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| **MEETING MINUTES – CKPoM Steering Committee** |  |
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| **Date: 27 August 2020** | **Time: 11:30am to 1:45pm** | **Venue:** Committee Rooms – Port Stephens Council (for Staff and Councillors only) – Committee via Zoom |
| **Chairperson: Councillor Sarah Smith** | **Minutes:** Kimberly Baker |
| **Attendance** |  |
| Councillor Sarah SmithPort Stephens Council(Chair) | Kylie Kaye - Natural Resources CoordinatorPort Stephens Council | Kimberly BakerEnvironmental PlannerPort Stephens Council | Jordan Skinner – Natural Resources Team LeaderPort Stephens Council | Jo Atkins – Business Systems Administration OfficerPort Stephens Council |
| Councillor John NellPort Stephens Council | Joanne AtkinsPort Stephens Council | Paul HillierSenior Project Officer DPIE | Anne FinneganHunter Water Corp  | Garry WorthCommunity Rep |
| Audrey KoosmenHunter Wildlife | Anne WilliamsNative Animals Trust Fund | Carmel NorthwoodPort Stephens Koalas | Ben van der WijngaartPort Stephens Koalas | Chantal Padstow Redman Voice of Wallalong, Woodville and surrounds (VoWW) |

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| **Apologies** |  |
| Lee McElroyVegetation Management OfficerPort Stephens Council |  |  |  |  |
| **Agenda** |  |

| **Item** | **Topic** | **Discussion** |
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| **1.0** | **WELCOME** |
| 1.1 | Welcome and Acknowledgement of Country | *Today we are meeting on Worimi land and the lands of other Traditional Custodians. We acknowledge the past, we are working towards a better tomorrow, and we pay our respects to Elders past, present, and emerging.* |
| **2.0** | **PREVIOUS MINUTES** |
| 2.1 | Adoption of Previous Minutes | **Adopted** |
| 2.2 | Review of Action ItemsActions log to be distributed prior to the meeting for discussion at the meeting. | Autumn baiting has been undertaken at weapons range and on private landholder lands. Trapping undertaken in May at Campvale. Continued monitoring will be undertaken to inform continued baiting and trapping. Autumn and Spring baiting undertaken on lands surrounding Kings Kill, Boral Quarry Balickera, Private Lands in Italia Road and Brandy Hill landholders.  |
| **3.0** | **GENERAL NOTICES** |
| 3.1 | Correspondence [PSC] | **Nil received.** A dedicated CKPoM Committe email account has been established for a consolidated correspondence point: ckpom@portstephens.nsw.gov.au. Please utilise this email for any correspondence and ensure it is in your address books to avoid messages going to spam folders.  |
| 3.2 | Grant Funding [PSC] | **Nil to report.** If anyone is aware of available grants or funding please provide to the CKPoM mailing list: ckpom@portstephens.nsw.gov.au for distribution.  |
| 3.3 | Committee Administration [PSC]* Terms of Reference
* Annual Monitoring Program and Report
* Review of Members
 | **Draft Terms of Reference distributed prior to meeting and tabled at meeting.** Draft Terms of Reference adopted with amendment: Terms of reference to be updated to reflect correct membership distribution, including addition of WINC, correct organisation name for the DPIE Koala Saving Our Species (SOS) Accountable Officer, and current community members (2 two positions). ***Action: PSC to update terms of reference and send to Committee*****Draft Annual Monitoring Program and Report distributed prior to meeting and tabled at meeting.**Monitoring Program information collection plan adopted with amendment: Part 5 activities and mitigation activities to be included. Committee resolved to form a sub-committee working group (initially comprising Council staff, PS Koala rep, Hunter Water rep, and DPIE SOS rep) to identify high risk and monitoring sites. Resolution regarding Annual Report proforma was deferred to give Committee members additional time to review and offer feedback.***Actions: PSC to update information collection planPSC to review current progress against CKPoM Action Plan and present at next meetingPSC to convene first meeting of sub-committee working groupPSC to resend annual report proforma to Committee*****Review of Members:**Committee resolved to:* Resend invitation letter to members who have not attended in last 3 years
* Extend an invitation to Rural Fire Service– Lower Hunter Valley and Hunter Valley districts – to attend as an occasional member
* Accept Voice of Wallalong and Woodville Community Group (Sponsor: PS Koalas) as a core member

