

Scotland Island Residents' Association



Minutes of Committee Meeting

Date: May 18, 2014
Venue: Community Hall
Present: Bill Gye, Judy Readman, Alan Gaines, Cass Gye, Carol Floyd, Tanya Costin, Graeme Crayford, Shona Forsyth, Jenny Frazer, David Hegarty, Shar Jones, Sharon Kinnison, Hubert van Mierlo, Tim Turpin
Apologies: Adrian Matthews
Observers: Chris Hampshire
Opening: Meeting opened at 10 a.m

1. WELCOME AND INTRODUCTION

2. **DECLARATIONS OF INTEREST:** Cass Gye (CG) is Emergency Water Monitor; Graeme Crayford (GC) is Community Vehicle Coordinator. CG and BG members of the Pittwater Point Community Projects Association.

3. PREVIOUS MINUTES

3.1. **Previous minutes:** GC moved that they be accepted; AG seconded. Rolling Action list – add date of minutes first raised.

3.2. Outstanding Action Points:

3.2.1. **Dog-leash-free proposal for Catherine Park ACTION:** Allocated to Parks and Reserves; liaise with Ruth Gaines. **Delegated to subcommittee: remove from Rolling Action list.**

3.2.2. **Community Hall Mural: ACTION:** Pending, Carol Floyd (CF) to advise. Handed over hall management to Adrian. **Delegated to subcommittee: remove from Rolling Action list.**

3.2.3. **Pasadena:** CG proposed that SIRAC write to PWC about commercial fence public land of waterfront side of Pasadena. Action: CG to draft letter. Committee voted to accept draft. **ACTION: BG to send. DONE.**

3.2.4. **Treasurer's report:** Charges for Admin queried; p. 2 'GF Administration'. CG took question on notice. **ACTION:** CG to advise breakdown of expenses next meeting. **DONE.**

3.2.5. BG asked all subcommittees to review their charters. **ACTION: Subcommittee to review ONGOING.**

3.2.6. **SIRAC Policies and Procedures:** Hubert van Mierlo (HvM) tabled a policy for formation of subcommittees. **ACTION:** HvM to submit his proposal under the new P&P policy (see 6.2.1 above). **Delegated to subcommittee: remove from Rolling Action list.**

3.2.7. **Needs survey:** BG suggested a new needs survey. **ACTION:** Governance Subcommittee to discuss and propose. **Delegated to subcommittee: remove from Rolling Action list.**

3.2.8. **Constitutional Review.** Graeme Crayford proposed using existing clauses from the current SIRA Constitution and substituting clauses from the model constitution where appropriate with minimal changes to the wording. BG proposed that this discussion be moved to the Governance Subcommittee. HvM proposed that we follow the Procedures for Amendment and Additions. **ACTION:** Governance Subcommittee to discuss and feedback to Committee. **Delegated to subcommittee: remove from Rolling Action list.**

3.2.9. **Next Community Forum Focus (May 4).** **ACTION:** to be considered at Community Engagement and Communication meeting. **DONE**

3.2.10. **Church Point.** BG reported no news on low-interest loan, but PWC may be considering a 10 rather than a 20-year loan. Issues are whether PWC should keep to original fee structure based on 20-year loan, and 2) whether SIRAC support the proposal for 60 leased spaces to subsidise fees. **ACTION: CP Subcommittee to discuss. ONGOING.**

- 3.2.11. Roads & Drainage.** SK moved that letter be drafted by AG to express appreciation to PWC for President to send and then back to Committee. Agreed. **ACTION:** AG to draft letter and send to President for dispatch. **DONE**
- 3.2.12. Communications / Website.** CF reported that she and Ruth Gaines had completed 85% of content. **ACTION:** CF to compile list of outstanding tasks to send to Community Engagement and Communication Subcommittee for volunteers to undertake. Next meeting 22nd April. **DONE**
- 3.2.13. Street Parties / Scotland Island Fair.** CG organised a Fire Trail party held May 4. **ACTION: to be considered at Community Engagement and Communication meeting. ONGOING**
- 3.2.14. AOB.** GC: NSW Government has repealed Part 3 and changed the appeal process: Warriewood Residents Association has invited all Pittwater resident associations to meet with Rob Stokes. **ACTION:** JR to attend, JF is backup. **DONE**
- 3.2.15. AOB.** CG: Northern Beaches Health Service: brochure received about new hospital and proposal that they address community on plans for building and infrastructure. **ACTION:** Community Engagement and Communications to discuss a suitable time. **Delegated to subcommittee: remove from Rolling Action list.**
- 3.2.16. AOB.** AG: NSW Govt is proposing rewriting the Crown Lands Management document. **ACTION:** AG will send link to page to Committee. **DONE**
- 3.2.17. AOB.** HvM: Schedule of meetings: Agreed that General Meeting on schedule to be called Community Forum; whether it is a General Meeting can be decided later. **ACTION:** CG to amend list and send to PON for publication. **DONE**
- 3.2.18. AOB.** HvM: Traffic management: consider follow-up actions. **ACTION: R&D Committee to discuss. ONGOING.**
- 3.2.19. AOB.** HvM: PWC proposals re kayak racks that would be charged out to users. **ACTION: Parks and Reserves, Wharves and Marine to discuss. ONGOING**
- 3.2.20. AOB.** HvM: Inviting people to join committees. CG said she would find the previous PON notice to send. **ACTION:** notice to go out in PON. **DONE**
- 3.2.21. AOB.** CF: Fire trail issues: **ACTION: R&D to discuss. ONGOING**
- 3.2.22. COMMUNITY Q&A.** Annette Ritchie reported on the PWC storage area opposite her area. It is encroaching in Catherine Park. SK proposed that the Parks and Reserves draft a letter about the issue to be approved. **ACTION: agreed that P&R will explore the issue and draft a letter. ONGOING.**

