

Sydney Local Health District Yaralla Estate Community Advisory Committee

Date: Tuesday, 18 November 2014 Time: 6:00pm – 8:00pm
Venue: City of Canada Bay Museum
1 Bent Street, Concord
Chair: Dr Teresa Anderson, Chief Executive, SLHD

1. Present & Apologies

Present

Dr Teresa Anderson	Chief Executive
Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital
Mr Stephen Saldatos	Head Gardener, Concord Repatriation General Hospital
Mr Norm Buckley	Local Resident / Neighbour
Ms Lois Michel	City of Canada Bay Heritage Society
Mr Robert Hussey	Local Resident / Neighbour
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Mr Callum Blanchard	Graduate Health Management Trainee (Minutes)
Mr Alan Marsh	CEO, Sydney Olympic Park Authority
Ms Sue Riley	Local Resident / Neighbour
Mr Stuart Read	Heritage Division, NSW Office of Environment & Heritage

Apologies

Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital
Ms Madeleine Kitchener	Graduate Health Management Trainee
Mr Guy Pinkerton	Local Resident / Neighbour
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD

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2. Confirmation of previous minutes

The minutes from 21 October 2014 were amended and then were endorsed as a true and accurate record of the meeting.

3. Actions arising from previous minutes

Landscape architects:

Dr Anderson advised that the Landscape Architects would be attending the meeting in early 2015.

Parking Options:

Dr Sinclair advised that Ms Flood has taken carriage of this action and engaged the SLHD Engineering Department to provide options. Dr Sinclair will follow up with Ms Flood outside of this meeting. It was noted that there are birds nesting in the grass in the middle of the trotting track, which was originally considered a good option for parking. As such, this space will not be considered in its entirety. Some part of this space may be able to be used for parking, and alternative options will be further investigated.

Coffee shop/cart on site:

It was decided that the Concord Hospital Coffee cart would be used for major events. This action will be reviewed in six months.

ACTION: Action to be removed and reviewed in six months.

Expression of Interest (EOI) for Coffee van:

This action is to change to "Alan to provide an example of the EOI a Coffee Van would require". It was noted that the six months of using the CRGH Coffee cart will provide information on the amount of business a coffee cart will receive on the Estate and could be used when developing an EOI at a later date. It was also noted that the Estate will receive significantly more visitors when works are completed and the spaces are more usable. It would be helpful to understand what that increase in flow is.

To be reviewed in six months.

Community Garden:

ACTION: Action to be changed to "Prepare plan for the Community Garden". Dr Anderson advised that Internal Audit have been consulted and no conflicts exist as the chosen consultant is an NGO. A formal Memorandum of Understanding (MoU) will be drafted with the contractor for the Community Garden.

ACTION: The MoU will be brought back to a future meeting.

Greenhouse:

It was noted that this project would aim to be actioned along with the Community Garden however it was agreed that the community garden would be completed first.

Pathways:

Dr Anderson advised that she had recently held a meeting with Lieutenant General Ken Gillespie and Lieutenant General Peter Leahy. The Yaralla Estate was discussed as part of this meeting and both Lieutenant Generals were very supportive of the proposals. The Lieutenants General were very supportive of the new paths relating to younger veterans, and the concept of reflection areas along the path was extremely well received. The Lieutenants General also noted that Concord represents a very central area in Sydney and as such is an ideal location for veterans to come with their families and reflect together.

The area in Ermington which was discussed last meeting was again discussed as a potential model for the walkway around Yaralla.

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ACTION: It was decided the next meeting would begin at this location and the group could inspect the walkway as a potential model for the paths around Yaralla. Particularly those walkways through the mangroves. It was noted that the Yaralla Estate Ranger should also join this walk.

ACTION: Invite Yaralla Estate Ranger to the first part of the next meeting

It was advised that an annotated version of the pathways map would be useful when approval is sought from the NSW Heritage Council.

ACTION: Dr Anderson to write to the NSW Heritage Council to ask what level of approval and/or advertising to local residents is required before proceeding with the proposed crushed granite sections of the walkway.

Signage for Parking:

It was advised that the plans have been developed and can be discussed at the next meeting. Temporary welcome signs are to be put up on the front gates, Ms Debbie Flood will be seeking approval from NSW Heritage Council for this.

ACTION: Ms Corryn McKay will provide a mock-up of these signs and distribute to the committee for endorsement.

ACTION: It was noted that Lois should be interviewed with regards to the signage of historical sites around the Estate, and her feedback as to the commentary which should go with the pictures and identify appropriate locations for the signs.

Biodiversity:

ACTION: Inquire to the City of Canada Bay Council and ask if a copy of the plan can be put on to the Yaralla Estate website, or at least a link be placed on the website to the plan.

