



Heritage Committee

Date of meeting: 5 October 2023
Location: Council Chambers
Time: 5:00PM

BUSINESS PAPER

HERITAGE COMMITTEE

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AGENDA

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1. AGENDA

1.1. Welcome

1.2. Apologies

1.3. Declaration of Interests

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2. CONFIRMATION OF MINUTES
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2. CONFIRMATION OF MINUTES

Minutes of the 3 August 2023 Meeting will be included within the Business Paper for the 2 November 2023 Heritage Committee Meeting.

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3. REPORTS FOR DETERMINATION
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3. REPORTS FOR DETERMINATION

3.1.1. HC - Heritage Committee Outstanding Actions Update - (80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to provide an update to the Heritage Committee on progress associated with the list of outstanding actions that was reported to the previous Heritage Committee Meeting on 11 March 2021.

EXECUTIVE SUMMARY

As requested at the Heritage Committee on 3 August 2023, this report provides an update on the progress associated with the list of outstanding actions from the former Heritage Advisory Committee.

OFFICER'S RECOMMENDATION

That the Heritage Committee consider the update on progress associated with the list of outstanding actions from the former Heritage Advisory Committee.

BACKGROUND

After the formation of Council's Heritage Committee which superseded the previous Heritage Advisory Committee, a report listing outstanding actions from the previous Committee was provided to the Committee Meeting on 11 March 2021.

At its meeting on 3 August 2023, the Heritage Committee requested an update on progress associated with those outstanding actions.

Attachment 1 includes an update on progress of these outstanding items, which it is noted that a number have now either been completed or are nearing completion.

DISCUSSION

Based on the update of progress associated with the list of outstanding actions from the former Heritage Advisory Committee, consideration from the Heritage Committee is required.

ATTACHMENTS

AT - 1 Heritage Advisory Committee Outstanding Actions.

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AT - 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.	Completed - In addition to Aboriginal stakeholder input, the Heritage Advisory Committee previously provided input/comment, including at its meeting on 29 October 2020. The final draft incorporating advice from stakeholders including the Heritage Advisory Committee was completed, and the Study was endorsed by Council on 12 October 2021. Further work is being undertaken in respect of prioritising actions from the Study which will be reported to the Heritage Committee.
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.	Completed – Design Excellence provisions were included in the LEP Review Planning Proposal considered by Council on 22 November 2022. That Planning Proposal is currently awaiting a Gateway Determination from the Department of Planning and Environment.
3. Hawkesbury Heritage Strategy	Provide Council with advice regarding the Draft 3 Year Heritage Strategy by 31 March 2021.	Completed – Heritage Strategy 2021-2024 is currently being actioned. Preparation of a Strategy for the period 2024-2027 will commence in 2024, and will be reported to the Heritage Committee for input.
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.	Completed – State Heritage Listing completed on 9 December 2022.

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Topic Description	Proposed Outstanding Action	Status Update
5. Brick Barrel Drains - Richmond	Provide Council with advice regarding the preservation of the Brick Barrel Drains in Richmond by 30 June 2021.	Ongoing - 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. Investigations are currently underway in terms of a potential brick barrel drainage system in Windsor that drains into South Creek.
6. Heritage Information	Provide Council with draft Heritage Information Sheets by 30 June 2021.	Ongoing - Report providing updated Guidelines is planned to be included on the Heritage Committee Business Papers (2 November 2023).
7. Hawkesbury Birthplace of the Fair Go	Provide options to Council to recognise and leverage the 'Hawkesbury Birthplace of the Fair Go' by 30 June 2021.	Ongoing - No further work has been undertaken on this matter based on identified priorities for heritage projects and activities.
8. Grant Funding Projects	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.	Ongoing - Potential Listings Working Group has met to discuss potential listings. A further meeting is being scheduled between the October and November Committee Meetings to seek input on the first series of inventory sheets.
	Provide Council with advice on the progress of finalising the heritage grant funded projects by 30 June 2021.	Completed - Heritage Grant funded projects have been completed and reported to Heritage Committee post completion, including: <ul style="list-style-type: none"> • Aboriginal Cultural Heritage Study (28 July 2022) • Strategic Conservation Management Plans for Cemeteries (22 July 2021) • Works to Individual Properties (22 July 2021)

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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.	Ongoing - 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 would be required should an Awards Program be introduced.
10. Richmond Bridge Duplication Program	Council to consider referring this matter when the options report is released.	Completed – Corridor/Options Report for Richmond Bridge Project released by Transport for NSW (December 2022).
11. Liveability	Provide Council with advice as to the heritage impacts of the proposed town centre revitalisation by 30 April 2021.	Ongoing - Arrangements for a further briefing with respect to the Liveability Project are currently being made.
12. General Assembly	Provide a report in regard to whether Council participates in the General Assembly now scheduled for 2023 by 30 June 2021.	Completed - The 'Explore Hawkesbury's Heritage Tour' was previously prepared based on input from the Heritage Advisory Committee and was scheduled to take place in September 2023. However, based on low numbers of registrations for the tour prior to the cut off date required by ICOMOS, the tour was unfortunately cancelled as it was considered to be economically unviable to proceed based on the low number of registrations.
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.	Completed - A replica mile marker has been produced to replace the Windsor Street, East Richmond missing mile marker and is awaiting installation.

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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.	Completed – Council has developed and adopted a Wayfinding Strategy, with all signage based on a consistent theme and style/branding.
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.	Ongoing - Further work is required in order to progress the preparation of an application for State Listing of the Macquarie Towns. Discussions have been held with Heritage NSW with respect to such a listing, which has highlighted the key considerations and challenges of preparing such a listing.
17. Howe House	Council to consider referring this matter to the committee should the CMP be reviewed in the future.	Ongoing - Pending a review of the Howe House Conservation Management Plan based on the outcome of a grant funding application.
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.	Ongoing - Further work may be required in order to progress with the preparation of Heritage Trail Flyers following the roll out of Council's adopted Wayfinding Strategy.
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.	Completed – Based on input from the Heritage Advisory and Floodplain Risk Management Advisory Committee's, Council continues its advocacy role in respect of this issue.

oooO END OF REPORT Oooo

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3.1.2 HC - Update on the Hawkesbury Timber Barns Study 2023 - (80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to provide an update to the Heritage Committee on the progress of the Hawkesbury Timber Barns Study 2023.

