



Heritage Committee

Date of meeting: 6 March 2025
Location: Council Chambers
Time: 5:00PM

BUSINESS PAPER

HERITAGE COMMITTEE

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1. AGENDA

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1.2. Apologies

1.3. Declaration of Interests

2. CONFIRMATION OF MINUTES

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1. AGENDA

Minutes of the Meeting of the Heritage Committee held in the Council Chambers, Windsor, on 1 August 2024 commencing at 4:02pm.

ATTENDANCE

Present: Councillor Danielle Wheeler Hawkesbury City Council - (Chairperson)
Councillor Shane Djuric, Hawkesbury City Council
Councillor Mary Lyons-Buckett, Hawkesbury City Council
Councillor Jill Reardon, Hawkesbury City Council
Mr Graham Edds, Community Representative – (Deputy Chairperson)
Ms Jan Barkley-Jack, Community Representative
Dr Cheryl Ballantyne, Community Representative
Ms Michelle Nichols, Community Representative (Audio-visual)
Ms Deborah Hallam, Community Representative
Mr Michael Edwards, Community Representative
Dr Gaye Wilson, Community Representative (Audio-visual)

Apologies: Nil

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Mr Christopher Reeves, Hawkesbury City Council
Ms Jessica Vaughan, Hawkesbury City Council
Ms Imogen Williams, Hawkesbury City Council

| Member | 1/02/2024 | 02/05/2024 | 01/08/2024 |
|-------------------------------|-----------|------------|------------|
| Councillor Danielle Wheeler | ✓ | ✓ | ✓ |
| Councillor Shane Djuric | ✓ | ✓ | ✓ |
| Councillor Mary Lyons-Buckett | ✓ | ✓ | ✓ |
| Councillor Jill Reardon | ✓ | ✓ | ✓ |
| Ms Jan Barkley-Jack | ✓ | ✓ | ✓ |
| Dr Cheryl Ballantyne | ✓ | ✓ | ✓ |
| Dr Gaye Wilson | A | ✓ | ✓ |
| Ms Deborah Hallam | A | ✓ | ✓ |
| Ms Michelle Nichols | ✓ | ✓ | ✓ |
| Mr John Moxon | A | X | X |
| Ms Erin Wilkins | ✓ | X | X |
| Ms Cindy Laws | A | A | X |
| Mr Michael Edwards | A | ✓ | ✓ |
| Mr Graham Edds | ✓ | ✓ | ✓ |

Key: A = Formal Apology ✓= Present X = Absent - no apology

APOLOGIES

There were no apologies noted.

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DECLARATION OF INTERESTS

Councillor Danielle Wheeler declared an interest in Items 3.1.3. and 3.1.4.

Mr Graham Edds declared an interest on Item 3.1.3.

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2. CONFIRMATION OF MINUTES

The Committee resolved on the Motion of Councillor Shane Djuric, seconded by Councillor Jill Reardon that the Minutes from the previous meeting held on Thursday, 2 May 2024 be confirmed with the addition of the Responses to Questions Taken on Notice in the Heritage Committee on 2 May 2024.

Questions on Notice

A series of questions were taken on notice with respect to the Liveability Project including:

| # | Question |
|---|---|
| 1 | Heritage Committee sought further information about the detail of the compacted granular substrate and its ability to allow the percolation of water. |
| 2 | The method of interface between the paving and sandstone kerbing and how this is being treated? |
| 3 | When and how is the drainage testing undertaken? |
| 4 | Is the substrate in a certain area? |
| 5 | Who is overseeing the quality of this work? |

Responses to these questions are able to be provided.

1. Council has adopted the Western Sydney Engineering Design Manual which outlines all specifications for granular material such as that which will be used for the substrate.
2. Where the paving sits flush with the kerbing, there will be no interface material. Where the paving does not sit flush with the kerbing, a mortar mix that adheres to heritage requirements will be used at the interface between sandstone kerb and pavers.
3. Drainage testing associated with substrate would be undertaken in accordance with the Western Sydney Engineers Design Manual.
4. A granular substrate will be used throughout Stage 1.

Stages 1A and 2 are in concept only and detailed design is yet to be developed, however both Stages will have a granular substrate, with a concrete substrate only being used in areas in Stage 2 (Windsor Mall) where there will be vehicular traffic.
5. The quality of work is outlined in the tender specification. The contractor has to abide by the tender specification and Council's role is to monitor the contractor against these specifications.

