



Central Coast Council

Coastal Open Space System

Held Remotely - Online

04 June 2024

MINUTES

Attendance

Members

John Andrews

Deb Holloman

Paul Links

Doug Williamson

Barbara Wills

Status

Present

Present

Absent

Present

Present

Non-voting Members

Stephen Atkins – National Parks & Wildlife Service

Gary Chestnut

Peter Draper – Crown Lands

Status

Apology

Absent

Absent

Staff

Luke Sulkowski - Acting Director Environment and Planning

Peter Sheath – Acting Chairperson and Acting Unit Manager

Environmental Management

Michael Smith – Team leader Landcare

Larry Melican – Section Manager Natural Assets and Biodiversity

Rochelle Lawson – Senior Ecologist

Lisa Martin – Civic Support Officer

Karen Unsted – Civic Support Officer

Status

Apology

Present

Apology

Present

Absent

Present

Present

The Chairperson, Peter Sheath, declared the meeting open at 2.09pm

PROCEDURAL ITEMS

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

2:09 pm

Mr Sheath introduced himself as Acting Chairperson.

The Chair read an Acknowledgement of Country statement.

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

1.2 Previous business: Confirmation of minutes, review action log

2:11 pm

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

[Coastal Open Space Systems \(COSS\) - Minutes 5 March 2024](#)

Action Log reviewed and updates made (attached below).

REPORTS

2.1 Summary of Issues Considered by COSS Committee December 2020 to March 2024

2:24 pm

Larry Melican presented to the Committee a summary on what the Committee has accomplished since its formation on 1 December 2020 through to 5 March 2024.

D16229662

- 1 ***That the information be noted.***
- 2 ***That the Coastal Open Space System Committee request that Council acknowledge the commitment of time, knowledge and expertise provided by the members of the committee.***

General Business:

The Committee discussed the Deferred Matters Lands Planning Proposal which went to Council on 28 May 2024, in particular the rezoning of 20 James Norton Rd, Bensville. The committee expressed concern about outcomes of the environmental zoning process for some deferred matters lands.

The Meeting concluded at 3:06pm.

Action Schedule

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.	Complete

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				Update as of 13/09/2022 meeting: 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	<p>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.</p> <p>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 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>	Complete

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

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	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	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 reported to Council at the Ordinary Meeting on 14 December 2021.	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 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.	Complete
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

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
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	Complete
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
151	15/03/2022	Committee members are invited to provide any suggestions or feedback on the plan (Environmental Education Strategy) to advisorygroups@centralcoast.nsw.gov.au 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

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

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	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 Committee of Council Meeting 4 June 2024 cont'd

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
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	Complete
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.	Complete
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. Council to provide links on the COSS information page on Council's website to include walking trails. 5/9/2023 – All maps were updated. Action is now	Complete

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				completed.	
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. 5/9/2023 – Terms of Reference updated to remove Councillor references.	Completed
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
164	18/07/2023	The Committee be invited to a site inspection of the recently acquired land known as Warnervale Floodplain R0360. The members are to also be invited to a separate workshop to identify measures of success and failure of the proposed COSS trial in relation to Report 2.3 tabled at the meeting.	Unit Manager Environmental Management	5/9/2023 – Site Inspection completed. Workshop to be arranged. 5/12/2023 – Completed, workshop took place on 21 and 28 November 2023.	Complete
165	05/09/2023	The Committee be invited to a site inspection of Mount Alison for public recreation opportunities with the same representatives who attended the site inspection at Action 164.	Unit Manager Environmental Management	5/12/2023 – Inspection completed 14 November 2023.	Completed
166	05/09/2023	An update to be provided to the Committee on the Local Environmental Plan from Council's Strategic Planning at the December meeting.	Unit Manager Environmental Management	05/12/2023 – Strategic Planning staff to present to Committee at today's meeting.	Complete
167	05/12/2023	Report to Council, and in turn back to the Committee, on the report from the Committee and the Recommendations regarding Porters Creek Wetland and Warnervale Wetland.	Unit Manager Environmental Management and Environmental management staff	The first part is complete: a report went to Council on 27/02/2024. The second part is outstanding: A report has not yet been made back to the COSS committee. (Note that the COSS committee papers and agenda were distributed on 20/02/2024, which was a week before the 27/02/2024 Council meeting).	Complete

Minutes of the Coastal Open Space Committee of Council Meeting 4 June 2024 cont'd

Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
				04/06/2024 – The Report went to Council on 27 February 2024, and discussed and reported back to the COSS advisory committee meeting held on 5 March 2024.	
168	05/12/2023	Senior Ecologist Conservation Management Lead to present at the next COSS Committee meeting (5 March 2024) with a refresher in relation to conservation agreements across COSS lands, including information regarding property vegetation plans.	Senior Ecologist Conservation Management Lead	Presentation to be made under Item 2.3 of meeting 05/03/2024.	Complete
169	05/03/2024	The Committee Members to will be given the opportunity to provide feedback for the new Community Strategic Plan. A questionnaire will be prepared and distributed to committee members seeking feedback, which will be included in the CSP engagement report. prepare a response back.	Section Manager Corporate Planning and Reporting and COSS Committee Members	A questionnaire was prepared and sent out to COSS Committee members on 14/03/2024	Complete
170	05/03/2024	Record that the members of the Committee were disappointed to hear that the staff made a report to Council before telling us what their thoughts were of our position. Request that Council Staff advise Committee how the step of returning to the Committee for review, before taking it to Council was missed. How that happened, why that happened, and an explanation of the urgency to submitting to Council Meeting.	Unit Manager Environmental Management	Recorded in 05/03/2024 minutes Council reporting process will be explained at the next meeting 4/6 – See Action #172	Complete
171	05/03/2024	The draft report 'Revised Community Recommendation on proposed trial of COSS in the former Wyong Shire Council LGA' be tabled for the next COSS Committee meeting with the view to deciding on whether there's any recommendation that is to be put to Council in this regard.	COSS Committee Members	Paper has been included as an attachment to the minutes of the 05/03/2024.	Complete

