

Lake Glenmaggie Community Representative Group

Meeting Agenda

7.30pm Friday 22nd May 2009
Glenmaggie Mechanics Institute

1. Welcome, attendance & apologies (2 mins)
 - Welcome (*see attached item A*)
 - Collect attendee names & details
 - Apologies
2. Confirmation of Agenda (2 mins)
 - Confirm targeted finishing time of 9.30pm or extend by agreement
3. Community Survey (15 mins)
 - *See attached item B*
4. Incorporation (60 mins)
 - *See attached item C*
5. Other Business (- mins)
 - No other business will be covered (*see attached item A*).
6. Next Meeting (2 mins)
 - Set date, time and location

www.glenmaggie.vic.au

File=09-05-22 Agenda, last updated at 4:35 PM on 17 May 2009

Background Material

A Nature of Meeting

Following the concerns raised at the last two meetings about process and transparency, and in line with subsequent communications from the group, the CRG has suspended normal operations until a formal Constitution can be agreed upon and implemented.

Thus, this meeting, whilst organized by the current CRG committee, is not a formal meeting of the CRG. It is merely a public information meeting to look at the two topics flagged – survey results and a discussion on several key issues for a draft Constitution.

B Community Survey

Issue: a first look at the draft results from the latest community survey.

Background:

1. The CRG relies upon the community survey as the most appropriate to establish the priorities of the community.
2. The last survey, conducted in late 2006, was used to identify of the issues that went into our Community Plan. That plan has formed the basis of the work priorities for the CRG.
3. Recent questioning from parts of the community as to whether or not the CRG reflects community priorities, plus the fact that it is 2½ years since the last survey, means that it was appropriate that this survey be repeated.
4. WSC's Community Strengthening Unit updated the survey (with CRG inputs), conducted the survey and tabulated the responses, removing any respondent identifying information.

Presentation: a short presentation will be screened outlining an initial analysis of the survey results.

Recommended Action:

1. That these preliminary results be published on the website as soon as possible.
2. That a more detailed paper on the results be prepared and published on the website;
3. That the survey results Excel spreadsheet, without respondents details, also be published on the website.
4. That the Community Plan be revisited and updated to reflect the latest survey results.

C Incorporation

Issue: basis for Incorporation of the group.

Background:

1. When the CRG was formed in 2006¹, the community consensus was that formal incorporation was unnecessary but might be addressed in future if we needed to apply for and receive grants in our own name.
2. Since then, an informal "join if you wish" group as acted as the Committee to carry out the CRG role.
3. Recently, concerns about transparency, process and communications have been raised by some. Changes have been made as to how the group communicates with the community but criticism continues, despite much debate.

¹ See www.glenmaggie.vic.au in the "About Us" page, look for "Our History".

Current Thinking

1. The above unresolved concerns make it imperative that how the group operates be formalised.
2. The obvious way to do this to become an Incorporated Association under the "Model Rules" model under Victorian legislation².
3. Whilst this imposes some costs and overheads on the group, all the details of how an Association operates are laid out, ready for adoption.
4. Several matters would appear to need resolving before any Association could be incorporated, such as:
 - Purpose of the Association
 - Membership structure and eligibility
 - Basis for funding
5. A discussion paper on these issues is attached.
6. A copy of the Model Rules with "marked up" changes is also provided with the email.

Recommended Action:

1. That the community discuss and, if possible, reach consensus on these key issues.
2. If consensus is reach (as above), that a motion be put along the following lines:
 - That the LG CRG become an Incorporated Association;
 - That the Model Rules be amended to reflect the above changes;
 - That a postal vote be conducted on whether to adopt those amended model rules as our Constitution;
 - That nominations for elections of officers and a committee be called under the Constitution;
 - That small panel of scrutineers is appointed to handle the above process.

² You can find out more by visiting www.consumer.vic.gov.au under "Associations, Clubs & Fundraising".

