



Minutes

Date & Time:	Wednesday 24 th October 2018, 1.05 pm to 3.05 pm	
Location:	Springwood Hub, Macquarie Road, Springwood	
Chair:	Clr Chris Van der Kley	
Deputy Chair	Clr Kerry Brown	
Present:	Committee members: <ul style="list-style-type: none">• Clr Kerry Brown (KB)• Ron Powell (RP)• Juliana Swatko (JS)	<ul style="list-style-type: none">• Suzanne Mitchell (SM)• Elizabeth Saxton (ES)• John Low (JL)• Kevin Smith (KS)
Observers	• Nick Rigby, BMCC Branch Manager, Environment & Culture	
Apologies	Committee Members (absent): <ul style="list-style-type: none">• Clr Chris Van der Kley• Ruth Longdin	
Minutes	Padmavathy Bharadwaj, Temporary Minute Taker (from Hays Recruiting)	
TRIM File:	F05752	

Items for discussion:

	Item	Comments
1	Meeting Commencement	1.05 p.m. Clr Kerry Brown chaired the meeting
2	Acknowledgement of Country	Deputy Chair, Clr Kerry Brown
3	Welcome and Apologies	Clr KB welcomed the committee members. Apologies Clr Chris Van der Kley Ruth Longdin
4	Confirmation of previous minutes	<ul style="list-style-type: none">• It was noted that the previous amended minutes were received late and that a requirement of the ToRs is that the meeting minutes are to be distributed within 21 days from the meeting and committee members are to be given at least a week's time to peruse the minutes. Due to the delay in receiving the amended minutes, it was noted that there had not been enough time for the committee members to thoroughly read through the minutes.• SM referred to various items from the previous minutes (Item numbers 6, 10.3, 10.4 and 10.6) that are noted for discussion as the last agenda item during this meeting.• RP confirmed the previous minutes as "read", seconded by JL, with the proviso:<ul style="list-style-type: none">○ Concerns arising from the previous minutes to be addressed during the current meeting○ Delay in receiving the minutes is acknowledged

		MOTION 1 Previous Minutes confirmed as "read"
		Moved by Ron Powell Seconded by John Low
5	Declaration of any conflicts of interest.	No conflicts of interest declared.
6.	Council's Cultural Management Program	<p>NR gave a detailed report on the Cultural Management Program. He said he is happy to provide a copy of the written report to the Committee members.</p> <p>NR the report included an update on heritage grants received for Explorers Tree and Woodford Reserve, to a total of \$175,000).</p> <p>Within the LGA, there are two other successful applications that have been provided funding, namely:</p> <ul style="list-style-type: none"> • Restoration of the Old Mt Wilson School (\$100,000) and management of cultural building in Park Street (\$100,000). <p>The above two properties are not owned by the Council.</p> <p>RP advised that the historic newspaper building and former video store in Parke Street Katoomba is opening as a boutique brewery 'Mountain Culture'.</p> <p>It was mentioned that applications were approved and announced by Minister Upton. The D.A. for the Parke St project is with Council for assessment.</p> <p>NR mentioned that Council did not have any role to play in the two independent applications, as these were submitted privately. The D.A. with the Council will be assessed as per the normal process.</p> <p>NR said over the past 18 months, as part of the Council Heritage Management Plan, Conservation Management Statements have been prepared by Heritage Specialist along with Council staff for 100 assets out of the total 150 assets which are listed as heritage items in the Local Environmental Plan.</p> <p>The intention of the CMS's is to guide Council asset managers in achieving improved heritage management outcomes in the management of Council assets.</p> <p>The overall suite of CMS's has been prioritised based on significance assessment. They are intended to be an internal resource to improve Council's heritage asset management, and are not currently publicly available. In future, a public version will be developed, as resources permit.</p>

