

# Lake Macquarie Sustainable Neighbourhood Alliance

## Ordinary Meeting

### MINUTES

Tuesday 21 July 2015, 6.00 – 8.00pm

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



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

## 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

2.1 Apologies – as above

## 3 Conflict of interest

- Rachelle: Just a reminder that Rachelle is restricted in some senses as a Council employee. It is important that any advocacy work of the Alliance, in particular, direct advocacy to elected representatives, is clearly coming from the Alliance as a community organisation, and cannot be construed or perceived to be coming from Council.

## 4 Previous meeting

### 4.1 Ordinary meeting minutes, 16 June 2015 as circulated

*MOTION: That the previous meeting minutes dated 16 June 2015, be confirmed as an accurate record.*

Moved Steve. Seconded Jean. Passed unanimously.

### 4.2 Business arising from the minutes

- Outstanding action from May meeting: Suggest next organisation to approach could be SUEZ environnement. Rachelle to investigate.  
ACTION: Avril to follow up with some internet research re their business and suitability to sponsor the Alliance.
- Outstanding action from June meeting: Rachelle has re-sent the Alliance's sponsorship proposal to [Solar Power Australia](#) (in Warners Bay), but has not followed up with a phone call to make a meeting time yet.  
ACTION: Steve will drop in again and request a meeting with them.

## 5 Correspondence

- Stallholder Application form for the Living Smart Festival, received from Council 17 June
- Various correspondence with Guild regarding insurance coverage for the Eco Health Expo, 24 June – 6 July.
- Survey from NSW Fair Trading – review of the Associations Act, 30 June
- Receipt of Events Questionnaire from Guild, 9 July

- Notification of NSW government's Community Building Partnership grants program, 10 July
- Nomination from Greg Piper MP for the 'Environment and Landcare Award', 15 July
- Invitation to comment on Council's Draft Waste Strategy, 8 July
- Invitation to comment on Council's Draft Control of Open Burning Policy. ACTION: Rachele to circulate to SN groups via email.

## 6 Treasurers report

See report attached below.

*MOTION: That the Treasurer's report as attached is accepted.*

Moved Steve. Seconded Avril. Moved unanimously.

## 7 For discussion & decision

### 7.1 Plastic bag campaign

The results from the survey are available and have been circulated via email. The results are strongly supportive of the Alliance running a campaign, and are generally supportive of the position and activities outlined in the background document. Participant comments highlighted some important points to note including:

- Confusion about different types of bags (eg degradable vs compostable)
- Importance of education and community engagement
- Alternative bin liners
- Limited reach of our survey

Proposed next step to contact the Plastic Bag Free NSW Alliance, and find out about their current strategy (eg is their petition still current? Where are they focusing their advocacy work? Do they know who in the NSW parliament are supportive / not supportive of a ban? who are the key decision-makers?)

TASNG has already approached Greg Piper and Pat Conroy and they are supportive of the campaign, and have written to the state environment minister.

ACTION: Next step to write a letter to state and federal MPs. Steve to draft a letter to be sent physically. Include a question.

### 7.2 Stall coordinator for the Living Smart Festival

We've received the stallholder application for the Living Smart Festival, and will need a volunteer to coordinate the Alliance stall. Festival date is Saturday 26 September, 8-2pm. I imagine set up will be from 6am, and pack up till 3pm.

Steve can organise equipment.  
Dot available 6am – 3pm – Can be stall coordinator.

Any special activities that we should be organising now? Some possibilities include:

- Plastic bag petition
- Plastic bag / marine debris display – eg cigarette butts from the lake / images of impact on wildlife / Stages of 'degradation' of a plastic checkout bag – display / other educational stuff from Plastic Bag Free NSW? ACTION: Steve will ask them while asking about their advocacy strategy.
- ACTION: Rachele to check if there are some reusable bags available to give away.
- Power saving show bags

### 7.3 Alliance AGM date

Tentatively set for Saturday 14 November, Afternoon  
Discussed some possible options including: Landcare Resource Centre / Belmont Neighbourhood Centre / Other ideas??? Some other kind of event?

## 7.4 Draft Waste Strategy

Council's Draft Waste Strategy is currently on exhibition. Individuals can view the draft strategy and complete the survey here: <http://haveyoursaylakemac.com.au/draft-waste-strategies>. Steve has reviewed the document, and suggested that the Alliance make a submission along the following lines:

The Strategy is sound overall, and the Alliance is supportive of the general direction and content – particularly in terms of residential services. However, the Alliance believes that there is not enough emphasis on a number of key issues, and that further resources should be directed to:

- Increasing public place recycling facilities;
- Increasing recycling services for businesses and schools; and
- Increasing resources for community engagement and education around waste issues (including recycling, litter, and reducing consumption of packaging and other disposable items)
- Also refer to list circulated via Steve at meeting.

Submissions are due by 24 August.

The same submission could also be submitted to the Hunter Resource Recovery Strategy.

