

Coffs Coast Regional Park Trust Board Meeting

MINUTES – Monday, 8 May 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, 13 February 2023

Approved by Chair

ITEM	ACTION
AGENDA ITEMS	
Meeting opened 1.05pm	
Acknowledgement of Country	Welcome to all and acknowledgement of Country by Yvette Pacey
Conflict of Interest with Agenda Item	<ol style="list-style-type: none"> 1. Rod McKelvey – Arrawarra Gully 2. Grahame Douglas advised for the Board’s information that Steve Tucker had phoned him regarding Kangaroos at Emerald Beach.
Confirmation of Minutes of Previous Meeting	356 Moved that the Minutes of the Coffs Coast Regional Board Trust Board Meeting held on Monday, 13 February 2023 be adopted as a true and correct record. CARRIED
Item 1 – Matters Arising from Previous Meeting – Monday, 13 February 2023	<ol style="list-style-type: none"> 1. Mara Lagzdin’s Bequest – Rod Kelvey provided update as follows – The Estate has settled. At appropriate time the residence will be placed on the market to sell. The family will make contact with Rod McKelvey to further discuss bequest as and when necessary. 2. Arrawarra Bridge Access (Quotes) – See Item 3.9 3. Minutes for Website – Adopted Minutes for meetings held 4 August 2021, 29 August 2022, 14 November 2022 and 13 February 2023 to be uploaded onto Council’s Website 4. Email Accounts – New Admin and Trust email accounts to be set up for relevant staff and Board members to access. 5. Operational Plan Review – Workshop held 14 April 2023 – Workshop Notes were distributed

ITEM	ACTION
	<p>6. Business Opportunity – Filming Permits within CCRP – See Item 3.3</p>
<p>Item 2 – Correspondence</p>	<ol style="list-style-type: none"> 1. In – Jodie Parker – 33 Darkum Road, Mullaway 2. Out – Jodie Parker – 33 Darkum Road, Mullaway 3. In – Jodie Parker – 33 Darkum Road, Mullaway 4. Out – Jeremy Sheehan – Charlesworth Bay 5. Out – Claire Collier – Emerald Beach Dog Access 6. In – Claire Collier – Emerald Beach Dog Access 7. In & Out – Graham Chaffey – Request No Fish Cleaning Signage – Arrawarra 8. In – Steve Tucker – Kangaroo and Wallaby Management Plan – See Item 3.10 9. In & Out – Mr & Mrs Brennan - Dean explained to Grahame. Glenn explained to Grahame 10. In – City of Coffs Harbour – Voluntary Planning Agreement – Lot 51 DP 1057416 Ocean Parade, Coffs Harbour 11. In & Out – Gina Nixon (Ingleby) & Heather Young – Arrawarra Holiday Park – Disclosure of Interest & Minutes Request 12. In – Alison Paul – Possible Damage withing CCRP 13. Out – Michael David -Sign – Safety Beach
<p>Item 3.1 – 1.30pm – Presentation by Daniel Gibson – RFS – Community Protection Plan for Arrawarra/Mullaway</p>	<p>Grahame Douglas welcomed Daniel Gibson and introduced him to the Board.</p> <p>Daniel provided an informative presentation on the following –</p> <ol style="list-style-type: none"> 1. Bush Fire Survival Map – Highlighting levels of bush fire risk to properties 2. Bush Fire Preparation Map – How to prepare for Bush Fire Season by making Bush Fire Survival Plan 3. Operational Brigade Map <p>Action: NPWS to continue to work with RFS on Community Protection Plan.</p> <p>Daniel Gibson left meeting at 2.24pm</p>

