

Coffs Coast Regional Park Trust Board Meeting

MINUTES – Monday, 14 November 2022



City of Coffs Harbour Administrative Centre – 1pm

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

CHCC: Andrew Beswick, Andrea Vallance, David Sutton

NPWS: Glenn Storrie, Dean Egan

APOLOGIES: Sally Spinner, Adam Richards, Tony Dootson

Previous Meeting, Monday, 29 August 2022

Approved by Chair

[Signature] 13.2.2023

ITEM	ACTION	Moved / Seconded
AGENDA ITEMS		
Meeting opened 1.07pm		
Acknowledgement of Country	Welcome to all and acknowledgement of Country	
Conflict of Interest with Agenda Item	Rod McKelvey – Arrawarra Gully	
Confirmation of Minutes of of Previous Meeting – Monday, 29 August 2022	<p>342 Moved that the Minutes of the Coffs Coast Regional Board Trust Board Meeting held on Monday, 29 August 2022 be adopted as a true and correct record.</p> <p style="text-align: right;">CARRIED</p>	Douglas/Swan
Matters Arising from Previous Meeting – Monday, 29 August 2022	<p>Website/Email Update</p> <p>NPWS has worked with Council staff on the new Coffs Coast Regional Board Trust Board website (CCRP Board website) to be hosted on Council website.</p> <ul style="list-style-type: none"> ➤ The website will contain links to all operational documents in addition to existing web pages. ➤ The contents have been finalised – CCRP Board website creation to begin in December 2022 <p>343 Moved to expedite the CCRP Board website update.</p> <p style="text-align: right;">CARRIED</p>	Pacey/Cecato

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<p>Matters Arising from Previous Meeting – Monday, 29 August 2022</p>	<p>Emerald Beach Community Beach Access Improvement Submission re Dog Access Petition</p> <p>344 Moved that:</p> <ol style="list-style-type: none"> 1. The Board provide written reply to the Emerald Beach dog owners advising that current beach access is considered safe and that dogs will still be permitted to the reserve on a leash in line with Plan of Management. 2. Board to write to Council advising the Board has concerns surrounding Dog Policy and management of such policy. <p style="text-align: right;">CARRIED</p> <p>Voluntary Planning Agreement (Lot 51 DP 1057416)</p> <p>The Chairman requested further information from Council.</p>	<p>Cecato/Douglas</p>
<p>Item 2.1 - Out Session Minute Saturday, 24 September 2022 (Resolution No. 341) – Reinvestment Term Deposit CCRP</p>	<p>The Board noted the resolution – Item was resolved in Out of Session</p> <p>Resolution No 341 resolved that:</p> <p>The Coffs Coast Regional Park Trust Board endorses the proposal to reinvest at maturity, \$1.2M TD together with the accumulated interest at the maximum rate available on the day, for 6months, then when approval is obtained the Board agrees to invest the balance of the \$4,000,000.00 into Term Deposits, over varying terms that allow us to meet agreed commitments from future Operations Plans and take advantage of predicted rate rises.</p> <p>Cr Swan left meeting at 2.27pm</p>	<p>Storrie/Douglas (unanimously)</p>
<p>Out of Session – Sandy Beach Youth Space Use Area Budget Request</p>	<p>345 Moved that Coffs Coast Regional Park (CCRP) Trust Board fund the deficit by:</p> <ol style="list-style-type: none"> 1. Deferring 2 existing projects: <ul style="list-style-type: none"> • Sandy Beach car park – project is not able to be delivered this financial year. Funds can be made available via the CCRP trust account next financial year to deliver the project. • Mullawarra reserve design – The city can incorporate the design works into its current planning schedule. <p style="text-align: right;">Cont'd</p>	<p>Storrie/Pacey</p>

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Out of Session – Sandy Beach Youth Space Use Area Budget Request	2. Allocate \$100,000 currently unallocated from the CCRP Trust Board Account Sandy Beach car park: \$200,000 Mullawarra design: \$ 25,000 CCRP Trust Board Account: \$100,000 Total: \$325,000 <p style="text-align: right;">CARRIED</p>	
Item 2.2 – Business Opportunity – Filming Permits within CCRP	Noted Deferred to Out of Session paper. NPWS to provide NPWS Drone Policy to Board members.	
Item 2.3 – Sign Removal Update – Safety Beach	Bush regeneration contractors have been engaged to undertake replanting where the damage occurred. 346 Moved that: 1. When replanting has been completed, the Board communicate this action to the residents by way of letterbox drop. 2. Board provides written response to Kylie David 3. In accordance with the policy, sign to be removed Andrew Beswick left meeting at 2.59pm	Douglas/Storrie
Item 2.4 – Tree Clearing Policy update – Draft Procedure for Managing Damage of Vegetation in CCRP (– Deferred from previous Board Meeting	347 Moved that: The CCRP Trust Board: 1. Approve the updated policy 2. Amend policy to acknowledge the impact of tree clearing on Gumbaynggirr cultural values. 3. Updated policy to be published on new CCRP Board website under Policies section 4. The Board will utilise social and traditional media to draw attention to future events. Publish media releases/social media /promote community education and host on CCRP Board website when new CCRP Damaged vegetation events occur <p style="text-align: right;">CARRIED</p>	Pacey/Cecato

