



# Notes of Informal Meeting

**Bushland and Natural Heritage Advisory Committee**

**Wednesday 15 May 2024  
5:00 pm - 6:30 pm**

<b>Location:</b>	Willoughby City Council Depot, Chatswood
<b>Facilitator:</b>	Councillor Anna Greco
<b>Attendees:</b>	Lorraine Cairnes – Member Kay Donovan – Member Scott Graham – Member Adrienne Kabos – Member  Alfred Bernhard – Bushland Team Leader Bushra Salam – Governance
<b>Apologies/absent:</b>	<b>Members:</b> Gay Spies; Ross Wellings <b>WCC Staff:</b> Nicholas Yu – Natural Assets Officer
<b>Guests:</b>	Councillor Anna Greco
<b>Attachments:</b>	Nil

## Agenda items

Item	Topic / Discussion	Action
1	<b>Welcome</b>  The meeting proceeded and the items listed were discussed.  However due to a lack of quorum at the meeting these discussions were noted as informal discussions.	
	<b>Acknowledgement of Country</b>  Governance Officer, acknowledged Country on behalf of Council.	
	<b>Apologies</b>  Gay Spies and Ross Wellings were apologies.	
	<b>Absent</b>  Edward Coates, Mark Crew, Meredith Foley were absent.	

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### **Declarations of interest**

No declarations of interest were made.

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## **2 Appointment of Chair**

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- Lorraine Cairnes nominated Councillor Anna Greco.
- Kay Donovan seconded.
- No other nominations were received.
- All in favour

In accordance with Item 5.2 of the Terms of Reference, the Committee appointed Councillor Anna Greco as the Chair for this informal meeting.

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## **3 Confirmation of Previous Minutes – 14 February 2024**

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Due to a lack of quorum, this item was deferred until the next Committee meeting.

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## **4 Business arising from the previous meeting**

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### **Griffin Reserves Working group update**

Adrienne Kabos presented an update on the Working Group.

The meeting thanked Matthew Keighery for his detailed work on correcting the boundaries of the Keep Reserve. The correct boundaries have now been re-gazetted by the Geographical names Board.

The Griffin Reserves Action Plans have been updated and are on Have Your Say for comments. There has been a good response to the visits and door-knocks by a Bushland team staff member, notifying local residents of the opportunity to comment on the revised POM. There have already been over 400 visits to the website.

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Further consideration of this item was deferred until the next Committee meeting.

### **Bushcare working group update**

Scott Graham presented a draft discussion paper.

Key discussion points were:

- The group has met and has been collecting some basic data from Council on numbers and trends, and has listed ideas and concepts for increasing community engagement with Bushcare.
- Overall, bushcare numbers are not growing, which is generally in line with a general downturn in volunteer participation everywhere. Some bushcare groups have been lost because of this trend.
- Committee members might comment on Council's draft volunteer policy, currently on Have Your Say, and could also make a submission to Council and include the work on volunteers done by this working group.
- Bushcare training sessions are usually held at weekends, and some should be held on weekdays to encourage participation.
- This Working Group will table the finalised discussion paper at the next BANHAC meeting and proposes to present the discussion paper for consideration at the next Bushcare Conveners meeting.

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## **5 Business discussed**

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### **Community issues:**

The Bushland Team Leader informed the Committee about the upcoming community engagement events.

1. Bush Poetry Sunday afternoon (19 May) at the Henry Lawson Cave
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2. Canopy of Life, Tree Festival 2024 (29 May-16 June)
3. Tree Day Planting 28 July at Muston Park
5. Fauna Fair (25 August) at Willoughby Park
6. Bushcare Training (July)

The Committee members thanked the Bushland Team Leader for the updates.

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### **Crown Lands Aboriginal claims**

The Bushland Team Leader noted that Crown Land at Talus Reserve, Naremburn was being transferred to the Aboriginal Land Council following an ongoing claim. This includes the leased Tennis Courts and carpark but enables future public access over the existing paths and walking tracks. Council maintenance of the adjacent bushland reserve area will continue. Negotiations are still in progress including the question of whether this land could be used for commercial purposes.