*Proposal: That the Alliance make a submission to Council and to the Hunter Region Waste Strategy outlining the above points.*

**ACTION:** Steve to circulate draft for submission.

## 7.5 Nomination for the Peabody Energy Environment and Landcare Award

Greg Piper MP has nominated the Alliance for these awards: <http://awardsaustralia.com/regional-achievement-community-awards/nsw/award-entry-criteria/>.

**ACTION:** Happy for Rachelle to put submission in if she gets the time. Colin will look at it if he gets inspired.

# 8 Requests from member groups

## 8.1 Risk Assessment: Eco Angel Clean Up, Swansea Foreshore Reserve at end of Dobinson Road, 26 July 2015.

Risk assessment circulated via email.

Approved.

## 8.2 Risk Assessment: Old Waste, New Art – Recycled Art Competition. West Wallsend District SNG, 10 October 2015

Risk assessment circulated via email.

Approved.

## 8.3 Risk Assessment: Bunnings BBQ. West Wallsend District SNG, 29 August 2015

Risk assessment circulated via email.

Approved, pending clarification of expected attendance.

# 9 Report backs from member groups

## 9.1 Southlake Eco Health Expo, 28 June

100 – 140 people attended. Attendees enjoyed themselves, and the speakers shared some valuable insights. Much better attendance and venue than last year.

Some important lessons were learned, especially in terms of project planning, volunteer management, time management and communicating amongst team members.

## **Insurance issues**

The extended email conversation has been circulated via email.

Our insurers were only notified about the event on the Wednesday before the Expo, and decided to charge an extra insurance premium for the event of \$299.75. In Rachelle's absence, Shandala contacted both Norbert and Nelson to explain, and came to an agreement with them that the premium would need to be paid. Otherwise the event would not have been insured.

In the week following the Expo, various communications were made with our insurers to clarify why the extra premium was charged. It was mainly because of the very high estimate of participants, that increased their exposure to risk. After explaining that the estimate of up to 400 people was always unrealistic, and requesting that they revisit the issue, Guild have now agreed to withdraw their extra charge.

Contributing factors, and lessons to note for future activities:

- Late submission of paperwork to the Alliance, and therefore to the insurer.  
If the paperwork was submitted sooner, there may have been opportunity to question, clarify or negotiate the extra charge, prior to the event. Guild has requested that we give them at least 10 working days notice for future events that need to be noted with them.
- Unrealistic estimation of attendance at the event.  
The risk assessment stated an expected attendance of 150 – 400 people. This is the main reason from the insurer about the 'increased exposure' from our normal events, and the reason they charged the extra. In hindsight, this is an unrealistic estimate, and it would be very unusual for our events to attract that many people. For future events, having a more realistic estimate of attendance number will prevent the perception that the event is larger than it really is.
- Expectation that a premium will be charged for large events  
The planned Wangi Centenary event (planned for October 2016) springs to mind.
- Event Questionnaire  
Guild has since sent through an 'Event Questionnaire' that has been circulated to Board members via email.

### **9.2 Pelican Area AGM Minutes**

Minutes have been circulated via email, with list of their highlights for the year.

### **9.3 Wangi Area – Scarecrow Competition?**

They are currently looking at running the Scarecrow Competition again this year.

### **9.4 Redhead – 'emergency ready' / storm debrief event, 23 June**

Disappointing numbers, but valuable outcomes. Included informative talk from the SES including their role, how individuals can prepare for storms, and how they prioritise work in an emergency. Community members also spoke about their experiences in the April storm and made some suggestions about actions that could help in future. A written report is available for those interested.

Noted that events like the April storm are likely to happen more often. Would be good to focus on preparedness activities in future.

### **9.5 Dudley Community Garden**

Held their first working bee on 12 July, with about 50 people attending. While they are no longer technically a project of the Sustainable Neighbourhood Group, the Alliance still holds grant money for them to purchase equipment and materials for the garden.

## 10 General business

- Eraring Community Forum – Rachele to forward invitation to SN groups

## 11 For information only

- Alliance website activity for June: 794 unique visitors, 4999 pageviews.

## 12 Next meeting date: Tuesday 18 August, 6-8pm

## 13 Meeting close

Attachment: Treasurer's Report

### LAKE MACQUARIE SUSTAINABLE NEIGHBOURHOODS ALLIANCE

#### GENERAL MEETING

21 July, 2015

#### TREASURER'S REPORT

1 June 2015 to 30 June, 2015



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

**Balance** **\$ 7,872.63**

#### RECEIPTS

Interest Credit	0.04c
LMCC-981558 [???	3,247.00
LMCC-981763 [Eco Health Expo]	790.90
Local Land Services 146757 [Eco Health Expo]	2,000.00

Total Receipts \$ 6,037.94

#### EXPENDITURE

Chq 000036 Toronto Sust. N. Group [Bicycle network donation] 100.00

Total Expenditure \$ 100.00

**BALANCE** **\$ 13,810.57**

This is a true statement of accounts for the Lake Macquarie Sustainable Neighbourhoods Alliance for the period ended 30 June, 2015.

Signed

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Name

Jean McGarry

Title

Hon Treasurer

Date

14 July, 2015.