



HERITAGE COUNCIL OF NSW

MEETING MINUTES – 514

5 April 2023 | 9:00 AM – 3:50 PM

Conference Room 14, Heritage NSW, Level 11, 4PSQ, Parramatta & via teleconference

ATTENDANCE

Members

The Hon Robyn Parker	Acting Chair
Mr Nicholas Brunton	Member
Mr Ian Clarke	Member
Ms Vanessa Holtham	Member
Mr Paul Knight	Member
Dr Brian Lindsay	Member
Ms Colleen Morris	Member
Ms Anthea Sargent	Member
Mr Dillon Kombumerri	Observer

Apologies

Mr Frank Howarth AM PSM	Chair
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State Heritage Register Committee Members *(Item 4.1)*

Ms Natalie Vinton	SHRC member
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External Presenters

Mr Tom Grosskopf	Executive Director, Network & Assets, Regional Operations & Maintenance, TfNSW <i>(item 5.3)</i>
Mr Denis Gojak	Senior Heritage Specialist, Safety, Environment & Regulation Division, TfNSW <i>(item 5.3)</i>
Ms Miriam Stacy	Heritage Specialist, Regional Rail, TfNSW <i>(item 5.3)</i>
Ms Vicki Oszko	Director, Regional Property & Assets Renewal, TfNSW <i>(item 5.3)</i>
Ms Sally Durham	Director Environment and Sustainability, Regions, TfNSW <i>(item 5.3)</i>

Heritage NSW

Mr Tim Smith	Director Heritage Assessments
Ms Anna London	A/Director Programs
Mr Sam Kidman	Executive Director <i>(in camera session only)</i>
Ms Mary Ann Hamilton	A/Manager Heritage Programs <i>(item 4.1)</i>
Ms Judith Coombes	Senior Heritage Officer <i>(item 4.1)</i>
Mr Matthew Clark	Director Policy and Strategy <i>(section 5)</i>
Ms Lucy Albani	Director Policy and Strategy <i>(items 5.1, 5.2 & 5.5)</i>
Ms Emma Dortins	Manager Heritage Programs <i>(items 5.2 & 6.1)</i>
Dr Caroline Ford	Manager Policy and Reform <i>(items 5.1 & 5.2)</i>
Ms Julia Dowling	Senior Policy Officer <i>(item 5.2)</i>
Ms Rochelle Johnston	Senior Manager Major Projects <i>(item 5.3)</i>
Ms Sophie Butler	Senior Assessments Officer <i>(item 5.3)</i>

Ms Sonia Limeburner	Manager Strategy & Implementation (<i>item 5.4</i>)
Ms Vibha Bhattarai Upadhyay	Senior Policy Officer (<i>item 5.4</i>)
Ms Tracy Appel	Senior Policy Officer (<i>item s 5.4 & 5.5</i>)
Ms Rebecca Newell	Manager Streamlining (<i>item 5.5</i>)
Ms Elizabeth Owers	Director Customer Services (<i>item 6.1</i>)
Ms Lana Zegura	Manager Incentives & Engagement (<i>item 6.1</i>)
Ms Rosanna Luca	Senior Engagement Officer (<i>item 6.1</i>)

Secretariat

Ms Olgica Lenger	Manager Secretariat
Ms Linda Bugarin	Secretariat Officer

IN-CAMERA SESSION

This item was not minuted.

Item 1. Welcome and Formalities

The Acting Chair, Robyn Parker, opened the meeting at 9:00 AM and delivered an Acknowledgment of Country.

The Acting Chair noted the apologies received for this meeting.

It was noted that a quorum had been met.

Item 1.1 Conflict of Interest Declarations

There were no conflicts of interest declared for this meeting.

Item 1.2 Out of Session Decisions

There were no out of session decisions.

The Council thanked Heritage NSW for arranging the site visit to *2A Gregory Place, Harris Park* which was held on 4 April 2023. The site visit was also attended by members of the State Heritage Register Committee and the Approvals Committee, as well as representatives from the Department of Planning and Environment.

Item 1.3 Minutes from the Previous Meeting – 1 March 2023

Resolution 2023-09
<p>The Heritage Council of NSW:</p> <ol style="list-style-type: none"> Confirmed the minutes of the previous ordinary meeting (1 March 2023) as a complete and accurate record of that meeting, subject to minor amendment.
<p>Moved by Nicholas Brunton and seconded by Vanessa Holtham</p>

Item 1.4 Matters Arising

The Council noted the appointment of the new Minister for the Environment and Heritage, The Hon. Penny Sharpe MLC, resulting from the change in government at the recent State election.

The Council agreed to write to the Minister and to the Premier, the Hon. Chris Minns MP, congratulating them on their appointments and to seek a meeting with them as soon as practicable.

Item 1.5 Action Report

The Heritage Council of NSW noted the report and closed the items recommended for closure.

Item 2. Executive Director, Heritage NSW - update

The Heritage Council of NSW noted the report from Executive Director, Sam Kidman.

