

SYDNEY HARBOUR FEDERATION TRUST

25th MEETING

Chowder Bay, Mosman

12 March 2004

4:30pm

MINUTES

True & Correct Record of the 25th Meeting of the
Sydney Harbour Federation Trust

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Chair

Minutes of the 25th meeting of the Sydney Harbour Federation Trust held at Chowder Bay Mosman at 4:30pm on 12 March 2004

Present

Mr Kevin McCann	Chair
Clr Susan Hoopmann (departed 7pm)	Member
Justice Barry O'Keefe	Member
Brigadier Kevin O'Brien (retired)	Member
Dr John Moriarty	Member
Mr Bob Conroy	Member
Dr Deborah Dearing (from 5pm)	Member

In attendance

Mr Geoff Bailey	Executive Director
Ms Robyn Ephgrave	Secretariat
Mr Andrew Woodmansey (4:55 to 5:35pm)	Director, Business Development
Mr Andrew Harry (4:55pm to 5:35 pm)	Estate Manager
Mr Peter Chittenden (4:55 to 5:35pm)	State Director – Residential Colliers International
Mr Craig Watson (6pm to 7:25pm)	Director, Project Management

The meeting opened at 4:50pm.

1. Introduction

a) Apologies

Mr Peter Lowry (overseas)

b) The Trust RESOLVED to meet in private because of the need to discuss confidential budget issues. Moved B O'Keefe seconded K O'Brien.

c) Declarations or Interest

Mr McCann declared that he has been appointed Board Member of the Defence Procurement Advisory Board.

2. Confirmation of the minutes of previous meetings – Agenda Item 2

The Trust RESOLVED to approve the minutes of the meeting on 1 March 2004. Moved by Barry O' Keefe, seconded K. O'Brien.

3. Matters Arising from the Action List - Agenda Item 3

The list and comments were noted.

Item 22.1 The Policy on the Community Use of Trust Land was deferred to the public Board meeting on 18 May for decision.

Item 24.1 The Chair welcomed Mr Peter Chittenden from Colliers International at 4:55pm.

Mr Chittenden briefed the Trust on the marketing campaign for the sale of Markham close and tabled copies of media advertisements and flyers relating to the sale and the question and answer sheet to be included in the information documents.

There was a general discussion on various aspects of the sale. The Trust noted the media information and the question and answer sheet.

4. Draft Portfolio Budget Statements - Agenda Item 4.

The Trust noted the draft Portfolio Budget Statements.

The Trust RESOLVED to:

1. Approve the draft Portfolio Budget Statement for 2004-05; and
2. Authorise the Executive Director to make amendments of a minor or technical nature as required.

Moved K. McCann, seconded B O'Keefe

5. Proposed Telecommunications Facilities – Cockatoo Water Tower and North Head Water Tower - Agenda Item 5

The Trust noted the proposals from Telstra for the installation of telecommunications facilities at:

North Head on an existing water tower;

Cockatoo Island on the water tower; and that

three other telecommunications carriers proposed co-locating their facilities with Telstra on and within the Cockatoo water tower.

The Trust RESOLVED to advise all telecommunication carriers that it should not further consider the proposal until a Management Plan has been adopted for the Precincts.

Moved by B. O'Keefe, seconded by K. O'Brien.

6. Draft Complaints Policy and Procedures – Agenda Item 6

The Trust RESOLVED to adopt the draft Complaints Policy and Procedures and authorised the Executive Director to make minor amendments to improve the format and content.

Moved by K. O'Brien, seconded by B. O'Keefe

7. Audit Committee Membership – Agenda Item 7

The Trust noted that the current members of the Audit and Risk Management Committee have indicated their willingness to continue as members.

The Trust RESOLVED to re-appoint the current members of the Audit and Risk Management Committee until September 2004 in line with the term of appointment of the members of the Trust.

Moved by D. Dearing, seconded by B. Conroy.

8. Executive Director’s Report –Agenda Item 8

The Report was noted.

9. Financial Report

The Report was noted.

10. Audit and Risk Management Committee minutes

The Minutes were noted.

11. Other Business

Executive Director’s Remuneration

The Trust RESOLVED to approve a performance payment for the Executive Director for the year to December 2003.

Proposed Walking Track, Middle Head road to Balmoral

Craig Watson informed the Trust of the current status of the track:

the Department of Environment and Heritage has determined that the walking track is not a ‘controlled action’ if undertaken in a specified manner;

a contract to install the inner security fence has been awarded and the fence is currently being installed;

the Trust in conjunction with other Government agencies has developed *Phytophthora cinnamoni* management strategies that set the benchmark for managing this pathogen; and

a preferred tenderer for the track construction has now been selected.

The Trust noted that additional funding may be required to ensure the track construction and associated works comply with the *Phytophthora cinnamoni* management strategies but that alternative boardwalk systems might result in lower construction costs.

The Trust RESOLVED to:

approve additional funding being made available for the walking track project as required to ensure environmental considerations are met; and

authorise Craig Watson to enter into negotiations with the preferred tenderer on alternative boardwalk systems.

Moved by B. O'Keefe, seconded by B. Conway

Project Status

Craig Watson presented a project status overview. The Trust noted the works in progress and those under-going tendering processes.

Letter from Middle Head Conservation Group

The Chair tabled a letter addressed to him from the Middle Head Conservation Group dated 11 March 2004 on the proposed walking track connecting Middle Head Road to Balmoral Park.

The Trust noted the Group's concerns regarding *Phytophthora cinnamoni* and fire risk.

The Trust RESOLVED that the Chair respond to the Group's concerns.

The meeting closed at 7:50 pm