**Scotland Island Residents’ Association**

**Minutes of Committee Meeting**

**Date:** 27th May, 2018

**Venue:** Community Hall

**Present:** Neelica Raffel, Sharon Kinnison, Boyd Attewell, Anne Dennis, Nadja Fisher, Shane O’Neill

**Apologies:** Fabienne d’Hautefeuille,Nicole Gooch, Colin Haskell

**Observers:**  Betsi Beem, Paul Kinnison, Marie Minslow, Steve Pollard, Jane Rich, Annette Ritchie,

Graham Stenner

**Apologies:** Bill Gye, Cass Gye

**Opening**: Meeting started at 10:15am

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| **SIRAC Business** | | |
| **#** | Item | **Tabled Documents / Actions** |
|  | ***Acknowledgement of Country and Welcome***  ***Appointment of Time Monitor*** | Shane appointed. |
|  | ***SIRAC BUSINESS*** |  |
|  | **PREVIOUS MINUTES**  [15th April, 2018](../15th%20April/Minutes%2015th%20April.docx) | Reception moved: Neelica; seconded: Anne. Carried. |
|  | **PRESIDENT’S REPORT**  ***Pasadena Update***   * Anecdotally, acquisition seems less secure than has been previously * Neelica addressed Council meeting on 22/5 – our expectation is still that acquisition will proceed; need for community engagement in development of next Plan of Management for Church Point area   ***Church Point Car Park***   * Neelica attended new car park opening * So far, parking is easier * Council says all lease spaces taken up, but we don’t know in which rounds they were taken up * No plans to put a roof on the upper level   ***Ausgrid***   * Neelica met with them on 1/5; very informative * Geo testing to start soon in 3 areas of sea bed between old boat ramp near Church Point Reserve car park and Carols Wharf to find best route for cable “tunnel” * “Tunnel” will be under sea bed and big enough to hold 3 large electrical cabling conduits and 3 smaller ones such as NBN cable * Island circuit will have interrupters so if problems, electricity is lost to part but not whole of island as currently occurs * Need to liaise with RFS about how best to manage notification to Ausgrid of power outages in certain sectors of the island * Ausgrid working on island at the moment – bushfire service replacement program | Letter to NBC about these issues, and suggesting alternative uses of Church Point area, e.g. for arts, education, aboriginality activities.  SIRA, WPCA and CPF are collecting data on usage.  Reception of Report moved: Neelica; seconded: Anne. Carried. |
|  | **TREASURER’S REPORT**   * See April [Accounts](Documents/Treasury/2018%2004%20SIRA%20Mngmt%20accounts.xlsx) and [Report](Documents/Treasury/2018%2004%20SIRA%20Treasurer's%20report%20on%20April%20accounts.pdf) * Middle Elsie Steps – [Final Acquittal Report](Documents/Elsie%20St%20Steps%20-%20Final%20Acquittal%20Report%20for%20CBP2016%20-%202705.pdf)   ***SIRA 2018-19 Budget***   * No changes to charges for water or hall hire * Membership fee will increase from $15 to $25 * Have allowed $1500 for advocacy, up from $500 last year * $3000 for community projects – unspecified in budget but could include bush regen, kindy, social events etc. * Honoraria proposed for President, Treasurer and Secretary roles, rather than the claims system of the past; other Committee members can claim expenses * As budget stands, there will be a surplus of around $6000 * Andy Davies, Executive Manager Transport and Civil   Infrastructure NBC [offered to meet about finance issues](Documents/Treasury/Andy%20Davies%20-%20CP%20Reserve%20Fund.pdf),  especially Church Point Reserve Fund | Reception of Report moved: Boyd; seconded: Jane. Carried.  SIRA News about membership fee published 16/5.  Sharon raised concerns about the budget and the inclusion of honoraria in it.  The budget is a guide; it will continue to be monitored and reviewed.  Budget agreed to in principle by majority of Committee.  Boyd + one other to meet 30/5.  NBC yet to provide statements.  Suggestion: that 2 SIRAC members attend all meetings with Council, MPs etc. |
|  | **SECRETARY’S REPORT**  **Correspondence**  ***From Northern Beaches Council***  a) Michelle Carter, Active Travel Officer 24/4 – changes in  parking in Church Point area with opening of new car park  b) Darren Greenow, Acting Exec Manager Environmental  Compliance 25/5 – [answers](Documents/Correspondence/NBC/Companion%20Animals/NBC%20Response.pdf) to SIRA companion animals  [questions](Documents/Correspondence/NBC/Companion%20Animals/SIRA%20Questions.pdf)  ***From Councillors and MP***  c) Five Councillors and Rob Stokes 24 and 25/4 - thanked SIRA  for the Welcome to Scotland Island Booklet  ***From Ausgrid***  d) [Bushfire Service Replacement Program April 2018](Documents/Correspondence/Ausgrid/Bushfire%20Service%20Flyer%20-%20April%202018.pdf) – 24/4  e) [Update May 2018](Documents/Correspondence/Ausgrid/Bushfire%20Service%20Flyer%20-%20May%202018.pdf) – 15/5  ***From SIRA Working Groups***  f) Jane Rich – to stay on CE&C and Hall WGs but not RDT&E  g) Nicole Gooch 6/5 – to stay on CE&C WG but not Hall WG  h) Barbara Labram 28/4 – thoughts on hall issues  ***From SIOCS***  i) Ariadne Preston, Director 18/5 – will do budget for garden  ***From SIRA Members***  j) Copy of complaint and request to Council for review of CP  Parking Demand Management Plan – 23/4  k) Tesla capital expenditure projects with Ausgrid –  community battery idea - 30/4  l) Thank you to committee for work we do – 16/5  ***Website Inquiries***  m) Dangar Island League – asking for community vehicle  information – 10/5  n) Resident - help to get unknown owner of car parked  outside his place to move it to allow deliveries – 25/5  **Membership**  Renewal forms have been updated by Hubert to reflect new membership fee and fact we no longer accept cheques by mail  **Holiday Absence**  Anne will be away 13/6 – 2/7 | Published in [SIRA News](Documents/Correspondence/NBC/Church%20Point%20Parking.pdf) 26/4 (after corrections).  Item suspended at 15/4 meeting.  Published in SIRA News 25/4.  Published in SIRA News 16/5.  Not received yet.  SIRA thank you email - 24/4.  SIRA thank you email - 30/4.  Ausgrid says not possible on island.  SIRA acknowledgment – 16/5.  Forwarded to Graeme Crayford – 16/5.  Rung 25/5.  Will go out to members on 1/6.  Reception of Report moved: Anne; seconded: Nadja. Carried. |
