



## Meelup Regional Park Management Committee

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## Informal Meeting- Notes

**DATE:** Monday 27 February 2017, 10am  
**VENUE:** Dunsborough District Country Club

### 1. ATTENDANCE AND APOLOGIES

**Attendance:**

**Members:** Mr Peter Randerson (Deputy Presiding Member), Councilor Terry Best, Councilor John McCallum, Mrs Shirley Fisher and Mr Albert Haak.

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

**Apologies:** Dr Bob Jarvis (Presiding Member), Mr Tony Smurthwaite, Mr Damien Jones, Ms Lisa Archer, Ms Arlene Maidment and Mr Bob Ginbey.

### 2. FINANCIAL SUMMARY - Attachment A

**Proposed Direction:**

1. That the Committee notes the February 2017 Financial Summary (**Attachment A**).

### 3. MEELUP VOLUNTEER UPDATE

The Acting Volunteer Coordinator, Mr Peter Randerson presented a summary of volunteer activities over the last four week.

Another steady month with some 55 man-hours of volunteer involvement. Activities included:

- Clearing and pruning of vegetation along the trail from Gifford Road carpark to the coastal trail and along the coastal trail to Cattle Cove.
- Watering of plants and removal of tree guards along the wildlife corridor on Eagle Bay Road.
- Tidy up of Meelup equipment including bundles of tree guards and stakes stored at the Council Depot on Vidler Road.

- Removal of tree guards and stakes from established plants and dead plantings between Meelup Beach and Sail Rock and Gannet Rock and Meelup Beach.

**Proposed Direction:**

1. Information for the Committee to note.
2. That a submission is made to the City's fees and charges annual review to increase the fee for Wildflower brochures from \$2.50 to \$3.00 each.

#### **4. ACTION SUMMARY PROGRESS UPDATE**

The Action Summary table was discussed. The action summary is appended as **Attachment B**.

#### **5. REPORTS**

##### **5.1 Feral Animal Monitoring and Control**

Feral animals can have a significant impact on the fauna and flora of Meelup Regional Park through competition for food and habitat and direct predation. A feral animal control program is undertaken on an annual basis to help mitigate the impacts of these species on native fauna and flora.

The feral animal control program has been carried out in the park for over 10 years, with monitoring of feral animal activity (using sand plots and cameras) over the past 2 years to help determine the effectiveness of the control program. Monitoring occurs prior to, during and post baiting periods.

The feral animal control program in Meelup Regional Park comprises:

- Two rounds of fox baiting (one in spring, one in autumn) using eggs injected with 1080 poison. Secondary visits are undertaken, where any bait that has been taken is replaced, with a third follow-up visit where any remaining baits are removed from site.
- One round of rabbit baiting (at the end of summer prior to autumn fox baiting), hand-laid application using 1080 oats only.

Refer to **Attachment C** – Feral Animal Monitoring and Control.

**Proposed Direction:**

1. EO to investigate Commonwealth Feral Cat Funding and liaise with GeoCatch and Department of Parks and Wildlife (DPaW) on any potential feral animal funding programs in the region.

##### **5.2 Litter Control Contractor**

The litter contractor's report for the last month consists of the following:

- A total of 33 bags of rubbish were collected from carparks and beaches along the coastal track including 10 bags from the post Australia Day cleanup. The contractor was commissioned to work additional hours post Australia Day to collect litter on 27<sup>th</sup> January 2017.

- Litter consisted mostly of packaging waste left behind by small groups visiting the Park and some waste fishing equipment. There were no signs of any large parties. There was very little rubbish at Eagle Bay beaches and carpark in the last fortnight.

**Proposed Direction:**

1. Review of litter control contractor to be included for discussion on the April 2017 committee meeting agenda.

### **5.3 Australia Day Report**

A summary report for Australia Day 2017 is included as **Attachment D**.

**Proposed Direction:**

1. Information for the Committee to note.

### **5.4 Equipment Storage Shed –Update**

A number of possible locations for the shed within the Dunsborough area are still being reviewed to determine their suitability for construction of a storage shed and further information on the review will be presented to the committee.

**Proposed Direction:**

1. The Committee supported investigation of a proposed shed location adjacent to the Dunsborough Men's shed located on Dunsborough Lakes Drive.

