

## Quarantine Station Community Consultative Committee (QSCCC)

Held on: 9 February 2022 – 8.30am to 10am

At: Quarantine Station, North Head

Chaired by: Sandy Hoy, Parkland Planners

---

### Attended

Sandy Hoy (SH), Chairperson  
Adele Heasman (AH), Member  
Candy Bingham (CB), Member  
Cathy Griffin (CG), Member  
Douglas Sewell (DS), Member  
Jennifer Wilson (JW), Member  
Chad Weston (CW), NPWS  
Rebecca Yit (RY), NPWS  
Max Player (MP), Mawland  
Suzanne Stanton (SS), Mawland  
Glenn Piper (GP), North Head Sydney  
Alex Erasmus (AE), North Head Sydney

---

### Apologies

Virginia Macleod (VM), Member

---

### This meeting

No.	Issue	Action	Responsible
<b>1 Business and Governance</b>			
1.1	Welcome	SH welcomed all attendees to the 75th 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  Introduction: Glenn Piper	Apology from Virginia Macleod.  SH: Welcome to Glenn Piper.  GP: Acknowledges the work done by Mawland and states he has big shoes to fill as North Head Sydney (NHS) take over the running of Quarantine Station (QS). He hopes to continue Mawland's work.	SH

No.	Issue	Action	Responsible
		<p>Lives locally. Has a passion for the Northern Beaches as a positive influence and is focussed on the building of the Northern Beaches as a lifestyle destination. QS enhances that offering for the Northern Beaches.</p> <p>Recognises the state/national significance of QS. The running of the site comes with a lot of responsibility but is also an exciting opportunity.</p> <p>His company North Head Sydney (NHS) is building their awareness of QS. AE and Natalie are going through an information gathering process. Investigating the history and heritage of the site to best inform additions and enhancements to QS in the future. They have ideas but need to ensure their appropriateness.</p> <p>Requests that the QSCCC share their experiences, thoughts and ideas on the property.</p> <p>SS: all communication with QSCCC must be undertaken via the Chairperson and the NPWS ELO.</p> <p>CW: Suggests sharing the QSCCC Terms of Reference with NHS to advise of engagement protocols etc.</p> <p>SH: suggests having a follow-up discussion regarding general functions of the QSCCC and proponent responsibilities before the next meeting.</p> <p>GP: Background is in real estate, property investment, development work within the hospitality space. Recently acquired the Harbord Hotel which involved redevelopment of this heritage building with a conscious effort made to enhance the heritage values of the building. Similar development and planning approach to be used by NHS at QS.</p> <p>SH: suggested each member share the reasons behind why each member decided to join the committee.</p> <p>JW: Has an interest in QS but also in the history of North Head. Member of the North Head Sanctuary Foundation and is involved in the conservation management of the QS Third Cemetery. Has a strong connection to the area as a Manly resident.</p> <p>SS: Points out that the Auditor conducting the Independent Audit for period 2018-2021 is examining relationships between the QS co-proponents and North Head stakeholders and the approach towards the integrated management of environmental values and assets at North Head, including the QS Third Cemetery. Mawland has drawn attention to the value of JW’s involvement on the QSCCC.</p> <p>SH: Background is in environmental science and park and recreational planning. Became chair of the QSCCC three years ago.</p>	

No.	Issue	Action	Responsible
		<p>The current QSCCC have been meeting for the past three years. The term of the committee is up at the beginning of 2023 and a nomination process for committee roles will commence shortly.</p> <p>AH: works in James Griffin's office (current Minister for Environment and Heritage) and was a former Manly Councillor.</p> <p>AE works with GP on the future of what QS will look like.</p> <p>CB: Councillor representative on the QSCCC and Deputy Mayor of Northern Beaches Council. Background is in marketing and public relations. Lives locally and is very active with the local resident group.</p> <p>DS: Local resident and Architect working on the Northern Beaches, long history with QS (since 1984 during the Commonwealth days), involved with Friends of QS (along with VM).</p> <p>CG: Local resident and long interest in QS since the Commonwealth days. Was the Chair of QSCCC for many years. It is important to remember that QS belongs to all of us (general public) and it must be preserved for future generations.</p>	
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	Refer to Action Items	
2.3	Correspondence In/Out	Letter from Transport for NSW about electric buses to North Head	All
2.4	Other Administrative Matters	Nil	SH

