

# Minutes



## Coastal Open Space System (COSS) Advisory Committee

**Date:** 6 December 2022

**Time:** 2.04pm – 3.58pm

**Location:** Microsoft Teams

**Acting Chairperson:** Larry Melican, Section Manager Natural Assets and Biodiversity

**Coordinator:** Luke Sulkowski, Unit Manager Environmental Management

### Attendance

#### Members:

John Andrews

Deb Holloman

Paul Links

Douglas Williamson

Barbara Wills

Gary Chestnut (Knowledge specialist, non-voting)

#### Status:

Present

Present

Present

Present

Present

Present

#### External Agencies:

Stephen Atkins, NPWS

Dan Keating, LLS

Apology

Present

#### Staff:

Alice Howe, Director Environment and Planning

Luke Sulkowski, Unit Manager Environmental Compliance and Systems

Larry Melican, Section Manager Natural Assets and Biodiversity

Rod Mergen, Senior Strategic Planner Local Planning and Policy

Sharyn Styman, Environmental Management and Projects Officer

Natural Assets and Biodiversity

Chris Barrett, Commercial Property Manager Commercial Property

Carlita Dhillon, Environmental Education Officer

Rochelle Lawson, Senior Ecologist Natural Assets and Biodiversity

Rachel Callachor, Meeting Support Officer

Apology

Apology

Present

Present

Present

Present

Present

Absent

Present

### 1 Introduction

2.04pm

The chairperson welcomed the group and completed an Acknowledgement of Country. Apologies received were noted.

The chairperson called for any disclosures of interest. No disclosures were received.

# Minutes

## Coastal Open Space System (COSS) Advisory Committee

### 2 Previous business

2.05pm

The group confirmed the minutes from the previous meeting as noted below, which were distributed to members via email and uploaded to Council's website:

[13 September 2022 – Coastal Open Space System Committee Meeting Minutes](#)

The action log was reviewed with updates recorded (see page 9).

### 3 Deferred Lands - Land Use Assessment update

2.11pm

Update provided by Rod Mergen, Senior Strategic Planner Local Planning and Policy, included the following key points:

- Information provided regarding rezoning of certain areas of land – C2,C3 and C4 zoning
- August 2022 – CC LEP commenced
- DPE – Gateway determination likely to be obtained 23 December 2022 – agency consultation will commence, prior to public exhibition (estimated for April/May 2023) for deferred matters.
- Council obliged to comply with environmental protection zoning and awaiting feedback as part of this process. OEH and RFS amongst other agencies.

Question from Committee member – Could *Practice Notes* relating this process be distributed to the Committee and if a workshop regarding the practice notes may be beneficial. Agreed that if there are questions following distribution, a workshop could then be arranged.

**Action:** Link to LEP Practice Note and addition information included below for the information and any further action from Advisory Group members regarding potential for a workshop:

Practice Note:

<https://www.planning.nsw.gov.au/-/media/Files/DPE/Practice-notes/environment-protection-zones-20090430.pdf?la=en>

Note: this document is found amongst a suite of documents available within the *Strategic Planning Toolkit* available on the Department of Planning and Environment Website.

<https://www.planning.nsw.gov.au/Plans-for-your-area/Local-Planning-and-Zoning/Strategic-Planning-Toolkit>

### 4 Update on Process for Land Acquisition (Action 157)

2.18pm

Presentation by Chris Barrett, Commercial Property Manager Commercial Property, included the following key points:

- Environmental Land Acquisition Program presentation given to the Committee members, per the presentation provided in early December (see item 157).
- Commencement of Environmental Land Acquisition program – targeting first acquisition prior to July 2023
- Objectives of program: to ensure timely and value for money purchases, have a pre-approval process in place.
- Information provided regarding key processes and actions regarding the program and its objectives, including criteria for purchase.
- Details regarding draft Implementation Timeline

Question from Committee member regarding funds and interest earned and whether this is being retained in the fund. This will be clarified, and further information provided to the Committee.

Clarification re parcels of land, includes both COSS / COSS priority lands, and other land owned by Council.

Possibility of Committee reviewing, prior to exhibition, under the scope of the land being proposed for sale.

s.10.7 certificates and process regarding this. Additional information long form certificate only.

Suggestion from Committee member that the Committee proposed the funding figure be \$3million. Not supported by Committee members at this time in the process.

