MINUTES OF MEETING

Minutes of meeting of the Northcliffe Forest Park Management Committee (NFPMC)
held on Wednesday 12 January 2022
at Northcliffe Information and Visitor Centre Northcliffe.

1. Opened 5:30 pm.

Chaired by Spencer Roberts.

Spencer Roberts asked if all present had been vaccinated to which the answer was Yes. He also asked that all present email evidence through to himself. He said certificates would be kept confidential and wiped off the system as soon as processed.

The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands on which we live, work and gather as we pay our respects to their Elders past, present and in the future.

2. In Attendance:

Spencer Roberts
Carole Perry
Cheryle Macaulay
Wendy Eiby
Graham Evans
John Bailey
Glynne Jones

Apologies:

Duncan Smith

3. Terms of Reference

Nil

4. Election of Chairperson

RESOLUTION

That Wendy Eiby be the Chairperson.

Moved: Spencer Roberts **Seconded: Cheryle Macaulay**

Carried: 7/0

RESOLUTION

That Graham Evans take the minutes.

Moved: Spencer Roberts **Seconded: Wendy Eiby**

Carried: 7/0

Wendy took over Chairing the remainder of the meeting.

5. Governance

Nil.

6. Declarations of Interest

Nil.

7. Confirmation of previous minutes

RESOLUTION

That the minutes of the meeting of the Northcliffe Forest Park Management Committee held on Wednesday, 18 August 2021 are adopted as a true record of proceedings.

Moved: Glynne Jones **Seconded: John Bailey**

Carried: 7/0

8. Decisions by Council from previous minutes

8.1 Committee Positions

All existing members were reappointed.

9. Matters Arising from Previous Minutes

9.1 Grant Application Works

Wendy Eiby thanked council for placing a gate across the wetland area and said it had been effective.

9.2 Sydney Golden Wattle and Other Weeds

The Committee discussed a number of sightings of Arum Lillies on private and public land around Northcliffe and Graham Evans asked Spencer Roberts about the possibility of giving out herbicide to control outbreaks, as was being done elsewhere in the South West. Spencer Roberts said council would have to ensure correct procedures and methods for applying were used, if they were to give out herbicide and said he would investigate.

10. Financial Report

Spencer Roberts reported there was $2,800 left in the budget. Expenditure to date has been for gas bottles and for the clearing contractor, Brad Kelly, on the Marri Meander. Further expenditure on the contractor is expected in this financial year.

11. Roles and Responsibilities of Committee

Wendy asked that committee members read their Code of Conduct.

12. General Business

12.1 Tree Across North Firebreak

Graham Evans reported information from Paul Owens that a large tree is across the North firebreak adjacent to the tree farm behind Tony Lizack's place. This has made the firebreak impassable.

Spencer Roberts said he would talk to Ranger, Todd Ridley and that Todd's area would need to provide the budget for removing this.

12.2 Management Plan Implementation Issues

Carole Perry raised the issue of actions from the Management Plan that were not being pursued. She said some of these would be expensive and require grants.

Spencer Roberts said himself and Wendy Eiby had been pursuing and discussing many items. He said it was also up to the committee to pursue actions, and not just council officers.

Cheryle Macaulay asked Carole Perry for a sense of her biggest priorities. Carole said she would forward a letter to the committee.

Wendy Eiby said priority areas for her included flora and fauna mapping and a night time survey. She said a Peacock Spider expert was coming to the park. Spencer Roberts asked if we could work with DBCA on surveys but Wendy Eiby said when she had approached them they seemed to have no interest in Northcliffe.

Cheryle Macaulay said she had a huge number of photos at mapped points around the park.

Spencer Roberts said he would talk to Community Services area of council to see if they could provide assistance with grants or budget for surveying.

The committee discussed the presence of cats, dogs, foxes in the park and pigs around Northcliffe.

John Bailey had general comments including that the Management Plan could not be implemented as currently written due to the overly broad nature of the actions. An implementation plan would be needed with focussed actions and KPIs. He foreshadowed a discussion of this at the next meeting.

John Bailey said the creation of an implementation plan would be a big job potentially requiring 6 months. Spencer Roberts said it would need to be approved by council and John said it would be best if council were advised and prepared that the plan was being created, so that the work could be undertaken with a reasonable prospect of final approval. Wendy Eiby said she would raise the issue of the need to create an implementation plan at the next council meeting.

