

MEETING AGENDA/MINUTES

Meeting Floodplain Advisory Panel Meeting

Team Name:

Date: 6th May 2019 **Time:** 3:00pm

Venue: Port Stephens Council

Chairperson: Andrew Behrens

Minutes: Bridget Jenkins

Purpose of Meeting: Discuss Anna Bay & Tilligerry Creek Flood Study, Williamtown-Salt Ash Floodplain Risk Management Study & Plan and Port Stephens Council Flooding updates

Attendance

Andrew Behrens (PSC)	Bridget Jenkins (PSC)	Cameron Donaldson (PSC)	Cr Giacomo Arnott (PSC)	Cr John Nell (PSC)
Cr Paul Le Mottee (PSC)	Cr Steve Tucker (PSC)	Edward Davies ()	Jake Bush ()	Joan Frost (ABDU)
John Rapson ()	John Simpson ()	Michael Osborne (PSC)	Monty Bull ()	Nalliah Sivabalan (PSC)
Phil Hudson (SES)	Sam Tyter (PSC)	Tully Walker (PSC)		

Apologies

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Item	Topic/Minutes	Responsible Officer
1.0	Welcome to the Group	Chair
	<p>Chair welcomed group to the Floodplain Advisory Panel Meeting. The meeting agenda consisted of PSC Drainage and Flooding Unit Updates, Agency Updates (Hunter Water, State Emergency Services), Presentation on the Anna Bay & Tilligerry Creek – Floodplain Risk Management Study and Plan, The Lower Hunter Floodplain – Cumulative Development Impact Study and Plan, and PSC’s Flood Emergency Management Tool. The elected Panel consisted of Councillors, Council Officers, State Officials and elected community members.</p>	
2.0	Port Stephens Council Flooding Unit Update	Andrew Behrens
	<p>Council provided updates on recent advances in floodplain management undertaken by the Council. The following updates were discussed:</p> <ul style="list-style-type: none"> <p>• Anna Bay & Tilligerry Creek Floodplain Risk Management Study & Plan Council were successful in receiving a grant from the State Government to undertake the Floodplain Risk Management Study and Plan which builds on the findings of the initial flood study completed in Dec 2017. Sam will provide further information on this study later on during the meeting.</p> <p>• Lower Hunter Floodplain-Cumulative Development Impact Study and Plan Council have submitted a grant application to the state government to investigate the impact of development within the lower Hunter Floodplain – this was one of the high priority recommendations in the Williamtown – Salt Ash FRMS&P. This study will be undertaken in collaboration with Maitland City Council and Newcastle Council. The study aims to provide standard guidance that can be used across each Council LGA for development within the floodplain. Michael will provide further information on this study later on during the meeting.</p> <p>• Flood Emergency Management Tool Council continue to refine our "Flood Emergency Management Tool" which will assist emergency services during significant storm events along the Hunter River. It allows for better understanding of the likely impacts a particular storm event will have on the community. Cameron and Michael will give a demonstration of the tool later on during the meeting.</p> <p>• Shoal Bay Flood mitigation works – Stormwater upgrades Council have implemented a number of flood mitigation measure as identified in the study of the area including a new pipe outlet to Shoal Bay Beach, construction of major drainage infrastructure in and around Government Road and Bullecourt St in conjunction with roadworks, construction of localized drainage improvements in several streets and the</p> 	

