

MEETING AGENDA

Meeting

Name:	Environmental Advisory Group		
Date:	8 November 2023	Time:	5 pm to 7 pm
Chairperson:	Councillor Anderson	Venue:	Port Stephens Council Admin Building and Zoom
Purpose of Meeting:	To provide community representation for consultation, advice and advocacy on environmental matters in Port Stephens		
File:	PSC2023-01499		

Attendance

Councillor Anderson Port Stephens Council	Michelle Hession Independent representative	Alarna Bristow Independent representative	Sue Olsson EcoNetwork Port Stephens
Josephine O'Brien Friends of Tomaree National Park	Carmel Northwood Koala Koalition	Nigel Dique Mambo Wanda Wetlands Ramsar Working Group	Ewa Meyer Renew - Hunter Region Branch
Elaene Williamson Tilligerry Habitat	Nigel Waters Tomaree Ratepayers and Residents Association Inc. (TRRA)	Kate Drinan Port Stephens Council	Cassandra Kottaras Port Stephens Council
Bethany Lyons Port Stephens Council	Madison Young Port Stephens Council		

Apologies

Councillor Francis Port Stephens Council	John Clarke Independent representative	Alisha Onslow Climate Action Port Stephens	Iain Watt Marine parks Association
Jill Cronin Voices of Wallalong and Woodville (VOWW)			

MEETING COMMENCED AT: 5:05pm

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
1.0	WELCOME AND APOLOGIES				
1.1	Acknowledgement of country We acknowledge the Worimi people as the original Custodians and inhabitants of Port Stephens. We acknowledge and pay respects to Worimi elders past and present. May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.	2 mins	Chairperson	RECORD – Acknowledgement of Country undertaken.	
1.2	Chair Welcome	2 mins	Chairperson	RECORD – Councillor Anderson welcomed the group. The meeting code of cooperation was discussed. ACTION – Wording change in code of cooperation to include ‘We keep our cameras on if on Zoom’.	

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.0	PREVIOUS MINUTES				
2.1	Minutes of 30 August 2023	2 mins	Chairperson	<p>RECORD – The minutes of 30 August 2023 meeting were endorsed.</p> <p>30 August 2023 minutes available at Attachment 1 to the minutes.</p>	
3.0	BUSINESS ITEMS				
3.1	<p>Workshop – Action planning:</p> <ul style="list-style-type: none"> • Review actions • Prioritise actions • Develop action plan. 	40 mins	Kate Drinan	<p>RECORD – the Group workshopped key priorities and action items. Draft action list for 2024 was developed.</p> <p>Draft Action list is available at Attachment 2 to the minutes.</p> <p>ACTION – Draft Action list to be circulated for review. Will return for consideration and final endorsement at the next meeting.</p>	
3.1	Presentation – Coastal Management Program Update.	25 mins	Cassandra Kottaras	<p>RECORD – The group was provided with a presentation on the Coastal Management Program. The group discussed funding, draft actions and planning tools.</p> <p>The PowerPoint presentation is included as Attachment 3 to the minutes.</p>	
3.2	Presentation – Carbon Neutrality Update.	25 mins	Madison Young	<p>RECORD – The group was provided with a presentation on Council’s Carbon</p>	

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
				<p>Neutrality Project. The group discussed renewable energy initiatives, data collection and Community education.</p> <p>The PowerPoint presentation is included as Attachment 4 to the minutes.</p>	
4.0	OTHER MATTERS				
4.1	Nil.		Chairperson	<p>RECORD – No other matters for discussion. Next meeting to be held in February 2024.</p> <p>ACTION – February 2024 meeting date to be confirmed and circulated to members.</p>	

MEETING CLOSED AT: 7:08pm

NEXT MEETINGS: February 2024

Date: TBC

Time: 5pm to 7pm

Venue: Port Stephens Council Admin Building and Zoom

MEETING AGENDA

Meeting

Name:	Environmental Advisory Group		
Date:	30 August 2023	Time:	5 pm to 7 pm
Chairperson:	Councillor Anderson	Venue:	Port Stephens Council Admin Building and Zoom
Minutes:	Kyera O'Dell		
Purpose of Meeting:	To provide community representation for consultation, advice and advocacy on environmental matters in Port Stephens		
File:	PSC2023-01499		

Attendance

Councillor Anderson Port Stephens Council	Kate Drinan Port Stephens Council	Michelle Hession Independent representative	Alarna Bristow Independent representative
John Clarke Independent representative	Alisha Onslow Climate Action Port Stephens	Sue Olsson EcoNetwork Port Stephens	Jill Cronin Voices of Wallalong and Woodville (VOWW)
Carmel Northwood Koala Coalition	Nigel Dique Mambo Wanda Wetlands Ramsar Working Group	Iain Watt Marine parks Association	Ewa Meyer Renew - Hunter Region Branch
Elaene Williamson Tilligerry Habitat	Nigel Waters Tomaree Ratepayers and Residents Association Inc. (TRRA)	Kyera O'Dell Port Stephens Council	Cassandra Kottaras Port Stephens Council

