

MEETING AGENDA/MINUTES



Meeting

Team Name: Flood Advisory Panel

Date: Wednesday, 2 March 2026

Time: 10am-12pm

Venue: Port Stephens Council – Microsoft Teams

Chairperson: Andrew Behrens

Minutes: Sam Tyter

Purpose of Meeting: The Panel enables local community groups and individuals to provide input into the Floodplain Risk Management process by effectively communicating their aspirations around the management of flooding.

Attendance

PSC Staff:
Andrew Behrens
Nalliah Sivabalan
Michael Osborne
Tully Walker
Samuel Tyter
Gemma Wallace
Mathew Egan
Janice Hicks
Matthew Lantry

Cr Peter Francis

Richard Murphy
(DCCEEW)
Vladimir Stojnic
(DCCEEW)

Erin Askew
(WMA Water)

Ian Robinson (SES)

John Simpson
(Hunter Water)

Apologies

PSC Staff:
John Maretich
Elizabeth Akerman
Charles Rodgers

Brad McLeay
(Anna Bay Drainage
Union)

Lisa Ignatavicius
(SES)

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
1	WELCOME				
	Welcome, Acknowledgement of Country and housekeeping	2 mins	Chair		
2	Terms of Reference	20 mins	Andrew Behrens	<ul style="list-style-type: none"> • Refer to Addendum 1 • Terms of reference has been updated into new format. Main changes include: <ul style="list-style-type: none"> ○ referencing updates ○ additional detail in section 9 administration arrangements including option of online meetings. • No objections were received to updating the flood advisory terms of reference once a typographical error on page 3 has been corrected. 	Endorsed 02/03/2026
3	Anna Bay Tilligerry Creek Floodplain Risk Management Study & Plan		Erin Askew (WMA Water)	<ul style="list-style-type: none"> • Please Contact WMA for Discussion on Detailed Presentation 	

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
				<ul style="list-style-type: none"> • DCCEEW provided several recommendations including: <ul style="list-style-type: none"> ○ Updating report to specifically reference the limit of scope of the project including references to recently released policy changes eg Climate Change and Natural Hazards SEPP ○ Clarify within the Report that this Study supersedes the 2017 Anna Bay Flood Study ○ Clarify that flood modification options require feasibility assessments prior to implementation ○ Revising priority list to include ranking based on feasibility study of each option rather than construction implementation. • SES requested access to all relevant Data outputs from the Study. It was noted by Council that the data will be publicly available online via SES Flood Data Portal once completed. • A community engagement session will be organised during the public exhibition period to showcase the Risk Management Study and Plan allowing wider community access. • Chair seeking endorsement to prepare a Council Report for placing the Risk 	

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
				<p>Management Study and Plan on public exhibition. No objections received. A Council Report will be prepared to place the Draft Report on public exhibition.</p>	
4	Lower Hunter River Floodplain Cumulative Development Impact and Study	10mins	Michael Osborne	<ul style="list-style-type: none"> • The Study is now complete and being used to inform development assessment. • Developed by 3 Councils (Newcastle, Maitland, Port Stephens) in conjunction with DCCEEW. The Study has produced threshold criteria for filling in the floodplain that is considered equitable and practical for individual developments. • The Study allows applicants to incorporate threshold into design and not have to engage flood specialists individually. Next step is to integrate into the Development Control Plans of all 3 Councils. • The Study is available online on SES Flood Data Portal https://flooddata.ses.nsw.gov.au/flood-projects/lower-hunter-floodplain-cumulative-development-impact-study-and-plan • DCCEEW acknowledged the work done on this study noting that PSC are the first Council in the State to 	

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
				undertake a study of this size and specific objective.	
5	Hunter River Flood and Hazard Categorisation Study	5mins		<ul style="list-style-type: none"> • This Study was commissioned by Maitland and seeks to model the Hunter River floodplain using industry leading methodology including Montecarlo Simulation and encroachment analysis. PSC has funded the extension of the model to include PSC LGA in the investigation area. This will mean PSC and Maitland will have shared and consistent data across LGA boundaries which ultimately informs development and risk management. Cross boundary alignment. • The study is anticipated to be placed on public exhibition within the next 4 months and is being led by Maitland City Council with support from Port Stephens Council as required. <p>Once complete the data will be uploaded to the SES Flood Data Portal for public consumption.</p>	
6	Port Stephens Council Update	5mins	PSC	<ul style="list-style-type: none"> • Council was successful in disaster ready fund grant to upgrade Raymond Terrace pump station at Bourke Street. This will enhance flood resilience of the community during significant flood events. 	

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
				<ul style="list-style-type: none"> • Council Flood Risk Management policy has been updated (currently on public exhibition) including assurance that all flood data is available to the public. 	
7	Agency Update Hunter Water Corporation	5mins	John Simpson	<ul style="list-style-type: none"> • During the 2025 heavy rains, Tomaree aquifer hit record high since reporting began in the 1970s. It was noted that flooding occurred throughout the LGA during this time including the Shoal Bay wetland. • Council officers recently investigated the wetland to the west of Shoal Bay and noted that it was still flowing into asset infrastructure towards Little Beach. This is significant given the lack of rain in recent months leading to the inspection. 	
8	Agency Update State Emergency Services	5mins	Ian Robinson	<ul style="list-style-type: none"> • As a key stakeholder, SES's Flood Planning team works collaboratively with Council to help develop flood study briefs as well and technical advice throughout the project delivery. • Flood data access remains a high priority for the SES which is facilitated by the SES Flood Data Portal allowing greater access to available data. 	
9	Agency Update NSW Department of Climate Change, Environment, Energy and Water	5mins	Richard Murphy Vladimir Stojnic	<ul style="list-style-type: none"> • NSW Government is proposing a new Climate Change and Natural Hazards State Environmental Planning Policy 	

Item	Topic	Time Required	Responsible Officer	Presentations/Notes/Actions	Date to be Completed
				<p>(SEPP) to replace the existing 2021 framework. The proposed SEPP is on public exhibition for public comment. Exhibition closes 16 March.</p> <ul style="list-style-type: none"> Valley studies are currently underway throughout the state. The objective is to collate all existing flood data across LGAs including recommendations within studies to determine the status of work completed and yet to be completed. A data request is currently sitting with PSC for historic study data. NSW Flood Warning improvement Project is a statewide initiative working with Bureau of Meteorology. The project focuses on improving the scope and reliability of the NSW flood warning service on a priority basis. Next round of Floodplain Management Grant funding should be opening soon 	
10	Questions and Comments	5mins	Andrew Behrens	<ul style="list-style-type: none"> Endeavour to schedule more frequent meetings (6 monthly) to allow ongoing discussions and collaborative sharing of information rather than Flood Study-milestone based. 	
11	Close				

MEETING CLOSED AT 11.17am

NEXT MEETING

Meetings will be scheduled more frequently as appropriate.

Date:

Approx Sept
2026

Time:

TBA

Venue:

Port Stephens Council

MEETING CODE OF COOPERATION

We start on time and finish on time.

We all participate and contribute – everyone is given opportunity to voice their opinions.

We use improvement tools that enhance meeting efficiency and effectiveness.

We actively listen to what others have to say, seeking first to understand then to be understood.

We follow up on the actions we are assigned responsibility for and complete them on time.

We give and receive open and honest feedback in a constructive manner.

We use data to make decisions (whenever possible).

We strive to continually improve our meeting process and build time into each agenda for reflection.

We will promote best practice, keeping open minds, combining our experiences and shared learnings to inform our deliberations.