



# Heritage Committee

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Date of meeting: 1 August 2024  
Location: Council Chambers  
Time: 4:00PM

MINUTES



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**HERITAGE COMMITTEE**

**Meeting Date:** 1 August 2024

**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

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

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

**APOLOGIES**

There were no apologies noted.

**HERITAGE COMMITTEE**

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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.

**HERITAGE COMMITTEE**

**Meeting Date:** 1 August 2024

**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.

### 3. REPORTS FOR DETERMINATION

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

Directorate: Corporate Services

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#### 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.

## HERITAGE COMMITTEE

Meeting Date: 1 August 2024

- 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.



**HERITAGE COMMITTEE**

**Meeting Date:** 1 August 2024

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

**Directorate:** City Planning

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*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.

**HERITAGE COMMITTEE**

**Meeting Date:** 1 August 2024

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

**Directorate:** City Planning

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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.

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**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.

**HERITAGE COMMITTEE**

**Meeting Date:** 1 August 2024

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

**Previous Item:** 2, HC (22 July 2021)

**Directorate:** City Planning

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

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*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.

**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.



# Heritage Committee Meeting

## End of Minutes

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