EXECUTIVE SUMMARY

A Timber Slab Barn Study is currently being undertaken, which has been informed by two previous studies of Timber Slab Barns within the Hawkesbury Local Government Area in May 1991 and March 2010.

The current study is being undertaken in order to capture any barns that were not recorded in the previous two studies that have come to Council's attention since the completion of the 1991 and 2010 studies, and to update the previous two studies to provide a definitive list of the location and current condition of all the extant slab barns within the Hawkesbury Local Government Area.

Following a procurement process, Lucas Stapleton Johnson Heritage Planning & Architecture consultants were appointed to undertake the Hawkesbury Timber Barn Study 2023.

This report provides an update on the progress of the study.

OFFICER'S RECOMMENDATION

That the information with respect to the update on the Hawkesbury Timber Barns Study 2023 be received and noted.

BACKGROUND

A Timber Slab Barn Study is currently being undertaken, which has been informed by two previous studies of Timber Slab Barns within the Hawkesbury Local Government Area in May 1991 and March 2010.

Relevant to this matter, the Hawkesbury City Council Slab Barn Study prepared by Graham Edds and Associates in March 2010 included a number of recommendations:

- To assist with historic verification, that these barns be further investigated with detailed historic research and detailed physical assessment being commissioned
- That those slab barns nominated on the inventory sheets as worthy of state significance also be endorsed for listing at the State level on the State Heritage Register. These could also be considered for further detailed investigation both historically and physically
- Following further detailed investigation those barns considered worthy of inclusion on the State Heritage Register could also be further recognised at a higher level as a group or serial listing at the National significance level

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- That those slab barns nominated on the inventory sheets as of local significance be recommended for inclusion within the Hawkesbury Council LEP schedule of heritage items and be included on the State Heritage Inventory.

In response to these recommendations, Council prepared a brief to undertake an updated study of timber slab barns within the Hawkesbury Local Government Area. The purpose of the Study is to provide a definitive list of the location and current condition of all the extant slab barns within the Hawkesbury Local Government Area. This process will involve additional historic research, physical inspections, and the production of updated heritage inventory sheets for all the previously identified slab barns where required. This will be in addition to any other timber slab barns that have come to the attention of Council staff since the completion of the 1991 and 2010 studies.

Following a procurement process, Lucas Stapleton Johnson Heritage Planning & Architecture consultants were appointed to undertake the Hawkesbury Timber Barn Study 2023.

After extensive investigation and field work undertaken by the consultants preparing the Hawkesbury Timber Slab Barn Study 2023, the following is provided as an update on the progress of the study to date:

All site visits completed as of early August 2023, as per the following:

- There were 89 sites already identified in the 1991 and 2010 studies by Graham Edds & Associates
- An additional 51 sites were included as “potential” sites that had been suggested by community members, Council or had been identified in other studies.
- A total of 140 sites are being investigated as part of the 2023 Update Study.
- A total of 29 sites not inspected as it was already known that no barns remained on site, based on Council or consultant advice, some of which was clarified by undertaking an inspection from the street frontage.
- A total of 41 sites did not provide access (either denied or no response) and for the majority, photos were taken from a public street. Some were not able to be photographed as barns/outbuildings were located too far away from the road.
- The remaining 70 sites were all inspected, photographs taken and existing measured drawings (prepared by Graham Edds in 1991 and 2010) were updated or new measured drawings were prepared.

Background histories:

- A total of 52 histories have been prepared with approximately six remaining to be prepared.
- Histories will not be prepared for the sites where a history already exists in the heritage inventory sheets, or is available elsewhere (Statements of Heritage Impact etc.).

Draft Inventory Sheets:

- Draft Inventory Sheet templates have been created in Word format so that the documents can be shared amongst the team, and easily altered/commented on. The information will then be inserted into the NSW Heritage Management System.

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- Fabric surveys are being prepared for all 70 sites that were inspected. A template form has been created to ensure consistency in describing the barns, and to date 21 have been completed.
- For those properties where access was denied or the barn/outbuilding is in a dilapidated condition, only short descriptions will be provided.
- Draft assessments of significance are being prepared once history and fabric survey is combined into the inventory sheet template. A total of 21 are 95% complete.
- A grading system is being applied to individual properties against each of the criteria, and to ensure consistency in application and assessment.
- For the properties where no barn/outbuilding exists, no inventory sheet will be prepared. Existing inventory sheets will be updated to state that as of 2023 no barn remains on the site.

Report:

- Introduction completed.
- Historical context 80% completed and being reviewed.
- Comparative analysis 80% completed.

Recommendations:

At this stage, recommendations for individual properties are likely to include:

- Recommend for State heritage listing.
- Recommend for Local heritage listing.
- Update existing State and/or local heritage to include barn/outbuilding.
- Barn/outbuilding demolished or in dilapidated state, then update existing State and/or local heritage to exclude barn/outbuilding or delete from any future study.
 - Further research required (site visit to determine construction technique and intactness).

Innovative Solutions:

- During site inspections, the consultants engaged with property owners to discuss issues and sought ideas/suggestions which will inform final recommendations.

The above update highlights that substantial work on the study has been undertaken. Further reports will be provided to the Heritage Committee as the study progresses towards its completion.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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3.1.3. HC - Potential Heritage Items Project Update - (80242)

Previous Item: 4, HC (28 July 2022)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to update the Heritage Committee on the progress by Council Strategic Planning Officers on the potential heritage items project for the Hawkesbury Local Government Area.

