

## Sydney Local Health District Yaralla Estate Community Advisory Committee

Date: Tuesday 20 September 2016.  
Time: 06:00 – 07:30 pm.  
Venue: City of Canada Bay Museum.  
Chair: Dr Teresa Anderson, Chief Executive, Sydney Local Health District.

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### 1. Present and Apologies

#### Present

Dr Teresa Anderson	Chief Executive, SLHD
Professor Robert Lusby	Senior Clinician, Concord Repatriation General Hospital
Professor Roger Garsia	Senior Clinician, Royal Prince Alfred Hospital, SLHD
Mr Stuart Read	Heritage Division, NSW Office of Environment and Heritage
Ms Lois Michel	City of Canada Bay Heritage Society
Mr Norm Buckley	Local Resident / Neighbour
Ms Sue Riley	Local Resident / Neighbour
Mr Robert Hussey	Local Resident / Neighbour
Mr Jeremy Roper-Tyler	Local Resident / Neighbour
Mr Troy Ponting	Operational Support Officer, Strategic Relations and Communications, SLHD
Ms Kirsten Brighten	Management Trainee, SLHD

#### Apologies

Dr Tim Sinclair	General Manager, Concord Repatriation General Hospital
Ms Debbie Flood	Director, Capital Assets and Contract Services, SLHD
Mr Guy Pinkerton	Local Resident / Neighbour
Mr Lachlan Prentice	Local Resident / Neighbour

### 2. Confirmation of Previous Minutes

The minutes from the meeting held on 19 July 2016 were accepted as a true and accurate reflection of the proceedings.

### 3. Business Arising

#### 3.1 Yaralla Festival

The Committee discussed the Yaralla Festival, noting that it was a great success. There was a high number of attendees on the day ( $n = 2,000$ ). It was noted that the magician was a great attraction, the entertainment was excellent and the water fountain / shading areas were popular for young families due to the heat. The animal show was an excellent attraction that kids responded well to. It was noted that the Sydney Botanic Garden group

was engaging and knowledgeable.

The Committee discussed how the event can be improved upon in the future. It was agreed that the captains from each team (Environment, Health and Heritage) will present at the next meeting on what lessons they learnt and suggestions for the future.

Committee members suggested that next year's Committee meeting be coordinated so that they are held prior to the Festival. This will ensure that Committee members remain up to date on the proceedings. It was further agreed that the members be added to the distribution list for next year's Yaralla Festival Committee to keep them further informed throughout the planning stage.

Committee members proposed that a tent / stall be established for the Committee so that members can promote the Committee and engage with the local community on issues related to the Estate. Additionally, one large marquee for the historical society should be designated so that the artefacts and posters can be showcased in a prominent / visible location.

## **4. Actions from previous meeting**

### **4.1 Coffee Cart Proposal**

It was noted that the letter has been drafted and is awaiting sign-off.

### **4.2 Letter Box Drop**

Committee members were informed that the letter box drop was recently completed by the current Graduate Health Management Trainees. Houses located near the Yaralla Estate were given a letter advising them of the opening of Hyacinth Cottage. Additionally, flyers for the Yaralla Festival were also handed out concurrently.

### **4.3 200 Australia Day Celebration**

Members discussed how to celebrate Australia Day as 2017 will mark the 200<sup>th</sup> anniversary since the first event was held. Members suggested that the event could involve a barbeque and live music. There was also a suggestion for the day to be an evening dinner. This work is to be further progressed by Concord Hospital's media and marketing team.

### **4.4 Hyacinth Cottage**

Members were advised that Hyacinth Cottage is complete and ready to host its first residents. A letter has been drafted and will be circulated to the local community shortly informing them of this exciting initiative.

### **4.5 Narrated Tree Walk**

The final narrated tree walk brochure was circulated to Committee members. It was noted that this is a valuable resource for the community. Members were advised that the brochure was handed out to visitors during the Yaralla Festival and this was a popular attraction.

