



Heritage Committee

Date of meeting: 1 February 2024
Location: Council Chambers
Time: 5:00PM

BUSINESS PAPER

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HERITAGE COMMITTEE

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1. AGENDA

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1. AGENDA

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1.2. Apologies

1.3. Declaration of Interests

HERITAGE COMMITTEE
2. CONFIRMATION OF MINUTES
Meeting Date: 1 February 2024

2. CONFIRMATION OF MINUTES

HERITAGE COMMITTEE
Meeting Date: 2 November 2023

1. AGENDA

Minutes of the Meeting of the Heritage Committee held in the Council Chambers, Windsor, on 2 November 2023 commencing at 5:05pm.

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
Ms Cheryl Ballantyne, Community Representative
Ms Deborah Hallam, Community Representative
Ms Michelle Nichols, Community Representative – (Audio-visual link)
Mr John Moxon, Community Representative
Mr Michael Edwards, Community Representative
Ms Gaye Wilson, Community Representative - (Audio-visual link)
Ms Erin Wilkins, Community Representative – (Audio-visual link)

Apologies: Nil

In Attendance: Mr Andrew Kearns, Hawkesbury City Council
Mr Thomas Koruth, Hawkesbury City Council
Mr Christopher Reeves, Hawkesbury City Council
Ms Amy Birks, Hawkesbury City Council, Minute Secretary

Member	3/8/2023	5/10/2023	2/11/2023
Councillor Danielle Wheeler	✓	✓	✓
Councillor Shane Djuric	✓	✓	✓
Councillor Mary Lyons-Buckett	✓	✓	✓
Councillor Jill Reardon	✓	A	✓
Ms Jan Barkley-Jack	✓	✓	✓
Ms Cheryl Ballantyne	✓	✓	✓
Ms Gaye Wilson	✓	A	✓
Ms Deborah Hallam	✓	✓	✓
Ms Michelle Nichols	✓	✓	✓
Mr John Moxon	✓	✓	✓
Ms Erin Wilkins	✓	A	✓
Ms Cindy Laws	✓	A	X
Mr Michael Edwards	✓	✓	✓
Mr Graham Edds	✓	✓	✓

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

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APOLOGIES

There were no apologies noted.

Ms Erin Wilkins joined the meeting at 5:34pm

DECLARATION OF INTERESTS

Mr Michael Edwards declared an interest on Item 3.1.3.

Mr Graham Edds declared an interest on Item 3.1.4.

Councillor Danielle Wheeler declared an interest on Item 3.1.4.

Ms Michelle Nichols declared an interest on Item 3.1.4.

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2. CONFIRMATION OF MINUTES

The Committee resolved on the Motion of Mr Michael Edwards, seconded by Councillor Jill Reardon, that the Minutes from the previous meeting held on Thursday, 3 August 2023 be confirmed.

The Committee resolved on the Motion of Ms Cheryl Ballantyne, seconded by Ms Deborah Hallam, that the Minutes from the previous meeting held on Thursday, 5 October 2023 be confirmed.

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3. REPORTS FOR DETERMINATION

3.1.1 **HC - Windsor Bridge Replacement Project Working Group October Meeting - (80242)**

Previous Item: 3.1.3, HC (3 August 2023), 3.1.4, HC (5 October 2023)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Mr Michael Edwards.

That the Heritage Committee endorse the amended recommendations and refer these recommendations to Council's November Meeting.

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2. CONFIRMATION OF MINUTES
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3.1.2 HC - Heritage Information Sheets Update - (80242)

Previous Item: 007, HC (22 July 2021)

Directorate: City Planning

OFFICER'S RECOMMENDATION:

That the Heritage Committee provide feedback and input on the amended Heritage Guidelines for 'Roofs' and 'Rising Damp' included as Attachments 1 and 2 respectively.

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Jill Reardon and seconded by Councillor Shane Djuric.

That the Heritage Committee recommends to Council, that:

1. The Guidelines for Roofs be amended for use based on the feedback from the Committee.
2. The Guidelines for Rising Damp be amended based on feedback from the Committee, and presented to the next Committee Meeting.

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

Directorate: City Planning

Mr Michael Edwards declared an interest on this item.

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

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

That the Heritage Committee recommends that Council:

1. Lobby the NSW Government for increased funding for this program.
2. Increases funding of the Local Heritage Assistance Fund to \$100,000, and consider a tiered contributions, and other means to administer the program.
3. Notes that an increase in heritage listings provides further justification to seek further NSW Government funding, and increasing the size of the program.

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

Previous Item: HC 3.1.2 (5 October 2023)

Directorate: City Planning

Councillor Danielle Wheeler declared an interest in the item and vacated the chair.

Ms Michelle Nichols declared an interest on this item.