***Action: PSC to send invitation and acceptance letters to members*** |
| **4.0** | **LEGISLATIVE AND POLICY DEVELOPMENTS** |
| 4.1 | NSW Parliamentary Investigation into Koala populations and habitat in New South Wales [PSC] | Summary of parliamentary investigation provided (PowerPoint presentation provided to Committee members and attendees)  |
| 4.2 | Koala Habitat Protection SEPP [PSC] | Council is currently reviewing the Koala Habitat Protection SEPP against the CKPoM and identifying the pathways, benefits, and constraints of revising and/or restructuring the CKPoM to bring it into alignment with the SEPP.  |
| 4.3 | Development Control Plan – Tree Chapter [PSC] | Council provided a summary of the recent changes to the Tree Management chapter of the Port Stephens DCP, noting the amendment aligns the DCP with the Vegetation SEPP, removes the need to apply for a tree permit is certain circumstances, and introduces a notification period (10 working days) for Council to review the proposed tree removal. Council confirmed that the existing tree vandalism and the tree compliance and enforcement policies would still apply in instances of unlawful tree removal. Council also advised that a community education and public communications campaign will be released to coincide with the new DCP coming into effect. |
| **5.0** | **DATA, RESEARCH and STUDIES** |
| 5.1 | Monitoring Program Update | **Nil updates.** |
| **6.0** | **COUNCIL UPDATES** |
| 6.1 | CKPoM Mapping Updates – Sites and Status [PSC] | Council presented the process to revise CKPoM mapping, in line with advice from Dept Planning. The Committee resolved to send the process to the General Manager, Port Stephens Council, and the Director-General, NPWS, for approval (as per the requirements of the CKPoM).***Action: PSC to send process to PSC and NPWS for approval***Council advised Committee of reporting format for its updates going forward.***Action: PSC to send its update report to Committee*** |
| 6.2 | Development and Tree Applications Report [PSC] | Council advised Committee of reporting format for its updates going forward.***Action: PSC to send its update report to Committee*** |
| 6.3 | Regeneration and Conservation Report [PSC] | Council advised Committee of reporting format for its updates going forward.***Action: PSC to send its update report to Committee*** |
| **7.0** | **MEMBER UPDATES** |
| 7.1 | NSW Dept Planning, Industry and Environment – Biodiversity Conservation  | Currently working with Council, Transport for NSW and NSW Koala Strategy to investigate potential road mitigation works in the PSC LGA – particularly at Salamander Way, Taylors Beach, to mitigate Koala/car interactions. Frost Rd is an alternative location being investigated.This location was identified in an independent inquiry at state level undertaken by NSW Transport, - identified second worst in the state for Koala/road interactions. Funding is available for this current financial year  |
| 7.2 | NSW Local Land Services | Will continue to monitor pests (cameras for dogs) and rebait if needed. Next baiting round proposed in Spring/Summer. If predation /sightings increase LLS will re-bait/trap.  |
| 7.3 | NSW National Parks and Wildlife Service | Nil update (not present) |
| 7.4 | NSW Crown Lands | Nil update (not present)Council advised that recent discussion of Crown Land at a Council meeting would have minor/negligible impact on koala habitat – was more of an administrative change that would likely result in increased Council management of Crown Lands.  |
| 7.5 | Hunter Water Corporation | HW currently providing input to the Kings Hill Stormwater REF (Part 5) currently under preparation by NSW Roads and Maritime Services/Kings Hill Developments. Awaiting Response to Submissions reporting to come back. HW requested fauna fencing on the eastern side of the M1 after a site inspection identified fauna proof fencing failure (fencing down and overgrown vegetation) and reported it to the RMS – there was at least one reported koala kill in that areas within in last 6 months. RMS have now replaced and repaired the floppy top fencing in this area. HW Staff will be partaking in a Koala Feed Tree Planting Day planting in the coming moths –currently held up by COVID.  |
