



Distribution (17)

Trust Members (8)	
Dr Christine Mucha	Chairperson
Ms Louise Wilson	DNRET
Ald Damon Thomas	Hobart City Council
Ald Jeff Briscoe	Hobart City Council
Ms Frances Smith	TasWater
Mr Stuart Fletcher	Parks and Wildlife Service
Ms Rita Warrener	Tourism Tasmania
Ald Melissa Carlton	Glenorchy City Council
Deputy members (7)	
Cr Helen Burnet	Deputy to Ald Briscoe
Cr Will Coats	Deputy to Ald Thomas
Ms Anne Greentree	Tourism Tasmania deputy
Mr Ben Goodsir	DNRET deputy
Ms Krissy Ward	Parks and Wildlife Service deputy
Mr Heath Woolley	TasWater deputy
Mr Emilio Reale	Glenorchy City Council deputy
Copies for Information (2)	
Axel von Krusenstierna	Manager WPMT
File Copy	

WELLINGTON PARK MANAGEMENT TRUST

Meeting Minutes

MINUTES OF A MEETING OF THE WELLINGTON PARK MANAGEMENT TRUST HELD AT 9:30 AM ON TUESDAY 30 NOVEMBER 2021 IN THE "RIVERVIEW ROOM" OF THE HOBART COUNCIL CENTRE

NOTE

MINUTES OF TRUST MEETINGS ARE PUBLISHED ON THE WELLINGTON PARK WEBSITE FOLLOWING THEIR APPROVAL BY THE TRUST.

INFORMATION IN THE PUBLISHED MINUTES MAY BE REDACTED IF THE TRUST CONSIDERS IT IS EXEMPT INFORMATION UNDER THE RIGHT TO INFORMATION ACT 2009

1. ATTENDANCE AND APOLOGIES

PRESENT:

- Dr C Mucha (Chairperson)
- Alderman D Thomas (HCC)
- Alderman J Briscoe (HCC)
- Ms R Warrener (Tourism Tasmania)
- Ms F Smith (TasWater)
- Alderman M Carlton (GCC)
- Mr S Fletcher (PWS)
- Mr B Goodsir (DNRET deputy)

APOLOGIES: Ms L Wilson (DNRET)

The Trust Chairperson welcomed new member Mr Stuart Fletcher.

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

Mr Fletcher noted an interest in Item 7 as it included correspondence from Heritage Tasmania which is a department under him as General Manager, Land and Heritage, in the Department of Natural Resources and Environment Tasmania. Mr Fletcher remained in the meeting room during discussion of this item. No interests in any other agenda items were declared.

3. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 8 SEPTEMBER 2021

The Trust accepted the minutes of the meeting held on 8 September 2021 as true and correct. The minutes were signed.

4. ACTION TABLE – 30 November 2021

The action table was noted and discussed including removal of the following completed actions:

- Agency comments on the listing of new heritage sites and a heritage precinct on the Wellington Park Heritage database.
- Investigation into providing the Education and Regulations Coordinator with a body worn camera.

It was noted that a discussion paper will be prepared on the Wellington Park Partnership Agreement proposed at the Trust meeting on 8 September 2021 for further discussion with the agencies represented on the Trust.

5. WORK HEALTH AND SAFETY REPORT

The content of the report was discussed.

The Trust Manager advised that no Trust staff, Park management agency staff or contractor incidents had been reported since the last WHS report on 3 September 2021.

Two incidents were noted:

1. A dog that was off lead in the Park attacked and bit a bike rider. The rider required medical attention. The person walking the dog was not the owner and had two dogs off lead in the Park.
2. A bike rider fell and suffered a severe head injury on the Middle Island Fire Trail. Ambulance Tasmania attended and transported the injured person to hospital. Additional master keys have been issued to Ambulance Tasmania to assist with access to the Park.

It was confirmed that visitors are not required to use the Tasmanian check in app when entering the Park or using the toilets but are required to use it when entering the summit observation shelter and the Lost Freight Café.