'Risk of not acquiring the land' and 'biodiversity' aspects and how these assessments are undertaken was raised.

Prioritisation and biodiversity values are strongly linked.

Clarification from Rod Mergen, that once the deferred matters land and CCLEP are adopted there will not be a bonus lots provision, with potential replacement mechanisms currently being investigated. At this stage deferred matters land and IDO 122 are still in place.

**Action:** The Committee notes the information on the work being undertaken in streamlining the environmental land acquisition process and requests that further information be provided as the

process is progressed.

**Action:** Advice on the allocation of interest on the COSS fund and the Clause 14 fund which are used for environmental land acquisition be provided to the Committee.

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5      **Update on Biodiversity Strategy and Land Acquisition and prioritisation (standing Agenda Item)** 3.35pm

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Presentation by Larry Melican, Section Manager Natural Assets and Biodiversity, included the following key points:

Key points included:

- Information regarding Former Precinct 7A Land at Warnervale
- Location and details of Stage 1 Land Transfer
- Values of the land including nature conservation and recreation trails
- The former Precinct 7A land is within the catchment of Porters Creek Wetland.

Query regarding if it was to be proposed COSS land. The land is not within the adopted COSS area. Separate discussions are scheduled for 8 Dec 2022 to discuss Action Item 149 about the extent of the COSS.

The Committee was asked to consider providing a recommendation to Council in relation to the dedication of land at 39 Dell Road, West Gosford that is consistent with the Action from this agenda item recorded for the COSS Committee meeting on 13 September 2022.

**Recommendation to Council:** That Council note the COSS Advisory Committee's unanimous support for the dedication of the proposed C2 - Environmental Conservation Zoned land at 39 Dell Road, West Gosford pending the determination of the planning proposal for the site.

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6      **Update on website improvement (Action 161)** 3.10pm

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Presentation by Carlita Dhillon, Environmental Education Officer. Key points included:

- Update regarding information available on CCC website and limited information related to COSS.
- Currently sites under: 'Recreation' and 'Reserves and Lookouts' sections of website.
- Internal staff participated in a poll to establish a 'new' section/sub-heading on the website. 'Natural Areas and Biodiversity' was selected.
- Objective is to provide more information about COSS to the community.

- Two 'forks' proposed, bushland and wetlands and biodiversity.
- Current status: Finalising phase one, website content ready for approval. The context on the website is anticipated to be reviewed quarterly.

Following discussions with the Committee:

- Clarification provided that the *Tuesday Tales* post is provided weekly on social media. It is proposed that it will link back to CCC website as a part of these stories and updates.
- Query regarding the website information and display - 'forks' off the menu bar, regarding proposed design and where COSS sits, and suggestion/comments regarding equal footing in this space. Information provided regarding the space on the website and the advice from the Digital team. Question will be raised, and information will be reported back.

**Action:** Further information to be provided regarding website design and options for display, in consultation with Council's Digital website team.

**Action:** Presentations to be distributed to Advisory Group members.

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### 7 Update on Natural Areas Fox Control Program

3.20pm

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Presentation by Sharyn Styman. Environmental Management and Projects Officer • Natural Assets and Biodiversity.

Key topics covered included:

- The aim of the program is to reduce the impact of fox predation on native fauna, including threatened species, in Council's natural areas.
- Fox predation of native fauna in CCC natural areas occurs and there are legal obligations for landowners to control foxes under the Biosecurity and Local Government Acts.
- Advice that a review of the fox control program has been undertaken for reasons including that the existing Central Coast Fox Management Strategy finalised in 2005 is due for review; and the substantial increase of the size of the conservation reserve system following establishment of the Central Coast Council requires a review of the approaches and priorities; and that there is insufficient data to evaluate the effectiveness of the program.
- Update regarding fox activity and camera monitoring information was provided.
- The history of the program was provided. Initially commenced in 2005 by former Gosford City Council, and following amalgamation was expanded into the enlarged conservation reserve system.

- A site prioritisation tool has been developed with more than 80 reserves have had the tool applied. Priority sites typically have established legal agreements such as Biodiversity Stewardship Agreements or Conservation Agreements; the inclusion of the reserve in a threatened species recovery plan, and the vulnerability of populations of threated species to fox predation
- Risk management has been address including through the installation of signage and the development of operational procedures.
- Proposed schedule: Undertake fox control at the little tern breeding site – surveillance, ground shooting and trapping and 'Priority' reserves.
- Council staff are seeking endorsement from the Committee for moving forward with the fox control program.

