

## Sydney Local Health District Yaralla Estate Community Advisory Committee

Date: Tuesday, 17 March 2015      Time: 6:00pm – 7:30pm  
Venue: City of Canada Bay Museum  
1 Bent Street, Concord  
Chair: Dr Teresa Anderson, Chief Executive, SLHD

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### 1. Present & Apologies

#### Present

Dr Teresa Anderson	Chief Executive
Mr Norm Buckley	Local Resident / Neighbour
Ms Lois Michel	City of Canada Bay Heritage Society
Mr Robert Hussey	Local Resident / Neighbour
Mr Alan Marsh	CEO, Sydney Olympic Park Authority
Mr Stuart Read	Heritage Division, NSW Office of Environment & Heritage
Ms Madeleine Kitchener	Graduate Health Management Trainee
Mr Guy Pinkerton	Local Resident / Neighbour
Ms Debbie Flood	Director, Capital Assets and Contract Services, SLHD
Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital

#### Apologies

Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital
Ms Sue Riley	Local Resident / Neighbour
Mr Stephen Saldatos	Head Gardener, Concord Repatriation General Hospital
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD

# Minutes

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## 2. Confirmation of previous minutes

The minutes from 17 February 2015 with some suggested additions and corrections were accepted as a true and accurate record of the meeting.

## 3. Actions arising from previous minutes

### *Parking*

Contractors are engaged and surveying the area. Rubbish is being removed from the Dairy so the concrete part can be marked up formally.

### *Community Gardens*

Area near the gardens is being cleared of weeds and any debris in preparation for the gardens. Concept design plans of the community gardens and the location were tabled at the meeting. It was discussed that some beds should be standing height and some wheelchair height.

Option 2 for the bed style was chosen (raised beds using timber sleepers as the material rather than corrugated iron). The pathway has been designed keeping in mind the location and area used for market stalls at open days.

The designs were supported in principle for the community gardens.

### *Greenhouse*

Area to be reviewed but will not be viable until the establishment of the community garden.

### *Pathways*

There is some available sandstone that could be used to create a nicer entrance to the pathways nearest the RSL. Some of the sandstone was used for the Centenary of ANZAC commemoration garden at CRGH.

**Action:** Madeleine to organise meeting with President of Kokoda Track Memorial Pathway, Bob Lusby and Alice Kang.

It was noted that Concord Hospital will be hosting an ANZAC service on the 19<sup>th</sup> of April. There will be a naval band, a poppies display, commemoration and naming of one of the mental health buildings and a WWI and WWII display.

### *Signage*

A contractor is engaged and has met with Lois and received input. Approval will be sought from the Heritage Council if NSW with the submission that is being compiled by SLHD.

### *TAFE NSW*

The students from the design courses at Lidcombe TAFE have met on site with SLHD staff and were given a tour. There is also a meeting on the coming Friday to discuss questions the students have with SLHD staff.

### *Hyacinth Cottage*

There will be a presentation at the April meeting on the proposed models of care for Hyacinth Cottage, which the final draft of is being reviewed by the hospital staff.

### *Office of Environment and Heritage*

OEH assessment of proposed bollards for the driveway to protect the heritage listed trees is pending referral of an archaeological assessment report.

# Minutes

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## *Estate Utilisation*

Alan Marsh provided information on Sydney Olympic Park visitor monitoring. There are a range of options from comprehensive and sophisticated tracking systems which can be quite costly to simple sample monitoring which has been used in areas like Darling Harbour.

The sampling method will likely be the preferred option which should be done on an initial seasonal basis. Once second ranger commences this could be a task within their position description. It was suggested that the best location for this may be at an entrance point such as the gate near the RSL. Observed peak periods for people using the estate seem to be of a morning or after work hours although with winter there seem to be less people in the evening.

**Action:** Identify dates for ranger to perform sampling of utilisation.

It was also noted that the profile of the Estate has broadened and requests to use it for wedding photography and filming have increased. This has also been detrimental in some ways as some of the copper down pipes on the residences have been stolen. It was suggested that SLHD consider CCTV cameras. This will go in with the submission to Office of Environment and Heritage.

## *Animal Husbandry and Horticulture*

Stuart Read offered to find and refer a contact at Ryde TAFE School of Arboriculture and Horticulture, to assist the proposed meeting with SLHD and Ryde TAFE.

## *Canada Bay Heritage Society proposed works.*

The Heritage Open day will be held on Sunday, 26 April 2015. SLHD indicated they would sponsor a petting zoo as suggested by one of the community members at a previous open day.

**Action:** Madeleine to contact Alice regarding animal/petting zoo contacts.  
Oral Histories to be followed up.

## *Filming at Yaralla*

Negotiations are occurring for Yaralla Estate to potentially be the host site for a short television series.

## *NGO*

SLHD is working with an NGO for Yaralla to be a site for one of its drop in centres.

## *Plan of Management*

Care takers period for State Government occurs in April therefore the plan will not be circulated until after this period.

It was suggested that a static board display be displayed and presented at the entrance to Yaralla Estate for community members to become aware of it and have small booklets of the plan.

**Action:** Madeleine to review static board display of the management plan with the Media and Communications department.

## 4. Information for noting and discussion

### 4.1 Management Plan

The draft plan was endorsed with some amendments and pending graphic design by

SLHD audio visual services.

#### 4.2 Date for SLHD Annual Open Day

It was suggested that the date be mid-September. The opening of the main house will be pending the acuity of the patients at the time.

**Action:** Madeleine to liaise with Media and Communications team.

#### 4.3 City Farms

It was noted that city farms are becoming rather popular and are growing in number. Information that was tabled to be reviewed by the committee members.