RESOLVED:

That the report be received and noted.

VISITOR AND RECREATION STRATEGY DISCUSSION

At the request of Hobart City Council a discussion was held with Council Officers (Acting Director, City Amenity, and Acting Manager, Bushland) about the draft Visitor and Recreation Strategy (VRS). Council wished to provide feedback on the draft VRS following a briefing provided to Council on 14 October. The main matters discussed were:

- Inclusion of recent plans and initiatives to improve visitor and recreation facilities so the VRS builds on planning already done.
- Need to review scheduling of actions to better meet current needs.

- Lack of strategic direction for dealing with urgent current issues, particularly traffic on Pinnacle Road.
- Some visitation estimates need more justification and detail of the analysis undertaken.
- Reliable benchmarks are needed to allow future changes to be assessed.
- Master plans are needed for key visitor areas.

The Trust Manager and VRS consultant will meet with Council Officers to discuss how these concerns can be addressed in the draft VRS. See further discussion in Item 10.

NEW BUSINESS

Items for decision

6. MANAGER'S POSITION DESCRIPTION AND INFORMATION PACKAGE

The content of the report was discussed.

The Trust Manager has advised the Trust that he does not wish to continue in the Manager position when his contract expires in 2022.

The procedures for recruitment of Trust staff are set out in the Trust's Recruitment Policy and Procedures.

Members discussed a draft Position Description, information package and the scope of advertising for the Manager position as well as the timing of the recruitment process. The following matters were noted:

- The Trust's Recruitment Policy and Procedures needs to be revised, updated and shortened.
- The Department of Natural Resources and Environment has agreed to assist with sizing the position and finalising the position description and other documentation.
- The position title will be "General Manager".
- Advertising will be in local newspapers, LinkedIn and selected employment websites. Other agencies will be asked to link to the advertisement on their Facebook pages.

RESOLVED

That: 1. The report be received and noted.

2. The Trust authorises the Chairperson to approve a final position description and other documentation for the recruitment of a General Manager for the Trust and finalise the Selection Panel.

7. CONFIRMATION OF NEW HERITAGE SITES AND A PRECINCT FOR INCLUSION ON THE WELLINGTON PARK HERITAGE DATABASE

The content of the report was discussed.

At its meeting on 8 September 2021 the Trust considered a recommendation to approve the addition of 18 newly discovered heritage sites and a proposed heritage precinct to the list of Wellington Park heritage sites and precincts. Formal endorsement of heritage sites and precincts gives them better protection under the Wellington Park Management Plan 2013.

At the September 2021 meeting members asked the Manager to seek the views of the affected agencies on the listing of the newly discovered sites and proposed precinct before final approval. Twelve of the proposed new heritage sites are in the Glenorchy City Council management area, four sites and the proposed precinct are in the Hobart City Council management area and two sites are in the Parks and Wildlife Service management area.

cont.../

Item No. 7 continued

The Manager noted that PWS was not consulted as the two proposed sites in its management area are remote, well established and very unlikely to have any implications for management or planning. The site record sheets for the two sites will be sent to the PWS representative for final confirmation.

Glenorchy City Council advised that it supports the inclusion of eleven of the twelve proposed new sites in its management area on the Wellington Park heritage site list. For the remaining site (a fire trail) Council only supported listing a section of the proposed site where there is an example of a rare form of cordwood trail construction.

Hobart City Council advised that it supports inclusion of the four proposed new sites in its management area on the Wellington Park heritage site list. Council requested that more information be provided about the proposed new heritage precinct to support the proposed precinct boundary and define the values of the precinct that require protection.

Members noted receipt of a letter from the Director, Heritage Tasmania, encouraging the Trust to list the proposed precinct so that its values are recognised and appropriately managed. Heritage Tasmania also encouraged the Trust to develop a conservation policy for the precinct.

