

Community Advisory Committee Minutes



Meeting held 4:00pm Thursday 18th April 2013 at the Education Pod – Summerlands

1	Welcome & Apologies		
1.1	<p>The Chair declared the meeting open, acknowledged the traditional custodians of this land and paid respect to the elders past and present. Attendance / Apologies are listed below.</p> <p>Environment Committee: Catherin Bull (Chair and Board), Andrew Paxton (Board), Penny Manning, Bessie Tyers, Jan Fleming, Anne Davie, Alison Creighton.</p> <p>Community Committee: Stella Axarlis (CHAIR & Board), Stephen Davie (Board), Patsy Hunt, Jane Daly, Cr. Kimberley Brown, Stephen Fullarton, Michael Whelan, Gill Hardman,</p> <p>In Attendance: Matthew Jackson (Chief Executive Officer), Jarvis Weston (Senior Environment Supervisor), Hayley Smith (Executive Assistant - Minutes).</p> <p>Apologies: Dr Roz Jessop (Environment Manager), Tania Maddigan, Tim Ealey, Margaret Hancock, Deborah Holland, Pauline Taylor, Paul Smith, Mike Cleeland, Christine Grayden, Louise Parsons.</p>		
2	Minutes from Previous Meeting	ACTIONS	STATUS
2.1	<p><u>Community Advisory Committee</u> The minutes of the meeting held 13th December 2012 were accepted with changes. <i>Moved: Stella Axarlis</i> The minutes of the meeting held 21st February 2013 were accepted. <i>Moved: Patsy Hunt</i></p>		
2.2	<p><u>Environment Advisory Committee</u> The minutes of the meeting held 13th December 2012 were accepted with changes. <i>Moved: Bessie Tyers</i> The minutes of the meeting held 21st February 2013 were accepted. <i>Moved: Jan Fleming</i> The Chair requested that matters that are “in progress” be highlighted in a different colour for future minutes.</p>	Executive Assistant to amend minutes format.	Complete. See below.
3	Matters Arising from Previous Minutes	ACTIONS	STATUS
3.1	<p><u>South Coast Community Planning Group</u> Nicola Tregear will report to the Environment Committee at the next meeting on planning topics currently being considered by the Phillip Island South Coast Community Planning group.</p>	APRIL 2012 Nicola Tregear to present report at next meeting.	Awaiting response regarding a new representative from SCCPG (Nicola has resigned).
3.2	<p><u>Roadside Vegetation – Harbison Track</u> Comment: Jane Daly commented that the roadside vegetation along Harbison Track had decreased significantly. Response: The CEO advised that the area is managed by Council but he will follow this up.</p> <p>Update: May 2013 The road of concern was Rhyll Rd. The Nature Parks resurfaced the walking track along the roadside around this time and had cut through tracks to the main road from the walking track through bracken. SP Ausnet were also replacing power poles along the roadside at the same time. The bracken will grow back quickly.</p>	DEC 2012 CEO to pass on feedback to Council.	Complete (action not required). See update (left).
3.3	<p><u>Friends of Churchill Island (FOCIS)</u> Christine Grayden reported as follows:</p> <ul style="list-style-type: none"> The house and cottages have been recently cleaned (FOCIS working bee) There has been a donation of various 19th-century replica clothing pieces (Cheryl Strap). Cheryl used to make replica 	DEC 2012 Christine Grayden to email details regarding suggested manikins and wigs to	In progress. Awaiting return of costume donor Cheryl