### **5.5 Future Research Project Meeting**

The Future Research Project subcommittee was held on Wednesday 1<sup>st</sup> February. A brief review of the potential projects from the document *Meelup Regional Park Research Proposal 2014-2024* was undertaken. Committee member Tony Smurthwaite presented a review of the potential projects using the SMART approach. Refer to **Attachment E** for the Future Research Project subcommittee meeting notes.

**Proposed Direction:**

1. Committee members to advise the EO of any observed or reported soil erosion along the Park's tracks and firebreaks for inclusion on the Meelup Regional Park maintenance schedule.
2. EO to present at the March Committee meeting a summary of the 2017 track maintenance and the proposed locations of the dieback hygiene stations.

### **5.6 Mountain Bike Trail Development Zone 6 – Update**

In December 2016, the City Council made a determination to establish a mountain bike zone for the development of a mountain bike trail network within Meelup Regional Park. It is proposed that the mountain bike trails in Zone 6 will be constructed in stages and as funds become available for the trail

construction works. Stage 1 of mountain bike trails development will involve upgrade and enhancement of the existing trails in the western sector of zone 6, referred to as Brown Street.

A License Agreement between the City and Cape Mountain Bikers is being finalized and will enable the development of the Brown Street mountain bike trail to commence.

**Proposed Direction:**

1. Information for the Committee to note.

**5.7 Remediation of Zone 6 – Update**

Remediation works associated with the former waste disposal areas within zone 6 will commence during March 2017, with initial improvement of the access from Cape Naturaliste Terrace (opposite Endicott Loop) to enable cover soil to be hauled to the upper and lower waste disposal areas.

**Proposed Direction:**

1. Information for the Committee to note.

**5.8 2017 18 Capital Works Program**

The Coordinator, Environmental Services outlined the proposed 2017/18 Meelup capital works budget. The 2017/18 budget submission for capital works will be accordance with the City's Long Term Financial Plan for upgrade of Meelup coastal nodes.

**Proposed Direction:**

1. Information for the Committee to note.

**6.0 Meeting Closure**

The meeting was closed at 12:00pm.

**7.0 NEXT MEETING-** 27 March 2017 at 10am - Dunsborough District Country Club.

**ATTACHMENT B - ACTION TABLE (Post February 2017 Meeting )**

<b>Subject</b>	<b>Action</b>	<b>Date of Committee Decision</b>	<b>Progress</b>	<b>Completed</b>
Future Research Project Meeting	1. Committee members to advise the EO of any observed or reported soil erosion along the Park's tracks and firebreaks for inclusion on the Meelup Regional Park maintenance schedule. 2. EO to present at the March Committee meeting a summary of the 2017 track maintenance and the proposed locations of the dieback hygiene stations.	27/03/2017		
Equipment Storage Shed	The Committee supported investigation of a proposed shed location adjacent to the Dunsborough Men's Shed located on Dunsborough Lakes Drive.	27/03/2017		
Litter Control Contractor	Review of litter control contractor to be included for discussion on the April 2017 committee's Informal Meeting agenda.			
Feral Animal Monitoring and Control	EO to investigate Commonwealth Feral Cat Funding and liaise with GeoCatch and Department of Parks and Wildlife (DPaW) on any potential feral animal funding programs in the region.	23/03/2017		
Wildflower Brochures	Shirley Fisher requested that more wildflower brochures are required to be printed- possibly up to 5,000. The City has used ACTIV to fold brochures in the past. That a submission is made to the City's fees and charges annual review to increase the fee for Wildflower brochures from \$2.50 to \$3.00 each.	30/01/2017, 23/3/17	Quote received, slight change to text. 2,500 ordered.	
Curtis Bay	1. That enforcement signage on overnight camping and campfires be installed at Curtis Bay. 2. Arrange for the pest control operator to bait in the area adjacent to Curtis Bay.	30/01/2017	The pest control contractor has been notified of the sightings and to include in the program.	
Boxing Day Report Gannet Rock toilet	Investigate the instalment of temporary toilets at the Gannet Rock carpark.	30/01/2017, 23/3/17	Information from City staff indicate that a temporary toilet would cost in the range of \$6-\$7,000 per year to hire including maintainance and cleaning. Needs further discussion with Committee members and City. 23/3/17- The Committee want to go ahead with installing a temporary toilet at Gannet Rock.	
Proposed Disabled Access to Eagle Bay Beach	The Committee supported the proposal to develop an access ramp and stairway to the beach for the disabled at Eagle Bay including shower facilities and REBA submitting an application to LotteryWest for a grant to fund construction of the project.	30/01/2017	The City has notified REBA of the Committee's decision.	DONE
Equipment Storage Shed	City staff to check other possible sites for the shed.	28/12/2016	To be discussed at February committee meeting.	DONE
Point Piquet Proposed Toilet Block	EO to follow-up options option to paint the outside or incorporate a screen around the proposed facility.	28/11/2016	There has been another meetings with the Presiding member and City staff on the proposed toilet facilities. As a result of the meeting the carpark and ablution facility design is to be revised. Waiting on feedback from the City Engineering staff.	
Dieback Inspections	28/11/16- EO to contact the Water Corporation to see if they would contribute to the cost of the limestone sheeting of the access tracks to the tank facility.	31/11/16	EO to contact Water Corporation staff to arrange a site inspection of access tracks to the water tank to discuss dieback best practice with Meelup Committee members-Bob Jarvis and Peter Randerson. Waiting on response from Water Corporation staff.	
Proposed Projects- Castle Rock Improvements	28/11/16- EO to progress this project with the Manager, Environmental Services to scope the project and arrange a contractor to undertake the work. Works to include piping gas under the road, fill in the drain and installation of table setting.	27/09/2016	Engineering advised to send scope of works to plumbing contractor as this work is not done in-house. 28/11/16- Presiding member has discussed with a plumber re horizontal drilling. The plumber have suggested cutting the road instead of horizontal drilling. This project is scheduled to be implemented this financial year. 30/1/17- The Castle Bay improvements were supported by the Committee.	
Governance and Management Arrangements	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	Scheduled for February 27th 2017 Committee meeting with the Director of Finance and Corporate Services.	DONE

