

MEETING MINUTES

DENDROBIUM COMMUNITY ENHANCEMENT COMMITTEE

LOCATION:	Microsoft Teams / Teleconference
DATE:	15 September 2021. 6.00pm.
ATTENDEES:	<p>Mike Archer, Independent Chairperson (MA) Amanda Silarski, Illawarra Metallurgical Coal Representative (AS) Alexandra Szalla, Illawarra Metallurgical Coal Representative (ASz) Paul Formosa, Illawarra Metallurgical Coal Representative (PF) Craig Hicks, Community Representative (CH) Franca Facci, Community Representative (FF) Tony Morris, Community Representative (TM) Alex Beccari, Community Representative (AB) Emma Ilic, Community Representative (EI)</p>
GUESTS:	<p>Trish McClure – Wollongong City Council (TMc) Joanne Page – Wollongong City Council (JP) Lucielle Power – Wollongong City Council (LP)</p>
APOLOGIES:	

1	AGENDA
	<ul style="list-style-type: none"> • Welcome and Apologies • Acknowledgement of Country • Guest Presentation – Wollongong City Council • Acceptance of last meeting minutes (July 2021) • Review actions from previous meeting minutes • New Applications: <ul style="list-style-type: none"> ○ Unanderra Public School – Dance2bfit Program ○ Figtree High School – Wellbeing Day ○ Farmborough Road Public School – MiniLit Sage Program • Applications Approved Since Last Meeting: <ul style="list-style-type: none"> ○ Farmborough Road Public School – online learning platform ○ Mount Kembla Public School – online learning platforms and book week ○ Figtree High School – 8 laptops ○ Figtree Heights Public School – online learning and teacher support ○ Unanderra Public School – 10 iPads and cases ○ Nareena Hills Public School – online learning platforms ○ Mount Kembla RFS – diesel generator ○ Farmborough RFS – storage and generator ○ Lifeline South Coast – Crisis Call Line ○ Foodbank – 285 emergency hampers ○ St Vincent de Paul Society Wollongong – Industrial dishwasher ○ Wollongong Family Emergency Housing – breakfast program ○ Supported Accommodation and Homelessness Services Shoalhaven Illawarra (SAHSSI) – food vouchers and electronic devices for women in DV situation

	<ul style="list-style-type: none"> • Future projects: <ul style="list-style-type: none"> ○ Wollongong Council meeting progress <ul style="list-style-type: none"> ▪ Town Signage sub-group ▪ Council representation at DCEC Meetings ○ Wollongong City Council next meeting date • General Business: <ul style="list-style-type: none"> ○ Terms of Reference review ○ Membership application ○ Proposed 2021 meeting dates: <ul style="list-style-type: none"> ▪ Wednesday, 17 November ▪ Potential end of year dinner • Next Meeting: <p style="margin-left: 40px;">Wednesday, 17 November.</p>
2	WELCOME / APOLOGIES
	<p>MA welcomed all attendees to the meeting and provided an Acknowledgement of Country. MA introduced TMc, JP and LP from Wollongong City Council to the Committee.</p>
3	GUEST PRESENTATION – WOLLONGONG CITY COUNCIL
	<ul style="list-style-type: none"> • TMc, JP and LP from Wollongong City Council(WCC) provided a presentation to the Committee outlining WWC’s Infrastructure and Delivery Plan (IDP) for the local areas of interest. • TMc presented the WCC Projects website which allows the public to explore projects by project type or suburb. The Committee requested copies of the links be made available in the minutes. These can be found here: <ol style="list-style-type: none"> 1. Main Menu - https://www.wollongong.nsw.gov.au/council-projects/future-works-and-projects 2. Projects via Suburb - https://www.wollongong.nsw.gov.au/council-projects/future-works-and-projects/suburb. Projects using the mapping tool - https://wollongong.maps.arcgis.com/apps/webappviewer/index.html?id=cc583b334f5747a3bc7cf0cb20f93f0c. • TMc provided the Committee with key facts regarding the IDP: <ul style="list-style-type: none"> ○ 93 projects worth over \$22M currently programmed for the next 4-years ○ \$15.5M in Renewal Projects ○ \$6.5M in New Projects ○ 28 Design Projects in 2021/2022 ○ 23 Construction Projects in 2021/2022 • TMc also provided a list of key projects in local suburbs that may be of interest to the Committee: <ul style="list-style-type: none"> ○ Planning project for Mountain Bike Riding in Mount Kembla and Figtree ○ Figtree Oval Precinct, including oval amenities upgrade, playground renewal and community hall amenities upgrade ○ Lindsay Mayne Park Precinct including the criterium track, new and upgraded amenities, shared path connections, landscaping and fencing • The Committee requested a copy of the presentation provided by WCC. TMc agreed to provide and MA suggested supplying with the minutes. • AS questioned how the IDP is updated and the process for including new projects. TMc advised an annual review and update process occurs. Business proposals indicating the necessity of the proposed activity to the community are raised with Council staff for consideration. LP is the first point-of-contact for the DCEP in taking new projects to the Council for consideration.

