



- a) Does not support the request for the Shire of Manjimup to lead and fund a memorial to Dick Sproge in the Heritage Park, due to the principle of the Heritage Park being not to celebrate individuals as there have been so many individual contributors to the Shires Heritage; and
- b) Extends an invitation to work in consultation with the Shire of Manjimup to deliver a temporary exhibition within the foyer of Power Up – Heritage Park entry.

## 7 **Business Arising from Previous Minutes**

IW informed the committee that the 18 historic timber images that were donated have been cleaned and half of them displayed in the Power Up Museum Foyer.

### Integrated Weed Management and Burn Plan

SR stated that some spraying work had been undertaken and he is awaiting better weather to continue. However, the Property Care Team have been utilising wet days to pull weeds and a large amount has been removed from the park.

### Old Café Building Tenancy

EA informed the committee that Southern Forest Community Landcare (SFCL) will be presenting their proposal for the use of the Old Café Building to Council on Thursday 28 September.

KD asked if this Council meeting will confirm if SFCL will be given a lease at the Old Café Building. EA stated that a final decision is not able to be made in the Council Meeting but it will be indicated whether they are in support of the proposal.

KD briefly explained to the committee SFCL's proposal to Council regarding leasing the Old Café Building for their new offices.

### Friends of the Park – Volunteer Group

EA stated that she has attended several sessions on the new legislation for volunteers and that volunteers are to be treated under the same Workplace Health and Safety conditions as employees.

YP asked a question regarding volunteers over the age of 85 not being insured and if there was an age limit on the Shires insurance. JW also enquired into what personal information volunteers were required to provide and if the volunteer register for one-off events previously used was still viable.

**Action: EA to follow up**

JW suggested a mailing list rather than an official 'friends of the park' group as to not contribute to the volunteer fatigue within the community.

### Future Planting Projects

SR and VW stated that the planned planting had been completed. The Park Caretaker will maintain them through the summer. The next planting areas have been agreed on and a plan is being put together regarding what plants will be put in the new spaces.

### Eco Environmental Centre Proposal

	<p>KD stated on behalf of the SFCL that the proposal was obsolete and no further actions were required.</p>
<p><b>8</b></p>	<p><b>General Business / New Matters</b></p> <p><u>Aboriginal Input</u></p> <p>VW mentioned the vacant Aboriginal Representative position on the committee and its importance. EA stated that an invitation had been extended to the Aboriginal Representatives on the Reconciliation Action Plan Advisory Committee.</p> <p><u>General Business</u></p> <p>VW suggested grant applications that involve the Heritage Park should be presented to the committee for comment prior to the application being submitted. VW stated that Fiona Sinclair had applied for a grant that would potentially see a structure built in the Heritage Park and if this grant would also include upgrades to the paths and signage to ensure safe access. EA stated that prior to any works taking place a presentation would be provided to the committee for their consideration.</p> <p><b>Action: EA to invite Fiona Sinclair to present at next meeting</b></p>
	<p><u>Round Table</u></p> <p>MM stated that the Community Garden was unsuccessful in their grant application to Talison Lithium but have applied for another grant with Kleenheat Gas to acquire more soil. The bituminising of the pathways has been put on hold due to the cost. MM proposed the group may make a presentation to the Shire's Council asking for assistance. EA suggested a Community Grant application. MM stated that it would be a cost of \$20,000 which is outside the parameters of a Shire Community Grant. MM raised concerns around accessibility of the paths due to the loose gravel. SR suggested the group investigate a concrete blend (gravel/concrete) to reduce costs.</p> <p>JW stated that it was great to see some plants being planted in the bush landing area.</p> <p>JW asked what the plan is for any exhibition upgrades on the Power Up &amp; Timber Park Museums.</p> <p><b>Action: put exhibition upgrades on action list</b></p> <p>SR stated that the flooding on paths had been pumped away and plans had been put in place to rectify this issue once weather permits.</p> <p>IW informed the Committee of Rhiannon Evans' resignation as a proxy representative of the Manjimup Historical Society. The committee make the following recommendation to Council:</p> <p><b>To accept the resignation of Rhiannon Evans as proxy representative of the Manjimup Historical Society.</b></p> <p><b>Moved: IW                      Seconded: SR                      Carried: 7/0</b></p> <p>IW stated that there is an issue with tree roots coming through paths near History House.</p> <p><b>Action: Spencer to investigate</b></p> <p>IW asked if it was up to the committee to review the Management Development Plan for the Heritage Park and if so, when and how will the review take place. JW stated that the intention</p>