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. 23 August 2016- EO to check the Meelup Master Plan for landscape design works- DONE 27 Sept 2016-Find the information on the Meelup files with the audit of trees previously undertaken. Shirley Fisher has a copy of the files and will give to EO- DONE 27 Sept 2016-To form a subcommittee for the project consisting of Shirley Fisher, Bob Jarvis, Peter Randerson and Tony Smurthwaite. EO to arrange an aerial photo of the site for the meeting. For the subcommittee to meet at Meelup beach on 17th October at 3pm Meeting held- DONE	24/05/2016	This project has been included in the 2016/17 Work Plan. Meeting held with subcommittee members on 17th October 2016. Seedlings have been ordered for next year plantings. Quotes have been received and the Tree audit work and treatment plan has been awarded to Total Horticulture Services. Waiting on the report.	DONE
Sign audit	That a sign audit be undertaken to identify the types and location of signage throughout the Park.	19/01/2016	The coastal signage audit in progress- see details in the September 2016 Agenda. Ongoing consultation with the Committee. EO has given Bob Jarvis the 30 corflute dog signs for the volunteers to distribute along trails and beaches in the Park.	
<b>Training and Events</b>				
Training Needs for the Meelup Regional Park Committee members	Environmental training opportunities, workshop, events. EO to arrange speakers on relevant topics e.g. experts from DPaW.	22/12/2015	Training/ Community Engagement opportunities: 1. Dieback GreenCard training for 15 community members-scheduled for 3 April 2017. RSVP to Kay 2. Bushfire Management and Biodiversity Management Event - 10 March, St Mary's Church, Busselton. RSVP to Kay 3. Chemical Safety course- 7th March at Busselton Tafe 9am – 1pm. RSVP to Kay	Ongoing training as available
<b>Long-term projects</b>				
Eagle Bay-Rocky Point Trail Upgrade	EO to investigate Eagle Bay to Rocky Point trail and Meelup Regional Park boundary alignments to identify the section of trail that is currently traversing through private property.	27/09/2016	Have received GIS mapping details of areas of private land to start to progress this project. 28/11/16- Two trail signs are required along this section as well as limestone sheeting of an approximate 30 metre section of trail which is eroding. Trail signs installed with help from Green Army. There are a few more signs to be installed. Limestone sheeting will be included in the scope of works for trail maintenance. Require feedback from the Committee on the priority of this project to re-align the trails within the Park. 30/1/17- EO to investigate old reports.	