

June 10 2023

Committee Attendance

Pete Muskens	Y	Rohan Brown (<u>chair</u>)	Y
Cathy Phillips	Yz pt	Jill Maddock	Yz
John Coulter pt	A	Kathy Hill (scribe)	Y
Dale Killen	Y	Marci Katz	Yz pt
Leone Thiele	A	Geoff Glare	A
Susan Fowler	A	Paul Byrne	Yz
Gael McLeod	Y	Cheryl Padgett	A
		<u>Z= zoom</u>	

Member attending: Robert Hayward

1. Welcome and Apologies

- a. The meeting commenced at **1:10 PM** (WSLC and Zoom). Apologies from Cheryl and Susan (Geoff TBC).

2. Minutes of previous meeting held 15 April accepted out of session following feedback from Committee.

3. Governance –

- a. New Strategic plan for CPRRA – Kathy

- i. **Proposed process and timelines** (paper taken as read): Endorsed by committee.

July – retain an independent facilitator.

August – lead by facilitator hold high level planning session to review environmental I assessment, identify issues, swot, priorities) the goal areas (At least 2 hours).

September- Goal area groups define outcomes wanted in 3 years and high-level steps for 2024.

October - At least one week before October Committee Meeting groups distribute the 3-year (or 5?) outcomes and their programme for 2024. Committee reviews and endorses/amends. Gaps overlaps identified.

November-Plan is consolidated and distributed to the Committee.

December –Draft Plan is endorsed and sent to members, posted on website. Simple feedback survey for members. Other stakeholders consulted.

January - Draft plan presented to AGM with response to feedback for endorsement.

Paul noted:

- any survey(s) of the membership should be relevant, and the results fed back and acted upon if indicated. Recent surveys should be reviewed, and information harvested.
- longer standing committee members need to review performance/achievement against the previous plans (scoring outcomes)
- environmental (trend) analysis document should be referred to as **(Organisational) Context** to eliminate any confusion with biodiversity etc.

Jill noted that in-person attendance of the committee for Strategic Planning if possible is important.

- b. **August meeting- propose facilitator (external) facilitator:** Use of external facilitator endorsed (up to \$500 released). Preferred contractor should have experience with community Strategic plans. The committee will forward potential names by email.

Paul noted that a facilitator with experience in working with a volunteer organisation rather than a corporate background would be preferable.

4. Operational Goals Reports

a. **Biodiversity**

i. **Working bees** – reported by Pete and Dale

May Working bee- Heathland –about 10 people attended. Trimming back tea tree for the first time in 8 years just south of the store in the foreshore area to the east of the path. Heathland plants are doing well. Being in a high walking traffic area, the bee attracted concern and attention but provided an opportunity to expose the walkers to CPRRA working bee activity. Dale reported heath (white and pink).

June working bee Birt Park and CPSLC area – 350 plants and guards delivered from the BCSC to Pete for planning on 11 June (some Manna Gums will be retained for later planting at the Kiawa campground. Two areas will be planted – Birt Park and south of CPSLC. Pete is hoping that the Sunday date plus the attraction of planting will bring out more young members and families. Dale suggested a sandwich board painted with chalkboard paint to notify passers-by that volunteers are welcome. Kathy will follow up with Leone who has sourced a board. No working with children certificate for volunteers is required for BCSC managed land (unlike PV land).

Paul suggested a newsletter entry to Wonthaggi area schools might be considered which might be favorably received. Pete and Gael offered to follow up.

- ii. **Outcome of Landcare and Koala (Ecovillage) grant applications-** Dale advised that CPRRA had agreed to auspice the grant application for Koala bio link planting, but The Cape grant application did not qualify because of the work being on (technically) private land. He also said that the Cape owners' group would like to work more closely with CPRRA.

The Landcare application was not pursued as it would have been difficult to fulfill the community component requirement as much of our funding would have been for outsourcing the heavier landscaping work. In addition, the time frame for the deadline was challenging. Pete advised that the heavy emphasis on community engagement was making grant applications harder to meet the requirements.

(Note: Committee approved out of session a letter addressed BCSC drafted by Mike Tesch and Leone to propose planting of the boat ramp retaining wall and surrounds as a potential working bee).

- iii. **Biolink collaboration proposal** – Robert Hayward provided a paper to the committee which was taken as read referring to previous work on support of Biolinks.

