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WELLINGTON PARK MANAGEMENT TRUST

Meeting Minutes

MINUTES OF A MEETING OF THE WELLINGTON PARK MANAGEMENT TRUST HELD AT 9:30 AM ON WEDNESDAY 8 SEPTEMBER 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.

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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 B Goodsir (DPIPWE deputy)

APOLOGIES:

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

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

3. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 24 JUNE 2021

The Trust accepted the minutes of the meeting held on 24 June 2021 as true and correct. The minutes were signed.

4. ACTION TABLE – 8 September 2021

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

- Clarification of how the proposed Cultural Heritage Strategy will be communicated.
- Renewal of Memoranda of Understanding with Park Management Agencies.
- Updated cash balance for Trust member information.

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 17 June 2021.

An incident was noted involving two walkers who became lost while trying to find Disappearing Tarn (there was no water in it). They called 000 and were found by Police and assisted out of the Park. The Manager is working with Hobart City Council to improve signage in the area. It was also noted that the location of the Tarn on Google Maps is incorrect. Google will be contacted to rectify the error.

It was noted that visitors are currently not required to use the Tasmanian check in app when entering the Park but may be required to use it when entering the summit observation shelter and the Lost Freight Café.¹

RESOLVED:

That the report be received and noted.

NEW BUSINESS

Items for decision

6. REVISED DRAFT VISITOR RECREATION STRATEGY AND RESOURCING OF PUBLIC ENGAGEMENT AND IMPLEMENTATION

The content of the report was discussed.

The consultant assisting the Trust with the Visitor and Recreation Strategy (VRS) attended the discussion of this agenda item to answer questions and explain changes to the draft VRS.

Changes made to the draft VRS since the Trust meeting on 24 June 2021 were discussed and approved by the Trust. Additional changes to the draft VRS for inclusion before public release were agreed.

Members discussed the proposed pathway and time-frame for completion of the VRS. The following matters were noted for inclusion in the stakeholder engagement plan prior to public release of the draft:

- Both Hobart and Glenorchy City Councils confirmed they would like presentations/workshops to discuss the VRS. This will also be offered to PWS.

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¹ It was later confirmed that the check in app must be used when entering the observation shelter and café.

Item No. 6 continued

- Hobart and Glenorchy Councils requested that the draft be discussed with key council officers prior to briefings so they can provide internal briefings before the presentations.
- Following the briefings and consideration of any feedback, agencies will be asked for their agreement and support for the VRS to go on public exhibition.
- The DPIPWE Secretary and the Minister will be provided with copies prior to public release and briefings if requested.
- Pre public release briefings will be offered to the Aboriginal community and identified stakeholders who have a particular interest in Tourism including; Tourism Industry Council, Destination Southern Tasmania, Tourism Tasmania, and the Tourism and Hospitality Support Unit in DSG.
- TasWater and Tourism Tasmania are to be advised of the date of public release of the draft VRS.
- Public release of the draft VRS needs to include an appropriate media release and announcement as well as an invitation to comment from the Trust Chairperson.
- The target date for release of the draft for key stakeholder and public comment will be 1 November 2021 with comments to close on 15 January 2022².

RESOLVED

That: 1. The report be received and noted.

2. The Trust approves the draft Visitor and Recreation Strategy (with the amendments agreed at the meeting) for presentation to the Park Management Agencies and other defined key agencies for further feedback and support for public exhibition.

7. RENAMING THE EAST WEST TRAIL IN HONOUR OF LYNDSAY SUHR

The content of the report was discussed.

The report noted that Lyndsay Suhr, who passed away on 13 July 2021 aged 80, had been a volunteer fire fighter for 66 years, mainly in and around Wellington Park, and had made a significant contribution to fire management in the Park. He served as the Derwent area Group Officer since 1996 and his knowledge of Wellington Range and of past fire incidents in the area was unsurpassed.

The East West Trail is the longest and one of the most strategically important fire trails in the Park. The name is relatively recent and does not appear to have any historic or other significance. It merely describes the general orientation of the trail.

The report noted that the proposal to rename the East West Trail the “Lyndsay Suhr Fire Trail” has the support of Lyndsay’s family. Formal letters of support would also be sought from the Tasmania Fire Service, Glenorchy City Council and the Parks and Wildlife Service.

RESOLVED

That: 1. The report be received and noted.

2. The Trust formally requests the Place Names Advisory Panel to rename the “East West Trail” the “Lyndsay Suhr Fire Trail”.

² Release of the draft VRS for public comment has been postponed to early 2022 to allow more time for consultation with Park Management Agencies and other key stakeholders.

8. HERITAGE DATA MANAGEMENT REPORT

The content of the report was discussed.

The report included an update on a previous Trust resolution to nominate high priority heritage sites on the Tasmanian Heritage Register and a recommendation to approve the addition of newly discovered sites 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.

It was noted that there have been preliminary discussions with Heritage Tasmania about the preferred process for nominating the 9 sites the Trust approved for nomination, however no nominations have been lodged.

