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## WELLINGTON PARK MANAGEMENT TRUST

### Minutes

#### MINUTES OF A MEETING OF THE WELLINGTON PARK MANAGEMENT TRUST HELD AT 11:30 AM ON WEDNESDAY 8 APRIL 2020 BY TELECONFERENCE

##### 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)
- Ms R Warrener (Tourism Tasmania)
- Alderman J Briscoe (HCC)
- Alderman M Carlton (GCC)
- Alderman D Thomas (HCC)
- Mr B Goodsir (DPIPWE deputy)
- Ms F Smith (TasWater nominee)
- Mr C Collie (PWS observer)

**APOLOGIES:**

- Mr A Rushton (PWS)
- Ms A Holeywell-Jones (PWS deputy)
- Ms L Wilson (DPIPWE)

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

Nil.

**3. CONFIRMATION OF MINUTES FROM THE MEETING HELD ON 5 FEBRUARY 2020**

The Trust accepted the minutes of the meeting held on 5 February as true and correct. The minutes were signed.

**4. CONFIRMATION OF MINUTES FROM THE ADDITIONAL MEETING HELD ON 21 FEBRUARY 2020**

The Trust accepted the minutes of the additional meeting held on 21 February as true and correct. The minutes were signed.

**5. ACTION TABLE – 8 April 2020**

The action table was noted and discussed. Outstanding actions will be reported at the next scheduled meeting.

**6. WORK HEALTH AND SAFETY REPORT**

The content of the report was discussed.

The Manager advised that no Trust staff, Park management agency staff or contractor incidents had been reported since the last WHS report on 31 January 2020. Three incidents involving visitors had been reported including an injury to a walker, a lost walker, and a competitor in the kunanyi / Mount Wellington Challenge bike event who fainted while resting at The Springs after the event.

The Manager noted that all Trust staff have been working from home as much as possible since 25 March to minimise the risk of catching and spreading the COVID-19 virus. Staff have completed a working from home checklist to ensure their working from home arrangements meet basic safety requirements.

All staff report being in good health. All staff have been encouraged to get the influenza vaccination when it is available.

RESOLVED:

That the report be received and noted.

**NEW BUSINESS**

**Items for decision**

**7. DRAFT HISTORIC BUSH HUTS MANAGEMENT POLICY**

The content of the report was discussed.

The Manager explained that the Trust had previously endorsed the scope of a Historic Bush Hut Management Policy Framework to guide management of the existing huts so that their heritage and social values can be protected. The project steering committee, which includes representatives of Hobart and Glenorchy City Councils and the PWS have endorsed 4 key principles to guide the Management Policy Framework. From these a set of draft management policy elements have been developed. The policy elements have not been fully endorsed by the project steering committee.

The following issues were noted:

- An early draft has been provided to the informal hut carers' network who are happy with the principles and draft policy elements.

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Item No. 7 continued

- Members considered the wording in key Principle 1 to “ensure all aspects of their cultural heritage significance are retained” was very restrictive and could prevent modifications being made for structural, safety or other reasons. Members agreed the wording should be changed to: “ensure, to the maximum extent possible, that aspects of their cultural heritage are maintained”.
- Members asked the Trust Manager to get Park management agencies’ comments on the draft Management Policy Elements for Trust consideration at the next scheduled meeting.
- PWS will undertake further assessment of the hut in its management area and advise if it wishes to have it covered by the policy framework.

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses the four draft Historic Bush Hut Management Policy Framework Principles attached to this report with the modification to Principle 1 agreed at the meeting.
3. That the Trust Manager asks the Project Steering Committee members to seek their respective agency’s comments on the draft Management Policy Elements before the next Trust meeting.

**8. PARK ACTIVITY ASSESSMENT FOR DRAINAGE REMEDIATION WORKS ON KNIGHTS CREEK TRAIL**

The content of the report was discussed.

The Manager advised that Glenorchy City Council has requested the Trust to consider a revised design for drainage remediation works on Knights Creek Trail at its junction with Chapel Fire Trail. The Manager explained that a permit for remediation of unauthorised works at the site had been issued on 19 March 2019. However Council subsequently received advice that there were deficiencies in the original design and has submitted a Park Activity Assessment for a revised design to the Trust for approval.

The Manager noted that Council had already issued a planning permit for the works and he considered that the Park Activity Assessment has adequately assessed, and provided for, the protection of Park values.

RESOLVED:

That: 1. The report be received and noted.

2. The Trust approves the Park Activity Assessment for drainage works on Knights Creek Trail attached to the report.
3. The Trust cancels the existing permit under the *Wellington Park Regulations 2019* for the drainage remediation works on Knights Creek Trail and issues the revised permit attached to the report.

**9. REVISED STRATEGIC RISK MANAGEMENT POLICY, FRAMEWORK AND RISK REGISTER**

The content of the report was discussed.

The Manager advised that he had received a draft report from the facilitator of a workshop with Trust members and deputy members on 21 February which examined the Trust’s risk appetite and considered changes to the Trust’s strategic risk register.

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Item No. 9 continued

The Manager explained that the recommendations regarding the Trust's risk appetite in the facilitator's draft report have been incorporated into the draft Risk Management Policy and Framework. As requested by the Trust, the Risk Management Policy and the Risk Management Framework have been split into separate documents.

