



**Trade &
Investment
Crown Lands**

Hunter Area, North Region
Corner Bank St & New England Highway
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Meeting Minutes

Patonga Crown Reserves and Dark Corner Cottages Plan of Management Community Reference Panel (CRP) Meeting 6

Thursday, 20 February 2014
2.30 – 5.40 pm
Patonga Progress Hall

Present:

CRP Member	Initials	Representing
Stewart Veitch	SV	Crown Lands
Rob Micheli	RM	Crown Lands
Stephen Fairnam	SF	Gosford City Council
Kim Radford	KR	Gosford City Council
Katherine Bridekirk	KB	Gosford City Council (Minutes)
Andrew Minto	AM	Patonga Beach Progress Association
Philip Doughty	PD	Patonga Beach Progress Association
Dain Simpson	DS	Patonga Community
Mark Zwan	MZ	Patonga Community

Apologies:

Colleen Worthy-Jennings.

SV welcomed everyone back to the CRP meetings.

The Minutes from the last meeting were accepted (Dain Simpson/Andrew Minto).

1. Matters Arising from the Minutes

- a) Community to provide local knowledge overview of traffic management and parking issues to KR.**

DS advised this was done 22 January 2014.

- b) Council to provide community CRP members with relevant contact details of traffic section.**

DS advised this was completed at the last meeting.

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c) Community CRP members to write to Council indicating they would like to be consulted prior to the commencement of a traffic and parking study for Patonga.

DS advised the letter was sent to Council on 24 January 2014. SF advised that Council would respond in writing to acknowledge this request.

d) Council and community CRP members to draft a concept plan reconfiguring facilities and parking based on the boundary delineation between Lots 7004 & 7006 and CRP site discussion.

The community members submitted a diagram detailing a concept plan for parking on Lot 7004 titled 'Patonga Parking Proposal'. An additional sketch diagram titled 'Plan A – Proposed Common Boundary Lots 7004 & 7006' was also tabled.

PD explained that the boundary on the Patonga Parking Proposal did not show access into Lot 7004. Plan A shows adjustments, including the proposed primary two-way vehicle access/egress from Patonga Street to the foreshore. This is located at the north end and would require reconfiguration of Lot 7006 to gain entry into Lot 7004. It also showed an additional ten metre wide area to be accommodated at the South End within Lot 7006 for pedestrian access around the foreshore.

On the Patonga Parking Proposal - KR queried the large vehicle turning area numbered 6 on the map and also the purpose of the Boom Gate at number 7. It was agreed that this gate would be a locked gate only for emergency or maintenance vehicles and the diagram amended accordingly. Also this area needs to be reviewed to enable sufficient areas for turning space for boat trailers, rubbish trucks etc and the road widths throughout 7004 need to be reviewed and widened to accommodate two way traffic flow.

There was discussion concerning the number of parking spaces, with thirty allocated for general parking and six for trailer parking – SV asked if that is the minimum number and AM advised if more could be fitted, then the community would welcome that. SV advised that the parking would not be designated specifically for creek residents or the general public and the CRP agreed. PD advised there is potential extra parking spaces available near the area referred to as 'Memorial Grove' and KR advised that road width would need to be closely looked at to determine actual requirements. RM asked what the difference was between car parking areas numbered 3 and 4. It was agreed that these would be combined and represented as a single number (e.g. number 3) and boat trailer parking renumbered to number 4. It was also agreed that the area covered by this diagram be extended to the north to show the entry and residential interface and any additional areas that might be used to gain parking spaces. KR asked for the red line to be shown on the eastern side of the access road, AM agreed to address this.

KR advised she is meeting with a draftsman in two weeks time, to look at costs and different scenarios resulting from the proposed confinement of the camping ground into Lot 7006 and the loss of manoeuvrability due to road reconfigurations. There is potential for fourteen sites to be lost if the camping ground is to be reduced to within lot 7006 and potentially another six sites would be lost due to road reconfiguration. KR will arrange for a concept plan for 7006 to be added to the 'Patonga Parking Proposal' to give an overall picture for the Precinct.

KR advised there were issues over Christmas with trailers being left on the reserve by creek residents, for several weeks. If it's deemed as a car park, and a trailer is registered, it can't be moved. PD advised he will raise this issue with the creek residents.

SV requested KR to seek grant funding to prepare internal concept plan and advised he is happy to see guiding principle statements. AM said the community wants to see concept plans with only low key camping, ie no cabins, and no concrete pads. KR advised for the caravan and camping ground to be viable, options need to be investigated to counter loss of income from potential loss of existing sites. One such option would be the installation of up to 10 cabins within the eastern part of Lot 7006. Cabins could be small, low key, single storey and sympathetic to the environment. AM advised the community would not support this, as there was a clear mandate from the community that they want to retain the status quo. SV suggested that we shouldn't limit the options and put the key principles to the community. SV said the site may be looked at as part of a scheme to enable designated sites for disabled visitation. PD said the community does not want the caravan and camping ground commercialised and SV argued that the installation of cabins is not commercialisation. Discussion then took place regarding the interpretation of commercialisation. PD requested that further discussion take place within the community regarding Precinct C to be brought forward at the next meeting.

