

Scotland Island Residents' Association



Minutes of Committee Meeting

Date: November 2, 2014
Venue: Community Hall
Present: Bill Gye, Cass Gye, Graeme Crayford, Jenny Frazer, Hubert van Mierlo, Tim Turpin, David Hegarty, Carol Floyd, Shona Forsyth, Alan Gaines, Tanya Costin
Apologies: Sharon Kinnison, Judy Readman, Tim Turpin
Observers: Boyd Attewell, Emmie Collins, Jenny Cullen, Tim Jacobs, Mike Kniep

Opening: Meeting opened at 10:10 a.m

1. WELCOME AND INTRODUCTION

The Chair welcomed participants and spoke briefly about some protocol issues and revealed that Adrian Matthews has resigned, and that Alan Gaines and Graeme Crayford have submitted their resignations.

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

3. PREVIOUS MINUTES

3.1. Minutes from previous meeting accepted.

3.2. Outstanding Action Points:

3.2.1. Subcommittee Charters: Governance still outstanding. SUBMITTED IN GOVERNANCE REPORT.

3.2.2. Kayak Racks: PRW&M proposal for construction of kayak racks for location at Cargo Beach Reserve area and deal with beached boats. **ACTION: Parks and Reserves, Wharves and Marine Community meeting September 27. ONGOING**

3.2.3. Kayak storage draft plan and community meeting. **DONE**

3.2.4. Fire Trail Issues: Council correspondence received noting that PWC holds no responsibility for the Fire Trail to the top of the Island. **ACTION: Continue discussion with PWC: ONGOING**

3.2.5. 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. **ACTION: CG to draft a notice for PON. HELD OVER**

3.2.6. Harold Reserve Projects: PWC has designed pathway at the side of the steps to allow access for wheelbarrows/prams, cost \$35,000 to install. Meeting agreed to revisit this design. **Action: PRWM prepared community notice for outgoing communication. DONE**

3.2.7. Hall Committee to install sign indicating area is a smoke-free zone. **HELD OVER**

3.2.8. Community Engagement and Communications: ACTION: CECs committee to finalise Website maintenance processes. DONE

3.2.9. Community Engagement and Communications: investigate neighbourhood care organisations that can provide service to check on elderly or infirm residents. **HELD OVER**

3.2.10. Church Point Fees: ACTION: BG to pursue further independent analysis of the Report on CP Fees DONE

3.2.11. Water and Wastewater: prepare community update note for PON etc. **HELD OVER**

3.2.12. Waste Management: Prepare community update note on changes to skips and jetties. **HELD OVER**

- 3.2.13. Roads and Drainage:** Prepare political draft strategy for funds for the ongoing road and drainage maintenance. **HELD OVER**
- 3.2.14. CPSC:** Prepare community update note on progress and development of Demand Management. **DONE**
- 3.2.15. Governance:** Prepare wording for the resolution of the nomination process at the November SGM. **DONE**
- 3.2.16. Hall Committee:** Prepare and distribute community information about the plan to paint the interior end walls of the hall white. **HELD OVER**
- 3.2.17. Treasurer:** Obtain quote for purchase and installation of a projector, pull down screen and ADSL wireless modem for internet use. **HELD OVER**
- 3.2.18. AGM:** Apply to NSW Fair Trading for extension to February **DONE**
- 3.2.19. Governance:** Prepare a privacy policy for SIRAC's approval **HELD OVER**
- 3.2.20. Governance:** Clarify the issue of confidentiality. **HELD OVER**

4. TREASURER'S REPORT:

CG tabled reports: *Treasurers Report 02 11 14, SIRA P& L @ 30 09 14, SIRA Balance Sheet @ 30 09 14.*
George Gaal thanked for audit of Community Vehicle.