4	<p><i>PREVIOUS MEETING MINUTES</i></p>
	<p>Minutes from meeting held 21 July 2021 were moved by FF. Given low attendance numbers, there was no seconder.</p> <p>Update on actions from the previous meeting:</p> <ol style="list-style-type: none"> 1. AS issued a map of Mount Kembla for all members to provide input on where weed management is of concern before 4 August. No feedback was provided by the due date, however CH clarified the main area of concern was Harry Graham Drive and provided AS with a video. 2. AS sent a reminder to all members prior to the WCC meeting. 3. AS moved forward with advertising the DCEC membership opportunity. One application received. 4. AS and ASz proactively contacted local community groups to discuss providing COVID-19 relief funding.
5	<p><i>NEW APPLICATIONS</i></p>
	<p>New applications:</p> <ol style="list-style-type: none"> 1. <u>Unanderra Public School – Dance2bfit</u> <p>An application from Unanderra Public School requesting \$9,500 to support the implementation of the Dance2bfit program within the school was presented. The program aims to encourage students to be active, socialise and build confidence through choreographed dance routines. Each class would showcase their dance routine at an End of Year Concert.</p> <p>The Committee discussed this application, noting that the program would support the physical and mental health of students. The Committee also discussed details of the application including the program being delivered by professional instructors, and how many students/hours were included in the program.</p> <p>The DCEC endorsed a \$9,500 donation to the Unanderra Public School to support the Dance2bfit program.</p> <p>Action: AS to notify the Unanderra Public School of the outcome and complete the South32 compliance process.</p> 2. <u>Figtree High School – Wellbeing Day</u> <p>An application from Figtree High School requesting \$2,090 to support the school's Wellbeing Day in November was presented. The day aims to support students mental and social health in a non-competitive way through fun interactive games. Activities proposed to be provided by Games 2U include Giant Hamster Ball, Mobile Games Theatre, Laser Tag, Giant Yard Games and Water Tag.</p> <p>The Committee discussed the application, noting that the activities would support the social and mental health of students.</p> <p>The DCEC endorsed a \$2,090 donation to the Figtree High School to support the Wellbeing Day.</p> <p>Action: AS to notify the Figtree High School of the outcome and complete the South32 compliance process.</p>

	<p>3. <u>Farmborough Road Public School – MiniLit Sage Program</u></p> <p>An application from Farmborough Road Public School requesting \$3,050 to support the purchase of an intensive integration phonics program – MiniLit Sage – was presented. The program provides teachers with a comprehensive set of explicit and systematic reading instruction lessons along with necessary materials to support struggling Year 1 and 2 readers in small groups. The school identified students would benefit from the program after the home-schooling period.</p> <p>The Committee discussed the application, noting the importance of early learning.</p> <p>The DCEC endorsed a \$3,050 donation to the Farmborough Road Public School to support the purchase of the MiniLit Sage program.</p> <p>Action: AS to notify the Farmborough Road Public School of the outcome and complete the South32 compliance process.</p>
6	<p><i>APPLICATIONS APPROVED SINCE LAST MEETING</i></p>
	<p>The Committee formally approved the below applications which were endorsed by email in the previous month:</p> <ol style="list-style-type: none"> 1. Lifeline South Coast - \$10,000 for volunteer Crisis Call Line Program 2. Farmborough Road Public School - \$5,014 for online learning platforms 3. Mount Kembla Public School - \$1,580 for online learning platforms 4. Figtree High School - \$4,976 for 8 laptops for use by disadvantaged students 5. Figtree Heights Public School - \$4,312 for purchase of MiniLit Sage and teaching support 6. Unanderra Public School - \$5,000 for 10 iPads and cases for use by disadvantaged students 7. Nareena Hills Public School - \$5,000 for online learning platforms 8. Mount Kembla Rural Fire Service - \$3,990 for a diesel generator 9. Foodbank - \$10,000 for local emergency food hampers 10. St Vincent de Paul Wollongong - \$6,000 for an industrial dishwasher 11. Wollongong homeless Hub and Emergency Family Housing - \$5,000 breakfast program 12. Support Accommodation and Homeless Services Shoalhaven Illawarra Ltd (SAHSSI) - \$10,000 for food vouchers and electronic devices for home-schooling for women in domestic violence situations
7	<p><i>FUTURE PROJECTS</i></p>
	<p>WCC update</p> <p><u>Town Signage Sub-group</u></p> <p>FF provided an update on town signage. The first sub-group meeting was held to confirm project scope and determine next steps. The project will focus on welcome signage for Mount Kembla, Kembla Heights and potentially Windy Gully, and consider improving way-finding signage through the village that is consistent in style of existing signage. A visit to Mount Kembla Village was planned for 16 September with WCC representatives to determine suitable locations and improve understanding of the scope. AB noted there has been significant increases in foot-traffic and vehicles associated with pathway use in the Village as a result of covid restrictions.</p> <p><u>Project pipeline</u></p> <p>AS noted there was a request from the Committee to add the project pipeline plan to future meeting agenda's and sharing the plan with meeting minutes. This will occur moving forward.</p>

