



# Meeting summary

## Parramatta Park community trustee board Meeting 4, 2024

Tuesday, 19 November 2024

Time: 6:00-7:30pm

Venue: Online

**CTB members:** Stewart Thompson (Chair), Benedict Mitchell, Cheryl Bates OAM

**GSP staff:** Ross Morrison, Manager Major and Special Events; Paul Stuart, Head of Marketing and Events; Stephanie Licciardo, Senior Manager Heritage and Placemaking; Jenny Gleeson, A/Senior Manager Stakeholder and Engagement

**Secretariat:** Sophie Drysdale

**Apologies:** James Lawler, Mustafa Agha, Thelmerie Rudd, Lord Mayor Cr Martin Zaiter (observer for City of Parramatta)

**Absent:** Lisa Lake

Topic	Summary
<p><b>Welcome and opening</b> Stewart Thompson, Chair, Parramatta Park CTB</p>	<ul style="list-style-type: none"> <li>The meeting was opened by the Chair. An Acknowledgment of Country was given.</li> <li>Late apologies were received prior to the meeting which impacted achieving a quorum. The Chair and CTB members agreed to proceed with the meeting, with GSP following up with absent CTB members about general meeting items.</li> <li>No conflicts of interest were declared.</li> </ul>
<p><b>Events in Parramatta Park</b> Ross Morrison, Manager Major &amp; Special Events, GSP</p>	<ul style="list-style-type: none"> <li>GSP provided an update on events in Parramatta Park, including successful events held throughout 2024 and planned future and ongoing events. GSP also outlined the progress of updating the Events Review of Environmental Factors 2015.</li> <li>GSP has submitted the annual Parramatta Park S60 Events Heritage Report to Heritage Council of NSW who confirmed compliance with conditions of consent.</li> <li>The CTB were appreciative of the information provided about the events schedule and acknowledge the work of GSP in partnering with local events businesses.</li> </ul>
<p><b>Safer Cities project</b> Stephanie Licciardo, Senior Manager Heritage and Placemaking, GSP</p>	<ul style="list-style-type: none"> <li>GSP provided an update on the Safer Cities project, noting Stage 1 is now complete.</li> <li>GSP shared positive feedback received from the community and invited the CTB to provide feedback on the possible extension of the lighting (future stages) and the priority locations for the lighting, subject to future funding.</li> <li>The CTB shared the following queries and comments: <ul style="list-style-type: none"> <li>Suggestion to extend the lighting down to George Street Gatehouse, completing the loop around the park to reflect the most common route taken by the community. And for future lighting upgrades to incorporate Buttons Bridge and the weir, to connect with Stadium lighting.</li> <li>In response to whether the lighting is on a timer, GSP advised that the full lighting will be on all year round from dusk until 10pm. Dimmed lighting occurs between 10pm and dawn.</li> </ul> </li> </ul>

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	<ul style="list-style-type: none"> <li>- In response to whether the new lighting had been advertised, GSP advised that the lighting has been promoted via the website, social media and Channel 7 recently filmed a segment with some of the local students who participated in the consultation workshops to inform the design.</li> <li>- In response to the current lighting availability at Mays Hill, GSP advised City of Parramatta have lighting associated with the pool as well as the lit path with CCTV in the park.</li> </ul>
<p><b>CTB Terms of Reference</b> Jenny Gleeson, Community Engagement Manager, GSP</p>	<ul style="list-style-type: none"> <li>• GSP advised that the CTB Terms of Reference has been internally reviewed per the annual requirement, noting that minor changes were made, including specifically the introduction of referencing cultural safety.</li> <li>• The CTB Chair is required to sign the updated CTB Terms of Reference. An attestation statement is to be co-signed by the Chair of the GSPT Board and CTB Chair.</li> </ul>
<p><b>CTB reappointment/ recruitment update</b> Jenny Gleeson, Community Engagement Manager, GSP</p>	<ul style="list-style-type: none"> <li>• GSP provided an update on the member reappointment/nomination process.</li> <li>• The CTB asked whether there will be a similar advertising process as the previous recruitment process in 2023, and the Chair encouraged members to think about people in their networks who might be interested in joining the CTB. GSP advised that it is intended that a targeted recruitment campaign be undertaken for the vacant positions, and that a promotion pack will be shared with CTB members encouraging promotion of the vacancies through their networks.</li> <li>• GSP noted that a suggestion from another CTB was to hold a combined session of all CTB members, in addition to the quarterly meetings. The CTB suggested that if a combined session is to be held in 2025, that it should be held online and that all five CTB's be invited to nominate representatives from each board to attend and report back to their CTB.</li> </ul>
<p><b>Correspondence and questions</b> Stewart Thompson, Chair, Parramatta Park CTB</p>	<ul style="list-style-type: none"> <li>• A CTB member requested a map of Parramatta Park be distributed to all members. The map will also be issued with the agenda in future, for handy reference.</li> </ul>
<p><b>Next steps and close</b> Stewart Thompson, Chair, Parramatta Park CTB</p>	<ul style="list-style-type: none"> <li>• The Chair thanked all CTB members and GSP staff for their contributions during the CTB term.</li> <li>• The Chair noted that a link to the 2024 self-evaluation survey will be shared shortly, and results will be presented at first meeting of 2025.</li> <li>• CTB member induction is planned for February 2025, with the first meeting anticipated to be held in March 2025. The next meeting date is to be advised.</li> </ul>