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses, for inclusion in the Wellington Park heritage site list, the four new heritage sites in the Hobart City Council management area and the 12 new heritage sites in the Glenorchy City Council management area in attachment 1 to the report with the amendment noted in Clause 8.1 of the report.
3. That the two new heritage sites in the Parks and Wildlife Service management area be added to the list of designated sites, if approved by the Parks and Wildlife Service.
4. That the Trust, in collaboration with Hobart City Council, undertakes a full survey and documentation of the proposed heritage precinct to establish the boundary and the values of the precinct.
5. That the Trust develops a conservation policy for the proposed new precinct after the boundary and values of the precinct have been established and agreed with Hobart City Council.

8. REVIEW OF THE TRUST'S GOVERNANCE POLICY AND PROCEDURES

The content of the report was discussed.

The Trust's Governance Policy and Procedures was prepared to ensure that the Trust administers its affairs in accordance with the *Wellington Park Act 1993* and current accepted governance practice. The Governance Policy and Procedures are reviewed biennially.

Members agreed to a number of minor revisions and updates.

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses the revised Governance Policy and Procedures attached to the report.

9. AGENDA PRIORITIES FOR THE NEXT TRUST MEETING

The content of the report was discussed.

Members agreed on the priority items for the next Trust meeting and the date for the first scheduled meeting in 2022.

RESOLVED

That: 1. The report be received and noted.

2. The Trust agrees on the priority items for the next Trust meeting listed in the report and the date of the first Trust meeting in 2022.

Item for discussion

10. UPDATE ON PROGRESS WITH THE DRAFT VISITOR AND RECREATION STRATEGY

The content of the report was discussed.

The report provided an update on progress with the second phase of community engagement and discussion of feedback on the draft Visitor and Recreation Strategy (VRS) from Park Management Agencies. Briefings and copies of the draft VRS had been provided to Glenorchy and Hobart City Councils and the Parks and Wildlife Service. All agencies had provided feedback on the draft VRS with Hobart City Council officers attending the Trust meeting to discuss Council's feedback.

Members asked the Trust Manager to resolve the matters raised in the feedback with the agencies, including changes to the draft VRS, in order to have their support for public exhibition of the draft VRS.

Members agreed that engagement with the Aboriginal community should be undertaken as soon as the matters raised by Park Management Agencies had been addressed.

Members agreed to defer discussion of questions and themes for use with the "Social Pinpoint" tool during engagement with the wider community until the matters raised following the briefings to the Park Management Agencies have been addressed.

RESOLVED

That: 1. The report be received and noted.

2. The Trust Manager engages with the Park Management Agencies to address the issues they raised about the draft VRS.

11. BODY WORN CAMERA OPTIONS FOR THE EDUCATION AND REGULATIONS COORDINATOR

The content of the report was discussed.

The report noted that the Trust, at its meeting on 8 September 2021, asked the Manager to investigate providing the Trust's Education and Regulations Coordinator (ERC) with an appropriate body worn camera for use when on patrol in the Park.

Members agreed with the report recommendation that the ERC be provided with an Axon Body 2 camera ('off line' version) and training in its use.

Members noted that a policy and procedures for use of a body worn camera needs to be developed for approval at the next Trust meeting.

RESOLVED

That: 1. The report be received and noted.

2. The Trust purchase an Axon Body 2 camera without the cloud storage subscription but with the option to add this later if required.

Items for information

12. AUDIT COMPLETION REPORT AND BUDGET UPDATE

The content of the auditor's report and the statement of the Trust's financial position at 31 October 2021 were discussed. Members asked that future financial updates highlight funds available for discretionary spending and those that are restricted to specific projects.

RESOLVED: That the report be received and noted.

13. TRUST PLANNING CALENDAR FOR 2021

The content of the report was noted.

14. REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Item for information only, no discussion.

15. MINUTES OF MANAGEMENT ADVISORY COMMITTEE MEETING ON 23 NOVEMBER 2021

Item for information only, no discussion.

OTHER BUSINESS

Correspondence received and sent was noted.

NEXT SCHEDULED MEETING

22 February 2022

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