



Blue Mountains Heritage Advisory Committee Minutes

Date & Time:	Wednesday 15 March 2017, 2.00pm to 4.24pm
Location:	Council Headquarters, 2 Civic Place, Katoomba
Chairperson:	Clr Chris Van der Kley
Meeting Purpose:	Blue Mountains Heritage Advisory Committee
Present:	<p>Committee members:</p> <ul style="list-style-type: none"> • Clr Chris Van der Kley, Chair • Clr Kerry Brown, Deputy Chair • Nick Rigby, Branch Manager, Environment & Culture • John Low • Juliana Swatko • Kevin Smith • Ron Powell • Ruth Longdin • Simon Willis • Suzanne Mitchell <p>Observers</p> <ul style="list-style-type: none"> • Nicole Castle, Cultural Heritage Officer
Minutes:	Rebekah Cooper, Administration Assistant
Apologies:	Clr Hoare, Clr Schreiber, C Aitken, K Ward, L Collins, E Saxton
TRIM reference:	F05752

Items for discussion

	Item	Comments
1	Meeting commencement	Clr Van der Kley
2	Acknowledgement of Country	Clr Van der Kley
3	Welcome and Apologies	Welcome: apologies Clr Hoare, Clr Schreiber, C Aitken, K Ward, L Collins, E Saxton
4	Appointment of Deputy Chair	Clr Van der Kley informed the committee that Clr Kerry Brown was appointed Deputy Chair of the Blue Mountain Heritage Advisory Committee
5	Confirmation of previous minutes	<p>Upon a motion put forward to the committee to adopt the December meeting minutes Kevin noted that he disagreed with the decision made on what constituted a quorum. This was noted.</p> <p>A motion to accept the previous minutes was moved by Nick, seconded by Ron and accepted by all.</p>

6	Declaration of any conflict of interest	<p>No declarations of conflict of interest were received</p> <p>Ruth commented that committee members had not received an official definition of “Conflict of interest”.</p> <p>Nick advised that there is an explanation in the Code of Conduct that was emailed to committee members. He said he could provide a more detailed explanation via email after the meeting.</p> <p>The Chair provided an overview of what may be considered to be a Conflict of Interest as per the Code of Conduct.</p> <p>NOTE: Ron asked for item “170-174 Leura Mall” to be added to the agenda under General Business.</p> <p>ACTION: Nick to send out an email to all committee members with a more detailed outline of the definition of “Conflict of interest”</p>
7	Communications on behalf of Committee	<p>The Chair verified he had sent the BMCC Media Policy to all committee members. This was in response to an article in the local newspaper which said a statement was given by the committee. The Chair clarified this was not a statement from the committee but rather an individual of the committee.</p> <p>The Chair also noted that members of the committee had sent in a DA submission regarding the Waysgoose (170-174 Leura Mall) and that it also indicated it was made on behalf of community members of the committee.</p> <p>The Chair advised that members are able to make individual statements and declare they are a member of the committee but are not able to speak on behalf of the committee unless authorised to do so via a resolution of the meeting. He also advised that any communications from the committee for the Gazette, or any other public statements, have to go through an internal Council approval process.</p> <p>Discussion was raised on the appropriate and necessary wording to declare a statement from an individual, with reference made to the wording used in the DA submission. Following the discussion it was confirmed that the statement “Community member(s) of the BMHAC” was appropriate.</p> <p>Clr Brown asked for it to be noted that in relation to the Council owned 170-174 Leura Mall DA submission, there was no avenue for the committee as a whole to participate in making a comment without a quorum, hence community members had submitted alone. They had done so because they had been advised they could have their say on the matter at a later stage (not as part of the Dec. meeting where a quorum was not present).</p>
8	Committee Terms of Reference	<p>Nick noted that in the last meeting, the committee ran out of time to finish discussing the Committee’s Terms of Reference (ToR).</p> <p>Nick proposed that drafts of the amended TOR be provided to the Committee for comment at the next meeting prior to being endorsed for council adoption.</p>