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3. REPORTS FOR DETERMINATION

3.1.1. HC - Windsor Bridge Replacement Project Working Group Progress Update - (80242)

Directorate: Corporate Services

OFFICER'S RECOMMENDATION

That the Heritage Committee consider the update on progress of the Windsor Bridge Replacement Project Working Group.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Mr Graham Edds and seconded by Dr Cheryl Ballantyne

That the Heritage Committee recommends that:

1. The recommendations from the Windsor Bridge Working Group meeting on 11 July 2024 be received, including:
 - Manager Strategic Planning has requested the all-meeting minutes to be submitted to be reviewed at the Heritage Committee meeting on the 1st of August.
 - The recommendation to the Heritage Committee will be to have the Working Group reinstated once council reconvene following the election.
 - Local Studies Officer has informed staff that there is a repository available online. To locate this, we will need to search Windsor bridge replacement working group; there are currently 27 items listed. Local Studies Officer has also informed staff that there are several collections and database that have not yet been catalogued.
 - The Working Group has also asked about the potential to purchase copies of the original blueprints and engineering plans of the bridge which are housed at the state archives. This was noted as a possibility in the event a temporary exhibition is held at the Hawkesbury Regional Museum.
 - Working Group Members are working on a draft document of bridge related in what the committee group witnessed when the bridge was taken down and provide context of how the objects were found. Draft version to go up to the Heritage Committee, draft will be due close of business on Tuesday, 16 July 2024.
 - Recommendation to the Heritage Committee is that the care and maintenance of the Windsor Bridge Artefacts Collection is the responsibility of Hawkesbury City Council. For insurance purposes the Windsor Bridge Artefacts Collection is a standalone collection separate to the museum collection. The Working Group have been informed that it will not be stored with the museum collection on site due to size and material type, (ie. Building materials cannot be stored in the museum collection spaces).
 - The Windsor Bridge Artefacts Collection could have a separate collection category in the current Museum eHive database for streamlining council collections, however museum staff do not have the capacity to catalogue or maintain the collection records for this separate collection. Members of the Working Group could volunteer to be trained in the future in how to use eHive once the artefacts to be conserved and stored have been identified.

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- The Working Group also discussed the potential of connecting with Engineering Heritage Australia to nominate the 1874 Windsor Bridge for a Historical Engineering Markers. The recommendation of the Working group is to work with this organisation to have the marker (if successful) installed on the side of the Thompson Square section of the bridge.
 - A temporary Bridge history exhibition has been scheduled to be developed and installed in March-April 2025. This temporary exhibition will be on display for a period of 12 months at the Hawkesbury Regional Museum. The thesis of the exhibition could focus on the engineering and significance of the bridge, what happened to the bridge and the steps taken by the community. Staff will work with a curatorium (up to 4 volunteer representatives from the WB working group) to advise on identifying objects, stories and images of the bridge to be included in the exhibition. The curatorium will meet regularly (TBC every 4-6 weeks) with the museum curator and Museum and Gallery coordinator to develop the exhibition. Staff have informed the working group that some of the 250k will need to be used for specialized display cases, conservation, cleaning and transportation of objects that are displayed.
2. Plastic pallets be used for the storage of artefacts rather than timber pallets.
 3. Council provide advice with respect to where 121 pieces of sandstone from the Windsor Bridge Project that were stored by Council have been used.
 4. It is important that the two associated listings of the items that are still on site or have been taken off the site stay together in addition to the listing of Aboriginal artefacts that have been reburied on site.
 5. Council investigate the provision of an appropriately sized shed or structure to be used to protect the artefacts such as at the East Kurrajong depot, and that the shed be used to also store historic building items for the Hawkesbury Local Government Area.

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3.1.2. HC - Update on Allambie Cottages - 1256 Bells Line of Road, Kurrajong Heights - (80242)

Directorate: City Planning

Dr Gaye Wilson left the meeting at 4:58pm.

OFFICER'S RECOMMENDATION

That the Heritage Committee note the status of the current development application for the demolition of "Allambie" cottages at Kurrajong Heights.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Deborah Hallam.

That the Heritage Committee:

1. Note the status of the current development application for the demolition of "Allambie" cottages at Kurrajong Heights.
2. Congratulate the Kurrajong Heights and Kurrajong communities and Council in the campaign to save "Allambie" Cottages.

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

Directorate: City Planning

Councillor Danielle Wheeler declared a less than significant non pecuniary interest being that her family home is included in the Slab Barn Study.

Mr Graham Edds declared a less than significant non pecuniary interest being that he is part of the consultancy team for the Slab Barn Study.

OFFICER'S RECOMMENDATION

That the Heritage Committee note the contents of this update report.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Michelle Nichols.

That the Heritage Committee note the contents of this update report.

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3.1.4. HC - Hawkesbury Heritage Strategy 2024/2025 - 2026/2027 - (80242)

Previous Item: 2, HC (22 July 2021)

Directorate: City Planning

Councillor Danielle Wheeler declared a less than significant non pecuniary interest being that her family home is included in the Slab Barn Study.

Ms Michelle Nichols left the meeting at 5:38pm.

OFFICER'S RECOMMENDATION

That the Heritage Committee receive and note the activities and ancillary work that will be included in the next Three-Year Heritage Strategy, being for the 2024 to 2025, 2025 to 2026 and 2026 to 2027 periods.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Ms Jan Barkley-Jack.

That the Heritage Committee recommend that Council:

1. Consider the need to employ a full time Heritage Planner and a full time Heritage Advisor.
2. Include early engagement with the Committee for major projects with high heritage values.
3. Combine recommendations 6 and 7 from the Current Heritage Strategy and remove reference to main street program.
4. Seek to encourage property owners, especially commercial buildings, about Heritage significance.
5. Consider the introduction of a fee for Heritage Advice.

