

SYDNEY HARBOUR FEDERATION TRUST

51<sup>st</sup> MEETING

Cockatoo Island – Private Meeting

11 July 2007

MINUTES

True & Correct Record of the 51<sup>st</sup> Meeting of the  
Sydney Harbour Federation Trust

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Chair

Minutes of the 51<sup>st</sup> meeting of the Sydney Harbour Federation Trust held at Cockatoo Island at 10am on 11 July 2007.

Present

Mr Kevin McCann	Chair
Mr Robert Conroy	Member
Clr Susan Hoopmann	Member
Mr Peter Lowry	Member
Dr John Moriarty (until 1:20pm)	Member
Brig. Kevin O'Brien	Member
The Hon Barry O'Keefe	Member
Ms Di Talty	Member

In attendance

Mr Geoff Bailey	Executive Director
Mr Nick Hollo	Deputy Executive Director
Mr Ian Kearney	Deputy Executive Director
Ms Libby Bennett	Director, Projects & Planning
Mr Bob Clark	Senior Heritage Planner
Mr Andrew Free	Acting Director, Corporate Services
Mr Craig Watson	Director, Cockatoo Island
Mr Andrew Woodmansey	Director, Property Marketing & Management
Ms Kate Stuart	Secretariat

The meeting was preceded by a site tour of Cockatoo Island, followed by a guest speaker, Mr Terry Bailey (Assistant Secretary, Heritage Assessment Branch, Department of the Environment and Water Resources).

The meeting opened at 11.55am.

**1. Introduction - Agenda Item 1**

a. Welcome

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

Moved: B. O'Keefe, Seconded: P. Lowry

b. Declarations of Interest

Clr S. Hoopmann declared an interest in Agenda Item 8, Woolwich Management Plan.

**2. Confirmation of the minutes from 7 June 2007 - Agenda Item 3**

The Trust RESOLVED to accept the minutes.

Moved: P. Lowry, Seconded: B. O'Keefe

### 3. Matters Arising - Agenda Item 4

Item 45.5 Indigenous Events  
Clr Hoopmann noted that the Moocooboola Fair is on August 4<sup>th</sup>, not September/October.

Item 46.1 HMAS Platypus  
The draft MOU with the Department of Defence is to be presented if available to the next Board meeting.

A meeting with the member for North Sydney, the Hon Joe Hockey MP, will be arranged.

Item 50.2 North Head Sanctuary  
The draft plan will be presented to the Board following its exhibition and consideration of submissions.

Item 51.1 Director's Liability  
The report provided by Mr O'Keefe was discussed. The Board directed Management to undertake a risk mapping exercise. One issue was the regulatory standards adopted in the absence of the application of State laws, e.g. operation of the Childcare Centre; alcohol licensing. Where no State regulation applies, the Board queried how the SHFT is meeting standards and what regulatory structure is in place to ensure that ongoing compliance checks are carried out. The Executive is to report to the Board in respect of this matter at the December meeting.

#### Strategic Planning Action Points

Item 3 The Media report will be provided at the December meeting.

### 4. 2007-08 Budget - Agenda Item 5

The following points were made in relation to the Budget:

- a. Mr Bailey's education fees, airfares and living allowance need to be included.
- b. Next year's budget to explain methodology in relation to the maintenance program.
- c. Clarification was sought on two questions in relation to insurance: does the Trust's building insurance cover loss of income, and what is covered by the Trust's Directors and Officers cover. Mr Free to report to September meeting.
- d. Quarterly reports were requested showing progress of construction projects against time and budget.
- e. Mr Free to confirm that the Department of Finance is aware of the Trust's operating loss for financial year 2007 and projected for financial year 2008.
- f. The Chairman stated that the Finance Committee had reviewed the revised Budget and was satisfied with the additional information and explanations provided.

The Trust RESOLVED to approve the Budget subject to the additional information tabled by Mr Free and amending the resolution to:

approve Executive Director determining project priorities and expenditure to ensure that total project expenditure does not exceed the available cash funds of the Trust and delegate to the Executive Director the power to enter into contracts on behalf of the Trust with expenditure not exceeding that approved in the budget.

Moved: P. Lowry Seconded: K. McCann

**5. HMAS Platypus Plan re-exhibition - Agenda Item 6**

Mr Lowry declared a potential conflict of interest regarding this item as he is a Director of the Ensemble Theatre and abstained from voting.

The Trust RESOLVED to re-exhibit the Plan.

Moved: S. Hoopmann, Seconded: K. McCann

**6. Lease Approval, Buildings 32 & 34, Georges Heights – Agenda Item 7**

The Trust RESOLVED to approve the RFP submitted on the recommendation of the Tenant Selection Committee.

Moved: B. O’Keefe, Seconded: K. McCann

**7. Woolwich Management Plan Amendment – Agenda Item 8**

The Trust RESOLVED to approve the Plan, subject to assurance that all matters raised in the submissions relating to the assessment of the Development Application are addressed. Councillor Susan Hoopmann abstained from voting.

Moved: P Lowry Seconded: K McCann

**8. Finance Report – Agenda Item 9**

The report was noted.

**9. Occupational Health and Safety report – Agenda Item 10**

The report was noted.

**10. Environmental Reporting Update – Agenda Item 11**

A short term programme of sustainable activities and a set of long term sustainable goals are to be prepared. The SHFT is to measure its current carbon footprint, and provide examples of environmental sustainability in its operations. Ms Talty to share reports prepared by the SHFA for comparison.

**11. Report on the exercise of delegations – Agenda Item 12**

The report was noted.

**12. Executive Director’s Report – Agenda Item 13**

Mr O’Keefe requested the opportunity to review the Bradley Bushland MOU.

**13. Audit and Risk Management Committee minutes – Agenda Item 14**

The risk analysis document is to be circulated to the Board members when amended.

The meeting closed at 2:20pm.