

# Coffs Coast Regional Park Trust Board Meeting

## MINUTES – Monday, 24 July 2023



City of Coffs Harbour Administrative Centre – 1pm

TRUST: Rod McKelvey, Grahame Douglas, Cr George Cecato, Yvette Pacey

CHCC: Andrew Beswick, David Sutton

NPWS: Glenn Storrie, Dean Egan

APOLOGIES: Tony Dootson, Cr Tegan Swan

Previous Meeting, Monday, 8 May 2023

Approved by Chair .....

ITEM	ACTION
<b>AGENDA ITEMS</b>	
<b>Meeting opened 1.06pm</b>	
<b>Acknowledgement of Country</b>	Welcome to all and acknowledgement of Country by Cr Cecato
<b>Conflict of Interest with Agenda Item</b>	<ol style="list-style-type: none"> <li>1. Rod McKelvey – Arrawarra Gully</li> <li>2. Cr Cecato – Member of G'day Group incorporating Discovery Parks</li> <li>3. Cr Cecato – Item 3.3 – Miranda Place, Korora – Resident of Korora</li> </ol>
<b>Minutes</b>	<p><b>Recording the Mover &amp; Seconder in Minutes</b></p> <p>Discussion on whether motions can be carried by way of Board Members voting in agreeance of the motion in lieu of calling for mover &amp; seconder.</p> <p><b>Action:</b> NPWS to investigate whether motion can be carried if Board Members all vote in favour of motion in lieu of calling for mover and seconder.</p>
<b>Confirmation of Minutes of Previous Meeting</b>	<p><b>367 Moved</b> that the Minutes of the Coffs Coast Regional Board Trust Board Meeting held on Monday, 8 May 2023 be adopted as a true and correct record.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Yvette Pacey entered meeting at 1.16pm</p>

<p><b>Item 1 – Matters Arising from Previous Meeting – Monday, 8 May 2023</b></p>	<ol style="list-style-type: none"> <li>1. <b>Minutes – City of Coffs Harbour Website</b> <b>Action:</b> Section of City of Coffs Harbour Website where link to adopted Minutes is inserted, to have the words "Minutes published here once approved at following meeting".</li> <li>2. <b>OneDrive</b> – Currently with City of Coffs Harbour IT Section</li> <li>3. <b>Establishment of email accounts for Board Members and staff</b> – Currently with City of Coffs Harbour IT Section.</li> <li>4. <b>Appointment of Office Bearers</b> – Rod McKelvey was elected as Chairperson and Cr Cecato was elected as Deputy Chairperson for the next 12 months. The appointments took effect on 1 July 2023.</li> <li>5. <b>RFS – Community Action Protection Plan – Arrawarra/Mullaway</b> – Dealt with in Item 3.3</li> <li>6. <b>Memorial Naming Policy</b> – Out of Session Paper – See Item 3.1</li> <li>7. <b>Sandy Beach Youth Space Shade Sails – Summary of Costs</b> – Dealt with in Item 3.4</li> <li>8. <b>CCRP Kangaroo Management</b> – See Items 2.2 &amp; 2.3</li> </ol>
<p><b>Item 2 – Correspondence</b></p>	<ol style="list-style-type: none"> <li>1. <b>In – Richard &amp; Kerry Sanders – Domestic Dogs in CCRP</b> <b>Action:</b> 1) NPWS replied to Ministerial to Minister for the Environment clarifying zoning. 2) Technical Officer, City of Coffs Harbour to arrange on site signage outlining regulations</li> <li>2. <b>Out – Transport for NSW – Highway Crossing Structures</b> No reply to letter sent on 18 May 2023 has been received. <b>Action:</b> NPWS to follow up with Transport for NSW seeking a response.</li> <li>3. <b>Out – Steve &amp; Lesley Tucker – Kangaroo Population – Moonee Beach Nature Reserve</b></li> <li>4. <b>In – Steve &amp; Lesley Tucker – Kangaroo Population – Moonee Beach Nature Reserve</b></li> <li>5. <b>Out – John Paul College – Yvette Pacey – CCRP Trust Board attendance</b></li> <li>6. <b>In – John Paul College – Yvette Pacey – CCRP Trust Board attendance</b></li> <li>7. <b>In – Joe Hay - Discovery Parks – Emerald Beach – Rental Valuation</b> – Dealt with in Item 3.3</li> <li>8. <b>In &amp; Out – Discovery Parks – Emerald Beach – Licence Fee</b> – Dealt with in Item 3.3</li> <li>9. <b>In Heather Young – Availability of CCRP Trust Board Minutes</b></li> <li>10. <b>Out – Heather Young – Availability of CCRP Trust Board Minutes</b> <b>Action:</b> Chairperson to write to Heather Young reiterating Board's decision</li> </ol>