	<p>costumes and has involvement with Churchill Island in the past. The committee viewed an example costume. Christine suggested the purchase of manikins, wigs and additional signage to display the costumes at Churchill Island.</p> <ul style="list-style-type: none"> • A metal gate will soon be installed in the dining room to deter visitors from sitting at the dining table. <p>Christine also suggested a new hall runner for the hall in the house as the current runner is too thin.</p>	the CEO including costs.	Stratford for advice on suggested manikins and costs.
3.4	<p><u>Groups at Rhyll Inlet</u></p> <p>Comment: Penny Manning and Bessie Tyers raised that groups such as canoeists are using Rhyll Inlet (mainly school children) and raised concern regarding noise disturbance to birds roosting in the area, as well as nesting Hooded Plovers and feeding Hooded Plover chicks.</p> <p>Response: See right.</p> <p>Update: February 2013</p> <p>No licences/permits have been issued to date this year. Environment Supervisor to contact Penny Manning regarding further information. It was noted that school groups do not require a licences/permits to conduct activities in the Rhyll Inlet area or any other areas of Nature Parks. The Nature Parks can suggest guidelines and best practice guidelines only. Commercial operators conducting activities on the water are bound by Parks Victoria regulations.</p> <p>Update: February 2013</p> <p>The Nature Parks has 'Minimal Impact Procedures' for school groups that do not need a permit/licence for events/activities, which we send to groups/schools when they notify us of their plans.</p>	<p>DEC 2012 Environment Supervisor to check if any permits have been issued to Tour Operators for this area. If a permit has been issued Jarvis to write to permit holder to remind them of the needs of shorebirds. If no permits issued JW to follow up with PM for further information on the Tour Operator.</p> <p>DEC 2012 Environment Manager to write to Newhaven College regarding the importance of the area to roosting shorebirds and suggest protocols for use by school groups, including Nature Parks regulations which prohibit the landing of vessels on the shores in the inlet.</p>	<p>Complete.</p> <p>No further information available.</p> <p>Complete.</p>
3.5	<p><u>Native Vegetation Removal</u></p> <p>Comment: Mike Cleeland raised the issue of VicRoads offsets for native vegetation removal. Mike enquired as to if it is possible for BCSC to obtain funding from this source for Scenic Estate. Swamp Scrub is valued at around \$250,000 per hectare.</p> <p>Response: Action – see right.</p> <p>Update: May 2013</p> <p>BCSC intend to apply for funds from VicRoads to assist the revegetation of Scenic Estate. Further information can be obtained from BCSC Environment Manager.</p>	DEC 2012 Environment Manager to contact BCSC to ask about the procedure for obtaining off-set funds from VicRoads and if Scenic Estate would be eligible.	Complete. See update (left).
3.6	<p><u>Flower Farm</u></p> <p>Comment: Deborah Holland raised concern regarding the colour of the water at the flower farm and how it possible affects to surrounding wetland areas.</p> <p>Response: The Nature Parks are carrying out studies on the wetlands around the flower farm area. The committee will be kept updated.</p>	FEB 2013: CEO to pass on members' concerns to Council regarding water at the flower	Complete. Email sent to BCSC Environment Manager.

	Comment: Penny Manning raised that it was her understanding that previously the water could be used if there was livestock present.	farm.	
3.7	<u>Marine National Parks Investigation</u> Comment: Bessie Tyers enquired as to if the Nature Parks were involved or made a submission to the investigation into Marine National Parks. Response: Action – see right. Update: May 2013 PINP has not made a formal submission. The Environment Manager has had input through her role on the Central Coastal Board and will continue to participate in the process.	FEB 2013: Environment Supervisor will enquire with the Environment Manager and advise.	Complete. See update (left).
4	Phillip Island Nature Parks - Update	ACTIONS	STATUS
4.1	<u>Visitation</u> Visitation was very strong over the busy Easter period. So far visitation is around 54,000 ahead of last year (YTD). Around 84,400 3-Park Passes have been sold this year (also ahead YTD). Committee members congratulated the Nature Parks team.		
4.2	<u>Community Open Day</u> The Community Open Day was held on Sunday 3 rd March. Over 900 community members were in attendance. The CEO thanked all community groups involved in the expo and also the working group who assisted with preparation. A de-brief was held afterward including discussion on ways to enhance next year's event.		
4.3	<u>National Surfing Reserve</u> The Minister for Environment and Climate Change formally launched the Phillip Island National Surfing Reserve (first in Victoria) on Saturday 16 th March. The event was well attended by the community and positive feedback has been received. The CEO thanked the community and the working group. Comment: Jane Daly commended the CEO and the Nature Parks team. Comment: Jan Fleming enquired as to why Surf Beach was not included in the Reserve. Response: Stephen Fullarton (working group) advised that the beach did not meet criteria.		
4.4	<u>Fox Strategy 2013-2018</u> The Board has recently approved the new Fox Strategy (2013-2018). The CEO is now investigating funding opportunities. There will be presentation on the strategy at the next meeting (JUNE). Unfortunately a penguin has been killed by a fox at Summerlands during the past 2 weeks. **Update: This fox has since been tracked and destroyed.	Environment team to present at the next meeting (JUNE) on the Fox Strategy 2013-2018.	
4.5	<u>Terms of Reference</u> Terms of Reference for both committees have been approved by the Board. There will be further discussion with individual committees later in the meeting.		
4.6	<u>Strategic Planning (Key Area Plans)</u> Strategic planning for Summerland is now complete. Churchill Island is in progress for completion in June/July. Planning for Cape Woolamai and the south coast beaches will follow. There will be community consultation during the planning process and the community will be notified when it is scheduled. Comment: Jane Daly asked when consultation for the Cape Woolamai plan would commence. Response: The CEO advised that consultation would commence in around 6 months. The Chair invited members to participate in consultation for the Churchill Island Key Area Plan on Wednesday 24 th April at the Newhaven Information Centre (Meeting Room) at 1:30pm with FOCIS (Friends of Churchill Island Society). It was reiterated that further opportunities for consultation will be scheduled.		