The following guests are invited to attend:

Brock Lamont
Port Stephens Council

Apologies

Josephine O'Brien
Friends of Tomaree National Park

Councillor Francis
Port Stephens Council

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1.2	Chair Welcome	2 mins	Chairperson	RECORD – Councillor Anderson welcomed the group and provided an overview of inception of meeting.	Nil
1.3	Introductions	20 mins	Chairperson	RECORD - Each person introduced themselves, groups connected to, and their favourite place in Port Stephens.	Nil
2.0	BUSINESS ITEMS				
2.1	Meeting Code of Cooperation	5 mins	Kate Drinan	RECORD – The meeting code of cooperation was summarised. ACTION: Wording change in code of cooperation to state “we publicly	Nil Completed

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
				accept the decisions of the panel” rather than “we publicly support”.	
2.2	Meeting structure and format	5 mins	Kate Drinan	<p>RECORD – The group was provided with a summary of meeting structure and format. It was acknowledged that the inception meeting would be run differently to future meetings.</p> <p>ACTION – Next meeting date set for 8 November 2023.</p>	<p>Nil</p> <p>Completed</p>
2.3	Environmental Advisory Group Terms of Reference	5 mins	Kate Drinan	<p>RECORD – The group was provided with a summary of the Terms of Reference and it was noted that members all acknowledged that they read and understood the Terms of Reference as part of their application.</p> <p>ACTION – It was agreed to provide meeting agendas 10 business days before the meeting.</p>	<p>Nil</p> <p>Next meeting</p>
2.4	What’s happening in the Natural Systems Team	10 mins	Kate Drinan	<p>RECORD – The group was provided with an overview of the Natural System team structure and current key focus areas.</p> <p>The PowerPoint presentation is included as Attachment 1 to the minutes.</p>	Nil

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
2.5	Workshop – Group frustrations	15 mins	Kate Drinan	<p>RECORD – The group went around the room and each individual noted the current frustrations they feel in the environmental space.</p> <p>The list of frustrations are included as Attachment 2 to the minutes.</p>	Nil
2.6	Workshop – Action setting	30 mins	Kate Drinan	<p>RECORD – The group used post it notes to note 2 key things they would like the Group to action.</p> <p>The list of actions are included as an Attachment 3 to the minutes.</p>	Actions to be reviewed and prioritised next meeting.
3.0	OTHER MATTERS				
3.1	Thank you and close		Chairperson	<p>RECORD – Next meeting scheduled for Wednesday 8 November 2023.</p> <p>ACTION – Councillor Anderson requested feedback from the Group on how they felt the first meeting went.</p>	

MEETING CLOSED AT: 7:05 PM

NEXT MEETINGS:

Date: 8 November 2023

Time: 5pm to 7pm

Venue: Port Stephens Council Admin Building and Zoom

DRAFT Environmental Advisory Group Action Plan 2023-24

Key Priority	Action	Nominated Group Members	Status
Education and Communication	Advisory Group to collaborate on the development of an education program for the community including things such as: <ul style="list-style-type: none"> • Council Environmental Policies and Plans, including Tree removals, sediment and erosion control • Sustainability initiatives, including plastic dependency • Current Council environmental initiatives. 		
	Advisory Group to collaborate with Council on how to better support local environmental events.		
Advocacy	Advisory Group to make representations to relevant bodies / elected members on matters as determined by a majority at Advisory Group Meetings. Standing item added to agenda on advocacy items.		
Information Sharing	Presentations and round table discussions on matters as determined by the majority at Advisory Group meeting. Standing item to nominate discussion topic for future meeting.	PSC	Quarterly.
New Initiatives	Advisory Group to collaborate in the development of content for a responsible cat ownership information and education campaign.		
	Advisory Group to investigate a sustainable neighbourhoods program.		

