



**HARBOUR TRUST**  
**SUB BASE PLATYPUS COMMUNITY ADVISORY COMMITTEE**  
23 February 2022  
**MEETING NOTES**

**Time:** 6:00pm – 8:00pm

**Venue:** Zoom Video Conferencing

**Present**

Trent Zimmerman MP, *Member for North Sydney*  
Ken Gouldthorp, *General manager North Sydney Council*  
Jessica Keen, *former Councillor for North Sydney*  
Ken Williams  
Matthew Lorimer  
Paul Forward  
Phil Burford  
Neil Schafer  
Tammy Dodd  
Miles Lockwood

**Apologies**

Joseph Carrozzi AM

**In Attendance**

**Harbour Trust**

Janet Carding, *Executive Director*  
Kathryn Roberts, *Director - Marketing & Visitor Experience*  
Daniel Sealey, *Director – Planning*  
Libby Bennett, *Director - Projects*  
Graham Izod, *Director Assets and Parklands*  
Michael Pender, *Development Advisor*  
Patrick Lee, *Project Manager*  
Ruth Kotevich, *Communications and Engagement Manager*  
Madeleine Treacy-Maclean, *Stakeholder Engagement Officer*



## 1. Welcome, Acknowledgement of Country and Executive Update

The Harbour Trust's (HT) Executive Director, Janet Carding (JC) opened the meeting with an Acknowledgement of Country and an executive update.

JC asked the General Manager of North Sydney Council, Ken Gouldthorp (KG), to introduce himself. KG responded by thanking the committee and noted an alternative member of North Sydney Council staff would attend future meetings.

Kathryn Roberts (KR) updated the committee on the Babana Aboriginal Men's Health event at Sub Base Platypus. This reoccurring event is a chance for the community to connect with potential employers and discuss careers, workplace support services and professional development. The Hon. Ken Wyatt AM, Minister for Indigenous Affairs, and the newly elected Mayor of North Sydney, Zoë Baker, were also in attendance.

## 2. Project status and program update

Michael Pender (MP) updated the committee on the project status of the Torpedo Factory at Sub Base Platypus. The requests for tender for the Torpedo Factory Head Works Contract were issued in late October 2021 and closed 21 January 2022. The HT is now concluding the tender evaluation process in accordance with Commonwealth Procurement Rules across price and non-price criteria. The HT requires Ministerial approval to award the contract and this process will commence on final tender evaluation and determination of the preferred tenderer.

MP noted that within a commercially sensitive environment and with some variables at play (including Ministerial approval timing), a commencement of works on site in April appears feasible. The target program of works remains in order of 40 weeks. Early phases of the works involve remediation of hazardous materials and technical demolition of the primary elements of building. Currently the program sees completion of the works in 2023.

### ***Committee Feedback***

Paul Forward (PF) noted the importance of progressing the project quickly and attaining ministerial approval. PF noted that when caretaker mode is enacted this year the Minister will be unable to progress the project and that the community sentiment is anxious. JC responded that the HT has sought assurance from the government that all possible avenues to progressing the project had been explored.

MP noted that the Commonwealth Government procurement required a detailed process of due diligence that was been undertaken on the project in accordance with mandatory Commonwealth procurement protocols. -

Tammy Dodd (TD) noted that Transport for New South Wales (TNSW) North Sydney Ferry Wharf (NSFW) upgrade works are currently happening and sought an update on traffic congestion in the area. Patrick Lee (PL) responded that the HT and TNSW have been working closely on this issue. PL noted NSFW by TNSW anticipates completion mid-2022.



KG asked if the HT Traffic Management plan could be made available to North Sydney Council Traffic Management Committee.

Trent Zimmerman (TZ) sought clarification on start date.

JC responded that selection of the contractor by the Trust will be finalised in late March. Once Ministerial approval was in place, the award of Contract would follow with subsequent possession of the site and mobilization of the contractor onto site anticipated to be in the period spanning mid-April to mid-May. JC noted the CAC and general community will be advised of specific dates when these are available.

### 3. Community & stakeholder engagement update

Ruth Kotevich (RK) introduced herself as the Communication and Engagement Manager at the HT. RK gave an update on Community engagement for the Torpedo Factory works, including that the HT will use a wide range of avenues (digital, in person, in print/signage) to speak with the community – not one method in isolation.

The HT sent a newsletter in November 2021 to 8000 local residences, the newsletter was published on the HT website and was distributed via email. Updated newsletters will be distributed with new project information on at least a quarterly basis.

HT is working with North Sydney Council and providing them with information on the project to ensure community has accurate details and the right points of contact about the work.

The HT will work closely with the contractor to organise and manage requests for information, questions, and complaints from the community. The complaints management process will be finalised after the contract is awarded.

Community feedback the HT receives throughout the project will help improve the approach to engagement (as we learn more about peoples' correspondence preferences and concerns). This feedback will also inform updates to factsheets that will then be distributed to a wider audience through channels such as quarterly letterbox dropped newsletter.

#### **Committee Feedback**

Committee members noted the importance of a collaborative relationship between North Sydney Council and the HT.

PF and TD noted that the intersection on High Street was dangerous and there was a blind spot for traffic. KG responded that any change of street parking needed to have been consulted with the community and sought the Traffic Management plan from the HT to allow for temporary changes to be made during construction of SBP via the North Sydney Traffic Committee.

JK noted the North Sydney Pool is being redeveloped and this will need to be a part of the on-going conversation. KG responded that the communication between the HT and council has been collaborative.



TZ noted the timelines are important for community trust and noted his departure for another appointment and left the meeting at 7:02.

#### 4. Other Business

Daniel Sealey (DS) updated the committee on the pontoon grant application process. The purpose of the pontoon is to allow for small boat and kayak users to visit SBP.

PF sought clarification on the cost of the project. DS responded the projected costs in 2019 were c\$300,000 but this estimate will have changed since then.

JC thanked the committee for their attendance and noted the next meeting will be May 25, 2022. Then formally closed the meeting.

**Meeting closed- 7:10PM**