No.	Issue	Action	Responsible
<b>3 Additional Agenda Items</b>			
3.1	Annual environmental reports	Refer to Action Items	NPWS /Mawland
3.2	Plans/reports to be prepared in 2022	<p>SH: Numerous reports and plans are to be prepared by the co-proponents and reviewed by the QSCCC in 2022.</p> <p>SS: Refers to review process and NPWS and Mawland joint responsibility to undertake review and rewrite of the Site Wide Plans (SWP). Recommend rewriting and consolidation of the reports so that they are flexible, living, realistic documents rather than set in 2006.</p> <p>CW: Some of these reports are the responsibility of NPWS, while other reports are either jointly shared or the responsibility of Mawland.</p> <p>CG: What is Glenn’s role in the transition and his understanding of the reports?</p> <p>GP: We have had discussions regarding the reporting. To adequately resource this work NHS will employ a compliance officer. Acknowledges this won’t be an easy process.</p> <p>MP: There will be a collective effort between all parties (NPWS, Mawland and NHS) to meet our obligations.</p> <p>CW: it is critical that all parties come together early on to discuss the project plan for the reports by clearly defining the scope, responsibilities, timeframes, risks, costs, process. If we look at the SWPs there is a clear process in the Approval around how to do that – engage early and resolve project process with all parties in agreement on the way forward as they work together to deliver appropriate outcomes and ensure compliancy.</p> <p>CG: Agrees with CWs comments.</p> <p>MP: We must respond to DPE regarding our commitments.</p> <p>CW: Co-operation in general between the parties is required to develop a schedule and forward planning and beyond to avoid this problem where there is a concertina effect.</p> <p>MP: Will NPWS have the responsibility for taking on this task?</p> <p>CW: NPWS will be responsible for commencing a process of engagement and dialogue on these matters, to develop a longer-term plan which both parties can agree upon and then break down that plan into individual and manageable projects.</p>	NPWS

No.	Issue	Action	Responsible
		<p>MP: we should do that soon, as we have to get something to DPE within a short period of time in order to give them an understanding of the timing and our commitment, noting that our commitment is now NHS' commitment too.</p> <p>CW: Yes, we need to have that initial meeting and resolve the next steps. Happy to arrange a time to commence that work. NPWS Business Delivery handle any lease matters and our team (NPWS Operational) handle the Operation and implementation matters. The Management Plans are under our remit. We will take up this with NHS at a later date but we need to provide Business Delivery with advice on our position going forward.</p> <p>All members agreed that the SWPs need to be updated.</p>	
<b>4 Presentations</b>			
4.1	Planned presentation on Movable Heritage postponed to a forthcoming meeting.		
<b>5 Reports</b>			
5.1	NPWS Report	<p><b>QSCCC Vacant Positions</b></p> <ul style="list-style-type: none"> <li>• Expressions of interest advertisements for the two vacant roles on the QSCCC have been drafted in the following formats:                             <ul style="list-style-type: none"> <li>○ local print/digital newspapers</li> <li>○ EES QSCCC webpage</li> <li>○ Stakeholder letter</li> </ul> </li> <li>• The EOI is likely to be advertised via the following channels (to be confirmed with NPWS Public Affairs team):                             <ul style="list-style-type: none"> <li>○ NPWS social media</li> <li>○ Manly Daily</li> <li>○ Manly Observer</li> <li>○ Northern Beaches Review</li> <li>○ Koori Mail</li> <li>○ DPC Board and Committees Register – Director approval of completed Administrator Form is needed</li> <li>○ Northern Beaches Council website and information boards</li> <li>○ LALCs and Aboriginal stakeholder groups</li> <li>○ QSCCC member contacts</li> <li>○ MQS/North Head stakeholder and mailing lists</li> </ul> </li> </ul>	NPWS