Port Stephens Coastal Management Program

8 Nov 2023



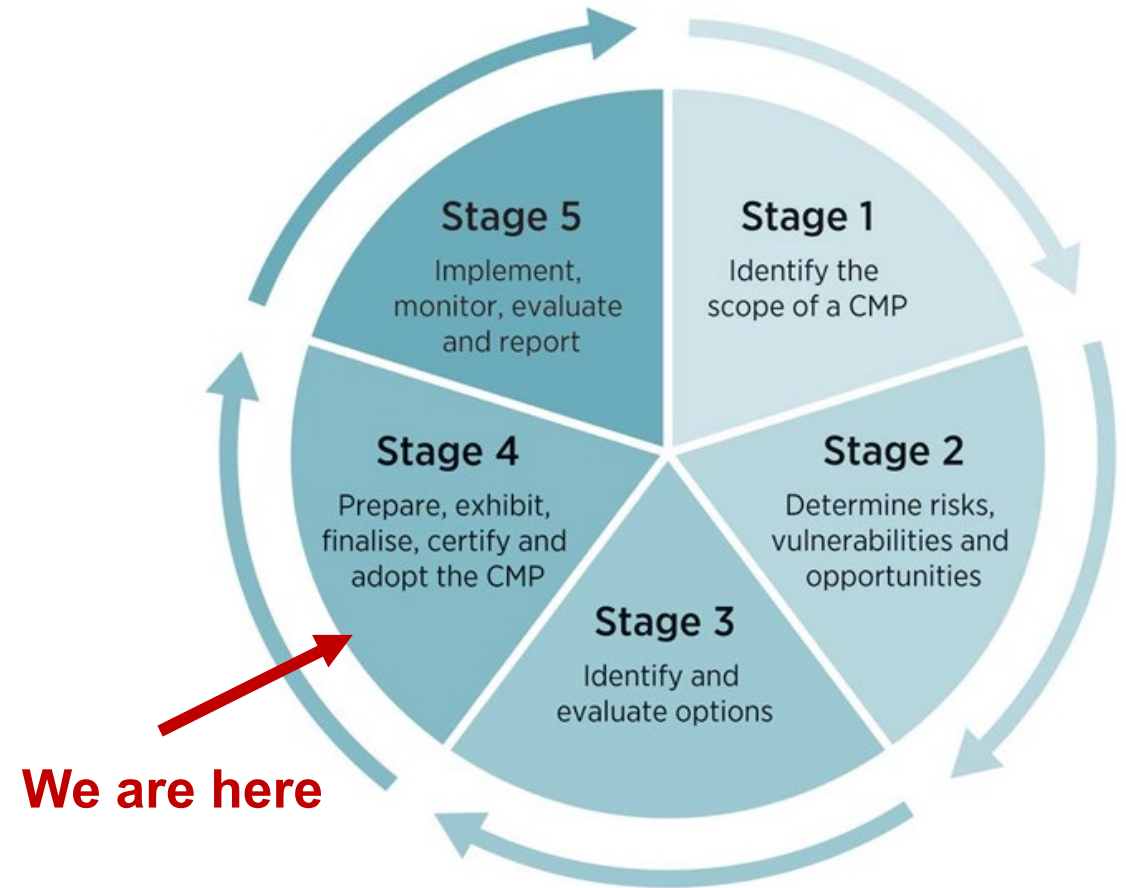
Presentation overview



Coastal Management Program

Coastal Management Programs (CMPs) set the long-term strategy for the coordinated management of the coast.