<p><b>Item 3.1 – Out of Session Minute – Friday, 26 May 2023 – Memorials In Parks Policy &amp; Procedure</b></p>	<p><b>368</b> Moved that the Out of Session Minute (Minute No 366) – Memorials in Parks Policy &amp; Procedure be formally adopted.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>Item 3.2 – Financial Trust Report (City)</b></p>	<p><b>369</b> Moved that the Financial Report as presented be adopted.</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>Transfer of Funds from NPWS to Coffs Coast Regional Park Trust Account</b> NPWS has transferred an additional \$300,000 to Coffs Coast Regional Park Trust Account to assist with the management of the regional park.</p> <p><b>Term Deposit</b> Term Deposit due to mature in September 2023.</p> <p><b>Regional Grant Funding</b> Advice received that. Regional Grant funding may not be available in future.</p>
<p><b>Item 3.3 – NPWS - Update (NPWS)</b></p>	<p><b>Miranda PI, Korora Stairs</b> Encroaching stairs illegally built on hillside within CCRP in Littoral Rainforest (threatened ecological community). Accessway linked to one private lot (benefits only a few park neighbours) and assessed as a current safety hazard risk borne by CCRP Trust.</p> <p><b>370 Moved that</b></p> <ol style="list-style-type: none"> <li>1. NPWS undertake letterbox drop to neighbours regarding issue/removal.</li> <li>2. City to deconstruct illegal structure in areas on CCRP and make safe. NPWS to coordinate site rehabilitation.</li> <li>3. Working Group to action Operational Plan item regarding alternative existing public access (improvement design) along Kotara Place/Bellevue Drive – PoM (Investigate the provision of an appropriate beach access in the Kotara Place/Bellevue Drive location at Korora Beach, in consultation with the local community and council, including location, design, funding and construction).</li> </ol> <p style="text-align: right;"><b>CARRIED</b></p>

<p><b>Item 3.3 – NPWS - Update</b> (NPWS) (cont'd)</p>	<p><b>Beach Way, Sapphire – DA breach – Installation of 7 Public Access Gates in Replacement Fence on the Eastern Boundary Fence</b></p> <p><b>Action:</b></p> <ol style="list-style-type: none"> <li>1. NPWS has informed Residents Group, Strata Management and fencer re 'no gates legal on eastern boundary' in verbal and writing prior new fence installation. Residents have a legal public beach access to immediate south (boardwalk) and north boundary (onto firetrail).</li> <li>2. City of Coffs Harbour Compliance Team now in communication with Residents Group regarding this DA breach, seeking to have gates removed and fence closed off.</li> </ol> <p style="text-align: right;"><b>NOTED</b></p> <p><b>Discovery Parks – Emerald Beach – Licencing Encroachments</b></p> <p><b>371</b> Moved that the Board agrees to:</p> <ol style="list-style-type: none"> <li>1. NPWS issuing a formal warning in relation to a breach of the NPWS Act for the construction of concrete structures on Ministerial lands.</li> <li>2. Enter into a Licence Agreement, based on independent valuation, including increases with CPI.</li> <li>3. NPWS staff and Board Members meet with the management of Discovery Parks seeking compensatory arrangements for illegal construction in the park, including consultation with Aboriginal community (Gumbaynggirr) regarding acknowledgement of cultural site values.</li> </ol> <p><b>Bushfire Management</b></p> <p><b>372</b> Moved that Board agrees to proceeding on PoM Management option 7.5.3 – Pre-2003 clearing precincts as per provided priority list and timeframe.</p>
<p><b>Item 3.4 – Project Update</b> (City)</p>	<p><b>Arwarra Bridge –</b> Preparation for improvement works in progress. Discussion regarding bridge height creating obstacle to cross for some members of community. Concern noted. Advice being the intent of the project is to use existing asset located on CCRP land to provide safe access, lowering height or otherwise modifying is beyond current project scope and funds.</p> <p><b>Sandy Beach Youth Space &amp; Playground</b> Works complete, positive feedback has been received from community. <b>Action:</b> Final project cost to be reported at CCRP Trust Board Meeting at next meeting.</p> <p><b>Mullaway Playground and Amenities</b> Both playground and amenities are completed. Positive feedback has been received from community.</p>

<p><b>Item 3.4 – Project Update</b> (City) (Cont'd)</p>	<p><b>Asset Condition List was presented to Board</b> Board received and noted update of works complete and work planned for 2023/24 financial year.</p>
<p><b>General Business</b></p>	<p><b>Regional Park Boundary Maps</b> <b>Action:</b> Board members be provided with maps showing boundary of Regional Park. NPWS to provide.</p> <p><b>Walking Tracks in Moonee Beach Reserve</b> NPWS to soon commence upgrading walking tracks in Moonee Beach Reserve.</p> <p><b>Moonee Beach Bridge</b> The bridge is on Crown land with Discovery Parks having care, control and management <b>Action:</b> NPWS to follow up with crown lands the timeframe of completion of works and report back to Trust Board.</p> <p><b>Kangaroos at Emerald Beach –Population Control</b> NPWS seeking approval from Trust Board to fund \$70,000 to engage Sydney University to undertake Trial of Population Management.</p> <p><b>373</b> Moved that the sum of \$40,000 be provided by the Trust Board for the health check and trial of population management at Emerald Beach in addition to the current \$30,000 previously allocated.</p> <p style="text-align: right;"><b>CARRIED</b></p>
<p><b>Item 4 – Next Meeting</b></p>	<p><b>November 2023</b> <b>Theme:</b> Finalisation and Endorsement of Annual Operations Plan and Associated Budgets</p>

Meeting closed at 5.10pm