## Annual Environmental Reporting

- Following submission of the Annual Environmental Reports (AER) for reporting periods 2018-2019 and 2020 to DPE on 21 January 2022, NPWS and MQS were granted an extension of time by DPE and were directed to:
  - Extend the Stakeholder Consultation AER review period for another 4 weeks to account for shutdown times over Christmas and the new year.
  - Revise the AERs in response to comments received from stakeholders and DPE feedback; and
  - Submit the AERs on the new due date of Friday 4 March 2022 (originally set at this Friday 21 January).
- Comments received from stakeholders were included in the revised versions of the Reports distributed to stakeholders for their review on 19 January 2022 with a comment closing date of 16-17 February 2022.
- Previous comments have been received by the QSCCC Chairperson. NPWS and MQS welcome additional comments from any of the QSCCC members.
- Accordingly, NPWS and MQS are continuing to work with Consultants SNC Lavalin to revise and finalise the Reports for resubmission to DPE on or before the 4 March 2022.

## Independent Audit

- Rebecca Yit, NPWS ELO and Suzanne Stanton and Max Player, Mawland participated in a site inspection and document review meeting on Thursday 3 February 2022 as part of the Independent Audit conducted by lead auditor, Nick Ballard of WolfPeak.
- A copy of the draft Independent Audit Report examining project compliance against the Conditions of Consent will be provided to stakeholders, including the QSCCC, for their review and feedback prior to the finalisation of the Report.
- WolfPeak are due to deliver the final Report to DPE on or before 1 June 2022.

## Site Wide Plans

- NPWS and Mawland have commenced working together to review and update the suite of site-specific management documentation known as the Site Wide Plans (SWPs).
- 17 individual SWPs are identified in the QS Planning Approval, including:
  - Environmental Management Plan
  - Aboriginal Heritage Management Plan
  - Access Strategy


No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>○ Asbestos Sampling and Replacement Strategy</li> <li>○ Emergency and Evacuation Plan</li> <li>○ Erosion and Sedimentation Plan</li> <li>○ Heritage Landscape Master Plan</li> <li>○ Infrastructure Control Plan</li> <li>○ Inscriptions Management Plan</li> <li>○ Internal Fit Out Plan</li> <li>○ Interpretation Plan</li> <li>○ Movable Heritage and Resource Collection Plan</li> <li>○ Noise Management Plan</li> <li>○ Outdoor Visitor Infrastructure Plan</li> <li>○ Predator and Pest Control Plan</li> <li>○ Security Plan</li> <li>○ Waste Management Plan</li> </ul> <ul style="list-style-type: none"> <li>● Except for the <i>Movable Heritage and Resource Collection Plan 2021</i>, all SWPs require review and update to comply with relevant conditions in the Approval, ensure currency and fitness for purpose.</li> <li>● Along with other stakeholders, the QSCCC will be afforded an opportunity to review and submit feedback on the draft versions of the updated SWPs. Based on preliminary project scheduling, a process of stakeholder review and consultation for the SWPs is anticipated to occur in late 2022.</li> </ul>	
		<p><b>Threatened Species / EEC conservation, bandicoots, penguins</b></p> <p><b>Long-nosed Bandicoots</b></p> <ul style="list-style-type: none"> <li>● NPWS has received the draft report on the Long-nosed Bandicoot Monitoring Program for the 20/21 breeding season. Once finalised, the report will be made available for distribution to the QSCCC along with the Report on the Little Penguin monitoring program for the same period.</li> </ul> <p><b>Little Penguins</b></p> <ul style="list-style-type: none"> <li>● NPWS has received the Manly Little Penguin Recovery Program 2020/21 Final Monitoring Report (September 2021) for the 20/21 breeding season.</li> <li>● As previously shared with the QSCCC, the key findings from the Report are as follows:             <ul style="list-style-type: none"> <li>○ Monitoring period shortened (July-Dec 2020) due to COVID.</li> <li>○ This season breeding was the lowest on record; breeding pairs 23, eggs laid 60, fledgings 51, active nests 29.</li> </ul> </li> </ul>	

