

Blue Mountains Heritage Advisory Committee: Minutes

Date:	Wednesday 31 July 2019	Time:	2pm to 4pm
Location:	Grose and Megalong Rooms, 2 Civic Place, Katoomba		
Chair:	Cr Chris Van der Kley	Deputy Chair:	Cr Kerry Brown
Present:	<u>Committee Members:</u> <ul style="list-style-type: none"> • Cr Chris Van der Kley • Cr Kerry Brown • Elizabeth Saxton • Suzanne Mitchell • John Low • Ruth Longdin • Ron Powell • Kevin Smith 		<u>Observers:</u> <ul style="list-style-type: none"> • Will Langevad, BMCC Director Environment and Planning Services • Kim Barrett, BMCC Manager City Planning • Nicole Castle, BMCC Cultural Heritage Coordinator • Sara Reilly, BMCC Senior Heritage Planner • Madeleine Brady, BMCC Administrative Officer
Apologies	Committee Members (absent): <ul style="list-style-type: none"> • Juliana Swatko 		
TRIM File:	F05752 – 19/173062 Minutes approved by Heritage Advisory Committee – 25 September 2019		

Items for Discussion:

Item	Speaker:	Comments	Actions:	
1	Meeting Commencement	Chair	<ul style="list-style-type: none"> Welcome and Introductions. 	
2	Acknowledgement of Country	Chair	<ul style="list-style-type: none"> Acknowledgement given. 	
3	Welcome and Apologies	Chair	<ul style="list-style-type: none"> Apologies – Juliana Swatko. 	
4	Confirmation of Previous Minutes	Chair	<ul style="list-style-type: none"> Draft minutes for May 1 HAC meeting voted on – approved with no objections – ACTION 1 	<p>1. Finalised in HPE: 19/122296 to be published on BMCC website – ACTION – Madi - Complete</p>
5	Declaration of any Conflicts of Interest	Chair	<ul style="list-style-type: none"> No declarations noted 	
6	BMCC Organisational Re-Design	Will Langevad / Kim Barrett	<ul style="list-style-type: none"> Welcome and introduction. New Structure explained and role of Heritage within the organisational redesign framework. Heritage now sits within the Environment and Planning Services Directorate (E&PS), City Planning Branch with Kim Barrett as the Manager of City Planning. The City Planning branch manages: BMCC Strategic Land Use Planning, Statutory Planning & Cultural and Built Heritage. Question: Does City Planning now manage Private and Commercial Heritage properties? (Ruth Longdin) Answer: We provide specialist advice on how we process any Land Use Applications for commercial properties through a referral process. However, any Land Use Applications / compliance issues will continue to be processed through the Development & Building Services and Compliance Teams. (Will Langevad) 	

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		<ul style="list-style-type: none"> • Discussions surrounding the recruitment of new position – BMCC Heritage Advisor – to be recruited as an in house resource. • Question: Is there a formal process for heritage advice to be provided as part of the consultation in the early stages of the development process? (Ron Powell) • Answer: Early advice will be provided for heritage affected development applications (DA) – at a strategic level, Part 5 and DA’s submitted on properties will be a trigger for a heritage assessment as part of daily business. (Will Langevad) • Currently there is a strategic effort and priority of heritage assessments for Council’s 150 assets that are heritage listed. BMCC is also currently in the process of finalising the Heritage Review. There is an emphasis on protecting cultural landscapes – BMCC considers the continuum from Living Conservation Zoning through to Heritage Conservation Zoning as a way of promoting and protecting BMCC heritage. • Question: Where does tourism integrate with heritage? Is it a driver? (Kevin Smith) • Answer: The value of our places are very significant in terms of tourist visitation in the Blue Mountains. The opportunities for us are in the funding and grant opportunities to increase heritage driven work. • Another example of Council’s strategic heritage effort is that Council recently passed a motion to have a greater role in local heritage items. Currently, Councils do not have the same powers as the state government, in terms of being able to require owners to keep their building to a minimum maintenance standard (eg weather tight) (Will Langevad) • Question: How does this relate to heritage items such as the Paragon? (Suzanne Mitchell) • Answer: Being a state heritage listed item, the Council has a different role in these items than those that are locally listed. The owner of the Paragon sought an exemption to do maintenance works, from the state government. It is best to have the owner’s support in the first instance. Council is pursuing a coordinated approach via a development application to address heritage issues at the Paragon holistically (Will Langevad and Kim Barrett) 	