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4. GENERAL BUSINESS

A. Request for update on Building at 167 George Street Windsor

A request for an update with respect to the building at 167 George Street Windsor was made and responded to by officers at the meeting.

B. Update on Catherine Street Guttering

A request for an update on replacement/repair of the Catherine Street kerb was made, and will be followed up by officers.

C. Jolly Frog Land and Environmental Court Matter

A request for an update on the Jolly Frog Land and Environmental Court proceedings was made, and will be followed up by officers.

D. Australiana Pioneer Village Heritage Study Progress

A request was made for an update on the preparation of the draft Conservation Management Plan for the Australiana Pioneer Village, and responded to by officers at the meeting.

E. Removed Heritage Items and Local Environmental Plan

A question was asked with respect to lost heritage items and how these are reflected in the Local Environmental Plan. This was responded to by officers at the meeting.

The meeting terminated at 6:21pm.

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Heritage Committee Meeting

End of Minutes

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.

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3. REPORTS FOR DETERMINATION
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3. REPORTS FOR DETERMINATION

3.1.1. CP – Heritage Committee -Election of Chairperson - (95498, 80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to outline the process for the election of a Chairperson of the Heritage Committee.

EXECUTIVE SUMMARY

Under the terms of the Heritage Committee Constitution, it is a requirement that at the first meeting of the committee, that a Chairperson be appointed from the members of the Committee for a period of twelve (12) months, and then for each twelve months period thereafter.

OFFICER'S RECOMMENDATION

That a Chairperson of the Heritage Committee for the period from March 2025 to March 2026 be determined.

BACKGROUND

Clause 5.2 of the Heritage Committee Constitution adopted by Council on 14 March 2023, is in regard to the election of a Chairperson, and is as follows:

"5.2 Membership and voting rights of the Committee shall be as follows:

- *Four (4) Councillors of the Hawkesbury City Council, and fourteen (14) community representative members, appointed by Council following the calling of expressions of interest in the month following local government elections:*
 - *Council shall place advertisements in appropriate newspapers inviting expressions of interest from members of the community for Membership of 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*
- *All other Councillors are able to attend Committee meetings as 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:*

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- *The management of the Committee's functions and operations, including managing conflicts of interest*
- *Ensuring the Committee fully discharges its responsibilities under the Act, the Code of Conduct, and this Constitution*
- *The good and orderly conduct of the Committee. The Chairperson may do all things reasonably necessary to fulfill this responsibility"*

At its meeting 15 October 2024 Council resolved as follows:

" That the following Councillors be appointed as Committee members to the Heritage Committee:

- *Councillor Djuric*
- *Councillor Lyons-Buckett*
- *Councillor Reardon*
- *Councillor Wheeler*
- *Councillor Zamprogno"*

And Its meeting on 4 February 2025 Council resolved, in part as follows

" That Council:

1; Appoint the following community representatives for community members of the Heritage Committee until March 2028:

- *Carl Robinson*
- *Carol Joy Roberts*
- *Cheryl Ann Ballantyne*
- *Deborah Hallam*
- *Erin Wilkins*
- *Graham Edds*
- *Janice Barkely- Jack*
- *Michael Edwards*
- *Michelle Nichols*
- *Richard Holdforth*
- *Venecia Wilson"*

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DISCUSSION

This meeting of the Heritage Committee will be its first meeting following appointment of members. In accordance with Clause 5.2 of the Heritage Committee Constitution, the nomination and appointment of a Chairperson for the next twelve (12) months by the Committee members from those appointed is to be carried out at this meeting.

ATTACHMENTS

There are no supporting documents for this report.

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3.1.2. CP - Heritage Committee Constitution and Council Code of Conduct (95498, 80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to provide the Heritage Committee with the Committee Constitution (Attachment 1) and Council's Code of Conduct (Attachment 2).

EXECUTIVE SUMMARY

Council has Committee's for a number of focus area, including Heritage and Floodplain Management.

Governance of these Committee's, and conduct of Committee Members is outlined in:

- Heritage Committee Constitution (Attachment 1)
- Council Code of Conduct (Attachment 2).

This report provides these documents to Heritage Committee Members.

OFFICER'S RECOMMENDATION

That the Heritage Committee receive the Heritage Committee Constitution and Council Code of Conduct.

BACKGROUND

The Heritage Committee Constitution provides the framework for the operation of the Heritage Committee and is included as Attachment 1.

DISCUSSION

The Code of Conduct (Attachment 2) sets the minimum standards of conduct for Council officials. It is prescribed by regulation to assist Council officials to:

- Understand and comply with the standards of conduct that are expected of them
- Enable them to fulfill their statutory duty to act honestly and exercise a reasonable degree of care and diligence
- Act in a way that enhances public confidence in local government.

The term Council officials includes members of Council Committees.