4. TREASURER'S REPORT. CG tabled report (see Appendix 1). P& L to follow.

- 4.1.1.** SK queried amount of membership income: Answer: about \$6000.
- 4.1.2.** CG reported that PWC had agreed to share the cost of reprinting the Scotland Island Matters (the little blue book). Preliminary quote \$972. **Motion:** That SIRA reprint Scotland Island Matters with support from Pittwater Council. Moved: CG; Seconded: SK. Meeting agreed. **ACTION: CG to organise printing**

5. SUB-COMMITTEE REPORTS

5.1. Community Engagement and Communications. HvM/JR tabled report (see Appendix 2)

- 5.1.1. Charter:** next committee will continue discussion
- 5.1.2. Communications Strategy:** use different strategies – email, PON, website, social media, database. To be discussed at CECS meetings.
- 5.1.3. Website:** Meeting with Dan on Friday: a schedule has been prepared for a launch date of July 20. Work ongoing. CF reported that the bulk of content is up; HvM said there was still much to do.
- 5.1.4. Report on Community Forum:** Worked well; feedback so far has been positive. Two subjects discussed: Water and Wastewater; Parks Reserves and Wharves. Minutes compiled by CF, JR, JF and SK using written comments on tablecloths. Sent out to participants for further comments; final comments to be included in the minutes (Appendix 2a). **ACTION: JF to finalise minutes for community feedback after responses from participants received.**
- 5.1.5. Next forum:** tie in with Winter Solstice Festival and have it on Island Vision – what we value and want to foster on the island. **ACTION: Island Vision and CECS to continue working on this.**

- 5.1.6. Community Engagement:** JK handed out the Inform-Consult-Involve-Collaborate model of community engagement and explained it.
- 5.2. Water and Wastewater:** nothing to report: issues canvassed in forum.
- 5.3. Parks, Reserves and Wharves:** SK tabled report (see Appendix 3). Reported that meeting with PWC didn't occur. Point of order raised: this should be part of R&D. Meeting agreed that this overlaps two committees; e.g. water redirected through reserves. Corporate Landcare event worked well.
- 5.4. Roads and Drainage:** AG tabled report (see Appendix 4). Fiscal year has ended so road works have ended for the year. Problem raised that pits are large: it is one size for all pits. However, large size pipes do reduce the amount of blockage.
- 5.4.1.** TC suggested that in regard to road material that some island organisations could tender for contacts. SIRAC could not endorse any particular tender application so interested parties should put in a proposal.
- 5.4.2.** Traffic management: 10k zone and road closure proposals: final results of survey not yet available but 10k limit was supported by most residents, so this has been progressed and will go to PWC on June 2. The other two issues are buggy licenses and road closure (road restrictions). PD (of PWC) asked SIRAC to endorse the survey to PWC but it was not an SIRAC survey so this was not done. R&D supports buggy licenses as they are suitable for our roads and make it clear that the island is a unique environment and is unlike other suburbs. Road closure (restriction) has been less popular – about 50%. PD would like to have more community forums on the issue. Query raised for work vehicles: would they pay registration as well as an additional fee? Answer: not clear yet but this is envisaged. JF suggested that the PWC community forums on this issue could be more interactive.
- 5.4.3.** Proposed revised charter tabled and has few changes: charter contains an addendum. Query about first paragraph. Meeting endorsed charter. (See Appendix 5.)
- 5.4.4.** Road to top of island: Request made to Chris Hunt at PWC, who oversees different committees that are involved, to meet with R&D on this issue.
- 5.5. Finance, Membership and Insurance:** GC reported that membership is due July 1. New membership form tabled; members can elect to be recorded as a full member of SIRA or as an Emergency Water user only. HvM said that this creates the impression of two levels of membership. CG noted that the form explains that rights remain identical under the two options. JR suggested that this mailing opportunity be used to ask people to opt in or out of email communication. CF suggested a covering letter rather than changing the form. SK moved that JR be given time to propose a document incorporating changes (re opting in or out of email communications). JR seconded. CG spoke against the motion. Vote 6 for and 6 against, President cast deciding vote against; result: 6 for and 7 against. Motion lost. GC moved that the tabled document be accepted; SJ seconded: motion passed, 7 for. There will be a covering letter. **ACTION: FMI to send out form to members; JR to draft a covering letter.**
- 5.6. Waste Management:** DH tabled report (see Appendix 6), which summarises WM issues into short-term and long-term issues. Issue of scheduling of pick-ups was raised; congestion was caused by vegetation and general waste being too close together, along with road closure. Issue of rubbish going into Pittwater; new process is designed to keep rubbish off ground. Issue: is there a better way to handle rubbish? Could a green waste chipper be used? DH also noted that PWC will sticker recycling material left out in crates that contravenes guidelines. New skips will shortly be placed on all wharves to improve handling practices by contractor and are designed to be more user friendly for residents.

