

TUGGERAH LAKES EXPERT PANEL MEETING RECORD

Location: Videoconferencing
 Date: Wed 29 July 2020
 Time: 14:30
 Chair: Assoc. Prof. William Glamore

Agenda Items

14:30 – 14:35	<p>Greetings – Acknowledgement of Country</p> <p>Apologies – none</p> <p>Panel Members:</p> <ul style="list-style-type: none"> • Assoc. Prof. William Glamore (WG) – Chair • Dr Katherine Dafforn (KD) • Dr Angus Ferguson (AF) • Sian Fawcett (SF) • Stuart Waters (SW) • Nicole Ramilo (NR) • Assoc. Prof. Damien Maher (DM) • Dr David Wainwright (DW). <p>Secretariat:</p> <ul style="list-style-type: none"> • Department of Planning, Industry and Environment - Neil Kelleher (NK) • Central Coast Council - Vanessa McCann (VM). 	WG, NK - All
14:35 – 14:40	Minutes from previous meeting accepted with minor amendments	WG, All
14:40 – 14:50	<p>Matters arising from the Minutes</p> <p>2.5 Ongoing</p> <p>3.2:</p> <ul style="list-style-type: none"> - WG reached out to Councilors via phone and email - no responses received so far, - Media announcement sent out, - WG spoke to David Mehan (Member for The Entrance) and the media advisor for Adam Crouch (Member for Terrigal). 	All - ongoing

16:00	Other Business Nil	All
Next Meeting	12 August 2020	All
Actions	Description	Who
1.1	EP to review background information located on One Drive	Ongoing - All
1.2	Collaboration space to be set up in Teams	Completed - NK
1.3	EP to review draft TOR and Workplan	Ongoing - All
1.4	EP to begin forming value adding projects that may be out of scope for the EP TOR for consideration for additional engagement	Ongoing - All

2.1	EP Webpages to be developed and hosted on the DPIE site	Ongoing - NK (Working Group)
2.2	Meetings to be set in advance	Completed - WG
2.3	Payment forms to be filled in and links to super and tax information	Ongoing - All
2.4	OneDrive document relating to the available background information is being updated to reflect the topic and content.	Ongoing - VM
2.5	EP members to place broad topics of questions that they want to ask the community on the Teams collaboration page	Ongoing - All - actively undertaken as part of engagement

3.1	Dates and form of community engagement to be established	SW
3.2	Councillors to be directly contacted	WG – Ongoing – many attempts have been made

4.1	Office of Adam Crouch to be contacted regarding communications	SW
4.2	Proposals to be prepared for work additional to that expected under the TOR	Ongoing - NR, SW, SF, DM, KD, AF.

5.1	Meeting to discuss Comms in detail	SW, WG, NK, VM, Spectrum Comms
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6.1	Comms to go live on 20-07-20	SW and Comms team
6.2	DW to provide presentation on hydrodynamic review to EP	DW

7.1	Modelling files to be sourced to assist DW in his hydrodynamics review	NK, AF
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