Required under the *Coastal Management Act 2016*



What's the purpose



Understanding
risk to current &
future threats



Partnerships
with key
stakeholders



A clear, strategic
& consistent
approach



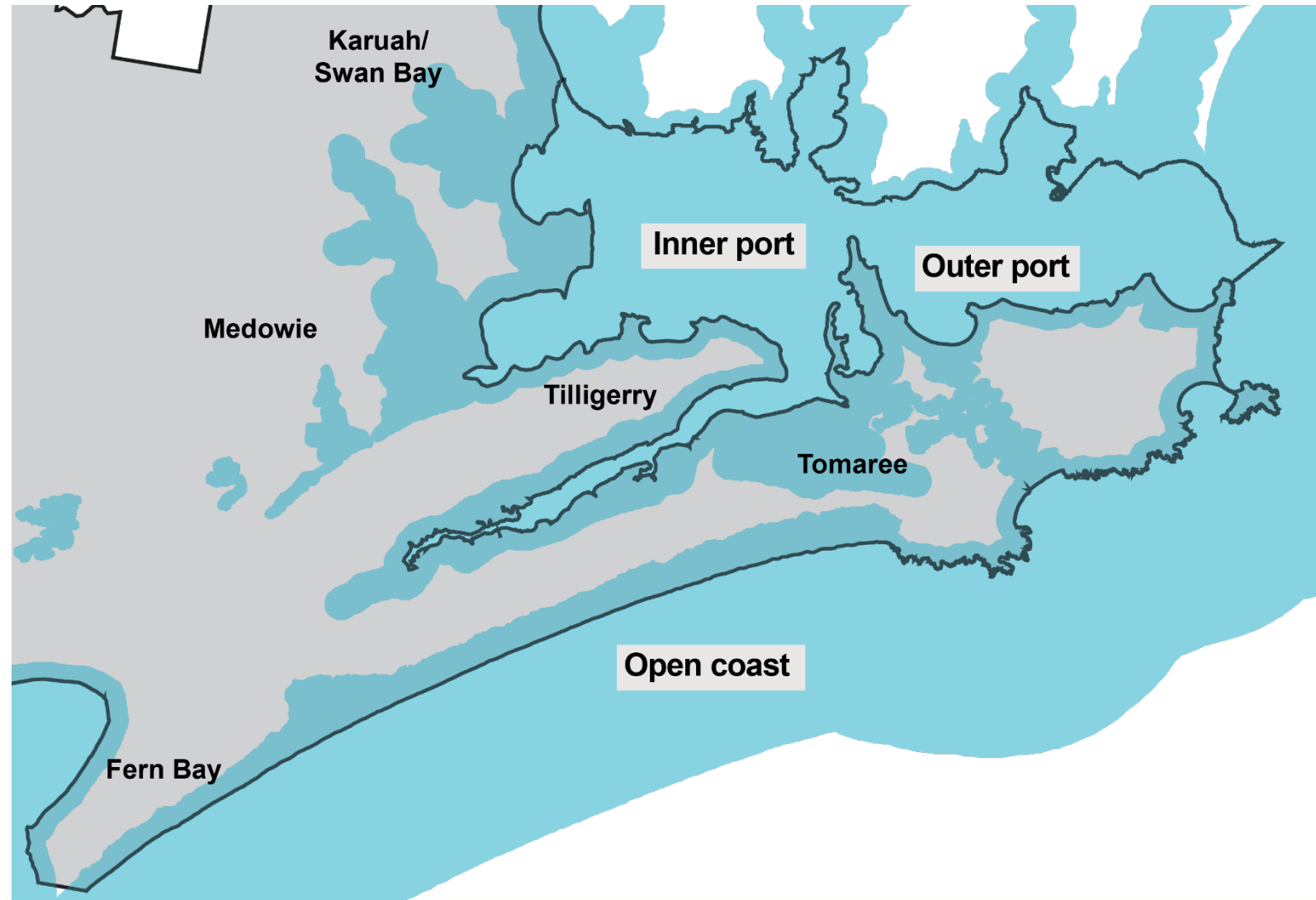
Opportunities for
improvement in
land-use &
infrastructure
planning



Improved grant
funding
opportunities



Study area



Stage 1 - Scoping study

- Completed in 2019
- Community and stakeholder engagement
- Identified a range of threats including coastal hazards, water quality and biodiversity impacts

Primary coastal hazards



Coastal inundation



Coastal erosion



**Windblown sand
(dune transgression)**



Stage 2 - Hazard assessment

- Completed in 2022
- Coastal hazard modelling completed for:
 - 2020
 - 2040
 - 2070
 - 2120



Stage 3 – Management options process



Identify a list of the potential management options



Evaluate potential options

Feasibility
effective, ecologically sustainable and legal



Viability
affordable, distribution of costs and benefits



Community and stakeholder acceptability
fair and equitable



Final list of management actions

Management approaches



Emergency response

Emergency action subplan



Alert

Best practice and awareness



Avoid risk

Land use planning and design



Active intervention

Coastal protection works



Planning for change

Asset relocation and redevelopment



Active intervention examples

Hold the line Hard protection



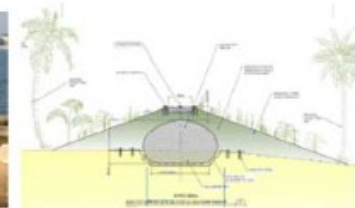
Repair existing seawalls



New seawalls



Terrace seawall (with rock pools)



Artificial raising of berm/dune

Shoreline controls Keep sand in the system



Groynes



Offshore breakwaters



Artificial headland



Artificial reef

Sand management Soft protection and amenity



Beach nourishment



Sand recycling



Beach scraping



Sand carting/trucking

Nature based solutions



Mangrove colonisation



Oyster reefs



Gravel beach



Dune rehabilitation



Next steps



**Prepare Coastal
Zone Emergency
Action Strategy**



**Prepare
Draft CMP**



**Public
Exhibition (28
days)**



**Community
engagement**



**Finalise
CMP**



Questions?



PORT STEPHENS
COUNCIL

Communications & engagement



Internal stakeholder workshops



External stakeholder workshops



Traditional owner engagement



Community drop in sessions & workshops



Councillor updates



Fact sheet



Social media & media releases



Letter box drop



Council website update



Online mapping tool





Carbon Neutrality 2025

Project Update



Overview



Council's Commitment

ORDINARY COUNCIL MEETING - 12 OCTOBER 2021
MOTION

275	<p>Mayor Ryan Palmer Councillor Giacomo Arnott</p> <p>It was resolved that Council:</p> <ol style="list-style-type: none">1) Commit to the goal of achieving carbon neutrality for Council operations by 2025.2) Determine a suitable funding source to support Council in achieving this goal3) Provide a report to Council on a roadmap to achieving carbon neutrality.
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The motion was carried.