5. SERVICE REPORTS

- 5.1. Emergency Water:** no written report. Nothing to report. CG asked for people to report problems with water line – e.g. materials put over line – to be reported to her. TC volunteered to walk around periodically and provide a report to CG. **ACTION: TC to walk around island and provide report to CG.**
- 5.2. Community Vehicle.** CG tabled reports *CTA Financial Statements YE June 2014; CTA Financial Sign Off* sent to Transport NSW as Treasurer. No written report. GC said that usage of vehicle is increasing: 480 trips compared with 390 trips in the same quarter last year. GC thanked CG for ensuring the CV accounts and records are in order and arranging audit.
- 5.3. Community Hall.** CG tabled report *Hall Report November 2014.*
 - 5.3.1.** Booking: form Hall Committee and CECS will meet to solve problem of booking form.
 - 5.3.2.** Building: revised plan after discussion with painter is to paint side walls and leave end walls stained. CG brought colour swatches with her for examination. Community meeting to discuss the changes will be called; HvM suggested that the changes could be posted on PON and website. Many improvements will be made including awning for deck, toilets, downlights with dimmers etc (included in report). Timing: after December 22nd. **ACTION: Hall Committee to arrange community meeting to consult on changes.**

6. SUBCOMMITTEE REPORTS

- 6.1. Parks, Reserves and Wharves and Marines.** SK (not at meeting) had tabled report *PR and WM report Nov 2014.* CG reported no further progress on Carols' kayak racks or railing; Carol's Users Group yet to meet; no news from Keep NSW Beautiful on grant. Kurrajong tree: no progress.
 - 6.1.1.** Tree Preservation Policy: CF requested update from PRWM for Tree Preservation page for the website as existing information is out of date. **ACTION: PRWM to provide info to website admins for changes to Tree Preservation page:**
 - 6.1.2.** Wildlife survey: HvM spoke about Wildlife Atlas website; they will provide an interactive plug-in map for our website of both flora and fauna (residents will be able to report sightings online to add to the map).
 - 6.1.3.** Behaviour issues: CG reported fire on beach; attended by fire brigade; bottles, garbage left on beach. SF reported a needle found on beach. Problems mostly from older children. Meeting agreed to draft notice for the PON from PRWM: it was proposed this could be joint

communiqué from SIRAC/SIRFB: **ACTION: HvM to check with SIRFB re joint letter; PRWM to compose letter.**

6.1.4. Wharf infrastructure: HvM reported that steps at Cargo are damaged and cannot be used; water taxi cannot drop there anymore. Structural damage to pillar to Bell's Wharf reported. **ACTION: PRWM to prepare letter to council about deficiencies in wharf maintenance.**

6.1.5. **The Floating Landcare event** was a great success, with 30 volunteers participation. Work was done on Pathilda and Catherine Park.

6.2. Finance, Membership and Insurance: nothing to report

6.3. Waste Management. DH tabled report SIRAC WM Report for November 2014. Issues on skips still ongoing and has been going since November last year. Our waste still going to Belrose; PWC looking at recycling future this week.

6.3.1. Vegetation pick up frequency: Matter was raised, but PWC say that there is not enough demand to increase frequency. **ACTION: WM to prepare letter to PWC to request more vegetation collections, similar to recycling, possibly on a monthly basis.**

6.4. Roads & Drainage: No written report. No progress on speed limit or buggies. PD from PWC informed AG that a concept plan for the hairpin pin would be formulated next year.

6.4.1. DA for 139 Thompson Street: BG proposed that we ask for a stay of all works on the upper section of Thompson Street. SF said that PWC is contravening the R&D Masterplan; including that this section is a walking trail and that community consultation needs to be taken. AG read from original DA which said that existing rock formations would not be disturbed and that there would be no driveway built. Subsequent to this a request was made for the removal of the boulder and PWC.

6.4.2. BG opened the meeting to community discussion on this issue. JC reviewed history of the track. JC said that writing to PWC would not be an action against a SIRA member but asking PWC 1) how the approval to remove the boulder accords with their own Roads & Drainage Master plan 2) whether it complies with required environmental/heritage tests 3) what assessment has done of the boulder's landscape significance, and 4) have they considered the damage to the road with its concomitant damage to trees. HvM said the action does not contravene the R&D Master Plan so this may not be a fruitful avenue to follow. GC spoke to the urgency of this as approval has been given already. EC suggested community mediation; CG said that discussions between neighbours had not been successful. TJ said that the general principle is that there needs to be solution to the properties that do not have access to their properties. JC said that PWC has in the past said there is no obligation to provide access. CG reported that Council's position is that they are not legally obliged to provide access, however, they cannot reasonably deny the creation of access to properties at the owner's expense. **ACTION: SF, CG, JC to compose a letter to PWC.**

