

Meeting of the Cooks River Alliance Steering Committee

Host: Rockdale Council

Wednesday 20 March 2013, 9am – 11:30am

Rockdale Council, 2 Bryant St Rockdale

Meeting Minutes

Attendance

Sarah Kamarudin	Ashfield Council
Cherie Blackburn	Bankstown City Council
Nell Graham	Canterbury City Council
Jan Orton	Marrickville Council
Alex Vandine	Rockdale City Council
Chris Hudson	Cooks River Alliance (Chair)
Shefali Chakrabarty	Cooks River Alliance (Minutes)

Apologies

Peter Shields	City of Sydney
Alison Hanlon	Hurstville Council
Cathy Jones	Strathfield Council

<p>1. Welcome and apologies</p> <p>Peter, Cathy and Alison sent apologies prior to the meeting.</p>	
<p>2. Minutes of previous meeting – 20th February 2013</p> <p>Action Point 1 –Rob Allan from Sydney Water to be invited to the next Steering Committee meeting.</p> <p>Action Point 2 – Chris hasn't received any update on the River Bank Naturalisation project from Sydney water. Chris to follow with Dan Cunningham.</p> <p>Action Point 3 – Chris presented banner designs prepared by Strathfield Council communications team. Everyone approved them. Chris to arrange production.</p> <p>Action Point 4 – Signs have been installed on the ICO trailer and a photo shoot was held before the Board meeting of 13th March 2013. Chris will draft a media release calling for community representation on the Alliance Board, with the trailer photos available to media. Cherie is on maternity leave in 3 weeks time and advised finalising the media release prior to that.</p> <p>Chris will email the draft media release to the communications action group for feedback</p> <p>Action Point 5 – Complete</p> <p>Action Point 6 – Due to existing work load Cathy has been unable to read and update the essays. She will be away on leave so Chris agreed to update and release the essays, in collaboration with Cathy.</p> <p>Action Point 7 – Chris requested Councils with a social media policy, send a copy to him.</p> <p>Action Point 8 – The Committee agreed to meet every 8 weeks, with meetings set in advance. The next meeting will be on Thursday 2nd May from 9 -11:30am at Ashfield Council.</p> <p>Cherie moved to accept the minutes. Nell seconded the motion. The minutes were adopted.</p>	<p>Chris</p> <p>Chris</p> <p>Chris</p> <p>Chris</p> <p>Chris & Action Group</p> <p>Chris & Cathy</p> <p>All</p> <p>Chris & Sarah</p>
<p>3. Board meeting</p> <p>Chris gave an update on the Board meeting for those who were unable to attend.</p> <p>Regarding community representation on the Board, everyone agreed that once the Committee finalises nominees, a recommendation will be made to the Board via email to seek approval. This will ensure that the Alliance has community representation at the next Board meeting.</p> <p>Nell and Jan will send the templates they currently use for seeking community representation, to Chris.</p> <p>Chris advised that the Boomerang Alliance are looking for sites with bottle rubbish for their Kick a Can campaign event. Some of the suggested areas were Cahill Park in Rockdale</p>	<p>Chris</p> <p>Nell & Jan</p>

<p>5. Draft action plan changes and revised budget</p> <p>Based on the two Action Plan workshops that were held on 26th February and 6th March, Chris made some changes to the Action Plan. Also the budget was revised to account for the 40% on-cost at Strathfield Council.</p> <p><u>Budget</u></p> <p>Everyone agreed that any support officer role should have other skills, in addition to administration ones . The Committee agreed that the community engagement officer should have an environmental background. Chris will work on the position description and advertise for this role as soon as possible.</p> <p>Nell will email Chris some sample position descriptions. Also Jan will email the GRCCC communications officer position description to Chris.</p> <p>Everyone agreed that the updated budget be presented to the Board. Draft updated was tabled and is attached.</p> <p><u>Action Plan</u></p> <p>Everyone quickly reviewed the proposed changes in the Action Plan.</p> <p>While the proposed changes to Program 1 – Capacity building was agreed upon, it was suggested that the Alliance should organise the workshop engaging the consultants involved in the CRSI subcatchment planning and WSUD process.</p> <p>It was agreed that the action group for Program 2 – Catchment-wide monitoring meets after the EOI results to discuss how the Alliance will proceed with this action item. In addition to this following changes were suggested:</p> <ul style="list-style-type: none"> • Item 3 – Formation of a Water Quality Monitoring Subcommittee • Board Briefing and report on existing proposed Monitoring Programs • Include ‘Review Riverhealth and Riverscience Programs’ • Showcase project will be to develop a monitoring program <p>Everyone agreed that a desktop study of existing legislation, guidelines, resources, reports, programs, best practices of member Councils and other regional groups (e.g. Sydney Coastal Councils Group Climate Change adaption project) should be included in Program 7 – Climate Change Resilience. This research will help the Alliance to select a model that applies for the entire catchment and propose a sea level rise policy to the member Councils. SCCG are currently proposing that their member councils adopt the 40cm by 2050 and 90cm by 2100 sea level rise policy. Given that some of the Alliance members are on the SCCG, this will be the most likely outcome for the Alliance as well. Cherie had already done some research for Bankstown Council and will send this info to Shefali to build on for the rest of the catchment.</p> <p>Everyone agreed that heat mapping does not fit with the Alliance objectives at this stage. Marrickville Council is currently doing heat mapping for their entire LGA. This information could be used as trial for the Alliance.</p>	<p>Chris</p> <p>Nell & Jan</p> <p>Chris</p> <p>Chris</p> <p>Chris</p> <p>Shefali</p> <p>Cherie</p>
<p>6. CRVA – request for funds to reprint postcard</p> <p>The committee did not agree on the Alliance funding the reprint of CRVA postcards. It was agreed that this was applicable mostly to Marrickville and Canterbury Councils and not the rest of the catchment. The CRVA should be advised to approach individual councils for that</p>	<p>Chris</p>