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Item 2.5 – Financial Report	<p>City presented the Financial Report</p> <p>348 Moved that the Financial report be accepted.</p>	Douglas/Storrie
Item 2.6 – Update on CCRP Activities/Projects	<p>Andrea Vallance provided update on Projects –</p> <ul style="list-style-type: none"> ➤ Mullaway toilet block almost complete ➤ Sandy Beach – OOS - Sandy Beach Youth Space Use Area Budget Request ➤ Sandy Beach Skate park and basketball court will be open in time for Christmas 2022. <p>City advised Board on CLIRP Funding projects -</p> <ul style="list-style-type: none"> ➤ Currently working on details for Diggers Beach viewing decks, Cabin Beach stairs and Emerald Beach beach access ➤ Bridge – Arrawarra Creek – Design and investigation taking place 	
Item 2.7 – Operational Plan 2022/23 and Annual Budget approval	Noted	
Item 2.8 – APZ Review	<p>APZ review to be brought back to Board.</p> <p>Andrew Beswick re-entered the meeting 4.15pm</p>	
Item 2.11 – Memorial Policy	<p>NPWS addressed Board on what is currently occurring in CCRP in respect of unauthorised memorials.</p> <p>349 Moved that the CCRP Trust Board in conjunction with City of Coffs Harbour -</p> <ol style="list-style-type: none"> 1. Approve process to implement removals of unapproved memorials across CCRP. 2. Issue media campaign via Board to advise public of unauthorised memorial removal process through local media outlets, NPWS media, City of Coffs Harbour social media and CCRP website. 3. Agreement for CCRP Board to be key media and public correspondence contact for this public emotive issue, considering likelihood to attract community and media attention. 4. Include condition surrounding cultural element to the policy 5. Review of City of Coffs Harbour’s Memorial Policy to ensure alignment of policy with Trust Board. <p style="text-align: right;">CARRIED</p>	Cecato/Douglas

ITEM	ACTION	Moved / Seconded
Item 2.10 – Request to donate a memorial seat for Neville “John” and Marjorie Mills at Macauleys beach reserve at the end of Ocean Parade	Noted – location not situated in CCRP	
Item 3.1 – Mara Lagzdins Bequest	350 Moved that the Board Chairman make contact with Executor and put forward Board’s proposals. CARRIED	Pacey/Cecato
Item 2.9 – Arrawarra Bridge Access – Deferred from previous Board Meeting	A meeting to be arranged with Crown Lands, Marine Parks, NPWS, City and CCRP Board.	
Item 2.12 – Beach Dune Party – CCRP – Vandalism	Noted extensive media on issue	
Item 3.2 – Arrawarra Beach Public Access	Noted	
Item 3.3 — Tree Clearing Sign Removal, Safety Beach	Noted. Dealt with in Item 2.3	
General Business	<p>Wording on CCRP Signage</p> <p>Board member raised concern regarding wording on CCRP signage in Regional Park.</p> <p>As signs are replaced, steps be taken to ensure wording correctly reflects partnership between Council & NPWS and Trust Board.</p>	
Next Meeting	<p>Monday, 13 February 2023 – 1pm to 4.30pm</p> <p>Theme: Contribute to the identification of Budget Priorities for the Annual Operational Plan and associated Budgets</p> <p>Location: City of Coffs Harbour Administration Centre – Park Beach & Jetty Beach Rooms</p> <p>Monday, 8 May 2023</p> <p>Theme: Annual General Meeting and Review of Annual Operations Plan</p> <p>Location: City of Coffs Harbour Administration Centre – Park Beach & Jetty Beach Rooms</p>	

ITEM	ACTION	Moved / Seconded
	<p>Monday, 24 July 2023</p> <p>Theme: Finalisation and Endorsement of Annual Operations Plan</p> <p>Location: City of Coffs Harbour Administration Centre – Park Beach & Jetty Beach Rooms</p> <p>Monday, 13 November 2023</p> <p>Theme: Mid Year Review of Annual Operations Plan</p> <p>Location: City of Coffs Harbour Administration Centre – Park Beach & Jetty Beach Rooms</p>	

Meeting closed at 5.11pm