5.7. Church Point. BG tabled report (see Appendix 7).). Nothing further from PWC on the implementation of the December 19, 2013 Council decision; no progress on low-interest loan. Letter sent in re Quarter Sessions road explaining that no opinion could be given as there had been no time to consult with the community. Letter proposed, along with West Pittwater Community Association, expressing opposition to the possible 10-year loan instead of the 20-year loan (as per the original, agreed upon plan), as this could raise parking fees. Question: what are the terms of reference of the Church Point Traffic Management Report (as per the December 19 resolution by Council)? Answer: we don't know, but it would be useful to find out. JF suggested that we use this opportunity to engage with onshore community on demand management. CG suggested that we revive the Church Point Design group. BG noted that we have already set forward our wishes for demand management and have submitted them to PWC. Meeting agreed that although discussions with the onshore organisation could be difficult as they opposed the car park infrastructure, the CP subcommittee could initiate contact. BG proposed a survey on demand management. Meeting agreed. **ACTION: CP committee to initiate discussions with onshore and to draft survey seeking community ideas and opinions regarding demand management.**

5.8. Island Vision. SJ tabled report (see Appendix 8). Encouraged people to become familiar the 2025 Strategic Plan, especially in terms of process. Preliminary look at Charter. Discussion on developing Vision Statement in terms of what we value here; run a forum on this in the Winter Solstice festival; Emmie Collins has supported this idea. Ideas box suggested; PON notice suggested. SJ asked that ideas be given to SJ/JF. SJ estimated a development period of 12-18 months for full statement of vision and values. **ACTION: forum to be prepared for Winter Solstice Festival (IV and CECs to work together).**

5.9. Governance. BG tabled report (see Appendix 9). Charter still under discussion; revised election processes have been suggested and a proposal will be presented by Boyd. Suggested procedure: that committees be given a chance to review reports 24 hours before they are sent out to full committee. SK asked that subjects of emails be descriptive and informative.

6. SERVICE REPORTS

6.1. Emergency Water. CG reported that it is increasingly difficult to prevent residents from placing materials and vegetation on the water line; PON notice could go out. JF suggested that other people could help CG. Thanked CG for her hard work, which is unpaid. **ACTION: CG to draft a notice for PON.**

6.2. Community Vehicle: GC reported that the hairpin bend is becoming an increasingly serious problem, as is the number of unregistered vehicles.

6.3. Community Hall: CF has handed over to AM. PWC is repairing pipe: toilets were backing up at every function, and a crushed pipe was found to be the cause.

7. AOB

7.1. Scotland Island (Winter Solstice) fair: BG proposed that if insurance coverage is requested by Emmie (approx. \$500) that SIRA includes the event in their insurance and cover the cost. CF seconded. Agreed. BG also moved that we also put aside \$250 as a contingency fund for the forum at the fair if needed; however, budget/report needed. Meeting agreed. JF volunteered to drive the forum at the Winter Solstice.

8. ROLLING TASK LIST

Task/topic	Subcommittee or person responsible	Initiation date
Review Subcommittee Charters ONGOING	All subcommittees	April 6 2014
Consider/ form proposal for fee structure and leased spaces for car park ONGOING	Church Point	April 6 2014
Street parties and Scotland Island Fair to be considered ONGOING	Community Engagement and Communication	April 6 2014
Consider follow-up actions to Traffic Management proposal ONGOING	Roads & Drainage	April 6 2014
Respond/consider kayak racks proposal from PWC ONGOING	Parks, Reserves, Wharves and Marine	April 6 2014
Explore issue of council material opposite Annette Ritchie's house and draft letter if needed. ONGOING	Parks, Reserves, Wharves and Marine; Roads & Drainage	April 6 2014
Decide on action on road to top of island ONGOING	Roads & Drainage	April 6 2014
Community Forum: finalise minutes for community feedback after responses from participants received.	CECS, JF	May 6 2014
Next forum: tie in with Winter Solstice Festival and have it on Island Vision – what we value and want to foster on the island. ACTION: Island Vision and CECS to continue working on this.	Island Vision; CECS	May 6 2014
SIRA membership form to be mailed out along with President's report	FMI	May 6 2014
Church Point: initiate discussions with onshore organisations and draft survey	CP	May 6 2014
Church Point: draft survey on demand management	CP	May 6 2014

Meeting closed at 12:30

Next meeting: June 29, 10 am, Community Hall.

APPENDIX 1: TREASURER'S REPORT

SIRA TREASURER'S REPORT

May 18, 2014

Accounts @ 31.03.14 entered and bank reconciled; MYOB to be checked for any discrepancies; reports sent separately

- BAS prepared and to be lodged May 22; refund of \$919.00
- Accounts all paid @ 30.04.14; memberships banked
- Emergency Water bank account reconciled
- Community Vehicle 2014-2015 Budget prepared ready for lodgment May 31
- Meeting with NSW Transport regarding Community Vehicle to be arranged following budget to discuss surplus funds
- SIRA Membership Form 2014-2015 reformatted with tick box to indicate whether members are joining as full members or for emergency water only
- Membership 2014-2015 invoices generated for annual mailout; Pittwater Council to provide Waste Calendars to be included; the cost of postage is shared between SIRA and PWC
- TUG still some outstanding memberships for 2013-2014

Proposal:

Pittwater Council has agreed to share the cost of re-printing Scotland Island Matters "the blue book". As there is much relevant information about waste water and native plants, they have supported the printing as part of their ongoing education programme and would like an acknowledgement of this contribution. A preliminary quote to print 450 copies is \$972.00.

