

## Quarantine Station Community Consultative Committee (QSCCC)

Meeting: 76

Held on: 11 May 2022 – 8.30am to 10:30am

At: Quarantine Station, North Head

Chaired by: Sandy Hoy, Parkland Planners

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### Attended

1. Sandy Hoy (SH), Chairperson
2. Adele Heasman (AH), Member
3. Candy Bingham (CB), Member
4. Douglas Sewell (DS), Member
5. Jenny Wilson (JW), Member
6. Virginia Macleod (VM), Member
7. Glenn Piper (GP), North Head Sydney
8. Alan Brawn (AB), North Head Sydney
9. Chad Weston (CW), NPWS
10. Elizabeth Broomhead (EB), NPWS

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### Apologies

Cathy Griffin (VM), Member

Rebecca Yit (RY), NPWS

Steve Carrodus (SC), Q Station

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### This meeting

No.	Issue	Action	Responsible
<b>1 Business and Governance</b>			
1.1	Welcome	SH welcomed all attendees to the 76th QSCCC meeting.	SH
1.2	Acknowledgement of Country	I acknowledge the traditional custodians of the land on which we meet today and pay my respects to elders' past, present and emerging.	CW
1.3	Attendance and Apologies	Apologies from Cathy Griffin, Steve Carrodus, and Rebecca Yit who has accepted a position at Heritage NSW.  AB is the in-house counsel for NHS.	SH

No.	Issue	Action	Responsible
	Introductions	CW – Introduction of Elizabeth Broomhead – NPWS Curator	
1.4	Confirmation of Agenda	Agenda was confirmed.	SH
1.5	Declarations of Pecuniary or Other Interest	Nil	All
<b>2 Standing Items</b>			
2.1	Confirmation of Previous Minutes	Previous minutes were adopted.	SH
2.2	Review of Action Items from Previous Minutes	<p><b>Vegetation around the water tank</b></p> <p>CW: Contractors have not been able to get into the site because of the rain. Waiting for the area to dry out.</p> <p><b>Annual Environmental Reports</b></p> <p>CW: AER have been submitted to DPE for approval on 3 March 2022.</p> <p><b>Audit Report</b></p> <p>Refer to 5.1</p> <p><b>P11 stairs</b></p> <p>GP asked whether the remainder of the old stair be removed or left in situ?</p> <p>CW: Lessee should consult a Heritage Consultant and Heritage NSW. Heritage fabric may need to be reinstated. There may be potential for grant or funding opportunities. The best result would be restoration.</p> <p>DS: Keeping the remnant stair in a delapidated state is unsafe.</p> <p><b>P11 stairs sign</b></p> <p>Refer to 3.2</p>	