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	<p>construction of a detention basin in Horace Street to help alleviate minor flooding in the area. The study also identified a number of large scale drainage improvements that would help mitigate flooding throughout the Shoal Bay catchment. The progress of these improvements will be determined pending the outcome of Councils SRV application with IPART.</p> <ul style="list-style-type: none"> <p>• Medowie Flood Mitigation works - Ballat Close Detention Basin Council have completed stage 1 of flood mitigation works along Ballot Close in Medowie. Many thanks to OEH for the 2/3 funding made available to realise this project which was a high priority action in the Medowie Floodplain Risk Management Plan 2015 adopted by Council in March 2016. The works involved the voluntary purchase of the property that became a high hazard floodway in major storms. The house on the property was thankfully built before 1986 (and hence an application of funding was possible). The dwellings on the property were demolished and a large detention basin and levee were constructed which will help alleviate local flooding in the area.</p> <p>• SES Flood Data Portal A number of Council's current Flood Study Reports are available for download through SES' Flood Data Portal. Select flood data sets are also available for download through the Portal. The portal aims to improve the sharing of key flood data within government and to other stakeholders including flooding consultants and the wider community. Council will continue to upload flood studies and data sets as they are completed.</p> <p>• Flood Advisory Panel members The Panel's "Terms of Reference" allows for 3-5 catchment specific members to sit on the panel. We currently only have one catchment specific member being Joan Frost with our two "core" community members being Jake Bush and John Rapson (the ToR allows for 2 Core members and 3-5 community members).</p> <p>Back in Sept 2016 we only received one submission in response to our EOI for Anna Bay – Tilligerry Creek catchment specific community members. Seeing as there are potential openings still available we would like to gauge the current FAPs feedback on advertising to fill the current vacancies.</p> <p>Question to the Panel regarding going back out to EOI to fill Volunteer Vacancies (Joan F): Noted difficulty in getting volunteers (Jake B & Cr Paul LM): In Support</p>	

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2.0	Agency Updates	OEH/SES/HWC
	<p><u>State Emergency Services (SES)</u> Centres at Tomaree, Raymond Terrace and Corlette. Seeking to Expand Tomaree Boat Fleet. Flash Flooding is more of an issue than river flooding. Additional L3 technicians (those who dive and rescue submerged people) are being trained.</p> <p><u>Hunter Water Corporation (HWC)</u> Flood management for Campvale Area project, considering water quality, flood zones, planning for solutions to this complex issue. Alternatives to expensive diversion are in the planning and consultation phase.</p> <p><u>Office of Environment and Heritage (OEH)</u> Not in attendance.</p> <p>(Cr Giacomo A): Requested PSC Flood Emergency Management Tool Presentation to occur next. No objections from Panel were noted.</p>	
5.0	PSC's Flood Emergency Management Tool	Cameron Donaldson
	<p>Discussion surrounding role of Council in emergencies, SES is considered the Lead Agency, with support and information supplied from Council. Council assists with road closures, setting up of Emergency Facilities, information to the community, however SES should be used as the primary source of up-to-date information.</p> <p>(John R): Suggestion for current water height to be provided alongside the predicted level to allow residents to better prepare Suggestion for SES to provide the full notification from Bureau of Meterology to the media to allow better information. Allows PSC to provide SES information on impacted properties during a flood event. Data is not in a useable tool to show real and predicted data to better protect the community/assist Emergency Services in making decisions. (Jake Bush): Suggestion of Floodways Pamphlet for PSC LGA, similar to Maitland Council Advice that OEH is investigating flood mitigation scheme.</p> <p>The Emergency Management Tool was then demonstrated using both a real flood data and a predicted flood. Data has been verified to be within 0.5m accuracy. (Cr Paul Le Mottee): Suggestion of Clarence Town Road to be fixed to allow road thoroughfare in emergency.</p>	

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	<p>Advised that this tool would be progressed towards items such as these in future with Capital Works Plans.</p> <p>(John R): Suggestion for Livestock removal measures after flood Advised that Local Land Services conduct this service. Cameron Donaldson to provide details to John R after meeting.</p>	
4.0	<p>Lower Hunter Floodplain – Cumulative Development Impact Study and Plan</p>	Michael Osborne
	<p>Powerpoint Presentation Application for Grant funding submitted. Are there areas for Development have minimal impact to flooding? Development impacts cumulative to workout methodology for future proposed developments.</p> <p>(Jake B): Asked if Hunter Local Councils would all be working together on this> Advised that this would impact 3 Local Councils and state government would all need to agree to be the most beneficial.</p> <p>Expected to be determined later in the year, 12 months of work prior to this plan being implemented if plan is successful.</p> <p>This would provide predictive model for developers and flooding impacts.</p>	
3.0	<p>Anna Bay & Tilligerry Creek Floodplain Risk Management Study and Plan</p>	Sam Tyter
	<p>Powerpoint Presentation</p> <p>Slide 1 Council were successful in obtaining grant funding under the Floodplain Grants Scheme. The Scheme is jointly funded by the Office of Emergency Management and the Commonwealth Government and is administered by the Office of Environment and Heritage. The funding was awarded to Council to pursue the next stages in the Floodplain Risk Management Process for the Anna Bay and Tilligerry Creek area.</p> <p>Slide 2 2017= Flood Study where data has been collated and we now have an understanding of the risk involved in the area. The study was slightly unusual as we crept into the Risk Management Study when we investigated potential mitigation options.</p> <p>Slide 3</p>	

