

# Agenda

## Protection of the Environment Trust Management Committee

<b>Date:</b> 15 March 2022
<b>Time:</b> 12:30pm – 1:30pm
<b>Location:</b> Wyong Committee Room
<b>Chairperson:</b> TBC
<b>Coordinator:</b> 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	Brief progress reports on Umina Coastal Sandplain Woodland and Scenic Road Bushland Reserve Offset Area	Environmental Management and Projects Officer	1.15pm 5 minutes
4	Marketing/promotional activities to promote the Trust	Communications Staff	1.20pm 10 minutes
5	Update on the Protection of the Environment Trust Website	Unit Manager Governance and Legal Counsel	1.30pm 5 minutes
6	Update from Finance (standing item)  Attachment: PoET Finance Report	Unit Manager Finance	1.35pm 10 minutes
7	General business	All	1.45pm 10 minutes
	Close Next meeting: June 2022	Chairperson	

# Action log

## Protection of the Environment Trust Management Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
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	Brief update to be provided at the 15 March 2022 meeting. Further update to be provided at the June 2022 meeting.	To be addressed at next meeting
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	Brief update to be provided at the 15 March 2022 meeting. Further update to be provided at the June 2022 meeting.	To be addressed at next meeting
107	1/07/2021	Communications staff to attend next meeting to discuss opportunities for promoting the Trust including media releases about projects funded, encouraging ongoing philanthropic support through donations, and geo-targeting ads on Facebook.	Section Manager Communication and Engagement	Ed hock discussed at 5 October and 24 November 2021 meeting. On agenda for 15 March 2022 meeting.	To be addressed at next meeting
112	5/10/2021	Unit Manager Governance and Legal Counsel to liaise with Comms and provide an update at the next meeting on geo-targeting ads on Facebook to promote the Trust with regard to local projects funded.	Unit Manager Governance and Legal Counsel	Ed provided an update at the 24 November 2021 Extraordinary meeting.	Complete
113	5/10/2021	The Protection of the Environment Trust Management Committee endorse the Grant Application Form being amended to include a question about the ownership of the land that an applicant proposes to deliver an entire, or part of, a potential project on.	Section Manager Natural Assets and Biodiversity	Grant Application form updated as per Committee recommendation.	Complete

# Action log

## Protection of the Environment Trust Management Committee



Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
114	5/10/2021	The Protection of the Environment Trust Management Committee endorse the Grant Application Form being amended to include a requirement for applications to provide written landowner approval, including any conditions, for project activities to occur on land not owned by the applicant.	Section Manager Natural Assets and Biodiversity	Grant Application form updated as per Committee recommendation.	Complete
115	5/10/2021	The Protection of the Environment Trust Management Committee do not support funding being provided by the Trust for road barriers at Remembrance Drive Wamberal (grant application POET005202021)	Section Manager Natural Assets and Biodiversity	Applicant advised of outcome.	Complete
116	5/10/2021	The Protection of the Environment Trust Management Committee recommend that the request for road barriers at Remembrance Drive Wamberal be referred to Council's Infrastructure Services Directorate for consideration.	Section Manager Natural Assets and Biodiversity	Request referred to Infrastructure Services. Jeanette Williams acknowledged receipt of advice.	Complete
117	5/10/2021	Environmental Management Staff to review grants received over the past 3 years and report back to the next meeting.	Section Manager Natural Assets and Biodiversity	Reported to 24 November 2021 Extraordinary Meeting.	Complete
118	5/10/2021	The Umina Coastal Sandplain Woodland report provided at the 1 July 2021 meeting to be attached to the minutes of the 5 October 2021 Protection of the Environment Trust Management Committee Meeting.	Meeting Support Officer	Completed.	Complete

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Action Number	Meeting Date	Action	Responsible Party	Action Update	Status
119	24/11/2021	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.	Meeting Support Officer	Communications Plan circulated to Committee Members 24/11/2021 No feedback received.	Closed
120	24/11/2021	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 make donation.	Unit Manager Governance and Legal Counsel	Included on agenda for 15 March 2022 meeting.	To be addressed at next meeting
121	24/11/2021	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.	Section Manager Natural Assets and Biodiversity	Advice noted by Larry Melican.	Complete
122	24/11/2021	That the Communications Plan being developed by the Management Committee consider a promotional window for grant applications twice per year.	The Committee/ Communications		Pending
123	24/11/2021	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.	Meeting Support Officer	Included on agenda for 15 March 2022 meeting.	To be addressed at next meeting