**Heritage Council of NSW Minutes - 464**

9:00am – 1:50pm  
Wednesday, 01 May 2019  
10 Valentine Avenue, Parramatta  
Conference Rooms 1 and 2, Level 6

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<th>Governance Role</th>
<th>Incumbent</th>
<th>Position Title</th>
<th>Department/Company</th>
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<tr>
<td>Chair</td>
<td>Mr Frank Howarth PSM</td>
<td>N/A</td>
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<td>Deputy Chair</td>
<td>Ms Sheridan Burke</td>
<td>N/A</td>
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<td>Voting Member</td>
<td>Mr David Major</td>
<td>N/A</td>
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<td>Voting Member</td>
<td>Mr Ian Clarke</td>
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<td>Voting Member</td>
<td>Ms Colleen Morris</td>
<td>N/A</td>
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<td>Voting Member</td>
<td>Ms Jennifer Davis</td>
<td>N/A</td>
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<td>Voting Member</td>
<td>Professor Gary Sturgess AM</td>
<td>N/A</td>
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<td>Non-voting Member</td>
<td>Mr Dillon Kombumerri</td>
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<td>OEH staff</td>
<td>Ms Jane Holden</td>
<td>A/Executive Director</td>
<td>Office of Environment and Heritage</td>
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<td>OEH staff</td>
<td>Mr Tim Smith OAM</td>
<td>Director, Heritage Operations</td>
<td>Office of Environment and Heritage</td>
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Invited Guests  
*Item 2.3*  
Dr Caroline Butler-Bowden  
Director, Strategy and Engagement  
Sydney Living Museums

Invited Guests  
*Item 3.1*  
Ms Sally Durham  
Director, Environment Operations  
Roads and Maritime Services

Mr Denis Gojak  
Senior Heritage Specialist  
Roads and Maritime Services

Ms Amie Nicholas  
Bridge Engineer  
Roads and Maritime Services
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<tr>
<td>Invited Guests</td>
<td>Ms Sarah Cameron</td>
<td>Principal Project Officer, Callan Park</td>
<td>NSW National Parks and Wildlife Service</td>
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<td>Item 3.2</td>
<td>Mr Dan Sharp</td>
<td>Associate</td>
<td>Tyrrell Studio</td>
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<td>Mr Jordon Mathers</td>
<td>Graduate</td>
<td>Terrior</td>
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<td>OEH staff</td>
<td>Mr Alexander Timms</td>
<td>Senior Heritage Officer, Major Projects</td>
<td>Office of Environment and Heritage</td>
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<td>Item 3.1</td>
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<tr>
<td>OEH staff</td>
<td>Mr Rajeev Maini</td>
<td>Senior Team Leader, Regional Heritage Assessments</td>
<td>Office of Environment and Heritage</td>
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<td>Item 3.2</td>
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<td>OEH staff</td>
<td>Ms Olgica Lenger</td>
<td>Senior Team Leader Secretariat</td>
<td>Office of Environment and Heritage</td>
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<td>OEH staff</td>
<td>Ms Natasha Agaki</td>
<td>Senior Secretariat Officer</td>
<td>Office of Environment and Heritage</td>
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<td><strong>Apologies</strong></td>
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<tr>
<td>Voting member</td>
<td>Mr Gary White</td>
<td>N/A</td>
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<td>Ms Louise Thurgood</td>
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MINUTES

Item 1. Welcome and formalities

Mr Frank Howarth opened the meeting at 9:00am, delivered an Acknowledgment of Country and welcomed attendees.

Apologies were accepted from Ms Louise Thurgood and Mr Gary White and it was noted that quorum had been met.

Members were asked to raise any conflicts of interest with items on the agenda.

1. Ms Colleen Morris raised a potential conflict of interest for Item 3.2 Callan Park Landscape Structure Plan in that she has been involved with several Conservation Management Plans for Callan Park or parts thereof.

No items of further business were raised.