	<p>NR advised that the CMS's had been developed by heritage staff and experts.</p> <p>Committee members expressed the view generally that they and their expertise were under-utilised in providing advice.</p> <p>NR advised that the CMS's had been developed by heritage experts and that Council is aware that the heritage committee is available to provide advice on heritage matters referred to it by Council. NR further advised that he would like to see the committee focus on 'higher level", strategic thinking in the heritage space, such as the heritage strategy, and Council's overall direction in heritage management. In particular,</p> <p>NR advised that over the coming months, he and the heritage team would be further considering what advice Council might seek from the HAC, and that this would start to be fed back.</p> <p>NR reminded the committee that the Heritage Inventory project and a number of the CMSs had previously been presented to the HAC. He advised that he was happy to arrange for that to occur again, whereby the HAC were shown the list of current CMS's, those proposed, and for Council to refer specific requests for advice to the HAC regarding these, where required.</p> <p>KB asked that the list of CMS's be distributed prior to the next meeting so that committee members would have time to consider any items on which they had knowledge that might be useful /unknown to Council.</p> <p>ACTION: NR to arrange for a presentation of the heritage Inventory project, including the CMS's produced to date, and that the list of current CMS is provided to the committee prior to the next meeting.</p> <p><i>Heritage Strategy</i> – NR said that a Public Exhibition is planned before the end of this financial year.</p> <p>NR was also asked about the details of the Heritage Asset Plans, whether history of buildings are recorded. NR replied that the history of the building is very important and that it is included. NR reminded the committee of the significant work Council was doing in amplifying the Aboriginal perspective in the historical narrative of historic sites. For example, the statements now included on Heritage Inventory Data sheets as a part of the Heritage Review, and the work being done through the Gundungurra ILUA and the Aboriginal Advisory Council.</p> <p><i>Budget allocation for Heritage Program</i> – KS asked NR if the committee can be informed of the total budget allocation for Heritage.</p>
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NR said that heritage outcomes were delivered across Council in a variety of programs and projects, and it was not centralised. The estimate could be done, but not quickly, as it would require some agreement on what constituted a heritage outcome, and then a "cross-Council" scan of where such expenditure had occurred. NR advised that his team probably wasn't in a position to do this currently, and that he was not currently seeking the advice of the HAC in regards to that matter.

NR did advise that his team was focussed on developing systems and frameworks which would guide and influence the quality of heritage outcomes across Council at a strategic level.

In that regard, Nick advised that this part of heritage in Council, the heritage management program, mainly had funding for a full-time heritage co-ordinator, a part-time (1 day per week) heritage advisor, and a small operational budget. Nick thought that this might total around \$150K p.a., but would confirm that.

JL said that there was a request for a minor repair was made earlier and he was told that external funding was sought for the same. The cost of repair was very small and the delay in completing the job for lack of funding is frustrating. All the committee members unanimously echoed that there needs to be some discretionary allocation made for small projects.

In response NR advised that Council's budgets were allocated based on an internal, evidence based, best value process, in which heritage management competed along with all other Council programs each year. He advised that bids are always lodged, and that funds allocated were invested based on sound, prioritised heritage planning. Nick also advised that in the scheme of things, allocating \$5,000 of the heritage management budget to works which were outside of the prioritisation process, which is based on heritage impact/outcome, would have a significant impact on the budget.

A motion was passed and seconded.

MOTION 2

That NR, in developing the heritage management budget for 2019-20 consider allocation of a small discretionary fund, e.g. <\$5K for small scale heritage projects.

