

## **BAWLEY POINT KIOLOA COMMUNITY ASSOCIATION – SKATE PARK SUB-COMMITTEE**

### **Minutes of Meeting 19 July 2020**

In the absence of the President of the BPKCA, Michael Skwarko opened the meeting at 3.30pm and outlined the scope of our project

**Attendance (as per the attendance register):** Michael Skwarko, Cec Skwarko, Renae Skwarko, Terry Nicholls, Melinda Croan, Shane Leitch, Rory Betts-McCrae, Lucian McDowell, John Kovar, Roger Lucas

**Apologies:** Nil

**Sub-Committee Nominations:** All attendees completed a nomination form

**COVID Challenge:** Members present complied with COVID restrictions in the occupation of the hall and during the meeting. Members also agreed that COVID should not have a negative effect on our progress, in fact, might be a benefit in terms of the availability of government infrastructure spending initiatives.

#### **Terms of Reference/Code of Conduct:**

- Terms of reference dated 2 September 2019 were tabled
- Code of Conduct: The document “Guidelines for the Conduct of Community Consultative Bodies” is available online at the Shoalhaven City Council’s website. Although this is a sub-committee of the BPKCA Community Association members of this sub-committee are bound by this code of conduct and should become familiar with the guidelines.

#### **Election/Nomination of Executive Members:**

<b>BPKCA Chair:</b>	Liza Butler
<b>Chair (Skate sub-committee):</b>	Michael Skwarko
<b>Deputy Chair:</b>	Lucian McDowell
<b>Secretary:</b>	Roger Lucas
<b>Assistant Secretary:</b>	Mel Croan
<b>Treasurer:</b>	Terry Nicholls

It was agreed that we ask the Kioloa Bawley Point Sport & Recreation Club Inc to appoint a member to the executive.

#### **Working Party:**

The Notice of Motion that “the working party will consist of members of the executive and those individuals responsible for the key issues outlined below” was adopted.

#### **Key Issues and allocation of Responsibility**

<b>DESIGN:</b>	Rory Betts-McCrae
<b>SITING:</b>	Cec Skwarko
<b>DEVELOPMENT APPLICATION:</b>	Deferred

**COUNCIL LIAISON:** Mel Croan, Roger Lucas

**VISITS TO OTHER SITES/LIAISON:** Lucian McDowell, John Kovar

**FUNDING:** Mel Croan (Government and grants), CecSkwarko (Private & corporate sector)

**FINANCIAL MANAGEMENT:** Terry Nicholls

It was agreed by all members present that the collaborative model for planning and delivering this project should be adopted.

#### **GENERAL BUSINESS**

- Members were referred to 3 Shoalhaven City Council documents;
  - Provision of Local Skate Parks,
  - Community Infrastructure Guidelines, and
  - Sports Grants Program (Capital Works),all available on the SCC website or from the working party Secretary.
- Lucian tabled the Council document detailing how to progress the project – the Secretary will forward this document to all working party members
- The Secretary will begin developing a document that will form the basis of a submission to meet the Council's guidelines
- A preliminary design can be formulated that can be adjusted once a site is chosen and provision should be made in case the project needs to be constructed in stages
- It was agreed that we would work towards conducting a public forum on the project to coincide with the scheduled BPKCA public meeting scheduled for 8 November 2020.

**MEETING CLOSED**