The Council commented on the tourism potential of the *Catherine Hill Bay* development proposal and discussed the approvals pathway for it to be considered at the appropriate time.

Heritage NSW advised that the *Millers Point Vision Statement* was recently presented to the Millers Point Community Action Group.

Item 3. Committees Update

Item 3.1 State Heritage Register Committee (SHRC)

Robyn Parker, Chair of the State Heritage Register Committee, provided an update on key outcomes for items considered at the 4 April SHRC meeting and also noted that:

The Chair acknowledged the collaborative work of Heritage NSW and the Committee, and thanked Heritage NSW for the substantial work being done by staff to engage with the community and key stakeholders to progress the items recommended for SHR listing.

Item 3.2 Approvals Committee (AC)

Ian Clarke, Chair of the Approvals Committee, provided an update on the key outcomes for items considered at the 4 April AC meeting including integrated development proposals for *Rosemount Woollahra, Q Station Manly and Maitland Gaol*.

The Heritage Council noted the Committee's support in principle for the adaptive reuse proposal for *Maitland Gaol* and that further work is required for the architectural execution. The Acting Chair indicated a willingness to assist in further discussions to improve the heritage outcomes for the site.

Item 4. External Presentations

Item 4.1 Ravensworth Homestead Complex and Setting - RTL

The Council received a report from Heritage NSW on the recommendation to list the Ravensworth Homestead Complex and Setting (Ravensworth).

Members acknowledged the large volume of submissions received following the notice of intention to list, discussed the significance of the site and noted:

- the exhaustive amount of research material available for Ravensworth prepared by various heritage groups and the University of Newcastle
- evidence of various events on the site since the 1820s and the high archaeological potential of the site and objects found to date, and
- the sophisticated architectural elements of Ravensworth.

The Council thanked Heritage NSW team for the presentation and suggested that additional time be set aside for the proposed recommendation to list to be further considered by the Council.

Resolution 2023-10
The Heritage Council of NSW: 1. Deferred the item to a future out of session meeting.
Moved by Brian Lindsay and seconded by Paul Knight

Item 5. Legal, Policy and Administration

Item 5.1 Draft Heritage Council Terms of Reference

The Heritage Council of NSW reviewed the revised draft Terms of Reference (ToR) which have been updated by Heritage NSW to incorporate the feedback and comments provided by the Council at the previous meeting.

Key elements were discussed in greater detail including the:

- instrument of delegations and associated functions
- administrative roles and responsibilities of Heritage NSW
- roles and responsibilities of the Heritage Council Chair, Deputy Chair and members, and
- key aspects of the governance and legislative frameworks.

The Council thanked Heritage NSW for the work done to refine the Terms of Reference and noted that the final draft will be circulated to members, together with the Code of Conduct, prior to the next meeting.

Resolution 2023-11
The Heritage Council of NSW resolved to:
1. Noted the draft Heritage Council of NSW Terms of Reference.
Moved by Ian Clarke and seconded by Vanessa Holtham

Item 5.2 Heritage Council of NSW – Strategic Objectives for 2023

Heritage NSW presented the revised set of Heritage Council strategic priorities for 2023-25 which incorporates the Council’s feedback provided at the previous meeting.

The Council discussed the focus areas and proposed deliverables in further detail and made amendments to ensure that the progress of actions and key performance indicators may be measured over time.

Next steps

Heritage NSW will develop a prioritised action plan as a companion to the Heritage Council strategic plan, aligned with the Heritage NSW strategic plan. ‘Traffic light’ reporting will allow for progress monitoring at regular intervals.

The Council thanked Heritage NSW for the work done to finalise the 2023-25 strategic priorities.

Resolution 2023-12
The Heritage Council of NSW:
1. Endorsed the Heritage Council of NSW – Strategic Priorities for 2023-25, with amendments.
Moved by Ian Clarke and seconded by Colleen Morris

Item 5.3 TfNSW Regional Rail Heritage Strategy - Introductory presentation

The Heritage Council of NSW received a report from Heritage NSW and a presentation from Transport for NSW (TfNSW) on the strategic approach being developed for management of TfNSW’s regional rail heritage assets.

TfNSW outlined the strategy and highlighted the:

- strategic alignment and a renewed holistic approach to asset management
- key risks and opportunities for asset revitalisation and integrated heritage activation
- consultation carried out to date and the proposed formation of stakeholder and specialist working groups to develop and deliver the regional rail strategy
- Transport Asset Holding Entity (TAHE) is the underlying owner of the rail heritage network and rolling stock, with asset management licensed to various rail delivery providers, and

- approximately one third of the railway built assets is SHR listed and managed by TfNSW.

The Council provided feedback on the strategy and discussed:

- the challenges in bringing together the various community and stakeholder groups
- whether there is a sustainability strategy that sits within the overall strategy
- opportunities for adaptive reuse and a heritage 'value based' funding strategy, and
- the priority projects included in the heritage asset action plan and the prioritisation model more broadly.

TfNSW extended an open invitation to the Council to tour the regional rail network's heritage assets at any time.