Since the heritage site list was last updated in September 2017, 18 sites and one precinct have been found that meet the criteria for inclusion on the Wellington Park Heritage List.

Trust members considered that the affected agencies should be formally asked if they supported the listing of the sites before approval by the Trust.

RESOLVED

- That:
1. The report be received and noted.
 2. The Trust Manager seeks the views of the agencies that would be affected by the listing of the new sites and precinct.

9. REVIEW AND REVISION OF THE TRUST'S WORK HEALTH AND SAFETY POLICY AND PROCEDURES

The content of the report was discussed.

The report noted that the Education and Regulations Coordinator (ERC) had carried out the annual review of the Trust's Work Health and Safety Policy and Procedures and had made a number of revisions to ensure the document was up to date. These included a review of all appendices and an update of:

- the hazard identification and risk register
- the training and equipment register.
- the COVID-19 Safety Plan.
- the lone worker safety management procedures.

Members discussed whether the ERC should be provided with a body worn camera for use when on patrol in the Park and suggested that PWS be asked if they use them and how. Members also considered that WorkSafe Tasmania should be asked to review the Work Health and Safety Policy and Procedures again as the last review by WorkSafe was in 2018.

RESOLVED

- That:
1. The report be received and noted.
 2. The Trust approves the revised Work Health and Safety Policy and Procedures attached to the report.

10. COMPLAINT AGAINST A TRUST EMPLOYEE

The content of the report was discussed.

A complaint about the activities of a Trust employee on social media had been received and investigated by the Trust Manager. Trust members discussed the Manager's report of the investigation and considered that counselling was the appropriate disciplinary action.

Members noted that the Trust does not have an official social media presence and asked the Manager to investigate setting up an official Trust Facebook page with appropriate oversight.

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Item No. 10 continued

RESOLVED

That: 1. The report be received and noted.

2. The Trust approves the notification to the employee regarding the outcome of the complaint investigation attached to the report.
3. The Trust approves the prepared response to the complainant attached to the report.

11. 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 final scheduled meeting in 2021.

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 final Trust meeting in 2021.

Item for discussion

12. Proposed Partnership Agreement to Replace the Memoranda of Understanding between the Trust and Park Management Agencies

The content of the report was discussed.

The report provided an update on the status of the MoUs between the Trust and Park Management Agencies and the funds received through these for the 2021-22 financial year. It was noted that the new MoU with Hobart City Council had not been finalised and no funding had been received from Council for the 2021-22 financial year though Council was continuing to provide office space and administrative and technical support.

The report noted that the Trust currently relies on financial contributions through the MoUs with Park Management Agencies for about two thirds of its funding. Funds received through the MoUs have been spent where needed at the discretion of the Trust and Trust staff have treated all agencies equally and allotted their time according to the management priorities of the Trust.

The report noted that the provisions in the MoUs had increasingly diverged since they were originally introduced and it was becoming increasingly difficult for the Trust to fund its activities through these MoUs.

The report suggested that the approval of a revised Strategic Plan at the Trust's meeting in April 2021, based on a strategic review carried out in 2020, provides a good basis and opportunity for the Trust to plan the resources it will need for implementing the Strategic Plan and its other functions into the future. To facilitate this the report suggested that a new comprehensive Wellington Park Partnership Agreement, which is endorsed by all agencies represented on the Trust, should be developed to replace the existing MoUs in the future.

Trust members discussed an initial draft of a partnership agreement and considered that it should be further developed through consultation with the agencies represented on the Trust. Possible funding models under the partnership agreement should be developed for

RESOLVED

That: 1. The report be received and noted.

2. The Trust Manager consults with the agencies represented on the Trust to develop an inclusive Wellington Park Partnership Agreement for approval by the Trust.

Items for information

13. BUDGET UPDATE AND FINANCIAL STATEMENT FOR THE YEAR ENDING 30 JUNE 2021

The content of the report and the Trust's financial statement for the year ended 30 June 2021 were noted.

14. DISCONTINUATION OF THE CONTRACT WITH THE CULTURAL HERITAGE COORDINATOR

The Trust Manager advised members that the consultant Cultural Heritage Coordinator had terminated her contract with the Trust and that the consultant's reasons for terminating the contract were set out in a letter attached to the agenda.

The Manager noted that he was looking for options for obtaining heritage advice in the future.

15. TRUST PLANNING CALENDAR FOR 2021

The content of the report was noted.

RESOLVED: That the report be received and noted.

16. REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Item for information only, no discussion.

17. MINUTES OF MANAGEMENT ADVISORY COMMITTEE MEETING ON 19 AUGUST

Item for information only, no discussion.

OTHER BUSINESS

- Correspondence received and sent was noted.
- Members agreed that the end of year celebration for 2021 should be cancelled due to COVID 19 restrictions.

NEXT SCHEDULED MEETING

30 November 2021

There being no further business the meeting closed at 11:45 am.