ACTION: Ms Madeleine Kitchener to follow up whether Andrew's plan has been placed on the Yaralla Estate website.

NSW Tafe:

ACTION: Follow up with Mr Guy Pinkerton whether this meeting has occurred or is progressing. This action needs to occur soon to fit in with TAFE semesters.

Community Gardens:

Dr Teresa Anderson noted that a presentation was given to the Committee for Physical Health and Wellbeing of People with Mental Health Issues.

National Landcare Program:

Mr Callum Blanchard advised that the requirements for submission were unachievable in the time frame; however a second round of funding will be released in the future.

ACTION: Dr Anderson advised that we should begin work on a submission for the second round now, so that we are prepared for the next round of funding. Madeleine Kitchener to coordinate.

4. Information for noting and discussion

4.1 Canada Bay Heritage Society proposed works

An email was tabled and noted that the documentation to progress with the proposed works is particularly onerous. It was noted by the group that under the new Work Health and Safety legislation, volunteers performing works on site are severely disadvantaged. However, SLHD has an established induction process in compliance with the WHS act.

The volunteers who will be assisting with the proposed works can be inducted via this process. Mr Stuart Read also noted that the works relating to the Chicken Run and the Pergola would be classed as a rebuild and would require NSW Heritage Council approval before progressing. Much of the other work could proceed without this as it is relatively minor. It was noted that the guidelines presented at the meeting should be consolidated into a full plan.

ACTION: Callum Blanchard, Deborah Jenkins and the Yaralla Estate Ranger to assist Lois in completing the required documentation.

ACTION: Engineering to review all the buildings which are being considered for work to identify any asbestos which may be present.

ACTION: Mr Callum Blanchard to arrange for SLHD Capital Works and Engineering to assist Ms Lois Michel in developing a project plan for the proposed works.

4.2 Canada Bay Heritage Society proposed signage

As discussed in action item Number 9.

4.3 Yaralla Estate Plan of Management and Request by City of Canada Bay Council to extend the period of consultation

Dr Teresa Anderson noted that consultation has already been extended for Council, however a further extension has been requested. It was decided that the deadline for responses could be extended to Tuesday 9 December 2014, which would give 1 week to prepare documents for a meeting of this Committee on Tuesday 16th December 2014.

Dr Tim Sinclair advised that he had met with Mr Geoffrey Britton on Monday 17 November 2014. Mr Britton was able to provide valuable feedback on the Draft Management Plan as well as the Estate itself.

ACTION: Callum Blanchard to assist in incorporating the email from Mr Geoffrey Britton to Ms Lois Michel as part of the consultation on the Draft Management Plan. In particular, the Estate is showing signs of historical cultivation techniques which should be preserved where possible. Additionally, Mr Britton raised some questions around the working in the document e.g. the use of 'Restricted' where prohibited might be more appropriate, however the rest of the clause would then also need to be reviewed.

It was noted that Mr John Sidoti, Member for Drummoyne, had supported a submission from Riding for the Disabled to use the Yaralla Estate. Dr Anderson noted that she has responded that submissions are welcome, however no structural changes or installing of infrastructure will be considered. The proposal will be reviewed and risk management assessment completed.

It was suggested that all proposed activities for the Estate should be Health Related.

4.4 Feedback from the Canada Bay Heritage Society Open Day on 25 October 2014

Ms Michel advised that very positive feedback was received from those who ran the event

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as well as those who attended. The Heritage Society generated income of approximately \$2,200 from the event.

ACTION: It was noted that a presentation from Clinicians around the use of Hyacinth Cottage for Burns Step-Down would be much appreciated by the committee. Madeleine Kitchener to arrange for this to occur in early 2015

5. Proposed uses for Yaralla Estate

N/A.

6. Other Business

6.1 Driveway Redesign

ACTION: It was requested that Mr Stuart Read identify where the bollards for the driveway are up to in the approval process with the NSW Heritage Council.

It was noted that it would be very helpful to have the phone number of the ranger published on the website as well as providing it to community members so that they can notify the ranger if something is amiss.

It was also noted that the fact the Estate is Enclosed Land should be included on any signage so people are aware it is not strictly a public space and the Ranger/Employees have authority within this space.

6.2 Wedding request: Giovanni Portelli Photography – 21 December 2014, after 2pm, Paddock West and Italian Garden

This proposal is approved, assuming it is only photography and not the actual ceremony or reception.