#### 4.4 People counting technology

Discussed earlier.

#### 4.5 Model Aircraft response

The committee acknowledged that model aircraft flying is now an official sport however due to the same threats that are posed by the aircraft the committee decided to uphold its decision.

#### 4.6 IWNA

It was noted that a meeting had occurred with IWNA and SLHD representative regarding the community gardens and another will be held in the next month or so.

#### 4.7 Draft newsletter

A draft newsletter was tabled at the meeting for review.

### 5. Proposed uses for Yaralla Estate

UTS landscape program

### 6. Other Business

**Action:** Discuss with Alice and draft a paragraph about the connection to returned soldiers and the Yaralla Estate and Dame Eadith.

Have engineering review upper verandah to see if painting is required.

### 7. Next Meeting

Tuesday, 21 April 2015 at 6pm, City of Canada Bay Heritage Museum.

# Action List

## Action items arising from Yaralla Estate Community Advisory Committee meetings

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
1.	Parking	Costing study for car park at the trotting track and review cement area at the dairy complex as part of a total traffic study for the Estate.	Deb Flood Tim Sinclair	June 2015 June 2015	Progressing
2.	Projects	All projects are awaiting submission to NSW Office of Environment and Heritage to seek approval including Community Gardens, Greenhouse, Pathways and Signage	SLHD Capital works	June 2015	
3.	Community Garden	The MoU with the contractor for the community garden to be reviewed Jeremy, Bob, Stephen and Guy to lead the community garden initiative.	Teresa Anderson Deb Flood Jeremy, Bob Stephen and Guy	Pending application	Progressing
4.	Greenhouse	Engineering/Ranger to investigate logistics and requirements of having a greenhouse on the Estate, in an appropriate building.	Marcus Stalker	2015	Pending Community Gardens
5.	Pathways	A brief of the pathway widths and heights is to be prepared and circulated to the committee. Deferred: Bob and Teresa to meet with Alice regarding ANZAC and the Kokoda Track Memorial Walkway. Bob to meet with President of Kokoda Track Memorial Walkway. Madeleine to organise meeting with President of Kokoda Track Memorial Pathway, Bob Lusby and Alice Kang.	Deb Flood/ contractor Bob Lusby  Madeleine Kitchener	April  April	Alice Kang away on Leave until 15 June
6.	Signage	Signage for parking Deb Flood to get fee proposals for staged implementation of installing signage	Madeleine Kitchener  Deb Flood	2015	Pending
7.	Presentation regarding	It was noted that a presentation from Clinicians around the use of	Madeleine Kitchener	Proposed	Arranged

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
	Hyacinth Cottage	Hyacinth Cottage for Burns Step-Down would be much appreciated by the committee.		April	
8.	Animal Husbandry	A meeting to be organised between Ryde School of Horticulture and SLHD. Stuart Read to provide Ryde TAFE contact. Approach petting zoos for next open day or agricultural colleges that may want to put on a display. Also invite pets as therapy and UWS Richmond. May need prior Heritage Council exemption – type 12 if involves temporary structures.	Stuart Read Madeleine Kitchener	March	Ongoing
9.	Management Plan	Finalise Plan of Management and summary of submissions and circulate Cyclone fence and associated actions to be incorporated into management plan.	Madeleine Kitchener	March	Progressing
10.	City of Canada Bay Heritage Society proposed works	SLHD to check and advise whether an exemption notification and supporting information is required to be submitted to the Office of Environment and Heritage for prior approval Madeleine to contact Alice regarding animal/petting zoo contacts.	SLHD Madeleine Kitchener	March April	Meeting occurring
11.	Estate Utilisation	Identify dates for ranger to perform sampling of utilisation.	Madeleine Kitchener	Next 12 months	Waiting new ranger to commence
12.	Oral Histories	Organise for audio visual services to film oral histories of the estate	Deb Flood	May	Follow up
13.	SLHD Open Day	Madeleine to liaise with Media and Communications team.	Madeleine Kitchener	April	
14.	Plan of Management	Madeleine to review static board display of the management plan with the Media and Communications department.	Madeleine Kitchener	September	Have for open day
15.	Other business	Discuss with Alice and draft a paragraph about the connection to returned soldiers and the Yaralla Estate and Dame Eadith. Have engineering review upper veranda to see if painting is required.	Madeleine Kitchener Jon Gowdy	April April	
16.	Community Garden	Prepare plan for the Community Garden	Deb Flood	March	Tabled
17.	Signage	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	Corryn McKay Lois Michel	March March	Complete Complete

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
		to the commentary which should go with the pictures and identify appropriate locations for the signs			
18.	Hyacinth Cottage	Letter to go to the Office of Environment and Heritage indicating there will be patient issues if the approval is not issued and works do not commence shortly.	Deb Flood OEH	February	Approval received 14/12/14
19.	NSW TAFE	Meeting with TAFE on Friday 20/02/15	Teresa Anderson	March	Complete
20.	Office of Environment and Heritage	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 walkways.	Teresa Anderson	February	Part of submission
21.	Office of Environment and Heritage	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.	Stuart Read	February	Approved 15/01/15
22.	Estate Utilisation	Alan Marsh to review Sydney Olympic Park strategies for counting visitors to see if these could be applied to Yaralla Estate	Alan Marsh	March	Information tabled
23.	Filming at Yaralla	Investigate full requirements of production and potential impacts on the Estate	Deb Flood	February	Complete
24.	University of Sydney	Guy to approach Design School at USyd.	Guy Pinkerton	April	Not required