



Wyee West Paper Subdivision Reference Group

Minutes: Meeting #19

DATE: Thursday 5 August, 2021

TIME: 6.30-8.30pm

VENUE: Teams online meeting

CHAIR: Special Project Officer – Wyee West Kirsty Hammer

ATTENDEES: Landowners – Joanne Cho, Judex, Kathryn Kacperek, Cheryl Ashdown, Garry Van Dyk and Councillor John Gilbert

Item #	Agenda item
1	Apologies
	Landowners – Tracey Jones and Martin Foster, Councillor Jones, Councillor Belcher
2	Acceptance of Minutes 8 July 2021
	Minutes accepted by Judex
3	Acceptance of Agenda
	Group accepted agenda
4	Review Action Items – Update on progress – all
	Action log #1: EOI process complete. Action log #2: Facebook page - Progress is slow. Group discussed how to contact more landowners. Action: Judex to re-send invitation to join to Reference Group members. All to invite others they know in the subdivision to join. Kirsty to find out whether any landowner contact details can be made available to reference group to help them. Action log #3: Development Plan – Ongoing review over the next couple of meetings. Kirsty to circulate Development Plan Riverstone examples to new members. Action log #4: Ongoing - Grant applications – Council aiming to be “investment ready” and preparing for when the grant opens. BBRF grant not open yet. State Government approach made. No feedback yet. Action log #5:

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	<p>Ongoing - Project plan update will wait until a timeframe is known.</p> <p>Action log #6:</p> <p>Complete – All applicants have been called. Outcome: Cheryl Ashdown and Garry Van Dyk accepted and have commenced as Reference Group members. Allan Gerritsen declined the position. Selection of a third Reference Group member to be discussed this meeting.</p> <p>Action log #7:</p> <p>Pending - Councillor Gilbert advised we can visit the tiny homes site after COVID-19 lockdowns. Kirsty to follow up rules for tiny homes in Lake Macquarie – are they allowed on a block as a dwelling? Check building standards for circulation space.</p>
5	<p>Discussion of appointment of Reference Group members</p>
	<p>At the last meeting, the group agreed to offer positions to Cheryl Ashdown, Garry Van Dyk and Allan Gerritsen. Cheryl and Garry accepted the positions and Allan was no longer able to accept. As a result, the group considered the next person on the EOI list to offer the position to. The group agreed that Tara McDermott should be offered the next position. If she declines, next offer to be made to Janine. Group agreed that it was more important to have even resident and remote landowner representation than even male/female representation.</p> <p>ACTION:</p> <p>Kirsty to call Tara and offer the position.</p>
6	<p>Update from Kirsty on what have we been working on</p>
	<ul style="list-style-type: none"> • Meeting with Landcom: <p>Kirsty reported back to group on recent meeting with Landcom. We have more information to assist us with cost estimates.</p> <ul style="list-style-type: none"> • Meeting with Council Executive team: <p>At the end of August, staff are presenting to the Council Executive team to get more guidance on when to go to Council, funding approaches to State and Federal Governments, and decisions around compliance. We hope to have a timeframe and more decisions to map out the way forward after that.</p> <ul style="list-style-type: none"> • Preparation for Council meeting: <p>Date of a decision by Council will be determined following meeting with Executive. Council elections are postponed from September to December due to COVID-19. This may give us an opportunity to go to this Council. If not, we would need to wait until after January to put a report to the newly elected Councillors.</p> <ul style="list-style-type: none"> • Update to program: <p>Update to program to be made once we have been to Executive.</p> <p>The group considered what we can work on while we are waiting for Executive decision and government funding.</p>

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	<ul style="list-style-type: none"> ○ Consider affordable housing providers – e.g. Habitat for Humanity - Kirsty to provide a summary of who spoken to so far and what progress has been made. For discussion next meeting. ○ Agreement by all that some external funding is key to getting landowner agreement in a ballot. ○ Request to look at the Development Plan costs next meeting. Kirsty will prepare a summary for discussion. ○ Request to reconsider whether we need electricity for the subdivision works – can we just use individual solar? Kirsty to prepare information for next meeting. <p>ACTION: Kirsty to add the following items to the next meeting agenda for discussion:</p> <ul style="list-style-type: none"> ▪ A summary of who has been spoken to so far and what progress has been made ▪ A summary of Development Plan costs ▪ Information on whether electricity is needed for subdivision work
7	<p>Draft Development Plan – Matters of concern to landowners:</p> <p>All to review the document and consider ways to make it more understandable to landowners.</p>
	<p>Any other business:</p> <p>Nil.</p>
	<p>Meeting concluded at 8.30pm</p>

ACTION ITEM LOG:

Item No:	Details	Responsibility	Due	Status
1	Set up Expressions of Interest process and advertise among landowners for three new Reference Group members	Kirsty Hammer	June	Complete
2	Set up a Facebook page for landowners to post ideas/concerns without Council involvement	Judex and Tracey	September	<p>In progress</p> <p>Judex to re-send invitation to join to Reference Group members</p> <p>All to invite others they know in the subdivision to join</p> <p>Kirsty to find out whether any landowner contact details can be made available to reference group to help them</p>
3	Reference Group members to review the Development Plan and provide feedback on how to simplify document so it is	All members	June	<p>In progress</p> <p>Kirsty to circulate Development Plan Riverstone examples to new members</p>

	easily understood and landowners feel comfortable to vote in ballot			
4	Building Better Regional Cities Grant	Kirsty Hammer	August	Application in progress Approach made to State Government
5	Project plan update	Kirsty Hammer	September	Wait until a timeframe is known
6	Advise all applicants of the outcome of EOI process and invite the three successful applicants onto the group	Kirsty Hammer	July	Complete Kirsty has called applicants One declined
7	Make enquiries with Pacific Link to discuss a potential site visit of their development next to Gosford Hospital	Cr Gilbert	September	Complete Visit to tiny homes site to be arranged after COVID-19 lockdowns Kirsty to follow up rules for tiny homes in Lake Macquarie
8	Offer the remaining Reference Group position to next selected applicant, Tara McDermott	Kirsty Hammer	August	Listed
9	Summarise actions taken to date in discussions with community housing providers	Kirsty Hammer	September	Listed
10	Summarise known Development Plan costs for Reference Group Review	Kirsty Hammer	September	Listed
11	Summarise decisions made by the Reference Group previously on electricity and consideration of solar off-grid system	Kirsty Hammer	September	Listed
12	Review Riverstone Development Plan and explanatory notes – consider how to make it more understandable to landowners	All	September	Listed