

Minutes

Meeting	Meeting #7
Location	Q Station
Date	Wednesday, 13 November 2024
Time	9:00 am – 10 am
Chairperson	Abigail Goldberg, Independent Chair (minutes)
Attendees – community representatives	<ul style="list-style-type: none"> • Doug Sewell • Helen Thomson • Julie Rigoni • Virginia Macleod, CCC Member • Clr Candy Bingham, Northern Beaches Council • Adele Heasman
Attendees – co-proponents	<ul style="list-style-type: none"> • Chad Weston, Manager, Sydney North Area, NSW National Parks and Wildlife Services (NPWS) • Alan Brawn, Compliance Officer, NHS • Steve Carrodus, General Manager, Q Station, NHS • Helen Drew, Interpretation Officer, NHS
Invitees	<ul style="list-style-type: none"> • Nil
Apologies	<ul style="list-style-type: none"> • Kandy Tagg, CCC Member • Andrew Thornton, Principal Project Officer, NPWS • Glenn Piper, CEO, North Head Pty Ltd (NHS) • Rose Porter, Environmental Manager, Sydney North Area, NSW National Parks and Wildlife Services (NPWS)

Agenda items

No.	Description	Action
1.	<p>Welcome and meeting opening</p> <p>1.1. Helen Drew provided an Acknowledgement of Country.</p> <p>1.2. Attendees were confirmed.</p> <p>1.3. Apologies were noted.</p> <p>1.4. Minutes and action items from the preceding meeting were confirmed.</p> <p>1.5. Chad Weston advised that advertising for a replacement for Ms Wilson was on hold considering the various initiatives presently underway.</p> <p>1.6. Noted that members appointments are for a maximum of four years from 26 April 2023.</p>	

No.	Description	Action
	1.7. Community outreach activities in the form of North Head Sanctuary newsletters were noted.	
2.	<p>NPWS activities update</p> <p>2.1. Chad Weston provided an update on avian flu preparations and noted that the Sydney North division of NPWS has led the State in relation to preparation and controls. Community members and NHS were advised to avoid any dead birds and report them to NPWS, and to encourage others to do the same.</p> <p>2.2. Pampas grass clumps continue to be actively managed while bush regeneration is being proactively undertaken.</p> <p>2.3. Fire-related Asset Protection Zones (APZs) have been reviewed across the site and maintenance undertaken. NHS observed that maintenance has had the additional benefit of opening-up view corridors.</p> <p>2.4. Wharf and sea wall assessment has been commenced and a report in this regard is underway.</p>	Community assistance sought to avoid and report any dead birds to help prevent the spread of potential avian flu.
3.	<p>Draft 2023 Annual Environmental Report for North Head Quarantine Station (NHQS)</p> <p>3.1. The 2023 Draft is now considered final. Updates to reports and monitoring for 2024 have been requested by DPHI.</p>	
4.	<p>Update on progress with the planning approvals pathway</p> <p>4.1. The public exhibition has closed but timelines otherwise remain very tight.</p> <p>4.2. Draft conditions for review by NHS are imminent.</p> <p>4.3. Further updates will be provided to members via the chair as the process progresses.</p>	Updates to be provided to members between meetings c/o the chair
5.	<p>Update on the review of the Site Wide Management Plans</p> <p>5.1 Plans are now final and endorsed with the exception of those requiring Heritage NSW approval.</p>	
6.	<p>Community outreach initiatives</p> <p>6.1 NHS advised that the September Community Day had been well received with very positive feedback. Unfortunately advance bookings for tours and activities did not all turn into attendance on the day.</p> <p>6.2 The application for a Place Making Grant from Northern Beaches Council was not successful.</p> <p>6.3 An application is being considered for an “Activating State Heritage” grant.</p>	

No.	Description	Action
7.	<p>Moveable heritage collection</p> <p>7.1 QSCCC members noted ongoing slow progress, constrained by limited resources, with recording of the moveable heritage collection.</p> <p>7.2 NPWS to follow-up regarding their curatorial assistance.</p>	NPWS to follow-up curatorial assistance for recording of the moveable heritage collection.
8.	<p>Schedule of meetings for 2025</p> <p>The proposed schedule of meetings for 2025 is:</p> <ul style="list-style-type: none"> • 12 February • 14 May • 13 August • 12 November <p>The chair will follow up with calendar bookings in the new year.</p>	Chair to transmit calendar bookings in 2025
9.	<p>Other business</p> <p>Noted that NPWS received a 2024 National Heritage Award for the lookout sites in the national park.</p> <p>Next meeting</p> <p>The next meeting is scheduled for 9am on Wednesday 12 February 2025.</p>	
10.	<p>Thanks and close</p> <p>The Chair thanked everyone for their participation over the year, as well as the co-proponents for hosting the meeting.</p> <p>The meeting closed at 9.45 am.</p>	

Action list

Meeting date	Action	Responsibility	Status
<p>Members are encouraged to report operational matters (such a signage / gates / pampas grass) at any time c/o the local NPWS Area Mailbox - Sydney North: npws.sydneynorth@environment.nsw.gov.au.</p>			
27 February 2023	Monitoring reports to be distributed on completion: <ul style="list-style-type: none"> Long-nosed bandicoot. 	NPWS	Long-nosed bandicoot report to follow.
8 November 2023	NPWS and NHS to prepare a summary of submissions to their respective plans related to the update of the Site Wide Management Plans.	NPWS and NHS	Closed
8 August 2024	NPWS to provide advice to the Committee on a replacement for Ms Wilson.	NPWS	Closed
8 August 2024	Community assistance sought to identify Pampas grass clumps before they are actively seeding.	Members	Closed
8 August 2024	Chair to prepare a draft submission to the REF exhibition for Members to review.	Chair and Members	Closed
13 November 2024	Community assistance sought to avoid and report dead birds to help prevent the spread of potential avian flu.	All	Open
13 November 2024	Updates on the planning approvals pathway to be provided to members between meetings c/o the chair.	NPWS and Chair	Open
13 November 2024	NPWS to follow-up curatorial assistance for recording of the moveable heritage collection.	NPWS	Open
13 November 2024	Chair to transmit calendar bookings for 2025 in the new year.	Chair	Open