

# TUGGERAH LAKES EXPERT PANEL MEETING RECORD

Location: Video Conferencing  
 Date: 6 May 2020  
 Time: 14:30  
 Facilitator: Assoc. Prof. William Glamore

## Agenda Items

<p><b>14:30 – 14:35</b></p>	<p>Greetings          Acknowledgment of Country          Apologies – Nil          Panel Members:</p> <ul style="list-style-type: none"> <li>• Assoc. Prof. William Glamore (WG) – Chair</li> <li>• Dr Katherine Dafforn (KD)</li> <li>• Sian Fawcett (SF)</li> <li>• Dr Angus Ferguson (AF)</li> <li>• Stuart Waters (SW)</li> <li>• Nicole Ramilo (NR)</li> <li>• Assoc. Prof. Damien Maher (DM)</li> <li>• Dr David Wainwright (DW).</li> </ul> <p>Secretariat:</p> <ul style="list-style-type: none"> <li>• Department of Planning, Industry and Environment - Neil Kelleher (NK)</li> </ul> <p>Central Coast Council - Vanessa McCann (VM).</p>	<p>WG, NK - All</p>
<p><b>14:35 – 14:40</b></p>	<p>Minutes of last meeting were confirmed</p>	<p>WG, All</p>
<p><b>14:40 – 14:50</b></p>	<p>Matters arising from the Minutes</p> <p><b>Register of available data –</b>          Expert Panel (EP) members were asked to progress background documentation review.</p>	<p>All - ongoing</p>

	<p>A request was made for direction on what each of the documents listed on the “register of background information” on the OneDrive contain, to determine relevance to each of the panel members and their prospective work breakdown.</p> <p>Review work is to be divided up to reflect expertise.</p> <p>Summary Video prepared by VM has been noted as being excellent. EP thought that video is an outstanding information summary.</p>	
<p><b>15:30 – 15:50</b></p>	<p><b>Terms of Reference, Work Program and Risk</b></p> <p>Terms of Reference (TOR) discussed – TOR to be made public. At completion of their term the EP need to make sure that the TOR have been satisfied.</p> <p>There was extensive discussion on the TOR. TOR were amended reflect discussions.</p> <p>Discussion centred around the role of the EP and the work that would be able to be completed in the timeframe available.</p> <p>Matters discussed included: water quality, ecosystem health, listening to the community, opportunities to build trust and what was in and out of scope for the EP.</p> <p>The role of the EP is to examine the existing information and management actions and provide recommendations to those that manage Tuggerah Lakes to further the process.</p> <p>The independence of the EP is paramount.</p> <p>The EP process is an opportunity to build trust with the community. Without trust, expert information doesn’t change anything.</p> <p>The EP need to understand what the stumbling blocks are in establishing that trust with the community.</p> <p>The EP will try to understand the communities experience of decision making around the lake and being heard or not being heard – their experiences of processes that work and processes that don’t work and out of that perhaps can come some guidance on process and a way forward – in order to build trust this could be a recommendation from the panel.</p> <p>There will be an interaction between the EP role and the Coastal Management Program (CMP) process.</p> <p>It was seen to be important that the EP work with Councillors and the community.</p> <p>The EP will provide a summary report with recommendations.</p>	<p>All</p>

	<p>Discussions took place around the development of legacy projects that may improve science communication.</p> <p>Estuarine ecology and water quality were agreed extensions to the “catchall” term of water quality.</p> <p>The role of the panel relating to engagement and values was discussed.</p> <p>It was agreed that behavioural analysis is outside the scope of the EP and that economic and social analysis may be included in outside expert advice</p> <p><b>Project Plan to be discussed at the next meeting</b></p>	
<p><b>15:50 – 16:00</b></p>	<p><b>Other Business</b></p> <p><b>Risk Analysis</b></p> <p>The EP report is to focus on collating (not doing) work that has been done and make recommendations.</p> <p>Important gaps may be recommended for filling at additional budget.</p> <p>There is a process risk associated with lack of trust with the community. The community may feel like they have not been heard and point the finger at the EP. This is the highest risk component of the EP’s work.</p> <p>It was considered very important that any misconceptions on the role of the EP be mitigated through messaging.</p> <p>Post announcement of the EP it was seen to be important to have some messaging ready to go.</p> <p>Website to be put on the DPIE page.</p> <p>Engagement tool – social pinpoint – may be used.</p> <p>Email address possibly to be included – for discussion offline.</p> <p>The EP is to discuss broad topics on its collaboration page to ask the community.</p> <p><b>How to move forward from here?</b></p> <p>Lead person for each topic to meet with Chair offline. They will then undertake their work and present to the EP for deliberation.</p> <p>Meetings to be set in advance.</p> <p>Payment forms to be filled in and links to super and tax information to be completed.</p> <p>OneDrive document has been updated about the available docs and what they pertain to</p>	<p><b>All</b></p>

**Next Meeting** 20 May 2020

All

<b>Actions</b>	<b>Description</b>	<b>Who</b>
<b>1.1</b>	EP to review background information located on One Drive	<b>All</b>
<b>1.2</b>	Collaboration space to be set up in Teams	<b>Completed - NK</b>
<b>1.3</b>	EP to review draft TOR and Workplan	<b>All</b>
<b>1.4</b>	EP to begin forming value adding projects that may be out of scope for the EP TOR for consideration for additional engagement	<b>All</b>