Mr Graham Edds declared an interest on this item.

Councillor Mary Lyons-Buckett assumed the chair for this item and for the remainder of the meeting.

OFFICER'S RECOMMENDATION:

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

COMMITTEE RECOMMENDATION:

RESOLVED on the motion of Councillor Shane Djuric and seconded by Councillor Jill Reardon.

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

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4. GENERAL BUSINESS

A. Liveability Project

RESOLVED on the motion of Mr Graham Edds and seconded by Councillor Shane Djuric.

That the Heritage Committee requests a roundtable discussion between Committee members, Council's Liveability Project consultants, Council's Heritage Advisor and relevant Council Officers that are involved with this project to resolve outstanding issues and avoid deterioration of building fabric as a consequence of the Liveability Project.

The meeting terminated at 6.31pm

HERITAGE COMMITTEE
3. REPORTS FOR DETERMINATION
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3. REPORTS FOR DETERMINATION

3.1.1. HC - Liveability Project Update - (80242)

Directorate: City Planning

PURPOSE OF THE REPORT

The purpose of this report is to provide the Heritage Committee with further information and seek advice regarding the proposed paving substrate as part of the Liveability Project in Windsor.

EXECUTIVE SUMMARY

This report to the Heritage Committee is based on the discussions and outcomes of the teleconference with the Heritage Committee that occurred on 19 December 2023, and provides additional information as part of the Liveability Project - Windsor.

The report provides advice on the physical breakdown of the stages for the Liveability Project in Windsor. The report also provides information to the Heritage Committee on the status of the various stages of the project, being Stage 1, 1a and 2.

The key element to the report is the request for advice from the Heritage Committee on the preferred option for paving substrate for the Liveability Project - Windsor Stage 1. The timing for this advice aligns with the project teams post tender clarification period. Once this advice has been received it will be important information for Council Officers to consider for the development of the Liveability Project - Windsor Stages 1a and 2.

There is a need for a proactive flow of information on the Liveability Project with the Heritage Committee, and the report aims to address this by further information dissemination and consultation to occur on the future stages of the project.

OFFICER'S RECOMMENDATION

That the Heritage Committee:

1. Note the information provided.
 2. Note the information contained within the report on the proposed paving substrate for Windsor Stage 1, and request the Heritage Committee provide advice on a preferred option.
 3. Note that additional information will be provided to the Heritage Committee for Windsor Stage 1a and Stage 2 of the project as they are progressed.
 4. Note the Director City Planning will coordinate future consultation as required on Dharug heritage and the Windsor stages of the Liveability Project.
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BACKGROUND

On 21 November 2023, Council considered the minutes of the Heritage Committee Meeting of 2 November 2023. The item listed as 5.15 ROC - Heritage Committee - 2 November 2023.

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In considering this item, Council resolved in part to:

5. Council arrange a teleconference between members of the Heritage Advisory Committee, the Liveability consultants and Council staff to provide advice in regard to the paving at Windsor.

Subsequently, a teleconference was held with the Heritage Committee on 19 December 2023 as per the Council resolution.

This report is in response to the teleconference held as per the Council resolution above, in order to supply additional information to the Heritage Committee, and seek advice on the matter.

DISCUSSION

The Liveability Project in Windsor is broken up into the following stages which is highlighted in Figure 1, with each stage having a separate scope and timeframe for completion:

- Stage 1 – Windsor train station to Fitzgerald Street (Blue)
- Stage 1a – Baker Street to Bridge Street – Thompson Square (Green)
- Stage 2 – Windsor Mall (Red).

