

SYDNEY NORTH REGIONAL WEEDS COMMITTEE

MEETING MINUTES Wednesday 2nd March 2011

Hosted by City of Ryde
Brush Farm House, Eastwood

Chair: Jillian MacIntyre

Present:

Jillian MacIntyre	Warringah Council
Adam Smith	Ryde Council
Gith Strid-Nwulaekwe	Ryde Council
Anthony Newling	Hornsby Council
Sean Granger	Manly Council
Dominic Edmonds	Ku-ring-gai Council
Shelly Slater	GIS Officer, SWC
Claire deLacey	Acting Executive Officer, SWC
Claire Wheeler	Warringah Council

Apologies:

Matt Springall	Lane Cove National Park
Michelle Greenfield	Lane Cove Council
Lavinia Schofield	Pittwater Council
Robert Gleeson	Ku-ring-gai Council
Steven Smith	Mosman Council
Jacqui Vollmer	Hunters Hill Council

1. WELCOME

Jillian Macintyre opened the meeting.

2. CONFIRMATION OF PREVIOUS MINUTES

Minutes from previous meeting were accepted. Moved: Dominic Edmonds.
Seconded Anthony Newling.

3. CORRESPONDENCE

Incoming: There was no incoming correspondence.

Outgoing: There was no outgoing correspondence.

4. REPORTS

4.1 Treasurer's Report (as of 8/03/2011)

Operating Account \$334,971.23 CR (includes balances from contributions from regional committees as shown below)

Investment Account \$364,000 CR Maturing March 31

Operating account includes the below funds which were received from regional committees:

Sydney North \$22,440.55 (Mosman Council)

Sydney Central \$30,228.97 (Randwick Council)

Sydney South West \$12,300 (Fairfield Council)

4.2 Acting Executive/Project Officer's report

- Updating the membership status. In summary, few members are up-to-date with membership, paperwork and tax invoices for the allocated funding.

Four actions need to be completed by members before payment issued:

- 1) Application submitted
 - 2) Sign MOU
 - 3) Return form with nominated member
 - 4) Paid membership
- Facilitation of successful workshop hosted by Chris Dewhurst at Hawkesbury River County Council. Michael Micheltore from Industry and Investment NSW provided some thought-provoking material regarding the powers of delegation and how they differ between the Local Government and Noxious Weeds Acts, as well as a range of other material which is provided electronically and in hard copy.

Miscellaneous items:

- Successful negotiation with Judy Christie and Angie Fricker who are organising the the Royal Easter Show Exhibition. SWC is now represented by a range of members on roster developed by Shelly
- Amending monitoring and reporting forms and establishing deadlines with Shelly.

5. Matters Arising from Previous Minutes

5.1. Community Education Events – Royal Easter Show

Response for people offering to be Team Leaders at the Bushcare Stall at the 2011 Royal Easter Show has been good. Still in need of people to nominate themselves for the weekend time slots. **Note:** the stall focuses on Bushcare, and many experienced volunteers also get involved in being at the stall. There is a need to educate the Bushcare volunteers on weeds prior to the Royal Easter Show.

Action: Email Helen Kemp to take subcommittee brochures and Garden Escapes Booklets along to the next VCN meeting.

Responsibility: Claire deLacey

Proposal put forward that Industry and Investment in-kind funding is needed for next year to facilitate a stall at the Royal Easter Show.

6. Agenda Items

6.1 Adoption of Weeds Alert/ Incursion/ Monitoring Form & Process

After gauging from the last subcommittee meeting the feeling is that the forms need to be simple, and yet capture all relevant data needed for reporting. A first draft was circulated in late December requesting comments.

Possible amendments from this meeting included:

- *a field for the linear measurement of aquatic weeds along a river in metres (m) and km.*
- *Inclusion of 4 floating fields*
- *Start/finish point, particularly useful for moving plumes*
- *Revise record ID*
- *Number of properties inspected*

It was also suggested that aquatic weeds have the tendency to shift as a result of heavy rains, hence the Easting and Northing of the incursion will differ in the monitoring of that population, as may the land attributes.

It is understood that the most obvious problems with the form will arise when trialed in the field.

Action: To amend Alert/ Incursion/ Monitoring form after completion of all subcommittee meetings. The new version is to be sent out for use and trial in the field.
Responsibility: Shelly Slater

Question raised as to whether the incursion form was used only for incursions mentioned in application for WAP funding or for all weed incursions recorded in area of management. It was agreed that the latter was correct (for all weed incursions).
*** Hence the Administrative (WAP funding) reporting form may have different counts of inspections to the initial figure expected.

Action: To facilitate a workshop for on-ground officers and contractors on how to complete the Alert/ Incursion /Monitoring forms. Proposed for May/June.
Responsibility: Claire deLacey & Shelly Slater

Website Feedback – How the public is to communicate an alert.

