



Hawkesbury City Council

heritage
committee
business
paper

date of meeting: 11 March 2021

location: council chambers and
by audio-visual link

time: 5:00 p.m.

HERITAGE COMMITTEE

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AGENDA

- **WELCOME**
- **APOLOGIES**
- **DECLARATION OF INTERESTS**
- **SECTION 1 - Confirmation of Minutes**
- **SECTION 2 - Reports for Determination**

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SECTION 1 - Confirmation of Minutes

ROC - Heritage Advisory Committee Meeting - 29 October 2020

Minutes of the Meeting of the Heritage Advisory Committee held by Audio-Visual link, on 29 October 2020, commencing at 5:04pm.

Present: Councillor Danielle Wheeler, Chairperson
Mr Graham Edds, Deputy Chairperson
Councillor Peter Reynolds, Hawkesbury City Council
Councillor Nathan Zamprogno, Hawkesbury City Council
Ms Abigail Ball, Community Representative
Mr Michael Edwards, Community Representative
Ms Janice Hart, Community Representative
Ms Helen Mackay, Community Representative
Ms Michelle Nichols, Community Representative
Mr Steve Rawling, Community Representative
Ms Venecia Wilson, Community Representative
Ms Deborah Hallam, Community Representative
Ms Jan Barkley-Jack, Community Representative

Apologies: Nil.

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Mr Craig Johnson, Hawkesbury City Council
Ms Amanda Kearney, Hawkesbury City Council
Ms Megan Berrell, Hawkesbury City Council

BACKGROUND:

CONFIRMATION OF MINUTES

RESOLVED on the motion of Councillor Zamprogno and seconded by Ms Mackay that the Minutes of the Heritage Advisory Committee held on the 6 August 2020, be confirmed with the Attendance amended to record Ms Deborah Hallam as Present.

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SECTION 3 - Reports for Determination

Item: 1 **HAC - Hawkesbury Local Government Area - Aboriginal Cultural Heritage Study - (80242, 95498, 124414)**

Previous Item: HAC – Item A – General Business (1 August 2019)
 HAC – Item 5 (6 August 2020)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee provide input and feedback on the Draft Hawkesbury Aboriginal Cultural Heritage Study prepared by GML Heritage.

DISCUSSION:

- Officers provided an overview of the Draft Hawkesbury Aboriginal Cultural Heritage Study prepared by GML Heritage, highlighting that this is a confidential document and not for public distribution. The Committee was advised that this is the first draft of the Study, and feedback and input from Committee members was requested.
- Committee members commended the document for being fascinating and thorough, although a few discrepancies were identified relating to the Colonial heritage elements.
- Committee members enquired about how Council is proposing to use this document to shape its decisions with land use planning, etc. Officers advised that this is being established with the various individuals and representatives, and as the draft Study progresses this can be finalised.
- Discussion took place regarding how the particular sites were identified. Officers advised that there is further work to be undertaken as part of this study, including ongoing consultation with Aboriginal groups who have highlighted the various sites to date. This included the Sackville Reach Reserve Area, with terracing and valuable artefacts on the riverbank.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Nichols, seconded by Ms Wilson.

That the Heritage Advisory Committee provide input and feedback on the Draft Hawkesbury Aboriginal Cultural Heritage Study prepared by GML Heritage.

The Chairperson, Councillor Wheeler, resumed the rest of the meeting.

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Item: 2 **HAC - Draft Heritage Interpretation Plan for Windsor Bridge Replacement Project - (80242, 95498, 124414)**

Previous Item: HAC 3 (21 May 2020)
 Ordinary (27 June 2017)
 Ordinary (14 September 2010)
 HAC 1 (6 August 2020)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee:

1. Note the update with respect to the Final Draft Windsor Bridge Heritage Interpretation Plan.
 2. Provide feedback on the Principles that will guide the Museum exhibition of bridge project artefacts.
-

DISCUSSION:

