

Sydney Local Health District Yaralla Community Advisory Committee

Date: Monday, 24 March 2014 Time: 5:15pm – 8:00pm
Venue: City of Canada Bay Museum
1 Bent Street, Concord
Chair: Dr Teresa Anderson, Chief Executive

1. Present & Apologies

Present

Dr Teresa Anderson	Chief Executive
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD
Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital
Ms Madeleine Kitchener	Graduate Health Management Trainee
Mr Norm Buckley	Local Resident / Neighbour
Ms Sue Riley	Local Resident / Neighbour
Ms Lois Michel	City of Canada Bay Heritage Society
Mr Guy Pinkerton	Local Resident / Neighbour
Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital
Mr Stuart Read	Heritage Division, NSW Office of Environment & Heritage
Mr Stephen Saldatos	Head Gardener, Concord Repatriation General Hospital
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Mr Alan Marsh	CEO, Sydney Olympic Park Authority

Apologies

Mr Robert Hussey	Local Resident / Neighbour
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Minutes

2. Confirmation of previous minutes

The minutes from 24 March 2014 were endorsed as a true and accurate record of the meeting with minor amendments. It was agreed of the previous meeting that the cottage at the front entrance of Yaralla Estate be used as an area for family of burns patients when they are in the hospital. It was also agreed that the District should progress the bollards to protect the roots of the heritage trees along the driveway.

Action: SLHD to progress bollards and use of the front cottage.

3. Actions arising from previous minutes

Presentations

All presentations from previous meetings were distributed to the committee members.

Communication Strategy

A business card template was tabled for the members for review. It was requested that 50 for each member be printed and stored at the City of Canada Bay Museum. Members to pick them up as required.

The draft strategic communications plan was presented by the Chief Executive to the Committee.

Action: Committee to review the communications plan and make comment/provide suggestions at next meeting.

Other

The Code of practice for horse agistment was distributed.

4. Workplan and Goals planning session

The committee considered and provided ideas on what they believed to be the purpose of this committee and what they hoped to achieve, as well as what they believed would be beneficial to the Estate. Ideas that were discussed included:

- Ongoing maintenance of the Yaralla Estate, including current buildings, gardens, land.
- The necessity for the Estate to be used as a health promoting area for patients, families and the community.
- Creation of a process for informing the community as to why proposals are accepted or not accepted.
- The need for policy development on issues such as waste, parking, memorials and public art.
- Use of website as one means for seeking public opinion and consultation when proposals are put forward and assessed by the committee.
- Collaborating with City of Canada Bay Council as they have access to park land maintenance,
- The feasibility of a live in Estate Manager for ongoing maintenance and management of the Estate.
- The need for a canvas (waterproof) banner for the front fence inviting the community onto the Estate.
- Working bees to involve community, patients, carers and staff.

- Promoting the educational value of the Estate – historical, flora, fauna, colonial Sydney, entrepreneurialism, changes of war, philanthropy. Having history educational tours for school children, competitions for school kids, workshop for teachers, community members.
- Educational signage of the history, flora and fauna.
- Interactive website of the Estate including photos, information, activities etc.
- An agricultural/ veterinary science area that could be utilised in conjunction with the University of Sydney. Alternatively linking in with inner city farms.
- The feasibility of horse agistment, needs to be considered in alignment with official codes of practice, the conservation management plan, value for money and economic benefits.
- Recording of oral histories and vignettes.
- Establishment of community gardens to promote the physical and mental wellbeing of patients (it was noted that mental health and HIV/AIDS Dementia services are very supportive of this idea).
- Considerations of properly managed barbecue areas (possibly charcoal ones) and waste management. Encourage picnics
- Considerations of the impact of increased human traffic in the area.
- Improving access to the Estate to encourage people to make use of the Estate, including clearer entrances and disabled access. Possibly lowering the front fence. Secure electronic gates for Yaralla House to protect patient's privacy at night. Signage and hours of access.
- A loop walking track to encourage physical activity and movement through the historic and educational sites of the Estate.
- Importance of sustainability and the need for revenue generating ventures to assist with the maintenance of the Estate, such as a coffee cart, functions, wedding photography and sponsorship of historic trees and benches for reflection.
- Collaboration with City of Canada Bay Council regarding off leash dog areas.
- Need for amenities such as toilets, parking and waste disposal without negatively affecting the Estate.
- Tree planting areas (in memory of organ donors), expansion of the turpentine forest.
- Sculptures by the sea type exhibitions.
- Involvement of organisations such as rose groups to assist in the care of the rose gardens.
- Involvement of TAFE students in community gardens.
- Construct a Rotunda for local talent to perform, eg. School bands, poet readings, weddings.
- Surveys of buildings, flora, fauna and areas.
- Boardwalk through mangroves.
- The concept of the Estate as a vista is an attractive feature and the agreement of the need for Yaralla to be a passive public open space that is properly managed and well cared for.

