

BOARD MINUTES

DENDROBIUM COMMUNITY ENHANCEMENT COMMITTEE

LOCATION:	Dendrobium Conference Room, Dendrobium Mine, Mt Kembla
DATE:	7 February 2019, 7.30pm
ATTENDEES:	Mike Archer, Independent Chairperson (MA) Amanda Blunt, Illawarra Coal Representative (ABI) Franca Facci, Community Representative (FF) Craig Hicks, Community Representative (CH) Alex Beccari, Community Representative (AB) Emma Ivic, Community Representative (EI) Tony Morris, Community Representative (TM)
APOLOGIES:	Darren Nicholls, Community Representative (DN)

1	<i>WELCOME/APOLOGIES</i>
	MA opened the meeting at 7.29pm and noted apologies from DN. Meeting minutes from the previous meeting held 7 February 2019 were accepted. Moved AB, seconded CH.
2	<i>ACCOUNTS REPORT AND ANNUAL RETURN PROCESS</i>
	The Financial Statement from Daley and Co for the period ending 31 March 2019 totaled \$505,368 of uncommitted funds. AB advised the Annual Return was due for ASIC. The Board reviewed and signed the Solvency Statement
3	<i>MEMBERSHIP</i>
	AB proposed a change in Company Secretary and new Director effective of 2 May 2019. Outgoing Company Secretary Robin Lees and incoming Secretary Amanda Blunt was accepted by the Board. With this change Amana Blunt agreed to resign as Director. Incoming Director Rachel Cameron was accepted by the Board.
4	<i>CLOSE OF MEETING</i>
	Close of meeting at 8.30pm. Next meeting Thursday, 20 June commencing at 7.00pm.

MEETING MINUTES

DENDROBIUM COMMUNITY ENHANCEMENT COMMITTEE

LOCATION:	Dendrobium Conference Room, Dendrobium Mine, Mt Kembla
DATE:	2 May 2019, 7.30pm
ATTENDEES:	Mike Archer, Independent Chairperson (MA) Amanda Blunt, Illawarra Coal Representative (ABI) Franca Facci, Community Representative (FF) Craig Hicks, Community Representative (CH) Alex Beccari, Community Representative (AB) Emma Ivic, Community Representative (EI) Tony Morris, Community Representative (TM)
APOLOGIES:	Darren Nicholls, Community Representative (DN)

1	AGENDA
	<ul style="list-style-type: none"> • Welcome and Apologies • Acceptance of last meeting minutes (December 2018) • Review actions from previous meeting minutes • New Applications: <ul style="list-style-type: none"> - Unanderra Public School – 2019 Recreational Sport Program - Figtree Heights Public School – playground upgrade • Outstanding Applications: <ul style="list-style-type: none"> - Mount Kembla Memorial Pathway – Kembla Oval Toilets • Future projects: <ul style="list-style-type: none"> - Wollongong Council meeting progress - Project pipeline review - Stage 4 Mount Kembla Shared Pathway • Promotion opportunities and recognition: <ul style="list-style-type: none"> - 96 Candles event link to evening of recognition • General Business: <ul style="list-style-type: none"> - Meeting dates 2019 <ol style="list-style-type: none"> i. 20 June ii. 15 August iii. 17 October iv. 19 December • Next Meeting: <ul style="list-style-type: none"> - Thursday 20 June 2019, commencing 7.00pm
2	WELCOME / APOLOGIES