ATTACHMENTS

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

AT - 2 Council Code of Conduct - (*Distributed under separate cover*).

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oooO END OF REPORT Oooo

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3.1.3. CP - Update on Hawkesbury Heritage Projects (95498, 80242)

Previous Item: 3.1.2 Heritage (2 May 2024)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of the report is to update the Heritage Committee on various Hawkesbury heritage projects and matters, including:

1. The current status of the Hawkesbury Local Heritage Assistance Fund 2024/2025
2. The commencement of the public exhibition of the Hawkesbury Timber Slab Barns and Outbuildings Update Study
3. The results of an inspection by Council's Heritage Advisor of the Windsor Toll House and Tebbutts Barn at 40 Pitt Street, Windsor
4. Progress with the proposed State Heritage listing of 394 George Street, Windsor
5. Dr. Rex Stubbs Commemorative History Symposium - Overview.

EXECUTIVE SUMMARY

This report provides an update on various heritage projects that Council's Senior Heritage Officer has been involved with over the 2024/2025 period. This work is in addition to the main operational duties of Council's Senior Heritage Officer e.g. responding to all heritage related enquiries received at Council; responding to internal heritage referrals from Council's Development Services Department; managing a significant number of the heritage related tree applications received at Council; managing all minor and maintenance related requests for heritage related properties; and managing Council's free heritage advisory service.

The items that Council's Senior Heritage Officer works on are those included in Council's adopted Operational Plan and suite of adopted Heritage Strategies. It should be noted that the Heritage Committee's Constitution makes provision for recommending to Council policies drawn up by professional staff, and bringing to Council's attention, by way of recommendation, any item requiring a policy decision. Any additional projects recommended by the Committee for Council's consideration would be considered in conjunction with the Senior Heritage Officer's time commitments, and Council's adopted Heritage strategic outcomes.

OFFICER'S RECOMMENDATION

That the Heritage Committee:

1. Note the current status of the 2024/2025 Local Heritage Assistance Fund.
2. Note the current public exhibition of the Hawkesbury Timber Slab Barns and Outbuildings Update Study.
3. Note the advice from Council's Heritage Advisor on the Windsor Toll House and Tebbutts Barn.

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4. Note the advice on progress with the proposed State Heritage Listing of 394 George Street, Windsor.
5. Note the overview of the recent Dr. Rex Stubbs Commemorative History Symposium.

BACKGROUND

Council has a number of heritage programs and matters that have been reported to the Heritage Committee, including:

1. Local Heritage Assistance Fund 2024/2025:

The Heritage Committee was previously advised at the 2 May 2024 Heritage Committee Meeting regarding the “*Outcomes of Local Heritage Assistance Fund 2023/2024- Minor Maintenance/Conservation Works to Heritage Listed Properties*” that:

“...that the Heritage Committee at this same meeting will consider the draft Hawkesbury Timber Slab Barns & Outbuildings Update Study. As that study has highlighted, these timber barns have considerable significance and importance, and as such it may be an appropriate time to consider an alternative approach to the distribution of funding for the 2024/2025 Local Heritage Assistance Fund program, whereby the major theme is to fund the preservation and /or maintenance of timber slab barns and outbuildings instead of a more widespread approach.”

The Heritage Committee were also advised of the following within that report:

“With the recent completion of the draft Hawkesbury Timber Slab Barns & Outbuildings Update Study, Officers consider that there is an opportunity to focus funding for the 2024/2025 Local Heritage Assistance Fund program to assist property owners of heritage/historic slab barns and outbuildings to conserve these items by providing funding not on a dollar for dollar basis, but on a merits based scheme of greatest need to prevent these significant structures from being lost due to owners not being able to afford to have the structures stabilised or weather protected for example.

It is proposed that funding allocated to the 2024/2025 Local Heritage Assistance Fund program would be pooled and divide up by an appropriate panel of people, who would allocate the amount of funding provided to each successful applicant on a merits based system of critical need and best outcomes for the funding.

Previous similar programs were run by Council in 2002/2003 known as the ‘Slab Outbuilding Scheme’ and again in 2014/2015 under the Local Heritage Assistance Fund program. However, both of these previous schemes were limited to a dollar for dollar basis with a maximum amount of \$2,000 per successful applicant.

Having a limit of \$2,000 funding per approved project would prevent some of the more significant heritage barns and outbuildings in our Local Government Area being preserved due to the costs involved in repairs or maintenance that their owners would be unable to afford. Removing the \$2,000 limit and having the amount and proportion of funding for each project determined by an appropriate panel of people would ensure that adequate funds were provided to carry out the required restoration/maintenance works.

Feedback from the owners of a heritage barn that is being restored as part of the 2023/2024 Local Heritage Assistance Fund program confirms that funds provided under the current scheme are inadequate to meet the costs involved in undertaking stabilisation or maintenance works on these structures due to the high cost of materials to achieve proper heritage restoration.”