7. CONSTITUTIONAL Q & A SESSION

7.1. BA provided a handout comparing the 'Boyd/Roy' proposals to the model constitution and spoke to the proposals for changes to voting procedures. Current constitution allows the committee to prepare the ballot. There are a number of variables to ballots that can affect results. BA suggested that the current system skews results because we are not voting for a single pool of candidates but for executive positions, and then general committee members. Example: if 60% of people want to paint the hall pink, and 40% want to paint it purple, the elected committee should reflect that division. However, if executive committee (5 people) is elected separately, they will all be pink, then the general committee will be a 60/40 pink/purple split; the whole committee then is skewed towards the pink advocates. The proposal is therefore that the President and other executives are voted for, but they are also voted for as general committee members. HvM said that we need to

stipulate that to be nominated for an executive position the person must also be nominated as a general committee.

7.2. BA spoke to the proposals for electronic voting: members would be allocated a code that would only be used once. BG reviewed motion for SGM to revise the nomination process: Nomination process: wording in our constitution would be changed so that the nominations must be finalized 7 days in advance to allow time to prepare electronic voting ballot. Motion BG: That Section 14 from our current SIRA Constitution titled "The Election of Members" be replaced with the wording from the equivalent section from the NSW Department of Fair Trading's 2009 Model Constitution titled "The Election of Committee Members", the details of the proposed change being set out in *Proposed constitutional change details Meeting Nov 2 2014*. Seconded CF.

7.2.1. Motion HvM that Clauses 2, 8 and 10 be added, seconded TC. BG did not accept the amendment because it could endanger the acceptance (75% approval required) of the other major changes. HvM spoke for motion: reviewed history of debate within Governance SC; said it is better to have these changes made now rather than delaying them to another time; we have three weeks to publicise these proposed changes and the arguments for them. GC put forward a point of order: GSC minutes (August) said we would put the proposals forward to the community, but there has been no community consultation. HvM replied in defense of his amendment that at the September meeting it was agreed that this meeting today would be used as a way to introduce the concepts and have time to debate this issue. Vote: 3 for, rest opposed.

7.2.2. Vote for original motion (7.3): 1 opposed; rest in favour.

7.2.3. Vote for change to voting process as explained by BA: For: unanimous.

8. SUBCOMMITTEE REPORTS CONTINUED (meeting had to leave hall due to prior booking: meeting adjourned to park table with 7 committee members remaining: BG, CG, CF, HvM, JF, DH, TC)

8.1. Newport School issue: students walking to school. There is a paid walker and a volunteer walker. Behaviour of some children – running ahead of walker etc – is endangering them and smaller children are following. Proposal is 1) that the walking route should be made a 10km zone in school zone times 2) impose a 40km zone on bottom crossing and 3) put a lollipop person at the crossing. CG suggested the letter written by JK be sent to RMS, PWC and Department of Education. HvM said there were some factual errors in letter. BG moved that we send a letter of support for Newport School. CF seconded. Meeting agreed. **ACTION: TC to revise JK letter from parents and to draft letter of support from SIRAC to be emailed for approval.**

8.2. Governance: BG tabled *Governance Sub-Committee Report October 2014 v1 (3)*. Motions:

8.2.1. All nominations for SIRAC for AGM elections to made public within 24 hours of receipt. Meeting agreed unanimously.

8.2.2. Suggested changes on emails: suggested changes to minutes provided to Secretary should be 'reply all' or private; the same for SC reports. Motion: that these be reply all: meeting agreed unanimously.

8.2.3. Discussion: there was general agreement with the extract from the GSC Report regarding the issue of sub-committee (SC) members expressing dissent from majority SC views when SC reports are being discussed at the main Committee. Specifically:

- that all SIRA Committee members have a right to express their dissenting views at BOTH SC meeting and SIRAC meetings and to change their views on any matter on any time.
- that in the spirit of being collegial that all Committee members should generally be willing to accept what the majority of their other fellow SC members support.