**Moved by Kevin Smith
Seconded by John Low**

7	General Business	
7.1	Grant funding for Lapstone Zig Zag	<p>This agenda item was proposed by ES.</p> <p>ES said that she was told recently that Council had received funding for Lapstone Zig Zag remediation. ES asked if this is the \$40,000 mentioned in the Eastern Escarpment Master Plan, to repair and protect culverts, or that and more? Work to the lookout and walking tracks was mentioned.</p> <p>NR and Clr KB said that Council is not aware of any separate funding. However, Council is expected to receive funding for the Scenic Eastern Escarpment Master Plan from Western Sydney City Deal and this project may form of this major development.</p> <p>Clr KB also suggested that ES can send a Council request email.</p>
7.2	Katoomba Falls Kiosk	<p>This agenda item was proposed by SM.</p> <p>NR mentioned that the application is under assessment and then will go to the Independent Hearing and Assessment Panel (IHAP).</p> <p>Committee members mentioned that the "Have Your Say" website is not user friendly and experienced difficulty in navigating while making submissions. There did not appear to be any submit button or email address for submissions.</p> <p>KS mentioned that he had sent his submission via email and has not received any acknowledgement. NR said he would follow up. However, KS can also send a follow up email to the contact person. KS advised that he would do that.</p>
7.3	Update on Wayzgoose	<p>NR said he there is an active DA which is under assessment. Submissions closed on the 12th.</p> <p>Committee members also said that they do not get any updates on the hearing from the IHAP and Committee would like to get periodic advice</p> <p>ACTION</p> <p>NR to pass on to the relevant part of Council, the HAC's request to get advice on the IHAP decisions and also ongoing advice on heritage related matters.</p>
8	Matters arising from previous Minutes	Agenda items proposed by SM
	6. Terms of Reference	<ul style="list-style-type: none"> • NR said that as per the revised Terms of Reference, voting members are necessary to have a quorum of voting members to make a recommendation. • After discussions, it was concluded that the

		<p>Committee members did not have any decision making power and their role is to advise Council on matters referred to it and to make recommendations to the Council, in the advisory capacity. Whether to accept or reject is the prerogative of the Council.</p> <ul style="list-style-type: none"> As such, recommendations will continue to be made to the Council. Where there is a strong recommendation, a motion will be passed and seconded and minutes noted.
	10.3 – Paragon	<ul style="list-style-type: none"> SM tabled a picture of the newly painted building and queried as to who would have got involved in making the decision about the colour scheme for the façade. NR mentioned that there are many Heritage consultants being engaged by the Council and was unsure about this decision. Clr KB said that if there are any queries to Council such as this, they can also be sent via email as Council requests and they will receive an answer. This time KB has noted this as a request.
		<p>ACTION</p> <p>NR to follow up on as to who authorised the painting of the building</p>
	10.4 Where to from here for HAC?	<p>The members noted that they did not feel their expertise was being fully used by Council. RP said that Council's heritage officer (Christo Atkins) presence at the meetings in the past was very helpful as he knew and had worked with many of them and understood their individual expertise. NR said that there were cost factors in this which was why he alone was now attending as the manager.</p> <p>Committee members preferred to have the meeting dates locked in for the 12 months so that it is easy for the Committee to work around the dates.</p>
	10.6 HAC Member Numbers	<p>NR said that Council, at their May meeting adopted the new Terms of Reference. Council noted the importance of community engagement regarding Heritage. Heritage Advisory Committee is seen as an important mechanism in providing expert advice to the Council.</p> <p>Council is reviewing the entire process of engaging community in heritage management and a consultant is being engaged to review the Council's heritage community engagement framework. Once the consultant is engaged, they will have a meeting with the HAC. After this independent review and findings, the member numbers will be decided.</p>
9	Other Items	
	Imperial Hotel – Mount Victoria	KS sought update on this building. He said this has been in abeyance for a long time and he is unable to answer community queries. He enquired to the status – whether

		<p>DA has been approved.</p> <p>NR said that his understanding was that he had received the advice previously from the relevant section of Council but would follow it up.</p> <p>Clr KB said this can also be treated as a Council request. KS said that he would take this approach.</p> <p>ACTION</p> <p>NR to follow up on previous advice</p>								
	Next Meeting Dates	<p>Committee members decided on the following dates (last Wednesday of the month) for meetings between January and October 2019</p> <table> <tbody> <tr> <td>January</td> <td>30</td> </tr> <tr> <td>April</td> <td>24</td> </tr> <tr> <td>July</td> <td>31</td> </tr> <tr> <td>October</td> <td>30</td> </tr> </tbody> </table>	January	30	April	24	July	31	October	30
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	Meeting Closure	3.05 pm								