<p>Item 3.2 – AGM (Glenn Storrie)</p>	<p>Appointment of Office Bearers</p> <p>357 Moved that Out of Session Paper be prepared and circulated to Board seeking nominations for Chair and Deputy chair for the next 12 months.</p> <p style="text-align: right;">CARRIED</p>
<p>Item 3.3 – Business Opportunity – Filming Permits within CCRP (NPWS)</p>	<p>358 Moved that:</p> <p>The Coffs Coast Regional Park Trust Board -</p> <ol style="list-style-type: none"> 1. Adopt NPWS fee structure and rules/processes for City issuing filming consents in CCRP. 2. Commercial licensing fees will continue to be allocated to the CCRP Licensing fund to be allocated to CCRP projects, with the exception that City will retain the Application/Assessment Fee as administration costs. 3. Note that NPWS is working with City to develop a set of standard CCRP clauses and additional site-specific clauses for inclusion in the future CCRP filming consents to ensure environmental/cultural protection. <p style="text-align: right;">CARRIED</p>
<p>Item 3.4 – Memorial Policy (City)</p>	<p>Council has adopted Reserve Naming and Memorial Policy and is on Council’s Website.</p> <p>359 Moved that CCRP Trust Board assess processes of City of Coffs Harbour Reserve Naming & Memorial Policy against NPWS Memorial Policy and bring back to Board for consideration</p> <p style="text-align: right;">CARRIED</p>
<p>Item 3.5 – Financial Trust Report</p>	<p>The Financial Trust Report was presented to the Board.</p> <p>A Term Deposit is due to mature on 9 May 2023.</p> <p>360 Moved that</p> <ol style="list-style-type: none"> 1. The Board accept the Financial Trust Report to 31 March 2023 as presented. 2. The Term Deposit, plus interest be reinvested. <p style="text-align: right;">CARRIED</p>
<p>Item 3.6 - Five Year Delivery Program 2021-2026 (City)</p>	<p>The Five Year Delivery Program 2021-2016 was presented to the Board.</p> <p>361 Moved that Coffs Coast Regional Park Trust Board adopt the Five Year Delivery Program 2021/26 subject to annual reviews.</p> <p style="text-align: right;">CARRIED</p>

<p>Item 3.7 – Annual Operations Program 2023/24 (City)</p>	<p>362 Moved that the Coffs Coast Regional Park Trust Board consider the Annual Operations Plan 2023/24 and endorse:</p> <ol style="list-style-type: none"> 1. Items identified in the plan that would be funded from the RMS Trust Board Account. 2. New items identified that require endorsement by the Trust Board from the Original Trust Board Working Account. 3. New items identified that require endorsement by the Trust Board from the NPWS Account. 4. Any unspent funds in 2022/23 be carried forward to 2023/24 as same line items. <p style="text-align: right;">CARRIED</p>
<p>Item 3.8 – Sandy Beach Youth Space Shade Sails (City)</p>	<p>The Board recognised the importance of sunshade for the wellbeing of children using the playground.</p> <p>363 Moved</p> <ol style="list-style-type: none"> 1. That the Coffs Coast Regional Park Trust Board endorse the allocation for \$100,000.00 to fund the total value of the project including the installation of the two shade sails to cover part of the playground within the Sandy Beach Youth Space. 2. The allocation of \$100,000 to come from interest earned in the 2022/23 financial year. 3. The Board seeks a summary of the costs of the project <p style="text-align: right;">CARRIED</p>
<p>Item 3.9 – Arrawarra Gully Pedestrian Bridge (City)</p>	<p>The pedestrian bridge is the only bridge on publicly managed land and is currently deemed unsafe. An allocation of \$150,000 is deemed necessary to repair the bridge The Board is seeking interim safe and legal access for public to access beach.</p> <p>364 Moved that the Coffs Coast Regional Park Trust Board endorse the allocation of \$150,000 to fund the works required to undertake the structural, safety and access improvements to the existing bridge such that the bridge complies with current standards and the Structural Engineers’ recommendations. This is to be funded from CCRP Various Visitor Renewal funds.</p> <p style="text-align: right;">CARRIED</p>
<p>Item 3.10 – CCRP Kangaroo Management (NPWS)</p>	<p>365 Moved that Coffs Coast Regional Park Trust Board</p> <ol style="list-style-type: none"> 1. Note the information in the report presented to the Board on kangaroo management in the Emerald Beach locality. 2. Utilise the information in the brief to prepare a response to Mr and Mrs Tucker.

	<p>3. Allocate \$30K to a program to undertake a health assessment on the Emerald Beach kangaroo population and trial new forms of birth control. The Coffs Coast Regional Park funding to be funded from under utilised 2022/23 financial year budget.</p> <p>4. Board write to Transport for NSW asking them to consider providing proper safe and secure wildlife corridor for animals to cross highway</p> <p>5. Site visit to consider vegetation issues for a sustainable kangaroo population.</p> <p style="text-align: right;">CARRIED</p>
General Business	Nil
Item 4 – Next Meeting	<p>July 2023</p> <p>Theme: Finalisation and Endorsement of Annual Operations Plan and Associated Budgets</p>

Meeting closed at 5.26pm