



Wellington Park
Management Trust

**AGENDA AND RESOLUTIONS OF A MEETING OF THE WELLINGTON PARK
MANAGEMENT TRUST HELD AT 9 AM ON FRIDAY 6 JULY 2018 IN THE
HOBART COUNCIL CENTRE**

1. ATTENDANCE AND APOLOGIES

PRESENT: Dr C Mucha (Chairperson)
Ms R Warrener (Tourism Tasmania)
Alderman M Carlton (GCC)
Alderman E Ruzicka (HCC, deputy for Alderman Thomas)
Mr Ben Goodsir (deputy member DPIPWE)
Mr E Sullivan (deputy member TasWater)

APOLOGIES: Mr A Rushton (PWS)
Ms L Wilson (DPIPWE)
Alderman D Thomas (HCC)
Mr L Stapleton (TasWater)
Ms J Fry (deputy member PWS)

**2. DISCLOSURES OF INTERESTS AND RELATED PARTY INTERESTS IN AGENDA
ITEMS**

Nil.

3. CONFIRMATION OF MINUTES FROM THE MEETING HELD ON 20 APRIL 2018

The Trust accepted the minutes of the meeting held on 20 April 2018 as true and correct. The minutes were signed.

4. WORK HEALTH AND SAFETY REPORT

NOTE¹ A WHS report is a standing item at all Trust meetings.

No staff or contractor incidents were reported in the period since the previous Trust meeting on 20 April 2018. Two visitor incidents were reported:

- A lost mountain bike rider was airlifted out of the Park and hospitalised with suspected hypothermia.
- The Tasmania Fire Service attended a vehicle fire on Pinnacle Road. There was no report of any injuries.

Resolved that the report be received and noted.

NEW BUSINESS

5. EXTERNAL DELEGATION TO DPIPWE FOR THREATENED SPECIES PERMITS

NOTE¹ This is a long standing delegation that required updating due to changes in DPIPWE staff .

Resolved that:

1. The report be received and noted.
2. The Trust, established under s9 of the Wellington Park Act 1993 and acting pursuant to s14 of that act, hereby revokes the delegation to DPIPWE in the terms of the attached Instrument of Revocation and delegates powers in terms of the revised Instrument of Delegation attached to this report.
3. The Instrument of Revocation of delegation and the Instrument of Delegation attached to this report be signed by the Trust Chairperson and be scheduled to the minutes of this meeting.

6. REVISED PROCUREMENT POLICY AND PROCEDURES

Resolved that:

1. The report be received and noted.
2. The Trust endorses the revised Procurement Policy and Procedures document attached to the report, with amendments discussed at the meeting.
3. The Trust approves making the revised Procurement Policy and Procedures document available to the public on the Wellington Park website.

7. FINANCIAL UPDATE AND PROPOSED BUDGET FOR 2018-19

Resolved that:

1. The report be received and noted.
2. The Trust endorses the proposed budget for the 2018-19 financial year, except for the special projects budget which will be endorsed when funding has been confirmed.

8. PARK ACTIVITY ASSESSMENT FOR DEVELOPMENT OF FERN TREE PARK AND THE QUARRY CAR PARK

Resolved that:

1. The report be received and noted.
2. The Trust approves the Park Activity Assessment for works to improve the Fern Tree Park Visitor Node.
3. The Trust approves the permit under the *Wellington Park Regulations 2009* for works in the Fern Tree Park Visitor Node attached to the report.

9. PARK ACTIVITY ASSESSMENT FOR CONSTRUCTION OF THE STRICKLAND FALLS CONNECTOR TRACK

Resolved that:

1. The report be received and noted.
2. The Trust approves the Park Activity Assessment for the Strickland Falls Connector Track.
3. The Trust approves the permit under the *Wellington Park Regulations 2009* for construction of the Strickland Falls Connector Track attached to the report.

10. PUBLIC RELEASE OF THE TRUST'S GIFTS AND BENEFITS AND GOVERNANCE POLICIES

Resolved that:

1. The report be received and noted.
2. The Trust approves making the Offers of Gifts and Benefits Policy available on the Wellington Park website.
3. The existing Governance Policy document be split into separate policy and procedures documents with the policy document to be available on the Wellington Park website.

11. VISITOR RISK MANAGEMENT POLICY STATEMENT AND STRATEGY

Resolved that:

1. The report be received and noted.
2. The Trust approves making the Visitor Risk Management Policy and Strategy statement attached to the report available on the Wellington Park website.

12 AGENDA PRIORITIES FOR NEXT TRUST MEETING

Resolved that:

1. The report be received and noted.
2. The Trust agrees on the priority items listed in the report for the next Trust meeting on 28 September with the inclusion of a detailed briefing on TasWater's draft Drinking Water Catchment Management Plan.

13 PROGRESS REPORT ON THE VISITATION AND RECREATION STRATEGY FOR WELLINGTON PARK

Resolved that the report be received and noted.

14 RENEWAL OF THE TRUST MANAGER'S CONTRACT

Verbal report for information only.

15 WELLINGTON PARK MANAGEMENT TRUST PLANNING CALENDAR FOR 2018

Item for information only.

16 LICENCE FOR AN ALL WEATHER SHUTTLE BUS ON PINNACLE ROAD

Verbal report for information only.

17. UPDATE ON THE AUTHORITY TO ENTER ISSUED BY THE MINISTER FOR STATE GROWTH

Verbal report for information only.

18 UPDATE ON PROGRESS WITH THE DRINKING WATER CATCHMENT MANAGEMENT PLAN

Verbal report by TasWater for information only.

19 REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Item for information only, no discussion.

OTHER BUSINESS

There being no further business the meeting closed at 11:50 am.

NEXT MEETING

28 September 2018.

Schedule to the Minutes

Signed Instrument of Delegation of powers to the Department of Primary Industry, Parks Water and Environment.