7. Next Meeting

Tuesday 16 December at 5pm, starting location TBD,

Action List

Action items arising from Yaralla Estate Community Advisory Committee meetings

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
1.	Conservation Management Plan	Teresa to organise landscape architect and soil expert to attend a future meeting regarding options.	Teresa Anderson Deb Flood	2014	Organised for early 2015
2.	Yaralla Estate Management Plan	Extend exhibition period to 9/12/2014.	Teresa Anderson	December	Ongoing
3.	Parking	Deferred June 2015: An options paper for parking areas is to be developed GM Concord to work on a parking and access paper to maximise access for the community.	Deb Flood Deb Flood	July July	Ongoing Ongoing
4.	Other	Deferred: For review in June. Explore opportunities for permanent or temporary coffee shops/small business.	Madeleine Kitchener	July	Deferred
5.	Revenue opportunity	Deferred: For review in June Alan to provide an example of the EOI a Coffee Van would require	Alan Marsh	August	Deferred
6.	Community Garden	Landscapers to be contacted and asked to map out and approve concept of community garden. Lodge application to seek NSW Heritage Council approval. The MoU with the contractor for the community garden to be reviewed	Teresa Anderson Madeleine Kitchener	September	Progressing Ongoing
7.	Greenhouse	Engineering to investigate logistics and requirements of having a greenhouse on the Estate.	Jon Gowdy	August	Heritage
8.	Pathways	Bob and Teresa to meet with Alice regarding ANZAC and the Kokoda track Bob to meet with President of Kokoda Track. Guy to review path widths	Bob Lusby Teresa Anderson Bob Lusby Guy Pinkerton	September	Deferred until design quotes are obtained

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
		Dr Sinclair will consult with Dr Anderson around the process the consultants are using to design the walkway and enquire whether the consultants can attend this meeting to both inform the group and allow the group the opportunity to provide input into the designs. Callum Blanchard to contact Hurstville Council to see what information they could provide around their project to construct a raised walkway around Riverwood Mangroves. Lodge application to seek NSW Heritage Council approval.	Tim Sinclair Callum Blanchard	December December	
9.	Signage	Signage for parking Lodge application to seek NSW Heritage Council approval. Ms Corryn McKay will provide a mock-up of the temporary welcome signs to be placed on the front gates and distribute to the committee for endorsement It was noted that Lois should be interviewed with regards to the signage of historical sites around the Estate, and her feedback as to the commentary which should go with the pictures and identify appropriate locations for the signs	Madeleine Kitchener	September	
10.	Biodiversity	Ask City of Canada Bay Council if the Fauna report can be placed on the Yaralla Website. The presentation by Andrew is to be placed on the Yaralla Website. Inquire to the City of Canada Bay Council and ask if a copy of the plan can be put on to the Yaralla Estate website, or at least a link be placed on the website to the plan.	Madeleine Kitchener	November	
11.	NSW TAFE	Guy, Lois and Stuart to lead design studio initiative.	Guy, Lois and Stuart	November	
12.	Community Gardens	Jeremy, Bob, Stephen and Guy to lead the community garden initiative.	Jeremy, Bob Stephen and Guy	November	
13.	National Landcare Program	Dr Anderson Advised that we should begin work on a submission for the second round now, so that we are prepared for the next round of funding. Madeleine Kitchener to coordinate	Madeleine Kitchener	November	
14.	Canada Bay Heritage Society Proposed Works	Callum Blanchard , Deborah Jenkins and the Yaralla Estate Ranger to assist Lois in completing the required documentation. Engineering to review all the buildings which are being considered	Callum Blanchard	December	

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
		for work to identify any asbestos which may be present. Mr Callum Blanchard to arrange for SLHD Capital Works and Engineering to assist Ms Lois Michel in developing a project plan for the proposed works.			
15.	Mr Geoffrey Britton's contribution to feedback on the Plan of Management	Callum Blanchard to assist in incorporating the email from Mr Geoffrey Britton to Ms Lois Michel as part of the consultation on the Draft Management Plan. In particular, the Estate is showing signs of historical cultivation techniques which should be preserved where possible. Additionally, Mr Britton raised some questions around the working in the document e.g. the use of 'Restricted' where prohibited might be more appropriate, however the rest of the clause would then also need to be reviewed.	Callum Blanchard	December	
16.	Presentation regarding Hyacinth Cottage	It was noted that a presentation from Clinicians around the use of Hyacinth Cottage for Burns Step-Down would be much appreciated by the committee. Madeleine Kitchener to arrange for this to occur in early 2015	Madeleine Kitchener	February	
17.	Work plan	Rules and regulations for final comment	Madeleine Kitchener	August	Complete
18.	Open Day	Roger to work with Lois to organise open house. Draft schedule of tours to come to next meeting	Roger Garsia Lois Michel	August	Complete
19.	Photography	Alan to find out costs of photography at Olympic Park	Alan Marsh	August	Complete
20.	Conservation Management Plan	Media release from SLHD and Committee advising of decision based on scientific evidence.	Committee	June	Complete