No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>○ No breeding activity detected at the Q. Station Boilerhouse site, despite being the most significant and consistent breeding area at Manly.</li> <li>○ Along with no breeding detected within AIPM property, loss of breeding at these two sites has had significant impact on the breeding output of the Manly Penguin population.</li> <li>○ Population not able to recover from fox incursion 2015-pre breeding season, foxes responsible for 4 direct kills and death of at least 1 chick.</li> <li>○ Ongoing losses not sustainable for the population at its now low levels.</li> <li>● A copy of the Report will be made available to the QSCCC together with the Report on the Bandicoot Monitoring once finalised. This is likely to occur before the next QSCCC meeting for Q2 2022.</li> <li>● NPWS is creating a Little Penguin Protection Plan - an internal procedural document to protect Manly’s endangered little penguin population. The Plan outlines both standard and scalable responses to threats to the population, such as dog, cat, or fox activity on North Head. By collating all available information about threats to the population and creating a staff guide for appropriate responses in the Plan, NPWS aim to improve the efficiency and effectiveness of organisational responses.</li> </ul>	
		<p><b>Sea Grass</b></p> <ul style="list-style-type: none"> <li>● In accordance with the requirements of the Project Consent, MQS engaged consultants EcoDivers to conduct an assessment of sea-grass in Quarantine Beach bay during early to mid February 2022.</li> <li>● Once finalised, the results of the assessment will be shared with the QSCCC at a forthcoming meeting.</li> </ul>	
		<p><b>Pest &amp; Weed Management</b></p> <ul style="list-style-type: none"> <li>● Rabbit shoots continue to be undertaken on a six-weekly basis. NPWS will continue to liaise with MQS to schedule shoots.</li> <li>● Ongoing 6 weekly ongoing baiting program with 1080 capsules in canid pest ejectors and 1080 ground baits at North Head.</li> <li>● In response to a report of possible off-target weed spraying during Pampas Grass management at North Head, NPWS followed up with contractors Apunga to investigate the claim. An inspection was undertaken, and it was confirmed sprayed pampas was dying off and minor spray damage had occurred to Garnier Grass – confirming the report of off-target spraying to native species.</li> </ul>	



No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>○ Pampas Grass tends to grow amongst other desirable plants making it difficult to target during a heavy infestation.</li> <li>○ Contractors were directed to increase their awareness of possible off-target spraying while undertaking pampas eradication work.</li> </ul>	
		<p><b>Movable Heritage &amp; Heritage Grant</b> (as provided by Elizabeth Broomhead)</p> <ul style="list-style-type: none"> <li>• In accordance with the lease agreement, NPWS is to provide curatorial services to support the lessee in delivering good outcomes for the Quarantine Station collection. The NPWS Curator position currently fulfils this requirement by providing up to 10 hours assistance per week. The NPWS curator is a member of the NPWS Historic and World Heritage Team and provides advice and support in the management of all of the NPWS collections throughout NSW.</li> <li>• The Quarantine Station Movable Heritage Collection Plan, originally prepared in 2007, was reviewed and updated in 2021 by the NPWS Curator, and now provides a list of practical actions and recommendations required for the continued management of the collection. One of the conditions of planning approval for the Quarantine Station Project is that the NSW Heritage Council approves any reviewed version of the Plan. NPWS is waiting for a response from Heritage NSW on the procedures necessary for Heritage NSW to approve the Plan.</li> <li>• Based on the revised Quarantine Station Movable Heritage Collection Plan and the priorities from that plan agreed to with the lessee Mawland, the NPWS curator has prepared five project plans for priority works on the collection. These plans include: <ul style="list-style-type: none"> <li>○ Collection Training for staff</li> <li>○ Volunteer Collection Projects</li> <li>○ Collection Storage</li> <li>○ Photographs and Oral Histories</li> <li>○ Interpretation Panels.</li> </ul> </li> <li>• The plans have been on hold due to limitations on travel and meetings imposed by COVID and the priorities may change with a new lessee.</li> <li>• In November 2021, the NPWS curator worked closely with the lessee Mawland to assist them with preparing a Commonwealth Government Australian Heritage Grants application. If successful, the project will include an immersive exhibition located in buildings such as the shower block within the historic Wharf Precinct, and the focus will be on interpreting the concept and practice of quarantine. The experience will connect visitors lived experiences of the current pandemic to fascinating and emotional stories of past detainees at the Station. The</li> </ul>	