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		<ul style="list-style-type: none"> • Question: Has the state government responded to Council's motion? (Suzanne Mitchell) • Answer: Not yet, the Council is aiming for it to be an agenda item at the Local Government NSW conference in October to raise support and awareness (Chris Van der Kley) 	
7	Nicole Castle / Kim Barrett	<ul style="list-style-type: none"> • Kim Barrett introduces the presentation on Community Involvement in Heritage. The findings of the Independent Review of Mechanisms for Broader Community Involvement in Heritage prepared by Elton Consulting will go to the August Council meeting. • Question: Will the report be made available to the HAC before then? (Elizabeth Saxton) • Answer: Council Meeting will be held 27th August – Report can be released to HAC a week before that date (Kim Barrett). ACTION 2 • Nicole Castle presents the 5 key themes of the findings in Elton Consulting's report (summary): <p>Key Finding 1. "Heritage Strategy: A heritage vision for the city." There is an opportunity for community engagement in the review of Council's existing Heritage Strategy. It can also include a framework for Council's consultative process for engaging with the community on heritage matters, including innovative approaches. In preparing the strategy, it will go through consultation with the HAC.</p> • Question: What sort of heritage issues to do imagine you will be targeting in the consultation? (Ruth Longdin) • Answer: It could take many forms, from addressing broad issues to specific site matters. A Community Participation Plan is required to be prepared by December 2019 on the ways Council consults with the community. This could include a heritage component. Also, for example, for the Local Planning Statement Council is currently using different consultation tools to engage the community with different processes i.e. Social Pinpoint. We could potentially use these tools to engage the community on the Heritage Strategy – promoting meaningful consultation. 	<ul style="list-style-type: none"> 2. To send report out to HAC a week before 27th August Council Meeting – 20th August 2019 (paper copy posted to Elizabeth). <ul style="list-style-type: none"> - ACTION – Madi Complete

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		<ul style="list-style-type: none"> • During the development of the strategy, consultation will occur with the HAC on community consultation methods/mechanisms (Kim Barrett) ACTION 3 • Will Langevad added that BMCC has a strong team working in the Heritage space. • Nicole presented Key Finding 2. “Enhanced BMHAC representation and capacity”. Consultation indicated a need for enhanced HAC membership which could be achieved through improved geographical representation across the City and improved organisational representation (eg. National Trust, BMACHO, Local Historical Societies). There is an opportunity through an expression of Interest (EOI) process to fill vacancies within BMHAC following the August Council meeting. • Ruth Longdin noted that historical society representation could also capture geographical representation, and that there is a potential to balance of heritage professionals and community members – this will require increased resources from Council. • Ruth Longdin added that it can be difficult to attract new members, considering the time of day meetings are held. • Nicole presented Key Finding 3. “Improved heritage outcomes for Council assets.” There are opportunities to include a consultative framework for community engagement as a part of Council’s Heritage Management Improvement Framework. • Council is considering ways of facilitating community input in Council owned/managed heritage items. For example the Asset Works Program could be provided to the HAC with heritage items identified. In addition speakers could be invited to give presentations on key heritage items at HAC meetings (Kim Barrett). • Question: How does this relate to the example of the Imperial Hotel Mount Victoria, in terms of being aware of future development and the chance to comment? (Kevin Smith) 	<p>3. To discuss the strategy in consultation with the HAC during the process of review.</p> <p>- ACTION – Kim</p>