- 8.3. Community Engagement & Communications: JR and HvM tabled report CECS Report October 2014 as well as BG's notes on Community Q and A October 2014 and proposed changed document Website Maintenance Tasks v6. HvM said that the Website Maintenance Tasks changes not yet approved by CECS so we must hold over to next meeting.
- 8.4. Water and Wastewater: No written report. CG reported that W&W SC met and agreed to the following actions: draft letter to the Environment Minister, Rob Stokes, stating our case that Sydney Water must keep us on the PSP; write general facts letter to all relevant Ministers and Politicians; contact the representatives of Yanderra and Nattai also on the PSP list, to gauge their interest in being provided sewerage; draft a communiqué explaining the PSP to the Scotland Island Community ACTIONS: GC/CG to draft letters; SJ contact representatives; JR draft communiqué.
- 8.5. Church Point: BG tabled Church Point Communiqué October 2014 V3.
 - 8.5.1. Review of environmental factors is now complete and there is nothing to preclude the progress of the Church Point Master Plan.
 - 8.5.2. Commuter Wharf: BG reported that there has been correspondence to PWC complaining about compliance at Commuter Wharf.

9. AOB: 60-Year Anniversary SIRFB and SIRA. To be revisited.

Meeting closed 1.15 pm

Next meeting SGM 30 November 2014

Next regular meeting: December 14, 2014

2. ROLLING TASK LIST

Task/topic	Subcommittee or person responsible	Initiation date
Review Subcommittee Charters still outstanding ONGOING	Governance	April 6 2014
Respond/consider kayak racks proposal	Parks, Reserves, Wharves and Marine	April 6 2014
Fire trail issues: Decide on action on road to top of island	Roads & Drainage	April 6 2014
Emergency water: material on water line: draft notice for PON	Emergency Water	June 29 2014
Harold Reserve issue: Follow up issue of pathway to Carols Wharf with PWC. Circulate community update note.	Parks, Reserves, Wharves and Marine	June 29, 2014
Hall committee to put up sign saying that the Hall is a smoke-free zone	Community Hall Service Group	June 29, 2014
Investigate neighbourhood care to ascertain whether there are organisations that can provide a ring-in service to check on elderly or infirm residents or whether we should/could set up an SI system.	Community Engagement and Communications/JF	June 29, 2014
Develop a summary version of the document on Church Point Fees for more general consumption	Church Point	November 2, 2014
Prepare W&W community update note for PON etc.	Water and Wastewater	Sept 21, 2014
Prepare community update note on changes to Skips on Jetties.	Waste Management	Sept 21, 2014
Prepare political draft strategy for funds the on-going road and drainage maintenance	Roads & Drainage	Sept 21, 2014
Arrange community meeting about the plan to paint the interior end walls of the hall white as well as other changes	Community Hall Service Group	Sept 21, 2014
Seek quote for purchase and installation of a projector, pull down screen and ADSL wireless modem for internet use	Treasurer	Sept 21, 2014
Prepare draft privacy policy	Governance	Sept 21, 2014
Clarify issue of confidentiality	Governance	Sept 21, 2014
Survey island to see if there are problems with material on water line	TC for Emergency Water	Nov 2, 2014
Provide updated Tree Preservation Policy for website to replace outdated information	Parks, Reserves, Wharves and Marine	Nov 2, 2014
Prepare PON notice on older children's behaviour at beaches (fires, littering, needles).	HvM to check with SIRFB if this can be joint	Nov 2, 2014

	notice: Parks, Reserves, Wharves and Marine to prepare notice.	
Prepare letter to PWC about deficiencies in wharf maintenance	Parks, Reserves, Wharves and Marine	Nov 2, 2014
Prepare letter to PWC to request more frequent vegetation pickups, possibly on trial basis	Waste Management	Nov 2, 2014
DA 139 Thompson Street: compose draft letter to PWC re issue	R&D members CG and JC + SF	Nov 2, 2014
Island children walking to Newport school: revise letter by JK slightly; draft support letter from SIRAC	TC	Nov 2, 2014
60 th year anniversary SIRFB and SIRA: prepare proposals	HvM plus???	Nov 2, 2014