EXECUTIVE SUMMARY

Council Strategic Planning Officers have been working on the preparation of a series of draft heritage inventory sheets, which are aimed to be presented to a Heritage Study Working Group Meeting before the end of 2023. The focus has been to work on heritage inventory sheets that do not require any additional historical research to be completed. However, Officers envisage that a consultant historian is likely to be required to be engaged during the course of this project to help inform the completion of additional heritage inventory sheets as the project progresses. It is envisaged that will approximately 10-20 Draft Heritage Inventory Sheets will be presented at the Heritage Study Working Group at a meeting that is being scheduled in late 2023. Separate to this project, and as previously mentioned to the Heritage Study Working Group, it is expected that the current, Hawkesbury Timber Slab Barns update Study will yield, amongst other matters, recommendations for potentially 60 additional local heritage listings. Depending on other strategic and operational work priorities, it is therefore envisaged that Strategic Planning Officers are likely to be in a position to formally pursue the inclusion of close to 80 additional local heritage items in the new year.

OFFICER'S RECOMMENDATION

That the Heritage Committee receive the report on the update on the potential heritage items project.

BACKGROUND

Heritage Study Working Group Members have previously been advised that the Hawkesbury City Local Government area has been the subject of at least six heritage studies dating back to 1981. These studies contain recommended potential heritage items that have not been progressed during the intervening years. Despite not having any heritage protection a significant number of these previously identified heritage items remain. It is the intention of the Potential Heritage Items Project to seek the heritage listing of these previously recommended potential items along with the potential listing of other worthy potential heritage items that have been identified in recent years. Heritage Study Working Group Members have previously been advised that the number of additional heritage items that may be yielded from this project could reach as many as 309 additional local items. When this tally is added to the number of potential heritage items to be yielded from the current, separate, Hawkesbury Timber Slab Barns Study - expected to be up to 60 additional local heritage items, this would represent a significant increase on the present number of heritage items listed within Schedule 5 - Environmental Heritage of Hawkesbury Local Environmental Plan 2012. More importantly the project aims to provide protection for worthy heritage significant properties that have remained unprotected by local environmental plan protection, in some cases, for decades.

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DISCUSSION

Given the staffing resources available for this project it is intended to provide the Heritage Study Working Group draft heritage inventory sheets for the identified potential heritage items, in batches of 10-20 sheets at a time, as the draft heritage inventory sheets are completed by Officers. As the Heritage Committee has been advised previously, despite the importance of this project, in practical terms, Council's Strategic Planning heritage resource is predominantly occupied with operational duties e.g. ongoing DA heritage referrals, Heritage Advisory Service matters, and Minor/Maintenance Requests.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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3.1.4 HC - Windsor Bridge Artefacts Working Group September Meeting - (80242)

Previous Item: 3.1.3, HC (3 August 2023)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to update the Heritage Committee in terms of the progress of the Windsor Bridge Artefacts Working Group.

EXECUTIVE SUMMARY

The second meeting of the Windsor Bridge Artefacts Working Group took place on 14 September 2023, the agenda for which included:

- Acknowledgement of Traditional Custodians
- Introductions/Apologies
- Review of key discussions points from the July meeting
- Actions arising from the July meeting
- Review of endorsement of the updated terms of reference
- Update on items generated through demolition and salvage of the bridge
- Workshop on potential recommendations
- Next steps

A copy of the Agenda for Windsor Bridge Replacement Project Working Group 14 September 2023 and minutes of the previous meeting on 31 July 2023 is included as Attachment 1 to this report.

A copy of the powerpoint presentation that was presented to the working group is included as Attachment 2 to this report.

A copy of the Terms of Reference for the Windsor Bridge Replacement Project Working Group is included as Attachment 3 to this report.

OFFICER'S RECOMMENDATION

That the Heritage Committee receive and note the update on progress of the Windsor Bridge Artefacts Working Group.

BACKGROUND

Council had previously resolved to form a working group with interested community groups and Council's Heritage Committee to determine the best possible means of conservation, interpretation

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and display of the Old Windsor Bridge artefacts. The working group has been tasked with considering and making recommendations to the Heritage Committee with respect to the Artefacts.

The first meeting of the Windsor Bridge Artefacts Working Group was held on 31 July 2023 with an update of the outcomes of the meeting being provided to the Heritage Committee on 3 August 2023.

The second meeting of the Windsor Bridge Artefacts Working Group took place on 14 September 2023, the agenda for which included:

- Acknowledgement of Traditional Custodians
- Introductions/Apologies
- Review of key discussions points from the July meeting
- Actions arising from the July meeting
- Review of endorsement of the updated terms of reference
- Update on items generated through demolition and salvage of the bridge
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- Next steps.

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ATTACHMENTS

AT 1 - Agenda for Windsor Bridge Replacement Project Working Group 14 September 2023 and Minutes of the Meeting on 31 July 2023.

AT 2 - Power point presentation that was presented to the working group on 14 September 2023.

AT 3 - Terms of Reference for the Windsor Bridge Replacement Project Working Group.

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AT 1 - Agenda for Windsor Bridge Replacement Project Working Group 14 September 2023
and Minutes of the Meeting on 31 July 2023



Windsor Bridge Replacement Project Working Group

Agenda
Thursday, 14 September 2023 at 4:00pm
Deerubbin Centre - Tebbutt Meeting Room

ATTENDEES:

Clr Shane Djuric	HC / HCC Councillor
Clr Danielle Wheeler	HC / HCC Councillor
Erin Wilkins	HC / Yanmala Cultural Education
Michael Edwards	HC / Edwards Heritage Consultants
Jenny Lloyd	Community representative
Paul Caleo	Defenders of Thompson Square
Jan Barkley-Jack	HC / Hawkesbury Historical Society
Cheryl Ballantyne	HC
Carol Edds	National Trust of Australia
Graham Edds	HC
Harry Terry	Community Action for Windsor Bridge
Thomas Koruth	HCC Manager Arts and Culture
Elissa Blair	HCC Gallery and Museum Coordinator
Rebecca Turnbull	HCC Museum Curator