CARBON NEUTRAL VS NET ZERO

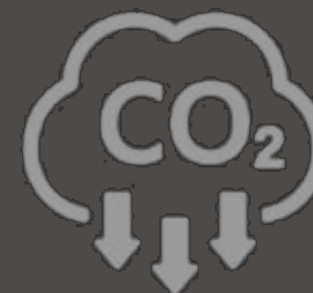
Matching the carbon emissions you **generate** with the amount you **remove** by purchasing **carbon offsets**.



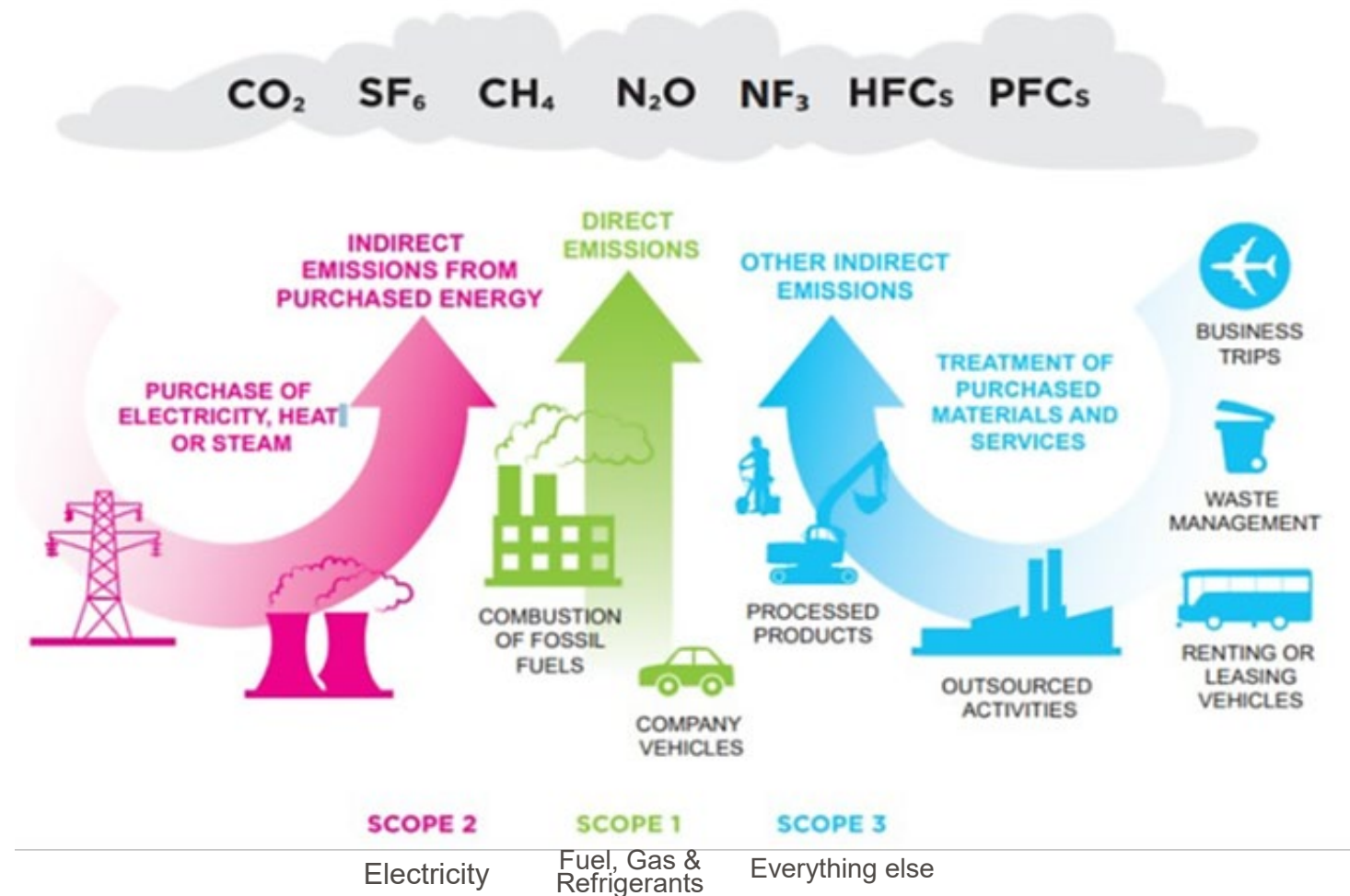
Implementing long term change that reduces GHG emissions to the

LOWEST POINT POSSIBLE

‘Offsetting’ only as a last resort.



