



**HARBOUR TRUST  
COMMUNITY ADVISORY COMMITTEE  
9 AUGUST 2022  
MEETING NOTES**

**Time:** 5:30pm - 6:30pm

**Venue:** Zoom Video Conference

**Present**

Cr Carolyn Corrigan - *Mayor of Mosman Council*  
Cr Zac Miles - *Mayor of Hunters Hill Council*  
Cr Mary Lou Jarvis – *Woollahra Council*  
Luke McClean - *Representing Zali Steggall MP*  
Geoff Lambert  
Jill L'Estrange  
Kate Eccles  
Kate Evers  
Peter Lawrence  
Robyn Lewis  
Matthew Rafferty  
Paul Forward

**Apologies**

Cdr Michael Nipperess - *HMAS Penguin*  
Cr Michael Regan - *Mayor of Northern Beaches Council*  
Cr Susan Wynne - *Mayor of Woollahra Council*  
Zali Steggall MP - *Member for Warringah*  
Colleen Godsell  
Beth Lawsen  
Sarah Dinning  
Julie Goodsir  
Malcolm Moir

**In Attendance**

**Harbour Trust**

Michael Rose, *Member of the Trust*  
Janet Carding, *Executive Director*  
Kathryn Roberts, *Director, Marketing & Visitor Experience*  
Justin Bock, *Director, Strategic Reform*  
Daniel Sealey, *Director, Planning*  
Graham Izod, *Director, Assets and Parklands*  
Susan Thompson, *Head of Engagement and Experience*  
Madeleine Treacy-Maclean, *Officer Stakeholder Engagement*

**1. Welcome and Acknowledgement of Country**



Janet Carding (JC) opened the meeting by making an Acknowledgement of Country.

JC provided the executive update and noted after the Federal Election on 21 May 2022 that the Harbour Trust is within a new government agency called The Department of Climate Change, Energy, the Environment and Water (DDCEEW). The new Minister for the Environment and Water is the Hon. Tanya Plibersek MP. JC updated the committee on the Minister's visit to the Harbour Trust Sites and noted that it was the first site that the Minister visited after the election. JC updated the committee on the DDCEEW Secretary's visit to the Harbour Trust.

## 2. Report from Member of the Harbour Trust following Board Meeting 22 June 2022

Michael Rose (MR) updated the committee following the Board Meeting 22 June 2022. MR noted the following points from the June Board Meeting:

- The HT Board received an update on the Draft Corporate Plan, the Enterprise Bargaining Agreement, and the Strategic Risk Register.
- The HT Board received an update on an internal audit report on the HT assets and parklands led by Graham Izod (GI).
- The HT Board was updated on the capital works projects Sub Base Platypus (SBP) and 10 Terminal.
- The HT Board endorsed the upcoming review of management plans for North Head Sanctuary and Cockatoo Island.
- The HT Board noted the Draft Stakeholder Engagement Strategy is strategically aligned with the HT.
- The HT Board received an update on the minutes and outcomes from the recent CAC meeting and SBP meeting.

### **Committee Feedback**

- Kate Evers (KE) queried if the HT Board has considered an audit regarding environmental and climate resilience for HT lands.

MR responded by noting that the Board is conscious of the impact of climate change and that environmental and climate resilience are a priority.

- Jill L'Estrange (JLE) queried if the Minister has given the HT a statement of expectations?

JC answered that we understand the Minister will be writing a new statement of expectations, but it has not yet been received.

- Luke McClean (LM) asked if the Board had discussed if a member of the CAC can attend Board Meetings? As was suggested by LM in the Draft Stakeholder Engagement Strategy CAC Workshop.

MR noted the Members of the Trust had discussed this feedback from the workshop and considered that a member of the CAC may be invited to attend Board meetings for specific topics relevant to the CAC.

All feedback raised by CAC members in the workshop will be provided to Members of the Trust in September.



