

Redland City Council

Community Reference Group Terms of Reference

Coochiemudlo Island Shoreline Erosion Management Plan

Date: 06/11/2017
Version 4.0 FINAL

Background

Coochiemudlo Island is a small island community just off the coast of Victoria Point. The island community includes/consists of permanent residents, short term residents, and holiday house owners but also experiences a significant number of visitors/tourists annually. Coochiemudlo Island has a high level of environmental, ecological, social and cultural value.

The coastline of Coochiemudlo Island is a dynamic environment with the beaches along the eastern extent of the island generally more affected by weather events and also the sediment transport mechanisms occurring on the island.

High tides and winds associated with Tropical Cyclone Oswald during the Australia Day weekend in 2013 caused significant erosion to the eastern beaches of Coochiemudlo Island. Damage to the Norfolk track and general loss of vegetation due to shoreline recession was of particular concern.

A report was prepared for Council by BMT WBM Pty Ltd to enable Council to satisfy its State and Federal coastal management responsibilities and to be proactive in planning shoreline erosion management.

The report suggests a “do-nothing” approach would be unacceptable to the Coochiemudlo community because of the risk of the beaches on the eastern shoreline becoming substantially narrower over time, and their composition gradually changing to becoming predominately mudflat.

The report recommends -

- relocating the Norfolk track 22 metres inland
- beach nourishment using imported sand for protection works to maintain five rocky outcrops or headlands that help control the alignment of the beach.
- beach monitoring to assess long-term change, including an annual beach erosion dune scarp survey.”

The report, initially intended as a Draft Shoreline Erosion Management Plan was re-termed by Council resolution on 20 August 2014 as the Norfolk Beach Erosion Study.

A three-stage consultation and engagement process will occur to:

- Further engage with the Coochiemudlo Island community, including establishment of a reference group; with community representation;
- Conduct further research into shoreline erosion issues; and

- Complete the SEMP and prepare a Draft Implementation Plan for formal consideration and adoption by Council.

Factors that must be considered in this planning process include:

- The long- term cultural and socio-economic well-being of the Coochiemudlo Island community;
- Compliance with Redland City Council planning requirements and public safety responsibilities;
- The natural physical and ecological processes acting upon and within the island's coastal zone;
- Local knowledge and expertise of Coochiemudlo Island residents;
- State and Federal Government planning requirements, environmental and coastal management legislation, regulation and policies;
- All relevant technical data, including further shoreline erosion research to be undertaken by Council, and other relevant external scientific studies.

Purpose

The primary purpose of the reference group is to:

- Work with Redland City Council officers to contribute their expertise and knowledge to shoreline erosion planning for Coochiemudlo Island;
- Provide valuable local input to enable the delivery of a SEMP and Draft Implementation Plan that meets the current and long term needs of the community.

The reference group will have the opportunity to be directly represented on the Redland City Council Coastal Adaptation Strategy Steering Committee on occasions when Coochiemudlo Island erosion matters are listed on the agenda.

Project Sponsor

RCC Group Manager of City Infrastructure Group

Project Manager

RCC Adviser - Infrastructure Planning

Role

Members of this reference group will:

- Be briefed on Council and State policy requirements for coastal protection and management, and the three stage consultation and engagement process during the completion of the SEMP, including preparation of a Draft Implementation Plan;
- Contribute advice, information and insight on shoreline erosion and practical management options based on personal and professional knowledge and experience of local conditions and community economic, cultural, historical and environmental

considerations;

- Independently review and comment on existing technical data, and any further shoreline erosion research, as it becomes available;
- Share information and reports on the progress and direction of the SEMP action planning process to relevant community networks.

Composition

The reference group will be chaired by the relevant Divisional Councillor.

It will involve members drawn from the local residential community, community groups and professional members of our community.

The members will represent a cross section of interests and be in a position to represent and provide feedback to larger community networks.

Councillors can nominate members. Membership may include Traditional Owners and professional and research bodies.

State Government representatives will also be invited to participate. The Coochiemudlo community can also nominate others with independent, value-adding views that live outside Coochiemudlo Island.

Selection Process

The Mayor will write to key local groups, inviting them to nominate a representative to be part of the reference group.

A mayoral letter will also be written to Coochiemudlo Island residents, inviting them to nominate themselves or another resident as community representatives on the reference group.

All appointments to the reference group, including replacement appointees, will reflect the following attributes:

For individual residents

Selected representation based on:

- Professional knowledge and experience;
- Strong local knowledge pertinent to local erosion management issues, as well as the wider cultural, historic and economic interest of the island residents, including the Traditional Owners;
- Strong connection to the community and demonstrated willingness and ability to communicate objectively on these projects to other members of their community.

For organisations

Sample sector representation that reflects key local interests from among but not restricted to:

- The Coochiemudlo Island Progress Association;
- Quandamooka Yoolooburrabee Aboriginal Corporation;
- Coochiemudlo Island Coastcare;
- Coochiemudlo Island Surf Life Saving Club;
- Other relevant community groups.

The final make-up of the reference group will be ratified by the city-wide Shoreline Erosion Management Steering Committee.

Meetings

Meetings for this reference group are expected to be held on an as needs basis from October 2017 until the SEMP is completed. The times of these meetings will be negotiated by the project team to suit the members.

Protocols

To ensure effectiveness, the following meeting protocols will apply in relation to all meetings:

- Reference group members will respect the role of the facilitator in the conduct of meetings;
- All members will respect the right of every member of the Team to speak and put forward their views;
- Members will comply with the facilitator's decisions in relation to allocation of time to agenda items;
- A meeting record will be taken at each meeting and made available via e-mail to the group;
- An evaluation will be carried out at the end of the process to assess the effectiveness of the meetings.

Context

While the reference group will act as an important forum, it must be noted that the group does not have authority to approve or refuse elements of the management plan or make policy decisions. The role of the community reference group is to provide advice and expert local knowledge to Council and to represent the needs of the community in the development of the Implementation Plan.

Timing and Appointment

Members of the reference group will be appointed until the completion of the SEMP, including submission of a Draft Implementation Plan to Council for formal consideration.

Ending an Appointment

Reference group members' appointment may be ended on the basis of one of the following:

- Resignation;
- Regular non-attendance at meetings (members will be considered to have vacated their position on the reference when they have been absent from three meetings without an apology);
- Failure of a team member to respect confidentiality requirements;
- Repeated failure by a reference group member to adhere to the protocols.

Confidentiality

From time to time reference group members may be asked to review and

comment on draft documentation and/or technical data that have not been formally considered by the Council. Members will be notified in advance of any confidential items requiring discretion.

Payment for Service

There are no sitting fees for the Community Reference Group.

Contact with the Media

Media enquiries relating to the work of the community reference group are to be managed according to Council's corporate media policy guidelines.

All media requests are to be directed to Council's Communication, Engagement and Tourism Group on media@redlands.qld.gov.au or Phone: 3829 8726.