- Officers provided an overview of the Final Draft Windsor Bridge Heritage Interpretation Plan, noting that Transport for NSW has provided the Final version to NSW Heritage for approval, but has not provided a copy to Council.
- Committee members were disappointed that the Committee's feedback and expertise had been disregarded, ignored and its input minimised and not valued.
- A Committee member enquired whether Council was aware that Transport for NSW had discussed moving the totem pole signage from the green space in Thompson Square, to be placed directly in front of the Macquarie Arms Hotel. Officers advised that enquiries would be made in this respect.
- In regard to the principles to guide the Museum exhibition of bridge project artefacts, Committee members recommended that Principle 1 be reworded to be less compartmentalised, and to reference the historical term 'the contact period'. It was also recommended that Principle 3 be reworded from River to 'River and adjacent land form'.
- Officers confirmed that the Windsor Bridge Heritage Interpretation Plan had been considered as part of the principles and elements for the museum exhibition space.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edds, seconded by Mr Edwards.

That the Heritage Advisory Committee:

1. Note the update with respect to the Final Draft Windsor Bridge Heritage Interpretation Plan.
2. Expresses its disappointment with the Final Draft Windsor Bridge Heritage Interpretation Plan, and has felt sidelined, and that its expertise and input has been substantially ignored.
3. Is frustrated with not being given the opportunity to view the Final Windsor Bridge Interpretation Plan.

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4. Recommends that the Principles that will guide the Museum exhibition of bridge project artefacts, be amended as follows:

Principle 1 – to be less compartmentalised and wording revised to read the correct historical term 'the contact period'.

Principle 3 – to be reworded to include 'River and adjacent land form'.

Item: 3 **HAC - Thompson Square Conservation Management Plan - Application to NSW Heritage Council for Endorsement - (80242, 95498, 124414, 147666)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee consider the response from NSW Heritage with respect to the application to endorse the Thompson Square Conservation Management Plan.

DISCUSSION:

- Officers provided an overview of the response from NSW Heritage with respect to the application to endorse the Thompson Square Conservation Management Plan. It was noted that at a recent meeting with NSW Heritage, it was made very clear that NSW Heritage would not move from their position on this matter, and were insistent that the impacts of the New Windsor Bridge needed to be incorporated into the Conservation Management Plan for endorsement to be considered.
- Discussion took place regarding whether Council should continue to seek endorsement from NSW Heritage for the Thompson Square Conservation Management Plan. The Committee agreed that Council does not have the capacity and/or funds to include an assessment of the New Windsor Bridge to the Conservation Management Plan, and therefore a recommendation was made not to further pursue endorsement.
- Committee members further discussed making minor amendments to the Conservation Management Plan as recommended by NSW Heritage, noting that this would be for Council's own purposes, and not for endorsement.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edds, seconded by Mr Edwards.

That:

1. Council does not continue to pursue the endorsement of the Thompson Square Conservation Management Plan by Heritage NSW, due to the unreasonable financial impost on Council.
2. Council considers amending the parts of the Thompson Square Conservation Management Plan within the scope of the project brief, as per the recommendations made by NSW Heritage, and within Council's resourcing capacity.

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3. Council formally responds to Heritage NSW acknowledging their detailed feedback to the draft Conservation Management Plan, and advises that Council has made amendments to the draft Conservation Management Plan where relevant. However:
- Council does not have the resources to include an impact assessment of the State's Windsor Bridge Replacement Project.
 - An impact assessment was beyond the brief provided to Council's consultants and most pertinently, that a robust impact assessment of the Final Windsor Bridge Replacement Project is premature given construction is ongoing, and cannot be fully nor accurately assessed or considered as the project works have not yet been completed.
 - Council may consider including an assessment if resourcing becomes available in the future.

Item: 4 **HAC - Hawkesbury Heritage Strategy 2021/2022 - 2023/2024 - (80242, 95498, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee provide input into the preparation of the Draft 3 Year Heritage Strategy for the 2021/2022 – 2023/2024 period.