| 5. | **WORKING GROUP REPORTS**  ***Community Engagement and Communications***  Met 25/5. Discussed social media – we will post only to SIRA Facebook page and share content on to the Scotland Island and Offshore sharing page group, matters which are in the best interests of all community members.  Update of SIRA’s Community Website. Focus on text in six main sections as a start. Have allocated multiple parts of three sections to WG members for review   * Would like to include Welcome to Scotland Island Booklet on website but first needs work on images and layout * Wild Apricot now offers survey software as part of subscription * ***Roads, Drainage, Traffic and Environment*** * Current work on island going well * Looking to work with NBC to create a Management Plan for Catherine Park, including bush care, stormwater, play areas, possibly toilets, buggies (turning circle) * Public Forum on buggies is planned   ***Water and Wastewater***   * [NBC invitation](Documents/Working%20Groups/Water%20and%20Wastewater/Invitation%20to%20Join%20Working%20Group.pdf) to SI property owners, SIRAC member etc. to nominate for [Wastewater Feasibility Study working group](Documents/Working%20Groups/Water%20and%20Wastewater/Feasibility%20Study%20Working%20Group%20Ad..pdf) – 18/5 | Shane will take on this role.  Carol Floyd will arrange access and teach us how to use WordPress.  No volunteers. If necessary pay from Website Content budget.  Shane to outline at next CEC meeting.  Council depot site on Kevin Ave needs further discussion with NBC.  RDT&E WG to meet 28/5.  NBC, RMS and Police to be invited to present at it.  Encourage community to nominate.  Marie Minslow, Judy Readman and Steve Pollard have already. |
|  | ***GENERAL BUSINESS*** |  |
| 6. | **Pittwater Community Alliance**  Only four members present at today’s meeting who were present at 15/4 meeting when PCA representatives spoke | Whether or not to join PCA to be decided at next meeting. |
| 7. | **eWaste Collection on island once a year**  Waste Management WG in touch with NBC about waste collection issues on island |  |
| 9. | **Motion**:  That the Hon. Secretary write to the owners of the Church Point Ferry Service requesting that services be provided to and from Cargo Wharf, Scotland Island. The reason for this is that the footbridge along the waterfront, west of Bell Wharf, is currently sealed off from the public due to its poor state of repair, requiring it to be replaced. Council has undertaken the work but it is not known when this will be completed. Currently there are a number of senior residents who live along the waterfront and are having difficulty in negotiating access to and from Bell Wharf. While there are reasons why the ferry service has not utilised Cargo Wharf it is felt that such a service could be introduced as a temporary measure until such time as the council work is completed. It is further proposed that a system of either pre-booking by telephone or the use of a flag might be instituted as part of this temporary measure as the service would be required only intermittently. | Moved: Steve Pollard; Seconded: Marie Minslow.  Cargo Wharf is busy and not safe.  Amended Motion: That SIRA write to Council re: problems caused by the closed pedestrian access along the foreshore west of Bells Wharf, requesting they expedite repairs and negotiate a drop off at an alternative wharf with the ferry service or transport via the Community Vehicle from the ferry at Tennis Court Wharf to Cargo, on request, for those residents who are less mobile, until reconstruction is complete.  Carried. |
| 10. | **Motions:**  That council be approached and asked that the steps leading from Robertson Road to the Community Hall have a hand rail installed to assist people attending the hall.  That council be approached and asked to provide a handrail for the steps from Robertson Road to Catherine Park. | Moved: Steve Pollard; Seconded: Graham Stenner  Amended Motion: That an inventory documenting condition, access and safety of all path and access ways on the island be conducted. The need for a hand rail from Robertson Road to the Community Hall has been identified as a priority for the less able to ensure safe all-weather and night time access.  Carried. |
| 11. | **Motion:**  That all correspondence relating to the recent legal advising sought by SIRA in relation to the Pasadena site be tabled. This correspondence should include a copy of the circular sent to solicit votes from residents as well as the advising which was given, the cost of that advising, the proportion of that cost which was, or is to be, borne by island residents and the account/s from which that advising was paid. | Moved: Steve Pollard; Seconded: Graham Stenner.  Motion not carried. |