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

## **5.1 Farmers Market**

A suggestion was received from the community, supporting the proposal for a farmers market to be established on the Estate. Committee members discussed whether the suggestion was feasible. It was noted that Concord Rotary Club host a farmers market on a Sunday and that SLHD could partner with them to jointly host this event on the Estate. It was agreed that this option would be further explored.

## **6. Other Business**

### **6.1 Yaralla Open Day**

It was noted that the Yaralla Open Day will be held on Sunday 30 October 2016.

## **7. Next Meeting**

The next meeting will be held on Tuesday 15 November 2016 from 06:00 to 07:30 pm at the City of Canada Bay Museum.

# Action List

No.	Issue	Action	Owner	Outcome	Comments
1.	Representative Sydney Olympic Park	Letter re to Sydney Olympic Park seeking a new representative to join the Committee.	K Brighton	New	
2.	Community Garden – USyd	Arrange a meeting with the University of Sydney to seek assistance from the Department of Archaeology to progress the work of the community garden.	K Brighton	Ongoing	<i>Update: 19/07/2016 K Brighton to discuss with T Anderson.</i>
3.	Soldier On	Approach Soldier On to recruit potential community member's to join a working party to restore building infrastructure within the Yaralla Estate.	T Sinclair	Ongoing	
4.	Parking	Review parking arrangements and bollards at the Yaralla Estate.	D Flood	In progress	<i>Update: 20/10/2016 Gone to tender.</i>
5.	Pathways	Establish formal pathways for visitors at the Yaralla Estate.	T Anderson	In progress	<i>Update: 19/07/2016 Approved, in stages.  Once pathways are complete, a brochure is to be developed outlining the different walks with Heritage Society.</i>
6.	Signage for parking	Arrange fee proposals for staged implementation of installing signage.	D Flood	In progress	
7.	Yaralla Estate Work Plan	Yaralla Estate Work Plan to be updated and added to the Yaralla website.	K Brighton	In progress	

No.	Issue	Action	Owner	Outcome	Comments
8.	Bench Donations	Draft a document outlining the proposal for Bench Donations at the Yaralla Estate.	K Brighten	In progress	
9.	Poetry Reading	Review establishing poetry reading at Yaralla Estate.	L Michel T Anderson	In progress	
10.	SLHD Communication Strategy	The SLHD Communications Strategy to be reviewed.	K Brighten	In progress	
11.	Australia Day Dinner	200 Australia Day Dinner Working party with Concord Marketing and Media Unit to be established and arrange a save the date.	A Kang K Brighten	In progress	
12.	Spring Picnic	Arrange a picnic for Committee members and their families at the Yaralla Estate in spring 2016.	M Kitchener K Brighten	Ongoing	
13.	Thank you letter to Mr Marsh	Send a letter thanking Mr Marsh for his involvement and contribution to the Committee.	K Brighten	Complete	
14.	Narrated Tree Walk	Liaise with Media and Comms to finalise the narrated tree walk (developed by S Read) into a brochure.	K Brighten	Complete	
15.	Yaralla Working Group	At the Yaralla Festival advertise for the recruitment of additional community members to join the Yaralla Working Group (with assistance from Management Trainees).	K Brighten	Complete	
16.	UTS Journalism Student	Investigate the outcome of the proposal by a UTS Journalism Student wishing to write about the Yaralla Estate.	K Brighten	Complete	
17.	Wedding Photography	Update the SLHD Yaralla website to reflect the new changes to wedding photography shoots.	K Brighten	Complete	
18.	Hyacinth Cottage	Arrange a letter box drop to inform the community of the Hyacinth initiative. T Sinclair to assist in drafting letter.	T Sinclair K Brighten N Buckley	Complete	
19.	Coffee Cart	Send a letter indicating that the coffee cart proposal will not be supported at this stage.	K Brighten	Complete	
20.	Open Day	Liaise with Deb Jenkins and Rolls Royce regarding parking and media and communication.	L Michel	Closed	<i>Update: 18/05/2016 It is anticipated that this will not occur until the end of the year.</i>