DISCUSSION:

- Officers provided an overview of the Draft 3 Year Heritage Strategy for the 2021/2022 – 2023/2024 period, and requested input from the Committee.
- The Committee considered that the current Strategy was sufficient, other than the following:
 - Recommendation 3: Appoint a full time Heritage Adviser.
 - Recommendation 6: Run a main street program.
- Committee members expressed that it is imperative for Council to have a full time appointed Heritage Adviser/Officer.
- The Committee requested that the revised Draft 3 Year Heritage Strategy be presented to the Heritage Advisory Committee.
- Priorities for the Heritage Advisory Committee that were identified included:
 - Heritage Signage Strategy.
 - Heritage Study.
 - Heritage Awards.
 - Heritage Chapter in Development Control Plan.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Barkley-Jack, seconded by Mr Edwards.

That the Heritage Advisory Committee provide input into the preparation of the Draft 3 Year Heritage Strategy for the 2021/2022 – 2023/2024 period and the revised Draft 3 Year Heritage Strategy be presented to the Heritage Advisory Committee for consideration.

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SECTION 4 - Reports for Information

Item: 5 **HAC - Update on Western Parkland City Liveability Program - (80242, 95498, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee note the update on the Western Parkland City Liveability Program.

DISCUSSION:

- Officers provided an update on the Western Parkland City Liveability Program, highlighting that the interactive liveability document was downloaded and viewed on Council's website over 400 times, and that the liveability survey had received 397 responses from the community.
- Committee members highlighted the historical connection through Bereewan Park to the commercial area at South Windsor. Committee members have research that can assist with this interpretation.
- Committee members suggested as part of formalising the Cemetery in South Windsor, to perhaps consider the opportunity to form a connection between the South Windsor and Windsor town centres by developing a Heritage trail. Officers advised that this will be looked at in more detail as part of the design stage.
- Tree selection was highlighted as important, and a suggestion included to incorporate evergreens rather than deciduous, due to impacts on drainage and blockages. Also the need for effective root barriers was outlined with flooding in the Richmond main street identified as an ongoing issue in this respect.
- A Committee member suggested creating an 'archaeology in the community' program to be undertaken in Bereewan Park. Officers noted this will also be considered as part of the project design.
- The Committee highlighted that often the detail in the design is crucial.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Zamprogno, seconded by Ms Barkley-Jack.

That the Heritage Advisory Committee note the update on the Western Parkland City Liveability Program.

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Item: 6 **HAC - Local Heritage Assistance Program 2020/2021 - Preparation of Maintenance Plans and Minor Maintenance/Conservation Works to Heritage Listed Properties within the Hawkesbury LGA - (80242, 95498, 124414)**

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Advisory Committee note the update with respect to the Local Heritage Assistance Program 2020-2021.

DISCUSSION:

- Officers provided an update on the Local Heritage Assistance Program 2020-2021.
- The Committee were highly satisfied with the outcome of applications received for 2020-2021.
- The Committee considered that Council should continue to progressively increase funding for the Local Heritage Assistance Fund each year.
- The Committee reinforced the need for a full time Heritage Adviser/Officer due to an increase in interest, and with the City Deals Master Planning process underway.
- A Committee member enquired about the criteria and whether applicants who had previously received funding were eligible. Officers advised that such applicants were eligible, but that in the assessment, preference was given to new applicants. The increase in funding available as part of the 2020/2021 program enabled Council to fund more projects.
- The Committee requested that the Heritage Adviser consider the construction technique proposed for 122 George Street, Windsor.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Ms Barkley-Jack, seconded by Ms Ball.

That the Heritage Advisory Committee note the update with respect to the Local Heritage Assistance Program 2020-2021.

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Item: 7 **HAC - Application for State Heritage Listing of the Archaeological Site of Singletons Watermill - (80242, 95498, 124414)**

Previous Item: 89, Ordinary (30 May 2017)
 147, Ordinary (29 August 2017)
 HAC 3 (1 August 2019)
 HAC 5 (6 August 2020)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the information be received and noted.

