

TUGGERAH LAKES EXPERT PANEL MEETING RECORD

Location: Videoconferencing
 Date: Wed 26 August 2020
 Time: 14:30
 Chair: William Glamore

Agenda Items

14:30 – 14:35	Greetings – Acknowledgement of Country Apologies – none Panel Members: Assoc. Prof. William Glamore (WG) – chair, Dr Katherine Dafforn (KD) Dr Angus Ferguson (AF) Sian Fawcett (SF) Stuart Waters (SW) Nicole Ramilo (NR), Assoc. Prof. Damien Maher (DM) David Wainwright (DW) Secretariat: Department of Planning, Industry and Environment - Neil Kelleher (NK) Central Coast Council - Vanessa McCann (VM)	WG, NK
14:35 – 14:40	Minutes from previous meeting accepted pending amendments	WG, All
14:40 – 14:50	Matters arising from the Minutes 8.1 Close 8.2 Initiated: WG and DW have reached out to various community members	All - ongoing

14:50 – 15:40	Engagement Update <ul style="list-style-type: none"> • Very good response on community engagement platforms, across Social Pinpoint, Facebook and Community Meetings (online). • Main concerns or questions raised to date include: wrack, entrance management, processes used by Council regarding estuary management 	SW
15:20 – 15:30	Catchment inputs to Tuggerah Lakes information <ul style="list-style-type: none"> • Data and GIS information is being compiled. NR will present at next meeting. 	NR
15:30 – 15:40	Progress of report <ul style="list-style-type: none"> • Panel members discussed and agreed on approach: All panel members are contributing to the report through individual chapter writing based on expertise. Panel members are also reviewing and contributing to the other chapters. 	All
15:40 – 16:00	Other Business Nil	All

Next Meeting 9 September 2020

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)
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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	completed - All
2.4	Onedrive document relating to the available background information is being updated to reflect the topic and content.	completed - VM
2.5	EP members to place broad topics of questions that they want to ask the community on the Teams collaboration page	Completed - all

3.1	Dates and form of community engagement to be established	SW
3.2	Councillors to be directly contacted	WG – completed – many attempts have been made

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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6.1	Comms to go live on 20-07-20	SW and Comms team
6.2	DW to provide presentation on hydrodynamic review to EP	DW

7.1	Modelling files to be sourced to assist DW in his hydrodynamics review	NK, AF
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8.1	Meetings to be organised between EP members and key Council staff on Wrack management and Entrance management	NK, VM
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8.2	Online forums to be organised and implemented	SW - Ongoing
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9.1	Meeting to be organised between Councillors and EP – facilitated by Mayor	Council
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9.2	Meetings to be organised between EP members and those undertaking the Dredging Strategy, The Entrance Opening Policy, The Flood Characterisation for Tuggerah Lakes	NK - Council
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