Meeting finished at 12:12pm

**ROLLING TASK LIST**

| **Group or Person Responsible** | **Topic/Task** | **When** |
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| **SIRAC** | * Discuss possible membership of Pittwater Community Alliance * Discuss possibility of “deputy” Secretary and Treasurer roles (in relation to the SIRA Constitution) * Clarify requirements for Working Group membership | At next SIRAC meeting  At next SIRAC meeting |
| **President** | * Draft, circulate and send letter to NBC as follow up to presentation at Council meeting on 22/5 * Contact NBC, RMS & Police with view to organising Community Forum on vehicle management |  |
| **Treasurer** | * Discuss SIRA charging for water with Steve Pollard * Continue to liaise with NBC to get Church Point Reserve Fund statements | Meet with Andy Davies 30/5 |
| **Secretary** | * Create SIRA News, encouraging residents to nominate for the NBC Water and Wastewater Commercial Feasibility Study Working Group * Write letter of SIRA support for Colin’s nomination to the above Working Group * Respond to resident who suggested eWaste collection once a year on island * Draft letter to NBC, in consultation with Sharon, about foreshore path west of Bells Wharf/alternative transport arrangements | ASAP  ASAP  ASAP  ASAP |
| **All Working Group Team Leaders** | * Invite President to any meetings of Working Groups | When organising meetings |
| **Fabienne, Church Point Working Group** | * Letter to NBC requesting they consider holding off on changes to street parking in Church Point, especially on weekends, until effects of new car park settle down | ASAP |
| **Anne, Community Engagement and Communications Working Group**  **Shane** | * Start update of SIRA Community website * Investigate possible disclaimer for SIRA FB page and ways to make it clear that the Scotland Island Community Facebook page is not SIRA’s * Post SIRA News and community notices on Facebook pages * Discuss possibility of publishing new POD * Meet with Governance Working Group to discuss joining, at least on inter-related issues, and review of Community Engagement Strategy | After WordPress lesson on 1/6  By next SIRA Meeting – 8/7  From now on |
| **Boyd, Finance & Insurance Working Group** | * Discuss possible SIRA donation to Kindy for community garden | When budget received from SIOCS |
| **Hall Working Group**  **Nadja and Boyd**  **Nadja** | * Follow up with NBC issue of security door in Hall * Put together business case outlining SIRA funding to open hall toilet, and pros and cons of doing so. Publish and seek community response * Draft info about hall availability, including a link to S.I. website, to go on NBC website |  |
| **Sharon**  **Roads, Drainage, Traffic and Environment Working Group**  **Sharon (with Annette Ritchie) – SIRFB** | * Talk to Ausgrid about not blocking roads to other vehicles during their work on the island * Write letter to NBC requesting a path and access way inventory and a hand rail from Robertson Road to the Community Hall * Publish on website and in SIRA News and PON pet behaviour (particularly dogs and cats) guidelines and responsibilities of owners * Work with Waste Management Working Group to obtain Scotland Island Roads and Drainage Management Plan from NBC * Provide Community with information on Emergency Response practices on island and helipad issue | 8.00am, 28/5 |
| **Colin, Waste Management Working Group** | * Obtain from NBC Waste Management Tender document |  |
| **Colin, Water and Wastewater WG**  **Hubert, Boyd and Ian Laughton-Smith** | * Colin to nominate as SIRA rep on NBC Wastewater Feasibility study WG * Review quotes for work on new pipes and valves; report to SIRAC for approval | By 5/6 |