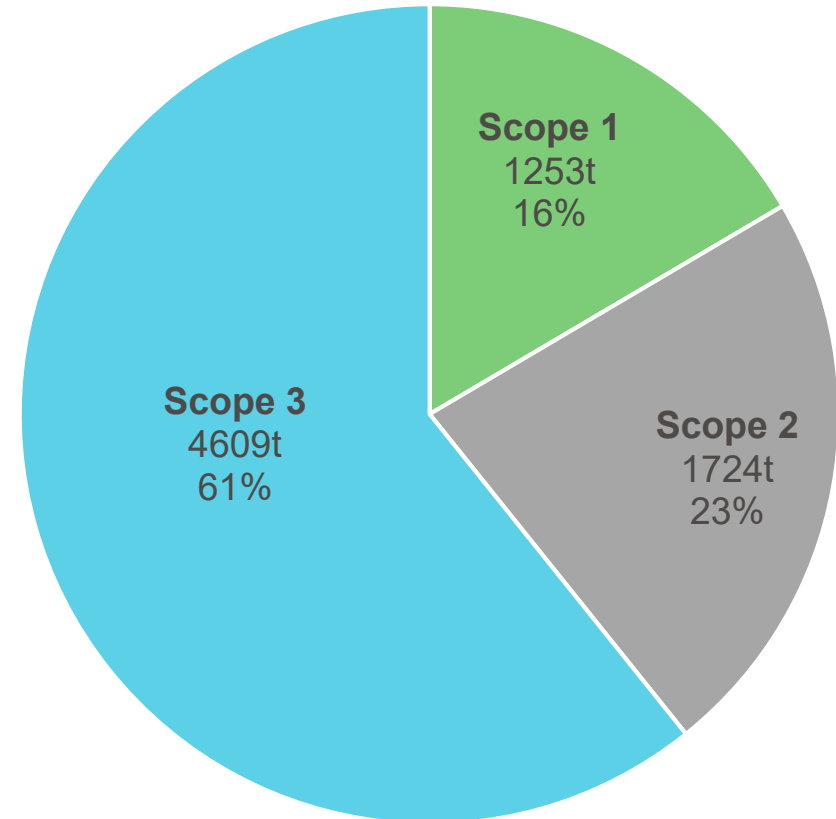
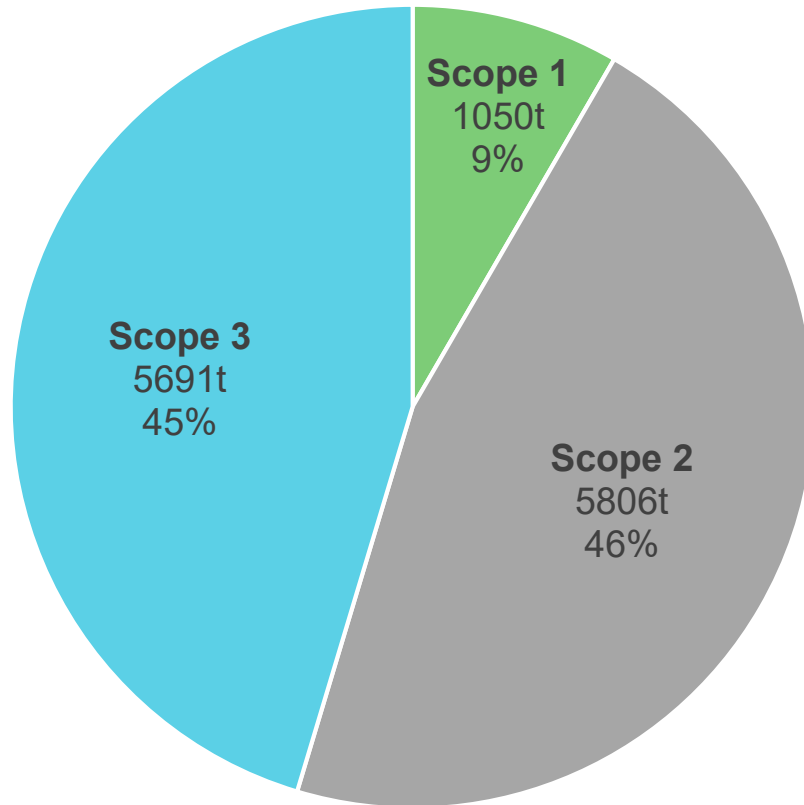
Calculating Carbon Footprints