### Action:

1. That the Committee endorse the continuation of Central Coast Council's Fox Control Program in Natural Areas to reduce the impact of fox predation on native fauna, including threatened species, in Council's natural areas.
2. That the Committee endorses integration of all suitable control techniques in the Program to facilitate effective fox control in a humane manner.
3. That the Committee notes the advantages of coordinated ongoing landscape-scale fox control programs with participation by all key land managers.

**Action:** Presentations to be distributed to Advisory Group members.

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8      Davistown Wetlands Acquisition Fund & Central Coast Conservation Fund      3.42pm

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Presentation by Larry Melican, Section Manager Natural Assets and Biodiversity. Key topics covered included:

- Overview of the resolution adopted by Council, 22 November 2022 Ordinary Council Meeting (Link to Minutes: [https://centralcoast.infocouncil.biz/RedirectToDoc.aspx?URL=Open/2022/11/OC\\_22112022\\_MIN.PDF](https://centralcoast.infocouncil.biz/RedirectToDoc.aspx?URL=Open/2022/11/OC_22112022_MIN.PDF)).
- The Davistown wetland complex includes 19 parcels of private land in Davistown/Saratoga.
- Background and current status of the Davistown Wetlands Acquisition fund.
- Discission of COSS and clause 14 restricted funds held by Council for land acquisition.
- Transfer of funds from the Davistown Wetland Acquisition Fund to a yet to be established Central Coast Conservation Fund is being proposed and Council has instructed staff to develop

a policy for the Central Coast Conservation Fund in consultation with the Coastal Open Space Committee, the Catchments to Coast Committee and the Davistown Progress Association.

Feedback is sought from the COSS Committee, the Catchments to Coast Committee and the Davistown Progress Association:

- Feedback is requested from the committees on the rules about what monies can be collected by the proposed CCCF and how the funds can be spent.
- Feedback from the committees and the Davistown Progress Association will be considered in the development of the policy. The draft will go through internal review, legal and financial review and approval by senior management before a report to Council endorsing it to be placed on public exhibition
- The final draft of the policy will be provided to the Davistown Progress Association, the COSS Committee and the Catchments to Coast Committee
- The results of the public exhibition will be included in a report to Council recommending adoption of the policy

**Action:** The Committee notes the limited time available at this meeting to discuss the proposal, and requests that the item be included on the agenda for further discussion in March 2023, and for a period for feedback from the Committee to be determined at that meeting.

**Action:** Presentations to be distributed to Advisory Group members.

9	Update from external representatives (standing agenda item))	N/A
This matter was not discussed due to time constraints, a call for any urgent items was sought and advised there was nothing to discuss.		
10	Update from community representatives (standing agenda item)	N/A
This matter was not discussed due to time constraints, a call for any urgent items was sought and advised there was nothing to discuss.		
11	General business	N/A
This matter was not discussed due to time constraints. A call for any urgent items was sought and advised there was nothing to discuss.		

# Minutes

## Coastal Open Space System (COSS) Advisory Committee

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11      **Close**

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Next meeting:              March 2023

