

# Scotland Island Residents' Association



## Minutes of Committee Meeting

**Date:** March 8, 2015  
**Venue:** Community Hall  
**Present:** Phil Pryor, Bill Gye, Cass Gye, Shona Forsyth, Sharon Kinnison, Marie Minslow, Roy Baker, Hubert van Mierlo, Ian Laughton – Smith, David Hegarty, Emmie Collins, Rachel Carter  
**Apologies:** Iza Foster  
**Observers:** None  
**Opening:** Meeting opened at 10:05 a.m.

Item	Title	Tabled Documents / Actions
1.	<b>WELCOME AND INTRODUCTION</b>	
2.	<b>DECLARATIONS OF INTEREST</b>	
	Cass Gye (CG) is Emergency Water Monitor; CG and BG are members of the Pittwater Point Community Projects Association.	
3.	<b>PREVIOUS MINUTES</b>	
	HvM requested item 3 in the minutes to be reworded. Meeting agreed	<a href="#">Confirmed minutes.</a>
4.	<b>TREASURER'S REPORT</b>	
	CG tabled reports: BG Highlighted that the Community Building Partnership grant of \$20K was successful. The grant needs to be spent within a year. The grant will go towards upgrading Upper Elsie Street (between Thompson Street and Elizabeth Park). Treasurer's reports accepted. HvM mentioned that members had remarked that the Treasurer's report at the AGM could be presented on a slide rather than just verbal. HvM also mentioned that from the website statistics it is clear that there is a lot of interest in these reports as they get a lot of hits.	<a href="#">SIRA Balance Sheet @ 31 12</a> <a href="#">14SIRA P&amp;L @ 31 12</a> <a href="#">14Treasurers Report 08 03 15</a>  <b>Action:</b> F&M Subcommittee to look into regular summary updates of financial performance to membership.
<b>SUB_COMMITTEE UPDATES (KEY ISSUES SUMMARY)</b>		
5.	<b>CHURCH POINT</b>	
	A meeting will be held on Tuesday 10 March with GM of council, BG, DH and HvM going. The letter regarding motions adopted at AGM was sent to council. Main issues to discuss are the fees and managing parking demand. DH: We should wait with putting arguments around the level of fees on the table yet, committee agreed.	
6.	<b>WATER &amp; WASTEWATER</b>	
	IPART has recommended that the provision of sewerage systems to Scotland Island remains in the operating license of Sydney Water. There will be an open forum at the end of the month.	<b>Action:</b> Encourage residents to attend the IPART forum and write submissions.
7.	<b>COMMUNITY ENGAGEMENT AND COMMUNICATIONS</b>	
	HvM reported that the group had two new members, Phil Pryor and Boyd Attewell and that the group should meet soon to discuss priorities for the year.	