type of funding assistance.	
<p>7. CRA in your Community Strategic Plan</p> <p>Council's Community Strategic Plans are currently under review, and it was agreed this is a good opportunity to include the Alliance in these Plans.</p> <p>The meeting agreed committee members would check on the status of the Alliance in council strategic planning documentation, advocate for Alliance inclusion if necessary, and report back at our next meeting.</p>	<p>Chris</p>
<p>8. Other Business</p> <p>Alex provided some information on Marine parks.</p> <p>Nell brought along a copy of the SCCG <i>Demonstrating Climate Change Adaptation of Interconnected Water Infrastructure</i> Synthesis Report to the meeting. She advised that the Program 7- Climate Change Resilience action group should organise a presentation from SCCG about this report. This has been included in the summary of actions in Program 7.</p> <p>Sarah queried NSW health department involvement regarding fishing in Cooks River. This was something CRSI was involved in towards the end of the project. Jan informed that signage have been installed at various points however since fishing is allowed in Botany Bay, people can fish in Cooks River too. However they are advised to not fish for anything that lives in the bed of the river.</p>	<p>Chris</p>

COOKS RIVER ALLIANCE - PROPOSED BUDGET 2013-2015
PROJECTED INCOME

	Year 1 – 2011-12		Year 2 – 2012-13		Year 3 – 2013-14	Year 4 – 2014-15	Total
Ashfield	\$7,000		\$7,000		\$7,000	\$0	\$21,000
Bankstown	\$13,000		\$13,000		\$13,000	\$0	\$39,000
Canterbury	\$60,000		\$73,000		\$87,000	\$0	\$220,000
City of Sydney	\$38,000		\$45,000		\$51,000	\$0	\$134,000
Hurstville	\$31,000		\$38,000		\$46,000	\$0	\$115,000
Marrickville	\$47,000		\$55,000		\$65,000	\$0	\$167,000
Rockdale	\$53,000		\$63,000		\$74,000	\$0	\$190,000
Strathfield	\$37,000		\$40,000		\$48,000	\$0	\$125,000
Sydney Water	\$13,000						\$13,000
Reserve Funds					\$30,000		\$30,000
Rollover carried forward			\$152,528		\$269,132	\$104,395	
Total Annual Income	\$299,000		\$486,528		\$690,132	\$104,395	\$1,054,000

PROPOSED EXPENDITURE

	Year 1 - 2011-12	Actual Expenditure	Year 2 – 2012-13	Actual Expenditure	Year 3 – 2013-14	Year 4 – 2014-15	Total	NOTES
Full Time Alliance Project Manager (salary and 40.50% on-costs)	\$79,644	\$78,386	\$64,396	\$12,426	\$159,573	\$39,893	\$342,248	(+ 2.15% per annum) Year 1 start date 19/09/2011; (+3.25% per annum) Year 2. Old manger left 7/12. New manager start 5/02/2013
Full Time Environmental Engineer (salary and 40.5% on-costs)	\$62,492	\$62,492	\$103,183	\$57,331	\$109,632	\$27,408	\$302,715	(+ 2.15% per annum) Year 1 start date 10/10/2011; (+3.25% per annum award increase) Year 2.
Community Engagement/Education Officer (salary and 40.5% on-costs)			\$17,197	\$0	\$109,632	\$9,136	\$135,965	(+ 2% per annum) If required to implement Strategic Plan. 3 months for 12-13
Support Officer - (salary and 40.5% on-costs)			\$5,620	\$0	\$34,900	\$2,327	\$42,847	
Program 1: Council Capacity Building			\$5,000		\$32,000		\$37,000	
Program 2: Catchment Monitoring Program					\$20,000		\$20,000	
Program 3: Information Portal			\$5,000		\$50,000		\$55,000	
Program 4: Subcatchment Actions / Priority Works							\$0	
Program 5: Intensive Corrections Order MoU			\$2,000		\$5,000	\$5,000	\$12,000	
Program 6: Communications Strategy			\$5,000		\$45,000		\$50,000	
Program 7: Climate Change Program					\$10,000		\$10,000	
Operating costs	\$18,614	\$5,594	\$10,000		\$10,000	\$10,000	\$35,594	
Total Annual Costs	\$160,750	\$146,472	\$217,396	\$69,757	\$585,737	\$93,764	\$1,043,369	
Difference (rollover)	\$237,221	\$152,528	\$269,132		\$104,395	\$10,631	\$10,631	