

# EAG MEETING MINUTES

| Meeting                    |                                                                                                                     |
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| <b>Name:</b>               | Environmental Advisory Group                                                                                        |
| <b>Date:</b>               | 17 August 2026                                                                                                      |
| <b>Time:</b>               | 3.45 pm to 6 pm                                                                                                     |
| <b>Venue:</b>              | Port Stephens Council Admin Building & Teams                                                                        |
| <b>Chairperson:</b>        | Mayor Leah Anderson                                                                                                 |
| <b>Minutes:</b>            | PSC                                                                                                                 |
| <b>Purpose of Meeting:</b> | To provide community representation for consultation, advice and advocacy on environmental matters in Port Stephens |
| <b>File:</b>               | PSC 2024-04455                                                                                                      |

## Attendance

|                                                |                                                   |                                                            |                                                                           |
|------------------------------------------------|---------------------------------------------------|------------------------------------------------------------|---------------------------------------------------------------------------|
| Mayor Leah Anderson<br>Port Stephens Council   | Councillor Roz Armstrong<br>Port Stephens Council | Andrea Barnett<br>Climate Action Port Stephens             | Alarna Bristow<br>Independent representative                              |
| Althea Guinsberg<br>Independent representative | Ewa Meyer<br>Renew - Hunter Region Branch         | Jill Cronin<br>Voices of Wallalong and<br>Woodville (VOWW) | Vicki Davis<br>Tomaree Ratepayers and Residents<br>Association Inc.       |
| Sue Olsson<br>EcoNetwork Port Stephens         | David Moore<br>Friends of Tomaree National Park   | Elaene Williamson<br>Tilligerry Habitat                    | Madison Young<br>Port Stephens Council                                    |
| Brayden Luke<br>Port Stephens Council          | Brock Lamont<br>Port Stephens Council             | Kimberly Baker<br>Port Stephens Council                    | Janice Hicks<br>Emergency Management Coordinator<br>Port Stephens Council |

## Apologies

|                                     |                                           |                                       |
|-------------------------------------|-------------------------------------------|---------------------------------------|
| Carmel Northwood<br>Koala Coalition | John Clarke<br>Independent representative | Iain Watt<br>Marine Parks Association |
|-------------------------------------|-------------------------------------------|---------------------------------------|

| Item       | Topic                                                                                                                                                                                                                                                                                                                                          | Time    | Responsible Officer | Discussion Summary       | Action/timing |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------------------|--------------------------|---------------|
| <b>1.0</b> | <b>WELCOME AND APOLOGIES</b>                                                                                                                                                                                                                                                                                                                   |         |                     |                          |               |
| 1.1        | Acknowledgement of country and welcome<br><i>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</i> | 3.45 pm | Chairperson         | Noted                    | Complete      |
| 1.2        | Apologies                                                                                                                                                                                                                                                                                                                                      | 3.47 pm | Chairperson         | As per above             | Complete      |
| 1.3        | EAG Membership                                                                                                                                                                                                                                                                                                                                 | 3.48 pm | Chairperson         | Welcome Althea Guinsberg | Complete      |
| 1.4        | Warm up – your life highlight since the last meeting                                                                                                                                                                                                                                                                                           | 3.50 pm | Chairperson         | Roundtable completed     | Complete      |
| <b>2.0</b> | <b>GUEST SPEAKER</b>                                                                                                                                                                                                                                                                                                                           |         |                     |                          |               |

|            |                                                                      |         |                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                |
|------------|----------------------------------------------------------------------|---------|---------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2.1        | Council's Response to H5N1 Bird Flu - Presentation followed by Q & A | 4 pm    | Janice Hicks (PSC)        | <p>Presentation on bird flu provided.</p> <p>Summary: The response is currently being managed by the State Government – avoid, record, report messaging. Council's role is to stay across information, be prepared for incidents within our LGA and direct people to the Emergency Animal Disease Hotline 1800 675 888. Council is not responsible for disposal of dead animals – call the hotline for advice regarding what to do if you see a sick or dead bird.</p>                        | <p><b>Action 1.</b> Council to provide bird flu flyers on stand at Wings Over Wetlands event.</p> <p><b>Action 2.</b> Council to re-share bird flu information on socials.</p> |
| <b>3.0</b> | <b>PREVIOUS MINUTES</b>                                              |         |                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                |
| 3.1        | Minutes of 7 May 2026 meeting                                        | 4.20 pm | Chairperson               | Minutes accepted                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Complete                                                                                                                                                                       |
| 3.2        | Outstanding Actions from previous meeting                            | 4.25 pm | Chairperson               | <p>An update on all outstanding actions was provided (<b>ATTACHMENT 1</b>).</p> <p><b>Action 1</b> – Complete</p> <p><b>Action 2</b> – Complete – new incidents to be reported via Council website.</p> <p><b>Action 4</b> – Complete – presentation provided.</p> <p><b>Action 7</b> – Complete</p> <p><b>Action 8</b> – Complete</p> <p><b>Action 9</b> – Environmental Policy Complete. Climate Change Policy in progress.</p> <p><b>Action 11</b> – Complete – presentation provided.</p> | Complete                                                                                                                                                                       |
| <b>4.0</b> | <b>INFORMATION SHARING</b>                                           |         |                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                |
| 4.1        | Environmental Strategy                                               | 4.35 pm | Kim Baker & Madison Young | <p>PSC Environmental Strategy presentation provided to members (see <b>ATTACHMENT 1</b>).</p> <p>Summary: Council is currently in the “define and discover” phase of the project and benchmarking has identified potential key themes and relevant sections for the project.</p>                                                                                                                                                                                                              | <p><b>Action 3.</b> Members to complete feedback survey on Environmental Strategy via QR code in <b>ATTACHMENT 1</b>.</p>                                                      |

