

**Attendees:** Cr David West, John Hogg, John Harris, Kirsty Hughes (MCW), David Hopper (GTCC), Tanya Cross (GTCC), Richard Pamplin, (GTCC) Bob McDonnell (GTCC), Graeme Stone (GTCC).

	<b>ITEM</b>	<b>ACTION</b>
1.	<b>Apologies:</b> Mitch Tulau (OEH), Stephen Griffith, Clare Manning (NPWS), Geoff LeMessurier (CMA), Carl Atchison.	<i>Accepted</i>
2.	<b>Minutes and actions arising from the previous meeting held 6 June 2013</b>	<i>Accepted</i>
	<i>Status of Actions from Previous Minutes</i>	
	Progress prospectus/DVD for Big Swamp – The final draft DVD was presented and is now to be finalised.	<i>DH – Next Meeting</i>
	Provide Big Swamp Hydrological Study update – Comments being incorporated into final document.	<i>DH – Next Meeting</i>
	Investigate biodiversity/carbon offset process – No further development.	<i>GLM – Ongoing</i>
	Continue landholder consultation within Big Swamp – No further development.	<i>DH – Ongoing</i>
	Investigate funding opportunities for Big Swamp – No further development.	<i>DH – Ongoing</i>
	Provide Cattai POM review update – on-site meeting to be arranged with Aboriginal stakeholders to facilitate feedback on draft Concept Plan.	<i>TC – Ongoing</i>
	Undertake Fish Survey for Cattai – JHa to provide update next meeting. .	<i>JHa – Next Meeting</i>
	Touch base with Rob Oakeshott regarding Big Swamp project – Rob Oakeshott is resigning from politics. The committee moved to send a letter of appreciation to Rob thanking him for his support over the years.	<i>TC - Next Meeting</i>
	Pest Management Plan – DH advised of an opportunity to engage a university student from Southern Cross University on an internship over the summer holidays to help develop the pest management plan.	<i>DH – Dec 2013</i>
	Roll out ASS/floodplain education package – No further development.	<i>TC, DH – Oct 2013</i>
	Contact Brian Crisp for John's contact details – Details received. DH to call John and discuss information sharing opportunities.	<i>DH - Next Meeting</i>

	Invite Terry Evans to an upcoming meeting to provide presentation on geology of Cattai – Terry could not attend this meeting due to health reasons.	<i>TC – Next Meeting</i>
	Tanya to advise date of Kooragang / Hunter Wetlands trip	<i>TC – October 2013</i>
	<i>Actions Arising from Previous Minutes</i>	
	Nil.	
<b>3.</b>	<b>General Business</b>	
	<u>Cattai Shelter</u> Design options for the outdoor shelter at Cattai were tabled. The preferred structure was a skillion roof design. The style of the shelter was debated (rustic vs dressed timber, steel vs timber). TC advised she would obtain quotes for different design options/styles and seek further feedback once costs had been established.	<i>TC – August 2013</i>
<b>4.</b>	<b>Next Meeting</b>	
	Thursday 18 <sup>th</sup> July commencing at 9:30am in the Committee Room.	<i>DH to send invites</i>

	<b>Current Actions</b>	<b>Who</b>	<b>Due</b>
1.	Hand out prospectus package	DH	August 2013
2.	Provide Big Swamp Hydrological Study update	DH	Ongoing
3.	Investigate biodiversity/carbon offset process	GLM	Ongoing
4.	Continue landholder consultation within Big Swamp	DH	Ongoing
5.	Investigate funding opportunities for Big Swamp	DH, TC	Ongoing
6.	Provide Cattai POM review update	TC	Ongoing
7.	Undertake fish survey at Cattai	JHa	Next meeting
8.	Send letter of appreciation to Rob Oakeshott.	TC, DH	Next meeting
9.	Prepare Pest Management Plan – investigate potential to engage university student	DH	December 2013
10.	Roll out ASS/floodplain education package	DH, TC	October 2013
11.	Contact John at Tyto Wetlands to obtain ideas for Cattai.	DH	Next meeting
12.	Invite Terry Evans to an upcoming meeting to provide presentation on geology of Cattai	TC	Next meeting
13.	TC to advise date of Kooragang / Hunter Wetlands trip	TC	October 2013
14.	TC to acquire quotes for different design options/styles of the Cattai shelter.	TC	August 2013