HCC - Hawkesbury City Council
HC - Heritage Committee

- 1. ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS**
- 2. INTRODUCTIONS / APOLOGIES**
- 3. REVIEW OF KEY DISCUSSION POINTS FROM THE JULY MEETING**
- 4. ACTIONS ARISING FROM THE JULY MEETING**
- 5. REVIEW AND ENDORSEMENT OF THE UPDATED TERMS OF REFERENCE**
- 6. UPDATE ON ITEMS GENERATED THROUGH DEMOLITION AND SALVAGE OF THE BRIDGE**
- 7. WORKSHOP ON POTENTIAL RECOMMENDATIONS**
- 8. NEXT STEPS**

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Windsor Bridge Replacement Project Working Group

Review of key discussion points and actions arising from last meeting

Monday, 31 July 2023 at 4:00pm
Deerubbin Centre - Tebbutt Meeting Room

ATTENDEES:

Clr Shane Djuric	In attendance
Clr Danielle Wheeler	In attendance
Erin Wilkins	In attendance
Michael Edwards	Apologies
Jenny Lloyd	In attendance
Paul Caleo	In attendance
Jan Barkley-Jack	In attendance
Cheryl Ballantyne	In attendance
Carol Edds	In attendance
Graham Edds	In attendance
Harry Terry	In attendance
Thomas Koruth	In attendance
Elissa Blair	In attendance
Rebecca Turnbull	In attendance

KEY DISCUSSION POINTS:

- Terms of Reference was discussed with the following updates made:
 - Name of the Working Group updated - *Windsor Bridge Replacement Project Working Group*.
 - Role of the Working Group updated - *The role of the Working Group is to help determine the best possible means of conservation, interpretation and display of the Aboriginal, historical and maritime archaeology and artefacts from the Old Windsor Bridge and extending to Thompson Square known as the Windsor Bridge Replacement Project.*
 - Voting members to include representation from Aboriginal Darug People.
- Timeline for the recommendations from the Working Group to go to the Heritage Committee - November 2nd 2023.
- A number of the Aboriginal and colonial settlement artifacts have been put on display at the Hawkesbury Regional Museum.
- The original Motion from Council was on the individual components of the 1874 bridge.

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- Need to ensure these components are preserved and thoughtfully displayed.
- Gaetano 'Guy' Boncardo (Department of Public Works/UNSW) may be a point of contact to provide some insight on which elements of the bridge are highly significant to Australian bridge engineering and heritage.
- Elissa presented an update on the current status of the artefacts.
- Investigate the location of the bricks - broken and whole, as well as date range of bricks at the Museum.
- A request was made for the archaeological full report.
- Artefacts from the bridge were discussed namely custom bricks from inside the caissons, Lewis bolts, pieces of cast iron, the historic plaque and the stone place marker and a request was made to locate these items.
- Rebecca showcased a comprehensive excel list of items from the salvage excavation, on display and in storage, that were given to the Museum by Transport for NSW.
- Provided by Transport for NSW - Thompson Square website, conservation of all the objects and the brick box drain, interpretation and installation of the Museum exhibition as per the original contract.
- The story behind the bridge and drains should be recorded and put on display potentially as part of an oral history collection.
- A point from the Council resolution was that Council would investigate with the State Government the possibility of the old Police Station site as a storage and permanent display space for the Windsor Bridge Replacement Project artefacts.
- If we can determine the date range of the bricks and where they were made it will provide some information on the suitability of the bricks and how best to conserve/display them in the most appropriate way.
- This information will also help to determine how to make the bricks more weather resilient.

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ACTIONS ARISING FROM THE LAST MEETING:

No.	Action	Responsibility	Outcome
1.	Send out to the Working Group, the relevant business papers from the 27 April 2021 Council Meeting.	Thomas	Emailed to the Working Group.
2.	Terms of Reference to be amended.	Thomas	Updated Terms of Reference emailed to the Working Group.
3.	Investigate location of the bricks - broken and whole.	Thomas/Elissa	Located at Wilberforce and East Kurrajong depots.
4.	Date range of bricks at the Museum.	Elissa	Potentially 1814 - 1816.
5.	Archaeological full report.	Elissa	Links provided in the email.
6.	Locate artefacts from the bridge namely custom bricks from inside the caissons, Lewis bolts, pieces of cast iron, the historic plaque and the place marker.	Thomas/Elissa/Rebecca	Bricks from inside the caissons, Lewis bolts and cast iron beams are located at the East Kurrajong depot. The historic plaque is at the Museum. Stone place marker - to be located.
7.	Send Windsor Bridge Replacement Project Artefacts Display and Storage excel list.	Thomas	Emailed to the Working Group.
8.	Identify if the Council resolution 'to investigate with the State Government the possibility of the old Police Station site as a storage and permanent display space for the Windsor Bridge Replacement Project artefacts' was actioned.	Thomas	Checking with Council.

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9.	Working Group to think about ideas and recommendations to put forward to the Heritage Committee - to be realistic and budget conscious.	All	In progress.
10.	Visit the Museum if you have not yet seen what is on display in relation to the Windsor Bridge Replacement Project artefacts.	All	In progress.
11.	History of brick making in the area to help determine the date range of the bricks and where they could have been made.	Jan	By end of September.
12.	Investigate if the bricks could be made more weather resilient.	Graham	In progress.

