

## Sydney Local Health District Yaralla Estate Community Advisory Committee

Date: Tuesday, 18 August 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

Mr Norm Buckley	Local Resident / Neighbour
Ms Lois Michel	City of Canada Bay Heritage Society
Mr Alan Marsh	CEO, Sydney Olympic Park Authority
Ms Madeleine Kitchener	Operational Support Manager, Mental Health Services
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Ms Sue Riley	Local Resident / Neighbour
Dr Teresa Anderson	Chief Executive
Ms Debbie Flood	Director, Capital Assets and Contract Services, SLHD
Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital
Mr Lachlan Prentice	Local Resident / Neighbour

#### Apologies

Mr Stephen Saldatos	Head Gardener, Concord Repatriation General Hospital
Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital
Mr Stuart Read	Heritage Division, NSW Office of Environment & Heritage
Mr Robert Hussey	Local Resident / Neighbour
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD
Mr Guy Pinkerton	Local Resident / Neighbour

# Minutes

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## 2. Welcome and Introductions

Lachlan Prentice joined the Committee and was introduced to the other members.

## 3. Confirmation of previous minutes

The minutes from 21 July 2015 were accepted as a true and accurate record of the meeting.

## 4. Actions arising from previous minutes

### *Parking*

Line marking of the pavement will commence once filming has completed, however as noted in the past meeting this is not an urgent requirement.

### *Projects*

The Office of Environment and Heritage (OEH) responded to the driveway and paths submission with a couple of questions to which SLHD has provided responses and now await further correspondence from the OEH.

The community garden submission is also being progressed.

The security gate is to be put on at the main house which will have electronic locking.

### *Filming at Yaralla*

The crew have set up the film site and filming will be completed in August.

### *Community Gardens*

The drawings for the community gardens were amended and are being incorporated into the submission for the Office of Environment and Heritage.

The Memorandum of Understanding is being reviewed and updated.

### *Pathways*

Part of proposal in the OEH.

### *Signage*

A new draft for the signage has been completed. This was tabled at the meeting. As suggested previously by one of the committee members, the signs will likely have barcodes which can be scanned and linked to the website so more comprehensive information on the history can be provided.

The signage will be staged with directional signage being installed first followed by interpretive/historical signage, once approval has been granted.

The committee went through the proposed signs, materials and colours that could be used on the Estate. The colours and styles were agreed on.

SLHD will go to tender for these works once the final draft has been granted approval.

### *City of Canada Bay Heritage Society*

Lois is still trying to get a group together to do small maintenance works. A committee member suggested the group Conservation Volunteers Australia might be interested.

### *Estate Utilisation*

An audit structure is being developed.

### *Hyacinth Cottage*

Hyacinth cottage works have been completed. It was suggested that a photographer be arranged to take some photos of the cottage to then be put on the website. It was indicated that the Minister might be available to officially launch Hyacinth cottage.

### *Organ Donation Garden*

It was reported that the organ donation committee are looking to develop suggested procedures.

### *Oral Histories*

The names from Lois for oral history recordings have been given to the media and communications team, SLHD to contact.

## 5. Information for noting and discussion

### 5.1 Biodiversity Action Plan

The biodiversity action plan is being postponed for 12 months.

A document was tabled with various funding grants that could be applied for. A submission will be drafted for one or two of the possibilities.

### 5.2 Open Day

Preparation for the open day has progressed well. A bigger crowd is expected this year with lots of activities to be involved in.

There will be a Devonshire tea, performances from the army band and The Cockroaches, dog training, sports clinics and more.

**Action:** Organise Devonshire tea condiments.

### 5.3 Macquarie University Students

The students proposed to draft a grant submission for their deliverable. This was supported.

## 6. Proposed uses

It was suggested that the Estate could be used for a 'garage type' or 'car boot' sale similar to what the council is doing. It could also be a possible revenue source in the future.

Antiques could be sold in keeping with the heritage of the Estate.