Meeting closed at 3.58pm

Minutes finalised and endorsed 10/01/2023 by Larry Melican

**Acting Manager, Environmental Management Unit**

**Acting Chairperson**





# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
132	9/6/2021	The Committee request the Project Manager provide a briefing on the airport masterplan, plan of management and subdivision plan at the next meeting.	Unit Manager Environmental Management	Airport Masterplan update emailed to members 14 February 2022. Verbal update provided at 15 March 2022 meeting.	Complete
139	21/9/2021	Luke Sulkowski to confirm whether the letter sent from Council to National Parks is able to be distributed and will review what information has previously been provided to the COSS Committee regarding this matter.	Unit Manager Environmental Management	The Land Transfer Council to National Parks Chronology was discussed at the 13 December 2021 COSS meeting. Amy Walpole to double check, it seems we may have already provided a copy of the letter to the Minister/National Parks. 16/02: LM to reconfirm that a copy of the letter was circulated to the committee Update as at 07/06/2022 meeting: Follow up regarding letter and circulation to Committee. Update as of 13/09/2022 meeting: Distributed and complete	Complete
140	21/9/2021	Section Manager Flood Strategy and Planning to obtain more information regarding the two Conservation areas and provide feedback to Gary Chestnut.	Section Manager Flood Strategy and Planning	Peter Sheath currently liaising with Gary Chestnut on this matter.	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				9/08: An update has been provided to Gary via the AG	
141	21/9/2021	Staff to provide a presentation to the Committee at a future meeting on the way these property sale negotiations are carried out and possible new ways of thinking for Council negotiating on land that has high environmental values.	Unit Manager Economic Development and Property	Item to be pushed back to early 2022. Economic and Property development to take the lead on this action. EMU to provide advice and input as required.  Update as of 13/09/2022 meeting: Complete	Complete
143	21/9/2021	Staff to investigate the unauthorised clearing activities at Matcham and report back to the next COSS meeting advising what action has been taken against people who undertook the clearing.	Unit Manager Environmental Management	A registered surveyor was engaged by Council to carry out a boundary survey to ascertain the extent of clearing on Council land reserve, R0056 Wambina/Matcham Road Reserve. This survey was undertaken on the 26 <sup>th</sup> October 2021.  On the 8 December 2022 an onsite meeting was held with Council officers Rhys Richards, Team Leader, Development Control, Brent Evans, Project Officer, Natural Assets and	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<p data-bbox="1413 424 1872 544">Biodiversity and Chris Ross a representative of the owners of 293 Matcham Road.</p> <p data-bbox="1413 608 1939 1358">The representative was asked to provide a Vegetation Management Plan which is to outline how they are to revegetate/regenerate/manage the area that they have admitted to clearing. It is understood that the representative has sourced three quotes from qualified ecologists to carry out the investigation and provide the Vegetation Management Plan and have now engaged Travers Bushfire and Ecology to provide the consultancy services. This plan is to be reviewed by Council before it is accepted. Once accepted the representative has stated that they will then carry out the recommendations of the report.</p>	

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				It is expected that the draft plan will be available for review in the next few weeks.	
144	13/12/2021	In regard to previous action 124, Council to send a follow up letter to the Minister advising of the significant community concerns regarding the clearing of land (public and private) and request that if the legislation isn't going to be changed, that regulatory control of deferred matters zoned land be given back to Council as opposed to DPIE and LLS.	Unit Manager Environmental Management	At the 8 February 2022 Council Meeting, Council resolved:  That Council send a follow up letter to the Minister advising of the significant community concerns regarding the clearing of land (public and private) and request that if the legislation isn't going to be changed, that regulatory control of deferred matters zoned land be given back to Council as opposed to DPIE and LLS. Letters sent 2 March 2022 to Minister for Agriculture and Minister for Planning and Homes.	Complete
145	13/12/2021	The Coastal Open Space System (COSS) Committee members would like to express to Council their rejection of any mountain biking trails being established in COSS land or being identified for inclusion in COSS land as part of the Central Coast Mountain Biking Plan which will be	The Committee / Meeting Support Officer	At the 8 February 2022 Council Meeting, Council resolved:  That Council note the COSS Committee's rejection of any mountain biking trails being established in COSS land or being	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
		reported to Council at the Ordinary Meeting on 14 December 2021.		identified for inclusion in COSS land as part of the Central Coast Mountain Biking Plan that was reported to Council at the Ordinary Meeting on 14 December 2021.	
147	13/12/2021	Staff to follow up with the Economic Property Development Team request that they meet with the COSS Sub-Committee to discuss property sale negotiations and the acquisition process, prior to presenting to the Committee in the new year.	Unit Manager Environmental Management	Update as of 13/09/2022 meeting: Complete	Complete
148	13/12/2021	The Committee request that Council write to the Minister noting concerns about lots that were left off the list for potential land transfer to NPWS and request that further consideration be given to private land, not just public land. Furthermore, representations should be made to local members requesting support of this.	Unit Manager Environmental Management	At the 8 Feb 2022 Council Meeting, Council resolved:  That Council write to the Minister noting concerns about lots that were left off the list for potential land transfer to NPWS and request that further consideration be given to private land, not just public land. Furthermore, representations should be made to local members requesting support of this. Letters sent 2 March 2022 to Minister for Environment and Heritage, The Member for Terrigal,	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				The Member for Gosford, The Member for The Entrance and The Member for Wyong.	
149	13/12/2021	Staff to arrange a further meeting with Gary Chestnut with a view to identifying some existing conservation reserves in the former Wyong LGA that may be considered for trial under the COSS branding and to identify likely tasks required in order to proceed with such a project.	Unit Manager Environmental Management	9/08: Due to scheduling conflicts, a meeting will be scheduled for early October 11/11: Meeting yet to be arranged 6/12 – Noted meeting scheduled for Thursday 8/12.	Pending
150	15/03/2022	Staff to collate a list of initiatives taken by Council in regard to QR codes and provide an update to the Committee at the next meeting. Consideration to also be given to other possible applications software (e.g., Hovr).	Unit Manager Environmental Management	Update provided at 07/06/2022 Committee meeting and outcomes included in meeting minutes	Complete
151	15/03/2022	Committee members are invited to provide any suggestions or feedback on the plan (Environmental Education Strategy) to <a href="mailto:advisorygroups@centralcoast.nsw.gov.au">advisorygroups@centralcoast.nsw.gov.au</a> by Friday 25 March 2022	The Committee	<i>COSS Committee - NAB Environmental Education Strategy</i> emailed to members 18/3/2022  Update provided to Carlita Dhillon and Nick Carson via email 30/3/2022 – final confirmation of all feedback received – one email from Gary Chestnut.	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
152	15/03/2022	Copies of the letters sent to Minister for Agriculture and Minister for Planning and Homes regarding Deferred Matters Land to be sent to Adam Crouch Parliamentary Secretary for the Central Coast and Member for Terrigal, for his information	Unit Manager Environmental Management	9/08: Larry to follow up and confirm if and when these letters were sent to the Members of Parliament  Update as of 13/09/2022: Larry to draft correspondence to Adam Crouch MP (including letters to Ministers) to Director for Approval  5/10/22: Letter sent to Adam Crouch MP	Completed
153	15/03/2022	A copy of all presentations from today's meeting to be provided to Committee Members	Meeting Support Officer	COSS <i>Committee Presentations</i> emailed to members 16/03/2022	Complete
154	07/06/2022	A copy of all presentations from today's meeting to be provided to Committee Members.	Meeting Support Officer	9/08: AG to update	Complete
155	07/06/2022	Refresher regarding opportunities for committee members to become involved, suggestions and feedback welcomed, please send via AdvisoryGroups email address.	COSS Committee members	9/08: AG to update	Complete

# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
156	07/06/2022	Chair will seek advice from Team Leader Landcare and SM Natural Assets and Biodiversity regarding whether this is to be re-introduced.	Unit Manager Environmental Management	9/08: Update to be provided during the Action Log item. This program is not being re-introduced at this stage. Current resourcing levels for the nursery only allow for plants to be supplied to environmental volunteering program groups for restoration of their worksites. Further consideration will be given to the potential for plant giveaways to be incorporated as part of the 2023 National Tree Day	Complete
157	13/09/2022	Chair to convene a workshop with staff from Environment Management Unit, Economic and Property Unit and Finance as well two to three Committee members consider acquisition process and report back to committee	Unit Manager Environmental Management	Workshop organised for 1/12/22	Complete
158	13/09/2022	Larry Melican and Andrew Bayley coordinating visit to Wambina with Committee members	Section Manager Natural Assets and Biodiversity	As of 11/11: Inspection yet to be arranged.  Update 6/12 – rescheduled to Feb 2023	Ongoing
159	13/09/2022	Presentations to be distributed to Advisory Group members.	Meeting Support Officer		



# Action log

## Coastal Open Space System (COSS) Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
160	13/09/2022	That the COSS Advisory Group support for the dedication of the C2 Environmental Conservation Zoned land at 39 Dell Road, West Gosford, pending the determination of the Planning Proposal, be noted by Council.	COSS Committee members	Council noted COSS minutes of the 13 September meeting. This was not specifically noted by Council.  Update 6/12 -Query regarding if advice is provided to Planning staff. Proposed action to convey this information <i>To be discussed in meeting at item 5?</i>	
161	13/09/2022	Chair to provide update on website improvements at next meeting and master plan regarding mountain bike riding.	Unit Manager Environmental Management	Agenda Item for 6 December meeting  Update 6/12 – to be postponed until the New Year	Ongoing
162	13/09/2022	Civic Support Team to update Terms of Reference and call for new members	Meeting Support Officer		