The Council thanked TfNSW for their presentation and acknowledged their commitment to ongoing consultation and collaboration with the Council and Heritage NSW as the strategy progresses to implementation.

Resolution 2023-13

The Heritage Council of NSW:

1. **Thanks** Transport for NSW for the presentation on the proposed *Transport for NSW Regional Rail Heritage Strategy (Strategy)* and **supports** continuing collaboration.
2. **Recognises** the significance and importance to local communities across New South Wales of the State's regional rail heritage assets.
3. **Encourages** Transport for NSW to:
 - a. Broaden the scope of the Strategy to include the whole portfolio of regional rail heritage assets, irrespective of asset management.
 - b. Update the section 170 Heritage and Conservation Register for the Country Regional Network, which will support the development of the Strategy.
 - c. Support the development of a concurrent strategy for funding of urgent conservation work for assets which require immediate short term conservation action.

Moved by Colleen Morris and Nicholas Brunton

Item 5.4 Statement of Heritage Impact Guidelines

The Council received a report from Heritage NSW and the revised draft guidelines for preparing a Statement of Heritage Impact (SOHI).

It was noted that the revised draft incorporates most of the feedback received from a range of key stakeholders, including the Heritage Advisory Panel and Heritage NSW staff.

The guidelines aim to provide standardised requirements for applicants to carry out robust assessments and assist approval authorities in achieving statutory timeframes.

Next Steps

A review of the final draft will be undertaken by Heritage NSW and DPE to ensure the content:

- meets design and brand standards as well as the communication strategies and customer needs across DPE's Environment Heritage Group, and
- is fit for both print and digital channels.

The final guidelines will be issued concurrently to internal and external stakeholders.

The Council thanked Heritage NSW for their presentation and acknowledged the work of Niamh Lowe and Vibha Bhattarai Upadhyay on the SOHI guidelines.

Resolution 2023-14

The Heritage Council of NSW resolved to:

1. **Endorse** the Guidelines for preparing a Statement of Heritage Impact (SOHI guidelines) (Tab A of the report).
2. **Note** the implementation plan for the SOHI guidelines (Tab C of the report).

Moved by Colleen Morris and Vanessa Holtham

Item 5.5 State Heritage Register and Aboriginal Places listings process review

The Council received an update from Heritage NSW on the proposed review of the SHR and Aboriginal Place (AP) listings process.

Heritage NSW outlined the key aims of the review and sought the Council's feedback on the current challenges, opportunities and potential improvements for the listings process, the proposed consultation and project timeline.

Members noted that the proposed consultation includes engagement with various stakeholders including the Aboriginal Cultural Heritage Advisory Committee, nominators, owners and Heritage NSW staff.

The Council thanked Heritage NSW for the presentation and looked forward to further updates as the review progresses.

Item 6. Matters for Consideration**Item 6.1 ICOMOS GA 2023**

The Council received an update from Heritage NSW on the ICOMOS General Assembly 2023, in particular the preparations underway for the Scientific Symposium.

A joint session on cultural landscapes has been confirmed with Heritage Victoria and will be co-chaired by the respective Council Chairs. A meeting of the Heritage Council's ICOMOS working group will be arranged to further refine the proposal.

Item 7. Executive Reports**Item 7.1 Chair, Heritage Council of NSW – Monthly Report**

The Heritage Council of NSW noted the verbal update provided by the Acting Chair.

The Council noted that Paul Knight recently gave a presentation on Aboriginal Cultural Heritage to the National Trust, which was very well received.

Item 7.2 Planning Report (DPE)

The Heritage Council of NSW noted the planning report and verbal update from Anthea Sargeant.

Item 7.3 Advisory Panels Report

The Heritage Council of NSW noted the Advisory Committee and Panels report.

The Chair of the Grants and Sponsorships Advisory Committee (GSAC) provided a verbal update and highlighted GSAC members' feedback on the 2023-25 round of grants funding applications, noting that:

- Due to the allocation of the \$1M *Heritage Activation* grant, a large number of meritorious applications received for the *Caring for State Heritage works* and *Community Heritage projects*, are competing for the remaining funds
- the revised process resulted in significant time commitment required for GSAC members to assess and rank applications
- a report highlighting lessons learned will be provided by GSAC so that process improvements and sufficient funding for future grants may be sought.

The Council acknowledged the extraordinary effort of the GSAC and Heritage NSW grants team in undertaking this work.

Item 8. Heritage NSW Reporting

Item 8.1 Heritage Operations – Monthly Reports

The Heritage Council of NSW noted the monthly reports.

Tim Smith provided a verbal update on the conservation major projects and Anna London provided a verbal update on progress of listings matters.

Item 9. General Matters

Forward Agenda

The Heritage Council of NSW reviewed the forward agenda.

Item 10. Meeting Close

There being no further items of business, the Acting Chair, Robyn Parker, closed the meeting at 3:50 PM.



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The Hon. Robyn Parker

Deputy Chair, Heritage Council of NSW

Date: 3 May 2023