## Draft Stakeholder Engagement Strategy Update and Feedback received to date

Susan Thompson (ST) outlined the feedback received for the Draft Stakeholder Engagement Strategy Update to date 9 August 2022 and referred to the briefing paper included prior to the meeting.

ST noted the feedback received provides acknowledgement that the draft Strategy as best practice and demonstrates excellence to its approach to engagement. ST noted that the draft Strategy had been sent to eighty-four stakeholders across the Greater Sydney area, this included industry stakeholders, partners, and collaborators. The feedback will be provided to the Members of the Trust at the September meeting.

ST noted that further feedback and comments are welcome from the CAC:

### **Committee Feedback**

- JLE noted including 'Greater Sydney' instead of Western Sydney was more inclusive.
- Cr Mary Lou Jarvis (MLJ) noted the quality of the document and the importance of including the Eastern Suburbs.
- Paul Forward (PF) noted new members of the CAC will enrich the committee and that the HT should take a two-tiered approach with both the CAC and working groups for capital works projects.
- KE asked how the HT will accommodate conflicting views on the Strategy?

ST answered that the HT will follow best practice within industry and peer groups.

**Action:** The Harbour Trust to circulate the draft Strategy to the volunteers. Completed 11/08/2022.

JC outlined the next steps are for the Board to review/approve and will start an EOI process for the CAC. See attached timeline.

## Draft Leasing Policy Engagement Process Update

Justin Bock (JB) outlined the review of the Draft Leasing Policy Engagement Process update for the HT and referred to the PowerPoint presentation that included key steps in this process. JB noted that the engagement process would follow conventional settings.

### **Committee feedback**

- PF noted that new tenants should be inducted into the site that they are leasing and be conscious of community safety. PF explained that tenants need to understand the risks and obligations to the site that they are leasing.
- KE noted that the CAC will not be able to respond to the leasing policy as the new committee will not be formed during the consultation time.

JC noted that the HT will examine the timings of this process to ensure that the CAC is included.

- Geoff Lambert (GL) queried if the leasing policy will have any implications on existing leases?

JB noted that this feedback has been captured in the consultation.



## Events & Activation Strategy

Kathryn Roberts (KR) updated the committee on the process involved in producing an Events and Activation Strategy and the process for consultation. Over the coming months the HT and consultant Sophie Lieberman will work together on this critical piece of work. KR referred to the briefing paper circulated prior to the meeting.

KR noted the HT is at the beginning of this conversation and that if members of the CAC wished to participate, could they please reach out to Susan or Kathryn.

Sarah Dinning and Kate Evers volunteered to assist with this process and to represent the CAC.

### **Committee feedback**

- KE noted the process was excellent and confirmed that they would like to contribute to the consultation.
- Zac Miles (ZM) noted that Hunters Hill Council are eager to participate and bring major events to the local area.
- Mayor Carolyn Corrigan (CC) noted that the recent example of Manly LGA would be important to review for the Events and Activation Strategy.
- MLJ noted that the Eastern Suburbs should also be included in the consultation.
- JLS noted that open days for HT sites should be considered.
- Robyn Lewis (RL) noted that a calendar of events would be useful on the HT website and that guided tours at Woolwich Docks would also be useful.

**Action:** the HT to include KE and ZM in the Events and Activation Strategy. Completed 17/08/2022.

## Major Projects Update

Graham Izod (GI) spoke to the agenda item Major Projects Update and noted the projects 10 Terminal, the backlog program, R&M program and the SBP Torpedo Factory. GI referred to the slides that were sent out previously with the briefing papers.

### **Committee feedback**

- Peter Lawrence (PL) asked for further detail relating to the budget of these projects.

## Cockatoo Island & North Head Sanctuary Master Planning Update

Justin Bock (JB) gave an update on the Master Planning for Cockatoo Island and North Head Sanctuary and referred to the slides for the presentation.

### **Committee feedback**

- Luke McLean (LM) asked who the contractor for CI and NH are?

JB answered that this information would be released shortly once the procurement process had been completed.



JC thanked everyone and closed the meeting at 6:45 PM