<b>8.</b>	<b>FINANCE, MEMBERSHIP AND INSURANCE</b>	
	For clarity CG tabled two audited financial statements for the community vehicle and for the SIRA accounts. The P&L and balance sheet statements are segmented to make it easier to follow the performance of different units of operations. CG is happy to progress with looking at the proposed new membership system.	<a href="#">SIRA Audited Accounts Statement</a> <a href="#">Audited Statement Community Transport Agreements</a> <a href="#">Transport Agreement Fin Statements</a>
<b>9.</b>	<b>MEMBERSHIP DATABASE DISCUSSION</b>	
	HvM presented a 2 page case for the implementation of a new membership system. The discussion following concluded with the agreement that the CECS and Finance and Membership groups should come with a recommendation at the next SIRAC meeting. In addition, a demonstration of existing and proposed systems for all committee members, groups involved and any interested members should be organized.	<a href="#">Presentation</a>  <b>Action:</b> CG and HvM to organise demo and meetings. CECS and FM subcommittees to make recommendation at the next meeting.
<b>10.</b>	<b>GOVERNANCE</b>	
	BG reported that there were a number of matters the subcommittee would be looking at: Further constitutional change, evaluate the voting system used at the last AGM and the confidentiality agreement.	
<b>11.</b>	<b>WASTE MANAGEMENT</b>	
	DH reported that the new skip bins had finally been installed. A tender for the contract of collections is coming up next year. CG: There are ongoing issues with reaching the top of the Island.	
<b>12.</b>	<b>PARKS &amp; RESERVES + WHARVES &amp; MARINE</b>	
	<p><b>12.1.</b> SK: Bush care groups need to be kick-started again. Same for Indigenous and Cultural affairs. Keen to progress with the wildlife sightings database.</p> <p><b>12.2.</b> Management of Catherine Park: EC is writing a Plan of Management, this requires community consultation. Grants are available for Expressions of Interest until the end of March.</p> <p><b>12.3.</b> When future works/improvements are implemented in future, we must take maintenance into account, this is currently not happening.</p> <p><b>12.4.</b> There was a discussion about the name of this group, with some members suggesting it should change.</p>	<p><b>Action:</b> PRWM to look at EOI for grants.</p> <p><b>Action:</b> look at new name for this group</p>
<b>13.</b>	<b>ROADS AND DRAINAGE</b>	
	<p><b>13.1.</b> PWC has agreement with RMS to implement a 20kph speed limit on SI and is looking to work with RMS to get conditional registration for golf buggies and Mules/Gators for use on SI.</p> <p><b>13.2.</b> Ongoing implementation of the roads &amp; drainage master plan. The majority of the repair costs of the 'sinkhole' are paid for from the Council's maintenance budget, however part of the costs are coming from the Capital Improvements Program (CIP) budget, meaning some other works will be deferred.</p>	<b>Action:</b> Circulate notes from the meeting with Council, RMS and Transport NSW regarding conditional registration (CG)

<b>14.</b>	<b>ISLAND VISION</b>	
	The Island Vision prepared last year should be integrated into what SIRA does in all areas. This will be the work for this group this year.	
<b>SERVICES UPDATE (KEY ISSUES SUMMARY)</b>		
<b>15.</b>	<b>COMMUNITY HALL</b>	
	There was a discussion whether SIRA's Public Liability insurance policy needs clarification. CG reported that the policy was reviewed last year and important provisions were reflected in an update to 'information for Hirers'. EC: We should increase the public usage of the hall. EC indicated that this is one of her objectives this year.	<b>Action:</b> Investigate whether any further clarification of insurance is needed.
<b>16.</b>	<b>EMERGENCY WATER</b>	
	Short discussion about the major challenges of managing the water line system.	
<b>17.</b>	<b>COMMUNITY VEHICLE</b>	
	DH: Changed government funding rules have resulted in increased and time consuming compliance reporting. We are exploring with Council and a large local community transport provider options to outsource administration of the scheme with SIRA continuing to deliver the service.	<b>Action:</b> Further meetings with PWC and provider to explore outsourcing the administration and reporting
<b>SUB-COMMITTEE MEMBERSHIP</b>		
<b>18.</b>	<b>PROPOSALS TO MERGE ANY SUB-COMMITTEE(S)</b>	
	A discussion took place but no proposal for merger of subcommittee was put forward.	
<b>19.</b>	<b>CHOICE OF SUB-COMMITTEES AND SUB-COMMITTEE LEADERS</b>	
	Committee members indicating their intention of joining individual subcommittees. The list to be updated and checked. Invite members to join. Proposal to call these all 'groups' was discussed.	<b>Action:</b> Update list and invite members to join 'Groups' (HvM)
<b>OTHER BUSINESS</b>		
<b>20.</b>	<b>NEXT SIRA GENERAL MEETING</b>	
	BG: proposed that re-introducing additional general meetings would create a new opportunities to be involved and the official character of the meetings would attract more people than forums do. Meeting agreed and the date of 28 June was chosen for the meeting.	<b>Action:</b> Update Meeting Calendar on the website (HvM)
<b>21.</b>	<b>60TH ANNIVERSARY</b>	
	SIRFB has approached EC to see if SIRA would like to join in organizing the planned grand ball on 11 July.	<b>Action:</b> To be discussed within CECS

