
- Increased focus on demand management and behaviour change

Full Alliance submission is available on request.

12.4. ReLeaf Lake Mac

Jonathon and Robyn had a meeting with Rachelle and Graham. LMCC still sorting things out. Symon Walpole is responsible for developing the Urban Tree Strategy.

Alliance considering a grant project to community awareness and education and tree give aways for appropriate resilience against climate change.

Zoom meeting held on 3 December. Gabby, Jonathon and Robyn in attendance. Next meeting will be the 16 Dec. Next meeting with Graham is 10 Feb 2020.

The board requested meeting minutes / notes and more details about the project activities to encourage broader participation from SN network.

12.5. Alliance business cards

Request for simple business cards with Alliance details on one side and space for local members to write notes or specific contact details on the other. Rachelle to organise.

12.6. Event and project reports:

- **Repair Café, Warners Bay Nov**
Ran smoothly. Planning to talk with organisers of successful Sydney Repair Café to see how they have made it work so well.
- **Stall at Cardiff community fair - Cardiff**
- **Toronto Picnic**
Toronto and Five Bays. Event went well 100-150 people attended. The weather was kind. Relaxed and positive feedback from participants.
- **Awaba Rd opening – Toronto**
50 people attended to celebrate the opening of the new garden on Awaba Road, improving the streetscape and welcome to the city.
- **Waste free Christmas – Cardiff**
- **Coastal Zone Management Committee Meeting (Dec) – Colin**
Dune Management and Recreational Needs studies undertaken by the Belmont Wetlands State Park Land Management Board were presented to the meeting. Reports highlight significant impacts on the coastal ecosystems resulting from recreation activities, and need for increased resources to manage.
The meeting also resolved to undertake a desktop study of current monitoring

programs to determine whether there is a case for Council to undertake regular heavy metal testing around the lake.
 Rachelle to check if reports and/or minutes from CZMC meetings are able to be publicly distributed.

- **Pamper Care**
 Pamper Care assisted nine people and their families, directly through WNC. The outreach program assisted 32 people, mainly men.
- **Waste to Art**
 All packed up. A few works still left for artists to pick up. Currently writing evaluation report, and awaiting artist survey responses.
- **Cane toads**
 Risk of cane toads spreading into Hunter region. Hunter Local Land Services are setting up surveillance groups, and spotlighting events to monitor local spots and identify any potential cane toad sightings as quickly as possible. For more information contact Hunter Local Land Services, www.facebook.com/HunterLLS.

12.7. Upcoming events:

- The Seeding, planning meeting, 19 January. (Preparation for main Seeding event in April.)
- Housing Strategy – Council presentation, 14 January, 4pm at Council (rsvp to Rachelle)
- Rachelle on leave 20 December – 5 January
- Draft Environmental Sustainability Strategy and Action Plan on exhibition – workshops in February 2020.
- Power and Pollution: National Community Summit, February

Closed: 8:10pm

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

TREASURER’S REPORT

1 October to 31 October, 2019.



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

Balance **\$ 13,730 .79CR**

RECEIPTS

24 Oct 2019	Dir Cr032106 (Nature Play)	\$ 800.00
29 Oct 2019	Tfer N Finlayson	41.00
31 Oct 2019	R. Charlton-TShirt	<u>41.00</u>
Total Income		\$ 882.00

EXPENDITURE

22 Oct Chq 000130 R. Carlton PmprCare	\$ 206.44
23 Oct Chq 000131 Lake MacCC Rathmines	794.80
20 Oct Chq 000126 C. Aus	367.00
20 Oct Chq 000129 C. Aus	418.01
20 Oct Chq 000128 C Aus	<u>325.93</u>

Total Expenditure \$ NIL

BALANCE**\$ 12,500.61CR**

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

Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 15 December, 2019.

LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

GENERAL MEETING

TREASURER'S REPORT

1 November to 30 November, 2019.



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

Balance **\$ 12,500.61CR**

RECEIPTS

04 Nov 2019	Tfer,B.Adamthwaite PmprCare	\$ 500.00
04 Nov 2019	Tfr C. Aus-TShirt	<u>41.00</u>

Total Income **\$ 541.00**

EXPENDITURE

26 Nov Chq 000132	R. Charlton	41.00
28 Nov Chq 000133	Earthen Rhythms	423.50

Total Expenditure \$ 446 .50

BALANCE **\$ 12,577.11CR**

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Signed _____

Name Jean McGarry

Title Hon Treasurer

Date 15 December, 2019.