



Meelup Regional Park Management Committee

CO Locked Bag 1 · Busselton · Western Australia · 6280

Email: kay.lehman@busselton.wa.gov.au

Web: www.meeluppark.com

Informal Meeting- Notes

DATE: Monday 29 January 2018, 10.00 am

VENUE: Dunsborough District Country Club

1. ATTENDANCE AND APOLOGIES

Attendance

Members: Dr Bob Jarvis (Presiding Member), Mr Peter Randerson (Deputy Presiding Member), Mr Tony Smurthwaite, Mrs Shirley Fisher, Councilor John McCallum and Mr Albert Haak.

Officers: Mr Greg Simpson (Environmental Planning Coordinator), Ms Kay Lehman (Meelup Environment Officer- EO)

Apologies: Councilor Kelly Hick, Mr Bob Ginbey, Mr. Damien Jones

2. FINANCIAL SUMMARY - Attachment A

Proposed Direction:

1. The Committee noted the January 2018 Financial Statement (**Attachment A**).
2. Works to be investigated at the Point Piquet carpark include the installation of a new whale viewing platform sign, relocation of exiting interpretive signage and the construction of a stepped pathway access from the carpark to the ocean.

3. MEELUP VOLUNTEER UPDATE

The following Meelup volunteer activities were undertaken from 28 November- 12 December 2017:

- Bird Survey guided by Christine Wilder from the Capes BirdLife Group
- Pyp grass weed fencing and installation of signage at Eagle Bay
- Christmas windup BBQ- Meelup Beach

During 2017, a total number of 557.75 hours (averaging 10.73 hours/week) of volunteer work was undertaken by an average of 9 volunteers per week. A tremendous contribution to the management and maintenance of Meelup Regional Park.

A volunteer activity planning session, coordinated by the EO, was held on 11 January 2018 to schedule volunteer activities for 2018. The first volunteer activity will be training in weed mapping and trail maintenance recording, scheduled for 30 January 2018.

Upcoming events:

- Birdlife Citizen Science Workshop, Monday 12 February 2018 – 9am-12.30, Kaloorup Room, City Administration Building
- Dieback treatment Demonstration-Tuesday 27 February 2018- 9-11am, Windlemere Reserve, Dunsborough. Meet at the Naturaliste Community Centre Carpark

Proposed Direction:

1. Information noted by the Committee.

4. ACTION SUMMARY PROGRESS UPDATE

The action summary is appended as **Attachment B**. The Committee request further information on the progress of the Meelup Regional Park website upgrade and review of the Meelup Regional Park Management Plan.

Proposed Direction:

1. Meelup Regional Park website review update to be provided to the Committee.
2. Meelup Regional Park Management Plan review update to be provided to the Committee.
3. EO to arrange a meeting with Blake Moore (City's Community Emergency Services Manager), Bob Jarvis and Colin Sanderson (Eagle Bay Fire Chief).
4. EO to provide Meelup Regional Park website link to Margaret River/Busselton Tourist Association following the review of the website.

5. REPORTS

5.1 Boxing Day –Report

Management measures implemented in Meelup Regional Park for Boxing Day 2017, included:

- Planning for the event with City staff including Meelup Environment Officer, Rangers and relevant agencies including Department of Transport, Department of Biodiversity Conservation and Attractions and Dunsborough Police.
- Traffic management including road closure points, traffic personnel and use of vehicle message boards.
- Litter management- litter signage, litter bags available to the public and a coordinated clean-up.
- Media releases prior to and post Boxing Day.

Refer to **Attachment C**- Boxing Day Report 2017- Summary from Agencies.

Proposed Direction:

1. Information noted by the Committee.

5.2 Australia Day –Planning

Management measures to be implemented in Meelup Regional Park for Australia Day 2018 include:

- Traffic management and use of Variable Message Boards (VMB).
- Litter management – additional bins onsite at Meelup Beach and Castle Bay, litter signage, litter bags available to the public and a coordinated clean-up. Litter message on the VMB.
- Department of Transport and Parks and Wildlife vessel on the water.
- Media release.

Proposed Direction:

1. Information noted by the Committee.

5.3 X Adventure Event

Planning for the X Adventure Event scheduled for the weekend of 21 and 22 April 2018 is underway. The EO met with a representative from the Dunsborough District Country Club (DDCC) who is assisting Rapid Ascent in coordinating the event. A number of the proposed trails for the event were walked and checked.

The DDCC will be hosting the event which consists of four events over the weekend including:

- Short X- Adventure Race, 10am Saturday;
- Kids X Adventure Race, 2.30pm Saturday;
- Long X-Adventure- 7.30am Sunday
- Aquathon-10am Sunday

Refer to **Attachment D** -Event Management Plan and **Attachment E**- Proposed Mountain Bike Trail Route.