	<p>of the original Management Development Plan was that it would be exercised by the MHPAC in lieu of an Action Sheet. VW suggested a workshop for a review of the plan.</p> <p><b>Action: Look at organising a workshop to review Management Development Plan to address what has been actioned and what is outstanding.</b></p> <p>EA mentioned that there was a historical timber whim currently being restored by the Manjimup Men's Shed with the potential to be displayed in the Heritage Park. Several committee members raised concerns regarding adding more historical objects to the park when funds are already needed to conserve the current collection. Also, to ensure adequate preservation, collection items should be put under cover at significant costs.</p> <p>KD asked if there was an asset condition assessment. JW stated that it was included in the Management Development Plan.</p>
<b>9</b>	<p><b>Meeting Closure</b> EA declared the meeting closed at 6:29pm.</p>
<b>10</b>	<p><b>Next Meeting Date:</b> 13 December 2023 at JC Rose Room, Council Chambers.</p>

# Manjimup Heritage Park Advisory Committee

Project Updates & Action Items

Date Amended: 19 September 2023



## ACTIVE

	Project	Current Update & Action	Lead Person	Actioned by
1.	<p>Tobacco Heritage Construction</p> <p>Note: Macedonian Hall Committee (MCH) are supporting Sam with general project.</p>	<p>No building application has been received from Sam Karamfiles to date.</p> <p>Awaiting Sam to place pegs to mark out site and then Shire will dump sand as previously arranged.</p> <p>Due to no further progression on project, suggested group invite MCH committee and to engage more with them so they can drive the project more.</p> <p>It was determined the MCH committee and HPAC aren't able to progress this further until a building application is submitted by Sam Karamfiles. Current building crisis will also impact delivery of project – may be best to revisit in March 2023.</p> <p>Delay is due to a resource and capacity issue with S Karamfiles. Macedonian Community should be encouraged to be the community driver. Group has assisted in completing the Building Application, however it is yet to be submitted.</p> <p>No further progress – G Ipsen Cutts suggested we need to be patient for progress to commence.</p>	<p>S. Karamfiles</p> <p>G Ipsen-Cutts</p>	<p>Ongoing</p> <p>Ongoing</p>



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		<p>from attendees will be cross referenced with strategic plan and presented to Council on 15<sup>th</sup> June 2023.</p> <p>Southern Forests Community Landcare will present their proposal for tenancy of this building to Council on 28 Sept 2023.</p>	G Ipsen Cutts	Ongoing
4.	<p>Marketing Strategy</p> <p>Note: SC is developing promotional plan for Park. Mentored by Australia South West</p>	<p>Held initial meeting with Australia South West. Intention is to focus on social media and packaging of the Park.</p> <p>Marketing Strategy to be established with SC and ASW by end of October 2022.</p> <p>Current marketing through ASW Winter campaign, The Australian Directory of School Activities, Excursions and Accommodation.</p> <p>SC to investigate reviews on Wiki Camps and Trip Advisor.</p> <p>Australia's South West Winter Down South Campaign is now running, which features the Heritage Park.</p> <p>Heritage Park brochure to be redesigned and map corrected indicating correct locations of significant flora.</p> <p>J Winters advised Arm Sign undertook the original.</p> <p>G Ipsen Cutts suggested approaching South West Print &amp; Design – Adam Purdy to obtain a quote to perform works.</p>	S Cleveland	Ongoing

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5.	Park Activation Strategy	<p>Group Settlements – 100 year celebrations. Possibility that Shire can promote in a wrap around in the local newspaper. Community Services team is currently exploring this avenue.</p> <p>October 2021 would be the recognised date for the 100 year settlements as scheme wound up in 1935. GIC timeline wall to be constructed as a barrier to the Parks waterbody was discussed. IW advised the Historical Society are already working towards establishing a timeline which would contribute to this project. Artist impression and concept to be developed – IH to provide contact details for interpretation consultant.</p> <p>G Ipsen Cutts still would like a commemoration of the group settlement –in April, 9 groups in the Manjimup Shire will celebrate their settlement. Another 5 groups will celebrate their centenary this year. It will then continue to Northcliffe and Smithbrook in 2024-2028.</p> <p>Icon (artwork) – image of group settlers – could be installed somewhere and to have a connection to the group settlements. Pioneer Women and School icons are available in the Shire for consideration.</p> <p>Possible location for icons – Heritage Connections Project – doesn't necessarily need to be located in the Park. Costs for erection would be approximately \$10,000 (footing in concrete only around \$4,500) minimum to get fabricated and interpretation to install. Potential to roll project out with federal funding.</p>	G Ipsen Cutts / S Cleveland	Ongoing



