



Meelup Regional Park Management Committee

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Informal Meeting- Notes

DATE: Tuesday 28 June 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 John McCallum, Cr Ross Paine, Mr Albert Haak, Mrs Shirley Fisher and Mr Bob Ginbey.

Officers: Mr Greg Simpson (Manager Environmental Services) and Ms Kay Lehman (Meelup Environment Officer- EO).

Apologies: Cr Terry Best, Mr Damien Jones and Mr John Lang

2. FINANCIAL SUMMARY - Attachment A

The Financial Statement to 20 June 2016 included as Attachment A was discussed.

Proposed Direction:

1. That the Committee notes the June 2016 Financial Summary (**Attachment A**).
2. Request the re-allocation of \$11,000 from 2015/16 budget for the purpose of constructing equipment shed.
3. Investigate options for location of equipment storage shed including the Vidler Road depot.

3. MEELUP VOLUNTEER UPDATE – Bob Ginbey

Bob present a summary of basic statistics and volunteer activities over the last month including:

Basic statistics:

From 3 February to 28 June 2016 there were 16 Meelup Volunteer working parties.

- Most of these Working Parties were from 8.30 to 10 or 9.00 to 10.30 on a Tuesday morning.
- From a regular cohort of about 20 on the volunteer contact list there were 107 attendances.
- The total number of volunteer working hours logged for the working parties was 168.5 hours.

In addition there were 2 working parties each involving 55, Year10 students from Busselton Senior High School.

- Each project involved students who came by school bus to Meelup and were in the park for about 2 hours.
- Hence: 55 students x 2 projects x 2 hours = 220 hours
- Plus: 2x2 teacher supervisors x 2 hours = 8 hours
- Plus: 5 attendances for volunteer supervisors x 2 hours = 10 hours
- Total project hours = 238 hours

Volunteer Projects:

Environment Officer has a more comprehensive list of the projects undertaken. These were identified by the Committee early in the year.

They included:

- Seed collection in the Wildlife Corridor
- Trail maintenance of rock spillways
- Weed removal at Meelup car park
- Revegetation projects around Pt Picquet, Gannet Rock and from Meelup Beach to Sail Rock
- Cleaning up rubbish particularly along coastal rocks during the salmon fishing season.
- Upgrading of the Baudin Memorial and surrounding site.
- Revegetation and weed control in sections of Zone 6 Rehabilitation area.
- Revegetation and weed control of sections of the Wildlife Corridor.
- Trail trimming of selected sections of the coastal trails.
- Construction and installation of gabion baskets in sections of the coastal trail (Bob Jarvis)

- Location in the Wildlife Corridor of suitable trees and positions for the 5 artificial hollows for black cockatoo roosting and monitoring.

Some projects on the list remain to be undertaken such as the management of Pyp Grass in the dunes along Eagle Bay.

This report does not include the extensive hours undertaken by the volunteer members of the MRP Management Committee on working parties and other activities.

Recognition: All of this work is closely supported by and monitored by the Environmental Officer, Kay Lehman and the Meelup Regional Park Management Committee.

We are also very ably supported by Greg Simpson and other staff from the City of Busselton, the Councillors on the MRP Management Committee and the Mayor and other Council members.

Proposed Direction:

1. Information for the Committee to note.
2. EO to pick up seeds collected by the volunteers from Shirley Fisher, as part of the SWCC Wildlife Corridor Rehabilitation grant.

4. ACTION SUMMARY PROGRESS UPDATE

The action summary is appended as **Attachment B**. 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.

5. REPORTS

6.1 Management of the weed Pyp grass weed at Eagle Bay beach

The Residents Eagle Bay Association (REBA) has submitted a request for the control and eradication of the weed Pyp grass (*Ehrharta villosa*), from an area of approximately 500m in length on Eagle Bay beach.

Pyp grass was originally introduced from South Africa to WA as a means of stabilising coastal sand dunes. The grass is now recognised as a weed and chokes out existing native vegetation as it spreads. It is understood that the Shire of Dandaragan (Jurien Bay and Cervantes) is experiencing similar issues with the weed Pyp grass and is developing management plans to try and control and eventually eradicate this weed.

The REBA concern is that the area of infestation appears to be growing each year in both the easterly and westerly directions on Eagle Bay beach and becoming quite dense, choking out the natural dune vegetation. The section of beach currently affected by the existing infestation is estimated to be 400 to 500 m in length, for which an eradication plan could be developed and trialled in a controlled manner. REBA would be happy to be involved in some controlled trial eradication methods in order to develop a plan for eradication of this weed problem.

Management options listed in the Jurien Bay Pyp Grass Management Plan (2014) include physical removal, installation of root barriers, physical treatment then spraying of regrowth (e.g. brushcutting), 'weed wiping' chemical application and spraying only.

