

Agenda

Protection of the Environment Trust Management Committee

Date: 5 October 2021
Time: 1pm – 2pm
Location: Microsoft Teams
Chairperson: TBC
Coordinator: Edward Hock, Unit Manager Governance and Legal Counsel

Item	Title	Responsibility	Time
1	Introduction: welcome, Acknowledgement of Country, apologies, disclosures of interest	Chairperson	1pm 5 minutes
2	Previous business: confirmation of minutes, review action log	Chairperson	1.05pm 10 minutes
3	Request for Comms advice (action 107)	Unit Manager Governance and Legal Counsel	1.15pm 5 minutes
4	Grants program (standing item) <ul style="list-style-type: none"> - Grant applications received - Grant application form – landowner approval question - Grant application POET005202021 - Wamberal 	Section Manager Natural Assets and Biodiversity	1.20pm 10 minutes
5	Update from Finance (standing item) Attachment: PoET Finance Report	Unit Manager Finance	1.30pm 10 minutes
6	General business	All	1.40pm 10 minutes
7	Close Next meeting: To be confirmed	Chairperson	

Action log

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Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
102	1/07/2021	That Council as Trustee approve release of \$41,730 from funds held in the Trust for Umina Coastal Sandplain Woodland to Central Coast Council, for the endorsed works in the 2021-22 financial year.	Unit Manager Governance and Risk	Included in report to Council 14 September 2021	Complete
103	1/07/2021	10 Year Plan for Umina Coastal Sandplain Woodland to be revisited at applicable meeting in 2022.	Section Manager Natural Assets and Biodiversity	On hold until 2022	Pending
104	1/07/2021	That Council as Trustee approve release of \$9,000 from funds held in the Trust for Scenic Road Bushland Reserve Offset Area to Central Coast Council, for the endorsed works in the 2021-22 financial year.	Unit Manager Governance and Risk	Included in report to Council 14 September 2021	Complete
105	1/07/2021	15 Year Plan for Scenic Road Bushland Reserve Offset Area to be revisited at applicable meeting in 2022.	Section Manager Natural Assets and Biodiversity	On hold until 2022	Pending
106	1/07/2021	That Council as Trustee approve release of up to \$200 from funds held in the Trust to Central Coast Council, for purchase of geo-targeting ads on Facebook to promote the Trust with regard to local projects funded.	Unit Manager Governance and Risk	Included in report to Council 14 September 2021	Complete
107	1/07/2021	Communications staff to attend next meeting to discuss opportunities for promoting the Trust including media releases about projects funded,	Section Manager Communication	Request flagged with Comms and UM Governance. Update to be provided at 5 October 2021 meeting	Pending

Action log

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Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
		encouraging ongoing philanthropic support through donations, and geo-targeting ads on Facebook.	and Engagement		
108	1/07/2021	The Committee recommend that Council as Trustee approve release of funds for the amount of \$15,640 held in the Trust to the Community Environment Network for their Friends of COSS Workshop Series (grant application number POET004202021).	Unit Manager Governance and Risk	Included in report to Council 14 September 2021	Complete
109	1/07/2021	Staff to provide further information on first grant application to members via email so decision can be made offline. Members will review site locations themselves.	Section Manager Natural Assets and Biodiversity	Application discussed offline by members and advice provided to staff via email	Complete
110	1/07/2021	Staff to review previous Trust income statements and consider how to best present data moving forward for ease of understanding.	Unit Manager Finance	UM Finance confirmed statements are consistent with info previously requested	Complete
111	1/07/2021	Staff to investigate funds allocated for Veron Road development that did not proceed and provide update at next meeting.	Unit Manager Finance	Information circulated to members via email 15 July 2021	Complete