Discussion Paper

1. **Purpose:** this document aims to provide some background and identify some issues and questions, as well as to stimulate thought, ahead of the community discussion about incorporating the Lake Glenmaggie CRG. They are not necessarily indicative of any position held by anyone, they are just issues we need to resolve.
2. **Background:** the background of the group and its establishment are identified in our Community Plan at www.glenmaggie.vic.au; look under "About Us".
3. **Charter:** The charter established for the Community Representative Group (CRG) program within and by the Wellington Shire Council (WSC) is that a CRG should be structured to bring about positive community action by:
 - a) Representing the interests and concerns of a community to those outside the community;
 - b) Providing an opportunity for the community to work together on matters relating to their future direction;
 - c) Providing a link between the local community and government agencies; and
 - d) Facilitating the development of a 'Community Plan' that captures the vision and hopes of the community, identifies key community priorities and suggests actions for addressing these priorities.

If the group is to operate as a CRG, the proposed Constitution needs to reflect this charter.

4. Q: What do we understand the word "community" in the above to encompass and mean?
Q: How will this translate into who may be a member and who may not?
 - a) If we assume that a primary role of the CRG is to work with local Government:
 - Then community must include, as the primary and dominant element, ratepayers and residents. This might also imply the membership follows more the property than the individual(s) living at that property.
 - It might also be limited to those within some form of boundary where other CRGs exist (as that CRG would be responsible for their members). This implies some form of physical boundary but exactly how one might strike that could be difficult and contentious.
 - It also implies that those who are not residents and ratepayers might have some more limited rights of some form. See Q.5 below.
 - b) Rule 4.5 of the Model Rules gives the Committee the power to approve or reject membership applications. Thus, the Constitution does not need mention who may be members. However, the community may not feel comfortable without clearer and more transparent guidelines for membership. One suggestion is that the CRG have a membership policy that can only be amended by an AGM or EGM.
5. How will we involve those who are not ratepayers or residents?
 - a) For example:
 - Sporting and recreational bodies with an interest in the area?
 - Visitors to the area?
 - Statutory and other authorities?
 - *Who else?*

- b) If we are an advisory body to the authorities responsible for our area, then one view would be that those groups would also have the right to make inputs to those authorities on any issue and thus don't necessarily need access via us.
 - c) If we do have a much wider membership, how might we manage the local community's concerns and issues being swamped by the views of a much broader membership?
6. Q: How will the organization fund itself?
- a) We will have annual costs for things like:
 - Mailing costs of around \$0.75 - \$1.50 per member per mail-out; say 2-3 mail-outs per year times 250 people = \$750. Of course, we'd hope to minimize this by emailing wherever possible.
 - Audits and accounts, say \$500.
 - Petty expense reimbursements, say \$500.
 - Web site \$165.
 - *What else?*
 - b) These might be covered from a variety of sources:
 - An entrance fee ie one-time fee upon joining. This would be simple to collect and equitable. A nominal amount of, say, \$10-20, would provide a useful opening balance.
 - An annual subscription fee. This involves annual costs and effort to implement.
 - An annual grant from the shire (WSC already pays insurance for hall committees and contributes money (\$400?) for annual expenses.
 - Donations.
 - Surpluses from activities and events (yet to be identified).
 - Grants from other sources.
 - *What else?*
 - c) Council or the Community may feel that such fees are not appropriate for a representative body.
7. Q: Do we feel the need to limit the length of time any Officer may hold a particular position?
- a) It is not uncommon for Associations to limit the length of time an Officer may hold that position. This provides an avenue for refreshing of the skills and experience of the Committee.
 - b) A limit of no more than four consecutive terms in any one position might be appropriate.
 - c) If so, one could deal with it by extending rule 21(3) with words similar to "*.....eligible for re-election, except when that Officer has held that position for four or more consecutive years, in which case, he or she shall be ineligible to be elected to that role until the following Annual General Meeting.*"
8. What other issues should we be discussing at this stage?
- a) The concept of "no go zones" has been raised; that is, topics that the group should not address because another authority has jurisdiction. Examples given included noise (EPA) and lake issues (SRW).
 - b) *What else?*

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