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		<ul style="list-style-type: none"> • Answer: Finding 3 relates to Council assets rather than private properties. The intention is to provide more information on Council owned/managed heritage items in the early, scoping stages of a project. In relation to private development (the Imperial Hotel is a private property), Council doesn't always know when a DA will be lodged. However, Council may have provided some advice through a pre-DA process. Development applications are publicly notified. We could investigate ways for the HAC to be informed of the public exhibition period of heritage listed properties (Kim Barrett) - ACTION 4 • There was a general discussion around some parts of the community being unhappy with the Imperial Hotel development, and questions about what happens in circumstances where the community doesn't like a development, but it meets the planning controls. • It was noted that strong grounds for refusal for private development are needed. Otherwise, the Council can be taken to the Land and Environment Court and it can be costly and difficult to win without compliance issues from a development perspective. • A discussion was then had about the triggers for the Local Planning Panel (LPP). • Question: Would it be possible for Pre-DA advice to include an option for applicants to contact the HAC as a resource for DA/heritage advice? (Ron Powell) • Answer: This can be considered and a response provided to the next meeting (Kim Barrett) - ACTION 5 • Nicole presented Key Finding 4. "Improved heritage outcomes for private heritage". Consultation indicated that looking after heritage buildings is often considered a burden due to maintenance costs and approvals. Feedback had indicated a need for more support and information to assist private owners, for example, support was received for a Heritage Expo and a local heritage fund. • Nicole announced that an Office of Environment and Heritage Grant obtained by BMCC - \$11,000 over the next two years 'Blue Mountains Local Heritage 	<p>4. HAC to be informed of the public exhibition period of heritage listed properties - ACTION - Kim</p> <p>5. Provide a response on the potential to include the HAC as a resource for applicants, in Pre-DA advice - ACTION – Kim</p>

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		<p>Assistance Fund'. This is match – funded by Council. The grant is available to private property owners for minor conservation works.</p> <ul style="list-style-type: none"> Proposed focus area – period housing areas to become heritage conservation areas – provides an opportunity to owners in these areas to apply for grants to improve the streetscape. General conversation about the focus area, and whether it should be limited to new HCAs only, or all conservation areas. Question: Can the heritage grant be used for items like to Francis Smith memorial? (Kerry Brown) Answer: The grants are for work on private property only (Kim Barrett) Council is looking at the potential to reconcile and collate a list of Council's heritage items, public memorials/monuments and public art across the City (Kim Barrett). Discussion was then held that following council meeting of 20 July 2019 related to Francis Smith memorial (\$800 restoration) ACTION 6 Chris Van der Kley announced that he had to leave the meeting early and asked Kerry Brown to act as Chair in his absence. Proposed early HAC meeting last week in September (Chris Van der Kley and Kim Barrett). General agreement this was suitable – ACTION 7 Chris Van der Kley left the room and Kerry Brown chaired the meeting. Question: Is there an opportunity for HAC members to be involved in the panel determining successful applicants? (Suzanne Mitchell) Answer: This can be considered although it is likely that this may be one member, as an independent panel member (Kim Barrett) Question: Related to the small heritage grants, and the dollar for dollar in funding – does owner pay half of the grant? (Kevin Smith) Answer: There are options for matching funding, and the best way to allocate the grant is still being considered. Yes, the owner can match the dollar value, but it could be that a certain amount of money is provided and the owner pays the remainder for the cost of work. (Kim Barrett) 	<p>6. Follow up on process for small heritage works to be identified and funded without needing Council motions ACTION – Kim</p> <p>7. Follow up on 25th September meeting planning as proposed</p> <ul style="list-style-type: none"> ACTION – Madi Complete

Item	Speaker:	Comments	Actions:
		<ul style="list-style-type: none"> • Kerry Brown noted that the <u>Katoomba</u> Chamber of Commerce & Community are hoping to meet with Katoomba town centre absentee landlords to encourage better building maintenance. This could be an initiative for Council to collaborate on. • Kerry Brown noted that the BM Chamber of Commerce have concerns over the maintenance of buildings that are owned by absent landlords and noted that the fund could present an opportunity to gain heritage improvements. • A general discussion was held on the selection criteria for determining successful grant applicants. Nicole noted that Council would establish clear guidelines for the selection criteria, informed by the Office of Environment and Heritage Guidelines for 'How to establish a local heritage fund' and the grant requirements. • Question: Can we send out the selection criteria for grant to HAC members? (Kevin Smith) • Answer: The criteria are prepared by the state government and are included in standard templates. A copy of the OEH Guidelines for 'How to establish a local heritage fund' can be distributed (Nicole Castle) - ACTION 8 • Consider whether we expand eligibility beyond new heritage conservation areas to apply for access to grant – ACTION 9 • Question: 'Heritage Expo' – Was this an outcome that was supported by Elton Consultancy? (Ron Powell) • Answer: Yes, it is listed in the report as one example of an activity that can be used to engage with the community on heritage (Kim Barrett) • Question: Two meetings of the interim steering committee have been held and it seems that given the report is not going to Council until August, we would not be able to endorse the steering committee until then? (Ron Powell) • Answer: Yes, that is correct. We can't pre-empt a decision of the Council. However it would be important to talk about the scope and nature of the expo generally (Kim Barrett) • A detailed discussion occurred in relation to the Expo. 	<p>8. Distribute a copy of the OEH Guidelines for 'How to establish a local heritage fund' to HAC members? - ACTION – Nicole</p> <p>9. Check whether we expand the limits of the grant beyond new heritage conservation areas for residents to be eligible to apply for access to grant - ACTION – Kim</p>