Proposed Direction:

1. Information noted by the Committee.

5.4 Meelup Beach- Terracing Landscape Works

The western slope at Meelup Beach is to be upgraded requiring the preparation of design and construction details. This highly utilised area includes a picnic table setting and seating infrastructure and is currently being degraded through high visitation numbers causing soil erosion of the slope. Stabilising this area through landscaping works including terracing and plantings will enhance this area for community use and protect the mature Peppermint trees in this area.

Proposed Direction:

1. Onsite meeting to be arranged with MRPMC members to discuss the scope of proposed upgrade of the Meelup Beach western embankment

6.0 NEXT MEETING- 26 February 2018, 10.00am, Dunsborough District Country Club.

ATTACHMENT B - ACTION TABLE (Post 29 January 2018 Meeting)

Subject	Action	Date of Committee Decision	Progress	Completed
Meelup Beach-Terracing Lanscape Works	Onsite meeting to be arranged with MRPMC members to discuss the scope of proposed upgrade of the Meelup Beach western embankment	29/01/2018	Site visit planned for 13 February 2018.	
Fire Management	EO to arrange a meeting with Blake Moore (City's Community Emergency Services Manager), Bob Jarvis and Colin Sanderson (Eagle Bay Fire Chief)	29/01/2018		
Update of the MRP website	1. Meelup Regional Park website review update to be provided to the Committee. 2. EO to provide Meelup Regional Park website link to Margaret River/Busselton Tourist Association following the review of the website.	29/01/2018		
Point Piquet carpark	Works to be investigated at the Point Piquet carpark include the installation of a new whale viewing platform sign, relocation of exiting interpretive signage and the construction of a stepped pathway access from the carpark to the ocean.	29/01/2018		
MRP Management Plan Review	Meelup Regional Park Management Plan review update to be provided to the Committee.	29/01/2018		
Seafood Safari Business	EO to liaise with relevant City staff on the management and operation of the proposed Seafood Safari.	27/11/2017		Done
Soil Erosion and Track Maintenance Project	Consult with Department of Biodiversity, Conservation and Attractions (DBCA) dieback staff on management options to control the spread of dieback from the gravel pit on the car rally trail.	27/11/2017	Feedback from DBCA discussed at the January 2018 meeting. We will be continuing the erosion works at the Car Rally gravel pit site including brushing, use of coir logs and revegetation works. Committee member Tony Smurthwaite is completing his report on trail maintenance.	Done
Trail Maintenance Schedule	1. Assess the condition and suitability of the Meelup Brook trail as a dual use trail and report back to the Committee. 2. EO to investigate using the Find to Fun App to promote the Park and trails.	27/11/2017	The Meelup Brook trail and Western firebreak trail- will be assessed using the trail Classification Specifications (WA Mountain Bike Management Guidelines (DPW, DSR, West Cycle, Wamba WA). Find the Fun App may be used on the new Meelup website.	
Annual Report	Request the Chief Executive Officer include the Annual Report in the Council Information Bulletin and that copies of the Annual Report be made available to the public at the City customer service points and at the Margaret River Busselton Visitor Centre.	27/11/2017	Done. Committee requested at the 29 January 2018 for the Annual report to be sent to Meelup volunteers for their information.	Done
Volunteer Update	1. EO to coordinate with Committee member Peter Randerson on the tagging of the dieback boundary. 2. EO to check with Richard Clark, locations where Flinders Ranges Wattle has been recorded.	27/11/2017	Done- ordering another 200 tags and checked location of weed	Done
Point Piquet carpark upgrade	1. The City to install pedestrian crossing signage along Meelup Eagle Bay Road. 2. EO to arrange standard trailer markers through the completed carpark with direction and distance information for walkers. 3. Point Picquet carpark design to include appropriate signage: a) To exclude caravans and boat trailer entry to the parking area. b) To identify the alignment of the coastal trail through the carpark. 4. Works to be investigated at the Point Piquet carpark include the installation of a new whale viewing platform sign, relocation of exiting interpretive signage and the construction of a stepped pathway access from the carpark to the ocean.	30/10/2017 Point 4 added 29/1/2018	The alignment of the coastal trail identified through the carpark. Trail markers ordered. Request sent to City staff re installing pedestrian crossing sign and exclusion of caravan and boat trailers.	Done
Carpark Signs	Arrange directional sign for Gannet Rock carpark and other carpark along Eagle Bay to be installed at Meelup Eagle Bay Road.	30/10/2017	Gannet Rock carpark sign ordered. The need for other coastal node carparks to have signs installed was discussed at the 29 January 2018 meeting and agreed.	

Proposed Projects- Castle Rock Improvements	28/11/16-Scope of works to be arranged and 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, 2	Quote for gas works received, possible works mid February 2018.	Done
Training and Events				
Training/Events	Environmental training opportunities, workshop, events. EO to arrange speakers on relevant topics.	22/12/2015	Upcoming Events and Training include: Birdlife Citizen Science Workshop- Monday 12th February, Kaloorup Room City of Busselton Administration Building 9am-12.30pm. Dieback Treatment Demonstration Tuesday 27 February 9-11am, Windlemere Reserve, Dunsborough. RSVP to EO	Ongoing