

October 21 2023

Committee Attendance

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

1. Welcome and Apologies

- a. The meeting commenced at **1:10 PM** (WSLC and Zoom). Apologies from John, Dale, Leone, and Paul.

2. Minutes of previous meeting held 10 June accepted out of session following feedback from Committee.

3. Governance –

- a. New Strategic plan for CPRRA – Kathy

i. Draft Summary Strategic Plan- Kathy advised that she had taken the submissions from Biodiversity, Wellbeing and Governance and combined them into a summary excel sheet with the submissions provided on additional sheets in the file (plus a wish list file). She also added a Communication Goal Area which means that we have 5 Goal Areas in total. *There was overall support for the 2 page short format.*

The Planning and Infrastructure subcommittee will meet in early November on the return of Paul and possibly David Hayward to draft a summary section. The second draft of the summary plan will be released prior to the next meeting (November 11) and then for endorsement by the Committee. All goal subcommittees should review the tasks under the goals and provide amendments to Kathy for consolidation.

Vision Mission and Values- Cheryl revised the Vision, Mission and Values and submitted them for consideration at this meeting. *She observed that they did not fully reflect the post 2018 community feedback and environmental goals.*

Vision: Cape Paterson thrives as a coastal village within a setting of outstanding beauty and high environmental values with an informed and engaged community of residents and holidaymakers who value and enjoy its unique natural environment, biodiversity, and neighbourhood character. *(This may need to be shortened? - Sec.)*

Mission: To protect and enhance the current and future liveability, and biodiversity of Cape Paterson by advocating for the community with stakeholders, supporting research and facilitating consultation and information sharing.

Values:

Collaboration

Sustainability

Respect

Service and inclusivity- add reference to quality (Rohan).

Integrity

Quality was incorporated into Service etc. value and Integrity was placed lower on the list- leaving 5 values. (Kathy argued that quality might be construed as being related to accreditation and a volunteer organisation must be pragmatic about time availability. Cheryl stated that the improvements (for example Newsletter) should be recognized and preserved.

The Committee thanked Cheryl for her efforts on the plan.

ii. ***Proposed process and timelines***

Late Oct to 11 November – -Plan is consolidated and distributed to the Committee for review and endorsement at the **11 November** meeting or shortly thereafter out of session.

December –Draft Plan sent to members, posted on website and in late November Newsletter. Simple feedback survey for members. Other stakeholders consulted.

2. AGM 2024

- i. **Saturday 20 January** Endorsed (day before Aquathon); note Community Hall confirmed after the meeting.
- ii. Options discussed – first choice Koala talk (note Kelly Smith subsequently confirmed by Pete after the meeting).
- iii. Ward Counsellors, and local MP Jordan Crugnale, *plus the new BCSC CEO if appointed* to be invited as soon as is practicable (Kathy to draft for Rohan).

4. Operational Goals Reports

a. Biodiversity

- i. **Working bees** – reported by Pete. July working bee (sea spurge on the dunes between Wilsons Road and 2nd Surf- (5 attended). August – October: Boneseed removal between CPSLC and Parks Vic land to the west- (15 (Aug), 5(Sep) and 3 (Oct) volunteers). November's working bee should finish off the boneseed in the area and it is harder to spot once flowers are finished.
Pete said that weeding in PV- managed land requires a heritage survey and as there are only 3 experts on staff there is a long delay. Geoff advised that clearance had been obtained for multiple working days on another project so that it is possible and only required once.
Pete to consider drafting a letter to PV for Rohan's signature to seek a resolution to access for light work or additional resourcing. (perhaps contracting heritage assessments).
- ii. **January Working Bee?** Pete will advise at next committee meeting.

b. Planning and Infrastructure

- i. **DAL/SPP- update** Jill advised that there is no news about the minister's decision. Minister S Kilkenny has retained her portfolio in the new Allen government but also has an additional responsibility for suburbs. It is unsure what this means for the DAL and future planning decisions. The recent transfer of some planning responsibilities to the state government (including large-scale developments) may be of concern.
- ii. **Local Traffic Management Study** update- Jill and Stephen Ward met with Leah Bellairs on August 10 and were advised that \$100k had been allocated

toward a traffic management (see meeting note circulated). Jill advised that the tender for the study has not yet been let and that any works would require an additional budget submission.

1. **Reduction of speed limit in townsite-** not raised at the meeting. (Geoff)
- iii. **Maintenance of council-owned paths and car parks-** Jill advised that a shire-wide study is commencing of an audit of the paths and that the letter sent under Rohan's (digital) signature is being forwarded for reference to this group.
- iv. **Bay Beach Master Plan update-** Kathy attended the WLSC AGM on 17/09 where President Mark Scott reported that the ESIA and others are trying to engage with BCSC on negotiations following the signing of the 5-year lease. TLC has been engaged to revise the building design.

c. **Community Wellbeing-**

- i. **Newsletter** Jill advised that the newsletter will be compiled for a late November release (i.e., bimonthly). Contributions have increased so her writing load has reduced.: *A possible pre- Christmas supplement might be considered.*
- ii. **Parents' Group** – Marci reported the attendance is normally about 12 parents each with 1+ offspring. The music from Mandy Farr was enjoyed by the (older?) kids. Community Hall could use a good clean. Marci and Kathy to follow up with BCSC about cleaning- possibly as a working bee with Parents' group participants (? In advance of the AGM?). *Supplying a baby changing table would also be useful. The Committee congratulated Marci on the success of the initiative. BCH maternal health staff are referring some local new mothers to the group.*
- iii. **Emergency Readiness-** Kathy advised that the CFA will hold a fire ready session with Red Cross and supported by CPRRA:
11AM-12PM November 4 in the Cape Tavern Marquee
John Simmons (CFA), Adele Prescott (RC) and Kathy (RC/CPRRA) will be organising. Please come if you can and encourage others to.
Event will be posted on socials (in last Newsletter).

5. **Other Business**

- a. **Treasurer's Report-** Leone is unwell and will submit report out of session Note distributed (Jul- Sep 30).
- b. **Web Site-** Kathy and Jane Fennessy met. Jane will follow up with analytics ('hits'). Other organisation websites or links to the CPRRA Facebook site not as yet done.
- c. **Correspondence** –invitation to the mayor's farewell. Rohan will attend.
- d. **Cape Paterson, named after William Paterson-** Kathy advised that discussions with David Hayward recommended broadening the scope of the work to include impact of colonisation of the area on the Bunurong.
- 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. A list of people to contact was compiled. Cheryl will compile 6 or so questions. *The Wonthaggi Historical Society might be interested and provide historical information and expertise.*
- f. **Bottle Deposit Machines** – Gael will contact BCSC and see what the status is.

6. **Next Committee meeting.** The meeting closed at 2:35 PM. The next ordinary meeting will be **11 November 1 PM** after the working bee. WLSC (TBC).