



Meelup Regional Park Management Committee

CO Locked Bag 1 · Busselton · Western Australia · 6280

Email: Kay.Lehman@busselton.wa.gov.au

Web: www.meeluppark.com

Facebook: Meelup Regional Park

Informal Meeting- Notes

DATE: Tuesday 24 May 2016, 5pm

VENUE: Eagle Bay Community Hall

1. ATTENDANCE AND APOLOGIES

Attendance:

Members: Dr Bob Jarvis (Presiding Member), Mr Peter Randerson (Deputy Presiding Member), Cr Terry Best, Cr John McCallum and Mr John Lang.

Officers: Mr Greg Simpson (Manager Environmental Services) and Ms Kay Lehman (Meelup Environment Officer- EO), Peta Tuck (Events' Coordinator).

Apologies: Mr Albert Haak, Mr Damien Jones, Mrs Shirley Fisher, Mr Bob Ginbey, Lynley Rich (Manager, Governance Services) and Jenny May (Manager, Commercial Services),

2. PRESENTATION TO THE COMMITTEE

2.1 Meelup Governance and Management Arrangements- Lynley Rich (Manager, Governance Services)

Lynley was unable to attend the meeting.

Proposed Direction:

1. Re-schedule for when the new committee member is appointed in a few months.
2. Information for the Committee to note.

2.2 Events Policy –Meelup Regional Park

Peta Tuck (City of Busselton, Event Coordinator) presented the revised Event Policy for the Meelup Regional Park- **Attachment A**

A number of edits to the document were discussed and agreed upon including:

- changing the number of site based events from 5 to 4;
- removing second paragraph on page 12; and
- re-word Point 6 on Page 13 (During the Event heading) in Appendix 1.

Peta Tuck will finalise the Events Policy- Meelup Regional Park which will be presented at a formal committee meeting on 28 June 2016.

Proposed Direction:

1. Information for the Committee to note.

3. FINANCIAL SUMMARY - Attachment B

The Financial Statement to 16 May 2016 included as Attachment B was discussed.

Proposed Direction:

1. That the Committee notes the May 2016 Financial Summary (**Attachment B**).
2. EO to summarize the projects as background information for the project planning meeting to be held in July 2016.
3. EO to follow-up with Peta Tuck on the X Adventure events fees and payments
4. To include the construction of a storage shed at the City's Vidler Road depot in next financial year's budget.

4. MEELUP VOLUNTEER UPDATE – Bob Jarvis

1. Bob to present a summary of volunteer activities including:
 - Planting of 12 mature Peppermint trees (35L size) at Meelup beach;
 - Locating suitable trees for cockatoo hollow;
 - Enclosure visit and discussion on vegetation monitoring; and
 - Weeding at Meelup beach;
 - Maintenance at Baudin Memorial-cleaning and painting seats, cleaning pavers.
2. School activities (Busselton Senior High School) in May include:
 - Wed 18th May- 55 students Year 10- Beach cleanup 9.30am until 12.30, then sorting of the litter (Tangoroa Blue method) and talk on a source reduction plan for the students to work on in the classroom; and
 - Thurs 19th-22 Year 9 students- 9.30am until 12.30, constructed rock gabion for track erosion measures at Eagle Bay.

The students from the Busselton Senior High School are keen to present their finding from the Beach Clean up to Council.

Proposed Direction:

1. Information for the Committee to note.
2. Investigate options for the students to present their findings to Councillors including the scheduled tour of Meelup Regional Park.

5. ACTION SUMMARY PROGRESS UPDATE

The action summary is appended as **Attachment C**. The Action Summary table was discussed with outstanding/ongoing actions to be summarized for the next meeting. Refer to the Action Summary table for details.

6. REPORTS

6.1 Environmental Guidelines for Events

An action from the April 2016 meeting is to develop a dieback hygiene station standard for implementation at events. Further planning and discussion is required in regard to implementing effective dieback management, use of the Lookout trail and trails adjacent to residents near the southern of the Dunsborough District Club. Professional advice on dieback management measures for this event would be advisable.

A report prepared by Committee member, John Lang will be presented at the Committee meeting.

Proposed Direction:

1. To develop Environmental Guidelines, to better outline the requirements for event organizers' to include in their Environmental Management Plan. Guidelines are to include details and standards on dieback hygiene stations, preferred trail routes and other relevant environmental measures.
2. That the X Adventure post event report prepared by committee member John Lang be forwarded to the CEO requesting the Report be included in the Councillor Information Bulletin.

6.2 Whale Platform

Benchmark Contracting has been appointed to construct the Whale Viewing Platform at Point Picquet. Preliminary site work to remove rock at the carpark/platform transition has been carried out in preparation for the stone work. Practical completion date is scheduled for late July 2016.

Proposed Direction:

1. Information for the Committee to note.

6.3 Mountain Bike Trail – Zone 6

A Framework document based on the Western Australian Mountain Bike Guidelines is being drafted and Cape Mountain Bikers have appointed Dirt Art to undertake a trail audit to guide the future development of the mountain bike trail network.

West Cycle is supportive of the proposed zone 6 mountain bike trail and is assisting the development of the project.

An Asbestos Management Plan and Detailed Site Investigation Plan is currently being prepared for the former waste disposal site and will be the subject of a future report to the Committee. The development

of trails in the former waste disposal areas will be considered as part of the site remediation planning process.