4.7	<p><u>Smiths Beach Stairs</u></p> <p>The stairs at Smiths Beach have been deemed unsafe. New designs to improve safety of the stairs are under review. The stairs are currently closed and access is available via the ramp.</p> <p>Comment: Penny Manning asked if there is a sign to advise that the stairs are under review.</p> <p>Response: The CEO advised that there will be a notice in local papers to inform the community explaining access and including timelines.</p>		
4.8	<p><u>Organisational Skills Assessment</u></p> <p>Over 170 staff participated in the project which was facilitated by Chisholm. The project involved individual meetings with staff to analyse individual capabilities for their role and past experience. Resulting from the project staff from various departments gained qualifications through recognition of prior learning. 47 staff graduated at a recent ceremony. The Chair thanked the CEO for his commitment, the Board for supporting the project and staff for their participation.</p>		
4.9	<p><u>Indigenous Traineeship Program</u></p> <p>The CEO announced a new indigenous trainee position within the Nature Parks. The trainee will achieve a Certificate II in Conservation and Land Management. Advertising will commence soon.</p>		
4.10	<p><u>Environment Update</u></p> <ul style="list-style-type: none"> • Weed work has reduced over the first quarter due to hot/dry weather conditions (decreased growth) • Fox baiting and tracking has been of focus after a penguin was killed during the past 2 weeks at Summerlands. **Update: this fox has since been tracked and destroyed. <p>There have also been sightings near Pyramid Rock Road, Fishers Wetlands and Express Point.</p> <ul style="list-style-type: none"> • 4 hooded plovers fledged this season. The long term average is between 6 -7. There are new pairs breeding at Cowries and Newhaven. Comment: Patsy Hunt updated that BirdLife Australia has made a submission for hooded plovers to be considered as a threatened species under the Environment Protection and Biodiversity Conservation (EPBC) Act. • Reports including graphs showing water quality of our wetlands can now be produced using Waterwatch data (online). The team are calling for a volunteer or student to assist with entering previous data. Comment: Penny Manning suggested that a student from Newhaven College could assist with data entry. • Currently there are 12 penguins, 6 possums, 1 magpie and 1 pelican in care at the wildlife rehabilitation centre. An albatross was released today. • Controlled burns are scheduled for the autumn season. Some burns have been delayed due to weather. Comment: Alison Creighton commented that the outlook is that it will be a dry season. • The team continues work on boxthorn and weeds at Cape Woolamai. A grant has been received to remove cypress trees at the shearwater colony at Ventnor west. 		
4.11	<p><u>Seat at Cape Woolamai</u></p> <p>The Senior Environment Supervisor updated that a risk audit was completed in February and the seat near the cliff edge at Cape Woolamai has been removed. New signage for the area is in draft. The seat at the Pinnacles has been moved away from the cliff further inland.</p>		
4.12	<p><u>Domestic Animal Management Committee</u></p> <p>The Bass Coast Shire Council (BCSC) Domestic Animal Management Committee met for its first meeting recently. The role of the committee is to assist council to fulfil its objectives regarding its Domestic Animal Management Plan 2012-2016. The Nature Parks is represented on the committee and will make recommendations to council regarding dog recreation and cats.</p>		
4.13	<p><u>Signage at Cape Woolamai</u></p> <p>New designs for Cape Woolamai signage were tabled by the Senior Environment Supervisor. The designs feature weathered materials and colours to blend in with the natural environment. New signs will also be installed through the KCC precinct, at Rhyll Transfer Station and on various trails.</p> <p>Comment: Patsy commented that the previous signs were not very durable/long-lasting.</p>		

