



Draft Minutes for Executives Committee Meeting

Date: 09 July 2021

Time: 1:30pm to 3:30pm

Venue: 14 Elizabeth Drive (out-doors)

In attendance: Ken Buckley, Bob Pullinger, John Ross, Norm Vickery, Lou Casmiri and Roslyn Vickery – Apologies Margaret Willard



I acknowledge the traditional owners and custodians of country and their continuing connection to the land, culture and community. I pay my respect to elder's past, present and future

Minutes from 11 May 2021 Special Committee Meeting

Motion: That the draft minutes of the executives meeting held on 11 May 2021 be adopted

Moved by Norm Vickery Seconded by John Ross – Unanimously carried

Actions and Business arising from the 11 May 2021 Committee Meeting

Action Items not covered in the agenda were;

Lou to:

- Contact/write to IMB requesting to waive fees on all VVRA accounts Done
- Confirm the transfer of the \$25K into the VVRA Bank account Done
 - Contact Raul Arregui for confirmation to join Sub-Committee Done
- To request quotations for gazebo signs Awaiting reply from supplier
- Organise Path and Cycleways project meeting,
 - Due to Gavin still away, meeting has not taken place as yet

Secretary Report

Lou reported that there was no snail mail received since last meeting

It was agreed that effective from next VVRA-CCB General Meeting Secretary Lou will include with the agenda a register/list of all emails received since last General meeting and will indicate on the register/list emails not forwarded to all giving the option for a VVRA financial member to request for the email trail on the selected email. It was also agreed that the email register/list distribution as a concept will be reviewed from time to time by the Committee.

Treasurers Report

The balances at 8th July were:

Main Account	\$4,229.01 versus	30 th June	\$4,219.01
Plantation Point Account	\$53,225.89 versus	30 th June	\$28,225.89
Village Opening Account	\$8,900.53 versus	30 th June	\$ 8,900.53
White Sands Walk	\$ 13.94 versus	30 th June	\$13.94

The material movement in the balances was the transfer of the grant funds, \$25,000 held by HWCV for the associated civil and construction works for installation of shade sail at Plantation Point.

Motion: That the statement of the financial position for the periods ended on 8 July & 30 June 2021 be received

Moved by Lou Casmiri seconded by John Ross – Unanimously carried

The Delivery Program & Operational Plan (DPOPs) Update

Bob Pullinger tabled the attached list stating that; The VVRA/CCB appreciates Council's ongoing improvement in providing and capturing DPOP information. It certainly makes it more effective for the Vincentia community and CCB to participate in the completion of the DPOP. Congratulations.

The VVRA/CCB looks forward to collaborating with Council on lessons learnt to help strive for an even more effective process next year.

Sub-Committees and Groups Reports

- **VRRA Constitution and Code of Conduct Update**

John Ross tabled a draft review of the document and it was agreed that we will distribute the draft proposed changes to all members for comments with the aim to have the draft Constitution document presented for acceptance at an Extra General Meeting before the October General Meeting.

It was also agreed that the Code of Conduct document prepared by Erica Jones was an excellent job done by Erica and therefore, we have attached the document to this minute seeking input or comments by our members
- **Plantation Point Project Update**

Ken Buckley reported that the project is progressing well awaiting engineers final report for submission to Council before starting the construction of the sails over the playground. Ken also reported that, if possible, our aim to start the construction of the Bocce court at the same time.

Ken to discuss several points raised by community members with council for remedial action.

 1. Talking tube in playground has not worked since the opening. (Underground tube seems to be full of water.
 2. Roundabout in playground is too hard to push.
 3. The seats in the new shelter at the playground are too low for the table. (About 100mm to low)
 4. The new toilet block door open/close indicators (red/green) do not operate satisfactorily.
 5. Require clarification on safety of toilet doors in an emergency. i.e. someone collapsing behind the door and suitable access from the outside.
- **Vincentia Mall Project Update**

Norm Vickery reported that Council have organised an afternoon session for the registered community stakeholder groups being the VRRA and Vincentia Matters. For a face-to-face presentation in the Vincentia Community Hall; Council has also extended the invitation to the design consultants NBRS to take part in the presentation.
- **Bay and Basin HUB Update**