No.	Issue	Action	Responsible
		<p>creative company Grumpy Sailor agreed to partner with Mawland in applying for the grant of \$400,000. Successful grant applicants will be notified of the outcome of their applications by the Commonwealth Government in March - May 2022.</p> <ul style="list-style-type: none"> <li>The Quarantine Station collection is accessible to the public via the online Ehive Collection Management database at <a href="http://www.ehive.com">www.ehive.com</a>. The database is now managed and supported by NPWS. It contains 2,665 public object records, provides 20 GB of data storage and is renewed yearly on 25 June 2022.</li> <li>The Manager Historic and World Heritage recently attended an introductory NPWS meeting with NHS the new lessee, and explained the role of the NPWS Curator in supporting the lessee in the management of the Quarantine Station Movable Heritage Collection.</li> </ul> <hr/> <h3>Transport to Quarantine Station</h3> <ul style="list-style-type: none"> <li>MQS have been liaising with NRMA 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.</li> </ul> <hr/> <h3>Proposed Open Days for 2022</h3> <ul style="list-style-type: none"> <li>MQS have requested NPWS, QSCCC and the Northern Beaches Council consent for the following proposed Open Days at Quarantine Station, in accordance with Consent Conditions 126 and 127: <ul style="list-style-type: none"> <li><b>Sun 1st May 2022 - Quarantine Curiosities</b> <ul style="list-style-type: none"> <li>Quarantine Curiosities Open Day will showcase the hidden, unexpected, and often quirky stories, history, items and artefacts found at the Quarantine Station site</li> </ul> </li> <li><b>Sun 18th September 2022 - Portraying Quarantine</b> <ul style="list-style-type: none"> <li>The Portraying Quarantine Open day will have a focus on the various depictions that have been created of the heritage North Head 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.</li> </ul> </li> </ul> </li> <li>NPWS are reviewing the information submitted by Mawland.</li> </ul> <hr/> <h3>Commemorative Plaques for WW1 Nurses</h3> <ul style="list-style-type: none"> <li>Bronze plaques to honour two Australian WW1 nurses, Elizabeth McGregor and Annie Egan, who died in service at Quarantine Station were unveiled at a commemorative event held on 5 December 2021.</li> </ul>	

No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>NPWS and MQS liaised with proponent Allan Miles from Operation Pilgrim to install the plaques on movable stands within the interior of Hospital building 2 (H2).</li> </ul> 	
<h3>Update on North Head lookouts</h3> <p>The detailed plans for the new lookouts have been completed. The feedback received contributed to the finalised design including:</p> <ul style="list-style-type: none"> <li>Refinement of the lookout structures including seating and design elements.</li> <li>Flat top balustrades have been incorporated.</li> <li>The selection of materials is finalised. Sandstone will be the dominant material used for the lookout surfaces, pathways and seating to reflect the natural environment. Granite has also been incorporated as part of the design for its durability in this exposed location.</li> <li>Interpretation for the lookouts has been developed. This reflects the concepts of <i>Burrigula</i> ('sunset', the Southern Lookout) and <i>Yiningma</i> ('a cliff edge', the northern lookout) as described in the design document.</li> </ul> <p>The lookouts project is expected to start shortly with the demolition of the old lookouts. The works program is scheduled to take approximately 6 months. During this time, replacement of the damaged fencing is also expected to occur.</p> <p>This work will require the ongoing closure of the loop end of the North Head Scenic Drive and Fairfax Track. We appreciate the impact of these works on</p>			

