

# Lake Macquarie Sustainable Neighbourhood Alliance

## Ordinary Meeting

### MINUTES

Tuesday 15 September 2015, 6.00 – 8.00pm

Committee Room, Lake Macquarie City Council Administration Building, Speers Point



<b>Present:</b>	Norbert Lica, Avril Lockton, Jean McGarry, Colin Mondy, Dot Seiffert, Susan Denholm Rachelle McConville (LMCC)
<b>Apologies:</b>	Christine Aus (leave), Steve Dewar

## 1 Welcome & acknowledgement of Country

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

## 2 Apologies

As above.

## 3 Conflict of interest

None stated.

## 4 Previous meeting

### 4.1 Ordinary meeting minutes, 18 August 2015 as circulated

*MOTION: That the previous meeting minutes dated 18 August 2015, be confirmed as an accurate record.*

Moved: Colin

Seconded: Dot

Passed unanimously.

### 4.2 Business arising from the minutes

- New organisations to approach as sponsors?
  - Suez environnement
  - Umwelt
  - Eraring Power Station – they have won awards for their sustainability initiatives. Maybe not suitable if we need to promote their logo.
  - Any others?
  - Defer action until next month.

## 5 Correspondence

- Official welcome to the Cardiff Area Sustainable Neighbourhood Group, 19 August
- Reminder to SN members about network gathering at the Toronto Fire Station, 19 August
- Guild insurance – request for more details about the West Wallsend SNG's Bunnings BBQ, 19 August

- Acknowledgement of Alliance submission to the Regional Achievement Awards, 21 August
- Thank you to Toronto Fire Station staff for hosting our network gathering, 24 August
- Sustainable Neighbourhood News sent to SN members, 25 August & 7 September
- Acknowledgement of Wangi Area SNG's expression of interest for the 2015 Charlton Stronger Communities Programme, and notice of submission dates if successful, 28 August
- Registered the Alliance to help recruit volunteers for the Bicycle Network's Super Sunday Bike Count, 1 September
- Request to SN network to seek 'Plastic Bag Champions', 3 September
- 'Verandah' newsletter from Neighbour Day, 3 September
- Notification that we were unsuccessful in the 'Regional Achievement and Community Awards', and invitation to attend their Gala Presentation Dinner in Dubbo, 9 September

*MOTION: That the correspondence be accepted*

Moved: Jean

Seconded: Avril

Passed unanimously

## 6 Treasurers report

See report attached below.

*MOTION: That the Treasurer's Report be accepted.*

Moved: Jean

Seconded: Susan

Passed unanimously

## 7 For discussion & decision

### 7.1 Welcome to the renewed Morisset and Peninsula SNG

The Morisset and Peninsula Sustainable Neighbourhood Group have been working with Council to formally expand into the Morisset Peninsula, and have now updated their Terms of Reference and elected a new committee for 2015-16. They are planning their launch event for 31 October 2015.

*MOTION: That the Morisset and Peninsula Sustainable Neighbourhood Group be accepted as a renewed member group of the Alliance.*

Moved: Jean

Seconded: Colin

Passed unanimously

### 7.2 Plastic bag campaign

- Steve has approached the EPA as suggested and is awaiting their response about what initiatives they are working on.
- Search for 'Plastic Bag Free' Champions:
  - Request sent to SN groups / membership
  - Steve has approached Bunnings, Aldi and the Teralba Takeaway. Bunnings and Aldi need to check with their head offices first. The lady at the Teralba Takeaway was very keen. We just have to get her details to add to the website.
  - **ACTION: Rachelle will create certificates for our Champions to display at their shop**
  - Would also be good to demonstrate our support for the REDCycle recycling points at the supermarkets.

- **ACTION:** Avril will ask at Morisset Coles and Jean will ask at Charlestown Coles about whether we can add a 'sign' or similar, and what kind of thing we could include.

- Preparation of display materials for Living Smart Festival, and other events.
  - Council is happy to provide the Alliance with some reusable bags to give away.
  - Norbert is collecting plastic bags for a display of the different stages of breakdown. Steve has a plastic bag snake for the display.
  - Hard copy of the existing petition.

### 7.3 Living Smart Festival Stall

Roster and other information has been circulated via email. Plenty of volunteers. Should be easy to have 2 volunteers on the stall at all times.

Steve to pick up gear this Thurs 17 Sept

Plastic bag display / materials – Norbert to bring.

