

BOARD MINUTES

DENDROBIUM COMMUNITY ENHANCEMENT COMMITTEE

LOCATION:	Dendrobium Conference Room
DATE:	17 October, 2019. 7pm.
ATTENDEES:	Mike Archer, Independent Chairperson (MA) Amanda Blunt, Illawarra Coal Representative (ABI) Rachel Cameron, Illawarra Coal Representative (RC) Tony Morris, Community Representative (TM) Craig Hicks, Community Representative (CH) Franca Facci, Community Representative (FF)
APOLOGIES:	Alex Beccari, Community Representative (AB) Emma Ivic, Community Representative (EI) Darren Nicholls, Community Representative (DN)

1	<i>WELCOME/APOLOGIES</i>
	MA opened the meeting at 7.00pm and noted apologies from AB, EI and DN.
2	<i>MINUTES AND ACCOUNTS REPORT</i>
	Meeting minutes from the previous meeting held 15 August 2019 were accepted. Moved FF, seconded CH. The Financial Statement from Daley and Co for the period ending 30 September 2019 totaled \$508,092 of uncommitted funds. Moved FF.
3	<i>CLOSE OF MEETING</i>
	Close of meeting at 7.10pm. Next meeting Thursday, 12 December commencing at 7.00pm.

MEETING MINUTES

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DATE:	17 October 2019, 7.10pm
ATTENDEES:	<p>Mike Archer, Independent Chairperson (MA) Amanda Blunt, Illawarra Coal Representative (ABI) Rachel Cameron, Illawarra Coal Representative (RC) Tony Morris, Community Representative (TM) Craig Hicks, Community Representative (CH) Franca Facci, Community Representative (FF) Penny Edwell, Museums and Galleries NSW – guest (PE)</p>
APOLOGIES:	<p>Alex Beccari, Community Representative (AB) Emma Ivic, Community Representative (EI) Darren Nicholls, Community Representative (DN)</p>
1	AGENDA
	<ul style="list-style-type: none"> • Welcome and Apologies • Guest update on Mount Kembla heritage catalogue project • Acceptance of last meeting minutes (15 August 2019) • Review actions from previous meeting minutes • New Applications: <ul style="list-style-type: none"> - Figtree Community Carols – 25th Anniversary event • Outstanding Applications: <ul style="list-style-type: none"> - Mount Kembla Memorial Pathway – Kembla Oval Toilets - Figtree Heights Public School – playground upgrade • Future projects: <ul style="list-style-type: none"> - Wollongong Council meeting progress - Project pipeline review • General Business: <ul style="list-style-type: none"> - Meeting dates 2019 <ul style="list-style-type: none"> ▪ 19 December • Next Meeting: <ul style="list-style-type: none"> ▪ Thursday 12 December 2019, commencing 7.00pm
2	WELCOME / APOLOGIES
	MA welcomed all attendees to the meeting. MA noted apologies received from AB, EI and DN.
3	GUEST UPDATE – MOUNT KEMBLA HERITAGE PROJECT
	MA welcomed PE of Museums and Galleries NSW to the meeting. PE’s role is to e-catalogue all the heritage items to make the collection available online and maintain a record of the collection. This project is funded by the DCEP.

	<p>PE provided an update on the progress of the project:</p> <ul style="list-style-type: none"> • 400 objects and 14 boxes of various sizes to be documented. • About half way through cataloguing the objects and more than half way on the documents. • One object had prior pest infestation. • The project will be completed in March 2020 – 12 months after commencing. In the last 4-6 weeks a report on the catalogue will be developed. Objects on loan will also be returned if time permits, or the objects will at least be identified as loaned to be returned later. <p>PE advised the project will make the collection available through the National Library and could be used to create an outreach program for schools. The collection has good curriculum links.</p> <p>PW advised she was part of the newly established Wollongong Collections Inc which will help to capture local heritage. Its current focus is on Port Kembla and Mount Kembla collections. There may be an opportunity for the DCEP to fund the relocation of the heritage items to the Port Kembla Battery Museum in the future. The Committee was keen to understand the cost involved for it to consider.</p> <p>FF noted there is a broader Council strategy in the Cultural Plan to construct a purpose-built storage facility for collections. PE advised she was aware of the plan, and storage at the Battery would be an interim measure.</p> <p>PE will present her final report and provide a tour to the storage area of the objects in 2020.</p> <p>Action: PE and ABI to arrange tour and final report of the Heritage Project in 2020. Action: PE to provide ABI approximate costs to relocate the collection to Port Kembla Battery.</p>
4	PREVIOUS MINUTES
	<p>Minutes from meeting held 15 August 2019 were approved. Moved FF; 2nd CH.</p> <p>Outstanding actions from the August meeting were discussed:</p> <ul style="list-style-type: none"> • ABI advised the desire to have the Mount Kembla Oval toilet block open 24/7 was shared with Council at the meeting earlier in the day. Council urged caution as it will attract antisocial behaviour to the community and expensive vandalism clean-up costs. On occasion toilets have been blown up. We advised this would be shared with the Committee for consideration. • ABI advised Council requested a map for the weeding program and referred to the map provided to all members which can be marked at the meeting. CH noted it was the Harry Graham Drive area that was of concern. The Committee agreed Council should provide its Weed Management Plan so it can determine which areas require focus and use of DCEP funds. • ABI advised the application from the Mount Kembla Pathway Group was pending. • ABI noted information from Figtree Heights Public School on its playground proposal is still pending. Suggested it be removed from the actions and future agendas. • CH shared a letter received from Council (attached) that mentioned the ongoing meetings with the DCEP. • ABI closed out the update on the e-hive project – Penny Edwell presented at the meeting. • ABI has provided an update to Chris Haley on projects under investigation.
5	NEW APPLICATIONS
	<p>New applications / proposals:</p>