No.	Issue	Action	Responsible
		<p>our visitors and thank you for your patience and understanding while these works are underway.</p> <p><b>Update on North Head Scenic Area safety and access improvements</b></p> <p>Since December 2021 the following work has been undertaken:</p> <ul style="list-style-type: none"> <li>• New footpath and kerbing along North Head Scenic Drive from the carparks to the loop road and new pedestrian crossing at the Fairfax carpark entry is complete.</li> <li>• A new concrete fire trail driveway connecting North Head Scenic Drive to the Harbour Trust track entry is complete.</li> <li>• Drainage works along North Head Scenic Drive is complete.</li> <li>• Resealing of North Head Scenic Road from the start of the loop road to the Fairfax carpark entry is complete.</li> <li>• Earthworks and landscaping at Carpark 1 and Carpark 2 are underway.</li> <li>• Additional improvements to stormwater drainage at Carpark 2 is underway.</li> </ul> <p><b>Visitor access to North Head</b></p> <p>Closures at North Head are required to maintain safety for visitors and the work crews:</p> <ul style="list-style-type: none"> <li>• Carpark 1 and Carpark 2 are CLOSED and are expected to be complete in April 2022. Recent heavy rainfall has caused delays to the completion date.</li> <li>• Access to the Fairfax track will remain CLOSED as the construction of the lookouts and replacement of damaged fencing will be commencing shortly.</li> <li>• The loop road will remain CLOSED to traffic until mid-2022.</li> <li>• Site fencing will be in place at North Head Scenic Drive around the construction zone.</li> <li>• Details of the works can be found on the NPWS website: <a href="#">North Head Scenic Area upgrade   NSW Environment, Energy and Science</a></li> </ul> <hr/> <p><b>Changes to National Parks Annual Passes</b></p> <ul style="list-style-type: none"> <li>• From 20 April 2021 all NPWS annual passes, including complimentary ones, will transition to digital passes (over the next 12-24 months). This means you will not receive a physical pass to display on your windscreen. Like NSW car registrations, your digital pass will be linked to your vehicle number plate.</li> </ul>	

No.	Issue	Action	Responsible
		<ul style="list-style-type: none"> <li>All passes, including existing annual passes, remain valid until their expiry date and are still required to be displayed when you visit.</li> <li>Other improvements being made from 20 April include the staged transition to digital day passes. This will commence at some of our most popular parks in Sydney and the Blue Mountains, including Ku-ring-gai Chase, Lane Cove, Kamay Botany Bay and Sydney Harbour National Parks. Entry fee payment machines in these parks will no longer print paper tickets that need to be displayed, instead payment will be linked to a vehicle number plate.</li> </ul> <p>Eligible pensioners and concession card holders will continue to be able to apply for entry fee concessions and for the first time will be able to do this online without having to leave home or wait for a pass in the mail. Under the new system, passes will be linked to a vehicle registered in their name or one at their home address.</p>	
5.2	Mawland Report	<p><b>Heritage Grant</b></p> <p>SS: Information was due to be released on 31 January 2022, but no information has been received. Mawland are feeling confident.</p> <p><b>Settlement</b></p> <p>SS: Settlement is due on 28 February. Accor will remain on the site, along with Steve Carrodus, General Manager as licensee.</p> <p><b>Annual Environmental Reports</b></p> <p>SS: Lodged the 2018/19 and 2020 Sustainability Reports (Annual Environmental Reports). We admit there were a number of non-compliances about Open Days and ferries. The reports are out for comment, the 2021 Audit is currently underway, and that report will come to the QSCCC for comment.</p> <p>GP intends to submit modification requests to vary the Planning Approval.</p> <p>The Visitor Management Plan from 2006 requires changes. This plan includes visitors required to wear lanyards which they are unwilling to do.</p> <p><b>Open Days</b></p> <p>Mawland have sought Open Day approval for 1st May 'Quarantine Curiosities'. The open day will include a self-guided walk Mawland have developed around the site to showcase cultural heritage and environmental curiosities. Normally this would be a printed document, but the guideline will be given for free.</p> <p>SS: The theme of Open Days must be related to Heritage and Culture. In the past we had offered a back of house tour of the hotel, but this was rejected by DPE as Open Day themes are required to showcase the interpretation and historic significance of the site. Other aspects on Open Day with include wharf</p>	Mawland