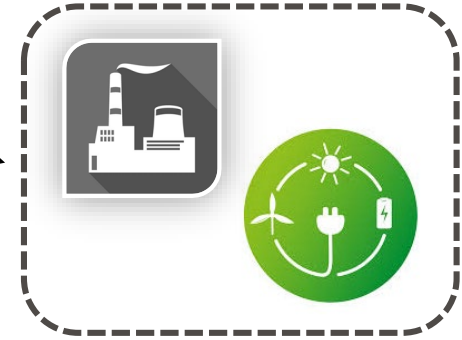
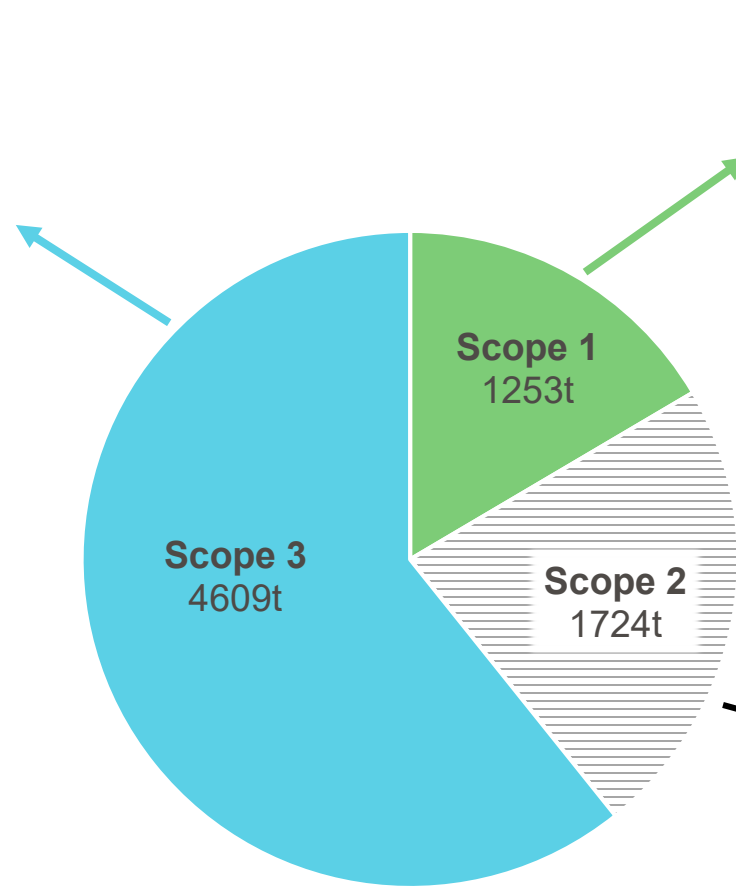
Council's Carbon Footprint