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|-------------------------|-----------------------------------------------------|---------------|-------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|
| 4.2                     | Revised Environment Policy                          | 4.55 pm       | Madison Young           | Discussion of revised Environment Policy and public exhibition submissions (see <b>ATTACHMENT 1</b> ). Three submissions received, 9 revisions made to Policy in response to submissions.                                                                                                                                  | Complete                                             |
| 4.3                     | Koala Habitat Restoration Strategy and Action Plans | 5.15 pm       | Brayden Luke            | <p>PSC Koala Habitat Restoration Strategy, Action Plans and on-ground works update presentation provided (see <b>ATTACHMENT 1</b>).</p> <p>Summary: 60Ha of on ground Koala Habitat Restoration works completed. A Koala Habitat Restoration Strategy and Site Action Plans delivered to guide future on ground works.</p> | Complete                                             |
| 5.0                     | ADVOCACY & EDUCATION                                |               |                         |                                                                                                                                                                                                                                                                                                                            |                                                      |
| 5.1                     | Environmental Projects Fund                         | 5.30 pm       | Kim Baker               | Grant Applications for projects up to \$5,000 open from 1 to 30 September 2026.<br>Info about Council's Environmental Projects Fund <a href="#">here</a> .                                                                                                                                                                 | Complete                                             |
| 5.2                     | Port Stephens Pathways Plan                         |               |                         | Pathways Plan is on public exhibition from Wednesday 29 July 2026 to Wednesday 9 September 2026.<br><a href="https://haveyoursay.portstephens.nsw.gov.au/port-stephens-pathway-plan">https://haveyoursay.portstephens.nsw.gov.au/port-stephens-pathway-plan</a>                                                            | Complete                                             |
| 5.3                     | Raymond Terrace Place Plan                          |               |                         | Raymond Terrace Place Plan on public exhibition from Friday 28 August 2026 to Thursday 24 September 2026:                                                                                                                                                                                                                  | Complete                                             |
| 6.0                     | GENERAL BUSINESS                                    |               |                         |                                                                                                                                                                                                                                                                                                                            |                                                      |
| Open share for members: |                                                     | (10 min each) | Members                 | As per agenda items received                                                                                                                                                                                                                                                                                               |                                                      |
| 6.1                     | Tree Hollow Augmentation                            | 5.35 pm       | Sue Olsson/Brayden Luke | <p>Presentation provided on tree hollow augmentation (<b>ATTACHMENT 1</b>)</p> <p>Info about Council's tree hollow project <a href="#">here</a>.</p>                                                                                                                                                                       | <b>Action 4.</b> EAG to write to State Government to |

|            |                                       |         |                            |                                                                                                                                                                                                                                                      |                                                                                                                                                                                        |
|------------|---------------------------------------|---------|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            |                                       |         |                            | Summary: Discussed importance of monitoring, risk management and retaining mature trees with existing hollows. Discussion regarding loss of mature forest in west ward and negative outcomes associated with LLS land clearing codes for rural land. | advocate for changes to the LLS Act to reduce rural land clearing activity.<br><br><b>Action 5.</b> Jill to provide dot points to Council outlining details for draft advocacy letter. |
| 6.4        | Biodiversity Offset Scheme Amendments | 5.45 pm | Roz Armstong/<br>Kim Baker | Moved up agenda to before advocacy and education section.<br><br>Presentation Provided - Info about the BOS changes <a href="#">here</a> . (ATTACHMENT 1)                                                                                            | Complete                                                                                                                                                                               |
| <b>7.0</b> | <b>CLOSE</b>                          |         |                            |                                                                                                                                                                                                                                                      |                                                                                                                                                                                        |
| 7.1        | Meeting closeout                      | 6 pm    | Chairperson                |                                                                                                                                                                                                                                                      | Complete                                                                                                                                                                               |

**Meeting Closed at:**

**NEXT MEETINGS:**

**Date: 5 November 2026**

**Time:**4pm to 6pm

**Venue:** Port Stephens Council Admin Building & Teams

**Date: 11 February 2027**

**Time:**4pm to 6pm

**Venue:** Port Stephens Council Admin Building & Teams

#### MINUTE ATTACHMENTS:

1. Final EAG Meeting Presentation August 2026