Item	Speaker:	Comments	Actions:
		<ul style="list-style-type: none"> • Council cannot fund a major expo. There is no current heritage budget to support a large, Expo style event. BMEE has also confirmed they have not funding to run such an event (Kim Barrett). • General discussion was had about the need for grant funding and that timing was an issue. • Concern was again raised about the timing of the report to the August meeting and the loss of a month of planning time for the Expo (Ron Powell). • Interim/Official steering committee – hold placed on Expo until Council decision is made at the end of August. Potential for a sub-committee of HAC. • Confirmation that the report going to Council was about the Heritage Strategy and the heritage program generally and that this would be informed by the Elton Report (Kim Barrett) • Given the lack of funding and the limited time to organise an event, it may be a good opportunity to promote a workshop within the scope of Council funding, rather than an Expo. (Kim Barrett) • Check the appropriateness /possibility of a sub-committee with Council's Executive Officer, as Council cannot endorse or resource an additional committee (Kim Barrett) - ACTION 10 • The Heritage 'Expo' cannot be funded by Council to a large extent. Grant funding may be a possibility. However, there are also significant timing issues associated with 'Expo', in terms of organisation and administration. (Clr Brown) • Potential for first 'Expo' to be held as more of a 'workshop/forum' that can be supported by Council for private heritage owners to attend and learn about heritage management. This would allow for the opportunity to shape perspectives around heritage being an asset rather than a burden. (Ruth Longdin) • The interim steering committee has prepared a draft vision for the 'Expo', that could include supporting information for private owners such as printed factsheets, with the prospect to have the 'Expo' in the Savoy, 16th - 17th April 2020. (Ron Powell) 	<p>10. Check the appropriateness /possibility of a sub-committee to organise a 'Workshop/Forum' – ACTION - Kim</p>

Item	Speaker:	Comments	Actions:
		<ul style="list-style-type: none"> • Comparative examples – ‘On the Ground Results’ – a workshop style day where completed DA’s are reviewed on the ground to demonstrate/consider successes of development in the Mountains. (Kim Barrett) • In the absence of funding – proposed to hold ‘Expo/Workshop/Forum’ in the Cultural Centre using internal resources to present some content on for example, the DA process or fire safety. (Kim Barrett) • Potential of private sponsorship or scale down the vision to a smaller event where HAC can work out how to promote a larger scale event next year – development for growth around community heritage engagement. (Clr Brown) • Potential for the Carrington/Scenic World other businesses to be approached for sponsorship in terms of space/funding. (Clr Brown) • HAC agreed that a smaller event would work well. (All) • Suggested walking tour, fringe events, live performance as part of forum etc. (Clr Brown) • Suggested that a steering committee may not be needed but that the workshop/forum could become a standing item on the HAC agenda, and other guests (perhaps some of those currently involved in the Interim Steering Committee) could be invited to attend the HAC meetings (as per the Terms of Reference) to discuss and plan the event as needed (Kim Barrett). • Standing Item Heritage ‘Workshop/Forum’ for the Agenda for the September HAC meeting – ACTION 11 • Nicole presented Key Finding 5. “Building broader community awareness in heritage”. Overall the review focused on mechanisms for improving broader community involvement in heritage management. A key part of this is building broader community awareness in heritage matters. • Nicole summarised the next steps for the review to be presented at the August Council meeting and introducing findings into BMCC processes and the revised Heritage Strategy as a part of an ongoing process. 	<p>11. Agenda item to be added for September HAC Meeting: Standing item Heritage ‘Workshop/Forum’ for the Agenda on HAC. – ACTION – Madi - Complete</p>