	<p><b>Access to Old Man’s Hat Track</b></p> <p>CW: Mawland was to seek approval for a walking tour to Old Man’s Hat, which is outside the lease area.</p> <p>Major geotechnical faults have been discovered at North Head, resulting in changes to the Fairfax Lookout. A geotechnical inspection of the Old Man’s Hat area has not been done.</p> <p>DPE are considering a request from a commercial tour operator to take tours to Old Man’s Hat. NPWS have concerns around access and safety. Access is difficult via an informal track. Ticks are an issue.</p> <p>North Head Sydney could work directly with the Eco Pass holder.</p> <p><b>Filling of vacant positions on QSCCC</b></p> <p>Refer to 5.1.</p> <p><b>Results of the Bandicoot survey</b></p> <p>Refer to 5.1</p> <p><b>Update on funicular stairs</b></p> <p>CW: A Risk Assessment Plan should be completed by Q Station taking into account the Australian standard for access.</p> <p><b>Pampas grass</b></p> <p>CW: Pampas grass remains an ongoing issue. Contractors spent 30 hours removing pampas grass in the Old Man’s Hat area. Seed heads were removed and plants spot sprayed or smaller specimens removed by hand.</p> <p>JW: Whisky grass is growing near the entrance, close to the cleared area.</p> <p>CW: Members to provide further details about any weeds for NPWS action.</p> <p><b>Transport to North Head</b></p> <p>Refer to 5.2</p> <p><b>Movable Heritage and Resources Plan 2021</b></p> <p>Refer to 4.1</p>	<p>NHS</p> <p>CW/SH/ELO</p> <p>CW</p> <p>SC</p> <p>CW</p> <p>EB</p>
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No.	Issue	Action	Responsible
		<p><b>Digital Signage</b></p> <p>GP to decide if he wants to proceed with digital signage. Variable messaging may be used for events.</p> <p>CW: If digital signage is required, submit the proposal and NPWS will follow the approval process.</p> <p><b>Sale of leasehold</b></p> <p>GP - Settlement will occur this afternoon. Accor will remain on the site, along with Steve Carrodus, General Manager/licensee.</p>	NHS
2.3	Correspondence In/Out	Nil	
2.4	Other Admin. Matters	Nil	
<b>3 Additional Agenda Items</b>			
3.1	Ideas for Q Station workshop	<p>GP: Available QSCCC members met with GP and Natalie Smith from Example last week about the aims for the future of Q Station.</p> <ul style="list-style-type: none"> <li>SH to circulate notes from the workshop.</li> </ul>	NHS SH
3.2	P11 stairs interpretation sign	<p>GP: North Head Sydney are working on an installation panel which includes photos of the toilets and stairs. The signs have been ordered and are on their way, and will be installed by the lessee.</p> <ul style="list-style-type: none"> <li>SH to attach sign designs to the minutes.</li> </ul> <p>CW: There is an approval process for the erection of signs. The sign should be in keeping with the Conservation Management Plan. The approval plan follows a standardised approach. The Interpretation Plan should be considered.</p> <ul style="list-style-type: none"> <li>CW to redistribute the Memorial Policy.</li> </ul> <p>A request was made for consistent interpretive and wayfinding signage.</p>	NHS SH CW
3.3	Open Days 2022	NHS has requested NPWS, QSCCC and the Northern Beaches Council consent for the proposed Open Day on Sunday 18 September 2022 at Q Station, in accordance with Consent Conditions 126 and 127.	NHS

No.	Issue	Action	Responsible
		<p>GP - The 'Portraying Quarantine' Open Day will have a focus on the various depictions that have been created of the heritage Quarantine Station site. The site has been and continues to be a source of inspiration and critical research for novelists, academics and artists. Textbooks, novels, essays, heritage photographs and artwork all give differing perspectives.</p> <p>CW - NPWS have provided an event application form to Q Station as per the DPE approval process.</p> <ul style="list-style-type: none"> <li>NHS to submit event application form for Open Day on 18 September to CW</li> </ul>	NHS

#### 4 Presentations

##### 4.1

#### Elizabeth Broomhead - Movable Heritage presentation

- EB's position is now state-wide. She manages 115 collections, with QS being one of the largest.

#### The Quarantine Station Moveable Heritage Collection (QSMHC)

- The QSMHC sits within the wider State Collection.
- With the close of the Quarantine Station, objects were scattered over the site. Part of the lease requirements were to provide a curator, storage facility and display objects.
- The QSMHC contains 2,671 individual objects.
- The eHive database is used to manage the collection. There are 1,800 objects on the database that do not have photographs. When these are added the collection can be accessed more widely.
- The database is a living thing. The collection management system has the ability to connect to Trove. It is managed by Vernon Systems in NZ. Access is via a paid licence.
- NPWS also has a whole collection in eHive.
- EB aims to get the QSMHC 'Trove ready', connect to Trove and then advertise the collections on QS website. Comments can be noted on eHive.
- The initial QS Moveable Heritage Plan (MHP) was devised in 2007 and has been rewritten by EB and approved by Mawland.
- One of the conditions included is that things are done according to the MHP:
  - Record keeping – object, number, photograph, record on database, significance, dates, story, provenance. Recorded on eHive, which is accessible on a smart phone. Policy and procedures for record keeping are in the MHP.

