



Wellington Park
Management Trust

AGENDA AND RESOLUTIONS OF A MEETING OF THE WELLINGTON PARK MANAGEMENT TRUST HELD AT 9:15 AM ON FRIDAY 9 DECEMBER 2016, IN THE PARKS AND WILDLIFE SERVICE SOUTHERN REGION OFFICE

1. ATTENDANCE AND APOLOGIES

PRESENT: Dr C. Mucha (Chairperson)
Alderman H Nielsen (GCC)
Alderman D Thomas (HCC)
Alderman W Harvey (HCC, deputy for Ald. Cocker)
Mr L Stapleton (TasWater)
Ms R Warrener (Tourism Tasmania)
Mr A Rushton (Parks and Wildlife Service)
Mr S Breen (Parks and Wildlife Service deputy)
Mr B Goodsir (observer) (DPIPWE)

APOLOGIES: Dr J Whittington (DPIPWE)
Alderman P Cocker (HCC)

2. DISCLOSURES OF INTERESTS IN AGENDA ITEMS

Nil.

3. CONFIRMATION OF MINUTES FROM THE MEETING HELD ON 13 SEPTEMBER 2016

The Trust accepted the minutes of the meeting held on 13 September 2016 as true and correct. The minutes were signed.

4. CONFIRMATION OF MINUTES FROM THE ADDITIONAL MEETING HELD ON 27 OCTOBER 2016

NOTE¹ This was a short teleconference to approve a draft of the Fern Tree Park Visitor Node Master Plan for public exhibition and approve a Park Activity Assessment for a café at the Springs.

The Trust accepted the minutes of the meeting held on 27 October 2016 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. Reported incidents since the last Trust meeting are summarised below.

WHS Issue	Since last report	Since 1 July 2016
Lost time injury	none	none
Hazards identified through incident/near hit reports	none	none
Staff incidents reported	none	none
Visitor incidents reported	1	3
Contractor incidents reported	1	1

Resolved that the report be received and noted.

7. PRESENTATION BY TASMANIA FIRE SERVICE FUEL REDUCTION UNIT

The Tasmania Fire Service Fuel Reduction Unit provided the Trust with a short briefing on the State-wide fuel reduction program and bushfire hazard management currently being undertaken and proposed within Wellington Park and surrounding areas.

NEW BUSINESS

8. APPROVAL OF HOBART CITY COUNCIL LEASE FOR “LOST FREIGHT”

NOTE¹ Hobart City Council requires Trust approval to issue a lease to the operators of a café at the Springs which will operate under the name “Lost Freight”.

Resolved that:

1. The report be received and noted.
2. The Trust gives Hobart City Council approval to issue a lease to the operators of “Lost Freight” for the site to be occupied by a converted shipping container within the Springs Specific Area of Wellington Park.
3. The Manager to discuss the following issues with the operator:
 - i. use of the Tasmanian standard ‘information’ symbol on signage
 - ii. ways to minimise packaging waste
 - iii. use of compostable packaging and containers to minimise litter.

9. POLICY ON PRIVATE WATER DIVERSIONS AND RELATED INFRASTRUCTURE IN WELLINGTON PARK

Resolved that:

1. The report be received and noted.
2. The Trust endorses the principles of the draft Approval of Water Diversions and Related Infrastructure in Wellington Park Policy.

3. The Manager seeks the Solicitor General's advice on the legal uncertainties discussed at the meeting.
4. The Manager advises the two applicants for a permit to divert water that the Trust is progressing the matter but is not yet in position to make a decision on their applications.

10. REVIEW OF DRAFT STRATEGIC PLAN

Resolved that:

1. The report be received and noted.
2. The Trust endorses the report on stage 1 of Wellington Park Management Trust Office Strategic Review and the recommendations for improving the Strategic Plan.
3. The Manager reviews the priorities in the draft Strategic Plan based on the recommendations in the Strategic Review and presents a final draft to the Trust for approval.
4. The Consultant proceeds with stage 2 of the Wellington Park Management Trust Office Strategic Review.
5. The Manager prepares a policy and procedure for the engagement of volunteers as part of the Trust's suite of human resources policies.

11. RESOURCING PLAN FOR THE STRATEGIC PLAN

Resolved that:

1. The report be received and noted.
2. The Trust acknowledges the draft resourcing plan for the Strategic Plan.
3. The Manager prepares a final resourcing plan which includes key performance indicators, priorities and timeframes for approval with the Strategic Plan.

12. AGENDA PRIORITIES FOR FIRST TRUST MEETING IN 2017

Resolved that:

1. The report be received and noted.
2. The Trust agrees on the priority items for the next Trust meeting.
3. The Manager proposes some dates for the 5 scheduled meetings in 2017 for member response.

13. DRAFT STRATEGIC RISK MANAGEMENT POLICY AND FRAMEWORK

Resolved that:

1. The report be received and noted.
2. The Manager organise a workshop for members to develop the strategic risk management policy based on the draft framework.

14. SHARED USE TRIAL PROGRESS REPORT

NOTE¹ This was a progress report on the extended shared use trial of Pillinger Drive Track.

Verbal report for information only.

15. WELLINGTON PARK MANAGEMENT TRUST PLANNING CALENDAR FOR 2016, UPDATED DECEMBER 2016

Item for information only

16. REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Resolved that the reports dated 5 October 2016, 4 November 2016 and 8 December 2016 be received and noted.

OTHER BUSINESS

Members and Deputy Members Access to Agendas and Minutes

Resolved that the first draft of meeting minutes should only be sent to members who attended the meeting but that meeting agendas and final draft minutes for approval at meetings should be sent to all members and deputies.

Integrity Commission Forum

Members were advised of an invitation to an ethics forum for public sector board members from the Integrity Commission.

NEXT MEETING

Tuesday 21 February 2017 at 2:30pm.

There being no further business the meeting closed at 11:49 AM.