

MEETING MINUTES

Meeting

Name:	Environmental Advisory Group		
Date:	11 February 2026	Time:	4 pm to 6 pm
Chairperson:	Councillor Armstrong	Venue:	Port Stephens Council Admin Building and online
Purpose of Meeting:	To provide community representation for consultation, advice and advocacy on environmental matters in Port Stephens		
File:	PSC2023-01499		

Attendance

Councillor Armstrong Port Stephens Council (Chair)	Andrea Barnett Climate Action Port Stephens	Alarna Bristow Independent representative	Vicki Davis Tomaree Ratepayers and Residents Association Inc. (TRRA)
Iain Watt Marine Parks Association	Michelle Hession Independent representative	Elaene Williamson Tilligerry Habitat	John Clarke Independent representative
Sue Olsson EcoNetwork Port Stephens	David Moore Friends of Tomaree National Park	Carmel Northwood Koala Coalition	Jill Cronin Voices of Wallalong and Woodville (VOWW)
Mark Clifton Mambo Wanda Wetlands Ramsar Working Group	Kimberly Baker Port Stephens Council	Rebecca Jaensch Port Stephens Council	Madison Young Port Stephens Council
Brayden Luke	Brock Lamont	Matilda Farr	

Apologies

Mayor Anderson
Port Stephens Council

Ewa Meyer
Renew - Hunter Region Branch

Kate Drinan
Port Stephens Council

Item	Topic	Time Required	Responsible Officer	Discussion Summary	Action/timing
1.0	WELCOME AND APOLOGIES				
1.1	Acknowledgement of country and welcome <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>	2 mins	Chairperson	Noted	Complete
1.2	Apologies	2 mins	Chairperson	As per above	Complete
1.3	Warm up – your life highlight since the last meeting	10 mins	Chairperson	Roundtable completed	Complete
2.0	PREVIOUS MINUTES				
2.1	Minutes of 19 November 2025	2 mins	Chairperson	Minutes accepted	Complete

Item	Topic	Time Required	Responsible Officer	Discussion Summary	Action/timing
2.2	Outstanding Actions	5 mins	Chairperson	An update on all outstanding Actions was provided: Action 3 – Complete Action 4 – Complete Action 5 – Complete Action 6 – Complete	Action 1 – Council to follow up with Crown Lands regarding funding for control of Bitou Bush at Salamander Bay. Action 2 – Council to investigate sink holes at far western end of Corlette Beach.
3.0	BUSINESS ITEMS				
3.1	Q&A session on Council's Environmental Mapping Projects Update: <ul style="list-style-type: none"> - Vegetation Mapping - Koala Habitat Mapping - Biodiversity Connectivity Mapping 	20 mins	Kim Baker	PSC Mapping Project updates presentation provided to members (see Attachment 1). Summary: Council has a number of important environmental mapping projects currently underway and well progressed. Majority of the projects are due for completion in June 2026.	Action 3: Council to provide a copy of the updated Important Koala Tree Species list to the Port Stephens Koala Hospital. – Complete
3.2	Council's Emissions Reduction Action Plan (ERAP) Update	10 mins	Madison Young	Presentation on Council's ERAP provided to members (see Attachment 1). Summary: Discussed Council's agreed new emission targets from 25 November 2025 Notice of Motion for 50% reduction in emissions by 2030, with six monthly progress reporting, and discussed EV charging infrastructure updates.	Action 4: Council to provide link to ERAP report once available in June 2026.
3.3	Environmental Policy Update	10 mins	Kim Baker	Presentation provided to members on EAG feedback received for Council's current Environment Policy review	Action 5: Environmental

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				<p>(see Attachment 1).</p> <p>Summary: Reviewed feedback received on current Environment Policy and discussed proposed changes to the reviewed policy. Policy will be reported to Council to go on public exhibition. Members have further opportunity to provide feedback during Public Exhibition of the Policy.</p> <p>The group also discussed Council's commencement of Planning for an Environmental Strategy during 2026.</p>	<p>Strategy information to be added to next meeting agenda.</p>
3.4	Climate Change Policy Update	20 mins	Kim Baker	<p>Presentation provided to members (see Attachment 1).</p> <p>Summary: Reviewed the current Climate Change Policy (Attachment 2) content and proposed review timelines. EAG Members were requested to provide comments and feedback on the current Climate Change Policy via Council's survey, if desired. EAG feedback to be incorporated into the new draft policy and then reported to Council to go on public exhibition. Members have further opportunity to provide feedback during Public Exhibition.</p>	<p>Action 6: EAG members to provide feedback on the current Climate Change Policy via the online survey or email prior to 28 February. Council to resend link to survey to members.</p> <p>Complete – Link to Climate Change Policy Review survey provided: https://www.surveymonkey.com/r/HKRWPSJ</p>
<p>4.0 OTHER MATTERS</p>					

Item	Topic	Time Required	Responsible Officer	Discussion Summary	Action/timing
4.1	<p>General Business - Open share for members:</p> <ol style="list-style-type: none"> 1. Council Community Advocacy Priorities for 2025 – Sue Olssen 2. Jet Ski Closure Program – John Clarke 3. Mambo Wetland Ramsar Application – Iain Watt 	30 mins	Chairperson	<p>1. Council Community Advocacy Priorities 2026:</p> <ul style="list-style-type: none"> • Committee identified the importance of Environment and Climate advocacy priorities, and the alignment with Council’s IP & R focus areas. • EAG agreed on the following advocacy item to be considered for inclusion in the 2026 Advocacy Priorities Document: <ul style="list-style-type: none"> ○ <i>“Dedication of funding for installation of fauna connectivity structures at key corridor locations in Port Stephens, such as upgrading existing drainage structures or in association with any state infrastructure or road upgrades.”</i> • The EAG also identified the following items for consideration in a future Advocacy Priorities Document: <ul style="list-style-type: none"> ○ <i>“Funding for planting/re-vegetation of fauna corridors (identified by Council Biodiversity Connectivity Mapping), including strategic urban greening.”</i> <p>2. Jet Ski Closure Program Mayor congratulated on supporting and delivering the Christmas 2025 Jetski program/trial in Port Stephens.</p> <p>3. Mambo Wetlands EAG discussed the RAMSAR listing progress/status and discussed the relevant Port Stephens CMP Actions for Mambo wetlands. Council is seeking funding through grant arrangements to fund activities required to progress the application.</p>	<p>Action 7: Council to send the identified advocacy priority to Council’s Executive Team for consideration in its 2026 Advocacy Priorities Document. - Complete.</p> <p>Action 8: Mayor to provide a summary of the Jetski trial outcomes/findings at the next EAG meeting or when available.</p> <p>Action 9: Council to provide a copy of the relevant Mambo Council Report. - Complete – refer to Attachment 3).</p>

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				<p>Marine Parks Advisory Committee</p> <p>Discussed the current estuarine issues faced in port Stephens. Discussed the Council's 2026 Priorities including "Environmental Assets: Inner Port". Identified CMP actions currently underway and/or seeking funding. Discussed and clarified NSW Fisheries authority over Port Stephens Marine Park Areas and below hightide mark.</p>	<p>Action 10: Iain and John to investigate opportunities for collaboration between the EAG and Marine Parks Advisory Committee and report back to EAG.</p>
4.2	Close out		Chairperson	Meeting closed	6.05pm

Meeting Closed at: 6:05

NEXT MEETING:

Date: 7 May 2026

Time: 4pm to 6pm

Venue: Port Stephens Council Admin Building and Online