	<p><u>Council Representation at DCEC Meetings</u></p> <p>MA noted the relationship with WCC is improving with key staff on board with assisting to deliver projects in the DCEC communities of interest in line with the IDP. The next meeting with WCC is 27 October at 10:30am, with meetings continuing bi-monthly at a regular time.</p> <p>AS discussed the opportunity for a WCC representative to attend Committee meetings regularly to improve the conduit of information. The WCC representative would not be a formal member of the Committee. The Committee discussed prior attendance by councilors, and the potential role a WCC representative could play on the Committee in answering questions and offering timely advice on validity of suggested projects. The Committee was cautious however determined to extend an invitation to a WCC representative to attend future meetings.</p> <p>Action: FF/AS to provide an update on signage progress at the next meeting</p> <p>Action: AS include the project pipeline plan on future meeting agendas and attach the plan to meeting minutes.</p> <p>Action: MA to extend invitation to WCC representative to attend future meetings.</p>
8	GENERAL BUSINESS
	<p><u>Terms of Reference</u></p> <p>The Committee reviewed and discussed the DCEC Terms of Reference. The following points were made:</p> <ul style="list-style-type: none"> • Change from one IMC representative to two. AS advised this change is to correct an error as two IMC representatives have been on the DCEC Board and Committee for some time. It is also a requirement of ASIC to have a Secretary and Director for the Board, and it is IMC policy that two staff members attend any externals meetings. The Committee did not support this update noting one IMC representative should represent on the Board and Committee so as not to sway the discussion. AS confirmed that IMC have only one vote despite having two representatives however the Committee's position did not change. AS to investigate ASIC requirements further and provide an update at the next meeting. • Change to extend the zone of influence (or communities of interest) to include Port Kembla and south Wollongong. AS advised the proposed change reflects the impact the Dendrobium Operations have on the communities and is in line with the Dendrobium Development Consent – Port Kembla impacted by the Dendrobium Washery and south Wollongong by the Port Kembla Coal Terminal of which IMC manages. The Committee unanimously disagreed with the proposed changes highlighting the importance of providing support to the communities immediately impacted by the mine. As a result, the change will not be pursued. • An addition of attending meetings via telephone or video was added. Agreed unanimously. • FF provided comments on including a better strategy on decision making when seeking relevant investment partnerships. FF suggested that the Committee seek to identify needs within the community and look for partnerships to support those needs. AS agreed to develop a draft strategy plan and provide to the Committee. • TM noted concerns that DCEC funds could replace projects that are Council's responsibility. MA advised this has been shared with WCC and agreed the Program should not replace the role of government, rather enhance projects. The Committee agreed to reinforce this sentiment at the next meeting with Council. • An additional clause regarding crisis funding support was discussed. The Committee unanimously agreed to provide funding to communities outside the zone of influence in times of crisis at the Committee's discretion. Wording of the clause was drafted with the

	<p>Committee.</p> <p>Action: AS to clarify ASIC requirements for membership of IMC representatives, and provide an update at the next meeting.</p> <p>Action: AS to update Terms of Reference with agreed changes and provide a draft prior to the next meeting.</p> <p>Action: AS to develop a draft investment strategy for the Committee.</p> <p><u>Membership Application</u></p> <p>One membership application was received from a Mount Kembla Local. CH noted he had approached the applicant and encouraged them to apply. Committee discussed the application and endorsed pursuing as a member.</p> <p>Action: MA and AS to interview the applicant and provide advice to the Committee.</p> <p><u>Meeting dates for 2021</u></p> <p>Next meeting is Wednesday, 17 November 2021.</p> <p>AS noted that IMC would like to organise an end of year dinner, to thank members for their service, however this may be postponed to January depending on restrictions.</p>
9	ACTIONS
	<ul style="list-style-type: none"> • AS to notify the Unanderra Public School of the outcome of its application and complete the South32 compliance process. • AS to notify the Figtree High School of the outcome of its application and complete the South32 compliance process. • AS to notify the Farmborough Road Public School of the outcome of its application and complete the South32 compliance process. • AFF/AS to provide an update on signage progress at the next meeting • AS include the project pipeline plan on future meeting agendas and attach the plan to meeting minutes. • MA to extend invitation to WCC representative to attend future meetings. • AS to clarify ASIC requirements for membership of IMC representatives, and provide an update at the next meeting. • AS to update Terms of Reference with agreed changes and provide a draft prior to the next meeting. • AS to develop a draft investment strategy for the Committee • MA and AS to interview the potential new member and provide advice to the Committee.
10	CLOSE OF MEETING
	<p>Close of meeting at 7.15pm.</p> <p>Next Meeting: Wednesday 21 July 2021, commencing 6.00pm</p>