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In response to this information the Heritage Committee, at the 2 May 2024 Meeting recommended that Council:

- *Deliver the 2024/2025 Local Heritage Assistance Fund based upon a theme of supporting the preservation and/or maintenance of timber slab barns and outbuildings.*
- *Amend the funding arrangements for the 2024/2025 Local Heritage Assistance Fund as proposed within this report.*
- *Contact Heritage NSW, the Minister for Heritage, the Hon. Penny Sharpe and Parliamentary Secretary for Heritage, Trish Doyle informing them of Council's significant slab barn study and increased Heritage Assistance Funding and asking them to match that funding.*
- *Use the 2024/2025 Local Heritage Assistance Fund predominantly for slab barns.*
- *Consider committing a large proportion of the funding to vulnerable proposed State listed items.*
- *Note the need to hold further discussion about how to address skills and materials for restoration of barns as per the recommendations made in the slab barn study.*
- *Consider that the Local Heritage Assistance Fund may need to be made available to properties identified in the slab barn study that are recommended for Heritage listing.*

These recommendations were subsequently adopted by Council at its Ordinary Meeting on 9 July 2024.

2. The commencement of the public exhibition of the Hawkesbury Timber Slab Barns and Outbuildings Update Study.

Following input from the Heritage Committee, the draft Hawkesbury Timber Slab Barns and Outbuildings Update Study was reported to the 10 December 2024 Council Meeting, seeking Council's endorsement to undertake the public exhibition of the draft study. At that Meeting, Council resolved to endorse the draft study and to place the document on public exhibition for at least 28 days. Council also resolved that this matter be reported back to Council at the end of the public exhibition period, including any submissions that are received and Council Officer responses to these submissions.

In keeping with the abovementioned Council resolution, a dedicated Have Your Say page on the study was created and went live on Tuesday, 28 January 2025. A physical copy of the Study has been made available for viewing at Council's Administration Building at Windsor. All property owners that were approached for the purposes of the draft Timber Slab Barns and Outbuildings Update Study were also notified of the commencement of public exhibition, via letter and where possible, also via email.

3. The results of an inspection by Council's Heritage Advisor of the Council owned Windsor Toll House and Tebbutts Barn at 40 Pitt Street, Windsor (Tebbutts Barn).

(a). Windsor Toll House:

At the Heritage Committee Meeting on 2 May 2024, the Committee resolved the following in relation to the Windsor Toll House:

"The Heritage Committee requests that Council's Heritage Officer inspect the [Windsor] Toll House and report back to the Committee to discuss what needs to be undertaken to meet the requirements and future uses. For further discussion."

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This recommendation was subsequently endorsed by Council at its Meeting on 9 July 2024.

(b). Council's Timber Slab Barn - 40 Pitt Street, Windsor (Tebbutts Barn):

At the Heritage Committee Meeting of 5 October 2023, the Committee resolved that:

"An update on the condition, protection and planned improvements to the Council owned barn near Tebbutts Observatory in Windsor will be investigated and reported back to the Heritage Committee at a subsequent Meeting."

This recommendation was subsequently endorsed by Council at its Ordinary Meeting on 21 November 2023. The results of an inspection of these properties by Council's expert Heritage Advisor – Otto Cserhalmi of OCP Architects on Friday, 18 October 2024 is provided below within the Discussion Section of this report.

4. Progress with the proposed State Heritage listing of 394 George Street, Windsor.

In respect of "Robertson's House Windsor – 394 George Street, Windsor", the Heritage Committee at its Meeting on 2 May 2024 recommended the following:

"Council to consider recommending the building for listing on the State Heritage Register, recognising the quality of the sandstone carving and aesthetic significance, including related heritage works of stonemasons O'Kelly and Robertson in the local cemeteries, State listed site in Manly and the importance of the masonry."

This recommendation was subsequently endorsed by Council at its Meeting on 9 July 2024. See Discussion Section below for details of progress to date on this heritage matter.

5. Dr. Rex Stubbs Commemorative History Symposium - Saturday, 22 February 2025 - Overview

(Refer to Discussion Section below).

DISCUSSION

Updates in terms of these various projects and matters are provided below:

1. Local Heritage Assistance Fund 2024/2025:

Typically, Council staff launch the Hawkesbury Local Heritage Assistance Fund in the early months of each financial year to give subsequent successful applicants as much time as possible to complete their individual restoration/maintenance projects.

Given the unique nature and slab barn centred focus of the current 2024/2025 Local Heritage Assistance Fund, it was decided to delay the commencement of this year's fund until the commencement of the public exhibition of the draft Timber Slab Barns and Outbuildings Update Study. It was hoped that this approach would help to raise the profile of each of these projects to achieve maximum participation from relevant property owners.

The draft Timber Slab Barns and Outbuildings Update Study commenced public exhibition via a dedicated Have your say page on Tuesday, 28 January 2025.

The delayed commencement date for the 2024/2025 Local Heritage Assistance Fund has been compensated for by an extended time to lodge claims for the successful applicant's completed projects - within the following financial year (by 29 August 2025).