	MA welcomed all attendees to the meeting. MA noted apologies received from DN.
3	<i>PREVIOUS MINUTES</i>
	<p>Minutes from meeting held 7 February 2019 were approved. Moved AB; 2nd CH.</p> <p>Outstanding actions from the February meeting were discussed:</p> <ul style="list-style-type: none"> • ABI advised Life Education will be attending the June meeting to present on its program outcomes. • ABI advised she would arrange a visit to the Homework Club premises in August 2019. • ABI advised the monthly meeting with Wollongong Council had not been achieved. MA will take this action forward. • AB advised the application from the Mount Kembla Pathway Group was pending.
4	<i>NEW APPLICATIONS</i>
	<p>New applications / proposals:</p> <ol style="list-style-type: none"> 1. <u>Unanderra Public School – 2019 recreational sport program</u> <p>A request for \$5,000 toward the recreational sport program for 240 students was received. It would subsidise the participation in sport activities that some students may not otherwise be able to attend, such as trampoline, laser tag and roller skating. The program is designed to foster a love of sport and physical activity in students.</p> <p>The DCEC agreed more information about the program was required, particularly on how the school evaluates the difference in the students from participating in the program.</p> <p>The Committee requests further information on the evaluation of the program. To be re-considered at the June meeting.</p> 2. <u>Figtree Heights Public School – playground update</u> <p>A request for \$62,255 toward a new playground at the school was received. The current playground is 30 years old and non-complaint. The play equipment is available for use out of school hours and during school holidays, noting there is no other public playgrounds in the area. The funding includes the removal of the old equipment, installation of new equipment, installation of the soft fall flooring and landscape regeneration.</p> <p>The DCEC agreed the project was worthwhile given it is available to the community outside of school hours. More information about the project was required regarding the school's contribution to enable the Committee to determine how it could support the project. It also noted the quotes provided were from the same contractor and it would expect to see quotes from differing contractors for comparison.</p> <p>The Committee requests further information about the project, including quotes from more than one contractor and an understanding of what the school (or another contributor) is contributing.</p>
5	<i>OUTSTANDING APPLICATIONS</i>
	<p>Outstanding applications:</p> <ol style="list-style-type: none"> 1. <u>Mount Kembla Memorial Pathway – Mount Kembla Oval Toilets</u> <p>AB advised the application is underway. It will be discussed at the Mount Kembla Memorial Pathway meeting next week.</p>
6	<i>FUTURE PROJECTS</i>

	<p>2. <u>Wollongong City Council meeting progress</u></p> <ul style="list-style-type: none"> • There has been no further contact from Council regarding the projects put forward. • CH shared he had contacted two Councillors personally about opportunities for improvement in the Mount Kembla area. Both indicated they would be keen to meet with CH to discuss. • The Committee agreed CH should continue his personal relationship with Councillors to seek action on projects in the area, and the DCEC continue to canvas the Council staff. The Committee agreed on the list of projects for Craig to raise with the Council: <ul style="list-style-type: none"> ○ Shared pathway bubblers and toilets ○ Upgrade to entrance signage ○ Upgrade to staircase from Cordeaux Road to Avon Road ○ Removal of damaged and graffiti signs ○ Road verge weeds to be tidied ○ Lighting on the upper section of Harry Graham Drive ○ Pathway linking Mt Kembla to Kembla Heights along Cordeaux Road <p>MA to contact Council regarding the outstanding documents promised in January 2019 and request a monthly.</p> <p>CH to continue to liaise with Councilors personally, raising the agreed list of projects as opportunities.</p> <p>3. <u>Future projects pipeline</u> ABI shared the updated project pipeline document. Add Stage 4 Shared Pathway to the list.</p> <p>4. <u>Stage 4 Mount Kembla Shared Pathway</u> The ownership of the land was discussed by the committee as being National Parks Association, South32 Illawarra Coal and potentially Wollongong City Council. The Committee agreed it would like to proceed in investigating the extension of the pathway.</p>
7	PROMOTION OPPORTUNITIES AND RECOGNITION
	<p>ABI provided an update on the suggestion to hold an evening of recognition event post the 96 Candles ceremony. South32 is playing a more active role in the ceremony this year (funding and logistics support) so support for the ceremony would not be required by the DCEP.</p> <p>The recognition function would be better held later in the year separate to the ceremony given the nature of 96 Candles. It could be a family friendly end of year celebration showcasing the projects underway instigated by the DCEP. The Committee unanimously agreed to this approach.</p>
10	GENERAL BUSINESS
	<p>Meeting dates for 2019:</p> <ul style="list-style-type: none"> • 20 June • 15 August • 17 October • 19 December
11	ACTIONS
	<ul style="list-style-type: none"> • ABI to invite Life Education Illawarra to present on program outcomes at June meeting. • ABI to arrange visit to Homework Club premises in August 2019. • MA to arrange standing monthly meeting with Wollongong City Council representatives to continue progress on projects in the area. DCEP representatives to be invited. • AB to work with Mount Kembla Shared Pathway Group to lodge funding application to increase the opening hours of the Mount Kembla Oval toilet facilities. • ABI to seek further information from Unanderra Public School re the sport and recreation program.

	<ul style="list-style-type: none">• ABI to seek further information from Figtree Heights Public School re the playground upgrade.• CH to report back on progress in engagement with Councillors as appropriate.
12	<i>CLOSE OF MEETING</i>
	Close of meeting at 7.00pm. Next Meeting: Tuesday 7 February commencing 7.30pm