

SYDNEY HARBOUR FEDERATION TRUST

53<sup>rd</sup> MEETING

Georges Heights – Private Meeting

15 November 2007

MINUTES

True & Correct Record of the 53<sup>rd</sup> Meeting of the  
Sydney Harbour Federation Trust

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Chair

Minutes of the 53<sup>rd</sup> meeting of the Sydney Harbour Federation Trust held at Georges Heights at 2pm on 15 November 2007.

Present

Mr Kevin McCann	Chair
Cr Susan Hoopmann	Member
Mr Peter Lowry	Member
Dr John Moriarty	Member
Brig. Kevin O'Brien	Member
The Hon Barry O'Keefe (by telephone)	Member

In attendance

Mr Geoff Bailey	Executive Director
Mr Nick Hollo	Deputy Executive Director
Mr Ian Kearney	Deputy Executive Director
Ms Carmel Dollison	Acting Director Corporate Services
Mr Daniel Sealey (for Agenda Item 4)	Acting Manager, Planning
Mr Andrew Woodmansey (for Agenda Item 6)	Director, Property Marketing & Management
Mr Jaco Kuhn (for Agenda Item 8)	Finance Manager
Ms Kate Stuart	Secretariat

The meeting opened at 2:10pm.

**1. Introduction - Agenda Item 1**

a. Welcome

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

Moved: P. Lowry, Seconded: S. Hoopmann

b. Apologies

There were no apologies.

c. Declarations of Interest

There were no declarations of interest.

d. Carmel Dollison was introduced to the Board.

**2. Confirmation of the minutes from 18 September 2007 - Agenda Item 2**

The Trust RESOLVED to accept the minutes.

Moved: B. O'Keefe, Seconded: K. O'Brien

**3. Matters Arising – Agenda Item 3**

Item 45.3 Environmental Reports  
The Trust's sustainability report is being prepared. K McCann and N Hollo/G Bailey to discuss separately.

Item 46.1 HMAS Platypus  
The draft MOU with the Department of Defence has now been

received and will require revision. The key issues under discussion are:

- a) ensuring the full cost of remediation is provided for
- b) confirming the timing of the payments as previously discussed
- c) Defence must accept liability for contamination of the site, and the adjacent bay, discovered after clean up, to an agreed amount.

Item 50.2 North Head Sanctuary  
The draft plan was received during the week prior to this meeting. It will require further work before distribution. The Trust will aim to present it at the December Board meeting.

Item 52.2 Comcover Insurance  
A paper was prepared for information purposes, to clarify questions raised at the previous meeting. The paper confirmed:  
a) That Board members are covered in relation to injury on Trust sites by both the *Safety, Rehabilitation and Compensation Act 1988* and the *Comcover Insurance Policy – Personal Accident*.  
b) That Board members are covered in relation to breaches of professional duty, and incidences of libel, slander or defamation, by the Comcover Insurance Policy.

#### Strategic Planning Meeting - Matters Arising Significant Items

Item 2 Construction, Project Management and Leasing  
These topics were covered in the Business Review, Agenda Item 5.

#### General Items

Item 1 Tenant relations  
Discussed at Agenda Item 6.

#### **4. Cockatoo Island Management Plan – Agenda Item 4**

Mr Sealey, Planner, presented the plan.

The Trust RESOLVED:

1. to endorse the outcomes identified in the response column of Attachment 1;  
and
2. to approve the Cockatoo Island Management Plan, with no amendments;  
and
3. to approve the plan coming into force from 15<sup>th</sup> November.

Moved: K. McCann, Seconded P. Lowry

#### **5. Business Review – Agenda Item 5**

Mr Kearney presented a business review of the operating and capital costs of the Trust to 2011. Preliminary conclusions were that there would be an operating deficit in FY 2009 and FY 2010, which could be funded with cash reserves. This relied on continuing interest from Markham Close cash. In the case of capital, in the absence of funding for increased building costs and depreciation, there would be a capital shortfall in FY 2011.

#### **6. Leasing Update – Agenda Item 6**

Mr Woodmansey presented the report. The following items were discussed:

- a. The collection of postcode data for visitors to Trust sites via tenants;
- b. A potential residential capital upgrade program;
- c. Signage timelines;
- d. Cockatoo Island ferry service;
- e. Leasing of unoccupied premises on Trust sites for short periods of time;  
and
- f. North Head RFP progress.

**7. Sculpture Park Proposal - Agenda Item 7**

This item was deferred.

**8. USA Trip presentation**

Mr Bailey made a brief presentation about his recent business trip to the USA. A more detailed report is to be presented in the new year.

**9. Finance Report - Agenda Item 8**

Mr Kuhn presented the report. Detailed management reports are being developed for project managers each month.

**10. Health and Safety Report - Agenda Item 9**

The report was noted. Mr McCann to provide examples of preferred method of presentation.

**11. Acting Executive Director's Report – Agenda Item 10**

Mr Hollo presented the report. The Board supported the Trust's plans to review its policy in relation to dogs on Trust sites.

**12. Other Business**

*Defence History Steering Committee*

Brig. O'Brien provided an update on the Defence History Steering Committee. Representatives from the Trust and North Fort will meet on 18<sup>th</sup> January. The proposal from North Fort will be treated as part of the standard 'call for proposals' process.

The 6" gun at Lower Georges Heights will be restored off-site and the aim is to complete restoration by November 2008.

The WW1 Hospital interpretation room has been set aside and a project manager appointed. The completion date for this project is November 2008.

Other projects in progress include: a proposal for the Submarine Miners Depot; a Defence History monograph; and a written piece regarding the nets across Sydney Harbour. A 'work in progress' document will be prepared for the Board as a standing item.

*Indigenous Update*

Dr Moriarty and N. Hollo to meet to discuss progress.

The meeting closed at 4:40pm.