



Wellington Park
Management Trust

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Mr Chris Colley	Parks and Wildlife Service
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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 THURSDAY 24 JUNE 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)
Mr B Goodsir (DPIPWE deputy)

APOLOGIES:

Ms L Wilson (DPIPWE)
Alderman M Carlton (GCC)
Ms A Holeywell-Jones (PWS deputy)
Mr C Colley (PWS)

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

Nil

3. CONFIRMATION OF THE MINUTES OF THE MEETING HELD ON 21 APRIL 2021

The Trust accepted the minutes of the meeting held on 21 April 2021 as true and correct. The minutes were signed.

4. ACTION TABLE – 24 June 2021

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

- Financial implications of the Trust's revised Strategic Plan.

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 15 April 2021.

An incident was noted involving two walkers who were caught in deteriorating weather at the Pinnacle and phoned the Trust Manager to ask if there were any staff in the area who could give them a lift to their car at The Springs. They were advised that there were no staff available to assist and to call 000 if they felt they could not descend safely. They were well prepared with warm clothes, raincoats and torches and were able to reach The Springs unassisted via Pinnacle Road.

RESOLVED:

That the report be received and noted.

WORKSHOP

A facilitated workshop was held to discuss proposed changes to the Wellington Park Visitation and Recreation Strategy and prioritise actions. A number of additional changes were agreed during the workshop and will be incorporated into a revised draft.

NEW BUSINESS

Items for decision

6. REVIEW OF THE TERMS OF REFERENCE OF THE MANAGEMENT ADVISORY COMMITTEE

The content of the report was discussed.

The report noted that the Trust, at its meeting on 21 April 2021, had agreed on changes to the Terms of Reference of the Management Advisory Committee (MAC) but had resolved that changes be incorporated into a final draft and this be sent to the members of the MAC for final comment before approval by the Trust.

The report noted that the revised draft of the Terms of Reference had been discussed at a MAC meeting on 25 May 2021. No further changes to the Terms of Reference were suggested at, or after, the MAC meeting though improvements to the agenda and meeting process were discussed and agreed.

cont.../

Item No. 6 continued

RESOLVED

That: 1. The report be received and noted.

2. The Trust approves the revised Terms of Reference for the Management Advisory Committee attached to the report.

7. BUDGET UPDATE AND PROPOSED BUDGET FOR 2021-22

The content of the report was discussed.

The report noted that the preliminary estimate of the overall operating result for 2020-21 is for a deficit of around \$28,000. This includes purchase of a new vehicle and expenditure of grant funds received prior to 2020-21. The proposed budget for the 2020-21 financial year would be for a deficit of around \$31,000 for general administration. This includes a superannuation liability already accounted for in the 2019-20 financial statement. Members were advised that the Trust's grant from State Treasury would be CPI indexed from the 2018-19 financial year and into the future.

The report noted that the Trust has a sufficient cash reserve to cover current liabilities and as a buffer against budget fluctuations due to unexpected expenses.

Members asked that a cash balance be provided at the next Trust meeting. Members also discussed the need to finalise the Visitor and Recreation Strategy and estimate the cost of implementing it.

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses the proposed budget for 2021-22 attached to the report.

8. PARK ACTIVITY ASSESSMENT FOR CONSTRUCTION OF NEW TRACKS TO REPLACE THE UPPER LUGE TRACK

The content of the report was discussed.

The Upper Luge was listed as a desirable route in the Greater Hobart Mountain Bike Master Plan (2011) and the Wellington Park Bike Strategy reflecting its popularity with riders. In 2016 the Trust resolved to formalise the track in order to reduce further damage to the heritage sites crossed by the track.

Hobart City Council submitted a Park Activity Assessment (PAA) for Trust approval for construction of a shared use 'climbing' track (Track 12) and an upgrade of the existing Upper Luge Track as a mountain bike only, downhill only track (Track 17). Two tracks are proposed due to safety issues with the current Upper Luge Track, where riders travel at high speed down a substandard track also used by walkers.

The PAA included reports by natural and cultural heritage consultants and a Construction Environmental Management Plan (CEMP). The historic heritage consultant recommended that the bike only, downhill only track be formalised on the existing alignment of the Upper Luge on the basis that the historic heritage sites currently affected by the track are already damaged and realigning it would affect currently unaffected nearby sites.