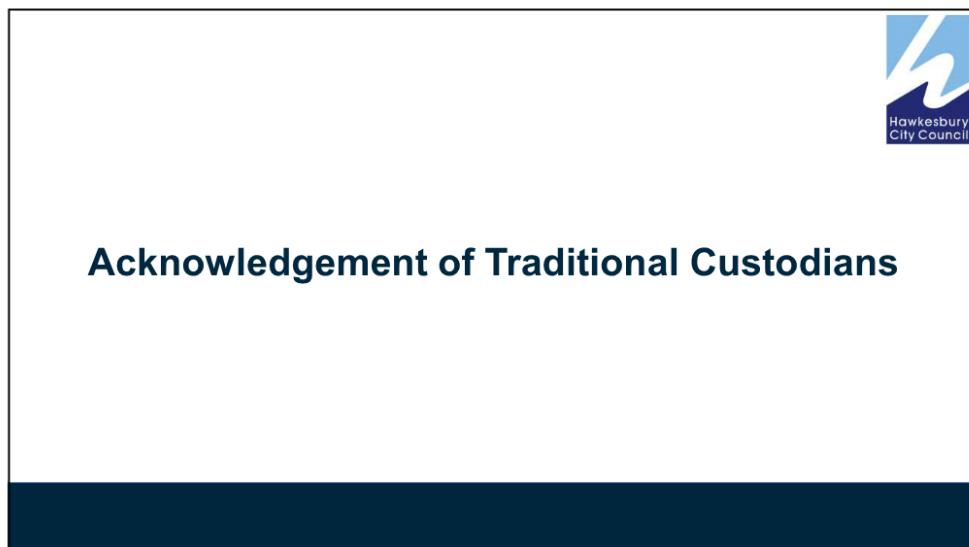
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AT 2 - Power point presentation that was presented to the working group on 14 September 2023

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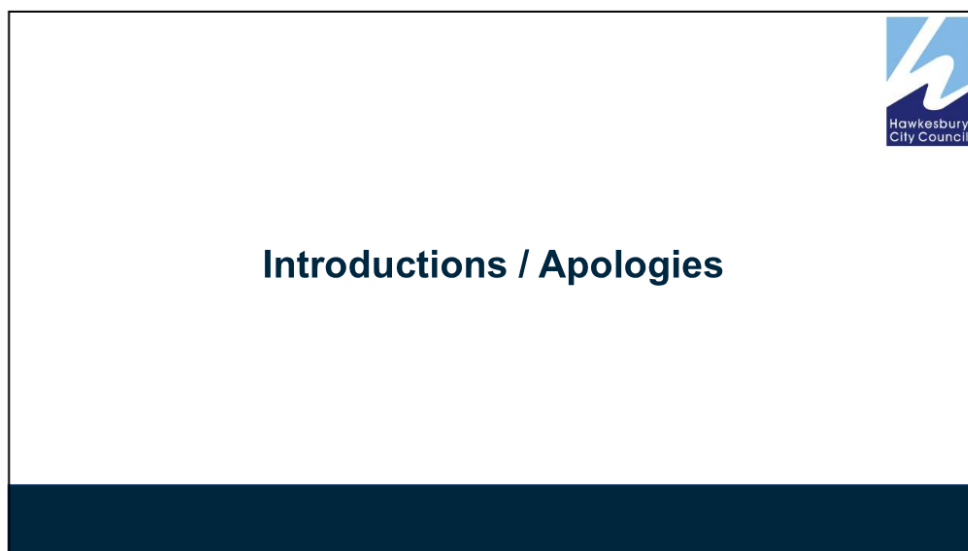
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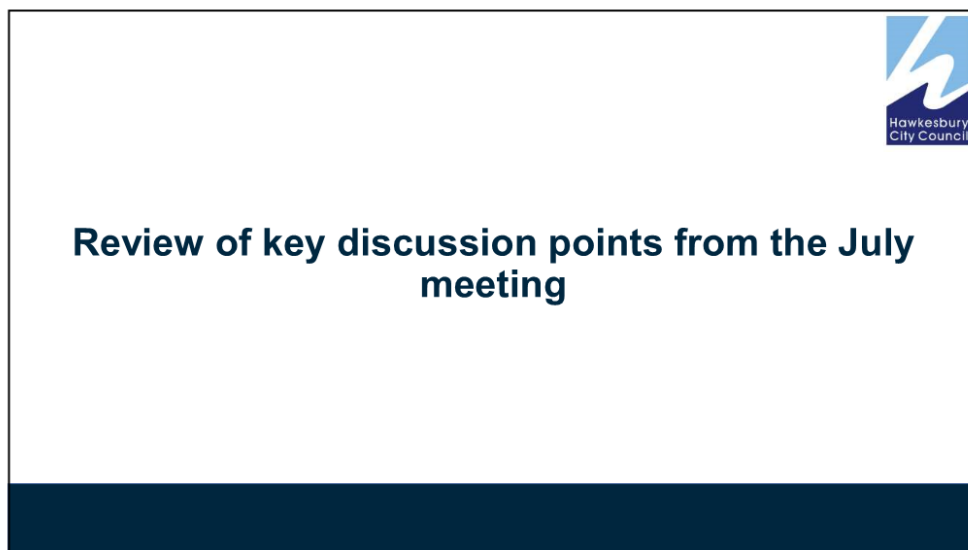
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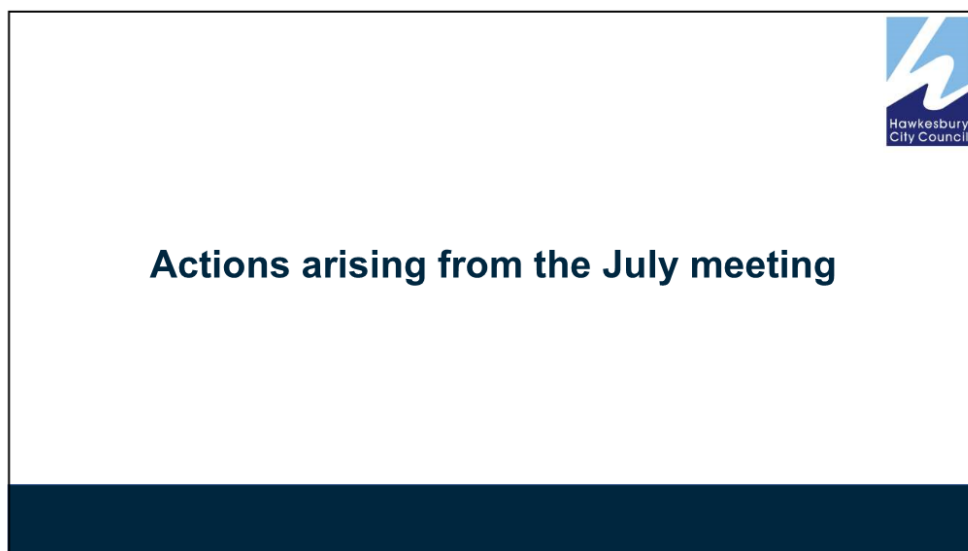
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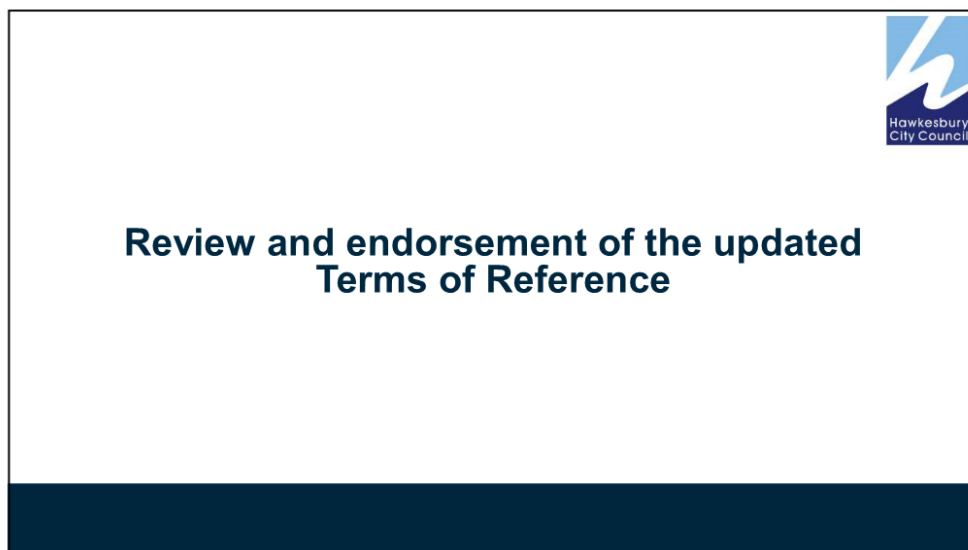
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**Update on items generated through demolition
and salvage of the bridge**