The Chair had the following discussions with OEH staff out of session:

1. Changes introduced in process and procedure to:
   - Improve the brevity of reporting, particularly with regards to OEH providing their views, recommendations or draft resolutions to the Council for decision-making, as available.
   - Paper formatting has been streamlined and succinct cover pages introduced.
   - Reducing the number of OEH staff in attendance at meetings, with primary reporting responsibilities carried by Directors and the Executive, and expert staff attending on as required basis.
   - Improve efficiency around the release of Council decisions and progress of actions.
   - Improve accuracy of meeting minutes with clear resolutions captured in session and the provision of succinct summaries to conclude each agenda item.

Decision

After discussion, the Heritage Council of NSW:

1. Noted the potential conflict of interest for Ms Colleen Morris in relation to Item 3.2 Callan Park Landscape Structure Plan and agreed that no further action was required.

2. Agreed that the Chair would work with the OEH team to ensure faster delivery of decisions after Council’s meetings.

Item 1.1. Minutes from previous ordinary meeting

The Heritage Council of NSW received the Minutes UNCONFIRMED from the previous ordinary meeting.
The Council discussed the purpose and consistency of information provided in summary of outcomes, actions log and minutes.

**Resolution 2019-17**

After discussion, the Heritage Council of NSW:

1. **Confirmed** the minutes of the previous ordinary meeting (Wednesday, 03 April 2019) as a complete and accurate record of that meeting, subject to including Ms Jenny Davis as Mover, and Ms Colleen Morris as Seconder to item 4.1 DPE Reform SARS and MOU.

2. **Agreed** that the Chair of the Heritage Council will work with the Secretariat and the OEH Executives to ensure consistency between the summary of outcomes, the action log and the minutes of the meeting.

Moved by Mr David Major and seconded by Ms Jenny Davis

**Item 2. Strategic Matters**

**Item 2.1. New Ministerial Arrangements**

The Heritage Council of NSW received a verbal update from Ms Jane Holden, A/Executive Director - OEH.

The Heritage Council of NSW discussed:

1. The announcement of Minister Harwin as the new Minister administering the Heritage Act, as well as administrative orders update and the various heritage opportunities present under the new Ministerial arrangements.

**Decision**

After discussion, the Heritage Council of NSW:

1. **Noted** the information provided in the report.

**Item 2.2. Strategic planning day**

The Heritage Council of NSW received a verbal update from Mr Frank Howarth PSM, Chair, Heritage Council of NSW.

The Heritage Council of NSW discussed:

1. The agenda for the Strategic Planning Day on Friday, 3 May 2019, distributed at the meeting.

**Decision**

After discussion, the Heritage Council of NSW:

1. **Noted** the information provided in the report.
Item 2.3. The Experience Economy: Heritage Tourism’s Evolution

The Heritage Council of NSW received a presentation from Dr Caroline Butler-Bowden, Director, Strategy and Engagement – Sydney Living Museums.

The Heritage Council of NSW discussed:

1. Opportunities and risks inherent in the exponential growth of cultural and heritage tourism and the identification of success factors and principles to effective programs around the world.

2. The need for resourcing and the development of an evaluation framework to measure benefits and impacts of heritage tourism.

3. The importance of having a strong ethical framework to guide interpretations so as to not distort and damage heritage in the process.

Decision

After discussion, the Heritage Council of NSW:

1. Noted the information provided in the report.

Item 3. External Presentations

Item 3.1. RMS Timber Truss Bridges – Proposal to Revise List

The Heritage Council of NSW received a presentation on the RMS Timber Truss Bridges from Ms Sally Durham, Mr Denis Gojak, and Ms Amy Nichols, followed by a paper and verbal report from Mr Alexander Timms, Senior Heritage Officer Major Projects, Heritage Operations - OEH.

The Heritage Council of NSW discussed:

1. Background and context of the RMS Timber Truss Bridge Strategy and the proposed changes to the lists for retention and conservation, resulting from a detailed review post operations upgrade.

2. Adverse impacts to the bridges proposed for removal from the State Heritage Register and their material use, as well as opportunities to offset impacts of changing demands whilst the strategy is still being developed.

3. Appropriateness of interpretation for replacement bridges.


5. The need to consider social value, and concerns around providing comment before community consultation has occurred.
After discussion, the Heritage Council of NSW:

1. **Deferred** consideration of the revised list of RMS Timber Truss Bridges until the June 2019 meeting of the Heritage Council to allow more time to consider the complex issues involved.