The new website allows the public to report on invasive species following the protocol proposed by Frances Pike, outlined on the website (found on the website under “What You Can Do/ What is being Done” > “Report Invasive Species”. The process involves the member of public using various weed and plant identification websites listed on the SWC website in an attempt to identify the weed. The following comments were made regarding the current process:

- There needs to be a link to the **National Parks contact** for bushwalkers/ members of public discovering an incursion/questioning a species found in a National Park.
- Request that the contact email address become the **council’s generic email address** to allow recording of numbers of weed ID requests. Default to customer services unless otherwise specified.
- Request that the URL posted on the SWC website contact page be the **URL to the weeds page of that council/ agency**, rather than the council’s home page.
- Suggested that a **simple form** is filled out by the member of the public that accompanies the photograph and is emailed to local council/agency. This form requests the information: location, maturity, count, area.

Action: Circulate link to Google document for members to specify which email address they would prefer to appear on the website.
Responsibility: Shelly Slater

Other comments raised regarding the website: **“What’s On” (Calendar of events)**. Proposed that the Bushcare activities listed as events be removed from the calendar. Instead the link to the SMCMA Bushcare site (with interactive map) will be used.
<http://www.sydney.cma.nsw.gov.au/standard/77.html>
For areas outside of SMCMA the HNCMA Landcare site offers similar interactive map:
<http://www.hn.cma.nsw.gov.au/landcaregroup/>
All events and contact details were collected from the Google document circulated in January.

6.2 Comprehensive list of weeds – filters for high risk

A set of filters applied to the comprehensive list of weeds to ascertain whether a species warrants listing as (i) high risk and (ii) potential for declaration as Class 4 (Weed Risk Assessment) WRA species.

All members were requested to think about what criteria is used in a WRA (I&I) and to think of any further additions to these criteria.

Action: See further information and clarification on this issue. Item for further discussion at the next meeting. **Responsibility:** Claire deLacey

6.3 I & I NSW workshop summary & Noxious Weeds Act Submission

The SWC Acting Executive Officer facilitated a workshop for members, which was presented by Michael Michelmores from Industry and Investment NSW. The workshop covered the current issues relating to delegations under the *Noxious Weeds Act 1993*.

All members are encouraged to check with their internal legal department to confirm delegation of powers is in accordance with the NWA.

Example was given for Class 4 management plans highlighting the care needed in specifying the measures of control.

Action: Circulate digital copies of the workshop notes and hand outs.
Responsibility: Claire deLacey

Class 4 management plans expired on the 28th February 2011 and need to be endorsed by each council.

Action: Class 4 Management Plans Workshop
Wednesday 30th March 10am Warringah Depot
Responsibility: Jillian MacIntyre

7. Agency Roundtable

Manly- Sean Granger taking 6 months parental leave.

Hornsby – Attempting to increase proactive inspections. Successful control of small outbreaks of *Ludwigia peruviana* triggered by bird carrying seed.

Ku-ring-gai – *Ludwigia* & Alligator weed treatment has been difficult due to rains.

Warringah – WAP funding over 4 sites targeting canopy vines, inspections currently reactive. Claire Wheeler is currently completing her stage 1 NW compliance.

New weed alert to send to Shelly Slater, potential Noogoora Burr.

Trialling four types of weed control on Horsetail at Kimbriki.

Action: Send Shelly Slater weed alert – Noogoora Burr
Responsibility: Jillian MacIntyre

Pittwater – Lavinia is now working part time, new Bushcare Officer recruited.

8 Potential New Weeds of Concern for our Region

No weeds raised for discussion.

9. General Business

No other general business raised.

10. Next Meeting & Host

Next Meeting	
Contact	Anthony Newling
Date	Wednesday 1 st June, 2011
Location	TBA (Hornsby)
Host	Hornsby Council

ACTION LIST

Action	Responsibility	Status
To amend Alert/ Incursion/ Monitoring form after completion of all subcommittee meetings. The new version is to be sent out on the 12 th March for use and trial in the field.	Shelly Slater	
To facilitate a workshop for on-ground officers and contractors on how to complete the Alert/ Incursion /Monitoring forms. Proposed for May/June.	Claire deLacey Shelly Slater	
Circulate link to Google document for members to specify which email address they would prefer to appear on the website.	Shelly Slater	
Seek further information and clarification regarding criteria for 'high risk' and weed risk assessment process	Claire deLacey	
Circulate Michael Michelmore's (I&I) workshop notes and handouts	Claire deLacey	
Class 4 Management Plans Workshop: Wednesday 30 th March 10am Warringah Depot	Jillian MacIntyre	
Send Shelly Slater weed alert – Noogoora Burr	Jillian MacIntyre	