7



**Update on items generated through
demolition and salvage of the bridge**

Item	Quantity	Current / Proposed Location
Sandstone	600 pieces	Council Depot
Bridge brackets	32	Council Depot
Upper pier sections	4	Northern Bank/Council Facility
Lower pier sections	4	Northern Bank/Council Facility
Lower pier with brick lining	1	Northern Bank/Council Facility
Cross brace and brackets - section of deck	1 – approximately 2 x 3m	Northern Bank/Council Facility
Steel walkway beams	4 x 12m (possibly 2 more if straight)	Northern Bank/Council Facility
Lewis bolt	2	Northern Bank/Council Facility
Metal/iron fittings/bolts from the pier infill	Assorted pieces	TNSW Office/Council Offices
Curved brick layout including upper layer bricks	1 complete (will obtain any others)	TNSW Office/Depot
Bricks and fragments	All	TNSW Storage/Council Facility
Rope ladder	Approximately 6m long	Stored in accordance with conservators advice at Council Office

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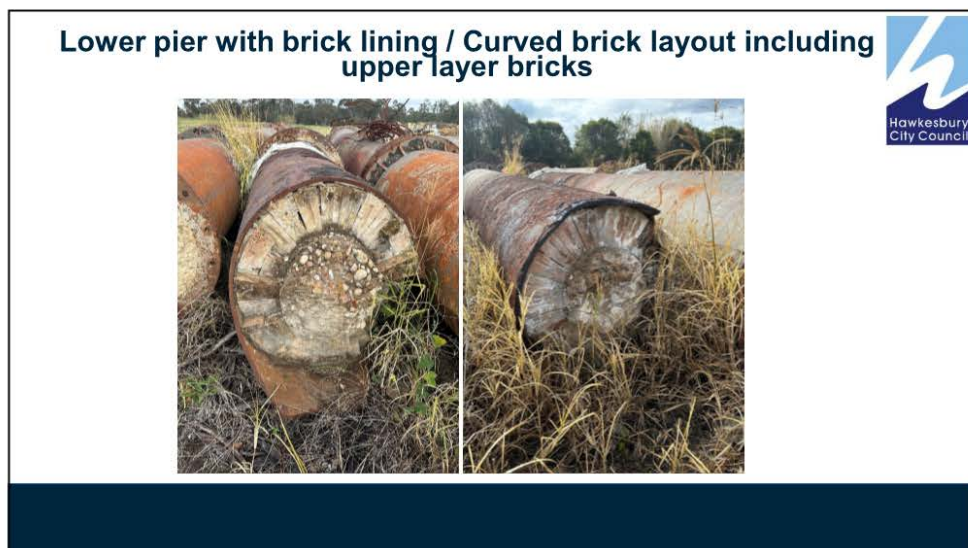
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5

14/09/2023



11



12

6

14/09/2023

Cross brace and brackets



13

Section of deck?



14

7

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Metal/iron fittings/bolts from the pier infill