The Trust Manager noted that track construction details and user safety have been adequately addressed in the PAA and detailed design drawings submitted with the PAA. The Manager also recommended that works that involve crossing or modification of heritage features (including drainage and armouring) be directly supervised by an appropriately qualified heritage officer and sections of the Upper Luge that cross, or run along, historic snig tracks be monitored for further erosion or other damage and a new alignment of the track be sought if further damage is detected.

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Item No. 8 continued

RESOLVED

That: 1. The report be received and noted.

2. The Trust approves the Park Activity Assessment for proposed Tracks 12 and 17 on the routes shown on the specifications attached to the report.
3. The Trust authorises the Trust Manager issue a permit for the works to construct the tracks when he is satisfied that the Construction Environmental Management Plan includes adequate monitoring measures for the sections of the Upper Luge that cross or run along historic snig tracks.

9. REVISED STRATEGIC RISK MANAGEMENT FRAMEWORK AND RISK REGISTER

The content of the report was discussed.

The report noted that the Trust's Strategic Risk Management Policy, Framework and risk register provides the procedures for identifying and assessing the key organisational risks that could affect the important functions of the Trust and to ensure they are either reduced, or there are effective management strategies in place should they occur.

The report noted that the Trust's Risk Management Framework and risk register have been reviewed by a working group of Trust members. The working group did not consider that any changes are required to the Risk Management Framework but recommended changing the assessment of some risks in the risk register and removing other risks that the Trust has no control over.

The Chairperson thanked the Trust members who were part of the working group.

RESOLVED

That: 1. The report be received and noted.

2. The Trust endorses the Strategic Risk Management Framework and revised risk register attached to the report.

10. TRUST MANAGER'S PERFORMANCE REVIEW 2021 – STATUS REPORT

The content of the report was discussed in closed session.

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 dates and starting times for the remaining scheduled meetings 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 dates and times of the remaining scheduled Trust meetings in 2021.

Items for discussion

12. RESPONSE TO AN EMAIL FROM THE RESIDENTS OPPOSED TO THE CABLE CAR (ROCC) GROUP

The content of the report was discussed.

The report noted that an email had been received from the spokesperson for the ROCC group following a conversation with the Trust Manager regarding Trust members receiving copies of submissions on the planning permit application for a cable car on kunanyi / Mount Wellington being exhibited by Hobart City Council.

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Item No. 11 continued

The report noted that the email from ROCC sought confirmation of the process for the Trust's assessment of the proposed cable car noting its expectation that any Park Activity Assessment (PAA) for a cable car in the Park would be made public and its assessment by the Trust would include community consultation.

The report noted that neither the *Wellington Park Act 1993* nor the Wellington Park Management Plan specifies that a PAA must be publically exhibited and submissions sought. There is also no set time frame for the Trust to assess a PAA. These will be at the Trust's discretion.

In its email the ROCC group has asked if it can provide the Trust with a copy of its submission to Council. Members agreed that this would not be appropriate as the Trust is not currently assessing the proposal.

Members approved a draft response to the ROCC group attached to the report with minor corrections.

RESOLVED: That the report be received and noted.

13. PROGRESS WITH RENEWAL OF MEMORANDA OF UNDERSTANDING WITH TRUST MEMBER AGENCIES

The content of the report was discussed.

The report noted that new memoranda of understanding (MoUs) between the Trust and TasWater, Parks and Wildlife Service and Glenorchy City Council that had expired in the 2019-20 and 2020-21 financial years respectively had been renewed and the financial support provided for in those MoUs received.

Renewal of the MoU between the Trust and the Hobart City Council, which expired at the end of June 2020, is under discussion. It was noted that Council has provided its financial contribution to the Regulations Awareness Program for 2020-21 and is continuing its administrative and technical support of the Wellington Park office.

At the Trust meeting on 21 April the Trust considered a letter from Council explaining a number of resolutions of Council regarding renewal of the MoU between the Trust and Council. Following the April meeting a response was sent to Council as a basis for further negotiations.

RESOLVED: That the report be received and noted.

Items for information

14. TRUST PLANNING CALENDAR FOR 2021

The content of the report was noted.

RESOLVED: That the report be received and noted.

15. REPORTS ON OFFICE ACTIVITIES SINCE THE LAST MEETING

Item for information only, no discussion.

16. MINUTES OF MANAGEMENT ADVISORY COMMITTEE MEETING ON 25 MAY

Item for information only, no discussion.

OTHER BUSINESS

Correspondence received and sent was noted.

NEXT SCHEDULED MEETING

8 September 2021

There being no further business the meeting closed at 12:20 pm.