DISCUSSION:

- Officers provided an update on the Application for State Heritage Listing of the Archaeological Site of Singletons Watermill. The application has proceeded towards the NSW Heritage prioritisation stage.
- The Chairperson thanked Council staff and Committee members for their involvement in this process and the information was received and noted.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Rawling, seconded by Ms Hart.

That the information be received and noted.

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SECTION 5 - General Business

A. New Council Website - Heritage

- Officers provided an overview of Council's new website, particularly the Heritage section which now includes the Thompson Square Conservation Management Plan and Cemeteries - Strategic Conservation Management Plan.
- Committee members suggested placing Heritage fact sheets on the new website, in order to educate community members and property owners about the Heritage aspects of the Hawkesbury. A recommendation was made in relation to this.
- Officers noted that a series of these fact sheets had already commenced earlier in the term of the Committee but needs to be progressed.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edwards, and seconded by Mr Edds.

That the Heritage Advisory Committee:

1. Recommend that Council considers the preparation and inclusion of Heritage information sheets in the Heritage section on Council's website in order to provide property owners with information about protecting heritage items, aiding education and prevention of inappropriate works.

B. Update on Various Grant Funded Projects

Mr Edds and Mr Edwards declared an ongoing interest in 'Works to Individual Properties'.

- Officers provided an update on various grant funded projects, noting that there are significant constraints on resources to complete the Heritage Study, but that the need to complete the Study is a priority.
- The Committee requested a list of potential nominated properties for the Heritage Study.

ADDITIONAL GENERAL BUSINESS

Transport for NSW - Retention of Windsor Bridge Caissons

- The Committee discussed the possibility of requesting that Transport for NSW retain the bridge caissons from the Windsor Bridge, if any parts are to be retained. A recommendation was made in relation to this.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Edds, and seconded by Ms Wilson.

That the Heritage Advisory Committee recommend that Council requests the retention of the Windsor Bridge caissons.

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Slab Barn at 118 Francis Street, Richmond

- The Committee discussed the deteriorating condition of a slab barn at 118 Francis Street, Richmond, and whether an Interim Heritage Order should be taken out on this property.
- Subsequent to the meeting, Council's Director City Planning advised that:

"Council, in response to a complaint, issued correspondence in relation to overgrown vegetation and unsafe condition of the property, which has been tidied up and made safe. Since then, staff have been in further contact with the owner to advise that any potential development or demolishing of structures that they may wish to undertake would be subject to approval and that they should consult with Council first."

Heritage Awards

- A Committee member enquired whether the Heritage Awards would be going ahead during Heritage Week in 2021. Officers advised that Heritage Awards will be included as a project proposal through the budget process.
- The Committee agreed to reconvene the Working Group that was formed to commence activity on this project when/if required.

Damage to Richmond Presbyterian Cemetery

- Officers advised that in October 2020, a driver had extensively damaged 11 monuments at the Richmond Presbyterian Cemetery after missing a bend and driving through the timber fence of the cemetery. Quotations have estimated the cost of damage to be around \$145,000 which Council is in discussions with its insurer.
- Council will be investigating the placement of railings around this particular bend, in order to prevent a reoccurrence.

The meeting terminated at 7:44pm.

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SECTION 2 - Reports for Determination

Item: 1 **SS - Council Committee Constitution - (95496)**

Directorate: Support Services

PURPOSE OF THE REPORT:

The purpose of this report is to provide the adopted Council Committees Constitution.

EXECUTIVE SUMMARY:

At the Council Meeting on 8 December 2020, Council considered a Motion regarding the review of Council Committees. Council resolved that the existing Committees, with the exception of the Heritage Committee, be dissolved and the following Committees established:

- Community Services
- Environment
- Innovation and Partnerships
- Disaster and Emergency

At the Council Meeting on 25 January 2021, Council considered a further report on the review of Council Committees and resolved to Council adopt a new Council Committee Constitution.

RECOMMENDATION:

That the Council Committee Constitution be received and noted.

