



Coffs Coast Regional Park Trust Board

Date of Meeting: Monday, August 17, 2026
Location: City of Coffs Harbour
Yarilla Place, 27 Gordon Street,
Coffs Harbour
Time: 1:00pm

Attendance

Trust Board: Rod McKelvey (Chair), Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Attendees: Andrew Beswick (City), Daniel Noble (City), Natasha English (NPWS), Andrew Pitzen (NPWS)

1. Welcome

Welcome to the Trust Board and attendees.

Provided by the Chair.

2. Acknowledgement of Country

We respectfully acknowledge the traditional custodians of the land on which we meet, the Gumbaynggirr people, who have cared for this land since time immemorial. We pay our respects to their Elders, past, present and emerging, and commit ourselves to a future with reconciliation and renewal at its heart.

Provided by Tori Donnelly.

3. Apologies

Nil.

4. Declarations of Interest

Nil.

6. Confirmation of Minutes

Item brought forward.

6.1. Coffs Coast Regional Park Trust Board Meeting 11 May 2026 - Minutes

R-446-2026 | Resolution

Moved by: Glenn Storrie

Seconded by: Cr George Cecato

That the Minutes of the Coffs Coast Regional Park Trust Board Meeting held on Monday 11 May 2026 be adopted.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

7. Matters Arising from Previous Meeting

Items brought forward.

7.1. Governance Documents

4/08/2025: Date to be identified to analyse the draft governance documents in detail and prepare a submission to DCCEEW Governance unit before the documents are considered

and ratified by the City and the Deputy Secretary for NPWS.

3/11/2025: Out of session item deferred to first quarter in the 2026 calendar year to analyse draft governance documents in detail and for the CCRP Trust Board to prepare a submission to DCCEEW Governance unit.

9/02/2026: Out of session meetings have been held between the Chair, NPWS and the City to review the draft governance documents. A CCRPTB out of session meeting to be arranged prior to the May 2026 board meeting.

11/05/2026: NPWS and the City are awaiting legal advice. Once the legal advice is reviewed, an out of session meeting with the board for consideration of the draft governance documents.

17/08/2026: Refer to Agenda Item 8.4

7.2. Proposed APZ Statement to be Published on the CCRP Trust Board Website

FAQs to be prepared for out of session review and endorsement prior to publishing on the website.

9/02/2026: In progress. Proposed APZ Statement to be provided to the board and endorsed out of session.

11/05/2026: NPWS advised the finalised APZ statement was shared with the trust board in February 2026 and is ready to be published.

Action: CCRP Working Group to discuss publishing to the web and bring back a report to the trust board.

17/08/2026: Action in progress, APZ Statement to be uploaded to the Coffs Coast Regional Park Trust Board web page.

8.1. NPWS Update

Executive Summary

This report seeks the Coffs Coast Regional Park Trust Board's approval to increase the National Parks and Wildlife Service's Operational Weeds Budget and provides an update on incidents and activities since the last board meeting held in May 2026. Items to note include the new flyer to promote the CCRP Newsletter, volunteer celebration event at Bongil Bongil, NAIDOC week event, Bitou drone spraying, site surveying involving RAPs, and reported vegetation damage at Korora.

R-447-2026 | Resolution

Moved by: Cr George Cecato

Seconded by: Tori Donnelly

That the Coffs Coast Regional Park Trust Board:

- 1. Approve the increase for the National Parks and Wildlife Service Operational Weeds Budget for this financial 2026/27.**
- 2. Note the update from NPWS from the period May-July 2026.**

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

Yvette Pacey joined the meeting, the time being 1.13pm.

5. Presentations

5.1. Kangaroo Project Update - Dr Catherine Herbert - The University of Sydney

Dr Catherine Herbert Professor of Wildlife Management at The University of Sydney joined the meeting via teams at 1.15pm for an update on the Kangaroo Project, providing an opportunity for trust board members to ask questions.

Grahame Douglas joined the meeting, the time being 1.16pm.

Cr Cath Fowler left the meeting, the time being 1.23pm and joined the meeting 1.26pm.

Dr Herbert left the meeting, the time being 1.52pm.

8. Agenda Items

8.2. CCRP 2026/27 Operational Plan – Projects Status Update

Executive Summary

The Coffs Coast Regional Park (CCRP) Trust Board considered and endorsed the annual Operational Plan 2026/27 at its meeting 11 May 2026. CCRP projects were subsequently included into the City of Coffs Harbour (City) draft 2026/27 Delivery Program and Operational Plan. Following community engagement, the 2026/27 Delivery Program and Operational Plan was endorsed by Council at its meeting 18 June 2026.

This report presents the status of the Projects – Visitor Facilities included in the annual Operational Plan 2026/27.

R-448-2026 | Resolution

Moved by: Glenn Storrie

Seconded by: Cr Cath Fowler

That the Coffs Coast Regional Park Trust Board receive and note the status of the Projects – Visitor Facilities included in the annual Operational Plan 2026/27.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

8.3. Financial Report 30 June 2026

Executive Summary

The Financial Report for the period ending 30 June 2026 presented for the Coffs Coast Regional Park Trust Board for review and consideration.

R-449-2026 | Resolution

Moved by: Yvette Pacey

Seconded by: Glenn Storrie

That the Coffs Coast Regional Park Trust Board note the financial report for the period ending 30 June 2026.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

8.4. Governance Documents

Executive Summary

The Memorandum of Understanding (MOU) governing the joint management of the Coffs Coast Regional Park has been comprehensively reviewed and updated since the original 2019 version. The revised MOU retains the collaborative intent of the original agreement while providing significantly greater clarity regarding statutory responsibilities, governance arrangements, operational service delivery and decision-making processes.

