



Central Coast Council

## Coastal Open Space System

Held Remotely - Online

18 July 2023

# MINUTES

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### Attendance

**Members**

John Andrews

Paul Links

Barbara Wills

Douglas Williamson

Deb Holloman

Daniel Keating

**Status**

Present

Present

Present

Present

Apology

Apology

**Non-voting member**

Gary Chestnut

Present

**Staff**

Luke Sulkowski- Unit Manager  
Environmental Management

**Status**

Present

Rochelle Lawson- Senior Ecologist

Present

Andrew Robinson- Technical Officer  
Environmental Infrastructure

Present

Larry Melican- Section Manager Natural  
Assets and Biodiversity

Apology

Steve Atkins – National Parks  
representative

Present

## PROCEDURAL ITEMS

### **1.1 Introduction: Welcome, Acknowledgement of Country, Apologies, Disclosure of Interest**

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The Chairperson, declared the meeting open at 2:08pm

The Chair read an Acknowledgement of Country statement.

Apologies received were noted.

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

### **1.2 Previous business: Confirmation of minutes, review action log**

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Time commenced: 2:15pm

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

[Coastal Open Space System \(COSS\) - Minutes 27 March 2023](#)

[Coastal Open Space System \(COSS\) - Minutes 07 March 2023](#)

Action Log reviewed and updates made ( attached below)

## REPORTS

### **2.1 Update on Biodiversity Strategy & Land Acquisition & Prioritisation**

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Time commenced: 2:25pm

Moved: Luke Sulkowski

#### ***Resolved***

#### ***That the information be noted.***

*Presentation by Rochelle Lawson*

*Visual Presentation by Andrew Robinson*

- *Little Tern Breeding*
- *Loggerhead Sea Turtle*

Steve acknowledged all the work that Andrew and Council did.

**2.2 Update on Davistown Wetlands Acquisition Fund and the draft Central Coast Conservation Fund Policy**

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Time commenced: 2:50pm

Moved: Luke Sulkowski

**Resolved**

***That the Committee notes the a verbal update on Council's resolution of 23 May 2023 will be provided to the COSS Committee at its meeting on 5 September 2023.***

**2.3 Update on proposed trial of COSS in the former Wyong LGA (Action 149)**

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Time commenced: 3:15pm

Moved: Luke Sulkowski

**Resolved**

- 1. That based on the discussions held between Council staff and Gary Chestnut tabled in this report, and presented at this meeting, that the COSS Committee members***
  - a. be invited to a site inspection of the recently acquired land known as Warnervale Floodplain R0360 which may be considered as a suitable site for the proposed trial.***
  - b. be invited to a separate workshop to identify measures of success and failure of a proposed COSS trial.***

***Committee members interested in being a part of the workshop:***

*Workshop the discussion points outside of this meeting. Complete a walking tour as well.*

*Douglas*

*Gary*

*John*

*Paul*

**2.4 Update on visit to Wambina (Action 158)**

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Time commenced: 3:25

Moved by Luke Sulkowski

**Resolved**

*That the Committee notes*

***Steve Atkins discussed they are working to finalise of the report and will get back to Council***

**2.5 Update from External Representatives (Standing Agenda Item)**

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Time commenced: 3:30pm

Verbal presentation given by Steve Akins – National Parks

**2.6 Update from Community Representatives (Standing Agenda Item)**

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*Time commenced 3:35pm*

*Paul Links raised a regulatory illegal dumping matter. Luke asked him to email him directly.*

*Luke to give Comms feedback on the challenging Webpage on how to navigate. Links to walking trails maps on COSS webpage to be further considered and investigated.*

**2.7 General Business**

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*Time commenced: 3:40pm*

*Update given by Luke Sulkowski*

*Webpage updates and progress of mountain biking plan*

*Natural reserves page now has information about COSS*

*Update on mountain biking plan- has not progressed due to lack of capacity at this time. Options being considered to determine how to advance.*

*Staff doing fire trail inspections currently in advance of summer. Council staff have also now filled a staffing gap for a Bio Security Weeds Officer to better facilitate us in addressing weed management obligations. Council is looking to increase capacity for bushfire and conservation team within Council through some changes which we may be able to update further on at the next meeting.*

**The Meeting** concluded at 3:50pm.

**NEXT MEETING 5<sup>TH</sup> SEPT**

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 on 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.  9/08: An update has been provided to Gary via the AG	Complete
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 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	Complete

**Minutes of the Coastal Open Space System of Council 18 July 2023 contd**

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				<p>Assets and Biodiversity and Chris Ross a representative of the owners of 293 Matcham Road.</p> <p>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> <p>It is expected that the draft plan will be available for review in the next few weeks.</p>	
144	13/12/2021	Regarding 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	<p>At the 8 February 2022 Council Meeting, Council resolved:</p> <p>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.</p>	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 reported to	The Committee / Meeting Support Officer	<p>At the 8 February 2022 Council Meeting, Council resolved:</p> <p>That Council note the COSS Committee's 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 that was reported to Council at the Ordinary Meeting on 14 December 2021.</p>	Complete

**Minutes of the Coastal Open Space System of Council 18 July 2023 contd**

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
		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, The Member for Gosford, The Member for The Entrance and The Member for Wyong.	Complete
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 regarding 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



**Minutes of the Coastal Open Space System of Council 18 July 2023 contd**

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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
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	Complete
153	15/03/2022	A copy of all presentations from today's meeting to be provided to Committee Members	Meeting Support Officer	<i>COSS 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 Advisory Groups email address.	COSS Committee members	9/08: AG to update	Complete
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

**Minutes of the Coastal Open Space System of Council 18 July 2023 contd**

<b>Action Number</b>	<b>Meeting Date</b>	<b>Action</b>	<b>Responsible Party</b>	<b>Action Update</b>	<b>Status</b>
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	18/7/2023 – forward presentations to committee members for every meeting.	Ongoing
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. To be discussed in meeting at item 5?	18/07/2023 - Completed
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 18/7/2023 – addressed by chair during general business	Ongoing
162	13/09/2022	Civic Support Team to update Terms of Reference and call for new members	Meeting Support Officer	New members can only be added via an EOI process per the Terms of Reference.	Incomplete
163	27/03/2023	Additional feedback requested in relation to the Davistown Wetlands Acquisition Fund	Civic Support Staff	No feedback was received. 18/07/2023 – addressed by chair during meeting	Complete