BACKGROUND

At the Council Meeting on 25 January 2021, Council adopted a new Council Committee Constitution and resolved as follows:

- "1. *Council adopt the Council Committee Constitution, attached as Attachment 1 to this report, with the amendments referred to below. In the event of any inconsistencies between the Code of Meeting Practice to the extent it applies to Council Committees, the provisions in the Constitution will apply.*
 - **6. PROCEDURES AND GENERAL**
Add to the second dot point: That meetings will be held by audio-visual link or in the Council Chambers.
 - *Add: Written submissions on any of the agenda items must be received three (3) hours prior to the commencement of the meeting. The length of written submissions should be limited to five (5) minutes if read out. Written submissions will be read out and form part of the minutes of the meeting.*
 - **5. STRUCTURE, MEMBERSHIP AND ELECTION**
Replace the second dot point with, each Member of the Committee shall be entitled to one vote except the Chairperson who shall also have a casting vote in the case of an equality of votes.

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2. Council nominate and appoint five Councillors as members to the following Committees:
 - Community Services
 - Environment
 - Innovation and Partnerships
3. A Disaster and Emergency Committee be established with the membership being comprised of all 12 Councillors, and operate in accordance with the Council Committee Constitution, attached as Attachment 1 to this report.
4. The Heritage Committee maintains its current membership and operate in accordance with the Council Committee Constitution, attached as Attachment 1 to this report.
5. The determination of the Australia Day Awards previously addressed through the Civic and Citizenship Committee, be undertaken by way of a Councillor Briefing session and a report submitted to a Council meeting, whereby all twelve Councillors will be able to vote on Award recipients.
6. By the next meeting of Council, staff produce a report, based on Attachment 2 that contains;
 - A succinct list of outstanding actions in the form of questions to be reassigned to the relevant new committee; and
 - A list of current working groups, the status of the projects they are working on and an indication of what new committee they will now belong to."

DISCUSSION

The Council Committee Constitution, attached as Attachment 1 to this report, provides the framework for the operation of Council Committees. Pursuant to Council's resolution, the Council Committee Constitution applies to the new Committees and the Heritage Committee, although the Heritage Committee maintains its current membership.

The Council Committee Constitution in Clause 5 contains provisions which apply specifically to the Heritage Committee as follows

5. **STRUCTURE, MEMBERSHIP AND ELECTION**

- a) *The structure and Membership of the Committee shall be appointed at the first Council Meeting following the local government elections or as otherwise determined by Council.*
- b) *Membership and voting rights of the Committee shall be as follows:*

Heritage Committee

- *Three (3) Councillors of the Hawkesbury City Council, and Fourteen (14) community appointments, appointed by Council following the calling of applications in the month of October following local government elections:*
 - *Council shall place advertisements in appropriate newspapers inviting nominations from Members of the community for Membership to the Heritage Committee*
 - *The Council shall select and appoint the community representatives to the Committee;*
 - *The Committee shall have the power to fill casual vacancies at its discretion.*
- *Each Member of the Committee entitled to vote shall only have one vote except that of the casting vote of the Chairperson in the case of equality votes*

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- *All other Councillors are able to attend Committee meetings as a participant with no voting right*
 - *The Committee shall, at its first meeting following appointment, and each twelve (12) month period thereafter, elect one of its Members from those appointed under Clause 5 to be the Chairperson of the Committee. The Chairperson is responsible for;*
 - *The management of the Committee functions and operations, including managing conflicts of interest.*
 - *To ensure the Committee fully discharges its responsibilities under the Act, the code of conduct, and the constitution.*
 - *The good and orderly conduct of the Committee. The Chairperson may do all things necessary to fulfil this responsibility.*
 - *In the absence of the Chairperson, the Committee shall elect a Committee Member to act as the Chairperson during this absence.*
 - *Members of the Committee shall cease to hold office:*
 - *If the Committee is dissolved by Council;*
 - *Upon written resignation or death;*
 - *If absent without prior approval of the Committee for three (3) consecutive meetings; or*
 - *If the Council by resolution determines that the Member has breached Hawkesbury City Council's Code of Conduct (as it is in force from time to time).*
 - *A quorum of the Committee shall be constituted by eight (8) Committee Members being present at the meeting.*
- c) *The Director (or delegate) with the responsibility for the Committee within the Hawkesbury City Council shall attend meetings, the following staff Members will also attend;*
 - *A subject matter expert staff Member*
 - *A Minute taker*
 - *A staff Member responsible for management of audio-visual requirements*
- d) *Council's Code of Conduct is to be taken to apply to community and agency representative Members in the same way as the Code of Conduct applies to Councillors.*