Motion: That SIRAC allocates \$490.00 for shared cost of printing Scotland Island Matters to be distributed via the annual mailout **Moved:** Cass Gye Seconded; Sharon Kinnison

Cass Gye
Treasurer

APPENDIX 2: COMMUNITY ENGAGEMENT AND COMMUNICATIONS REPORT

CECS Charter

- Draft being prepared for discussion.
- We aim to put forward to SIRAC at the next meeting.

Community Engagement

- First Community Discussion was held on 4 May.
- Subject areas discussed were: 1. Parks, Reserves, Wharves and Maritime and 2. Water and Wastewater
- Discussion content has been collated and has been sent to participants for feedback
- More detail is contained in Jenny Frazer's report.

Communications Strategy

- A communications strategy has been discussed and current thinking is to:
 - ✓ Start using multiple channels to improve
 - ✓ Use more direct and focussed communications
 - ✓ Use marketing communication tools
- A communications and related systems review is being prepared for discussion.

Website

- The website is still under development. Both structure and the uploading and formatting of the content require substantial effort to be completed.
- The following schedule to go-live, is proposed (awaiting OK from all involved):

Step/Task	Responsible	Duration	Completion planned by
Review revised structure	SIRA (HvM/CB/SECS/SIRA C)	3 weeks	6 June
Build/Complete new structure	Dan	2 weeks	20 June
Complete Content Loading/format	Dan	1 week	27 June
Test Round 1	SIRA (CECS)	1 week	4 July
User Acceptance Test (Round 2)	SIRA (All committees)	1 week	11 July
Transfer site to host	Julian	1 week	18 July
Change DNS	Julian	1 Day	19 July
Go Live		20 July	

SCOTLAND ISLAND RESIDENTS' ASSOCIATION

CECS Community Discussion

Sunday May 4, 2014

Summary of Comments

PARKS AND RESERVES

Topic: Vehicle access through Elizabeth Park

- **Issues**
- Access for residents and safety for fire and emergency
- Priority section - the hairpin and steep section
- Planning, cost for construction and maintenance
- Preservation of endangered ecological community and Council recognised significant environmental asset

Of concern/relevant to

- All residents
- Potential and new residents
- Residents without road access to their homes (25)
- Island groups – Bushcare, SIRAC Subcommittees PRW&M (Parks, Reserves, Wharves and Marine) R & D (Roads & Drainage), Fire Brigade and CFR (Community First Responders)
- Council Environment and Infrastructure Units

Action

- Elizabeth Park recognition as critical access through to Fitzpatrick/Thompson intersection
- Suggest possibly the least expensive and easiest option is to gain recognition of track as a fire trail and negotiate for a unlocked gate
 - Gazette access through Elizabeth Park as a fire trail,
 - Use fire brigade funding for upgrade including sealing of steep hairpin bend.
- Residents and Sub-Committee reps. approach Council to form Bushcare groups for Fitzgerald and Thompson St. where they are not a street, but footpaths.
- Need follow up Sub-Committee meetings to follow through on suggested plans to improve fire trails on the island and better wharf facilities on the island for better safety for commuter boats.

Topic: Formation of Wharf User or Action Groups

- **Issues**
- For residents availability of storage/space for boats (demand exceeds supply) and cost for boat tie up or storage
- For resident easy access to the waterfront/ wharf for disabled, cyclist or for transport of goods e.g. sealed path for kart or buggy
- For resident improvement to recreational facilities (electric BBQ at Carol's)
- For new residents access to wharf facilities
- For Council concern about liability for infrastructure of poor design or quality and health of the park areas e.g. Erosion of soil
- For Council recovering cost for infrastructural improvements

Of concern/relevant to

- Boat owners especially those accessing different wharves (Initially Carols)
- SIRAC to assist additional community engagement and involvement e.g.

Subcommittee PRW&M, R&D, Hall, Finance

- Special interest groups i.e. Bushcare, Wharf Users, Kindy,
- Council for resolving issues of safety for residents and care of parks and facilities
- New residents especially those requiring boat tie ups

Actions

- Interested residents to form wharf user group
- Wharf user groups to investigate and develop a proposal (consult with existing groups and subcommittee re design, funding and management)
- Subcommittee PRW&M and existing Wharf groups to assist groups including:
 - Access to older wharf plans
 - Investigating location of old pontoons
 - Template for project development and management
 - Consider strategies for increasing or managing supply so as to assist as many persons as possible without damage to environment and within ability to manage cost effectively
 - Promote sharing of private jetties
- Subcommittee to provide information to realtors and on the website for old and new residents
- Catherine Park
 - Hall & Kindy – Need for working bees, Improvements (besser brick wall)
 - Recreation – Boot camp, cafe
 - Park & Bushland
 - TUG – Investigate additional low level solar lighting, tinnie tie up and low tide access
- Harold (Carols wharf)
 - Investigate, plan complete kayak storage
 - Alternative ramp access to wharf (e.g. Bells)
- Leahvera (Cargo wharf)
 - Protection of Kurrajong tree

Topic: Management Plans for Parks and Reserves

Issues

- Provide a coordinated approach to management and planning for parks and reserves include:
 - Rationale - Identify and protect what we value in our community
 - Community consultation seek local knowledge and input
 - Maintenance is essential
 - Begin small, celebrate and build on success
- Maintaining healthy ecosystems and environmental communities including: the endangered spotted gum forest community, sea grass beds and mudflats, habitat for wildlife,
- Maintaining/foster Council guidance and support for regeneration and restoration
- Providing guidelines for future island planning and development
 - nature/walking trails
 - recreational facilities and day to day access