### 7.4 Australia Day Awards

Suggested nominations for:

- Community Group of the year: Redhead Sustainable Neighbourhood (particularly for the great projects they have run this year including Surfest, the ANZAC Centenary Project, the Redhead Newsletter, and others)
- Volunteer of the Year: Colin Mondy (particularly for his role in the day to day running of the Redhead Sustainable Neighbourhood group and their projects listed above, and his additional contribution on the Alliance Board.)

Nominations close 30 October 2015.

## 8 Requests from member groups

### 8.1 Grant Expression of Interest: 'Memories Making Mosaics' – Wangi Area SNG – Submitted to the Stronger Communities Program (Charlton) (Aust Government Dept of Infrastructure and Regional Development.)

Expression of interest submitted to Pat Conroy's office, 13 August 2015. The EOI will be considered by a Committee (for the Charlton electorate) in September. If successful, the group will be notified by 23 Sept, and will need to submit a detailed grant application by 2 October. Given that Rachele will be on leave, the fast turnaround time, and that the Alliance Board have reviewed a similar grant application for the same project, we would like to enable the WASNG to submit this application without immediate review by board members.

*Motion: Provided that the application or project details do not differ substantially from the previous grant application, the WASNG can go ahead and submit their application without review from the Alliance Board.*

Moved: Avril

Seconded: Norbert

Passed unanimously

### 8.2 Risk assessment and Management Plan: Wangi Scarecrow Competition – Wangi Area SNG

Management plan – circulated via email.

(Two risk assessments have been requested – one for the competition overall and a separate one for the Awards Day event.)

The management plan was approved. The board also commended the management plan as a good example of planning and documentation. The board are awaiting the risk assessment for the competition overall, and one for the Awards Day event.

### **8.3 Grant application: Wangi Scarecrow Competition Awards Day – Wangi Area SNG**

Possible grant application to Council's Community Funding Program to cover costs of the awards day. Due to be submitted by 30 September.

*Motion: Provided that the application or project details do not differ substantially from the management plan (submitted above), the WASNG can go ahead and submit their application without prior review from the Alliance Board.*

Moved: Susan

Seconded: Avril

Passed unanimously

### **8.4 Risk assessment: Stall at the Swansea Springtime Festival - Caves Beach–Swansea Area SNG**

Circulated via email.

Approved.

### **8.5 Risk assessment: Plant Swap and Neighbourhood Celebration - Cardiff Area SNG**

Circulated via email.

Approved.

### **8.6 Grant Expression of Interest: 'Pit Pony Park Rehabilitation Project' – Greater Charlestown SNG** – Submitted to the Stronger Communities Program (Shortland) (Aust Government Dept of Infrastructure and Regional Development.)

The Greater Charlestown SNG have submitted an expression of interest (EOI) to Jill Hall's Office for 'stage 2' of the Pit Pony Park project. Assume that there will be a tight timeframe if the EOI is successful.

The Alliance will not be able to provide insurance for the activities mentioned in the EOI, including tree planting and use of an excavator. Concerns were also raised about reports of tree planting that have already taken place in the park without Council's permission.

However, if Council were willing and able to provide insurance, oversight and appropriate permissions for the project, then the Alliance would be willing to utilise our incorporation status to enable the GCSNG to receive grant funds.

*MOTION: Dependent on approval by Council for the project, the Alliance agree to auspice the grant application, but cannot provide insurance or oversight for the activities detailed in the EOI.*

Moved: Avril

Seconded: Susan

Passed unanimously

Shandala or Margo will be available while Rachelle is on leave, if there is a grant application that needs the Alliance to review in the next couple of weeks.

### **8.7 Sustainable Vegie workshop – Coorabong SNG –**

Risk assessment circulated via email.

Approved.

## 9 Report backs from member groups

### 9.1 Sustainable Neighbourhood gathering at Toronto Fire Station, 22 August.

~20 people attended. Informative afternoon. Participants enjoyed being shown around the garden, and hearing about projects from Redhead, Valentine and Wangi Area.

### 9.2 Bunnings Sausage Sizzle, fundraiser, West Wallsend District SNG, 29 August

Their feedback included that they were under-supplied and had to purchase more food on several occasions. They also missed one esky of sausages, so ended up buying more than needed. Would be good to organise that better in future.

Turnover \$1911; Preliminary estimate of profit is ~\$1300.

### 9.3 Awabakal Nature Play Day, Dudley SNG, 5 September

Went really well. Had over 80 participants and split them up into groups. Follow up story sent to media. Project still includes some improvements to the eco sleuth trail at the Awabakal EEC, and they are looking at running a spotlighting event in ~ March or April.

### 9.4 Toronto Area – Tossers can be binners stage 2 – Fast food rubbish

GlubGrant application was actually successful (they just forgot to tell the group). Steve is looking at focussing on fast food outlets in Toronto, to install anti-littering signage. They are looking at holding an event in Marc 2016.

