

Extraordinary Minutes



Protection of the Environment Trust Management Committee

Date: 24 November 2021

Time: 1pm – 1:35pm

Location: Microsoft Teams

Chairperson: Gary Chestnut

Coordinator: Edward Hock, Unit Manager Governance and Legal Counsel

Attendance

Members:

Gary Chestnut

Joy Cooper

Barbara Wills

Edward Hock, Unit Manager Governance and Legal Counsel (CEO Delegate)

Status:

Present

Present

Present

Present

Staff:

Peter Correy, Unit Manager Finance

Luke Sulkowski, Unit Manager Environmental Management

Larry Melican, Section Manager Natural Assets and Biodiversity

Kelly Drover, Meeting Support Officer

Present

Apology

Present

Present

1 Introduction

Gary Chestnut was requested by the Committee to Chair the meeting. The Chairperson welcomed the Committee and completed an Acknowledgement of Country.

Apologies received were noted.

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

2 Geo-targeting Facebook ads to promote the Trust

Edward Hock (Unit Manager Governance and Legal Counsel) discussed a Communications Plan being developed for promotion of the Protection of the Environment Trust that will require assistance from the Committee to fill in some blanks and provide information in order to progress the project, including:

- Progress of the Grants program 2019/20 and 2020/21 (staff will be able to collate this information internally)
- Projects underway and recently completed, e.g.
 - **UCSW restoration and management** – [Insert description of this project and community benefit]
 - **Scenic Road Offset Site** – [Insert description of this project and community benefit]
 - **CEN Friends of COSS** – [Insert description of this project and community benefit]
- Specific markets for geo-targeting

It was also suggested that the Committee may elect to preferentially fund projects that are consistent with a particular topic or theme within the Trust's stated purpose, as per the Grant Guidelines.

Action: The PoET Communications Plan to be circulated to Committee Members for review and to provide information and comments back to advisorygroups@centralcoast.nsw.gov.au by CoB Wednesday 8 December 2021.

Action: An update to be provided at the next Ordinary Meeting on the Protection of the Environment Trust Website including a link from the Central Coast Council website and the ability to be able to make donations.

3 Review of Grants

Larry Melican (Section Manager Natural Assets and Biodiversity) provided an update to the Committee on the number of grant applications received by the Protection of the Environment Trust over the past three years as requested by the Committee at the 5 October 2021 meeting.

The minutes of the Protection of the Environment Trust meeting on 25 February 2020 record in Item 10 – Funding Round for 2020 that:

Committee to trial a system of applications being open throughout the year (rather than a strict deadline). Advertising of the funding round be brought forward to commence in May 2020 and will remain open for a 12-month period.

Since the end of May 2020 applications to the grant program have been able to be made throughout the year, with grant applications being referred to a subsequent meeting of the Trust Committee for

Extraordinary Minutes

Protection of the Environment Trust Management Committee

their consideration. The 2020-21 grant round was open for a full year, with the current round 2021-22 having been open since 1 June 2021.

Year	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	Total
No. applications total	3	5	10	3	2	3	26
No. applications funded	3	4	5	2	1	1	16
No applications not funded			5	1		1	7
No. applications withdrawn		1			1		2
No. applications pending						1	1

Table 1: The number of applications to the Protection of the Environment Trust Grants Program received, funded, not funded, withdrawn and pending between 2015-2016 and 2020-2021.

The number of grant applications has been consistently below ten in the six years of the program since 2015-2016, with three applications being received in half of those six years.

The 2017-2018 year is relatively high compared to the other years within the six-year period between 2015-2016 and 2020-2021. Half of the applications received in 2017-2018 were however not funded.

The number of grant applications received during the 2020-2021 year, which is the only full year that grant applications could be made for the entire year, is not substantially different from the two preceding years.

The Committee discussed options moving forward including maintaining the current situation where applications can be made throughout the year, reverting to the pre-May 2020 situation where applications to the grant program are open for a six-week period each year, or the option of a different model.

Action:

- The Committee agree to maintain the current situation where applications to the Protection of the Environment Trust Grant Program can be made throughout the financial year, and that applications are referred to a subsequent Trust Committee Meeting for consideration.

Extraordinary Minutes

Protection of the Environment Trust Management Committee



- b) That the Communications plan being developed by the Management Committee consider a promotional window for grant applications twice per year.

Action: That the marketing/promotional activities to promote the objectives of the Protection of the Environment Trust be included as an agenda item for the next Ordinary Meeting.

4 Close

Next meeting: February 2022 (TBC)

Meeting closed at 1.35pm

Minutes approved by the Coordinator and Chairperson on 24 November 2021.