	<p>1. <u>Figtree Community Carols – 25th Anniversary Christmas event</u> Application from Figtree Community Carols for \$19,250 (inc GST) was presented. The group was seeking support for the production running costs of the event. The event has previously been well attended – last year 4,000 people attended in inclement weather. In return for support the DCEP would be widely recognised through program booklets, website and program. The Committee supported the request in principle, but requests further detail on the budget and costings before it could vote.</p> <p>Action: ABI to request further detail on the budget and costings from Figtree Community Carols. ABI will share the detail with the Committee for a vote by email in November.</p>
6	OUTSTANDING APPLICATIONS
	<p>Outstanding applications:</p> <ol style="list-style-type: none"> 1. <u>Mount Kembla Memorial Pathway – Mount Kembla Oval Toilets</u> AB advised the application is underway. It will be presented at a later date. 2. <u>Figtree Heights Public School – playground update</u> AB advised the applicant is yet to provide further information requested. Recommendation to remove this item from the agenda was supported by the Committee.
7	FUTURE PROJECTS
	<p><u>Wollongong City Council meeting progress</u></p> <ul style="list-style-type: none"> • MA, ABI and EI attended the second meeting with Council representative earlier in the day. • ABI provided a further update on the toilets (refer to previous minutes – section 4). • ABI advised further information was to come from Council on the town welcome signage. MA noted the Council wish for examples of what the Committee thought was appropriate. It was noted DN had previously shared examples and this would be shared with Council. • The Committee discussed where the signs should go – Mount Kembla, Kembla Heights, Windy Gully. The signage should link to the Shared Pathway and the memorial. • ABI provided further update on the road verge weeding program (refer to previous minutes – section 4). • CH shared a letter received from Council (on behalf of Councillors) which he received as part of his discussions on progress of the area with Councillors. The letter refers to the meetings held every second month to progress projects in the area (attached). <p>Action: MA and ABI to share Committee desire to have toilets open 24/7, and seek understanding of costs of cleaning and supplies to support the facilities.</p> <p>Action: MA and ABI request the Council Weed Management Plan for the area. The Committee will determine areas of focus from this.</p> <p>Action: ABI to share town entrance signage ideas with Council (DN’s previous examples).</p> <p>Action: CH to continue his discussions with Councillors.</p>
8	GENERAL BUSINESS

	<p><u>Mount Kembla memorial</u></p> <ul style="list-style-type: none"> • ABI shared request from Paul Scully MP to fund a new memorial for the Mount Kembla disaster. This request is on the back of the Appin Mine Disaster artwork that was unveiled earlier in the year and will complement the existing memorial. • The Committee supported the idea in principle and suggested the memorial should link or be similar to the Pathway Memorial. <p>Action: ABI to progress the Mount Kembla memorial concept. ABI to share concept of Appin Memorial with the Committee.</p> <p><u>Meeting dates for 2019</u></p> <ul style="list-style-type: none"> • 19 December – the Committee agreed to shift the meeting to 12 December 2019. <p><u>Christmas function</u></p> <ul style="list-style-type: none"> • MA suggested this year a joint dinner with the DCCC be planned at Ruby's. Committee supported the suggestion. <p>Action: RC to seek approval for the cost. ABI to arrange.</p>
9	ACTIONS
	<ul style="list-style-type: none"> • MA and ABI to advise Council and the Share Pathway Group the Committee support opening the toilets down to dusk. • MA and ABI to request a copy of the Council Weed Management Plan for the area. From this it will base the areas to enhance. • 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 arrange tour and final report of the Heritage Project in 2020. • ABI to seek approximate cost to relocate the heritage collection to Port Kembla Battery from PE. • ABI to request further detail on the budget and costings from Figtree Community Carols. ABI will share the detail with the Committee for a vote by email in November. • CH to report back on progress in engagement with Councillors as appropriate. • ABI to progress the Mount Kembla memorial concept. ABI to share concept of Appin Memorial with the Committee. • RC to seek approval for cost of Christmas function at Ruby's. ABI to arrange. • ABI to provide feedback to Chris Haley on progress of local projects.
10	CLOSE OF MEETING
	<p>Close of meeting at 8.20pm.</p> <p>Next Meeting: Thursday 12 December commencing 7.00pm</p>