John Bailey said the ambition in the committee's terms of reference to 'maintain and develop' the Park was unrealistic within the allocated budget. He said a priority should be finding more money to make progress with.

John Bailey asked about the burning plan and the responsibilities of the committee and the Shire for this. Spencer Roberts said Shire rangers took responsibility for burning and he would ask Todd Ridley to come to the next meeting to talk about future fire plans.

12.3 Blackberry Outbreak on Bardi Creek

Wendy Eiby said there was a Blackberry outbreak

Spencer Roberts said this is a DBCA responsibility. Spencer said he would approach them and try to work with them on a solution.

12.4 Cows on Gardner River

Wendy Eiby also raised the issue of Glen Smith's cattle encroaching on the Gardner River and creating nutrient and weed issues. She believed they were trespassing into Forest Park.

She said this was an area of the river which had been flagged as having a rare endangered fish species.

Spencer Roberts said he would contact the Department of Water and Environmental Regulation for assistance on how to handle this.

13. Next meeting

5pm Wednesday 27 April 2022 at Northcliffe Information and Visitor Centre.

14. Closed 6:17pm

SHIRE OF MANJIMUP

NORTHCLIFFE FOREST PARK MANAGEMENT COMMITTEE ACTION SHEET

MEETING DATE	ITEM	ITEM OF ACTION	ACTION REQUIRED	ACTION
18/8/2021	8.1	Trail Markers	Extra Trail Markers to be ordered from grant funds and volunteers to install.	Wendy Eiby
18/8/2021	8.2	Works need on Gardner River Adventure Trail.	Stair rail down from bridge log and stairs down to creek need work. If this can't be undertaken in reasonable time the committee should consider closing the walk.	Wendy Eiby Spencer Roberts
18/8/2021	8.3	Create a sign for the Karri Loop Trail	Establish contact with Leon Wilcox to get a quotes and to commission a computer routed hardwood sign.	Spencer Roberts Wendy Eiby
18/8/2021	8.5	Grant Application works	- New one way drive trail. - Closure of Marri Meander / Muirillup road link trail (removal of Northcliffe sign). - New loop walk trail from the Pioneer Museum, combining Gardner link trail (Bibbulmun Track), part of the Munda Biddi trail, and some firebreaks as per map. - New walk trail off Gardner River Drive, running around the edge of the park, North of the Karri Loop. - Firebreak below Bibbulmun track to be gated during wetter parts of year to prevent vehicle entry and protect flora/ fauna.	Wendy Eiby
18/8/2021	10.1	Sydney Golden Wattle and other Weeds	Spencer Roberts to investigate Sydney Golden Wattle adjacent to Forest Park around the	Spencer Roberts Wendy Eiby

			Recreation Ground and Gardner Drive park entrance. Wendy Eiby and Graham Evans to organise a Karri Pigeon article to be written about dumping of garden waste (and alternatives). Graham Evans to remove Arum Lilly flowerheads and speak to others to see what could be achieved.	Graham Evans
12/1/2022	1	Covid Vaccination is Mandatory for all members of Shire Committee	Committee members to email vaccination evidence to Spencer.	All committee members.
12/1/2022	9.2	Arum Lilly infestation	Spencer will investigate the possibility of council providing herbicide and proper instruction to community members willing to spray control Arum Lillies.	Spencer Roberts
12/1/2022	12.2	Flora and Fauna surveys and mapping need to be undertaken	Spencer to ask Community Services if they could assist with grants or funding for survey projects.	Wendy Eiby Spencer Roberts
12/1/2022	12.2	An implementation plan is needed so that Forest Park Management Plan ambitions can be realised	Council to be advised of the committee's intention to create an implementation plan. Committee to meet to work on implementation plan.	Wendy Eiby John Bailey Committee
12/1/2022	12.2	Shire Fire Officer to present future burning plans for the park to the committee.	Todd Ridley to be invited to attend the next Forest Park Committee meeting.	Spencer Roberts
12/1/2022	12.3	Blackberry weed outbreaks on Gardner River need controlling	Spencer Roberts to work with DBCA on a solution.	Spencer Roberts DBCA
12/1/2022	12.4	Cattle Encroachment into Gardner River needs to be curtailed.	A detailed map of park boundaries in relation to the river should be obtained. Department of Water and Environmental Regulation need to be asked to assist with the situation.	Spencer Roberts