### 9.5 Health and Safety Training – held Wednesday 2 September.

7 participants. 5 from SN groups and 2 from community gardens.

### 9.6 Community Safety Plan Workshop for Dora Creek residents, held in August

Would be good to hold another one out of hours for working people to attend.

### 9.7 ANZAC murals – Have been meaning to seal the murals with anti-graffitti sealant, but it keeps raining! Research booklets are currently being drafted.

### 9.8 Redhead storm meeting – Response received from Council regarding road flooding, and suggestion for more strategic placement of road closure signs. Suggestions will be passed on to the local emergency management committee.

### 9.9 Redhead Dog Lovers Day – Noted that the Redhead SNG are not involved in organising the day that has been organised for October. The event organisers and Council will be formally notified of this.

### 9.10 Eco Health Expo – Grant acquittals pending.

### 9.11 Walk to School Survey – The Greater Charlestown SNG are undertaking surveys with local schools to identify infrastructure gaps / dangerous crossings or intersections etc.

## 10 General business

### 10.1 Smart future smart cites conference

31Sept – 3 Oct. The conference organisers are looking for volunteers. Possibility of having a stall there, if the SN network provides some volunteers to help with the conference itself.

**ACTION:** Susan will check about the possibilities tomorrow and let the other board members know.

### 10.2 Senior citizens expo

There's one in October and one in November. Alliance agreed to organise stalls there.

### 10.3 Susan's resignation

Susan Denholm formally resigned from her position as a Board Member. Has been a great opportunity, but other commitments need to take priority for now and in the foreseeable future. Board members thanked Susan for her assistance and significant contribution to the Alliance Board – particularly in helping to get the organisation and fundamental processes established.

### 10.4 Environmental Sustainability Grants – Committee position

Colin has already volunteered, but may not be available. If that's the case, Jean will be able to sit on the committee for this round.

## 11 For information only

- Alliance website activity for August: 871 unique visitors, 5128 pageviews. Some extra stats from the website:

Top 5 Pages, Aug15	
503	home
124	tips-and-lessons
94	fire-retardant-garden
81	caves-beach-swanssea-area
72	latest-news
71	anzac-memorial

**Keywords** (ie Words that people searched with and ended up on our site)

- sustainability in your neighbourhood
  - Sustainability in our neighbourhood for education
  - west wallsend sustainable
  - west wallsend district sustainable neighbourhood group
  - toronto fie station sustainable neighbourhood August
  - sustainableneighbourhoods.org.au
  - sustainable neighbourhoods group
  - sustainable neighbourhood group
  - sustainability in your neighbourhood in education water energy sources
  - sustainability in our neighbourhood, in education
  - Sustainability in our neighbourhood in education
  - sustainability in education in our neighbourhood
  - say no to plastic filetype : pdf
  - rosi the combat
  - organisations for sustainability nsw
  - <http://www.sustainableneighbourhoods.org.au/greater-charlestown>
  - <http://www.sustainableneighbourhoods.org.au/a-walk-down-flood-lane.html>
  - eco expo 2015
  - eco angels
  - dora creek sustainable neighbourhood
  - dora creek progress association
  - Cooranbong on the lake
  - community engagement programs in lake macquariecit y council area
- **Rachelle on leave from Friday 18 September – Monday 5 October. Shandala will be available if required.**

**12 Next meeting date: Tuesday 20 October, 6-8pm**

**13 Meeting close**

Attachment: Treasurer's Report



**LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE**

**GENERAL MEETING**

**19 June, 2015**

**TREASURER'S REPORT**

**1 August 2015 to 31 August, 2015**

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

**Balance** **\$11,407.16**

**RECEIPTS**

Interest Credit	0.18c	
Gr. Charlestown SNG-Cent.Leagues Club	500.00	
<b>Total Receipts</b>		<b>\$ 500.18</b>

**EXPENDITURE**

Chq 000045 M.Downey DudSNG	1,039.23	
Chq 000046 M.Downey2 Dud.SNG	267.48	
Chq 000047 M.Downey3 Dud.SNG	20.42	
Chq 000048 Office Env. & Heritage-R'hd	325.00	
Chq 000049 Inspired EC-Dud.SNG	880.00	
<b>Total Expenditure</b>		<b>\$ 2,532.13</b>

**BALANCE** **\$9,375.11**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period ended 31 August, 2015.

Signed \_\_\_\_\_

Name            Jean McGarry

Title            Hon Treasurer

Date            14 September, 2015.