Roslyn Vickery undertook to contact the Bay and Basin project team working on the extension to the centre with the aim to understand what size meeting/function rooms are included in the proposed
- **Collingwood Beach Preservation Group and Coastal Management Program (Jervis Bay)**

Bob Pullinger stated there were no additional items to report since the report tabled at the last General meeting and he commented on Council commencing the clean-up of deadwood along Collingwood Beach.
- **Grant Applications**

Lou Casmiri for Annette Pham reported that

 - we were not successful in our application to the NSW Bushfire Local Economic Recovery Fund
 - We have received \$1,600 from our submission to the sport support fund for to be used for our Bocce Court project.
 - We are in the process of applying again for a grant to build a Bus Shelter at Bayswood
- **Bay and Basing Strategic Plan and Roadmap**

Lou mention once again the importance to, please participate in providing your comments/feedback because although a great amount of work has gone into the document the contents is based on data

received from people that had the opportunity to complete the 2 surveys.



BAY & BASIN

A VISION
FOR THE FUTURE

COMMUNITY PARTICIPATION NEEDED

Sanctuary Point Bendigo Bank and surrounding village community representatives have facilitated the preparation of the Draft Bay & Basin Community-Led Strategic Plan.

Two surveys were conducted (during November/ December 2020 and February 2021) to inform the Draft Bay & Basin Community-Led Strategic Plan.

We welcome you to join and participate in this significant community-led project for the Bay & Basin area by reviewing the Draft Bay & Basin Community-Led Strategic Plan and making a submission by 25 July 2021.

Submissions can be emailed to: sanctuarypointprinting@gmail.com

Please scan the QR code to access the document:




**If you would like to view a hard copy of the document you can access this at: Sanctuary Point Bendigo Bank
1/200 Kerry Street, Sanctuary Point NSW 2540**

- **Vincentia Golf Club update**
Ken Buckley reported that we are awaiting additional information from the St Georges basin Country Club Board and that we are in receipt from Council CEO informing us that best source of information would be continue working with The Country Club.
The combined VM/VRRA sub-committee in association with interested Vincentia Golf Club members will continue to monitor this situation and endeavour to seek knowledge of processes regarding for example, 90 days due diligence, changing of land zoning, i.e. Recreational to building etc.

Other Business

- **16 August General Meeting Agenda**
It was agreed that in view of the fact that Labor Party Councillors Candidate requested to attend the August Meeting, we will invite the other Councillors Candidate groups and allow each group rep to address the meeting for 3 minutes and allow 5 minutes each for Q & A.
It was also agreed that the guest speaker will be; Lesley Labka SAHSSI Manager, Shoalhaven Services - in regard to the work that SAHSSI does, including the Homeless Hub and Women's Homeless and Domestic Violence Service
- **Corporate Government Concerns and recommendations letter from John Picot**
The points in John Picot letter were addressed at the meeting by the Committee. The Committee is of the view that the points stated in the letter are improper and will not be considering the letter further. The Committee has submitted a reply to Mr Picot to that effect.
- **Cruise Ships to Jervis Bay**
Lou Casmiri reported that, on receipt of contact details from Clr Patricia White, he contacted Natalie Godward | Cruise Development Manager Port Authority of New South Wales, who confirmed that discussions are taking place on the matter and that she will keep us in the loop and get us involved in the Community Consultation process.

- **Fund Raising**

It was agreed that the item will be included in our next General Meeting with the aim to seek suggestions or ideas from members in reference to raising addition funds for the running of the VRRRA Inc.

- **Vacant Position in Committee**

In view of the fact that no one has yet nominated for the vacant position and the VRRRA has no Vice-President on the Committee, in order to fill the casual vacancy for Vice President as that is the term in the constitution empowering the committee to make such an appointment

Motion to appoint Roslyn Vickery to fill the casual vacancy as Vice-President.

Moved by Norm Vickery and seconded by Anthony Thompson - unanimously carried.

- Bob Pullinger undertook to update the authorised signatures with IMB.
- Lou Casmiri undertook to once again inform members that there is a vacancy in the Committee and if interested to be nominated to contact Lou via vrra.ccb@gmail.com

- **Access Areas for Dogs Policy Review.**

Please see the opportunity for everyone to have their input through the Community Survey now open on councils Get Involved page.