Of concern/relevant to

- All residents
- New and potential residents
- SIRAC including Subcommittees (PRW&W, R&D, Vision)
- Special interest groups (Bushcare, Fire Brigade, Kindy, Hall)
- Council (Les Munn is contact for parks and Karen Nippard for reserves) Catchment Management Committees

Actions

- Review existing Council plans
- Develop/extend management plans to include description, principles, user groups, priorities
- Form local action groups to facilitate projects and maintenance (i.e. Bushcare, Wharf User Groups, Wards)
- Investigate, plan develop walking trails/nature trails i.e. Elsie Street, Pathilda
- Website to provide relevant information or links re: endangered plant community, weeds, management plans, contacts, projects
- Resident education re: management practices that control invasive weeds and stormwater runoff on their block to maintain healthy ecosystems, prevent erosion of roads and sediment transport, loss of trees and provide water for permaculture gardens
- Investigate resident 'adopt a drain' project
- Identify and deal with special needs – weed control, cats

WATER AND WASTEWATER

Background Information/history/comments/questions

- Mains water
- Delineation of responsibilities between PWC and Sydney Water
- History – of water
- Fundamental error in 1923 to subdivide land
- Who maintains the macerator (if we have mains sewerage)
- What about the Western Foreshores?
- What are the arrangement/legalities of the old septic tanks?
- Who keeps track of where we are at with the IPART and EPA
- When talking to Rob Stokes, bring up issue of enforcing boat pumpouts – holding tanks?
- Do we need a tank at the top of the island?
- Would water demand go up if wastewater removal was more efficient – if so, how would we manage this?
- Discuss funding costs and details
- Explore issues around co-location of water and wastewater and maybe optical fibre and electricity
- A resolution to remove of effluent and wastewater from island will improve the health of the island and of Pittwater as a whole
- Possibility of people on the island with appropriate skills forming working parties to reduce the cost of connection to macerating pump should be investigated e.g. for trench digging etc may even be tradesmen prepared to donate time to help. Also some people may not be able to afford connection SIRA could look at raising money so these people could be connected to sewer line. Offer to do some flow and pressure testing on the existing water lines on the island to determine if in an interim period we can make use of the existing water lines to provide water to all households with permanent metered connections. There is no doubt that a big tank at the top of the island is one solution for a reliable water supply. Also SIRA should investigate the possibility of obtaining a grant from the EPA for the recovery of household waste.
- The native trees and vegetation would benefit from the removal of phosphates
- There would be significant reduction of mosquitoes
- The cost to individual households would be significantly outweighed by the increase in value of homes
- Improve reticulation of emergency water currently piped to the island by equipping each household with a float system in each household tank system so that each tank has a certain level of water without any need for intervention from the householder
- A small diameter say 12 mm coming from the main providing drinking water for each household.
- Talk to neighbours to 'own' the issues

- Alternative water supply suggestions
- Good suggestions for managing water better
- How to get info on water out to the community

Consultation moving forward

- Work together with Vision Sub-Committee
- Community forums to discuss proposals
- More info/forums to inform and educate about the opportunities
- Survey/vote
- SIC page
- Web forum –resurrect SC forum page
- Once a quarter newsletter with questions and answers
- Use the database for marketing purposes
- Permission to email members about other issues with opt out box
- Simple voting.com allows for more sophisticated polling more flexible than Survey Monkey, links for feedback and ability to collate

Important link to NSW EPA Organics Large and Small Infrastructure Grants Program:
www.epa.nsw.gov.au/waste/grants.htm

APPENDIX 3: PARKS, RESERVES AND WHARVES

Report to SIRAC May, 18th.

Sub-committee members:

Sharon, Tim (co-chairs) Adrian, Cass, Shona (SIRAC)

Additional members since first meeting: Colin Haskell, Tim Jacobs.

First sub-committee meeting held April 9th.

Key issues discussed:

1. Follow-up issues from last year:
 - a. Leahvera/Cargo Reserves forum action proposals
 - b. Kayak storage areas
 - c. Dog exercise area
 - d. Reserve user groups
2. Summary points prepared for Community Forum May 4.
3. Discussion session at May 4 Forum.
4. Charter: amendments to be considered at next sub-committee meeting (May 19)
5. Kurrajong tree at Cargo: action underway for barrier around tree.
6. Electric barbecue at Carols proposed.
7. Road to top of island: meeting scheduled for Friday 16 May to consider some options
8. Catherine Park: Corporate Landcare assisted with Bushcare at Catherine Park Wed. 14th.
9. Dog exercise area to be followed up with Les Munn after May 26th
10. PWC storage of road maintenance materials issue: liaise with R&D re location of re referred issue from SIRAC (see R&D report).
11. Forum discussion outcomes will provide input for future action through the year.
12. Next meeting Monday May 19th.

APPENDIX 4: ROADS AND DRAINAGE

2013/14 Capital Improvement Program

- Three new drain pits have been installed near the Fire Shed.
- This completes the CIP for this financial year; new works will be scheduled for next year.