AM advised that Council needs to put a proposal together for the community to review and commented that you can remove anything you like, but you can't put anything new in there. RM commented that negotiations needed to be two way and where the caravan and camping ground had lost area or sites due to the community preference to confine operations to lot 7006 that options within 7006 to balance income loss would need to be explored. PD said that the majority of the community supported the existence of the caravan and camping ground. KR to provide options for community consideration before presenting to Council. SV advised Council was not expected to fund redevelopment resulting from a Plan of Management and could make application to the PRMF for assistance.

e) Community reps to provide alternate options/resolutions following meetings with community and Council where they are not satisfied with the plan's content with regards to Precinct C. See Dain Simpson's emails sent to CRP dated 18 February 2014.

PD said the letter emailed by Dain sets out what the community has talked about. AM advised the letter outlines what should be taken into consideration when doing concept designs for the caravan park.

DS advised the second letter contains the community's objection to moving the tennis courts. KR raised the encroachment of the tennis courts onto Lot 7006. SV advised that Crown Lands would address this at a later stage and acknowledged the tennis courts would remain where they are. MZ requested that this point be minuted. KR provided a handout on the financials relating to the tennis courts from FY2006/07 to date (income and major expenditure) which indicated they were presently a financial burden to Council and preliminary analysis suggested that they cost more to run than they return. SV advised that the Public Reserves Management Fund (PRMF) was a potential funding source. SV advised that there were a number of options for managing the tennis courts, including a Council License (Council would first need to be appointed Trust Manager of the courts) or under a Community Trust – possibly the same Trust that manages the Community Hall. AM said it would make more sense to have the camping area staff continue to manage the bookings regardless of whether Council controlled the Courts. SV advised that there were models available where this occurs elsewhere such as Central Coast Tourism taking bookings for Norah Head Lighthouse Cottages and diving permits for the HMAS Adelaide. Such an arrangement could be defined by a Deed of Agreement between Council and the Community Trust and any fees would be a matter between the Trust and Council.

DS advised the community would be prepared to consider this option and requested an outline of the options to put to the community – SV to provide. KR to provide an example of a Draft License Agreement.

With regards to statements in the letter emailed by Dain, KR advised that the reserve was not dedicated for tennis courts. RM confirmed that the reserve purpose was for public recreation only and that reference to tennis courts on the status map in the draft plan was only an explanatory note indicating that was where the tennis courts were situated. AM advised he had seen a Section 149 Certificate saying “tennis courts prescribed use”. KR advised that there was a difference between the zoning and gazettal of public purpose.

- f) CRP to review Precinct C – Patonga Caravan and Camping Area and bring their requested change of wording/suggested additional to Management Strategies to this meeting.**

Amendments made to Management Strategies table.

- g) CRP to review Precinct E – Eve Williams Memorial Oval and bring their requested change of wording/suggested additional to Management Strategies to this meeting.**

Amendments made to Management Strategies table.

2. General Business

- a) Process for merging or modifying actions in the PCCA Plan of Management (there are no strategies). Dain Simpson’s email sent to CRP dated 3 February 2014**

PD asked how the plan would be merged for Precinct C. RM advised once we get the strategies sorted out, they will flow into the actions. AM and PD advised they had made an attempt to merge the documents by looking at the text in the document, looking at the statements, then developing across as strategy. PD will email the Word document to Crown Lands and send information collated relating to actions from a site-wide perspective.

- b) Dain Simpson’s email of 17 January 2014**

Going through the Management strategies today I came across two items where rewording may be required – I am sure there will be others but I would like to get these on the record, for modification when the time comes.

5.6.2.1 Upgrade Boat Ramp and Car Park Area: This area should be redesigned to better formalise: trailer manoeuvring; access to the water; car and trailer parking, road crossing in front of wharf; and associated facilities (rest areas, shelters, landscaping, lighting etc) to allow it to function more efficiently and to handle a greater demand. ~~Car parking to the eastern end should have parking dedicated for after hours (ie sunset to sunrise) visitors to Dark Corner and the Great North Walk, with the use of signage and/or lockable, fold-down parking barriers.~~

The road crossing in front of the wharf does not apply to the boat ramp car park, that seems to have wandered in from somewhere else.

SV advised “road crossing in front of the wharf” will be removed.

5.6.4.5 Formalise Pedestrian Crossing: Based on the findings of the traffic and parking study and Pedestrian Access Mobility Plan, provide a pedestrian crossing that creates a strong, safe link between the shops and the beach.