	<p>Comment: Bessie Tyers commented that the previous signs at Rhyll Inlet were not very durable/long-lasting.</p> <p>Response: The new signs will be constructed differently to be more durable and the material used for the previous signs is being 'phased out' (new signs will feature etching into the metal).</p>		
4.14	<p><i>Fire Access Track at Silverleaves</i></p> <p>Comment: Stephen Fullarton raised that the fire access track at Silverleaves has become overgrown and expressed concern regarding access for emergency vehicles in a fire situation.</p> <p>Response: The Senior Environment Supervisor advised that the land/fire track in question is not managed by the Nature Parks, it is either private or DSE. The Senior Environment Supervisor advised that he would look into it further.</p>	Senior Environment Supervisor to follow up at the next Municipal Fire Management Planning Committee meeting.	
4.15	<p><i>Western Port Ramsar Site Strategic Management Plan</i></p> <p>Comment: Penny Manning enquired as to if the Nature Parks has had provided input into the draft Port Phillip and Western Port Regional Catchment Strategy.</p> <p>Response: Senior Environment Supervisor to enquire with Environment Manager and advise.</p>	Senior Environment Supervisor to enquire as to if the Nature Parks has provided input into the draft Port Phillip and Western Port Regional Catchment Strategy and advise.	
5	Matters Arising and Advice from Committee Members:	ACTIONS	STATUS
5.1	<p><i>'Dogs Breakfast' Event</i></p> <p>Comment: Patsy Hunt made positive comment toward the recent "Dogs Breakfast" event including the free gifts such as dog leashes. The event was organised by Surf Beach and Sunderland Bay Coast Care groups.</p>		
5.2	<p><i>Signage at the KCC</i></p> <p>Comment: Patsy Hunt enquired as to the status of new KCC signage.</p> <p>Response: The CEO advised that this would be considered in the forthcoming budget.</p>		
5.3	<p><i>Waste Management for Phillip Island</i></p> <p>Comment: Patsy Hunt raised concern regarding possible illegal dumping of green waste after the Rhyll Transfer Station closes in June.</p> <p>Response: Cr. Kimberley Brown updated that Council is currently investigating alternative sites for green waste and will trial a user-pays 'green waste' and 'organic' bin system. There will also be a community education program informing of new recycling facilities in place and encouraging recycling to reduce general waste.</p> <p>Comment: Michael Whelan asked if the program will include composting initiatives.</p> <p>Response: Composting has been included in discussions by Council.</p> <p>Comment: Patsy Hunt also raised concern regarding green waste disposal for those who own a mowing/gardening business.</p>		
5.4	<p><i>Phillip Island Golf Course Residential Development</i></p> <p>Comment: Patsy Hunt raised that Amendment C132 regarding the proposed development at Phillip Island Golf Club is available for comment (submissions due by May 17th) and raised concern regarding the proximity to Rhyll Inlet.</p> <p>http://www.basscoast.vic.gov.au/Services/Building_Development/Planning/Strategic_Planning/Planning_Scheme_Amendments/Amendment_C132</p> <p>Comment: Cr. Kimberley Brown enquired as to if the Nature Parks will put forward a submission.</p> <p>Response: Yes (Environment Manager).</p>		
5.5	<p><i>Scenic Estate</i></p> <p>Comment: Patsy Hunt noted discussions at last night's Council meeting around Scenic Estate as follows:</p>		