Traffic Management Plan

- Council survey showed large majority in favour of “Shared Road” designation (10kph speed limit). This proposal will be brought to Council’s Traffic Committee for discussion and if approved, will go to Council in June before submitting to RMS.
- The survey showed no clear preference for or against the “Road Closure” proposal, but comments indicated a lack of understanding of the proposed measures. Council will sponsor additional community meetings before any additional action.

Maintenance

- Additional maintenance works have been carried out in various locations. Again, this completes the road maintenance work for the current financial year.

The R&D Subcommittee met on 14 April, and addressed the following action items:

- Subcommittee Charter. Minor revisions were suggested; new version is attached for SIRAC consideration;
- Follow-up on Traffic Management Plan. Recommend no action until results of Council survey are available.
- Fire Trail (Hairpin Bend) action. Felt best approach was to engage Council to consider possible actions. Email sent to Chris Hunt and other principals; they will meet to consider, visit the site, and respond.
- Consider issue of Council “depot” on the Island for machines and materials storage. Sharon Kinnison will investigate possible sites, speak with concerned residents.

Letter to Council thanking them (and especially Pino Nero) for recent work on Island roads was drafted and sent by President.

Alan Gaines

Chair, R&D Subcommittee

APPENDIX 5: DRAFT ROADS AND DRAINAGE CHARTER

The Constitution of the Scotland Island Residents' Association Incorporated (SIRA) lists as an Object of the Association: "to encourage and promote any necessary development of Scotland Island and adjacent mainland areas;"

It further vests in the Committee of Management (SIRAC) the "power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the association" (Article 12), and provides for delegation to a sub-committee "the exercise of such of the functions of the committee as are specific in the instrument [of delegation]" (Article 20).

The Committee (SIRAC) delegates to the Roads and Drainage Sub-Committee the following specific functions:

1. To consult with Island residents and identify issues concerning roads and drainage.
2. To communicate significant issues, plans, or decisions to the Island community either through SIRAC or directly through the Communications Sub-Committee.
3. To prepare recommendations to SIRAC on issues and policies regarding Scotland Island roads and drainage.
4. To act as the liaison with Pittwater Council in all matters concerning roads and drainage on Scotland Island, with particular reference to the *Scotland Island Road Reserve Management Strategy* and the *Scotland Island Road Reserve and Stormwater Management Implementation Plan* adopted by Pittwater Council in 2011.
5. To prepare draft correspondence to other authorities or organisations as deemed appropriate by the Sub-Committee. Such drafts shall be presented to SIRAC for appropriate action.

The activities of this Sub-Committee relate directly to Pittwater Council's Strategic Plan *Pittwater 2025*:

Key Direction 5 - Integrating our Built Environment

- *"Develop, resource and implement a sustainable Strategic Asset Management Plan"*
- *"Develop a program to build pride in community assets that assists Council in maintenance"*
- *"Provide planning, design, investigation and management of traffic & transport facilities"*
- *"Upgrade of traffic & transport facilities"*
- *"Maintain and service traffic and transport facilities"*

Key Direction 2 – Valuing & Caring for our Natural Environment

- *"Minimise the discharge of pollution and effluent to any receiving waters"*

ADDENDUM: ROADS AND DRAINAGE SUB-COMMITTEE

Previous consultations with the community through workshops and survey conducted in 2000 indicated the following:

1. Roads are primarily used as a pedestrian pathway environment with limited vehicle usage. All road works and road maintenance should be undertaken with these priorities in mind
2. The Community supports a pro-active roads management and control system
3. There was substantial support for Community contribution to road construction
4. Roads should be the minimum 3 metres width
5. Road speeds should be limited to 15Kph
6. Vehicle weights and types should be limited to those suitable to a minimal road environment, probably less than 4 tonnes
7. The (single lane) roadway should not be used for vehicle parking
8. Roads should be closed to vehicles during wet weather to avoid damage
9. The Community vehicle should be seen as an alternative to private vehicle ownership
10. Road reserves currently not used as roads should be turned into bush reserves
11. An Elizabeth Park track should be formalised as a road

Since that time the community has been involved in the development in partnership with Pittwater Council of a *Stormwater Management Plan* and *Roads and Drainage Master Plan*. The objectives outlined in these plans are:

1. Adoption of a drainage system incorporating major overland flow channels and culverts in combination with minor dish drain/pipes systems within the roadways
2. Providing access to private property;
3. Providing access to public reserves/wharfs/other public facilities;
4. Providing suitable access for emergency fire fighting purposes;
5. To act as a firebreak for emergency fire fighting purposes;
6. To contain public utility services;
7. To contain public drainage services;
8. To accommodate carriageways and other public infrastructure;
9. To assist in stabilisation of slopes;
10. To act as a major flood path for rare storm events;
11. To provide indigenous public landscaping;
12. To protect and conserve existing natural heritage elements;
13. To reduce the spread of noxious weeds;
14. To cater for recreational activities (i.e. walking, cycling, jogging, etc);
15. To facilitate public services (i.e. garbage collection/recycling)
16. To minimise generation of pollutants, particularly sediments, litter and nutrients.

APPENDIX 6: WASTE MANAGEMENT

Report to SIRAC May, 18th.

Sub-committee members:

Hegarty, Cass

Additional members since meeting: Colin and Rosemary Haskell

We haven't had an official Sub-committee meeting yet however Cass and Hegarty met for a handover and went through historic and current issues and Cass supplied the previous documents. A summary of the key items and actions is below. Text of email from PWC to SIRA on the outcome of discussions last year is appendix at the end of this documents and summarises positions on many recent issues. An agenda really.