The review was prompted by the need to ensure the MOU accurately reflects the legislative framework under the National Parks and Wildlife Act 1974 and National Parks and Wildlife Regulation 2019, clearly distinguishes statutory functions from operational service delivery, and provides a practical governance framework for the Trust Board, City of Coffs Harbour and National Parks and Wildlife Service (NPWS). The updated document also incorporates lessons arising from the operation of the Trust over recent years and feedback received during the review process.

Rather than changing the fundamental relationship between the parties, the revised MOU strengthens governance by clarifying responsibilities, improving accountability, documenting decision-making pathways and reducing ambiguity regarding statutory authority.

R-450-2026 | Resolution

Moved by: Grahame Douglas

Seconded by: Yvette Pacey

That the Coffs Coast Regional Park Trust Board note the following governance documents and seek approval out of session by 17 September 2026:

- 1. Memorandum of Understanding (Updated)**
- 2. Terms of Reference**
- 3. Code of Conduct**

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

8.5. Appointment Time Frames of Board Members

Executive Summary

Report to outline the Coffs Coast Regional Park Trust Board appointment process and options for reappointment of board members with consideration of NSW election cycle and 5 members term expiring in April 2027.

R-451-2026 | Resolution

Moved by: Cr Cath Fowler

Seconded by: Grahame Douglas

That the Coffs Coast Regional Park Trust Board supports commencing the long-term appointment process of 5 years.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

Public Interest Disclosure (PID)- Update

The Chair was advised by email 21 July 2026, that the proposed Public Interest Disclosure Amendment (Exempt Entities) Regulation 2026 was not finalised before June 30 2026. The Cabinet Office is continuing to progress the Regulation; however, no commencement date has been confirmed. Hopefully the Regulation will be finalised before next year's reporting period, which may reduce or remove some of the Boards current PID reporting requirements. In the meantime the Chair was required to access the new PID portal to complete the 2025-26 PID annual return, due 30 July 2026.

8.6. Sandy Beach North (Hearnes Lake) Land Dedication

Executive Summary

The Coffs Coast Regional Park Trust Board received correspondence from Keiley Hunter Town Planning as part of the contemporary consultation requested by the Department of Planning, Housing and Infrastructure and seeks the Trust Board's current position on Sandy Beach North Residential Concept Plan – Modification 8 (MP05_0083 MOD 8) as lodged.

Cr George Cecato and Cr Cath Fowler left the meeting the time being 3.06pm, and joined the meeting at 3.12pm.

R-452-2026 | Resolution

Moved by: Grahame Douglas

Seconded by: Yvette Pacey

That the Coffs Coast Regional Park Trust Board:

- 1. Recommend that the dedication of the entire of Lot 114 to Coffs Coast Regional Park because it is consistent with the public interest and with the objectives of protecting the environmental, scenic and recreational values of this significant section of the Coffs Coast for the benefit of present and future generations.**
- 2. Maintains the current position that the Conservation Area Management Plan (CAMP) remains in place because it provides stronger, more certain,**

and more enforceable long-term ecological protection than a Biodiversity Stewardship Agreement.

3. Recommend that we write to Keiley Hunter Town Planning to address the request from the Department of Planning Housing and Infrastructure (DPHI).

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

8.7. Solitary Islands Coastal Walk – Amendment to Operational Plan 2026/27

Executive Summary

This report seeks the Coffs Coast Regional Park Trust Board's endorsement to amend the annual Operational Plan 2026/27 to create a new project that contributes funding to undertaking analysis of gaps and opportunities for infrastructure provision for the Solitary Islands Coastal Walk enabling greater connectivity and accessibility.

R-453-2026 | Resolution

Moved by: Glenn Storrie

Seconded by: Tori Donnelly

That the Coffs Coast Regional Park Trust Board:

1. Receive and note the Coffs Harbour City Council's Ordinary Council meeting minute Resolution No. R-23-5/2026.
2. Endorse the amendment of the annual Operational Plan 2026/27 to create a new project titled 'Options Analysis for Improvements to the Solitary Islands Coastal Walk'.
3. Endorse the allocation of \$65,197 to contribute to the Options Analysis for Improvements to the Solitary Islands Coastal Walk project.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

9. General Business

9.1. Sandy Beach NAIDOC Week Event

R-454-2026 | Resolution

Moved by: Grahame Douglas

Seconded by: Tori Donnelly

That the Coffs Coast Regional Park Trust Board note the video and update on the Sandy Beach NAIDOC Week Event.

For: Rod McKelvey, Cr George Cecato, Cr Cath Fowler, Grahame Douglas, Yvette Pacey, Tori Donnelly, Glenn Storrie

Against: None

Abstain: None

CARRIED.

E-bike Safety Concerns

The Chair raised concerns in regard to pedestrian safety due to cyclists/e-bike riders at the Woolgoolga headland path (Whale Trail), as well as an increase of dogs off leash. Cr Cecato also noted e-bike user activities at the boardwalk between Breakers Way and Pacific Bay has increasingly become a safety risk for both local pedestrians and tourists. The board noted that state government legislation is being developed.

Action: NPWS and City to review the signage and regular enforcement within the CCRP.

Action: NPWS to include an education piece on e-bikes in the next newsletter.

Action: City to invite CCRP Trust Board members to the E-bike Safety Community Information Evening Thursday 10 September 2026.

10. Next Meeting

Monday 30 November 2026 - Annual General Meeting and General Meeting.

11. Close of Meeting

Meeting closed at 3.49pm

Confirmed: 30 November 2026

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Rod McKelvey

Chair Coffs Coast Regional Park Trust Board