	<ul style="list-style-type: none"> • Council has adopted a vision that the area would be managed for environmental conservation and to enhance community access • That community consultation will be undertaken during 2013 to inform the development of a landscape plan (for land under Council ownership and control) including preferred location of a gravel carpark, gravel tracks, boardwalks and viewing platforms and seating • There will also be open discussion regarding formation of a community reference group. <p>Response: The Nature Parks continues to work with Council regarding management of Scenic Estate area.</p> <p>Comment: Jane Daly commented that work around Scenic Estate is moving forward and Jane commended the Nature Parks team for its recent work on paths and tracks.</p>		
5.6	<p><u>Boating Coastal Action Plan: 5-Year Review</u></p> <p>Comment: Patsy Hunt raised that the Central Coastal Board has released its draft “Boating Coastal Action Plan 5-Year Review” for comment.</p> <p>Response: The CEO advised that the Nature Parks’ Environment Manager (Dr. Roz Jessop) is a member of the Central Coastal Board.</p>		
5.7	<p><u>Easter Fun Festival (balloons)</u></p> <p>Comment: Jan Fleming raised concern regarding the mess left by balloons after this year’s Easter Fun Festival and effects on the environment.</p> <p>Response: The CEO advised that he will pass on feedback and follow up.</p>	CEO to pass on concerns regarding environmental effects of balloons at Churchill Island.	
5.8	<p><u>Phillip Island Paths/Tracks</u></p> <p>Comment: Cr Kimberley Brown asked if there were a map available showing tracks and paths on Phillip Island.</p> <p>Response: The CEO advised that the Nature Parks is working with Council to develop a current map which will be then be developed further and provided to the community.</p>		
5.9	<p><u>Sustainable Housing Forum</u></p> <p>Comment: Anne Davie advised that there will be a Sustainable Housing Forum hosted by Phillip Island Conservation Society held at the Parish Hall in Cowes, at 7.30pm on Friday, 26 April.</p>		
5.10	<p><u>Illegal dumping of waste</u></p> <p>Comment: Stephen Fullarton raised concern regarding possible illegal dumping of waste after the closure of the Rhyll tip.</p> <p>Response: The CEO advised that the Nature Parks is no longer responsible but will continue to work proactively with Council on the matter.</p>		
5.11	<p><u>Phillip Island Golf Course Residential Development</u></p> <p>Comment: Stephen Fullarton expressed his disappointment in the Phillip Island Golf Course residential development project and expressed concern regarding possible environmental effects in the Silverleaves area.</p> <p>Response: Environment Manager to convey feedback to DSE.</p>	Environment Manager to convey feedback to DSE.	
5.12	<p><u>Walking Tracks</u></p> <p>Comment: Michael Whelan asked if public walking tracks would be included in future plans for the Rhyll tip site. Michael made reference to linking island walking tracks including linking the mangrove walks around Rhyll Inlet with the Oswin Roberts walks.</p> <p>Response: The CEO advised that the Nature Parks is working with Council toward an island-wide assessment of current paths and tracks which will inform development of a strategy discussing possible linkages of tracks. Development is currently in the early stages.</p>		
5.13	<p><u>Parking on Phillip Island</u></p> <p>Comment: Michael Whelan raised the need for a parking strategy for Phillip Island to assist to protect the roadside environment</p>		

	<p>in sensitive areas.</p> <p>Response: The CEO advised that parking would be discussed during development of the key area plans (South Coast commencing in approx. July 2013).</p>		
5.14	<p><u>Fire Management</u></p> <p>Comment: Michael Whelan asked if the planned burns within the Nature Parks are for fuel reduction or for ecological management and if there were studies to support the work.</p> <p>Response: The CEO confirmed and referred to the Municipal Fire Management Plan for the Bass Coast area which was developed and endorsed by the Nature Parks, CFA, Parks Victoria, DSE, and BCSC.</p>		
5.15	<p><u>Regional Victoria Living Expo 2013</u></p> <p>Comment: Gill Hardman advised of the 2013 Regional Victoria Living Expo to be held 19th – 21st April at the Melbourne Exhibition Centre. GJ Gardener Homes and Bass Coast Shire Council will display, promoting the Bass Coast and Phillip Island region.</p>		
5.16	<p><u>Fifteen Trees Initiative</u></p> <p>Comment: Gill Hardman updated that GJ Gardner homes has become involved with a new environmental initiative called 'Fifteen Trees'. GJ Gardner plants 15 trees for every new home that is built.</p>		
5.17	<p><u>Regional Tourism Board</u></p> <p>The CEO updated that the Regional Tourism Board has now been established. Phillip Island Nature Parks Marketing Manager, Nicoleta Giurgiu is a Board member.</p> <p>Comment: Patsy Hunt commented that representation on the Board is very marketing/business orientated.</p> <p>Response: The Board will develop marketing and tourism strategies for Phillip Island.</p>		
7	Terms of Reference Update		
7.1	<p>The Board has now approved the revised terms of reference which now come into effect. The final document will be distributed electronically to members for their information.</p>	Executive Assistant to distribute final terms of reference to members.	
8	Other Business		
8.1	<p>The Chair made positive comment toward Stephen Davie's reappointment to the Board, and extended appreciation to Hayley for her administrative work for the committee.</p> <p>The Chair also commended the management team and positive staff morale.</p>		
9	Next Meeting		
9.1	<p>The meeting was closed at 5:17pm.</p> <p>The next committee meeting will be on Wednesday 26th June 2013, 4.30pm at the Education Pod.</p>		