No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>○ Legal and ownership. This process is also recorded in the MHP. If an item comes up that is incredibly relevant it could be acquired for the collection. There are not many personal items. Some items are loaned to museums. There is a formal process to loan out items, a process for acquisition and deaccessioning or disposal.</li> <li>● Copyright issues need to be considered.</li> </ul> <p><b>Conservation and Storage</b></p> <ul style="list-style-type: none"> <li>● Preventative conservation is preferred, avoiding pests, insects, dust and moisture. Textiles are particularly fragile.</li> <li>● P14 is purpose built as a room within a room, which is humidity and temperature controlled.</li> <li>● QS does not have the hardware to display some of the items safely and securely. Environmental conditions must be controlled to display objects. Climate control requires showcases.</li> <li>● CW - Are there guidelines around the display?</li> <li>● EB – Yes, it’s standard practice, would require a good design, and a good creative team with a good curator. Last year EB found out about heritage grants, and contacted Grumpy Sailor about projections that could be applied to QS. EB set up the information for Mawland, who applied for a Community Heritage Grant. Unfortunately, the grant was not approved. Perhaps there will be an opportunity to apply again?</li> <li>● CW - Has a significance assessment been done? EB - Not yet. NPWS cannot apply on Q Station’s behalf.</li> </ul> <p><b>Management review and reporting</b></p> <ul style="list-style-type: none"> <li>● EB can provide advice and facilitate.</li> <li>● EB has prepared 4 project plans, which included interpretation, signage, recruiting volunteers, basic staff training, oral histories and photographs. These are a practical application of priorities based on Mawland’s priorities.</li> <li>● CW – NPWS have a framework for volunteers. Would need to have a person onsite to manage them.</li> <li>● Oral histories: There are around 30 oral history recordings, recorded onto cassette tapes and copied onto DVDs. These need to be made accessible and further copies made. The reviewing and master copies are stored in P14.</li> <li>● It is important to ensure records are duplicated, so information will not be lost as NPWS needs to manage the site in perpetuity.</li> <li>● There is no current curator at QS. A future curator would need experience in managing collections, have a degree in museum studies and museum collection experience. The positions would need to be focussed on the collections rather than diverted to other duties. Position should be advertised through the Australian Museums and Galleries Association.</li> <li>● Budget is always a consideration and limitation.</li> <li>● All management of the collection should be done in accordance with the MHP.</li> <li>● EB has written and finalised the Moveable Heritage and Resources Plan.</li> <li>● EB to send the Moveable Heritage and Resources Plan to the QSCCC via SH.</li> </ul>	



**Threatened Species / EEC conservation, bandicoots, penguins**

CW

**Long-nosed Bandicoots**

- The Long-nosed Bandicoot Monitoring Program for the 21/22 breeding season was completed 2-7 May.
- 150 individuals were trapped (85 females, 63 males). Of these 103 were adults (69 adult females).
- Based on modelling, the predicted population is 248 + 20 bandicoots.
- This is the highest number of bandicoots caught and the largest predicted population since monitoring began.
- CW will distribute the survey results and report once finalised.

**Little Penguins**

CW

- The Manly Little Penguin Monitoring Final Report 2020-21 was finalised in December 2021 and has been provided to QSCCC members.
- The NPWS survey represents a small proportion of the population.
- JW has noticed more penguins around the point. Kayakers have reported seeing more penguins on outer North Head. Monitoring is not feasible at that location due to safety and access concerns.
- The key threatening process in the Penguin recovery plan is disturbance to habitat, light and noise. Breeding pairs have left the Boilerhouse precinct. They may have moved to less accessible locations, away from the survey area.

**Pest management**

CW

- Rabbit shoots continue to be undertaken on a weekly basis for the next 6 months. NPWS will liaise with NHS to schedule shoots during low occupancy periods.
- Ongoing 6 weekly baiting program with 1080 capsules in canid pest ejectors and 1080 ground baits at North Head.

**Update on North Head lookouts**

- Work on the lookouts is progressing. Works have been delayed due to severe weather.
- Fairfax Lookout is scheduled to reopen by December 2022.