WE URGE EVERYONE TO COMPLETE THIS VERY IMPORTANT SURVEY ON A VERY CONTROVERSIAL SUBJECT WITHIN THE SHOALHAVEN.

- **Sailing club and little nippers.**

It was agreed unanimously by the committee that we approach The Vincentia Sailing Club and The Bay and Basin Little Nippers to set up a Sub-committee in relation to grant funding for infostructure at Plantation Point.

- **Councillor Bob Proudfoot Recognition**

It was agreed the VRRRA write a note to the former VRRRA President Bob Proudfoot congratulating him on recognition for his outstanding contribution to his community in the motion passed at the Ordinary Council Meeting in June 2021 That Council:

1. Name the amenities/change facilities at Francis Ryan reserve, when renovated and extended, 'The Bob Proudfoot Pavilion'.
2. Select a place within the soon to be constructed Sanctuary Point Library (foyer, reading room/meeting space) 'Bob's Place'.
3. Place an appropriate plaque or sign at both locations acknowledging Bob Proudfoot's contribution

Meeting closed at 3:30pm

DPOP Submission by VRRRA/CCB – Shoalhaven Council comments – June 2021

The VRRRA/CCB appreciates Council's ongoing improvement in providing and capturing DPOP information. It certainly makes it more effective for the Vincentia community and CCB to participate in the completion of the DPOP. Congratulations.

The VRRRA/CCB looks forward to collaborating with Council on lessons learnt to help strive for an even more effective process next year.

CAPITAL ITEMS			
ITEM #	ITEM DESCRIPTION	VRRRA SUBMISSION	
Capital items coordinated by the sub committee for the PLANTATION POINT PROJECT			Staff Comments – June 2021
177	Installation - foreshore disabled access per strategy	Confirmed as per DPOP report plus address for confirming Nelsons Beach access.	Nelsons Beach inclusive access ramp is currently under construction
232, 241, 252, 254, 257, 258,259	active recreation minor improvement, implamentation of mgt plans etc	Confirmed as per DPOP report plus updating it includes spiderweb, flying fox, shelters, showers at beach accesses, external bbq shelter at southern end, paths at northern end with lookouts and Kiosk at Plantation Point. As per Collaboration with Council on the Plantation Point Management Plan.	Noted for consideration by relevant staff in future planning.
Capital items coordinated by the sub committee for the VINCENTIA MALL PROJECT			
165	Placemaking for Vincentia	Confirmed as per DPOP report	N/a
Capital items coordinated by the sub committee for the BAY AND BASIN HUB PROJECT			
233	Bay and Basin Recreation Hub	Confirmed as per DPOP report subject to confirmation this includes a skate facility	A skate park has been designed and will be included as part of the Bay and Basin Recreation Hub.
Capital items coordinated by the sub committee for the PATHS and CYCLEWAYS			

382	Vincentia - construct missing link dash footpath	The original approval of \$200k in the Council DPOP report is covered and absorbed in subsequent approved grant. Thus 382 has been transferred and restated to items 384A and 382A immediately below Confirm as per DPOP report	Due to change of scope on the Elizabeth Dr / Berry St Roundabout project where only a Pedestrian refuge will now be constructed, the remaining grant budget was able to be put toward the missing link path along Berry St. Item 382 reassigned for other pedestrian safety projects
382A	Vincentia – Safety Improvements various Pathway / SUP – Design & Construct	\$150K - Restatement from item 382. DPOP report to be updated by Council	\$150K reallocated to investigate the Vincentia SUP paths and have them designed and shovel ready for grants – also a few pedestrian refuges need to be designed
383	Vincentia - Elizabeth drive - jervis St to Sutton St - construct - footpath	Confirmed as per DPOP report, should read Frederick St to Sutton St and alternative possibility of using foreshore tracks.	The preferred route from Frederick St will probably be along the foreshore track rather than Elizabeth Dr. Add 'Frederick' in the title ie "Jervis/Frederick/Sutton St"
384	Vincentia - Elizabeth Dr to Blenheim - Frederick - Round the Bay - SUP loop	Confirmed as per DPOP report	N/a
384A	Vincentia – Elizabeth Dr to Blenheim - Frederick - Round the Bay Sup loop - design	Allocation of \$50K from item 382 as per collaboration with Council. DPOP report to be updated by Council DPOP report to be updated by Council	\$50K reallocated for design of this proposed Shared path as a priority (bring forward from 2024/25)
385	Vincentia - Frederick St - construct - bitumen pathway	Confirmed as per DPOP report	N/a
386	Vincentian – Jervis St to Blenheim beach (White Sands Walk)- Slip Hazards	Confirmed as per DPOP report. Council to restate description to include "Slip Hazards" as per collaboration with Council	Not proposed as a design project, it's to address some issues with mud (slip hazards)
387	Vincentia - Minerva Ave - path and refuge	Confirmed as per DPOP report	N/a