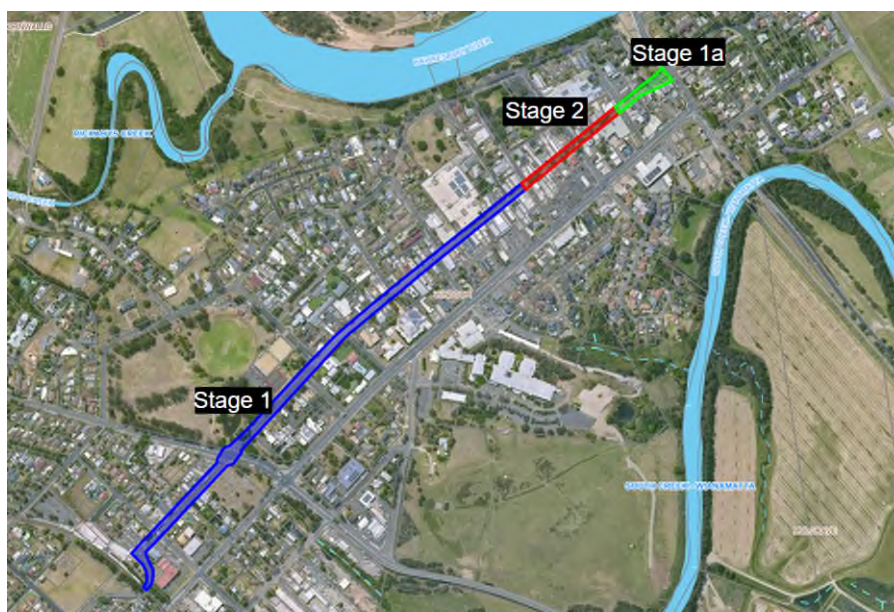


Figure 1 Liveability Project - Windsor Stages

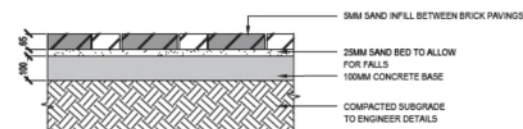
The Windsor Stage 1 Tender has been advertised and closed with submissions received by Council. Tenderers are currently being shortlisted with post tender clarification now occurring. As a result of the teleconference with the Heritage Committee on 19 December 2023, part of the tender clarification has included the design team exploring alternate substrate options consistent with discussions that occurred with the Heritage Committee. The additional information requested as part of tender clarification is expected to be received and initially assessed by mid-February 2024. As a result of the clarification process there may be additional information required from prospective tenderers by the design team. The design team have proposed an indicative date for tender acceptance by mid-March 2024.

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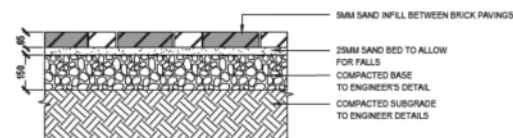
Figure 2 provides the Heritage Committee with the alternate substrate option being explored by the design team. As discussed at the 19 December 2023 teleconference with the Heritage Committee, the design team now seek the advice of the Heritage Committee on the preferred substrate option which the alternate drawing shows as a compacted Granular fill.

DETAIL | BRICK PAVING SUBSTRATE

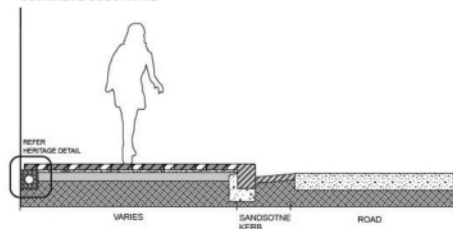
CONCRETE SUBSTRATE



COMPACTED SUBSTRATE



CONCRETE SUBSTRATE



COMPACTED SUBSTRATE

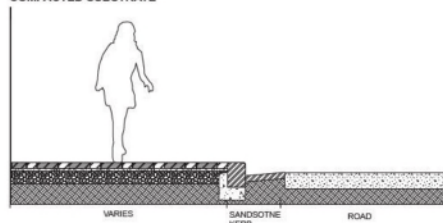


Figure 2 - Concrete and Compacted Substrate Options for Consideration

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The Liveability Project - Windsor Stages 1a and 2 are currently in the early stages of scope development and finalisation. Once advice has been received from the Heritage Committee on a preferred substrate option for Windsor Stage 1, this will then be taken into consideration for the finalisation of the scope development for Windsor Stage 1a and Stage 2. Council's Senior Heritage Officer will also be invited to any future project meetings internally that occur with regard to the Liveability Project - Windsor. Information will be provided to the Heritage Committee on Windsor Stages 1a and 2, once scope development has been finalised.

Development of the scope for Stage 2 - Windsor Mall will require additional consultation based on some areas of the Windsor Mall having both pedestrian and vehicular movement. Vehicle movement areas that are paved will require a suitable substrate that is capable of handling the associated load. As a result of the teleconference held with the Heritage Committee on 19 December 2023, a sketch diagram was received by Council Officers from a Committee member outlining the discussions that had occurred regarding the Windsor Mall area. The diagram outlined possible consolidated fill substrate areas, concrete substrate areas for traffic movement and original street alignment delineation. This information has been circulated to the project team and is being considered as part of the scope development for the Windsor Mall area.

Discussions also occurred during the 19 December 2023 teleconference regarding Dharug heritage in Windsor, and its importance to the local community. It is intended that the Director City Planning will coordinate further consultation with Dharug representatives to ensure their involvement in the Liveability Project in Windsor moving forward. This will allow for the concerns raised during the teleconference with the Heritage Committee on 19 December 2023 to be addressed with the level of importance required.

ATTACHMENTS

There are no supporting documents for this report.

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HERITAGE COMMITTEE

4. GENERAL BUSINESS

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4. GENERAL BUSINESS



Heritage Committee Meeting

End of Business Paper

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