



Wellington Park
Management Trust

MINUTES OF MEETING

9.30am Thursday 21 September 2023 | Rm 206, Hobart Council Centre

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1. ATTENDANCE AND APOLOGIES

PRESENT:	Dr C Mucha	Chairperson
	Cr M Kendall	Glenorchy City Council
	Ms F Smith	TasWater
	Cr J Kelly	City of Hobart
	Cr B Lohberger	City of Hobart
	Ms R Warrener	Tourism Tasmania
	Ms A Russell	WPMT
	Ms E Sorensen	WPMT, secretariat

APOLOGIES: Ms T Ross (PWS), Ms K Ward (PWS), Mr S Fletcher (NRE), Ms J Crisp (NRE)

The meeting opened at 9.35am.

In recognition of the deep history and culture of this island, we acknowledge the Muwinina people, the traditional owners of the land upon which we gather. We acknowledge and pay respects to all Tasmanian Aboriginal people, all of whom have survived invasion and dispossession, and continue to maintain their identity and culture.

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

Nil

3. PRESENTATION – Wellington Park Bushfire Hazard Mapping

The Natural and Heritage Values Coordinator provided an overview of vegetation and bushfire hazard mapping commissioned by the Trust for use in the review of the Wellington Park Management Plan and the Fire Management Strategy.

Trust discussion included:

- TasWater emergency response in the event of fire

- Wellington Park evacuation procedure, including areas where homeless people had been known to camp for extended periods. It was noted that the Salvation Army street teams may be able to provide guidance on this matter.
- Wellington Park fire hazard risk mapping should be offered as a workshop to interested stakeholders

4. MINUTES OF PREVIOUS MEETING AND ACTIONS ARISING

Resolution: The Trust endorsed the minutes of the previous meeting held on 13 July 2023, previously circulated to meeting attendees via email and included in Trust papers, to be signed as a true record of that meeting.

5. IN CAMERA SESSION

An in camera session was held to discuss the General Manager 2023-24 KPIs (item 9.6) and Trust staffing matters (item 10.4).

Resolution:

1. The Trust endorsed the 2023-24 KPIs for the Trust General Manager, with an informal review to be conducted every six months to discuss any challenges encountered.
2. The Trust authorised the General Manager to fill a staff vacancy via direct appointment subject to agreed conditions.

6. WORK HEALTH AND SAFETY REPORT

A Work Health and Safety report was tabled.

Resolution: The Trust noted the report by the General Manager.

7. FINANCIAL REPORTS

The Trust was presented with the financial reports to 13 September 2023.

It was noted that the carryover cash from 2022-23 appears in Other Revenue and will be receipted following completion of the audit.

Resolution: The Trust noted the report prepared by the General Manager

8. GENERAL MANAGER'S REPORT

The Trust received a verbal report from the General Manager, including:

- Outcomes of meetings with the Minister – Parks including a new monthly meeting schedule with the Minister's Adviser – Parks
- Executed Memorandum of Understanding with Glenorchy City Council
- Application submitted under the Natural Disaster Risk Reduction Grant Program for revision of the Wellington Park Fire Management Strategy
- Land owner indemnity under Commercial Operator Licences
- Pinnacle Rd traffic counter data

- Meetings held with the State Planning Office, NRE, the City of Hobart and Glenorchy City Council
- 2022-23 audit progress

Resolution: The Trust noted the report by the General Manager.

9. ITEMS FOR DISCUSSION/DECISION

8.1 REVISED RECREATIONAL TRAILS VISION 2033

The Trust received the Listening Report and revised Vision prepared by the Visitor and Recreation Strategy Coordinator following the close of public consultation. The Vision will now be used to prepare the Strategy.

Resolution: The Trust endorsed the revised Recreational Trails Vision 2033 for use in development of the Wellington Park Recreational Trails Strategy.

9.2 ANNUAL REPORT 2022-23

With audited financial statements and auditor's report yet to be included, the Trust received a draft Annual Report for review. The General Manager discussed the intent to make the document more of a showcase of the year's achievements in addition to the statutory content, and feedback on the draft received from the Minister's office.

The Trust requested that the General Manager prepare an Executive Summary for the Annual Report for use as an engagement tool.

