

Agenda: Meeting of 4 March 2019

For limited consultation and confidential



New Chum Community Reference Group

Date: 25/02/2019

Time:

To: Cleanaway New Chum Community Reference Group members

About: Agenda for meeting 4 March 2019

Detail:

G'day CRG members

Hope you've had a great start to the year.

The first CRG meeting for 2019 will be:

- **Monday 4 March, 2019**
- **6:00 – 8:00pm**
- **Cleanaway New Chum, 100 Chum Street, New Chum**

At this first CRG meeting, I'd like to kick the year off with a concerted effort to begin the renewal of the CRG with you.

With your agreement, I'd like to devote an hour to this early in the meeting, and then deal with our other regular agenda items after.

The documentation I'm issuing to you with this meeting notice is:

Document	Overview
The Agenda (this document)	<ul style="list-style-type: none">- Meeting notice- Agenda for the meeting- Motions for dealing with outstanding matters from the meeting- Workshop program for the CRG renewal item- Outstanding matters from previous meetings
Terms of Reference	<ul style="list-style-type: none">- As background to the CRG renewal item, and for reference regarding matters labelled 'for limited consultation and confidential'
Draft minutes of the CRG meeting of 3 December 2018, updated	<ul style="list-style-type: none">- Updated to include changes requested by CRG members
Special Note	<ul style="list-style-type: none">- This accompanies the draft minutes of the CRG meeting of 3 December 2018, and deals with matters raised by a representative of IRATE. It includes a motion for the CRG to express its endorsement of the Chair's actions in proactively following up on matters in an effort to assist the CRG

What I'd like you to do in advance of the meeting on 4 March 2019:

- 1 Confirm your attendance or apologies asap
- 2 Peruse the material herein
- 3 Consider the motions I've drafted for Agenda item 2 (the Agenda for this meeting)
- 4 Give some thought to the workshop matters I've set out in advance of the meeting in Agenda item 3. Please note that we may be discussing some confidential matters, and so I have labelled the document 'for limited consultation and confidential' in accordance with the confidentiality provisions of the CRG's Terms of Reference. I remind you that these documents "must be managed in accordance with the parameters for maintaining confidentiality".

If you have any questions, please contact me.

I look forward to seeing you on 4 March.

Thanks in advance

Mark Doonar
Chair
Cleanaway New Chum Community Reference Group

Encl.

CRG Meeting 4 March 2019

Item 2: Agenda for this meeting

Time	Allocation	Agenda items	Who
6:00-6:10pm	10 min	1. Introductory matters a. Welcome b. Confirmation of a quorum c. Apologies d. Recording of the meeting	Chair, Mark Doonar
6:10-6:20pm	10 min	2. The agenda for this meeting	CRG agreement
6:20-7:20pm	60 min	3. Renewing the CRG a. Current direction, recent suggestions b. Stakeholder identification, influence and impact c. Prioritised stakeholders, stakeholder needs d. Next steps	CRG workshop
7:20-7:25pm	5 min	4. New Chum development application update	Cleanaway
7:25-7:35pm	10 min	5. Operations report	Cleanaway
7:35-7:50pm	15 min	6. Review of minutes a. Meeting of 3 September 2018 meeting b. Minutes of 3 December 2018 meeting	Chair, Mark Doonar
7:50-8:00pm	10 min	7. Other business	Chair, Mark Doonar
8:00pm		8. Close	

Motions on the agenda for this meeting:

	Motions	Agreed	Other
1	That the CRG agrees on this agenda and the time allocations for this meeting		
2	That if the time runs out on the allocated time for agenda items 4, 5, 6, and 7, the CRG agrees that:		
A	The discussion items or questions arising will be:		
a	Noted by the Chair, and		
b	Provided to the Chair by the cob 5 March 2019 by any CRG member who has not had the time to have their items discussed in the allocated period, and		
B	The Chair will issue these items/questions in a flying minute to the CRG with a view to getting either:		

Motions	Agreed	Other
a Answers/information from Cleanaway or other entity represented on the CRG, or		
b A preference on a matter requiring a decision from each CRG member, and		
C Include the information and/or vote (as the case may be) in either:		
a The draft minutes to be circulated to the CRG members 5 days after the 4 March meeting, or		
b Before the next CRG meeting if the information and/or vote is not received by the Chair in time for the draft minutes to be issued.		

The intent of this approach is:

- A To allow for the important discussions on the renewal of the CRG to take precedence over 'business as usual' for this meeting
- B To ensure that reasonable questions and discussions on regular agenda items are not lost, and proactively captured and put to CRG members, and
- C To see if this process might reduce the generally acknowledged tedium, frustration and 'going in circles' discussions that have been a hallmark of the CRG's meetings.