This continues the concept of a pedestrian crossing which is not on, it could be changed to something like 'provide a safe environment for pedestrians to cross between the shops and the beach'.

DS advised it needs to state, "provide a safe environment for pedestrians to cross between the shops and the beach" – SV agreed to this change.

c) General questions or additional items – around the table

AM asked what the approval process is for the parking plan for Lots 7004 and 7006. KR advised that the provisions of SEPP infrastructure could be used where it tied in with the camp ground and this would also require a Part 5 (EP&A Act) assessment. SV advised that car parking itself was classed as exempt development and determinations could be made outside the Plan of Management. KR advised that Aboriginal cultural heritage matters would also need to be looked into.

With regard to the parking survey tabled by the Community CRP members, the question of terms used was raised re page 3, number of visitors. RM commented that the report did not constitute justification for requesting an extra 40 visitor car spaces and cited examples of scenarios where the numbers of cars counted may not necessarily relate to campers. PD advised that the Draft Plan indicated that many visitors bring more than one vehicle when staying at the Caravan and Camping Area and that the parking survey was carried out at 6:30am and would be indicative. PD advised the community did not want extra cars parking on the street due to the installation of boom gates. KR advised there is a regulation on how many visitor parking spots needed to be provided which stood at four spaces. KR advised visitor parking would need to be controlled and considered further. AM suggested the boom gates would move the parking problems outside of the caravan park. SV advised that the public reserves and streets were available for all members of the public.

SV advised that the Plan of Management will likely need to be readvertised, due to the changes that will be made.

MZ asked if there is any overflow parking in Lot 7006. KR advised the current overflow is being utilised by creek residents. The regulations are one car per site, and one extra per twenty sites.

d) Requirement for additional meetings? If so, items for next Agenda

It was agreed that extra meetings are required.

Draft action tables.

3. Close

The meeting was closed at 5.40 pm.

The next meeting will be held on Thursday, 3 April 2014 from 1.30 – 4.00 pm at Patonga Progress Hall.

Action Table

Meeting & action number	Item number (from Minutes)	Issue	Responsibility	Completion Target	Completion Date
3.5	1. b) (Meeting 3)	CRP to review Precinct C – Patonga Caravan and Camping Area and bring their requested change of wording/suggested additions to Management Strategies to the next meeting.	All CRP	11/2/14	20/2/14
3.7	2. b) 3. c) (Meeting 3)	Community reps to provide alternate options/resolutions following community meeting where they are not satisfied with the plan's content with regards to Precinct C – as per SV email dated 30 October 2013 (see Annexure 1).	AM DS MZ PD	11/2/14	20/2/14
5.1	1. e) (Meeting 5)	Community to provide local knowledge overview of traffic management and parking issues to KR.	DS	11/2/14	22/1/14
5.2	1. f) (Meeting 5)	Council to provide community CRP members with relevant contact details of traffic section.	KR	11/2/14	12/12/13
5.3	1. f) (Meeting 5)	Community CRP members to write to Council indicating they would like to be consulted prior to the commencement of a traffic and parking study for Patonga.	AM DS MZ PD	20/2/14	24/1/14
5.4	2. (Meeting 5)	Council and Community CRP members to draft a concept plan reconfiguring facilities and parking based on the boundary delineation between Lots 7004 & 7006 and CRP site discussion.	KR AM DS MZ PD	11/2/14	18/2/14
5.6	2. c) (Meeting 5)	CRP to review Precinct E – Eve Williams Oval, and bring their requested change of wording/suggested additions to Management Strategies to the next meeting.	All CRP	11/2/14	20/2/14
6.1	1. c)	Council to acknowledge receipt of community letter of 24/1/14 regarding consultation for traffic and parking study for Patonga.	KR	3/4/14	
6.2	1. d)	Community to revise 'Patonga Parking Proposal'	AM	3/4/14	

		diagram to address items raised in Minutes.	DS MZ PD		
6.3	1. d)	Council to revise concept plan of 7006 and provide some guiding principles for future development taking into account potential lost income from proposed reconfigurations and options to balance shortfalls.	KR	3/4/14	
6.4	1. e)	Crown Lands to provide an overview of future management options for tennis courts.	SV RM	3/4/14	
6.5	1. e)	Council to provide example of draft licence agreement for tennis courts to community reps	KR	3/4/14	5/3/14
6.6	2. a)	PD will email the Word document to Crown Lands relating to merged actions from the PCCA Plan of Management and actions from a site-wide perspective.	AM PD	27/3/14	
6.7	2. d)	Crown Lands to prepare Draft Management Action Tables for circulation at next CRP Meeting.	SV RM	3/4/14	
6.8		Council/Crown Lands to circulate Minutes for CRP review.	RM KB	26/2/14	11/3/14
6.9		CRP to provide RM with any changes.	All CRP	13/3/14	13/3/14
6.10		Council to load Minutes onto Council website.	KB	28/3/14	