### Item 3.2. Draft Callan Park Landscape Structure Plan

The Heritage Council of NSW received a presentation on the Draft Callan Park Landscape Structure Plan from Ms Sarah Cameron, Principal Project Officer Callan Park, National Parks and Wildlife Services; Mr Dan Sharp, Landscape Architect, Tyrrell Studio; and Jordon Mathers, Graduate, Terrior; followed by a paper and verbal report from Mr Rajeev Maini, Senior Team Leader Regional Heritage Assessments and Mr Steven Meredith, Regional Manager Heritage South - OEH.

The Heritage Council of NSW discussed:

1. Consideration of indigenous history and cultural heritage of the landscape.
2. Funding for CMP development, and concerns around the heritage significance interpretation of an SHR listed item.

### Resolution 2019-18

The Heritage Council of NSW:

1. **Acknowledges** the extensive work put into developing the Draft Callan Park Landscape Structure Plan by OEH;
2. **Requires** further development of the Draft Callan Park Landscape Structure Plan in consultation with the Heritage Council and Aboriginal Cultural Heritage Advisory Committee;
3. **Supports** simultaneous public consultation to assist further development of the Draft Callan Park Landscape Structure Plan;
4. **Notes** that the final draft of the Callan Park Landscape Structure Plan will be presented to the Heritage Council for support following public consultation, and before any actions arising from it are proposed;
5. Provides the following comments to further refine the Draft Callan Park Landscape Structure Plan:
   a. Layering of significance and historic use including Aboriginal and recent uses should be integrated in the Plan and interpreted in site planning;
   b. Aboriginal cultural landscape elements (e.g. coastal edge and creek lines) should be incorporated into the Plan as significant elements for interpretation.

Moved by Prof Gary Sturgess and seconded by Mr David Major.
Item 4. Legislation, Policy and Administrative Matters

Item 4.1. Committees and Sub-committees Membership Update

The Heritage Council of NSW received a paper and verbal report from Ms Olgica Lenger, Senior Team Leader, Secretariat - OEH.

The Heritage Council of NSW discussed:

1. Updates to member appointment terms.
2. Varying terms for committee membership appointments.
3. Requirements for knowledge and expertise in committee membership.

### Resolution 2019-19

After discussion, the Heritage Council of NSW:

1. Notes the information in the report.
2. Delegates to the Heritage Council Chair to work with Executive Director Heritage and the Chairs of the Committees to develop a process for addressing the upcoming vacancies on all Committees, with most current appointments expiring in November 2019; taking into consideration balance of knowledge and skills across the Committees.
3. Adopts varying terms of appointment for newly appointed members to Heritage Council Committees;
4. Advises that the term of Committee appointment for Prof Gary Sturgess is to align with his membership on the Heritage Council;
5. Advises that the terms of appointment for Mr Bruce Pettman on the Approvals Committee and Mr Stephen Davies on the Heritage Committee, are to be resolved as part of discussions under point 2.

Moved by Ms Sheridan Burke and seconded by Ms Colleen Morris.

Item 4.2. Communications and Engagement Project Update

The Heritage Council of NSW received a paper and verbal report from Ms Sarah Jane Brazil, Manager Heritage Near Me - OEH.

The Heritage Council of NSW discussed:

1. Opportunities and constraints in the development of a visual identity for the Heritage Council, including the impact of machinery of government changes, and the critical role of social media in brand building.
2. Opportunities in launching Heritage Near Me as part of a broader strategy of promotion.
3. The need for a multilayered approach to the strategy to address a complexity of issues around Council’s role, purpose and approach to heritage; and to address misconceptions about heritage within the community.
Resolution 2019-20

After discussion, the Heritage Council of NSW:
1. **Notes** the information provided in the report.
2. **Appoints** a sub-committee to advise on the development of the Communication and Engagement Strategy for the Heritage Council specifically, and report back to the 5 June 2019 Council meeting.
3. **Resolved** that the abovementioned sub-committee would comprise Mr Ian Clarke, Mr David Major, Mr Frank Howarth (remotely) and Ms Louise Thurgood, subject to her agreement.

