



NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the first meeting of **HERITAGE AND LOCAL HISTORY ADVISORY COMMITTEE** will be held:

Date: 6 February 2013

Time: From 8:30 to 10:30 – maximum 2 hours

Place: Manly Town Hall, 1 Belgrave Street, Manly

Committee Members:

Cllr Adele Heasman	Manly Council
Cllr Hugh Burns	Manly Council
Cllr Candy Bingham	Manly Council
Jim Boyce	Community Member
Alan Yuille	Community Member
Melanie Fillios	Community Member
Terry Metherell	Community Member
Karen Norsa	Community Member
Dennis Sherris	Community Member
Luisa Manfredini	Community Member

Staff Members:

Nayeem Islam	Principal Strategic & Statutory Planner
Zoran Popovic	Heritage Advisor, Landuse & Sustainability

All other Councillors are free to attend as observers and are invited to do so and to engage in discussions, but not in voting, on any matter before the Committee.

Stephen Clements
Deputy General Manager, Landuse & Sustainability

Date:



AGENDA

Heritage and Local History Advisory Committee

To be held on Wednesday, 6 February 2013

Councillors Room, Manly Council, 1 Belgrave Street, Manly

- ITEM 1** **Welcome, apologies and leave of absence**
- ITEM 2** **Declarations of Interest – Pecuniary and Non-Pecuniary**
- ITEM 3** **Confirmation of Minutes of the previous meeting (of 05/12/2012)**
- ITEM 4** **Report – Matters arising from previous meeting**
- ITEM 5** **Report – Priority Goals and Actions 2013-2016**
- ITEM 6** **Report – Heritage Assistance Grants – Proposed changes**
- ITEM 7** **Report – National Trust Heritage Festival 2013**
- ITEM 8** **Additional General Business brought to the attention of the Chair
prior to the Meeting and approved for consideration**
 - Coles site artefacts**
- ITEM 9** **Date for next meeting: 03 April 2013, 8:30am.**



Report to Heritage and Local History Advisory Committee

Meeting Date: 6 February 2013

Author: Zoran Popovic, Heritage Adviser

Subject: ITEM 4 – Report – Matters arising from previous meeting

1. Introduction

Further to the Heritage and Local History Committee meeting held on 5 December 2012, matters were raised that required staff action or response.

2. Report

These matters required staff action further to previous (December 2012) meeting of the Heritage and Local History Committee:

MATTER RAISED	ACTIONED
ITEM 5 (of December 2012) Review of the Heritage and Local History Committee Charter, including membership and quorum, their adoption and/or amendments recommended to Council – The Committee resolved to recommend to the General Manager to amend the Terms of Reference of the Heritage and Local History Committee as follows: 1. On page (2), to correct the second-last paragraph to read: “The quorum of the Committee is 4 members, of which two must be community representatives.” This should be confirmed under matching clause on the page 4. 2. On page (2), to add a dot point objective “h”: “To provide advice to Council on matters of local history, including on events, exhibitions, moveable items and related matters.” 3. On page (2), below the said Objective h), to add: “Based on these Objectives, the Committee may adopt its priority goals and actions for a particular period.” 4. On page (4), to add a dot point to read: “The Committee Chairperson may call an extraordinary meeting as required.” 5. An explanation of terms “heritage” and “local history” should be provided in the document.	The Heritage and Local History Committee’s resolution was forwarded to GM for consideration

MATTER RAISED	ACTIONED
ITEM 6 (of December 2012) Review of the Heritage and Local History Committee meeting cycle, times and days, their adoption and recommendations to Council – Dennis Sherris noted that he is not receiving mail, due to a mistake in his postal address.	Details were forwarded to Secretariat who reported that address was updated
ITEM 7 (of December 2012) Identification of Priorities to be addressed in 2012-2016 – Jim Boyce presented the previous Council's Heritage Committee program for 2011, and asked if one can be prepared for 2013.	Program for 2013 is attached to the Priority Goals and Actions 2013
– In Tower Street Park there are indications that a homeless person is living and using sandstone, potentially from ruins of Dalley's Castle, to change internal layout of the cave.	Council's rangers inspected site in late December 2012 and reported no evidence of anyone sleeping in the cave. Graffiti in the area was reported to Bob Spencer for removal.
– Feedback was sought on seawall construction/repair activities	Fred Thinesh, MC Manager – Urban Services advised that currently there are no planned seawall works. Most recent completed works were the seawall secant and pile works back in 2010 at Ocean beach at North Steyne, in front of Pine Street.
– Jim Boyce asked whether it is possible to ascertain number of heritage-related brochures (The Corso, Heritage in Manly, House Styles, Walking Tours etc.) available through MAGAM, VIC and MEC and discuss in the February meeting of the Committee.	Approx. Numbers are: 100 "Heritage in Manly" and 50 "Walking Tours" (for sale) are in Library and VIC; "House Styles" and "The Corso" are out of print; MEC produces photocopies as required; MC Counter has 50 copies of "Heritage in Manly"; MAGAM has nil. North Head Visitor Centre has 20 copies of "Walking Tours".