Actions: Distribute community gardening benefits paper.
Investigate where Dame Edith Walker used to have her gardens.

Request the Canada Bay Council gardens project officer come and present to the committee.

Draft workplan to be developed by end of April 2014.

Distribute final Conservation Management Plan by Rappoport.

Update priorities of signage

Identify the Yaralla Estate boundary areas and the Council areas.

Contact Fauna Surveyors to perform a night time survey.

Committee to review spreadsheet of priorities from Rappoport report

5. Information for Noting and discussion

5.1.1. Fauna survey for Canada Bay Council

5.1.2. Community gardening benefits paper

6. Other Business

A committee will be established separate to the Community Advisory Committee which will include the Mayor of the City of Canada Bay and the Parliamentary Member for Drummoyne, which will meet bimonthly. Terms of reference to come to the committee.

7. Next Meeting

Monday, 14 April 2014, 6-7pm. City of Canada Bay Museum, 1 Bent St, Concord

Action List

Action items arising from Yaralla Estate Community Advisory Committee meetings

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
1.	Conservation and utilisation	SLHD to progress bollards and use of the front cottage for burns patient's families.	SLHD		
2.	Other	An options paper for parking areas is to be developed All committee members to review the final Conservation Management Plan (CMP) before it is uploaded to the Yaralla website in due course	Committee Committee	24/03/14 April	Ongoing
3.	Communication Strategy	Committee to review the communications plan and make comment/provide suggestions at next meeting.	Committee	April	
4.	Workplan and Goals planning session	Distribute community gardening benefits paper. Investigate where Dame Edith Walker used to have her gardens. Request the Canada Bay Council gardens project officer come and present to the committee. Draft workplan to be developed by end of April 2014. Distribute final Conservation Management Plan by Rappoport. Update priorities of signage Identify the Yaralla Estate boundary areas and the Council areas. Contact Fauna Surveyors to perform a night time survey. Committee to review spreadsheet of priorities from Rappoport report	Madeleine Kitchener Stephen Soldatos Madeleine Kitchener Teresa Anderson Madeleine Kitchener Committee Madeleine Kitchener Sue Riley Committee	April April April April April April April April/May April	
5.	Presentation	Lois Michel's presentation to be put on USB for committee members.	Lois Michel Madeleine Kitchener	10/02/14 10/02/14	Complete
6.	Terms of Reference	Planning Session to occur for workplan and goals	Madeleine Kitchener	March	Complete
7.	Terms of Reference	Tim Sinclair to send Bob Hussey SLHD Confidentiality form. Bob Hussey to work on Confidentiality section for ToR.	Tim Sinclair Bob Hussey	10/02/14 10/02/14	Complete

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
8.	Business Cards	Template for business cards to be presented to the committee	Corryn McKay	10/02/14	Complete
9.	Communication Strategy	Corryn and Guy to meet re communication strategy Corryn to draft communication strategy	Corryn McKay Corryn McKay	10/02/14 March	Complete
10.	Proposals	Proposal process to be drafted Register of ideas – Committee and Community	Tim Sinclair Madeleine Kitchener	10/02/14	Circulated Ongoing
11.		Codes of practice for horse agistment to be distributed to committee members	Madeleine Kitchener	24/03/14	Circulated