No.	Issue	Action	Responsible
		<p><b>Visitor access to North Head</b></p> <ul style="list-style-type: none"> <li>• Carpark 1 and Carpark 2 are due to reopen by August 2022.</li> <li>• Fairfax track Lookout is scheduled to reopen by December 2022.</li> <li>• Details of the works can be found on the NPWS website: North Head Scenic Area upgrade   NSW Environment, Energy and Science</li> <li>• North Head Scenic Drive is programmed for resurfacing in June. The potholes will be repaired, drainage and pedestrian access improved. The intention is to progress a funding request in the next financial year.</li> </ul>	
5.2	North Head Sydney (Q Station) Report	<p><b>Settlement</b></p> <p>GP - Settlement has been completed. Accor will remain on the site, along with Steve Carrodus, General Manager and licensee.</p> <p><b>Update</b></p> <p>GP: Q Station is very busy, with several weddings and high occupancy. There have been big improvements. Conferences and school tours have returned.</p> <p><b>Open Days</b></p> <p>The Open Day on 5 June needs approval under the Event Application process.</p> <ul style="list-style-type: none"> <li>• AB to obtain approvals.</li> <li>• NPWS to provide advice.</li> <li>• CW and AB to confirm approval process.</li> </ul> <p>Helen Drew is organising the Open Day.</p> <ul style="list-style-type: none"> <li>• Helen and AB to discuss the event application process.</li> </ul> <p><b>Transport to Q Station</b></p> <p>GP: NHS has spoken to Fast Ferries regarding the resumption of regular (pre-COVID) ferry services on the harbour and the potential inclusion of the Quarantine Station stop into the 2022 Spring into Summer program. Discussions are ongoing between parties on this matter.</p>	AB/CW

No.	Issue	Action	Responsible
		<p>Visitation to North Head will increase when the Fairfax Lookout is completed. Electric buses may be rolled out.</p> <p>AH: James Griffin is aware of the transport issue.</p> <p><b>Stormwater</b></p> <p>CW met with Max Player regarding stormwater management. Advice from hydraulic engineers is required regarding an increase in stormwater. Water has passed the drain down the stairs to the Boilerhouse.</p>	
5.3	Chairpersons Report	<ul style="list-style-type: none"> <li>Met with GP on 7 April to explain about the structure and function of the QSCCC, and role of the co-proponent regarding the QSCCC.</li> <li>QSCCC 2021-22 Annual Report submitted to DPE and distributed to QSCCC members.</li> <li>Attended the Ideas for Q Station workshop</li> <li>Compiled QSCCC members' feedback on the Audit Report.</li> <li>Will attend the Open Day on 5 June.</li> </ul>	
<b>6 General Business</b>			
6.1	NPWS Environmental Liaison Officer	CW - Interviews will be held 17-17 May.	CW
6.2	Sustainability initiatives	GP is considering and assessing sustainability at Q Station, and will share sustainability actions.	GP
<b>7 Meeting Closed 10:30am</b>			
7.1	Confirm Action Items	Confirmed	SH

## Upcoming meetings

Wednesday 10 August 2022, 8.30am

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 Actions resulting from this meeting

Item	No.	Action	Lead	Due	Status
1	2.2	Update on funicular stairs	SC		Ongoing
2	2.2	Advertise QSCCC positions	ELO/CW/SH	Oct	Ongoing
3	2.2	Distribute Bandicoot survey report via SH	CW		Complete
4	2.2	Pampas grass	CW		Ongoing
5	2.2	Distribute Movable Heritage and Resources Plan 2021 via SH	EB	ASAP	
6	3.1	Distribute notes from QSCCC and NH workshop	SH		Complete
7	3.2	Distribute P11 stairs sign design to QSCCC	SH	Aug	
7	3.2	Install P11 stairs signage	NHS		Ongoing
8	3.2	Distribute Memorial Policy	CW	ASAP	
9	3.3	Submit 18.09.22 Open Day event application form to CW	NHS	Aug	
10	5.1	Send reports to SH to distribute: <ul style="list-style-type: none"> <li>• Draft QSCCC NPWS report</li> <li>• Manly Little Penguin Monitoring final report</li> </ul>	CW	Aug	
11	5.1	Distribute Independent Audit report from WolfPeak via SH	CW	Aug	