The revisions to the draft risk register requested at the workshop have been made, including an indication of which control measures have been implemented and which risks are insurable based on an insurance gap analysis provided by the Trust's insurance broker.

The following issues were noted:

- Agreed that the approved Strategic Risk Management Policy will be published on the Wellington Park website. The Strategic Risk Management Framework and risk register will remain internal documents for Trust use.
- Further discussion and improvement of the consequence table in the Strategic Risk Management Framework and the risk register is required. This is best done by a small working group of Trust members or deputy members.
- As the Trust relies on Park management agencies to implement some of its decisions and for on-ground management of the Park, what is the Trust's liability if there is an incident due to Park Management agency inaction? How far does the Trust's responsibility extend when it asks a Park management agency to undertake an activity to reduce a risk in the Park?

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses the revised Strategic Risk Management Policy attached to the report.

## **10. AGENDA PRIORITIES FOR THE NEXT TRUST MEETING**

The content of the report was discussed.

The following issues were noted:

- An additional meeting may be required to consider the draft Glenorchy Mountain Bike Park Master Plan and the draft signage plan for the Fern Tree visitor entry node.
- A prolonged Park closure may have implications for the budget.

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.

## **ITEMS FOR INFORMATION**

### **11. TRUST PLANNING CALENDAR FOR 2020**

The content of the report was discussed.

RESOLVED:

That the report be received and noted.

## **12. UPDATE ON PROGRESS WITH THE VISITATION AND RECREATION STRATEGY**

Verbal report by the Project Manager.

The Project Manager for the Visitation and Recreation Strategy (VRS) reported that:

- Due to the Park closure the general visitor and recreational user surveys have been closed with 850 responses since it went live on 18 December 2019.
- One co-design workshop with recreational users was held but the other 3 planned workshops have been postponed.
- No further on-site interviews have been carried out due to the closure of the Park and social distancing requirements.
- Analysis of motion sensor camera data from before the Park closure has been completed.
- Work on a draft framework for the VRS will start shortly using currently available data.
- The project steering committee will be informed of the revised work program due to the COVID-19 emergency measures.

## **13. UPDATE ON PARK CLOSURE UNDER THE COVID-19 STATE OF EMERGENCY**

Verbal report by the Trust Manager.

The Manager reported that:

- Wellington Park was closed to the public by a Direction from the State Controller under the Emergency Management Act. There are exemptions to allow maintenance and other works to continue during the closure.
- There have been requests from the community for the Trust to ease the restrictions to allow some recreational activities in the Park, however the Trust does not have the power to change the directive that has closed the Park and the State Government has advised that it is not considering easing any restrictions at this time.
- Any breaches of the State Controller's Direction to close the Park would be a matter for the Police.

## **14. PROGRESS WITH MASTER PLANS (FERN TREE PARK, SPRINGS, GLENORCHY MOUNTAIN BIKE PARK, LOWER FOOTHILLS MOUNTAIN BIKE PLAN).**

Verbal report by the Trust Manager.

The Manager reported that:

- Work on the Fern Glade car park is nearly finished. Council is developing a signage plan for the Fern Tree Park and Fern Glade entry points to the Park.
- A meeting of the steering committee for the revision of the Springs Masterplan to discuss feedback on the initial draft plan and how to complete the project has been delayed due to the COVID-19 emergency but will be held when restrictions ease.
- A draft of the Glenorchy Mountain Bike Park Masterplan should be available later in the month for comment prior to Trust endorsement for public exhibition.
- A draft of the Lower Foothills Mountain Bike Plan was approved for public exhibition by the Trust on 21 February, subject to additional changes. Council has not yet provided the Trust Manager with an updated draft.

## **15. REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING**

Item for information only, no discussion.

## **OTHER BUSINESS**

1. The Trust has received a submission from the “Mountain Preservation Society” advocating restrictions on the consumption and sale of alcohol in the Park. The Trust Manager explained that there were no restrictions on the consumption of alcohol in the Park in either the Wellington Park Management Plan or the Wellington Park Act or Regulations. The Management Plan only allows sale of alcohol to be considered within the Pinnacle Specific Area and Springs Specific Area, but any application would need a planning permit from Hobart City Council, a licence from the Trust as well as a liquor licence under the *Liquor Licensing Act 1990*.

The Manager also noted that there have been no general problems with alcohol consumption in the Park and the Regulations give Authorised Officers the power to deal with any incidents of drunkenness etc.

It was agreed that any restrictions on the consumption or sale of alcohol in the Park would require a change to the Management Plan and could be considered during the next revision of the Plan.

2. The Trust Manager advised that the comment period on the State Government’s Major Projects amendment to the *Land Use Planning and Approvals Act 1993* had been extended to 15 May. The Manager noted that the Trust had considered an earlier draft of the amendment at its meetings on 21 September and 24 November 2017. The Manager explained that there had been no changes to the sections of the proposed amendment that affect the Trust in the current draft.

## **CORRESPONDENCE:**

Correspondence received and sent was noted.

## **NEXT MEETING**

24 April 2020

There being no further business the meeting closed at 12:50 pm.