Manual removal is considered labour intensive and care is required to not leave rhizomes behind as these can regrow, however, this method could be an option in sensitive native vegetation and where there is interest by a community group or volunteers. The Green Army may also be available for this project.

Consideration need to be given to potential soil erosion when the grass is removed, timing of works, suitable replacement species and availability of species to revegetate the area. A management plan for the control of the Pyp grass would ideally be developed to guide the works.

Proposed Direction:

1. Information for the Committee to note.
2. EO to inform the Residents Eagle Bay Association (REBA), that the Committee would like them to take the lead on this project (to control the spread of Pyp grass at Eagle Bay) with the assistance of the Committee.

6.2 Meelup Brook water flows

An action from the 24 May 2016 meeting was to seek advice from the Department of Water on the environmental flow requirements for the Meelup Brook.

Information provided by the Department of Water indicates that a standard condition is placed on all dams within the Capes region for bypass flows to occur during the period 1 October to 31 May. This means that if there is streamflow entering dam(s) during this period, there is a requirement to release or bypass an equivalent volume of water to maintain environmental flow. The aim of this condition is to ensure that late spring, summer and autumn streamflow are retained for environmental water requirements.

Proposed Direction:

1. Information for the Committee to note.
2. EO to write to the Department of Water to follow-up on environmental water flow in the Meelup Brook catchment.

6.3 Litter Control Officer

The following proposed direction was agreed to at the May 24 2016 meeting:

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.

Proposed Direction:

1. Litter collection contractor to be included in the 2016/17 project planning scheduled for August 2016.

6.4 Eagle Bay Salmon Monument proposal

A meeting was held with David Couch, Dick Lear, Allan and Shane Mills with the Manager Environmental Services and the EO on 3 June 2016 to discuss the Meelup Regional Park Management Committee's reservations on their monument proposal and the process moving forward.

The fisherman group is keen to have the 70 year history of salmon fishing acknowledged and for some form of recognition at the site. The group indicated that they would prefer to use the existing concrete slab in the southern section of the carpark for the siting of some form of monument.

The funding from the Coast West grant for a salmon fishing sign at Baudin Memorial will go ahead. The sign will detail the history of salmon fishing with some photographs and will be erected in the northern section of the carpark adjacent to the Baudin Memorial.

Proposed Direction:

1. Information for the Committee to note.

6.5 New Meelup Regional Park Committee member

Expressions of interest (EOI) for the Meelup Regional Park Committee member position closes on 24 June 2016. Two EOI have been received.

Proposed Direction:

1. Information for the Committee to note.

6.6 Whale Viewing Platform – Point Picquet

Works have commenced on construction of the Viewing Whale Platform. Site preparation and onsite mark out of the platform has been completed in preparation for the stone mason to construct the perimeter walls of the platform.

Proposed Direction:

1. Information for the Committee to note.

6.7 Mountain Bike Trail, Zone 6- Update

The Meelup Mountain Bike Working Group met on 31 May and 14 June 2016. The Working Group is progressing the development of the mountain bike trails in Zone 6 with the following updates:

- Dirt Art has undertaken the on-ground trail audit in Zone 6 and is finalising a trail development report.

- The Asbestos Management Plan and Detailed Site Investigation Plan of the contaminated former landfill site are being prepared. The development of trails in the former waste disposal areas will be considered as part of the site remediation planning process.
- Environmental approvals completed, including the Department of Environmental Regulation's Vegetation Clearing Permit.
- A meeting was held with representatives from the Department of Sport and Recreation, City of Busselton, Councillor Terry Best and the Cape Mountain Bikers Club on 2 June 2016 to discuss the current status of the Cape to Cape Mountain Bike Club's LotteryWest trail grant application.
- The Manager, Environmental Services and the EO will be consulting with the South West Bojarah (SWB) Working Party Meeting on the development of the mountain bike trail in Zone 6 in Perth on 5 July 2016.

Proposed Direction:

1. Information for the Committee to note.

6.8 Update on Alternate Funding Working Group

The Alternate Funding Working Group has several planned meetings in late June with various groups including Department of Parks and Wildlife, Cape to Cape Track Inc., Margaret River Busselton Tourism Association and an Aboriginal tourist business.

Proposed Direction:

1. Information for the Committee to note.

6.9 Friends of Meelup Working Group

Governance arrangements including a constitution for the future incorporation of the Friends of Meelup and Memorandum of Understanding are currently being drafted to assist with the establishment of the Friends of Meelup.

Proposed Direction:

1. Information for the Committee to note.

6.10 Project Planning -2016/17 year

A project planning meeting is scheduled for August 2016 to discuss projects for the 2016/17 year.

