

## Sydney Local Health District Yaralla Estate Community Advisory Committee

Date: Tuesday, 15 March 2016.  
Time: 6:00 – 7:30 pm.  
Venue: Woodbine Cottage, Yaralla Estate, Concord.  
Chair: Dr Tim Sinclair, General Manager, CRGH.

### 1. Present and Apologies

#### Present

Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD
Ms Lois Michel	City of Canada Bay Heritage Society
Ms Madeleine Kitchener	General Manager, Health Centres
Ms Debbie Flood	Director, Capital Assets and Contract Services, SLHD
Mr Norm Buckley	Local Resident / Neighbour
Mr Guy Pinkerton	Local Resident / Neighbour
Mr Lachlan Prentice	Local Resident / Neighbour
Ms Kirsten Brighten	Management Trainee, SLHD
Mr Alan Marsh	CEO, Sydney Olympic Park Authority
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Ms Sue Riley	Local Resident / Neighbour
Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital

#### Apologies

Dr Teresa Anderson	Chief Executive, SLHD
Mr Robert Hussey	Local Resident / Neighbour
Mr Stuart Read	Heritage Division, NSW Office of Environment & Heritage

### 2. Confirmation of Previous Minutes

The minutes from 19 January 2016 were accepted as an accurate reflection of the meeting.

It was noted that M Kitchener has taken up a new role and the secretariat responsibilities will be taken over by Kirsten Brighten. The committee welcomed Kirsten to the group.

### 3. Actions Arising from Previous Meetings

Please refer to the action list.

### 4. Information for Noting and Discussion

# Minutes

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## **4.1 Design book from TAFE**

M Kitchener advised Committee members to contact her for a copy of the Design book from TAFE if they wish. It was noted that this book can be used as a reference when planning future open days.

## **4.2 Representation on PFFC Environment Working Group**

M Kitchener noted that the SLHD PFFC Environment Working Group would like to nominate a representative to join the Committee. The Working Group is responsible for all of the grounds / environment owned by SLHD. It was agreed by the Committee that M Kitchener will be the PFFC Environment Representative until a suitable nominee is appointed.

## **5. Proposed Usage for Yaralla Estate**

### **5.1 Frisbee Golf**

It was agreed by the Committee that a proposal from the NSW Disc Golf Club to host a competition at the Yaralla Estate would not be supported.

## **6. Other Business**

### **6.1 Meat Raffle**

The Royal Hotel Leichardt held a meat raffle and raised \$768.70 which has kindly been donated to the Yaralla Estate Trust Fund. It was noted by S Riley that the funds are to be earmarked for any activities that are not related to the general maintenance of the Estate.

## **7. Next Meeting**

Tuesday, 17 May 2016 from 6:00 to 7:30 pm at the City of Canada Bay Museum, Concord.

# Action List

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

No.	Issue	Action	Owner	Outcome	Comments
1.	NSW Disc Golf Club	Draft a letter on behalf of T Anderson to NSW Disc Golf Club advising them that their proposal was not supported by the Committee.	K Brighten	New	
1.	Madeira Vine	Organise the removal of Madeira Vine at Hyacinth Cottage.	D Flood	New	<i>Update 16/03/2016 This weed grows extremely quickly and strict guidelines must be followed to ensure it is eradicated.</i>
2.	Public Foreshore Access	Attend the community workshop run by the Department of Planning and Environment to discuss the initial investigations and opportunities for Rhodes-East.	G Pinkerton	New	
3.	Thankyou letter	Draft a letter on behalf of T Anderson to the Royal Hotel Leichardt thanking them for their efforts in raising over \$700.00 for the Yaralla Estate.	K Brighten	New	
4.	Oral Histories	Circulate list to Committee members of all people to be interviewed for the oral histories video.	M Kitchener	New	
5.	Oral Histories	Script in development to be completed ASAP.	M Kitchener	In progress	<i>Update 16/03/2016 The script was circulated to Committee members. It was noted that the questions are too formal. Committee members to provide feedback to M Kitchener.</i>

No.	Issue	Action	Owner	Outcome	Comments
6.	Parking	Application and costings in development.	D Flood	In discussion with Council	
7.	Projects	<u>Pathways</u> – approved in staged process.	T Anderson	Tender closed	<i>Seeking funding assistance</i>
8.	Signage	Signage for parking. Deb Flood to get fee proposals for staged implementation of installing signage. Deb Flood to investigate bird signage that was erected.	M Kitchener D Flood	Final Draft – resubmitted to OEH	
9.	Management Plan	Awaiting return from Audio Visual services – original photographs being obtained for plan.	Audio Visual	In progress	
10.	Yaralla Estate Work Plan	Updated work plan to be distributed with next set of meeting papers. Work plan to be updated to go on website.	M Kitchener		
11.	Hyacinth cottage	Arrange a letter box drop around the community to inform of the Hyacinth initiative. T Sinclair to assist in drafting letter.	T Sinclair K Brighten N Buckley	In progress	
12.	Organ Donation Garden	Draft a plan/process/options paper for how this may work. Develop a memorial policy about seat purchases. Norm to send through photos of golf club seats. Draft an options paper. Review policies from Centennial Park on memorial benches/ trees	M Kitchener	In progress	
13.	Proposals	Review establishing poetry reading.	L Michel T Anderson		
14.	Pathways	Audio visual services to develop brochures and map out the different walks with Heritage Society (once works are completed). Strategic relations and health promotion to liaise about the appropriate language to be used, measurements and various health benefits. Use sandstone to create inviting entrance at RSL side entrance to Estate. Should be part of concept design for all entrances.	Media & Comms		
15.	Pathways	Stuart to write a narrated tree walk.	S Read		
16.	Communication	Communications Strategy to be reviewed.	M Kitchener	In progress	
17.	Open Day	L Michel to liaise with Deb Jenkins and Rolls Royce regarding	L Michel		

No.	Issue	Action	Owner	Outcome	Comments
		parking and media and communication.			
18.	Australia Day Dinner	200 <sup>th</sup> Australia Day Dinner Working party with Concord Marketing and Media Unit to be established to arrange save the date.	A Kang		
19.	Picnic	A picnic to be arranged for the Committee members and their families.	M Kitchener K Brighten	Ongoing	<i>Update 15/03/2016 It was agreed that this will be arranged in Spring 2016.</i>
20.	Yaralla Website	Include the Yaralla Website link in the monthly newsletter.	Media & Comms		
21.	Maintenance and repair works – website	Maintenance and repair works update to be put on website. Deb Jenkins to complete and send to media and communications department.	D Flood	In progress	
22.	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	M Kitchener	Deferred	
23.	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.	M Stalker J Roper Tyler B Stephen G Pinkerton	Deferred	
24.	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.	D Flood M Kitchener	Deferred	
25.	Projects	Community Gardens and Greenhouse - The MoU with the contractor for the community garden to be reviewed.		Deferred	
26.	Estate Utilisation	Bob H to draft an audit structure on his return. Identify dates for ranger to perform sampling of utilisation.	B Hussey	Deferred	
27.	Repairs	S Read to send through contact details for grotto repair contacts.	S Read	Closed	
28.	Amenities block	Plans for an amenities block to be reviewed and determine timeframes.	D Flood	Closed	<i>Update 15/03/16 Due to high capital costs</i>

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					<i>this project cannot be completed at this stage.</i>
29.	Public foreshore access	Send email regarding funding for upgrades along public foreshore access.	G Pinkerton	Closed	<i>Update 15/03/16 Contacted Director of Urban Renewal. Invited to next community consultation in March 2016.</i>