Resolution:

1. The Trust will receive the audited financial report for review when provided by the Tasmanian Audit Office.
2. The Trust endorses the Chair to sign the audited Financial Statements on behalf of the Trust.
3. The Trust endorses the Chair to approve the 2022-23 Annual Report on behalf of the Trust.
4. The Trust directed the General Manager to prepare a Communications Plan for discussion at the next Trust meeting.

9.3 2024-25 STATE BUDGET SUBMISSION

The General Manager advised that a meeting had been held with NRE to seek Trust involvement in the preparation of State Budget Submissions due to commence in October. The Trust was provided with a list of possible initiatives for inclusion in a Submission, as extracted from the Trust's Strategic Plan and Visitor and Recreation Strategy. The Trust also discussed infrastructure works proposed by the City of Hobart.

The Trust requested that the General Manager give consideration to toilet infrastructure, electronic signboards, disability access and the Springs Master Plan in preparing a business case for funding.

Resolution: The Trust directed the General Manager to prepare a business case for funding for inclusion in a 2024-25 State Budget Submission, and that this be circulated out-of-session for consideration.

9.4 REVISED PARK CLOSURE PROCEDURE

The Trust discussed the procedure, updated to reflect closure thresholds under the new Australian Fire Danger Rating System. The Trust requested that local media, Destination Southern Tasmania and the Tourism Industry Council of Tasmania be included in the closure notification list. The Trust also requested that the procedure be revisited following roll out to review application by Park Management Agencies.

Resolution:

1. The Trust endorsed the Wellington Park Emergency Closure Procedure.
2. The Trust endorses the Chair to sign the Wellington Park Emergency Closure Procedure on behalf of the Trust.

9.5 HISTORIC TRACKS AND HUTS REPORTS

The Trust was provided with two reports completed by the Natural and Heritage Values Coordinator as part of the outstanding milestones for the Urban Renewal and Heritage Fund project due for completion by March 2024.

RESOLUTION: The Trust endorsed *Historic Walking Tracks on kunanyi / Mount Wellington* and *Historic Huts of kunanyi / Mount Wellington* for public access.

9.6 GENERAL MANAGER KPIS

Moved to in-camera session at start of meeting.

9.7 STRATEGIC RISK REVIEW

Following consideration at the July Trust meeting, the Trust considered a draft Strategic Risk Register 2023-24 prepared by the General Manager. The Trust requested additional treatment of matters related to external understanding of the role of the Trust as a control for reputational and financial risks. It was noted that this was also relevant to the Communications Plan proposed earlier in the meeting.

Resolution:

1. The Trust considered the WPMT Strategic Risk Register 2023-24 and noted changes to one risk to be brought back to the next Trust meeting following amendment.
2. The Trust endorsed the Chair to sign the WPMT Strategic Risk Framework 2023-24 on behalf of the Trust.

10. ITEMS FOR NOTING

10.1 DRAFT PARK VALUES STATEMENTS

The Trust received an update on public consultation regarding the draft Park Values Statements as part of the Management Plan review.

Resolution: The Trust noted the report by the General Manager.

10.2 WELLINGTON PARK VISITOR SEGMENTATION

The Trust received a report presented by the City of Hobart to a workshop of Commercial Operator Licensees that used the Trust's Near Data as part of a visitor segmentation analysis.

Resolution: The Trust noted the report by the General Manager.

10.3 ANNUAL COMMERCIAL OPERATOR VISITOR DATA

The General Manager activated the Commercial Operator License condition that requires reporting of annual customer numbers to the Trust. Only 20% of licensees responded, providing basic visitor activity data on 7,511 visitors in 2022-23. The Trust received a summary report based on this small sample size.

Resolution: The Trust noted the report by the General Manager.

10.4 REMUNERATION MODEL AND BUDGET REVISION

Moved to in-camera session at start of meeting.

10.5 CORRESPONDENCE

Resolution: The Trust noted the report by the General Manager.

10.6 WPMT WORK PROGRAM

Resolution: The Trust noted the report by the General Manager.

10.7 WELLINGTON PARK OFFICE SUMMARY

Resolution: The Trust noted the report by the General Manager.

11. GENERAL BUSINESS

The City of Hobart member sought clarity on the appointment process and duration of members.

A proposed calendar of meeting dates for 2024 is to be brought to the next Trust meeting.

NEXT SCHEDULED MEETING

The next meeting is Friday December 1.

There being no further business the meeting closed at 11.45am.