**DRAFT SUBJECT TO RATIFICATION OF WORK GROUP**

**Attendees**: Sandy Forbes, Christine Shaw, Yvonne Sheppard, Carolyn Tatchell, Yvette Hill (COS), Debra Hocking (by phone), Het Ramp (Lorne Hospital by phone)

**Apologies:** Charles LeFeuvre, Matthew Chamberlain (DHHS)

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| **1. WELCOME AND INTRODUCTIONS**  Sandy Forbes welcomed Work Group members and noted apologies as above. |
| **2. CONFIRMATION OF PREVIOUS MINUTES AND REVIEW OF ACTION ITEMS**  The Minutes from the previous meeting were ratified and action items reviewed. The Work Group noted updates on the following items listed for review:   * **Concern over state of Stanway Drive**   Yvette Hill advised that the status of Stanway Drive has not changed and the gates currently remain open. The Work Group are concerned about the condition of the road deteriorating with overuse that may occur with construction traffic and discussed the use of signage to regulate use.  Debra Hocking advised that the issue of Standway Drive is listed as an agenda item for the Community Meeting to be held on 2 September.   * **Planned Burn – response from Andrew Morrow**   The Work Group acknowledged receipt of a letter from Andrew Morrow (DELWP) in response to the Work Group’s letter pertaining to concers about communication of the planned burn in Kennett River.  The Work Group have concerns around timing of communications and sensitivity toward the community. They would like to be consulted on the occasion of planned burns in the area so a definitive communications plan can be addressed in conjunction with DELWP. Letter to be sent to Andrew Morrow to advise.   * **Harrington Park – meeting with COS**   Debra discussed the meeting she had with Ian Suren from Colac Otway Shire (COS) on 30 June regarding Harrington Park and the potential drafting of a masterplan. COS maintain governance of Harrington Park and it is unlikley at this point that an independent consultant will be employed to develop a masterplan.  Yvonne Sheppard advised that COS had refused an application from a community member to hold an event in Harrington Park. This has lead to a petition being presented at a Council meeting by the applicant.  The Work Group discussed the idea of having an independent body draft guidelines for useage of the park in consultation with the Council and members of the community.  Yvette advised that there are Council Guidelines for holding events within the Shire are available for viewing on the COS website. See <http://www.colacotway.vic.gov.au/Recreation-tourism/Festivals-events/Running-an-event>  The Work Group agreed to advise the CRC of their support for the concept of drafting a masterplan for Harrington Park which addresses the long term development and plans for future use.   * **Mid Winter Community Lunch | Firefoxes**   The feedback from the Work Group was very positive - kids corner, music and food were all excellent. Possibly the music was a bit loud, maybe next time don’t have the amp.  Noted that there were not many local people in attendance, but there were other visitors and home owners who came along. Around 70 people attended the lunch.  The Work Group thanked Yvette for her effort in organising the event as well as all the other volunteers that helped out on the day.  The Work Group discussed the visit from Firefoxes. Christine had a meeting with Michelle and Diana from Firefoxes prior to the lunch and invited them to speak freely with people and listen to their stories over the lunch. The Work Group thought their attendance was a good addition to the communtiy lunch and was at the right pitch.   * **Noise Issues**   Current noise regulations adopted under the Construction Traffic Environmental Managenebt Plan were distributed to the Work Group and Yvette advised that the soil nailing program was due for completion around the end of July.  Het Ramp advised that she has followed up with people experiencing difficulties managing the noise. She felt that an empathetic approach to the noise issues was helpful in supporting those experiencing problems coping.  The Work Group suggested that communication about potential noise could be useful in helping the community be prepared and manage the effects. This can be done through WyeSep Connect, Facebook, Renewal Newsletter and local notices.  **Actions / Outcomes**   * + - * Yvette to draft letter to Andrew Morrow DELWP regarding communications around future planned burns.       * Yvette to draft a letter to the CRC in support of the development of a Harrington Park Masterplan. |