Proposed Direction:

1. The EO to send out to Committee members a proposed date in August 2016 for the project planning meeting.

6.11 Update on implementation of Grant work

The three current grants involve rehabilitation works are progressing with the following work undertaken in the last month:

Wildlife Corridor Project

- Installation of 5 cockatoo hollows;
- Weed control in preparation for planting;
- Community planting day -100 seedlings (tree guards) with Meelup volunteers

Revegetation of 1,500 seedlings- contractor- to be complete by end of June

Coastal nodes Project

- School group/Meelup volunteers community planting day- 350 seedlings (tree guards) and mulching;
- Weed control in preparation for planting;

Revegetation of 1,130 seedlings- contractor- to be complete by end of June

Zone 6 Rehabilitation

- Revegetation of 2,080 seedlings, mulching- contractor
- Erosion control- installation of coil logs- contractor

Proposed Direction:

1. Information for the Committee to note.

7.0 Late Items

7.1 Donation to the Meelup Regional Park

The Meelup Regional Park Committee has received notification from a community member linked with the Bunker Bay Memorial who would like to donate \$1000 annually to help with volunteer work in the Park.

Proposed Direction:

1. EO to investigate governance requirements for receiving financial donations.

8.0 Meeting Closure

The meeting was closed at 7pm.

ATTACHMENT B - ACTION TABLE 28 June Meeting 2016

Subject	Action	Date of Committee Decision	Progress	Completed
Financial Summary	1. Request the re-allocation of \$11,000 from 2015/16 budget for the purpose of constructing equipment shed. 2. Investigate options for location of equipment storage shed including the Vidler Road depot.	28/06/2016		
Volunteers	EO to pick up seeds collected by the volunteers from Shirley Fisher, as part of the SWCC Wildlife Corridor Rehabilitation grant.	28/06/2016		
Management of the weed Pyp grass weed at Eagle Bay beach	EO to inform the Residents Eagle Bay Association (REBA), that the Committee would like them to take the lead on this project (to control the spread of Pyp grass at Eagle Bay) with the assistance of the Committee.	28/06/2016		
Project Planning - 2016/17 year	The EO to send out to Committee members a proposed date in August 2016 for the project planning meeting.	28/06/2016		
Donation to the Meelup Regional Park	EO to investigate governance requirements for receiving financial donations.	28/06/2016		
Meelup Brook water flows	EO to write to the Department of Water to follow-up on environmental water flow in the Meelup Brook catchment.	28/06/2016		
Project Planning - 2016/17 - Litter Collection	Litter collection contractor to be included in the 2016/17 project planning scheduled for August 2016.	28/06/2016		
Visitor Survey-Meelup Regional Park	1. There was no support from the Committee to undertake additional visitors surveys in 2016. 2. EO to investigate who was contracted to undertake the visitor survey report from the 2010 survey.	28/06/2016		
Governance and Management Arrangements	Re-schedule Manager, Governance Services to go over the Meelup governance and management arrangements for when the new committee member is appointed in a few months.	24/05/2016	Waiting for new committee member to start	
Environmental Guidelines for Events	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.	24/05/2016	A scope of works for advice from a Dieback consultant need to be done first-next financial year budget- to include in the environmental guidelines.	
Meelup Beach- Trees	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.	24/05/2016	Undertake in July	
Meelup Volunteers	To provide information on volunteer insurance.	26/04/2016	24/5/16-Manager Environmental Services met with LGIS to discuss the details of volunteer insurance including the potential for training to be provided. The details need to be developed and finalised.	
Dogs in Meelup	For the EO to meet with Committee member John Lang to discuss and plan measures in preventing dogs in the Meelup Regional Park.	26/04/2016	Meeting was held-requires follow-up actions to be completed. Signs to be purchased next financial year.	
Sign audit	That a sign audit be undertaken to identify the types and location of signage throughout the Park.	19/01/2016	Scheduled for July/August 2016	
Website update	That the options for managing the Meelup Regional Park Website be investigated. 22/3/16 - Check the link to the Meelup website on the City of Busselton's website and the hosting of the Meelup website.	28/06/2016	EO is currently drafting text to add on the City's website on Meelup Regional Park including a link to the Meelup Regional Park website.	
Meelup Regional Park Management Plan	EO to print the Management Plan figures and to propose a meeting time with the Committee to review (mid week was preferred).	28/06/2016		
Training Needs for the Meelup Regional Park Committee members	EO to send through any environmental training opportunities to committee members including training offered through local NRM groups. EO to arrange speakers on relevant topics e.g. experts from DPaW.	22/12/2015	Training opportunities will be sent to committee members when available (ongoing). Members to let EO know of any particular training requirements. EO to arrange speakers (ongoing).	Ongoing training as available