20/21 FY = approx. **12,500t**

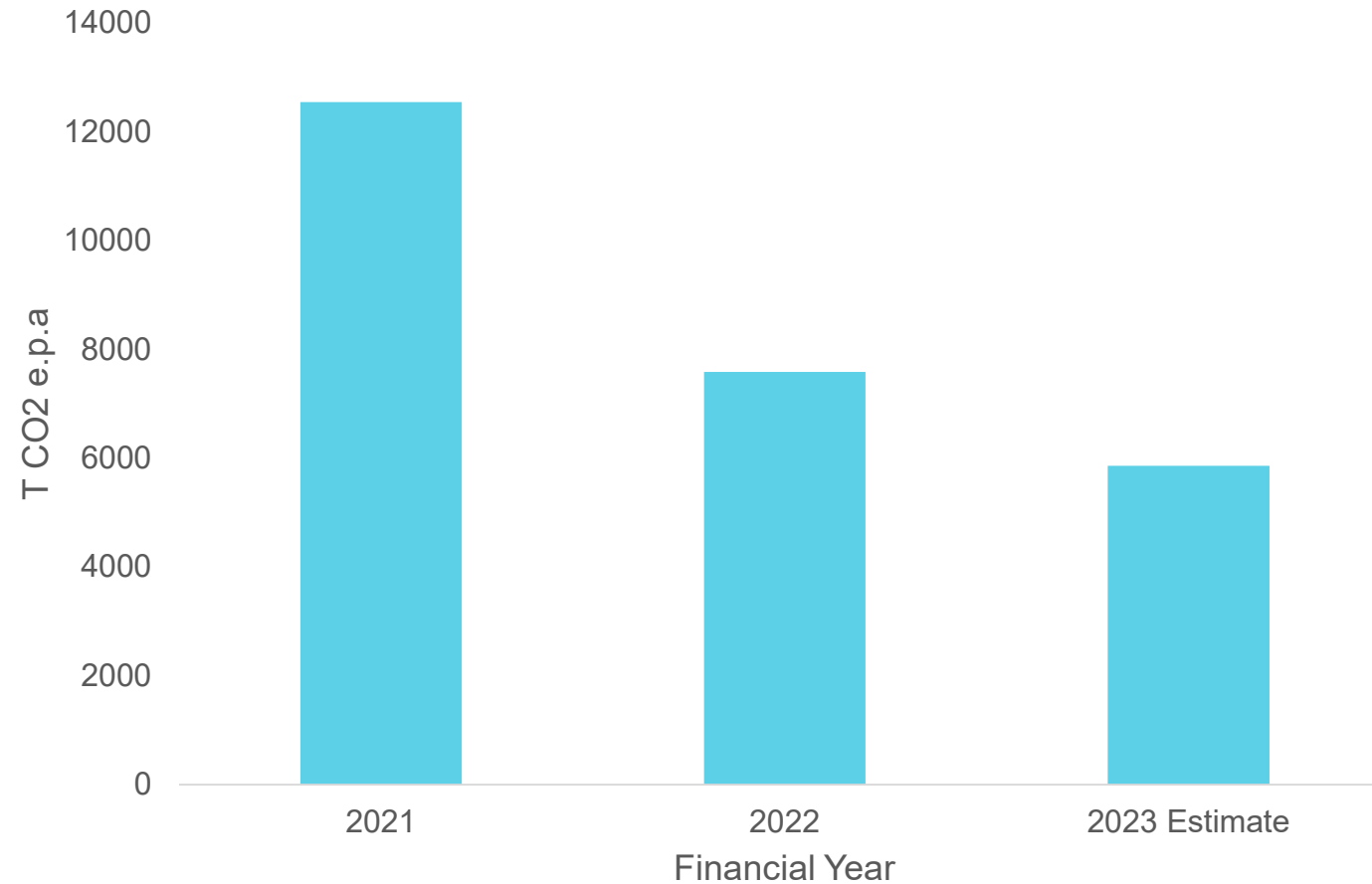
21/22 FY = approx. **7,500t**



Council's Emissions Breakdown

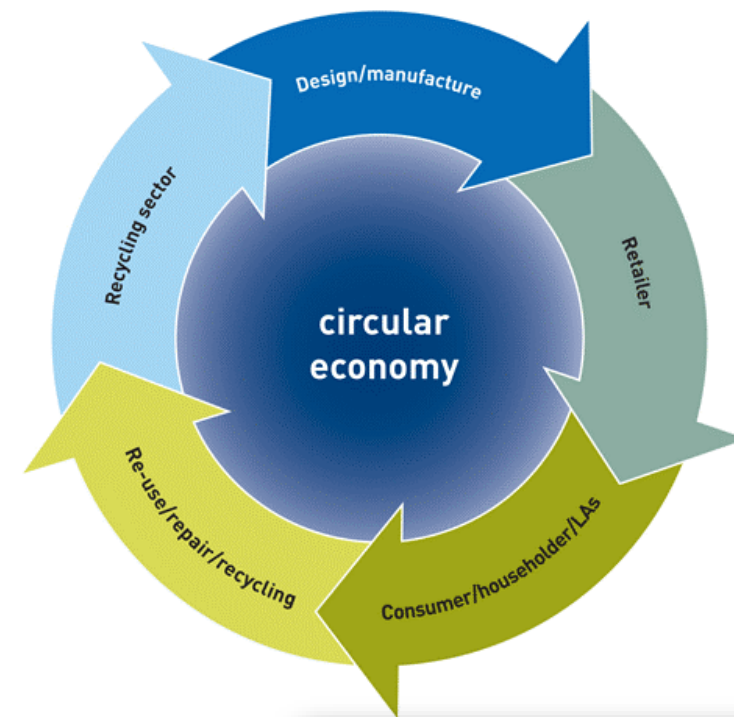


Council's Emissions Trend



Sustainability at Council

- 100% Renewable Electricity.
- Solar installed on 27 council buildings.
- LED upgrades at sports fields.
- LED street lighting upgrades 99% complete.
- Inverter Heat Pumps and Solar Pool Heating at all aquatic centres.
- Air-con upgrades.
- Circular economy trials and waste improvements.



Potential Future Action

Short Term (2023-2025)	Medium Term (2025 - 2030)	Long Term (2030-2050)
Fleet Transition Plan	Continue rollout of electric tools and vehicles in line with transition plan	Transition to low/no emission Fleet
Gas Transition Plan	Rollout of LED at identified high need sports fields	Rollout of LED at all sports fields.
Sustainable Procurement Guidelines	LED at all Council owned buildings	Transition Council off Gas
LED Lighting upgrades at Tomaree Soccer Fields	All air-con (HVAC) refrigerant to be upgraded	Continue to upgrade equipment to energy efficient options
Sustainable Events Guidelines	New Power Purchasing Agreement (PPA) for 100% renewable energy	
Emissions Data Reporting Plan	Implementation of Sustainability Plans, Policies and Guidelines across Council	
Council Waste Reduction and Circular Economy Guidelines	Further solar rollout	



Next Steps

Review of Draft
Action Plan



Finalisation of
Action Plan



Report to
Council in 2024
with Action Plan
for endorsement



Questions?

The bottom of the slide features several horizontal, wavy bands of varying shades of teal and light blue, creating a dynamic, water-like effect.