Moved by **Ms Colleen Morris** and seconded by **Mr Ian Clarke**.

Item 4.3. Business Plan Projects Update

The Heritage Council of NSW received a paper and verbal report from **Mr Ceda Byrne**, **Senior Special Projects Officer, Heritage Strategy - OEH**.

The Heritage Council of NSW discussed:
1. The format of project tracking.
2. The request for briefings on the Resources and Publications Project and the CMP Project.

Decision

After discussion, the Heritage Council of NSW:
1. **Noted** the information in the report.

Item 5. Conservation Matters

*Nil matters*

Item 6. Listings Matters

*Nil matters*

Item 7. Reports

**Item 7.1. Executive Director, Heritage Division’s monthly update**

The Heritage Council of NSW received a paper and verbal report from **Ms Jane Holden**, **A/Executive Director - OEH**.

1. Delegations and Material Effect Guidelines
2. NSW Heritage Grants
3. Locomotive Workshops Redevelopment, Eveleigh
4. Regent Theatre, Mudgee

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**Item 7.2. Chair of the Heritage Council of NSW Monthly Update**

The Heritage Council of NSW received a paper and verbal report from Mr Frank Howarth PSM, Chair, Heritage Council of NSW.

1. Ms Sheridan Burke provided a report on the outcomes of the Heritage Chairs Officials of Australia and New Zealand (HCOANZ) annual meeting in New Zealand on 20-27 April 2019.
   a. Key points of discussion included dealing with pending applications, cultural tourism, jurisdictional branding and how to promote this at the ICOMOS Assembly for optimum outreach.
   b. Strength of biculturalism in New Zealand, and its Heritage Council’s strength in process and relationship to cultural heritage.
   c. Proposed Conflict Sites study led by NSW and VIC: the sensitivity, breadth and depth of the subject matter is such that the proposed interpretation guidelines are insufficient; a more strategic and measured approach, and broader community engagement is required beforehand.

2. Site-specific exemptions for Varroville Homestead.

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**Item 7.3. Department of Planning and Environment Chief Planner’s Report**

The Heritage Council of NSW received a paper from Mr Gary White, Chief Planner, Department of Planning and Environment.

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Item 8. Monthly and Quarterly Reporting

Item 8.1. Action Report

The Heritage Council of NSW received the action report.

Decision

After discussion, the Heritage Council of NSW:
1. Noted the information in the report.

Item 8.2. Conservation Major Projects Status Report

The Heritage Council of NSW received the Conservation Major Projects Status report from Mr Tim Smith, Director Heritage Operations - OEH.

The Heritage Council of NSW discussed:
1. Updates to report formatting
2. Outer Sydney Orbital discussion with Transport for NSW; Heritage Council reiterated its position on Outer Sydney Orbital.

Decision

After discussion, the Heritage Council of NSW:
1. Noted the information in the report.

Item 8.3. Delegated Decisions Monthly Report

The Heritage Council of NSW received a report from Mr Tim Smith, Director Heritage Operations - OEH.

Decision

After discussion, the Heritage Council of NSW:
1. Noted the information in the report.
Item 8.4. Listings Matters Monthly Report

The Heritage Council of NSW received a report from Mr Tim Smith, Director Heritage Operations - OEH.

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Item 8.5. Quarterly Applications and Compliance Report

The Heritage Council of NSW received a report from Mr Tim Smith, Director Heritage Operations – OEH.

1. KPI’s and reporting logic

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Item 8.6. Quarterly Financial Budget Report

The Heritage Council of NSW received a report from Ms Jane Holden, A/Executive Director, Heritage – OEH.

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Item 9. Advisory Committee Updates

Item 9.1. Committee and Sub Committee Updates

Nil matters

Item 10. Heritage Council – In Camera Session

Discussion during this session was not minuted.

Item 11. Other Matters

Item 11.1. General Business

Nil matters
Item 11.2. Meeting close

There being no further items of business, Mr Frank Howarth closed the meeting at 1:50pm.

................................................
Mr Frank Howarth
Chair, Heritage Council of NSW
Date: 05 June 2019