Item	Speaker:	Comments	Actions:
8	OEH NSW Heritage Grants Nicole Castle	<ul style="list-style-type: none"> • Council has obtained \$97,000 in NSW Heritage Grants over the next 2 financial years (Nicole Castle). • <i>'Blue Mountains Local Heritage Assistance Fund'</i>, Small Heritage Grants Program, Community Heritage Grants (\$11,000) • Heritage Advisory Program, Community Heritage Grants (\$12,000) • <i>'Ngurra (Country) is everything - managing Aboriginal Cultural Heritage through Traditional Owners continuing relationships to Country in the Blue Mountains'</i>, Community Heritage - Heritage Studies (\$39,000) • <i>'Acknowledging Ngurra (Country), Sharing Culture - recognising the sacredness of the Three Sisters Aboriginal Place and Echo Point'</i>, Aboriginal Cultural Heritage Grants, (\$35,000) • In addition, Council continues to deliver its existing grants including the Pulpit Hill Heritage Interpretation Precinct, Lennox Bridge Conservation Works and The Gully Plan of Management. • Ruth noted that the HAC has not received any information about the Pulpit Hill Grant and would like to see the Interpretation Plan and CMP (Ruth Longdin) – ACTION 12 • Flag the 'Kiln' area near Pulpit Hill as a safety issue and heritage issue – (Ruth Longdin). • The Gully Plan of Management involves updating the previous PoM in collaboration with the Gundungurra Traditional Owners. • Question: How does the protective coating on the stone at Lennox Bridge prevent graffiti or assist in its removal? (Suzanne Mitchell) • Answer: It acts as a barrier and helps reduce the graffiti from seeping into the sandstone, making it easier to remove (Nicole Castle / Ron Powell). 	<p>12. Pulpit Hill Precinct – Present the Interpretation Plan and CMP to the HAC at the September meeting - ACTION Kim/Nicole</p>

<p>9 General Business</p>		<ul style="list-style-type: none"> • Question: Interpretive signage – plaques etc. Funding for an App that links signage to heritage items? (Kevin Smith) • Answer: Ruth has tried to get a heritage walk app off the ground inclusive of funding. However, it was later rejected. (Ruth Longdin) • Put the Heritage Walk back on the Agenda (Kerry Brown) • The Glenbrook Railway Sign and Monument CSR was raised and an update provided. Elizabeth noted that she will keep in touch with Daniel Long of BMCC and raise the CSR at the September meeting if needed. (Elizabeth Saxton) • The Writers Walk at Echo Point was raised, noting that Henry Lawson and Eleanor Dark are not listed on the walk (Kerry Brown). Find out who is responsible for walk – the process around decision making on writers that are listed on walk and to raise at the September meeting – ACTION 13 • The Francis Smith’s Fencing around Grave in Cemetery was raised and requested to be added on the agenda in September (Elizabeth Saxton). A discussion was held as to whether the Notice of Motion that was passed was for the Grave or Plaque. • Ruth noted that she had raised a CSR for the Boonie Doon Track – maintenance on track Stuarts Road and asked for it to be added to the Agenda for September (Ruth Longdin) • Ruth asked for an update on the Katoomba Falls Kiosk at the September meeting. (Ruth Longdin) • Kevin asked for an update on the Paragon. A general discussion was held. Council can only enforce compliance/development issues. Requested to raise at next meeting. 	<p>13. Raise a CSR to find out who is responsible for the Writers Walk at Echo point – the process around decision making on writers that are listed on walk – ACTION – Madi - Complete - CSR - 292369</p>
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Item	Speaker:	Comments	Actions:
		<p><u>Call for Agenda Items September 25 Meeting:</u></p> <ol style="list-style-type: none"> 1. Standing item Heritage 'Forum' 2. Pulpit Hill site 3. App that links signage with heritage information 4. Heritage Walk 5. Writers Walk Echo Point 6. Francis Smith's Fencing around Grave in Cemetery 7. Bonnie Doon – Update required 8. Paragon – Update required 9. Katoomba Falls Kiosk - Update required 	
Next Meeting Date & Items	Chair	<ul style="list-style-type: none"> • Wednesday, 25 September, 2019 	
Meeting Closure	Chair	<ul style="list-style-type: none"> • HAC is optimistic for future working relationship under redesign (Ron Powell) 	