		<p>Questions were raised regarding the need for any changes to the TOR and whether they could remain the same. Nick clarified that the ToR are required to be reviewed every four years and the Chair advised that the <i>Local Government Act</i> states that terms of reference must be reviewed for every new term of council.</p> <p>Discussion was held regarding the existing ToR, how they compare to other Council Committee ToR, and being able to easily cite the proposed changes and reasons for these.</p> <p>A request was made for the proposed changes to be identified in one document shown in track changes with comments outlining the reasons for each proposed change. Nick noted that this could be prepared and provided to committee members.</p> <p>Ruth expressed concern over item 2.2 [To provide advice to the council in relation to proposed and current heritage listings] being removed from the ToR.</p> <p>The Chair suggested that a workshop should be held to discuss the review of the TOR prior to the next meeting. Nick offered to arrange an independent facilitator to coordinate the meeting.</p> <p>ACTION: Nick to provide the committee with proposed changes to the TOR in track changes and reasons noted.</p> <p>ACTION: Nick to coordinate an independent facilitator to lead a ToR workshop</p> <p>Discussion moved to item 2.9 [Local Heritage funding] which had been proposed for deletion.</p> <p>Nick and Nicole advised that a budget was not currently available for this fund. Grant funding had been explored but the Council was not able to provide the matching funding required.</p> <p>Ruth expressed her concern at not being consulted on the decision to take away funding from this project.</p> <p>Nick offered to prepare a presentation outlining the branch's heritage budget.</p> <p>ACTION: It was decided that item 2.9 [Local Heritage funding] would be added back into the ToRs with the additional wording - subject to available funds.</p> <p>ACTION: Nick to prepare a presentation on the heritage budget.</p>
8	BMCC Heritage Strategy review	<p>Nicole provided the group an update on the BMCC Heritage Strategy review and the Cultural Strategy review.</p> <p>Council has engaged a consultant to review the existing Cultural Strategy. The consultant will provide feedback and recommendations for development of the next Cultural Strategy. The Chair requested that the committee be kept updated on this process.</p>

		<p>Nicole outlined that the BMCC Heritage Strategy is also up for renewal. There are plans to develop a more detailed heritage strategy within the next 12 months and given the timing of the Cultural Strategy review, the existing heritage strategy based upon the Office of Environment and Heritage guidelines will continue to be used until then. In preparing for the revised heritage strategy other local government heritage strategies will be reviewed.</p> <p>The reason for the review of both the Cultural Strategy and the Heritage Strategy is to set a clear vision for council. Nick sees the committee as a key consultative group for this process.</p> <p>ACTION: BMCC Heritage Strategy review to be added as a standing agenda item.</p> <p>ACTION: Nick to organise the Cultural Strategy Consultant to present at the next meeting.</p>
9	<p>Cultural Heritage Asset Inventory project</p>	<p>Nicole provided an update on Council’s Heritage Asset Inventory project and the triage framework used to prioritise Council managed assets with heritage value. Approximately 160 Council managed assets listed in the LEP 2015 have been ranked according to: statutory obligations, assessed heritage significance, present condition, recognised community heritage values, and the land tenure.</p> <p>The team is currently working their way down the list and developing conservation management statements for those assets. The top priority assets identified using this method were discussed.</p> <p>Committee members expressed concern around the triage criteria, particularly the need to recognise community heritage values more so than statutory values. The Wayzgoose was provided as an example of an asset that had ‘fallen through the cracks’. Explorers Tree and Woodford Academy reserve were also discussed.</p> <p>Nicole clarified that the overall triage score of 25 was formed by the five equally valued factors each scored out of five and that community heritage values were given an equal score out of five just as statutory obligations received a score out of five. It was also explained that Stage 1 was to consider Council managed, assets listed on the LEP and that Stage 2 would consider other Council assets with heritage value. Nicole encouraged members to be involved in the project and to send through any relevant information they may have on the top priority items.</p> <p>There was some discussion on the management of privately owned heritage items. Nick explained that privately owned heritage item are listed on the LEP and explained the Heritage Review process which allows for modifying, adding and subtracting from the LEP.</p> <p>Discussion deferred from the Cultural Heritage Asset Inventory project to talk about management of Aboriginal Heritage.</p>