Proposed Direction:

1. Information for the Committee to note.

6.4 Litter Control Officer

An action from the April 2016 meeting was to investigate the possibility of employing a person specifically for litter collection in the Meelup Regional Park. At present there is no provision in the Workforce Plan for a position to be created to service Meelup Regional Park. The Work Force Plan is reviewed annually in January/ February and a submission will be submitted for the position at the appropriate time.

In the interim the Committee could consider engaging a contractor to perform various activities such as litter collection.

Proposed Direction:

1. Information for the Committee to note.
2. To use the contractor funding from the Meelup budget to employ a litter collection contractor as detailed in a report from committee member, John Lang to commence in October 2016.

6.5 Visitor Survey

Peter Randerson gave an update on the data analysis from the visitor surveys undertaken in January 2016 including a comparison with the 2010 visitor survey. Refer to Attachment D for details.

Proposed Direction:

1. Information for the Committee to note.
2. Peter Randerson and the EO to investigate if there is any seasonal statistics from the 2010 visitor survey to assist the committee in deciding whether a winter 2016 visitor survey is required to be undertaken.

6.6 Update on Limestone trail works

Limestone sheeting trail work was completed on 18 May and included the following trails in the Park:

- Sail Rock to Meelup Beach (so the section Castle Rock to Meelup Beach will be complete)-415 metres.
- Point Piquet – two sections of trail alignment associated with the CoastWest grant consisting of 26 metre section and a 210 metre section.
- Baudin Memorial-trail to the west (56 metres) and under the Baudin Memorial Mask (3m³).
- Rocky Point trail-north of the Eagle Bay Hall (165 metres).

Proposed Direction:

1. Information for the Committee to note.

6.7 Update on implementation of Grant work

The three current grants involve rehabilitation works in three areas of the Park including the Coastal nodes, Wildlife Corridor and in Zone 6. Weed control, mulching and revegetation works will commence in late May including the planting of 1,560 seedlings, spreading of 250m³ of mulch, installation of cockatoo nesting hollows, erosion works and community planting days.

The CoastWest grant includes the installation of signage on salmon fishing at Baudin Memorial. Bob Jarvis and the EO have been liaising with local fisherman David Couch and had an onsite meeting on 17 May to discuss the fishing group's proposal for an Eagle Bay Salmon Monument (**Attachment E**).

The committee discussed the Eagle Bay Salmon Monument proposal and have reservations on the size and visual impact of the monument. It was discussed that information could be better presented on information panels/signs which would be more in keeping with the environment.

Proposed Direction:

1. Information including Attachment E for the Committee to note.
2. Manager Environmental Services and EO to meet with David Couch to discuss the committee's reservations on the project.

Meelup Beach- Trees

The committee proposed a new project to assess the health of mature trees at Meelup Beach and a plan for landscaping and revegetation works. The project would include:

- an audit of the condition of all mature trees and treatment (if required) by an arborist;
- a landscape and revegetation management plan; and
- implementation of relevant recommendations related to landscaping/revegetation from the Meelup Beach Master Plan.

Proposed Direction:

1. EO to prepare a scope of works for a tree condition audit, landscape and vegetation plan for Meelup Beach and investigate the available of grant funding to undertake the project

6.8 Controlled burn in Cell 8 and 9

A control burn was successfully undertaken of approximately 38 hectares in Cell 8 and 9 of the Park adjacent to Cape Naturaliste Road and Sheen Road on 3 May. The area around the previously recorded Declared Rare Flora was raked prior to the fire to reduce the fuel load and the fires impact.

The controlled burn was undertaken in liaison with the Department of Parks and Wildlife including a Permit to Take DRF.

Five brigades with a total of 13 appliances assisted with the burn including Eagle bay, Dunsborough Yallingup Rural, Yallingup Coastal, Vasse, and Sussex Bush Fire Brigades (BFB). A total of 35 fire fighters assisted on the day with Dunsborough BFB patrolling the fire for the next two days.

Proposed Direction:

1. Information for the Committee to note.

6.9 Maintenance update

An update on the maintenance work undertaken in the Park in the last few weeks:

- Repair and replacement of bollards at the Meelup Beach carpark, Eagle Bay carpark, Meeka carpark, Wannang carpark, Walgermia carpark
- Removal of graffiti on signs at Meelup Beach and Point Piquet
- Repair of fencing at Baudin carpark
- Removal of tree from firebreak off Sheen Road
- Servicing of Point Piquet toilet

Proposed Direction:

1. Information for the Committee to note.
- 1 For the EO to report maintenance works at committee meetings, as required.

7.0 LATE ITEMS

7.1 NBN generator and fuel tank- Zone 6

A generator and fuel tank associated with the NBN tower infrastructure is located on Lot 341 (vested in the Water Corporation) adjacent to Meelup Regional Park. Approvals for the tower infrastructure show that power is planned to be connected to the site. Information on the timing of the power connection has not yet been obtained.

Proposed Direction:

EO to make enquiries as to the timing of the mains power connection to the NBN tower.

7.2 Meelup Brook-Upstream dam

There is low water/environmental flow from the catchment into the Meelup Brook.

Proposed Direction:

1. EO to consult the Department of Water to determine requirements for maintaining environmental flows to the Meelup Brook.

8.0 Meeting Closure

The meeting was closed at 7.35pm.