Meeting closed 12:32 pm, Next meeting April 19, 2015

## ROLLING TASK LIST

Task/topic	Subcommittee or person responsible	Initiation date	Last Update
SIRFB has approached EC to see if SIRA would like to join in organizing the planned grand ball on 11 July	CECS	March 08, 2015	
Membership System: CG and HvM to organise Demo and meetings. CECS and FM subcommittees to make recommendation at the next meeting.	CECS and Finance and Membership	March 08, 2015	
Review membership database and remove private data.	CG	Jan 18, 2015	Did not get discussed at March meeting
Circulate notes from meeting with Council, RMS and Transport NSW regarding conditional registration	CG	March 08, 2015	
Develop a summary version of the document on Church Point Fees for more general consumption	Church Point	November 2, 2014	
Investigate whether any further clarification of public liability insurance is needed	Community Hall	March 08, 2015	
Hall committee to put up sign saying that the Hall is a smoke-free zone	Community Hall Service Group	June 29, 2014	
Further meetings with PWC and public community provider to explore outsourcing the administration and reporting	Community Vehicle	March 08, 2015	
Emergency water: material on water line: draft notice for PON	Emergency Water	June 29 2014	
Look into regular summary updates to membership of financial performance.	Finance and Membership	March 08, 2015	
Clarify issue of confidentiality	Governance	Sept 21, 2014	Jan 18, 2015, held over
Update subcommittee list and invite members to join 'Groups'	HvM	March 08, 2015	
Update Meeting Calendar on the website	HvM	March 08, 2015	

Prepare PON notice on older children's behaviour at beaches (fires, littering, needles).	HvM to check with SIRFB if this can be joint notice:  Parks, Reserves, Wharves and Marine to prepare notice.	Nov 2, 2014	
Respond/consider kayak racks proposal	Parks, Reserves, Wharves and Marine	April 6 2014	Jan 18, 2015, discussed:: Carol's group waiting for Cargo grant outcome
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	
Provide updated Tree Preservation Policy for website to replace outdated information	Parks, Reserves, Wharves and Marine	Nov 2, 2014	Jan 18, 2015, held over
Prepare letter to PWC about deficiencies in wharf maintenance	Parks, Reserves, Wharves and Marine	Nov 2, 2014	
Discuss use of grant received for upgrading the upper part of the Elsie walking trail. SK said we should be cautious about opening up new areas for bush regeneration. Meeting still to be arranged between BG and SK and any other interested parties.	Parks, Reserves, Wharves and Marine	Jan 18, 2015	March 08, held over
Create a proposal for dog management, including an off-leash area and provision of dog poo bags	Parks, Reserves, Wharves and Marine	Jan 18, 2015	March 08, held over
Proposal to make island a cat-free zone	Parks, Reserves, Wharves and Marine	Jan 18, 2015	March 08, not discussed
Discuss issue of buggies in the park	Parks, Reserves, Wharves and Marine	Jan 18, 2015	March 08, not discussed
Look at EOI for grants by end of March	Parks, Reserves, Wharves and Marine	March 08, 2015	
Discuss and potentially suggest a new name for this group	Parks, Reserves, Wharves and Marine	March 08, 2015	
Fire trail issues: Decide on action on road to top of island	Roads & Drainage	April 6 2014	Jan 18, 2015, held over

Prepare political draft strategy for funds the on-going road and drainage maintenance	Roads & Drainage	Sept 21, 2014	Jan 18, 2015, held over
Prepare a post to encourage community comment on the Island Vision document.	Shar Jones	Jan 18, 2015	March 08, not discussed
Survey island to see if there are problems with material on water line	TC for Emergency Water	Nov 2, 2014	
Seek quote for purchase and installation of a projector, pull down screen and ADSL wireless modem for internet use	Treasurer	Sept 21, 2014	Jan 18, 2015, held over Mar 8, 2015, quote tabled but not discussed
Prepare letter to PWC to request more frequent vegetation pickups, possibly on trial basis	Waste Management	Nov 2, 2014	Jan 18, 2015, held over
Encourage residents to attend the IPART forum and write submissions	Water & Wastewater	March 08, 2015	