

TUGGERAH LAKES EXPERT PANEL MEETING RECORD

Location: Videoconferencing

Date: Wed 17 June 2020

Time: 14:30

Chair: William Glamore

Agenda Items

14:30 – 14:35	<p>Greetings</p> <p>Acknowledgement of Country</p> <p>Apologies – Dr Katherine Dafforn (KD), Sian Fawcett (SF)</p> <p>Panel Members:</p> <ul style="list-style-type: none">• Assoc. Prof. William Glamore (WG) – Chair• Assoc. Prof Damien Maher (DM)• Dr Angus Ferguson (AF)• Stuart Waters (SW)• Nicole Ramilo (NR)• Dr David Wainwright (DW). <p>Secretariat:</p> <ul style="list-style-type: none">• Department of Planning, Industry and Environment - Neil Kelleher (NK)• Department of Planning, Industry and Environment - Steven Crick (SC)• Central Coast Council – Ben Fullagar (BF).	WG, NK - All
14:35 – 14:40	Minutes of last meeting were confirmed	WG, All
14:40 – 14:50	<p>Actions from previous meetings</p> <ul style="list-style-type: none">• 2.5 – The panel discussed questions to be asked of stakeholders through the engagement process.	All - ongoing

	<ul style="list-style-type: none"> • 3.1 – SW reported that this action is complete. • 3.2 – This action will be ongoing until engagement strategy completed. Council support staff have been informed. • 4.1 – This action is complete - consultation has been undertaken with the local member. • 4.2 – This action is ongoing and was discussed in more detail later in the meeting. 	
<p>14:50 – 15:50</p>	<p>Engagement Strategy</p> <p>SW discussed that recognizing that engagement with the community is paramount to the success of the panel,</p> <p>SW discussed the draft stakeholder engagement strategy.</p> <p>SW discussed engaging a specialist communications firm to assist with stakeholder engagement (Spectrum Comms).</p> <p>WSUD review proposal</p> <p>NR discussed the matters to be addressed by the WSUD review.</p> <p>The panel discussed the importance of not ‘re-inventing the wheel’ and not to overlap with other technical studies already underway.</p> <p>The WSUD review will include: data review, current/future pressures, sediment sources and proposed mitigation measures, existing management actions and their effectiveness, capacity of receiving waters, gap analysis, current best practice, key catchment actions to address issues.</p> <p>Further discussions about this work and how it will feed into the pane’s final report will occur about 6 weeks after engagement.</p> <p>Estuarine Processes Proposal</p> <p>The estuarine processes study will consist of the following four parts and is aimed to be completed by the end of August.</p> <p>Ecological communities – past and present, wetlands, saltmarsh, benthic. KD will lead this part of the study.</p> <p>Ecological Processes – Historical vs present, benthic metabolism, nutrient cycling, wrack transport and breakdown. AF will lead this part of the study</p> <p>Surface and Groundwater WQ –Water quality over time. Relationship between surface and groundwater. DM will lead this part of the study.</p> <p>Deliverables</p> <p>The panel discussed the deliverables it would develop. Ideas to leave items that would have a legacy were discussed such as a Coffee table book and web based interactive conceptual model</p>	<p>SW</p> <p>NR</p> <p>KD, AF, DM</p> <p>All</p>

	<p>of the estuary, Opportunities for Citizen Science activities were also discussed.</p> <p>Hydrodynamics study</p> <p>DW discussed progress on the hydrodynamics study. Preliminary results will be presented to the panel in mid-July and a presentation is proposed in late-July.</p> <p>DW discussed the scope of the study including interaction between hydrodynamics, flushing and community issues such as training walls and second entrances. Previous modelling work is to be sourced and reviewed.</p>	DW
15:50 – 16:00	<p>Other Business</p> <p>A meeting will be organised to discuss engagement proposal in detail. This will include Spectrum Comms staff</p> <p>WG will contact Councilors individually</p> <p>WG will ensure ongoing communication is maintained with the office of the local member.</p>	All

Next Meeting 1 July 2020 – onsite visit commencing at Tuggerah for those that can make it All

Actions	Description	Who
1.1	EP to review background information located on One Drive	Ongoing - All
1.2	Collaboration space to be set up in Teams	Completed - NK
1.3	EP to review draft TOR and Workplan	Ongoing - All
1.4	EP to begin forming value adding projects that may be out of scope for the EP TOR for consideration for additional engagement	Ongoing - All

2.1	EP Webpages to be developed and hosted on the DPIE site	Ongoing – NK, Steve Crick (Working Group)
2.2	Meetings to be set in advance	Completed - WG
2.3	Payment forms to be filled in and links to super and tax information	Ongoing - All

2.4	OneDrive document relating to the available background information is being updated to reflect the topic and content.	Ongoing - VM
2.5	EP members to place broad topics of questions that they want to ask the community on the Teams collaboration page	Ongoing – All – actively undertaken as part of engagement

3.1	Dates and form of community engagement to be established	SW
3.2	Councillors to be directly contacted	WG

4.1	Office of Adam Crouch to be contacted regarding communications	SW
4.2	Proposals to be prepared for work additional to that expected under the TOR	Ongoing - NR, SW, SF, DM, KD, AF.

5.1	Meeting to discuss Comms in detail	SW, WG, NK, VM, Spectrum Comms
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