The Council Committee Constitution also contains in Clause 6 procedural provisions which apply to Council Committees generally. These deal with matters such as:

- When meeting are held
- The setting of Agenda items
- Preparation and publishing of Agendas and Business Papers
- Addressing Committee Meetings
- The preparation of minutes and reports to Council
- Conflicts of interest

ATTACHMENTS:

AT - 1 Council Committee Constitution - *(Distributed under separate cover).*

oooO END OF REPORT Oooo

HERITAGE COMMITTEE

SECTION 2

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Item: 2 **Heritage Committee Outstanding Actions - (80242, 95498, 124414)**

Directorate: City Planning

PURPOSE OF THE REPORT:

The purpose of this report is to review the outstanding actions of the Heritage Advisory Committee, and consider the prioritisation and deadlines of these actions.

EXECUTIVE SUMMARY:

At Council's Ordinary Meeting on 9 February 2021, it was resolved that the proposed outstanding actions of the previous Heritage Advisory Committee be referred to the Heritage Committee in order to consider the prioritisation and deadlines of the actions. This is to be reported back to Council for consideration.

Table 1, attached as attachment 1 to this report details the outstanding actions of the Heritage Advisory Committee for consideration of prioritisation and deadlines.

RECOMMENDATION:

That the Heritage Committee:

1. Considers the outstanding actions contained within Table 1
2. Prioritises the outstanding actions and recommends deadlines for these actions to be reported back to Council for consideration.

BACKGROUND

At Council's Ordinary Meeting on 8 December 2020, a Motion was considered regarding Council Committees. In addition to dissolving existing committees (with the exception of the Heritage Committee) and establishing new committees, Council resolved, in part, as follows:

"That Council

8. Is to receive a report at the first Ordinary Meeting of 2021 that:

- Informs Council of the outstanding actions of all of the dissolved committees and the Heritage Committee, so that strategically important work and short-term tasks can be reviewed, reassigned to a newly established committee or reported to Council for a decision.*
- Assists Council to review the work of the existing committees and set longer-term objectives, directions and timeframes for each new committee for 2021."*

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At the Council Meeting on 25 January 2021 Council received a report detailing the outstanding actions of the dissolved committees, as well as the Heritage Committee, and matters relating to the operation of the committees.

On 25 January 2021 Council resolved, in part, as follows:

"That:

6. By the next meeting of Council, staff produce a report, based on Attachment 2 that contains:

- A succinct list of outstanding actions in the form of questions to be reassigned to the relevant new committee; and*
- A list of current working groups, the status of the projects they are working on and an indication of what new committee they will now belong to."*

Relevant to the Heritage Committee, at Council's Ordinary Meeting on 9 February 2021, Council resolved, in part:

- 1. The outstanding actions from the dissolved committees be reassigned to the relevant new committee in accordance with Attachment 1 to this report, as amended at the meeting including with the addition of due dates.*
- 4. The proposed outstanding actions of the Heritage Committee be referred to the Heritage Committee to consider the prioritisation and deadlines of the actions, and be reported back to Council.*

. The outstanding actions of the Heritage Advisory Committee are contained in Table 1 in Attachment 1 to this report

The outstanding actions contained within Table 1 are presented to the Heritage Committee for consideration, prioritisation and the provision of advice to Council with respect to deadlines for these outstanding actions which will be reported back to Council for consideration.