		<p>Ruth asked if an Aboriginal person should be on the committee. Nick clarified that the Aboriginal Advisory Council (AAC) has said their preference is to not have a representative on the Committee. It was noted that a copy of the minutes are to be sent to the AAC.</p> <p>ACTION: Nick to provide further information on the triage process and examples of the conservation management statements to the committee.</p> <p>ACTION: Nick to arrange a briefing from Council staff on an update of the Heritage Review process for items listed on the LEP at the next meeting.</p> <p>ACTION: Nick will follow up to confirm that the AAC had received a copy of the HAC minutes.</p>
10	Cultural Heritage asset Update	
10.1	Lennox Bridge restoration	<p>Nicole informed that an incident of graffiti occurred over the summer holiday period which has since been removed.</p> <p>The sampling of the mortar used at Lennox Bridge as a part of the bridge restoration project has been published in a journal article https://buildinglimesforum.org.uk/sites/default/files/ANZNewsletter3.1.pdf. Mountain Stone Design has been contracted to undertake re-pointing works over the upcoming weeks. Christo will be overseeing the works.</p> <p>An OEH grant application for the next stage of re-pointing has been submitted. The outcome will be advised at the end of April.</p>
11	Working group opportunities for involvement	<p>Nick raised the opportunity for committee members to participate in working groups to help with Council's asset inventory project. Requests were made by the committee for further detail on sub-working groups.</p> <p>ACTION: Nick to send out ideas for sub-groups</p>
12	General Business	
12.1	Heritage walk	<p>Members of the committee participated in a Heritage Walk of Katoomba developed by Ruth in the morning prior to the meeting. The committee discussed the possibility of combining the Katoomba heritage walking app with interpretive signage that may promote heritage tourism.</p>
12.2	Interpretive signage on heritage buildings	<p>Discussion was held regarding financing the app. Suggestions regarding a submission to the Tourism Strategy currently on exhibition, partnering with an IT company, seeking grants to finance the project and talking with traditional owners regarding content were discussed.</p> <p>ACTION: Ruth & Nick to liaise to move this idea forward. Ruth to send Nick content of the app. Nick to arrange for Ruth to attend meeting with the traditional owners.</p>

12.3	Francis Smith Memorial Park/ Monument	<p>John Low raised the current condition of the Francis Smith Memorial plaque at Springwood. It was noted that the stone monument is currently not cared for well. John has asked for this to be addressed, even if simply moved upright and the plaque cleaned. Opportunities for funding under the Community War Memorials Grant were raised. Simon noted that the Francis Smith Memorial Park is registered on the NSW War Memorials Register.</p> <p>ACTION: John & Nick to liaise with Tim at the Hub and address the memorial's condition and report back to the committee.</p>
12.4	Use of Bulls camp	<p>Juliana expressed her concern with the growing problem of the over use of Bulls Camp.</p> <p>Both the Chair and Nick advised that Council is aware of use levels and working towards solutions.</p>
12.5	170-174 Leura Mall	<p>Community members have met outside of the committee meeting to discuss this item on 3 March. Ron Powell stated that community members would like their concerns to be noted in the minutes and given to the relevant council officers working on the DA process.</p> <p>At this point in the discussion the Chair abstained from the conversation. Nick clarified whether members were making a comment on the DA process or the DA itself. Ron confirmed the comments were on the DA process. The Chair noted that a quorum would remain because the discussion was about the DA process and not the DA itself however he would not partake in the conversation.</p> <p>Due to the time taken to write up the meeting minutes and the urgent need for comments to be passed to the relevant part of Council responding to the mayoral minute, Nick offered for Ron to send comments directly to him and he will forward on to the relevant part of Council for their consideration. This was agreed. There was no vote on this matter.</p> <p>ACTION: Nick to pass along the committee's comments on the DA process and to notify the committee that this has been done.</p>
13	Next Meeting Date & Items	<p>The next official meeting of the HAC is scheduled for June. A workshop will be held prior to this, on 10 May, to have a complete review of ToRs with an independent facilitator.</p>
14	Meeting Closure	<p>Meeting closed 4.24pm</p>