No.	Issue	Action	Responsible
		<p>activities, acoustic music, food, NPWS wildlife encounters stall and self-guided walking tour. Visitors can book for the moveable heritage tour.</p> <p>The Open Day on 18 September 2022 will be themed 'Portraying Quarantine' which will focus on the various depictions of the site, displaying textbooks, novels, essays, heritage photographs, artwork etc. Helen Drew has arranged for talks and book signings. This day will be based around Ghost Boy, and there will be readings from the movie Ghost Boy around the site and childrens' activities. The QSCCC will also have a stand.</p> <p>JW: I would like to have a stand for the North Head Sanctuary Foundation.</p> <p>CB: Open Days need interesting ideas after so many years.</p> <p>SS: Open Days are not as important as they used to be, given the site is open continuously to the public. Approximately 200 people usually visit on an Open Day. Mawland have indicated this year when applying to DPE for approval that they believed it wasn't necessary to have overflow parking for 200 people.</p> <p><b>Updates</b></p> <p>Up to today, there have been no complaints or incidents regarding operation.</p> <p>Sculptural artworks will be removed from site this weekend, although a number will remain.</p> <p>Reduced operation due to COVID, but weddings and conferences are back on. School excursions are slowly coming back, scheduled for terms 3 and 4.</p>	
5.3	Chairpersons Report	<p><b>QSCCC Annual Report</b></p> <p>SH: is preparing the QSCCC Annual Report for 2021-22 and will submit to DPE over the next few weeks. The two key aspects included in that report are the impacts of COVID on QSCCC and QS operations, as well as the end of an era when Mawland leave and NHS take over.</p>	SH
<b>6 General Business</b>			
6.1	Future at Q Station	<p>AE: asked QSCCC members what would you most love to see in the future at QS?</p> <p>JW: Better weed management (weed-free).</p> <p>CG: Preservation of the environment, and continued accessibility. With people continuing to visit the site there is the possibility of damage to the heritage fabric (built and natural). Updates of the SWPs especially the visitor management plan. Continuation of working with NPWS as a joint venture so it isn't seen as a 'private enclave'. The site needs to be valued as a National Park</p>	

No.	Issue	Action	Responsible
		<p>which means it is accessible for everybody. Continue the philosophy of Mawland and NPWS.</p> <p>AE: Is there anything new that hasn't been done in the past that you would like to see?</p> <p>CB: This isn't new, but having theatre on site would be great as there is a huge demand.</p> <p>SS: Previously had the group Defiance doing theatre and opera, and Convict Footprints actors.</p> <p>CG: Sunset tours, concerts.</p> <p>CB: Entertainment adds interest to the site, is innovative and draws people in.</p> <p>GP: We want a deeper understanding of the site, and take on board the ideas that MP and SS had if they were here longer, and exploring additional enhancements to the current operation. Getting your feedback is very valuable as you've all been involved with the site for so long and you know it intimately.</p> <p>CB: Believes that the locals have forgotten about the site, as well as the 'northern' Northern Beaches. There is a huge market here.</p> <p>SS: We have guests from the Hills District and the Central Coast.</p> <p>CG: Mawland have done an amazing job in terms of education. They have employed professionals, but excursions have not been possible due to COVID.</p> <p>SS: Q Station has an online tour as a virtual classroom.</p> <p>SH: This topic requires more time for discussion at the next QSCCC meeting or a separate meeting.</p> <p>All agreed that a separate meeting/workshop would be held to discuss ideas for the future of Q Station.</p>	
<b>7 Meeting Closed 10:00am</b>			
<b>7.1</b>	Confirm Action Items	Confirmed	SH
<b>7.2</b>		Farewell to Max Player and Suzanne Stanton	All

## Upcoming meetings

Wednesday 11 May 2022, 8.30am

Action Items

	Action	Lead	Due	Status	Update Feb 2022
1	MQS to investigate the extent of vegetation around the water tank and to prioritise works.	MQS responsible /NPWS to action	March/April 2022	MQS inaction has resulted in NPWS leading to ensure risks associated with branch fall are mitigated.	NPWS have engaged contractor and are scheduling work to occur as soon as possible.
2	NPWS and MQS to work together to finalise and submit revised Annual Environmental Reports for 2018/19 and 2020.	NPWS/MQS	March 2022	<p>Draft AERs were submitted to DPE on 21 January 2022.</p> <p>Following review, DPE extended the AER stakeholder consultation period for an additional 4 weeks and requested the co-proponents resubmit the revised AERs in response to stakeholder feedback and DPE requirements.</p> <p>Revised AERs to be submitted on or before 4 March 2022.</p>	<p>The co-proponents are continuing to work with Consultants SNC Lavalin to refine and finalise the AERs, prior to submission on or before 4 March 2022.</p> <p>SH to submit comments from QSCCC community members to SNC Lavalin.</p>
	NPWS and MQS working together with Consultants Wolfpeak engaged to conduct Independent Audit into activities conducted under the CoPA for reporting period July 2018 to Dec 2021.	NPWS/MQS	June 2022	<p>Report being prepared following site inspection and document review conducted on 3 February 2022.</p> <p>Audit Report due to DPE 1 June 2022.</p>	<p>NPWS/MQS collating documentation as required.</p> <p>Compliance Report in preparation.</p>
	QSCCC seeks further discussion/clarity on resolving issues between the IMAMS and the conflict with various site wide plans.	NPWS/MQS	2022	<p>Ongoing discussions between co-proponents on addressing the issues with IMAMS.</p> <p>May require internal and external specialist advice and involvement.</p> <p>Project plan to be developed and work appropriately scoped.</p>	NPWS and MQS working together on this matter.