388	Vincentia - Minerva St - construct - stage 1 - Path	Confirmed as per DPOP report	N/a
389	Vincentia - Murray St to Golf Club - Stage 3 - design and construct - Path	Confirmed as per DPOP report	N/a
390	Vincentia – Saumarez show Murray St - Stage 2 - Construct - Path	Confirmed as per DPOP report	N/a
790	Elizabeth Dr - Minerva Ave - Vincentia - Intersection - safer roads project	Confirmed as per DPOP report	N/a
NEW	Ada St to Elizabeth Drive	Council to add to SUP DPOP report.	Suggestion noted by staff for future planning
NEW	SUP through the bushland between Blenheim and Greenfield beaches and on to Hyams	Council to add to SUP DPOP report.	Suggestion noted by staff for future planning
Capital items coordinated by the sub committee for the COLLINGWOOD BEACH PRESERVATION GROUP			
174	Collingwood Beach Implementation Program	Confirmed as per DPOP report subject to Council collaborating with the CBPG on the details.	Consultation with community groups noted by staff.
176	Improving beach access ways	Confirmed as per DPOP report subject to Council collaborating with the CBPG on the details.	Consultation with community groups noted by staff.
682	Bayswater St Vincentia Stormwater Upgrade and board walk	Confirmed as per DPOP report	N/a
764	Vincentia, Berry St Montague, Susan St boardwalks	Confirmed as per DPOP report	N/a
890	Sewer assets from Montague south	Confirmed as per DPOP report subject to confirmation this includes	The current funding has been prioritised for other high risk sites. Shoalhaven Water does

		Montague St south, stated in the Haskoning report as \$4m.		not have any current plans for the area around Montague St South as monitoring has indicated no major changes in this area.
Capital items from Coastal Zone Management Plan				
689	Cliff and slope stabilisation CZMP	Confirmed as per DPOP report subject to confirmation this includes community engagement with owners subject to hazard lines at Plantation Point if appropriate		This is an ongoing coastal maintenance budget for Council's identified high risk coastal cliff and slope instability sites. It is a yearly budget that is allocated to SCC in order to adequately manage emergency incidents in relation to cliffs and slopes in key risk areas.
Capital Items - Other				
77	Vincentia Boat Ramp Toilets	Confirmed as per DPOP plus update to address <ul style="list-style-type: none"> - fast track of timing - provision for All inclusive 		Request to fast track of timing distributed to staff for forward planning.
68	Surf Life Saving Clubs	Confirmed as per DPOP report plus address request by Little Nippers for storage facility for eqpt for Little Nippers at Nelsons Beach ASAP.		Equipment storage options for Nippers to be investigated. Construction of building extensions or new standalone building may require additional funds.
346	Vincentia - BLR ramp extension at plantation point for sailing club and other logistical solutions	Confirmed as per DPOP report plus request for bringing forward the timing.		N/a
Capital items coordinated for potential sub committee BAYSWOOD				
	Bus Shelters			