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Bricks and fragments

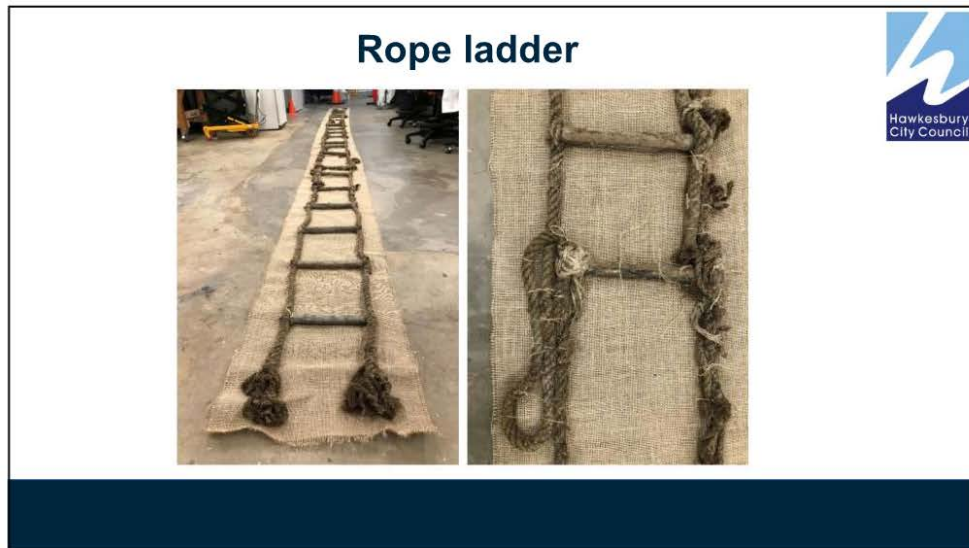


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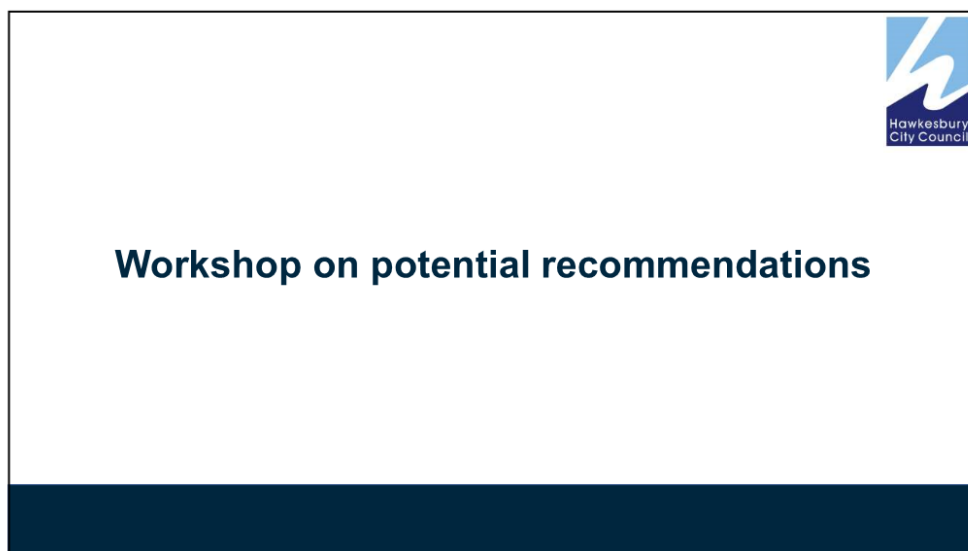
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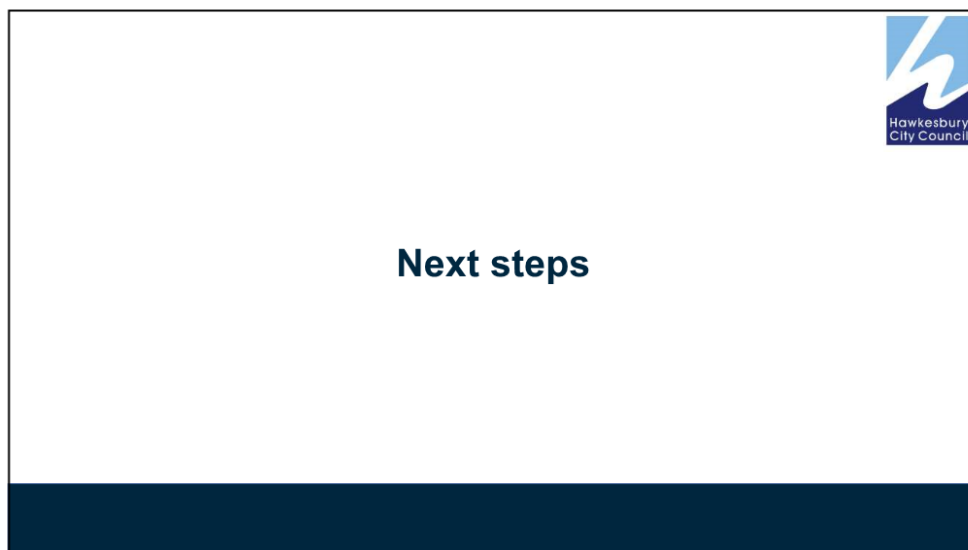
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AT 3 - Terms of Reference for the Windsor Bridge Replacement Project Working Group



Terms of Reference for the Windsor Bridge Replacement Project Working Group

1. Name

The Windsor Bridge Replacement Project Working Group, hereafter referred to as the 'Working Group'.

2. Purpose

The Working Group was established by resolution of the Council dated 27 April 2021. The role of the Working Group is to help determine the best possible means of conservation, interpretation and display of the Aboriginal, historical and maritime archaeology and artefacts from the Old Windsor Bridge, its surroundings and context in Thompson Square, resulting from the Windsor Bridge Replacement Project.

The Working Group has the responsibility to consider and make recommendations to the Council's Heritage Committee (the Committee). These terms of reference outline the Working Group's function, structure, authority and reporting requirements.

3. Role and Authorities

- (a) The Working Group shall have the following authority:
 - (i) To recommend to the Committee the best possible means of conservation, interpretation and display of the Aboriginal, historical and maritime archaeology and artefacts from the Old Windsor Bridge, its surroundings and context in Thompson Square, resulting from the Windsor Bridge Replacement Project.
- (b) The Working Group can make recommendations to the Committee on all relevant business presented at its meetings.
- (c) The Working Group does not have the power to incur expenditure or to bind the Council. The Council retains the responsibility for all budgetary considerations.
- (d) Recommendations of the Working Group will be presented to the Committee and ultimately to the Council in the written form of minutes and or reports.
- (e) Recommendations made by the Working Group may or may not be adopted by the Council. This includes decisions referred to the Council for endorsement.

