

# Scotland Island Residents' Association



## Minutes of Committee Meeting

- Date:** July 14, 2013  
**Venue:** Hall  
**Present:** Judy Readman, Betsi Beem, Cass Gye, Jon Maxim, Sue Dickson, Alan Gaines, Graeme Crayford, Ruth Gaines, Carol Floyd, Debbie Cordukes, Bill Gye, Tim Turpin, Ian Souter  
**Apologies:** June Lahm, Jon Maxim  
**Opening:** Meeting opened at 10:10 am  
Observers welcomed: Jenny Frazer, Scott Frazer, Tracy Smith, Shona Forsyth, Emmie Collins, Alison Uren, John Lloyd, Ken Warton, Carolyn Milani, Graham Stenner, Juliette Holmes a Court, Susan Muranty, Annette Ritchie, Karmel Patterson, Boyd Attewell

### OPERATIONS

**Previous Minutes:** IS requested inclusion that a presentation was made going through options in Hyder Report; loss of car parking raised at last meeting; we only lose 30 car spaces if Holmeport establishes additional car spaces, refer pages 53 and 65 of the adopted CPPOM.

Minutes accepted Moved SD, Seconded AG

#### Action Points Ongoing:

- **TUG:** John Berry, PWC awaiting engineer, Docker Smith, to certify pontoon. **Action: TUG followed up; no response as yet**

**Financial Report:** Tabled and accepted

#### Visitor Submissions

Jenny Frazer: submission tabled

Emmie Collins: SIRAC a thankless exercise; appeals to open up processes; vast body of knowledge and understanding being disregarded; acknowledges deep understanding of issues e.g. BG of CP; stop culture of negativity; embrace diversity of the community; people need to be treated with respect and good will; park event with music for AGM; consult with environmental experts; need greater level of consultation

### AGENDA ITEMS

#### Parks and Reserves:

**Leahvera Reserve:** P&R tabled draft Leahvera Reserve plan prepared by PWC; main issue outstanding is parking arrangements; noted that many of the existing parking areas are technically on Leahvera Reserve and not on Fitzpatrick Avenue road reserve. PWC to has been asked to undertake survey to identify responsibility within PWC, update plan and suggest options available that can be put to the community. **Action: R&D follow up survey with PWC; P&R draft PON notice regarding proposed plan and community consultation; CF requested R&D Masterplan link for website**

**Excess Water Run Off:** The issue of septic run-off has been raised by the recycling collection contractors as an OH&S issue, the run-off is getting into recycle bins; map tabled with locations identified tabled **Action: W&W to followup issue with PWC and report**

**Community Vehicle:** Funding Agreement signed copy returned; new areas of responsibility:

- Complaints handling procedure: complaints management procedure drafted refer report; more user friendly notice in vehicle **Motion:** that we adopt the procedure Moved CG, Seconded AG. **Action: CV update manual; BB draft notice for vehicle**
- Police checks for all drivers: Individual drivers to log on NSW Police website, give details and receive certificate; cost \$52. **Motion:** that SIRAC reimburse drivers this cost. Moved: GC, Seconded BG. **Action: CV to adopt; advise drivers**

**Church Point Plan of Management:**

The Hyder Report has reviewed all the options and we need to go back to the community; Option 2 provides 60 spaces (page 65 Hyder Report); ME's injury has delayed progress and CP Design Group meeting postponed; costings received from CH in draft form only to be finalized so negotiations can begin; seawall needs replacing with \$1.3M contribution from PWC. **Action: CPSC obtain accurate PWC costings to go back to community; CP correspondence tabled to send to CF for website**

**AGM Scheduled Date:**

Agreed December 1, 2013; proposal that announcement for nominations and procedure outlined in advance. Meeting agreed. **Proposal:** that GovernanceSC prepare a draft of procedure. Moved AG, Seconded JR. **Action: Governance to draft procedure for comment**

**Governance:**

GovernanceSC proposed draft of process for decision-making to be sent out via survey to community for comments. Meeting approved. **Action: BG to send survey for community comment**

## **COMMUNITY SERVICES AND WORKING GROUP REPORTS**

**Communications:** Meeting held and the following recommendations made, refer report:

1. Code of Conduct: to be drafted for comment. **Action: CommsSC to submit next meeting**
2. Pittwater Offshore Soapbox (POS): open community forum; monitored for defamatory content, but not moderated; basic rules of engagement as condition of submitting posts. **Action: CommsSC to progress**
3. Process of communication: Draft content for PON/Website announcements to be sent by relevant SC or WG to CommsSC for review and edit for final approval or revisions. Meeting agreed. CG suggested send to SIRAC with a deadline for responses. Meeting agreed.
4. SIRAC suggest surveys 4 x per year; to involve wider community, determine community needs and refine SIRAC direction; first survey idea: five issues (parking, boat tie-ups, roads and drainage, water, sewerage) which is most important. **Action: CommsSC and CEWG to hold joint meeting to discuss**
5. SIRAC sponsored Fire Shed dinner. **Action: to be scheduled for next year**
6. Community Hall Café: Notice EOI to go in PON and announcement of renovated kitchen. **Action: CF to draft; send to CommsSC for review**
7. Website: DH has resigned as webmaster; new design for website needed; SIRA more prominent. **Action: CommsSC website meeting to progress**

Communications should be responsible for scheduling community forums; link to surveys for feedback. **Action: Joint meeting CommsSC and CEWG within two weeks; Forum within 6 weeks**

### **Community Engagement:**

Meeting held on survey with outcomes on people's feelings about SIRA; feedback from about 20 members of the community; survey questions developed per CE Report;

- RG suggested we need professional advice;
- TT raised two issues:
  1. collect information that is actionable and these questions are not operationalised;
  2. should be simpler, three issues covered: what is SIRAC doing, rank plus open-ended questions; community engagement – what we are doing, what we should do; involvement – what would you like to be involved in;
- BB replied there are specific CE percentage targets for involvement; to measure where we are relative to these targets we need this survey;
- AG we cannot endorse the survey until we have the full content; charter goals of 70% satisfaction etc. can only be effected if survey gets over 70% response; only the vocal minority will respond. Therefore, what purpose does the survey achieve?;
- BG commented that purpose and outcomes of the survey need to be the goals of the CE Charter; time and effort we put in should optimise the engagement of the community;
- BB we really need to find out what residents think;
- JR very important issues are raised but survey unable to be approved

**Action: BB propose dates for joint CommsSC and CEWG to reassess survey**

**Next meeting: August 25, 2013 10 a.m. Venue TBC**