Key issues discussed:

- Schedule meeting and call for interest (late May)
- Hegarty to introduce himself to Robina Bramich from PWC regarding Waste Management
- **Short term**
 - New skips status check.
 - Recycling calendar
 - Discuss with Matt & Scotty any issues they had in the collection process
 - Need for further discussion with sub-committee and council regarding stickers – is it part of an education campaign?
 - Proposes that we monitor the situation at Cargo during waste collection to see how the new process is operating- particularly are the new skips working effectively for the contractors- and what happens when there's too much?
 - Notify residents that new/replacement crates- put in the PON- (where to store and distribute?)
- **Longer term**
- Looking back there have been some longer term ideas issues that have been raised and could be considered further
 - Is there a better overall model for waste collection- is the current model of jetty collection for waste and road for recycling the optimal one?
 - Green waste chipper- Council supplied one before but after repeated breakdowns apparently due to Islanders being overoptimistic about the scale of wood it could chip it was removed. Is there some way that chipping can remove the need for the green waste cleanup- considering weed redistribution and other issues.

ADDENDUM to Waste Management Report- Email from PWC to SIRA

This has been previously distributed but I thought it was such a useful summary I'd attach it.

From: robina_bramich@pittwater.nsw.gov.au [mailto:robina_bramich@pittwater.nsw.gov.au] **Sent:** Friday, 23 August 2013 9:45 AM **To:** Cass Gye **Subject:** Email to Cass Gye re: outcome of Scotland Island waste service recommendations

To: Cass Gye Email: "Cass Gye" <cassgye@spin.net.au>,

Re: Scotland Island waste services As discussed yesterday, the content of the correspondence dated 19 May 2013 been reviewed by Council staff and senior management responsible for the current waste service agreement. Itemised responses to the various issues raised are detailed below. A formal response from Council will shortly be forwarded to the Scotland Island Resident's Association.

1. Protection Barricades at Cargo Wharf The Association's request for cyclone fencing around the perimeter of the stockpiled areas has been reviewed and in accordance with the terms of the existing contract Council does not consider that the contractor, United Resource Management (URM), can be directed or forced to erect cyclone fencing. Further, Council is concerned that cyclone fencing may also introduce risks to the community due to the location, topography and access requirements of the stockpiled areas. The existing method of installing pollution prevention control barriers is sufficient for the purpose of the collections and the contractor will be supervised to ensure that barriers are maintained during the collection process. Council will also monitor the likelihood of pollution entering Pittwater waterways during the general clean up and vegetation collections.
2. Request for a Hard Service Area at Cargo Wharf, Scotland Island Council's Urban Infrastructure staff have advised that works are identified to be carried out at this location including the construction of an approved ramp. Appropriate investigations followed by design and costings will be required to secure funding. There will be full community consultation on the progression of these works once the process is initiated.
3. Use of Large Skips during Vegetation and General Clean Up Collections Council and the waste service contractor, United Resource Management (URM) have favourably considered the request for the use of large skips for the general clean up and vegetation collection services.
4. Recycling Collaboration with the Scotland Island Residents Association has resulted in the production of a local waste calendar targeting issues specifically arising at Scotland Island and Council wishes to thank Cass Gye for the valued input regarding this content. The Association's request for educational stickers to be issued to residents with contaminated or incorrectly presented recycling will be implemented. Council officers will forward proofs of the stickers for review in the near future.
5. Waste Skips at Public Wharves Council and URM have considered the Association's recommendation regarding waste skips on the public wharves. Alternative waste skips may be provided in order to deter illegal dumping and provide ease of use for residents. Council is currently discussing bin suitability with United Resource Management and Council will update the Association regarding implementation of any new bin system.

6. Additional Vegetation Collections The request for additional vegetation collections on Scotland Island has been considered with URM. Additionally, the most recent vegetation collection service that occurred on the week commencing 7 August 2013 was inspected by Council and URM where it was identified that the volume of vegetation presented does not warrant a need for additional collections.

7. Road Access The Association's request for the waste service contractor to utilise a 4WD to carry out recycling collections due to the topography and condition of the Island's roads is noted. The contractor is not required to provide a 4WD vehicle to undertake waste service collections on Scotland Island. However, the contractor is to advise Council if roads are not deemed suitable for the collections to be undertaken and any changes that may be required in the timing or methods of providing the service. Council will then write to affected property owners advising that alternative collection points may be required to be used until such time as the road/s becomes suitable for the collections.

Yours Faithfully, Robina Bramich Principal Environmental Health Officer Pittwater

APPENDIX 7: CHURCH POINT REPORT

1. Church Point Sub-Committee (CPSC) meeting Held Sunday 18th May with the following people present: Bill Gye, Jenny Frazer, Jenny Cullen, Sharon Kinnison, David Hegarty, Judy Readman, Adrian Matthews.
2. Following the Council decision in December, Council is still:
 - a. Undertaking their Part 5 “Review of Environmental Factors”
 - b. Awaiting the results of the low interest rate loan application to NSW Gov.
 - c. Preparing a Church Point traffic and demand management report.
3. Following discussion at the CPSC a letter was drafted regarding the proposed rezoning of Lots 15 and 15 A Quartersessions Road, Church Point. The letter was approved by majority of Committee (via email due to shortness of time) was sent to Pittwater Council. For reasons explained in that letter we stated that at this stage SIRA neither supports nor opposes the proposed rezoning.
4. The CPSC recommends that should the application for the low interest rate loan not be successful (see 2c above) that SIRA approach WPCA to seek to submit to Council a joint letter regarding the following. That Council honour its previous community consultation process where the fees for the various options displayed were based upon a 20 year rather than 10 year loan. The reason for this proactive step is that we understand that certain sections of Council are proposing only a 10 year loan period that would push up the annual fees.
5. The CPSC also discussed running a survey of all SIRA members to seek Demand Management ideas and suggestions and to gauge the level of support for some of the currently proposed options.