| 7.6 | Port Stephens Koalas | PSK have prepared a number of submissions around recent DAs/PPs and is concerned about a perceived lack of consideration and response to their submissions. In particular, there is concern that Council did not adequately present PSK concerns to the Joint Regional Planning Panel (JRPP) regarding Kings Hill development. PSK is launching a new koala sightings collection point in September and would like the Committee’s support in raising awareness of it through their networks and communication channels. The current live sightings map run by Council doesn’t link to BioNet, and the existing I Spy Koala app is not user friendly and has no funding available for any enhancements. ***Action: Committee members to raise awareness of the new sightings app.*** |
| 7.7 | Others | Nil. |
| **8.0** | **PRIORITY ACTIONS AND PROJECTS** |
| 8.1 | Priority Actions and Project for Quarter | Committee resolved the following be adopted as the priority actions and projects for the next quarter:* Identification of habitat conservation, monitoring, and high risk sites
* Review of CKPoM Action Plan and progress to date
* Establishment of a CKPoM Committee webpage
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| **9.0** | **GENERAL BUSINESS** |
| 9.1 | Upcoming Fire Season [Hunter Wildlife] | Care groups in the LGA need to consider preparing for the upcoming fire season and undertake training. Emergency management and on-ground response needs to be prioritised. Need to establish and build relationships with RFS contacts for koala management prior to next season - a plan is required. Preservation of existing high quality habitat needs consideration in fire response. |
| 9.1 (cont) | Upcoming Fire Season [Hunter Wildlife] | Committee resolved to defer discussion on this until next meeting and request that RFS attend to present. ***Action: PSC to issue invitation to RFS to present at next meeting*** |
| 9.2 | 109 Foreshore Drive [PS Koalas] | PS Koalas previously presented to Council the opportunity for Council to purchase a parcel of Crown-owned land for sale at Salamander Bay which is used as a corridor by Koalas and public access for recreational reserve. Councillors advised that, while the intention and benefits of retaining this land are noted, the matter was discussed and rejected at Council, and no further action would be taken. |
| 9.3 | Brandy Hill Quarry Expansion SSD [Voice of Wallalong and Woodville Community Group] | The proposed State Significant Development – Brandy Hill Quarry extension will clear approximately 52 Ha of core koala habitat. A Facebook campaign #12daystosaveportstephenskoalas has been launched to pressure the Federal Minister for Environment Susan Ley – currently has over 2500 members. The campaign has received support and endorsement from the Port Stephens MP Kate Washington.Councillors advised that Council passed a motion to write to the Federal Environmental Minister to ask her to carefully consider her assessment of the Brandy Hill Expansion SSD project.  |
| 9.4 | Other | **Questions without notice:*** PS Koalas: Has Council approved 610 Seaham Road Nelson Plains planning proposal to rezone agricultural land to rural lands in koala habitat and koala corridor?
* Councillors advised that the item related to referring a planning proposal to the Gateway process. Council resolved to forward the planning proposal to Gateway for assessment. No decision has been made on whether to approve or reject the proposal.
* PS Koalas: Is Council aware of the Stone Ridge Quarry project and has it provided comment?
* PS Koalas - Is Kings Hill going ahead, are we able to get an update?
* Councillors advised that it is still progressing through the relevant approvals, that it has been going for a very long time now, and that it will be going ahead.

Notices:Cr Smith: The Port Stephens Koala Sanctuary/Hospital will be opening in 4 weeks, I have visited and it is an impressive facility. It will be excellent to promote Koalas in our LGA. |
| 9.4(cont) | Other | Council advised that Stone Ridge Quarry is a proposed greenfield SSD hard rock quarry at Balickera. It currently proposes to clear approximately 80Ha of koala habitat. Council has provided comment and input to SEARs which will inform the preparation of the Environmental Impact Statement (EIS). The EIS will be available for public consultation and Council input once the EIS is completed. Relevant information can be obtained from the major Projects Website.  |

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| **NEXT MEETING** |  |
| **Date:** Tuesday 2 December 2020 |  | **Time:** | 12:30pm to 3:00pm | **Venue:** | Committee RoomsPort Stephens Council |
| **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). |