An evening of up market dining with a vintage bus and top chefs. Maybe following the filming of the bake off. The committee suggested we look to do this in 12 months time. Maybe organise for a choir to come and sing at the event.

Poetry reading was again raised and this will be addressed at the next Heritage Society meeting. The bush poet was suggested.

**Action:** Review establishing poetry reading

A Halloween party was suggested as Dame Eadith often held parties.

Look at ways to promote the area like better homes and gardens. They could possibly assist with the restoration of the grotto.

**Action:** Prepare a 2016 calendar of events

**7. Other Business**

Nil.

**8. Next Meeting**

Tuesday, 15 September 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	Discuss with Bluevisions parking at cement area at the dairy complex as part of a total traffic study for the Estate.	Deb Flood	Sep 2015	Deferred until after filming
2.	Projects	Projects are awaiting submission to NSW Office of Environment and Heritage (OEH) to seek approval from the NSW Heritage Council including Community Gardens and Greenhouse <u>Community Gardens</u> : The MoU with the contractor for the community garden to be reviewed. <u>Pathways</u> : Awaiting response from OEH	SLHD Capital works Teresa Anderson	2015	Pending advise from OEH
3.	Signage	Signage for parking Deb Flood to get fee proposals for staged implementation of installing signage	Madeleine Kitchener Deb Flood	2015	Draft received
4.	Management Plan	Awaiting return from Audio Visual services	Audio Visual	July	Progressing
5.	Estate Utilisation	Bob H to draft an audit structure on his return. Identify dates for ranger to perform sampling of utilisation.	Bob Hussey	Next 12 months	
6.	Oral Histories	Organise for audio visual services to film oral histories of the estate – Names have been given to Comms team.	Deb Flood	July	Follow up
7.	Hyacinth cottage	Arrange a letter box drop around the community to inform of the Hyacinth initiative. Norm to assist.	Madeleine Kitchener Norm Buckley	Pending launch	Flyers being developed
8.	Organ Donation Garden	Brief to be discussed at the Organ Donation Committee. Draft a plan/process for how this may work	SLHD Organ Donation Committee	August	Brief forwarded to secretariat
9.	Proposals	Review establishing poetry reading Prepare a 2016 calendar of events	Lois and Teresa Madeleine		

No.	ISSUE	ACTION	RESPONSIBILITY	TIMEFRAME	OUTCOME
10.	Animal Husbandry and Horticulture	A meeting to be organised between Ryde School of Horticulture and SLHD. Approach agricultural colleges that may want to put on a display. and UWS Richmond. May need prior Heritage Council exemption – type 12 if involves temporary structures	Madeleine Kitchener		Deferred
11.	Community Garden	Engineering/Ranger to investigate logistics and requirements of having a greenhouse on the Estate, in an appropriate building. Jeremy, Bob, Stephen and Guy to lead the community garden initiative.	Marcus Stalker Jeremy, Bob Stephen and Guy		Deferred
12.	Pathways	A brief of the pathway widths and heights is to be prepared and circulated to the committee. Deferred: Madeleine to organise meeting with President of Kokoda Track Memorial Pathway, Bob Lusby, Teresa Anderson and Alice Kang.	Deb Flood/ contractor  Madeleine Kitchener		Defer until pathways commence
13.	Animal Husbandry and Horticulture	Approach petting zoos for next open day. Also invite pets as therapy			Complete
14.	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	SLHD	March April	Meeting occurring
15.	Biodiversity Action Plan	Sue to review possible grants for enhancing biodiversity	Sue Riley	August	Complete
16.	Tafe	Madeleine to organise a site visit to Woodbine for the TAFE students.	Madeleine Kitchener		Complete
17.	Open Day	Meeting to be arranged between Lois, Teresa, Deb and Catherine re the location of the display and the high tea. Organise Devonshire tea condiments.	Madeleine Kitchener		Complete
18.	Projects	<u>Pathways</u> : Respond to questions from the OEH	SLHD Capital works		Complete