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All existing heritage item owners were notified by mail (and also by email where those details were available) of the commencement of the 2024/2025 Local Heritage Assistance Fund. Additionally, all property owners that were approached for the purposes of the draft Timber Slab Barns Study were also notified of the commencement of the 2024/2025 Local Heritage Assistance Fund. This additional mailout (also involving emailed correspondence where that information was available) aimed to reach property owners with historic barns in need of critical repairs that are not currently heritage listed. Additionally, Council's Senior Heritage Officer contacted several barn property owners by telephone where previous dealings have occurred in order to explain the details of the new fund and to encourage property owners to submit an application for restoration works to their historic timber slab barns. To date, the subsequent verbal responses from potential applicants have been very encouraging.

2. The commencement of the public exhibition of the Hawkesbury Timber Slab Barns and Outbuildings Update Study:

No further update than detailed in the Background Section above.

3. The results of an inspection by Council's Heritage Advisor of the Council owned Windsor Toll House and the Council owned timber slab barn at 40 Pitt Street, Windsor (Tebbutts Barn).

The minutes from those site inspections by Council's Heritage Advisor on Friday, 18 October 2024, in the company of Council's Senior Heritage Officer and a staff member from Council's Infrastructure Operations Department, are included below:

- (a). Windsor Toll House:

Purpose of the inspection: Council's Senior Heritage Officer advised that Council's Heritage Committee at its 2 May 2024 Meeting, requested that Council's Heritage Officer inspect the Toll House and report back to the Committee to discuss what needs to be undertaken to meet requirements and future uses.

Heritage Advisor's Comments:

1. It was agreed that Council's Heritage Advisor would become involved in this matter and initially provide a broad options study of the Toll House.
2. The options study to address the following:
3. Broad current physical fabric conditions both internally, externally and within its contextual site area.
4. Possible new uses with options. (Note: in the last couple of years, the Hawkesbury River (and specifically South Creek) have flooded the site several times and the height of the flooding events were up to the height of the roof eaves.

(Photographs of the interior and exterior of the Windsor Toll House taken during the abovementioned site inspection are provided within Attachment 1).

Note: the receipt of the broad options study of the Windsor Toll House by Council's Heritage Advisor is still pending.

- (b). Tebbutts Barn - 40 Pitt Street, Windsor:

Purpose of the inspection: Council's Senior Heritage Officer advised that Council's Heritage Committee at its 5 October 2023 Meeting, requested that Council review the state of the barn with a view to assisting with its desired restoration.

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Background: Council's Heritage Officer and staff member from Council's Infrastructure Operations Department outlined a previous repair methodology to Council's Heritage Advisor prepared by Lucas Stapleton and Johnson Architects in association with structural engineers and costings by a registered builder. The estimated cost of this work in 2020 was \$466,465. In 2020 Council's Building Services Team also prepared a scope of required restoration works to the barn which aimed to utilise Council staff to supervise the identified necessary repairs and by utilising local tradespersons. The initial estimate for this work was approximately \$112,000.

Heritage Advisor's Comments:

1. The site is currently extremely neglected with vegetation growing to human height in parts. Hence the site is unsafe to enter at present. As summer is fast approaching – to ensure accidental or vandalism related fires do not occur (which is a distinct possibility) it is recommended that Council's Building Services Team organise an urgent clean-up around the barn (in the area behind and adjacent to the temporary cyclone safety barrier fencing).
 2. Following item 1 works: It is understood that Council is requesting OCP Architects as part of its heritage advisory service with Hawkesbury City Council to provide further advice. It is likely that this additional work will involve a review and comparison of the deterioration of the barn's fabric since the 2020 assessment by LSJ Architects/TTW Structural Engineers and G and C Waller Builders methodology.
 3. It is likely that out of item 2, there needs to be further discussion re: likely possible staging of the works.
 4. Input of other professionals such as a Structural Engineer and Quantity Surveyor may be required for this restoration project in the future.
 5. OCP's role at present is to undertake a broad review and provide broad advice to allow for Council to review the stabilisation of the barn and necessary repair options.
4. Progress with the proposed State Heritage listing of 394 George Street, Windsor.

Despite working on competing heritage operational matters, some progress has been made on this project by Council's Senior Heritage Officer, thanks, in part to the generous provision of historical information on the subject property from Heritage Committee member - Jan Barkley Jack (refer to Attachment 2) and from Carol Edds Chairperson from the Hawkesbury Branch of the National Trust of Australia (NSW) (refer also to Attachment 2). This information has helped to flesh out the history of the former owner of the building – Mr George Robertson (monumental mason) and his highly competent stonemason/sculptor employee – John O'Kelly. Separate to this supply of important information, Council staff have also engaged Dr. Terry Kass (historian) to research the history of the subject property and its owners and occupants. (refer to Attachment 3 for this completed history from Dr. Kass). Notwithstanding this pool of information, more detailed information is to be sought on John O'Kelly's alleged involvement with the construction of the statuesque, State Heritage listed, former St Patrick's Seminary at Darley Road, Manly, (now known as St. Patricks Estate – SHR #01724) as this is likely to be the key to the potential State Heritage listing of the subject property.

