



**AGENDA AND RESOLUTIONS OF A MEETING OF THE WELLINGTON PARK
MANAGEMENT TRUST HELD AT 3:20 PM ON WEDNESDAY 3 MAY 2017 IN
THE HOBART COUNCIL CENTRE**

1. ATTENDANCE AND APOLOGIES

PRESENT: Dr C Mucha (Chairperson)
Ms L Wilson (DPIPWE)
Alderman E Ruzicka (deputy member, HCC)
Alderman P Cocker (HCC))
Mr L Stapleton (TasWater)
Ms R Warrener (Tourism Tasmania)
Mr A Rushton (Parks and Wildlife Service)

APOLOGIES: Alderman D Thomas (HCC)

2. DISCLOSURES OF INTERESTS IN AGENDA ITEMS

Nil.

**3. CONFIRMATION OF MINUTES FROM THE MEETING HELD ON
21 FEBRUARY 2107**

The Trust accepted the minutes of the meeting held on 21 February 2017 as true and correct. The minutes were signed.

5. WORK HEALTH AND SAFETY REPORT

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

No staff, contractor or visitor incidents were reported in the period since the previous Trust meeting on 21 February 2017.

The Trust noted the WHS report and also asked the Trust Manager to prompt the Trust's insurer for a response to a potential claim.

NEW BUSINESS

6. TRUST STRATEGIC PLAN SUMMARY

Resolved that:

1. The report be received and noted.
2. The summary of the Strategic Plan 2017-2021 is endorsed by the Trust, as amended by the following:
 - (i) Indicate those actions dependent on external funding in order to progress.
 - (ii) A legend be included in relation to the colour coding used in the document.
 - (iii) Indicate proposed completion dates for initiatives.

7. REVIEW OF TRUST EXTERNAL DELEGATIONS

NOTE¹ Under section 14 of the *Wellington Park Act 1993* the Trust may delegate any of its functions or powers. The Trust has a number of internal and external delegations that are reviewed annually.

Resolved that:

1. The report be received and noted.
2. The Trust, established under Section 9 of the *Wellington Park Act 1993* and acting pursuant to Section 14 of that Act, hereby revokes the delegations to Parks and Wildlife Service and proprietors of the Collinsvale Store in the terms of the attached instrument of revocation and delegates powers in the terms of the revised instruments, attached to the report.
3. The draft Instruments of Revocations of Delegations and the Instruments of Delegation, attached to the report, be signed by the Trust Chairperson and be scheduled to the minutes of the meeting.

8. APPROVAL FOR HOBART CITY COUNCIL TO ISSUE A LEASE FOR A PROPERTY ACCESS ROAD THROUGH THE PARK

NOTE¹ Under section 32 of the *Wellington Park Act 1993* issuing of any leases or licences to occupy land in Wellington Park require the prior approval of the Trust.

Resolved that:

1. The report be received and noted.

The Trust gives Hobart City Council approval to issue a lease to the owners of Lot 198000/1 to cover the portion of the access road to the property that runs through Wellington Park.

9. FINANCIAL UPDATE AND PROPOSED BUDGET FOR THE 2017-18 FINANCIAL YEAR

Resolved that:

1. The report be received and noted.

2. The Trust endorses the proposed budget for the 2017/18 financial year.
3. The Trust Manager provides advice on the background and purpose of the 'Urban Renewal and Heritage Fund'.
4. A minute to the Minister be prepared to outline the financial position of the Trust and the extra demand on its resources due to growth in tourism.

10. REVIEW OF THE TRUST'S PROCUREMENT POLICY

Resolved that:

1. The report be received and noted.
2. The Trust confirms that no changes are required to the Procurement Policy approved on 19 April 2016.

11. UPGRADE OF JEFFERYS TRACK

NOTE¹ Huon Valley and Derwent Valley Councils had requested the Trust's support for a proposal to upgrade Jefferys Track.

Resolved that:

1. The report be received and noted.
2. The Trust gives in-principle support to the proposed upgrade of Jefferys Track.
3. The Trust Manager advises Huon Valley Council and Derwent Valley Council of the Trust's in-principle support.

12. AGENDA PRIORITIES FOR THE TRUST MEETING IN JULY 2017

Resolved that:

1. The report be received and noted.
2. The Trust agrees to the priority items for the next Trust meeting as listed in the report with the addition of a draft of the risk register.

13. INFORMATION MANAGEMENT HEALTH CHECK BY GOVERNMENT INFORMATION STRATEGY UNIT

Resolved that the report be received and noted.

14. DRAFT VISITOR RISK MANAGEMENT POLICY AND FRAMEWORK

Resolved that:

1. The report be received and noted.
2. An update to the draft policy be provided to the September meeting.

15. WELLINGTON PARK MANAGEMENT TRUST PLANNING CALENDAR FOR 2017

Item for information only

16. FERN TREE PARK VISITOR NODE MASTER PLAN UPDATE

Verbal report for information only.

17 IMPROVEMENTS TO VISITOR FACILITIES AT THE SPRINGS

Verbal report for information only.

18 DRINKING WATER CATCHMENT MANAGEMENT PLAN UPDATE

Verbal report for information only.

19 REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Resolved that the reports dated 9 March 2017 and 7 April 2017 be received and noted.

NEXT MEETING

Thursday 20 July 2017.

There being no further business the meeting closed at 4:37 pm.

Schedule to the Minutes

Signed Instrument of Revocation of external delegations.

Signed Instrument of Delegation of powers to various positions within the Parks and Wildlife Service.

Signed Instrument of Delegation of powers to the proprietors of the Collinsvale store.