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	<p>The grant funding will allow us to build on the study and complete the next two stages including the Floodplain Risk Manage Study and the Floodplain Risk Management Plan. The Management Study essentially identifies mitigation solutions for flooding throughout the study area similar to the extra work we undertook in the Flood study however this stage determines options by a multi criteria assessment including social, ecological and economic factors rather than just engineering factors. The Management Plan outlines the preferred option determined from community, committee, Council and stakeholder feedback.</p> <p>Slide 4 Project stages</p> <p>Phase 1 Compilation of available data including any that the original flood study omitted.</p> <p>Phase 2 Flood damages survey which assists later on with assessing the economic assessment of mitigation options. Floor level surveys, which residents can opt out of if they do not wish to have a survey of the floor level taken for the study.</p> <p>Phase 3 Review of the Flood study. This might involve a bit of work to bring it up to ARR19 standards.</p> <p>Phase 4 Once the above are complete and the model is ready to use we can start modelling and assessing mitigation options. This will involve preliminary assessment of mitigation options (30 in the brief) followed by detailed assessment of select options (10) including multi criteria assessment.</p> <p>Phase 5 The management plan will provide input into the strategic and statutory planning roles of councils. The Management Plan will set out the way forward to implement the preferred mitigation option selected in the Management Study.</p> <p>Phase 6 Data Handover, Council will receive all data created and used within the study. The models and report will be uploaded to the SES Flood Data Portal and the mapping will be updated on Council's Website.</p> <p>Slide 5</p> <p>FAP Role</p> <ol style="list-style-type: none"> 1. Identification of mitigation options Meeting to establish which preliminary mitigation options should be investigated by the consultant similar to the Flood Study's end part. Following FAP feedback Public information session will be held to obtain community feedback on which options should be investigated. 2. Draft Report – Once preliminary options and detailed options have been modelled and reported a meeting to discuss 	

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	<p>findings and the draft plan including whether any changes need to be made. Formal Public exhibition period to follow FAPs approval.</p> <p>3. Final Report Prior to submission to Council for approval a meeting to discuss the final report and recommendations of the study including clarification of public exhibition period.</p> <p>Slide 6 Next steps Complete Project Brief Request for quotation/tender to consultants via Council's Tender-link Engage suitably qualified Consultant Project inception off meeting with consultants–Data collation</p> <p>(Joan F): Requested extension of Floodgates for Anna Bay Drainage Union Area. Thanked PSC, in particular Nalliah S regarding the installation of the 8ft Culvert for Port Stephens Drive.</p>	
6.0	Close	Chair
	Meeting was closed with no further questions from the Panel.	

MEETING CLOSED AT 4:40pm

NEXT MEETING

Date: TBA

Time: TBA

Venue: TBA

MEETING CODE OF COOPERATION

We start on time and finish on time.

We all participate and contribute – everyone is given opportunity to voice their opinions.

We use improvement tools that enhance meeting efficiency and effectiveness.

We actively listen to what others have to say, seeking first to understand then to be understood.

We follow up on the actions we are assigned responsibility for and complete them on time.

We give and receive open and honest feedback in a constructive manner.

We use data to make decisions (whenever possible).

We strive to continually improve our meeting process and build time into each agenda for reflection.

We will promote best practice, keeping open minds, combining our experiences and shared learnings to inform our deliberations.