Further updates on progress with this project will be provided at a future Heritage Committee Meeting.

5. Dr. Rex Stubbs Commemorative History Symposium - Saturday, 22 February 2025 – Overview

The Dr. Rex Stubbs Symposium is a joint initiative between Council's Museum staff and Hawkesbury Library staff, and although it is advertised as *"an opportunity to listen to a series of talks with informative speakers to commemorate Dr. Rex Stubbs' commitment to the Hawkesbury Community"* it is a highly useful opportunity to network with historical focussed groups throughout the Hawkesbury and the broader northwestern Sydney region. The event was opened by Rhiannon Wright (Welcome

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to Country); Greetings from Councillor Les Sheather, Mayor of Hawkesbury City Council. The MC for the event was Council's Manager of Arts and Culture.

Guest Speakers included Dr Lisa Murray (who spoke about the importance of historic women's diaries in gaining insight into local history etc.); Oonagh Sherrard who spoke of her recent collaborative work with the Hawkesbury Regional Museum for the 11 stories from the River Dyarubbin Project); and Kelsey McMorrow (who described the steps that she followed to create the exhibition, Imprint: Stories from the Archives, now on show at the Hawkesbury Regional Museum). At each symposium, Council's Museum Curator, Local History Librarian, and Senior Heritage Officer are invited to present a brief update on their various projects. In relation to Council's Strategic Heritage projects, the Symposium provided a wonderful opportunity to raise awareness of the exhibition of the Draft Hawkesbury Timber Slab Barns and Outbuildings Update Study – Public Exhibition; the commencement of the Hawkesbury Local Heritage Assistance Fund 2024/2025; and a brief overview of the Hawkesbury Potential Heritage Items Project.

ATTACHMENTS

AT - 1 Photographs of Windsor Toll House – 18 October 2024 - (*Distributed under separate cover*).

AT - 2 Combined Information on 394 George Street, Windsor provided by Jan Barkley Jack & Carol Edds - (*Distributed under separate cover*).

AT - 3 Terry Kass History for 394 George Street, Windsor - (*Distributed under separate cover*).

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3.1.4. CP - Hawkesbury Potential Heritage Items Project (95498, 80242)

Previous Item: 3.1.3 Heritage (1 August 2024)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of the report is to update the Heritage Committee on the Hawkesbury Potential Heritage Items Project.

EXECUTIVE SUMMARY

This report provides an update on the Hawkesbury Potential Heritage Items Project.

OFFICER'S RECOMMENDATION

That the Heritage Committee note the current status of the Potential Heritage Items Project.

BACKGROUND

The Hawkesbury Community Heritage Study Project commenced in 2019 and aimed to establish an up-to-date position with Council's thematic history; existing heritage listings and potential heritage listings. City Plan Heritage were awarded the task on behalf of Council. Work on the study occurred throughout 2019, however, it was placed on hold by early 2020 due to COVID-19 lockdown restrictions. Three major floods, major bush fires and the COVID-19 pandemic delayed the final completion of this study. Fortuitously, these delays coincided with the appointment of Council's first time, permanent, internal heritage officer (Senior Heritage Officer) in late 2021, who was tasked with reviewing progress with the study.

Following consultations with key local heritage stakeholders to better understand the heritage management issues facing the Hawkesbury and the heritage objectives of these stakeholders, the Senior Heritage Officer undertook a review of the original study brief, the work that had been completed to date on the study. The Senior Heritage Officer also undertook an audit of the unspent funds for the project. This review identified that there was a distinct disconnect between the heritage objectives of the local stakeholders and the products that were to be delivered by the Hawkesbury Community Heritage Study, in its present form.

Local heritage stakeholders were keen to see the number of potential heritage items progressed, as much as possible, particularly those nominated potential heritage items that they had previously supplied to the study consultant. A significant proportion of the funds allocated to the study were to be used/had been used, on refining and reviewing existing local heritage listings. As a direct result of the stakeholder consultations, this review also identified that the Community Heritage Study did not include an assessment of the unique historic timber slab barns within the Hawkesbury and specifically, it would not be addressing the previous recommendations of the 2010 Hawkesbury City Council Slab Barn Study. Importantly, recent flood events on the Hawkesbury River and its tributaries in 2020, 2021 and 2022, had highlighted the critical importance of implementing actions to preserve historic timber slab barns and historic timber outbuildings within the Hawkesbury Local Government Area, many of which are located within the vicinity of the Hawkesbury River.

Accordingly, after taking into account these combined factors, HCC Strategic Planning Staff, in consultation with the Potential Heritage Items Working Group and the Hawkesbury Heritage Committee, recommended to halt the Hawkesbury Community Heritage Study, in its present form and to use the

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unspent funds for that project to progress two parallel strategic heritage projects which are better aligned with the built heritage objectives of the local community.