In order to inform the Heritage Committee's consideration of the prioritisation and deadlines, Officers have provided an additional column in Table 1 that provides a status update for each outstanding item.

COMMUNITY ENGAGEMENT

The issues raised in this report concern matters which do not require community consultation under Council's Community Engagement Policy.

CONFORMANCE TO THE HAWKESBURY COMMUNITY STRATEGIC PLAN 2017-2036

The proposal is consistent with the following Focus Area, Direction and Strategy within the Community Strategic Plan 2017-2036.

Our Community

2.5 Cultural development and heritage

2.5.3 Recognise, conserve and promote the areas of history and heritage for current and future generations.

FINANCIAL IMPACT

There are no financial implications applicable to this report.

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FIT FOR THE FUTURE STRATEGY CONSIDERATIONS

Does not align specifically with a Fit for The Future Strategy.

ATTACHMENTS:

AT - 1 Table 1 - Heritage Advisory Committee Outstanding Actions.

HERITAGE COMMITTEE**SECTION 2**

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AT - 1 Table 1 - Heritage Advisory Committee Outstanding Actions

Topic Description	Proposed Outstanding Action	Status Update
1. Aboriginal Cultural Heritage Study	Provide Council with advice to assist with the consideration of the Draft Aboriginal Cultural Heritage Study by 30 June 2021.	Input into draft Study previously provided by the Heritage Advisory Committee at its meeting on 29 October 2020. Final draft incorporating advice from the Heritage Advisory Committee has been completed and will be presented for consideration by the Heritage Committee at the next available meeting prior to being presented to Council for endorsement.
2. Design Excellence Principles into Councils LEP	Provide a report with regards to what options are available to incorporate Design Excellence Principles in regards to heritage into the LEP by 31 March 2021.	LEP Review project currently underway, and advice to be sought from the Heritage Committee as this project progresses.
3. Hawkesbury Heritage Strategy	Provide Council with advice regarding the Draft 3 Year Heritage Strategy by 31 March 2021.	Heritage Advisory Committee provided advice on the updated Heritage Strategy at its meeting on 29 October 2020. Final draft incorporating advice from Heritage Advisory Committee has been completed and will be presented for consideration by the Heritage Committee at the next available meeting prior to being presented to Council for endorsement.
4. State Heritage Listing	Provide Council with advice regarding the merits and requirements of the State Listing of the Singleton's Watermill by 30 June 2021.	Council's application for State Listing of the Singleton's Mill site has progressed through the Heritage NSW Prioritisation Committee in December 2020. The application is being assessed by NSW Heritage, and it is expected that further historical research and clarification may be required. Following receipt of advice from NSW Heritage in terms of additional information requirements, advice and assistance will need to be sought from the Heritage Committee.

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Topic Description	Proposed Outstanding Action	Status Update
<p>5. Brick Barrel Drains - Richmond</p>	<p>Provide Council with advice regarding the preservation of the Brick Barrel Drains in Richmond by 30 June 2021.</p>	<p>Council has previously undertaken CCTV footage of the Richmond Barrel Drainage System in order to ascertain the condition of the drains. The location of the heritage drains is plotted on Council's stormwater drainage plans. Further advice will be sought of the Heritage Committee at the next available meeting with respect to potential land use controls that could be considered in order to assist in preservation of the brick barrel drainage system at Richmond.</p>
<p>6. Heritage Information</p>	<p>Provide Council with draft Heritage Information Sheets by 30 June 2021.</p>	<p>The content for a series of Information Sheets is being prepared, and will be presented for consideration by the Heritage Committee at the next available meeting prior to being presented to Council for endorsement.</p>
<p>7. Hawkesbury Birthplace of the Fair Go</p>	<p>Provide options to Council to recognise and leverage the 'Hawkesbury Birthplace of the Fair Go' by 30 June 2021.</p>	<p>Further investigation with respect to this matter is required.</p>
<p>8. Grant Funding Projects</p>	<p>Provide Council with advice regarding the Heritage Study, including heritage items that should be included or currently listed items to be excluded by 30 June 2021.</p>	<p>Further input and assistance with research is required in order to progress the Heritage Study.</p>
	<p>Provide Council with advice on the progress of finalising the heritage grant funded projects by 30 June 2021.</p>	<p>Existing Heritage Grants have progressed with the following nearing completion:</p> <ul style="list-style-type: none"> • Aboriginal Cultural Heritage Study • Strategic Conservation Management Plans for Cemeteries • Works to Individual Properties <p>A report detailing an update on the finalisation of these grants can be provided at the next meeting of the Heritage Committee.</p>