| **3. SHOWCASING LOCAL TRADES & SERVICES EVENT AND DIRECTORY**  Yvette gave an overview of activity occurring within the trades and services project. Key note speakers and topic areas have been confirmed for the Forum and the date has been set for 22 October 2017.  The Work Group discussed the two projects and determined that the target audience for the Forum is the community of Wye River, Separation Creek and Kennett River. There will also be a second tier of trades people invited to the Forum along with key note speakers who have registered for the Trades and Services Directory. The Trades and Services Directory which will be a printed document is open to all businesses related to building within the Colac Otway Shire and Surf Coast region.  The Work Group discussed other invitations to be extended to stakeholders through RDV and FRRR. Also to include reference to the Community Connection and Wellbeing Work Group.  General discussion about the activity being undertaken by the Economic Development Group established after the bushfire (including Ted Baillieu). The Work Group is seeking clarification as to the activities being undertaken by this group. Debra to follow up with the CRC.  **Actions / Outcomes**   * Yvette to distribute the Event Plan to the Work Group. * Debra to follow up activities of the Economic Development Group established after the bushfire. * Yvette to have a flyer ready for the Community Meeting. |
| **4. THE WYE EXPERIENCE / ARTS PROJECT**  **Arts Workshop**  Yvette advised that Scotia has distributed a project plan which will be on-forwarded to the Work Group.  At this stage there is no allocated funding to run this project so the Work Group will need to look into other potential funding sources.  Debra discussed assistance from RMIT students. Debra and Christine to discuss and organise a meeting with Geoff Hogg (Head of School for Public Arts) and the Head of School for Economic Development. Sandy advised that she would be happy to attend the meeting as well.  **Actions / Outcomes**   * Yvette to distribute Scotia’s project plan to the Work Group. * Debra and Christine to discuss the planning of a meeting with RMIT to progress the development of ‘The Wye Experience’. |
| **5. RETURN OF SALVAGED ITEMS DONATED TO THE ORIGINAL PROPOSED ART INSTALLATION**  Yvonne Sheppard discussed the donations of items from three people toward the original proposed art project. As this project is not being progressed at this stage the CFA are asking that these items be reclaimed.  An appropriate letter has been drafted to the relevant people asking for instructions on the items.  **Actions / Outcomes**   * Yvette to send the letter to the relevant people discussed at the meeting. |
| **6. FIRE AWARENESS AWARDS**  The Work Group discussed the Fire Awareness Awards which close on 17 September. The Community Fire Resistant Garden could be used as a nomination under the Community Learning and Knowledge or the Recovery Award Categories.  Need to check there are no other applicants from the community nominating for the awards.  **Actions / Outcomes**   * Christine Shaw will check with the CFA to see if they are planning a submission. |
| **7. PLANS FOR CUP WEEKEND AND SUMMER HOLIDAYS**  Deferred to the next meeting. |
| **8. OTHER BUSINESS**  **Review of access to psychological support for those unable to access local services**   * Het brought to the attention of the Work Group that there may be a communication breakdown in terms of awareness of support services for people who cannot access them locally. Also following up with DHHS to confirm what the original offer of support included.   The Work Group discussed the idea of having a permanent section in the Renewal Newsletter under ‘’Community Wellbeing’. Het will draft a contribution each month and send through to Yvette.  The Work Group acknowledged that it can be difficult to inform all community members all the time as people have different ways of sourcing information.  The Group discussed having a one-off booster post on WyeSep Connect and Facebook as a reminder to the community where to access support services.   * The Work Group would like to send a thank you letter to Sue Wilkinson for all her help and community support over her period of time with the Council.   **Actions / Outcomes**   * Het will draft a monthly contribution to the ‘Community Wellbeing’ section of the Renewal Newsletter. * Yvette to organise a WyeSep booster post regarding health services. * Yvette to draft a letter to Sue Wilkinson to thank her and copy the CRC. |
| **9. NEXT MEETING**  **Saturday 23 September** |