These projects are briefly explained below:

1. The *Hawkesbury Timber Slab Barns and Outbuildings Update Study* project was commissioned in 2023 to produce a comprehensive, updated, historic timber slab barn and outbuildings research document, which contains a definitive list of the location and current condition of all extant historic timber slab barns and historic timber outbuildings, within the Hawkesbury City Council area. This has involved additional historical research, physical inspections and the production of updated heritage inventory sheets for the identified timber slab barns and timber outbuildings. The study has also included submissions for the individual listing of timber slab barns considered to be of State heritage significance. Importantly, the study has sought to address all of the recommendations from the 2010 Hawkesbury barn study. The current public exhibition of this draft study is included as a separate item on this agenda.
2. The *Hawkesbury Potential Heritage Items Project* aims to progress the potential heritage items component of the previous Hawkesbury Community Heritage Study Project, utilising, mostly in-house HCC Strategic Planning Staff. Fortunately, however, HCC Strategic Planning Staff have been able to procure the services of Dr. Terry Kass (historian) for this project, who has been involved in multiple, major heritage projects within the Hawkesbury, including the abovementioned Hawkesbury Timber Slab Barns and Outbuildings Update Study. Dr. Kass has been undertaking historical research for the potential items being progressed within this project.

It is important to note that this project addresses the potential heritage items objectives of the local community in a much more comprehensive and systematic way than what was ever envisaged with the original Hawkesbury Community Heritage Study. As previously discussed, and agreed by the Potential Heritage Items Working Group, it has been decided that any potential heritage items project should draw on the considerable body of work previously undertaken for the former heritage studies for Hawkesbury area over the last four decades (since the early 1980s). As formerly presented to the Potential Heritage Items Working Group, previously identified potential heritage items from all of these studies currently remain unprotected by local heritage controls. Refer to the next section for details of the progress with this project.

DISCUSSION

The previous studies that have been utilised to progress the potential heritage items for this project are mentioned below:

Unlisted/ unprotected potential heritage items were found in each of those studies. Heritage Inventory Sheet shells (State Heritage Inventory compliant) have been prepared by Council Strategic Planning staff for each identified potential heritage item.

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| 1981 Historic Buildings Windsor - Richmond Potential Heritage Items |
| Alice Brandjes Review of the 1983 - 84 Heritage Study of the North Western Sector of Sydney - Potential Heritage Items |
| 1994/1996 Richmond Study by Graham Edds & Associates - Potential Heritage Items |
| 2001 - 2007 Hawkesbury Heritage Study Review Potential Heritage Items - Wilberforce Parish (Freemans Reach, Ebenezer, Glossodia & Wilberforce) |
| 2001 - 2007 Hawkesbury Heritage Study Review Potential Heritage Items - Pitt Town Parish (Pitt Town, Pitt Town Bottoms, McGraths Hill, Cattai & Oakville) |
| 2001 - 2007 Hawkesbury Heritage Study Review Potential Heritage Items - South Windsor & Windsor |
| 2016 Draft New Heritage Inventory Sheets prepared by Graham Edds & Associates |
| 2020 -2022 Hawkesbury Community Heritage Study Potential Items with Draft Heritage Inventory Sheets |
| 2020 -2022 Hawkesbury Community Heritage Study Potential Items without Draft Heritage Inventory Sheets |
| 2021-2022 Other suggested potential heritage items provided to HCC Heritage Officer without Draft Heritage Inventory Sheets |

To date, Dr. Kass has prepared 83 individual histories for this project. (A copy of these histories is included within Attachment 1 to this report) Importantly, this includes histories for those potential items considered to be most under threat – Former Soldier Settlement properties with housing generally constructed from timber and iron.

Dr. Kass's involvement in the project is ongoing and additional work will be forthcoming in the short term. Whilst the completion of the history component of the potential item heritage inventory sheets is a significant step forward, additional work is required to complete the individual heritage inventory sheets for the potential heritage items and then to include them within a Planning Proposal to commence the listing process. This additional work includes an assessment of each of the potential items against the NSW Heritage Assessment criteria. Given the previously documented operational demands of the Senior Heritage Officer position at Council, external assistance has been sought to complete the individual potential heritage item inventory sheets. A verbal update on this aspect of the project will be provided at the Heritage Committee Meeting.

Importantly, the work on this project by HCC Strategic Planning Staff also uncovered that there are a considerable number of completed draft Hawkesbury heritage inventory sheets (102) within the NSW Heritage Management System data base for some of these previously identified potential heritage items. These potential heritage items could therefore be readily progressed. (These completed heritage inventory sheets are included in Attachment 2 to this report).

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It is intended that the abovementioned incomplete heritage inventory sheets and completed heritage inventory sheets will be discussed at the next available Potential Heritage Items Working Group Meeting.

ATTACHMENTS

AT - 1 Confidential - Terry Kass Histories for Hawkesbury Potential Heritage Items - (*Distributed under separate cover*).

AT - 2 Confidential - Draft Hawkesbury Potential Heritage Items within the NSW Heritage Management System.- (*Distributed under separate cover*).

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4. GENERAL BUSINESS

Nil reports.



Heritage Committee Meeting

End of Business Paper

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