



SYDNEY HARBOUR FEDERATION TRUST

123rd MEETING

Boardroom, Sydney Harbour Federation Trust Offices,  
Building 28, Best Ave, Mosman

Meeting in Public

29 June 2017

MINUTES

True & Correct Record of the 123<sup>rd</sup> Meeting of the  
Sydney Harbour Federation Trust

Acting Chairman



Minutes of the 123rd meeting of the Sydney Harbour Federation Trust held in the Boardroom, Sydney Harbour Federation Trust, Building 28 Best Ave, Mosman at 3.30pm on 29 June 2018.

**Present**

Mrs Jean Hay AM	Acting Chair
Ms Sally Herman	Member
Ms Sandra Hook	Member
Mr Garth Callender	Member

**In attendance**

Ms Mary Darwell	Executive Director
Ms Libby Bennett	Director, Projects & Planning
Ms Margaret Bouhabib	Secretariat

Members of the public and staff were also present to observe the meeting.

**Apologies**

Mr Joseph Carrozzi	Member
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The meeting commenced at 3.41pm on Friday, 29 June 2017.

**1) Introduction**

- a) Welcome and Acknowledgement of Country

Mrs Hay welcomed members of the public to the meeting and acknowledged the Traditional Owners.

Mrs Hay explained that this was a meeting in public to which the public had been invited to observe. The meeting would be closed after business had been dealt with in order to respond to questions that have been submitted by members of the public prior to the meeting and any other questions.

- b) Introduction of Trustees

Mrs Hay introduced herself, the Trustees and the Executive Director.

- c) Apologies

The apology of Mr Joseph Carrozzi was noted.

Mrs Hay advised the meeting of advice received 29 June of the appointment of Mr Carrozzi as Chair, the reappointment of Ms Josephine Cashman as the Member representing the interests of Indigenous people and the appointment of Mr Dave Sharma and Councillor Jessica Keen as new Members.



Mrs Hay noted the outstanding contribution by Mr Kevin McCann, outgoing Chair to the Harbour Trust.

d) Declarations of Interest

The Declarations of Interest were noted.

**2) Executive Director's Presentation (Agenda Item 2)**

Ms Mary Darwell, Executive Director spoke to her presentation about the work of the Harbour Trust during the last year, noting the key achievements against the Corporate Plan; established at the start of the financial year and setting the Harbour Trust's operating context, proposed actions for 2017/2018 and performance indicators:-

- The business parameters of the Harbour Trust are parklands management, interpretation, visitor experience, curation, regulation, property management and rehabilitation of sites; these will continue to be prioritised
- The Harbour Trust was provided with initial funds, and operates on a day today basis on operationally self-sustainability, following the extension of its life in 2007 to 2033; revenue received from properties, events and interest is reinvested in its operations and new initiatives require additional capital investment
- The Harbour Trust will find it challenging over the mid-term to meet its repairs and maintenance needs, asset renewal requirements and very modest investment in public facing matters; as a result, work with Government has commenced about how to realise Harbour Trust ambitions so that sites are inspiring, loved and shared, open to all, and the wider benefits are delivered to the community
- Key achievements:-
  - Reconciliation Action Plan launched 29 June and an Aboriginal & Torres Strait Islander Advisory Group formed, comprising eminent members
  - Platypus Stage 1A open to the public during daylight hours; Harbour Trust volunteers built the playground on Cockatoo Island and it was barged to Platypus, showing a great connection between sites
  - New Year's Eve successful with 1,557 visitors and close to 90% of accommodation sold
  - Collaborated with NPWS, Q Station and Manly Art Gallery and Museum for the North Head Discovery Day
  - Hosted the Biennale on Cockatoo Island - 167,000 visitors; up 19% on the previous year and accompanied by a pop up food and beverage operator
  - Continued to deliver the sun set sessions on Cockatoo Island
  - Submitted a nomination for the National Heritage Listing of Macquarie Lightstation which will mark its 200th year anniversary
  - Dawn service on ANZAC Day at Headland Park was very moving and well attended, with close to 3,000 people
  - Participated in Warringah Remembers at North Fort
  - Sites Services continued to focus on the management of the Harbour Trust's assets



- Harbour Trust promotion - part of Virgin's in-flight entertainment; video posted across channels
- Celebrated the 15th anniversary of the Volunteer program; appreciative of support of volunteers
- Introduced new point of sale system to streamline bookings
- Focused on refining the Plan for 2018/2019, with a continued affirmation on the vision of creating places that are inspiring and loved and shared, and key areas of focus will be:-
  - Delivery of Platypus
  - Brand and digital engagement
  - Business sustainability
  - Organisational capability

Ms Darwell responded to questions about her presentation:-

- Continuing to engage actively in increasing visitors to all sites; improving digital marketing and social media presence and working with managers of other sites
- Rolling out the second stage of signage/interpretation and revamping visitor brochures

### 3) Platypus Update (Agenda Item 3)

Ms Libby Bennett, Director, Projects & Planning spoke to her presentation noting:-

- Stage 1A completion with Kesterton Park link, playground and lighting at night
- Tender for Stage 2 closed; construction in 12 months
- Stage 1B - buildings to be adapted for reuse, with meeting places, local squares, walkways to all levels of site and waterfront promenade

### 4) Other Business

There being no further business, the meeting closed at 4.15pm.