He provided four recommendations to the committee (tabled):

- 1 Join up with Diana Whittington (if not already) as part of the Bass Coast Biodiversity Plan. Reinforcing Cape Paterson's needs....
2. Create a plan of action from within the expertise of the Committee or Members.
Recruiting Volunteers from the community including the Youth
- 3 Liaise with Farmers / Land owners
- 4 To be guided by Professor Andrew Bennet's Writings

The paper sent by Robert provides the names of the landowners. Robert seeks to improve the biolinks between Cape Paterson to Harmers Haven and Wonthaggi. He asked if the CPRRA had any specific plans for biolinks. He referred to a working bee in Powlett River (involving Diana Whittington BCSC). He also advocated recruiting high school students. Koala sightings in Taroo and Sail Streets were heard by Robert and other committee members. Prof Bennett was a witness for the Westernport Woodlands DAL Hearing. He referred to youth biodiversity programs in Canada.

Rohan responded that John Godfrey and others at the Cape have sought funding for corridors (see above) and that the CPRRA is currently planning a strategic plan review which will look at biodiversity priorities. Jill asked if Robert could send the link to the Powlett River working bee.

b. Planning and Infrastructure

- i. **DAL/SPP-** Paul reported that there is no real update following the closure of the hearing. The DAL working group will likely reconvene in mid-July following the June 23 submission of the DAL Standing Advisory Committee report to the Minister for Planning.

Rohan asked if there is a time frame for the Minister to respond the SAC report. Paul advised that Although concerns were raised about the fairness and content of process and whether CPRRA should write to both levels of government prior to the submission of the report by the DAL SAC, it was considered that there was little to be gained as CPRRA was given significant access to question experts during the hearings.

- ii. **Traffic Study:** Jill advised that Stephen and she will meet with BCSC in late June and early July to see what information they want us to submit (e.g., traffic risk spots).
- iii. **Reduction of speed limits within the town limits** The level of government who decides town speed limits needs to be confirmed, It was previously 40km (in the 90's).and the Committee thinks the 50 km needs to be re-evaluated.
- iv. **Bay Beach Master Plan-** Pete advised nothing new to report concerning the car park and integrated plan. The status of the WLSC alternative plan is unknown. The plans include paving of the access road and the car park but are on hold (part due to new building proposed impacts on car park. Disability access is an issue. Rohan recommended writing to Councillor Laing Pete will draft a letter and Rohan will assist with advice from recreational planners.
- v. **Maintenance of beach access paths and table areas-** Jill raised concerns that relative to other communities Cape Paterson's maintenance is less frequent with pruning, path condition and safe pedestrian access (especially

1st Surf) needing attention. Rohan also noted that some private property owners are not maintaining their frontage adequately and need to be notified. Rohan writes to the Council and raises these issues. Jill to draft a high-level letter. Also, an application called Snap-send solve can be used (also put advice in Newsletter). Gael mentioned that the disability parking at 1st surf is inadequate (one spot only). Gael is happy to provide input on disability access issues more broadly.

c. **Community Wellbeing-**

i. **Newsletter**

Jill advised that the newsletter will not be compiled until the week after June 24. Proposed topics include:

- Community awards
- Parents group
- Koalas
- Wombat (roadkill)
- DAL update
- Preparing for the Summer fire season
- New website and Snap send Solve.

ii. **Parents' Group** – Marci reported the first 2 mornings have gone well with 4 mothers the May 4 session and 12 mothers plus 15 children in June. At this stage it is very informal. An additional volunteer to assist while Marci is away would be welcome. The second morning in June was more satisfactory to the Zeal and Flow managers as it was less noisy. The venue was at capacity in June so if it grows, we may need to limit numbers or move to a larger venue (e.g., the Community Hall). Outside sessions may be organised in the warmer months.

iii. **Emergency Readiness-** Kathy would like to use the CPRRA name to contact the emergency organisations to see if a coordinated session could be held. The onset of El Nino after a high vegetation growth period could make the coming summer a bad fire season. Supported.

5. **Other Business**

- a. **Treasurer's Report.** Circulated. Accepted. Rohan on behalf of Leone asked for a third signatory for cosigning money transfers. Cheryl will be contacted to see if she is willing to do so. (Note Leone has been advised of gift for Website work).
- b. **Web Site-** Pete, Kathy and Jane Fennessy met and progressed some structure issues. The web link has been circulated. Pete suggested including website links to other organisations. The Committee agreed to provide Jane with a thank-you gift.
- c. **Correspondence** – advice from The Cape Owners Management Committee and introduced the new executive.
- d. **Cape Paterson, named after William Paterson-** Kathy will approach BALC to see if we can publish the Paterson story. origin.
- e. **Cape Paterson History** – Rohan asked if there was interest in capturing the oral history of the town as many of the early residents are advanced in age. Dale is happy to be involved with this and prepare for next meeting. Dale has been speaking to other residents who are interested.

6. **Next Committee meeting.** The meeting closed at 2:55 PM. The next ordinary meeting will be **12 August** after the working bee.