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## **6 Other Business**

### **Fire Ants**

A briefing has been suggested on the Red Imported Fire Ants issue, and this briefing will be held over until the next Council is installed.

### **End of Term Report**

BANHAC's Terms of Reference s.17.3 require "*An end of term report outlining the work and achievements of the committee during the term, [will] be submitted to Council, prior to the caretaker period.*"

The Advisory Committees' Terms of Reference require that Advisory Committees will be disbanded at the commencement of the caretaker period preceding the 2024 NSW Local Government elections, which is from Friday, 16 August to Friday, 13 September 2024 (inclusive). The Local Government elections are on Saturday 14 September 2024. Council enters the caretaker period on 16th August 2024. This report will therefore be submitted to Council's last meeting.

The members discussed the Draft End of Term Report circulated by Lorraine Cairnes via email before the meeting. This report will be updated with matters from the remaining meetings of the BANHAC, and reviewed by the BANHAC members before being the report is submitted to Governance to provide to Council.

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## 7 Next Meetings

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**Site visit:** Wednesday 19 June 2024, 10:00 am. Meet at end of Rockley Street, Castlecrag

**Committee Meeting:** Monday, 01 July 2024 (5pm) at Willoughby City Council Depot, Chatswood.

**Suggested Agenda Items:**

- End of Term Report
- Griffin Reserves Working Group report
- Castlecrag Site visit report.
- Griffin Reserves Action Plans
- Bushcare Engagement Working Group report
- Update on the Local Government Conference and Tree legislation
- Tree Day activity at Muston Park

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## 8 Conclusion

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The meeting concluded at 6:20 pm.

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**The meeting reconvened on Wednesday 12 June 2024 at 5.44pm**

**Location:** Online

**Chair:** Councillor Anna Greco

**Attendees:** Lorraine Cairnes – Member  
Mark Crew – Member  
Meredith Foley – Member  
Adrienne Kabos – Member  
Gay Spies – Member

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**Apologies/absent:** **Members:** Ross Wellings, Edward Coates, Scott Graham  
**WCC Staff:** Alfred Bernhard – Bushland Team Leader, Nicholas Yu – Natural Assets Officer

**Guests:** Councillor Anna Greco  
Melinda Aitkenhead – Governance Lead (Minute Taker)

**Attachments:** Nil

## Agenda items

Item	Topic / Discussion	Action
1	<b>Welcome</b> Meeting was declared open at 5.44pm when the quorum was reached.  <b>Apologies</b> Ross Wellings, Janine Coates, Scott Graham were apologies. <b>Absent</b> Council Officers Alfred Bernhard and Nicholas Yu were absent.	
	<b>Declarations of interest</b> No declarations of interest were made.	
2	<b>Appointment of Chair</b> <ul style="list-style-type: none"><li>Adrienne Kabos nominated Councillor Anna Greco.</li><li>Gay Spies seconded.</li><li>No other nominations were received.</li><li>All in favour</li></ul> In accordance with Item 5.2 of the Terms of Reference, the Committee appointed Councillor Anna Greco as the Chair for this informal meeting.	
3	<b>Confirmation of Previous Minutes – 14 February 2024</b> Moved by Gay Spies and seconded by Adrienne Kabos, the minutes of the meeting of the Committee held on 06 March 2024	

were unanimously adopted.

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4 **Confirmation of Notes from Informal Meeting – 15 May 2024**

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Moved by Lorraine Cairnes and seconded by Adrienne Kabos, the notes from the informal meeting of the Committee held on 15 May 2024 were unanimously adopted.

Kay Donovan entered the meeting at 6.10pm.

Gay Spies departed the meeting at 6.10pm.

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5 **Other Business**

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**Committee Terms of Reference**

A discussion was held on the Committee Terms of Reference and other governance issues including Councillors as Chairs, procedural issues and various errors experienced through the Committee terms have affected that ability of the Committee.

Moved by Lorraine Cairnes and seconded by Meredith Foley, the Committee recommended the following. Adopted unanimously.

**Motion:**

*“That a new item, Committee governance matters, be included in the Committee’s Agenda for the meeting to be held on 1 July 2024”.*

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8 **Conclusion**

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The meeting concluded at 6:24pm.

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