4. Term

The term for the Working Group shall only be for the period required in 2023 to prepare recommendations to the Committee's October or November meeting. Once the recommendations have been presented to the Committee, the Working Group will be disbanded.

5. Structure and Membership

The structure and membership of the Working Group shall be as follows:

- (a) Voting members of the Working Group will comprise of the following:
 - (i) Councillor representation from the Committee;
 - (ii) Non-councillor representation from the Committee;
 - (iii) Representation from relevant Community Groups; and
 - (iv) Representation from Aboriginal Darug People.

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- (b) Non-voting members of the Working Group will comprise of relevant Council officers with specialist skills and knowledge.
- (c) The Chairperson of the Working Group will be a non-voting position and will be the Manager Arts and Culture.
- (d) Each member of the Working Group that is entitled to vote shall only have one vote.
- (e) Voting will only be in reference to the finalisation of the recommendations to be put forward to the Committee.
- (f) The Working Group may co-opt additional members from time to time, at its discretion, to provide specialist advice or assistance, but such co-opted members shall only serve on the Working Group for the period of time required, and will not, whilst serving in the position of co-opted member, have any voting rights.
- (g) A suitable alternative representative may be sent in place of a member who is unable to attend a meeting, by contacting, in writing, the Chairperson of the Working Group.
- (h) Members of the Working Group shall cease to hold office:
 - (i) if the Working Group is dissolved by the Committee or Council;
 - (ii) upon written resignation;
 - (iii) if the Council by resolution determines that a member of the Working Group has breached the Council's Code of Conduct.
- (i) For the purposes of sub-clause 5(h)(iii), the Code of Conduct is to be taken to apply to community and representative members as referred to in clause 5(a) and 5(b) in the same way as the Code of Conduct applies to Councillors.

6. Procedures and General

- (a) Meetings of the Working Group shall only be held as required to prepare recommendations to the Committee's October or November meeting in 2023.
- (b) The Chairperson will be responsible for preparation of reports, presentations and any and all correspondence associated with the Working Group.
- (c) Meetings of the Working Group shall be audio recorded only for the purpose of minute taking and preparation of the minutes for distribution.
- (d) The rules governing meetings and the procedures of the Working Group shall, so far as they apply, be those covered by the Council's Code of Meeting Practice, as may be altered from time to time by resolution of the Council.
- (e) A quorum of the Working Group shall be constituted by four voting members comprised of one representative from each group specified in 5(a).
- (f) Recommendations of the Working Group shall be reported to the Committee and thereafter by the Committee to the Council.
- (g) Recommendations or reports of the Working Group shall not have effect unless adopted by the Council.

Windsor Bridge Artefacts Working Group - Terms of Reference
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oooO END OF REPORT Oooo

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3.1.5. HC - Local Heritage Assistance Fund 2023/2024 - (80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to update the Heritage Committee on the progress of the 2023/2024 Local Heritage Assistance Fund Program.

EXECUTIVE SUMMARY

The Hawkesbury Local Heritage Assistance Fund is jointly funded each year by Council and Heritage NSW. The 2023/2024 program has received 34 applications, which is the highest number of applications ever received by Council as part of this program. Interest in the program has increased year on year.

Applications received are currently being assessed against the funding criteria, and it is anticipated that the selected applications for funding will be presented to the October Ordinary Meeting of Council for approval.

A further report detailing the grants approved by Council will be presented to a future Heritage Committee Meeting.

OFFICER'S RECOMMENDATION

That the report on the 2023/2024 Local Heritage Assistance Fund Program be received and noted.

BACKGROUND

The Local Heritage Assistance Fund is jointly funded each year by Council and Heritage NSW. For the 2023/2024 Financial Year, the \$48,750 program budget is funded by \$43,250 from Council, and \$5,500 from Heritage NSW. In early August 2023 applications were invited from owners/managers of heritage listed properties for Minor Maintenance/Conservation Works to Heritage Listed Properties within the Hawkesbury Local Government Area.

In addition to media and social media releases advertising and promoting the program, in early August 2023, all owners and managers of locally listed heritage properties within the Hawkesbury Local Government Area were advised in writing of the Local Heritage Assistance Fund 2023/2024 and encouraged to apply for funding. Application forms and guidelines on how to apply for funding assistance were made available on Council's website during the application period.

A total of 34 applications were received by Council, which is the highest number of applications received for this program to date.

Applications received were from a variety of locations across the Hawkesbury Local Government Area, but with a particular clustering of applications from:

- Richmond
- Windsor

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- Pitt Town
- Macdonald Valley.

The types of works proposed also varies across the applications received, and includes:

- Internal Repairs including ceilings
- Fencing
- Cladding
- Roofs/gutters/downpipes.

Assessment of the applications is currently being undertaken against the criteria established to meet the requirements of the grant program.

It is anticipated that the selected applications for funding will be presented to the October Ordinary Meeting of Council for approval.

A further report detailing the grants approved by Council will be presented to a future Heritage Committee Meeting.

Relevant Legislation

Local Government Act 1993

DISCUSSION

The special character of the Hawkesbury derives from its unique historical background and the expression of this background in its interrelationship of buildings and places of heritage significance, their settings and landscapes. These irreplaceable and precious heritage items not only provide a window into the past, but also add character, appeal and interest to the Hawkesbury Local Government Area. Therefore, Council is continuing in its leadership role in protecting and conserving Hawkesbury's heritage, promoting and encouraging the Community's participation and interest in heritage conservation, and protection of significant and unique heritage items within the Hawkesbury Local Government Area.

Continuing with the Local Heritage Assistance Fund program in future years is a key to promoting and supporting the Hawkesbury's heritage and making the Community aware of the importance of heritage conservation.

ATTACHMENTS

There are no supporting documents for this report.

oooO END OF REPORT Oooo

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4. GENERAL BUSINESS



Heritage Committee Meeting

End of Business Paper

This business paper has been produced electronically to reduce costs, improve efficiency and reduce the use of paper. Internal control systems ensure it is an accurate reproduction of Council's official copy of the business paper.