	Action	Lead	Due	Status	Update Feb 2022
3	The toilets and stairs at P11 require repair/ replacement.	MQS	Ongoing	<p>Photographic records and historical information distributed amongst QSCCC members for their consideration – see Item 4.</p> <p>MQS sought advice from Heritage Architect and Heritage NSW regarding possible solutions.</p>	<p>MQS to seek advice from Heritage Architect and Heritage NSW regarding possible reinstatement/restoration.</p> <p>NPWS to provide support where required, regarding site specific management procedures and approval process ie potential maintenance, repairs and upgrades to built heritage.</p>
4	Photo and information about P11 stairs distributed to QSCCC on 10 November 2021.	MQS	February 2022	Ongoing – matter not advanced.	MQS to investigate the possibility of installing an interpretation panel.
5	Access to the Old Man’s Hat Track	MQS	Ongoing	MQS to submit application and seek approval from NPWS for EcoWalk Tours along Old Man’s Hat Track.	MQS to provide details of unauthorised memorial along the track to NPWS for their investigation.
6	Filling of two vacant positions on the QSCCC	ELO	Q1 2022	Ongoing – ELO preparing advertisement and confirming process and timeframe.	QSCCC to be provided with advance notice of intention to advertise and will be supplied with EOI letter advertisement for distribution to their contacts.
7	Results of bandicoot survey	ELO	February 2022	Ongoing – Report for 2020-21 monitoring program in draft.	Once finalised, NPWS to provide report to Chairperson for QSCCC circulation.
8	Funicular Stairs	MQS	Ongoing	MQS to investigate safety requirements at night-time.	MQS to provide an update.
9	Pampas grass	NPWS	Ongoing	<p>Ongoing Pampas grass removal and eradication program.</p> <p>NPWS asked to examine report of possible erroneous poisoning of native grass.</p>	Contractors directed to increase awareness of possible off-target spraying while undertaking pampas eradication.

	Action	Lead	Due	Status	Update Feb 2022
10	Concern about lack of suitable transport to North Head	SH	Ongoing	Response received from TfNSW.  Following prompts from the public to address transport concerns, NRMA issued an update to MQS regarding potential reinstatement of ferry services in Spring/Summer 2022.	Co-proponents to follow up with agency regarding this matter.
11	Manly Little Penguin recovery Program 2021-2021 Monitoring Report	NPWS	Ongoing	Report finalised December 2021.	NPWS to distribute report to QSCCC members via Chairperson.
12	Movable Heritage and Resources Plan 2021	NPWS	February 2022	Plan sent to Heritage NSW for review and endorsement by Heritage Council. Waiting on feedback.	Following endorsement from Heritage Council/Heritage NSW, NPWS is to distribute Plan to QSCCC members for their review.  Elizabeth Broomhead to present at the QSCCC meeting in May 2022.
13	Digital Signage	MQS/NPWS	Ongoing	MQS to advise NPWS if intending on pursuing.	Mawland to decide on next steps.
14	Sale of leasehold	MQS	Q2 2022	Update on sale of QS leasehold.	MQS to provide update.
15	Co-proponent handover	SH	Q2 2022	Briefing for NHS to understand process and co-proponent responsibilities regarding QSCCC	SH to organise meeting with NHS after sale of leasehold finalised
16	QSCCC and NHS workshop	SH	Q2 2022	NHS has requested a workshop with QSCCC members to discuss ideas for Q Station	SH to organise date for workshop after sale of leasehold finalised