Capital and other items of strategic or operating matters	Staff Comments – June 2021
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<p>submitted by individuals within the VRRRA/CCB</p>	
<p>Advocate for new hospital to service the Bay and basin</p>	<p>Noted.</p>
<p>Advocate for Very fast Train loop to Tomerong to service the huge tourism demands of Jervis Bay</p> <p>A loop to Tomerong is an opportunity begging and the feds linking to transforming the Murray beach car park into a conference centre/tourist attraction. Opportunities to yield revenue for both fed and local govt. There really is not demand for VFT to be extended beyond Kiama.</p> <p>A link to ACT would most likely see a substantial no of public servants move to the coast. It is a common activity overseas.</p> <p>One could even see an Accor Hotel in Jervis Bay or somewhere along the coast south of Nowra.</p>	<p>Advocate for Very fast Train loop to Tomerong to service the huge tourism demands of Jervis Bay</p> <p><i>Staff response: Not been raised in any Transport Planning seminar with NSW Govt. However Transport for NSW are planning elements of "transport access" in their Princes Highway Upgrade projects to be serviced in the longer term by buses in the extended Nowra region which goes south to Sussex Inlet turnoff.</i></p> <p>A loop to Tomerong is an opportunity begging and the feds linking to transforming the Murray beach car park into a conference centre/tourist attraction. Opportunities to yield revenue for both fed and local govt. There really is not demand for VFT to be extended beyond Kiama.</p> <p><i>Staff response: Agree that service by train south of Shoalhaven is unrealistic but may be provided by buses providing a viable and integrated solution can be found for bus and other forms of public transport. Transport for NSW are planning early stages of such a strategy. The hybrid trains, capable of running on both the diesel and electric network are to be here in medium term that can provide seamless transport from Bomaderry to Bondi Junction. This will form part of the NSW Govt's fast train solution for South Coast line.</i></p> <p>A link to ACT would most likely see a substantial no of public servants move to the coast. It is a common activity overseas.</p> <p><i>Staff response: This is occurring already with Defence and other personnel. The road linkage based on MR92 allows less than 2 hr commute between Nowra/Jervis Bay and Canberra. A regular public transport service is not foreseen in the near to medium future</i></p> <p>One could even see an Accor Hotel in Jervis Bay or somewhere along the coast south of Nowra.</p> <p><i>Staff response: A 4 star accommodation facility requires a steady 52 week patronage and as with Quest this would be primarily driven by the business community or a strong and dedicated year round market. Proximity to the business generators in northern Shoalhaven is essential to make a business case for such a development.</i></p>
<p>Pathway plus kerb and gutter on western side of Elizabeth drive from Village round about to Moona Creek</p>	<p>Noted for consideration by relevant staff in future planning.</p>
<p>Fire Fighting equipment at places along the Collingwood dune deemed to be fire hazard risks and or the removal of vegetation at places along the dune deemed to be fire hazard risks</p>	<p>Noted for consideration by relevant staff in future planning.</p>



July 2021 - V1

DRAFT Code of Conduct for VRRRA

The Vincentia Ratepayers & Residents Association (The “VRRRA”) is committed to ensuring that all VRRRA members and visitors can come together in a safe environment to advance VRRRA’s Objectives.

- This Code of Conduct sets out the commitments of volunteers and representatives and provides practical guidance to clarify expected standards of behaviour for association members
- Upon joining the VRRRA, members agree to read and sign the Code of Conduct.
- Periodically, the Code of Conduct may be reviewed and members will be required to read and sign the amended Code of Conduct once reviewed.

VRRRA Members agree to:

- Foster community spirit and work cooperatively as a member of the VRRRA for the good of the whole community
- Participate in a way that ensures a non-political, non-sectarian, non-discriminatory association.
- To work cooperatively to achieve the objectives of the VRRRA, in accordance with the constitution and CCB guidelines, local and state legislation and laws.
- Engage with each other with due respect and value the diversity and contribution of all members.
- To attend meetings and participate in a productive and positive manner so that discussion, decision making and completing action items can be progressed.
- Be respectful of the volunteer chair and committee and assist in maintaining an orderly and positive meeting by taking turns to speak and encouraging others to voice opinions.
- To agree to follow the prescribed communication channels to raise or discuss VRRRA (email the VRRRA secretary via vrra.ccb@gmail.com, or utilise the Contact form on: www.vrra.org.au)
- To not interrupt proceedings of meetings with personal agendas or grievances
- To undertake where possible, any commitments that have been volunteered for
- To maintain the personal confidentiality of fellow members and all others who attend meetings

Violation of the code of conduct will result in disciplinary action or expulsion as outlined in the VRRRA constitution

Agreement to the VRRRA Code of Conduct

As a VRRRA Member I have read and understood the Code of Conduct and agree to abide by the Code of Conduct

Name: _____

Signed: _____

Date: _____