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Topic Description	Proposed Outstanding Action	Status Update
9. Heritage Awards	Provide a Council with advice regarding the merits and logistics of establishing a Heritage Awards Program by 30 June 2021.	The Heritage Awards Working Group had previously prepared a Proposal for the Implementation of a Heritage Awards Program, including a Photography Award. Further work with respect to the merits and logistics is required.
10. Richmond Bridge Duplication Program	Council to consider referring this matter when the options report is released.	Pending release of corridor options report by Transport for NSW.
11. Liveability	Provide Council with advice as to the heritage impacts of the proposed town centre revitalisation by 30 April 2021.	The Heritage Advisory Committee has previously provided input into the Liveability Project within Richmond, Windsor and South Windsor, and as the project progresses further input will be sought.
12. General Assembly	Provide a report in regard to whether Council participates in the General Assembly now scheduled for 2023 by 30 June 2021.	The "Explore Hawkesbury's Heritage Tour" was previously prepared based on input from the Heritage Advisory Committee. However the 2020 General Assembly in Sydney was postponed due to the COVID-19 pandemic. The General Assembly has been rescheduled for 2023 with the Hawkesbury to continue as a tour option for delegates. Reconsideration of the tour program will be required closer to the date of the General Assembly in 2023.
13. Historical Mile Markers	Provide a report in regard to what is required for the interpretation and conservation of mile markers by 30 June 2021.	An update report can be provided to the next meeting of the Heritage Committee advising progress made with respect to interpretation of the missing mile marker from Windsor Street, Richmond and conservation of the existing mile marker on Castlereagh Road, Agnes Banks.

HERITAGE COMMITTEE

SECTION 2

Meeting Date: 11 March 2021

Topic Description	Proposed Outstanding Action	Status Update
14. Heritage Study	Duplicate.	Duplicate.
15. Heritage Signage	Provide Council with advice regarding the possibility of implementing a consistent theme and approach to Heritage Signage by 30 June 2021.	There have been ongoing discussions through the Heritage of Western Sydney (HoWS) Group with respect to an consistent approach to Heritage Signage across Western Sydney, including the Hawkesbury Local Government Area. A further update of these discussions can be provided to the next available Heritage Committee.
16. Macquarie Towns	Provide a report in regard to what steps are required to finalise the State Listing of the Macquarie Towns by 30 June 2021.	Further work is required in order to progress with the preparation of an application for State Listing of the Macquarie Towns.
17. Howe House	Council to consider referring this matter to the committee should the CMP be reviewed in the future.	Pending a review of the Howe House Conservation Management Plan.
18. Heritage Trails	Provide advice to Council as to the merits of and factors to consider in the preparation of Heritage Trail Flyers by 30 June 2021.	Further work is required in order to progress with the preparation of Heritage Trail Flyers.
19. Insurance of Properties Subject to Flooding	Provide a report in regard to the options available to Council to assist our residents access wider affordable insurance coverage for heritage properties, affected and unaffected by flooding by 30 June 2021.	The Heritage Advisory and Floodplain Risk management Advisory Committee's received a presentation from the Insurance Council of Australia regarding issues of insurance cover for non-heritage and heritage properties on flood affected land on 1 November 2018. Grant funding applications for projects to address this issue have to date been unsuccessful.

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heritage committee

end of business paper

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