

DRAFT until signed

SYDNEY HARBOUR FEDERATION TRUST

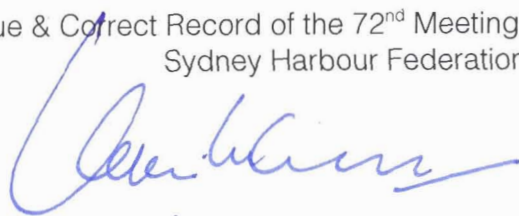
72nd MEETING

Mosman – Private Meeting

2 August 2010

MINUTES

True & Correct Record of the 72<sup>nd</sup> Meeting of the  
Sydney Harbour Federation Trust



3/9/2010

.....  
Chair

Minutes of the 72<sup>nd</sup> meeting of the Sydney Harbour Federation Trust held at Mosman at 10:00am on 2 August 2010.

Present

Mr Kevin McCann	Chair
The Hon Barry O'Keefe	Member
Dr John Moriarty	Member
Brig Kevin O'Brien	Member
Mr Bob Conroy	Member
Cr Susan Hoopmann	Member
Ms Di Talty	Member

In attendance

Mr Geoff Bailey	Executive Director
Mr Nick Hollo	Deputy Director
Ms Catherine Sullivan	Director, Finance
Mr David Llewelyn	Finance Manager (for item 3)
Mrs Jane Page	Senior Administrative Officer

Apologies

Mr Peter Lowry	Member
----------------	--------

The meeting started at 10:10am.

The Board briefly discussed the foreshadowed resignation of the Hon Mr Barry O'Keefe from the Board.

The Chairman thanked Mr O'Keefe for the contribution he has made to the Sydney Harbour Federation Trust during his appointment to the Trust and the Interim Trust.

Mr O'Keefe responded saying he had enjoyed working on the Trust Board and was of the opinion that well into the future, comments would be made about the great work the Trust has done. Local residents have been in support of the work done by the Trust because of the consultation that has taken place. He paid tribute to the decisions the Trust has made and the consensus that was gained between Trustees.

1) Introduction - Agenda Item 1

a) Welcome

The Trust RESOLVED to meet in private because of confidential budget matters on the agenda.

Moved: B Conroy, Seconded: K O'Brien

b) Apologies

Mr P Lowry sent his apologies.

c) Declarations of Interest

The declarations of interest were noted.

2) Confirmation of the Minutes from 21 May 2010 – Agenda Item 2

The Trust RESOLVED to accept the minutes from 21 May.

Moved: B Conroy, Seconded: S Hoopmann

3) Executive Director's Performance

The Chair and the 6 Members of the Board present met in private to discuss the Executive Director's performance for the 2009-2010 year and to approve his bonus for the financial year 2010 and discuss KPIs for the financial year 2011.

4) Lease of Building 19, Chowder Bay

*Mr Hollo, Ms Sullivan, Mr Llewelyn and Mrs Page returned to the meeting.*

*Mr Bailey excused himself from the meeting due to a potential conflict of interest on account of his membership of the SIMS Board.*

The report was noted.

There was discussion based on the report presented. The Chair noted that the report did not adequately cover various aspects of the proposed leasing.

The Trust RESOLVED to establish a sub-committee to look at the proposal more fully, in particular:

- a) the design of the building and more particularly, the visual impact of the building
- b) rent escalation adopted was CPI vs Market Value

Mr Mc Cann, Mr Conroy and Ms Talty would form the sub-committee to review the submission. Mr O'Brien advised he was available to review the proposal if dealt with electronically.

5) Finance Report

The report was noted.

Ms Sullivan presented an interim overview of the Finance Report for the 2009/2010 financial year and confirmed that the final figures would be presented at the next meeting.

6) Minutes of Audit & Risk Management Committee Meeting of 21 May 2010

The minutes were discussed.

Non compliance matters as a result of the inspections were of a minor nature. The most recent inspections regarding food safety and children's safety were pre-announced to the tenants but in future, there will be unannounced visits by inspectors.

Ms Sullivan to follow up whether details of new staff employed by the Child Care Centre are advised to the Trust and details of working with children checks made by the centre.

7) Health and Safety Report

The report was noted.

The Chairman requested future information as "learnings". The Lost Time and Medical Injury Frequency Rates report relate to staff only, not volunteers or visitors to our sites.

Ms Sullivan is to prepare a report on OH& S and Risk Management issues that are currently being addressed by the Trust.

Ms Hoopmann commented that in view of Woolwich Dock being more open to the public now, more safety signage may be necessary in light of the fact that the area is a work site that is accessible by the public.

8) Progress Report HMAS Platypus site

The report was noted.

A detailed presentation by the Platypus team will be made at the next meeting.

The project is progressing well. It has been split into 2 stages and it is anticipated that Stage 1 work will commence in mid September 2010.

Mr Bill Ryall, a remediation industry expert has been appointed to the Harbour Trust panel and will be invited to the next Board meeting.

9) Executive Director's Report

Mr Bailey talked to the report.

*Annual Report*

A draft Annual Report will be available at the next Board meeting.

*FMB Sydney*

The restored *FMB Sydney* was successfully launched on Cockatoo Island on 21 July. Mr Bailey extended an invitation to Board members to avail themselves of a trip in the *FMB Sydney* to Cockatoo Island to have a look at recent progress on the Island. Mrs Page has contacted Board members extending this invitation.

*World Heritage Listing*

Mr O'Keefe congratulated staff on work done that resulted in the successful outcome for the Convict precinct on Cockatoo Island to be placed on the World Heritage List.

*ASOPA*

There has been a cost over run on this project due to bad weather, contamination of the site and work changes. A claim to Defence for the cost of decontamination will be considered.

There have been 104 responses for the leasing of the 22 tenancies. It is expected that 25-30% will be leased before completion. Mr McCann said tenant parking needs to be factored into the leasing arrangements.

*North Head*

The North Head Management Plan will be presented at the next Board meeting.

*Organic Market*

Mr McCann advised that he had received reports about the popularity of the Organic Market held each Thursday at the Landship at Headland Park.

*The Plaque*

The plaque commemorating the work achieved by the interim Sydney Harbour Federation Trust Board and the first Board is with the foundry for final layout and design. It will be similar in appearance to the plaque at the Lookout. It was unanimously decided by the Board members that the new plaque should be placed at the Lookout rather than at Chowder Bay.

*Cobbittee Street Boundaries*

All but one of the adjoining residents involved with the Cobbittee Street boundaries matter have declined the offer of a licence. In light of this negative response, the Trust determined to revoke the licence offer and proceed with the erection of a fence along the boundary.

The meeting closed at 12:50pm.