APPENDIX 8: ISLAND VISION

Report to SIRAC May, 18th.

Sub-committee members:

Shar (chair) Bill, Sharon, Hubert, Jenny from SIRAC
New community members: Emmie, Juliet

First sub-committee meeting held Thursday 15 May

Apologies: Emmie

Key issues discussed:

1. Use of *Pittwater 2025 Strategic Plan* as a matrix and guide
2. Reference to preliminary work undertaken by Island Visions sub-committee 2010.
Shar, Sharon and Bill to share what they documented at that time.
3. Development of a process.
 - a. A Vision statement.
 - b. Guiding principles eg:
 - i. Sustainability
 - ii. Intergenerational equity
 - iii. Community engagement
 - iv. Community benefits
 - c. Key directions, including goals and targets
 - d. Consultation and review

The development of a vision statement, as a basis for further work, was discussed in detail, The off-shore personal and community values that should underpin it were brainstormed

It is proposed that the island community should be invited to join this conversation, if possible in the hall during Emmie's Winter Solstice Festival. If SIRAC agrees, Sharon, Jenny and Juliet will be responsible for organising it and some additional activities

Websites to focus your thinking

Possibly some of these could be shown in the hall during a values conversation.

Island Stories.

ABC.A photographic profile of a close-knit island community of artists and sea lovers. nd probably 1980s, Netty lodge may know. Trudy, Philip and Trilby are also on it.

<https://www.youtube.com/watch?v=FdTJ9Pl6cak&feature=youtu.be&app=desktop>

Slide show by Gordon Hammond

<https://www.youtube.com/watch?v=khAhNRoHAH4>

Lenny Duck's last voyage

<https://www.youtube.com/watch?v=vDispl-WHd4>

Jack Thompson talking about island and dog race, 1988

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<https://www.youtube.com/watch?v=GAYLXwZ4k4g>

Rocky Horror Shoe 2007 by Dave Richards

<https://www.youtube.com/watch?v=nJ8NfSgGfOo>

The Fatwells Scotland Island Players, 1990's

<https://www.youtube.com/watch?v=8MbRsJrIIHE>

Scotland Island Development Proposal

<https://www.youtube.com/watch?v=h5tr6yxPhig>

APPENDIX 9: GOVERNANCE REPORT

A Sub-Committee meeting was held in the evening of the 8th May with Bill Gye; Jenny Frazer; Hubert van Mierlo; Alan Gaines; Carol Beth Floyd; Graeme; Sharon; Roy Baker; Boyd Attewell; Karl Mallon

Review of Governance SC Charter:

- Changes were discussed, drafted up and sent to all GSC members for consideration and/or further comment. Some further adjustments were made. This new version is now being submitted to the whole Committee for their consideration/ratification.

Election Process:

- Boyd will prepare and present a written proposal to GCS regarding the voting process particularly in regard to the set-out of the ballot paper which better manages the some aspects of democratic risk that he has identified.
- There was some support for proposal for having a suitable non-Committee person(s) to receive nominations for positions of Committee member and/or Office Bearer at the next election.

Constitution Reform:

- Reasons for updating our Current Constitution:
 - To update our “objects” (i.e. major goals) in alignment with those that will hopefully be identified through the work of the Vision SC
 - To adopt the more easily understandable wording of the new Model Constitution (it would of course include our specific SIRA “Objects”).
- Graeme to recirculate his summary of the major differences between our current constitution and the most recent NSW Fair Trading Model Constitution
- In regard to Model Constitution’s recommendation on the size of the Committee (the Model recommends 7), it was broadly agreed that without the consensus of all or almost all Committee members any change to our Constitution would be very difficult to get through.
- It was suggested that in putting the proposal for Constitutional Reform to all SIRA members (which will require 75% support for a change) we may either:
 - A. Put it all as one package
 - B. Have it broken down to a two or three major components (e.g. changed “objects”; updated wording throughout; any other substantive changes) so these could be voted on separately, rather than risk total rejection because one of these components is problematical for more than 25% of voters.

Policy and Procedures (P&P):

- Through the chair the GSC received a proposal for why we need to new P&Ps (*Privacy and Sub-Committee Formation*) and amendments to two existing polices (*Code of Conduct* and *Confidentiality Agreement*).
- Discussion was held on the role of the GSC in regard to Policy review in the light of our newly adopted *Process to Propose Amendments or Additional P & Ps*. No final conclusion reached but it is suggested here that the GSC should have both a board role and a specific role.
 - Broad role: To identify and broadly discuss some possible P&P gaps and issues.
 - Specific role: Following a Committee’s decision that a new or amended P&P is needed, that the GSC be delegated to review and refine the wording of any such policy before it is finally

submitted to the whole committee.

RECOMMENDATION TO COMMITTEE:

- That the Committee endorse the updated GCS Charter