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		<p>The Group Settlements are currently not represented. Fence line in front of pond is still being considered as a potential location. Time and money is a factor in getting this project to fruition.</p> <p>D Buegge questioned winter activities in the Park – parents using PowerUp as a winter sanctuary for children on wet days. Suggested collaboration with organisations like the Manjimup Family Centre. Increased promotion of this platform to be actioned by S Cleveland.</p> <p>Inflatables initiative in Park ran by the Shire was an extremely successful event that the public didn't expect it to be free. SC to get costs from Emily to see if viable as a potential revenue raising event.</p> <p>Home Schooling and marketing drive to be targeted. Potential to have old school opened for interaction.</p>	S Cleveland	Ongoing
6.	Conservation Plan (objects)	<p>Annual conservation plan to be prepared for object/collection management. Mostly completed. Gail to forward to Ian Wilson for review. Gail to provide update at next meeting.</p> <p>Meeting to be held to discuss conservation plan and collections prior to next meeting between GIC, SC &amp; IW.</p> <p>In progress – more maintenance management going forward.</p> <p>Ongoing works that will continue to evolve over time – IW suggests removal of item from action items.</p> <p>Conservation plan for ongoing conservation works that need to be done within the Park. It is expected that with large metal objects in this environment they are going to corrode.</p> <p>Potential to investigate grants to fund these works.</p>	G Ipsen Cutts / I Wilson / S Cleveland	Ongoing

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	Project	Current Update & Action	Lead Person	Actioned by
7.	Friends of the Park – Volunteer Group	<p>Currently reviewing.</p> <p>SC advised volunteering through Manjimup Senior High School Bush Cadets has contributed to additional planting conducted.</p> <p>Friends of the Park group to be established – schedule of capacity and duties list to be established for consideration by Council. Nick, Spencer, Sam, Ian and Donelle to meet to discuss parameters.</p> <p>Activation of Friends of the Park is a resource issue. New workplace health and safety laws make it more challenging for progression without supervision and insurers won't cover volunteers over 85 years of age.</p> <p>New laws being introduced on the 1<sup>st</sup> July 2023. A meeting was held with Volunteer Hub volunteers and explained the impact of the new legislation. If have employees in an organisation that uses volunteers, you need to treat them like an employee. Duty of care is an issue.</p> <p>G Ipsen Cutts to gain some legal clarification from Shire's insurer on how to proceed.</p> <p>E Apeldoorn to gain legal clarification from Shire's insurer regarding age limits and volunteer requirements.</p>	<p>G Ipsen Cutts</p> <p>S Cleveland</p> <p>G Ipsen Cutts</p> <p>E Apeldoorn</p>	<p>Ongoing</p> <p>Ongoing</p> <p>1 July 2023</p>
8.	Future Planting Projects	<p>Annual plan and meeting be conducted in July / August to determine areas for planting and to set dates areas to be prepared.</p> <p>Vicki Winfield suggested whim area, replacement planting and bush landing could be focus areas.</p>		

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		V Winfield advised preparation planting to be conducted in the whim area and traffic island. Meeting to be set by V Winfield in the last week of July with S Roberts, V Winfield and S Cleveland to work through plan and implement.	V Winfield	1 July 2023
	Project	Current Update & Action	Lead Person	Actioned by
9.	Visitation Reporting	<p>To prepare a broader business report to provide basis for Park use.</p> <p>Possible engagement with TAFE or survey group to seek visitation data.</p> <p>Approach Australia's South West and Tourism WA for Southern Forest Region specific visitation numbers.</p> <p>Benchmark data required now to show increase in visitation. Potential to use average percentage of visitors in museum visitation in the Park and have it generated by tourism students.</p> <p>Tourism Council are able to prepare visitation data – one report under each category is available per member annually.</p> <p>Motion made to propose that we investigate a cost to obtain a more detailed analysis and to progress. The current Tourism Council members are willing to allow use of their membership to obtain information (Manjimup Visitor Centre, Shire of Manjimup and Donnelly River Cruises).</p> <p><b>Moved:</b> S Roberts      <b>Seconded:</b> I Wilson      <b>CARRIED 8:0</b></p>	S Cleveland / G Ipsen Cutts	
10.	Heritage Park Promotional Brochure & QR Code Links	Brochure also referenced under Marketing Strategy.	S Cleveland	Ongoing

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		<p>S Cleveland suggested QR codes could be used around the Park rather than placing tree names. QR codes would link visitors to the Heritage Park website where the following information could be gained about flora:</p> <ul style="list-style-type: none"> <li>- Botanical name</li> <li>- Common name</li> <li>- Noongar name and possible uses and flowering time (could approach RAP to provide indigenous content for plants once parameters set)</li> <li>- Origin</li> </ul> <p>S Cleveland to reference tree markers in style guide and investigate a modernised marker with QR code on stakes.</p> <p>Forest Products Commission, Shire of Manjimup and alternative grants to be investigated to fund project.</p> <p>S Cleveland to investigate costs and options to progress.</p>		
11.	Footpath Maintenance – Tree roots	S Roberts to investigate	S Roberts	13 December 2023
12.	Management Development Plan Workshop	Organise a workshop to review Management Development Plan to address what has been actioned and what is outstanding.	E Apeldoorn	13 December 2023