MATTER RAISED	ACTIONED
– Jim Boyce indicated that he is awaiting feedback from Mick Darda on tourism research statistics. This is now due.	As of 21/01, Mick Darda advised that results from the survey “are being analysed and should be completed soon.” Subsequently, the report will go to Divisional Manager with request for approval to be released to the Committee.
– Deputy GM Stephen Clements informed the Committee that a large DA is in preparation for the St Paul’s School. The Committee expressed interest in a presentation by the applicants’ architects and heritage consultant, perhaps at the February Meeting. Members noted that Stephen Clements might need to call on Heritage Committee members to discuss this DA before the February meeting.	DGM Stephen Clements will action in due time
– The Committee indicated interest in participating in the National Trust Heritage Festival 2013.	Refer to Item 8 below
– The Committee resolved that: 1. Zoran Popovic will prepare a detailed task priority list, based on presented report and discussed draft points list. This task priority list will be accompanied by the annual program for 2013, indicating main activities relevant for each bi-monthly Committee meeting. The task priority list and annual program for 2013 will be considered for endorsement in the next Committee meeting. 2. The Committee appoints working group for development applications consisting of: Terry Metherell, Luisa Manfredini, Alan Yuille, Jim Boyce, and Melanie Fillios. 3. The Committee appoints working group for heritage tourism policy consisting of: Alan Yuille, Jim Boyce and Karen Norsa. 4. The Committee wishes to take part in the Heritage Festival 2013 organised by the National Trust and members wish to be informed via email of relevant dates and deadlines.	Refer to Item 5 below Point 2 noted – No action was required Point 3 noted – No action was required Refer to Item 8 below

3. Recommendation

It is recommended that:

1. The Committee should receive and accept this report.



Report to Heritage and Local History Advisory Committee

Meeting Date: 6 February 2013

Author: Zoran Popovic, Heritage Adviser

Subject: ITEM 5 – Report – Priority Goals and Actions 2013-2016

1. Introduction

Further to the Heritage and Local History Committee meeting held on 5 December 2012, (Item 7 of that meeting), the Committee resolved that:

1. Zoran Popovic will prepare a detailed task priority list, based on presented report and discussed draft points list. This task priority list will be accompanied by the annual program for 2013, indicating main activities relevant for each bi-monthly Committee meeting. The task priority list and annual program for 2013 will be considered for endorsement in the next Committee meeting. matters were raised that required staff action or response.

2. Report

Please refer to the Attachment 1.

3. Recommendation

It is recommended that:

1. The Committee should receive and accept this report;
2. The Committee recommends this item to the GM to note; and
3. The Committee recommends this item to be referred for Brief Mention to Council's OM.

- Attachment 1: Manly Council – Heritage and Local History Committee – (Draft) Priority Actions for 2013-2016



Heritage and Local History Advisory Committee

Draft Priority Goals and Actions 2013-2016 for 2013-2016

(Attachment 1, Item 5, February 2013)

These Draft Priority Goals and Actions 2013-2016 for 2013-2016 of Manly Council's Heritage and Local History Committee (Committee) have been prepared in accordance with the Terms of Reference of the Committee. They take into account broader Manly Council's and NSW State strategic documents, including:

- Community Strategic Plan (CSP) *Beyond 2021*; which in turn includes:
 - Four Year Delivery Program 2011-2015; and
 - One Year Operational Plan 2012-2013; and
- SHOROC State of the Environment Report;
- NSW Heritage Council's *Recommendations for Local Council Heritage Management*.

The Heritage and Local History Committee continues tradition of earlier Council's Heritage Committees, which were in place since the mid-1980s. Important components of these Priority Goals and Actions were developed as anticipated continuation of the activities of Manly Council's previous (2008-2012) Heritage Committee, particularly the working groups for Development Applications and Heritage Tourism.

The Heritage and Local History Committee is a *Special Purpose Committee* convened by the General Manager to provide a forum for discussion and recommendations to the Council relating to Local History and Heritage as two distinctive complementary areas.

Local History focuses upon the Manly Local Government Area and its links with the wider spectrum of the history of Sydney, New South Wales and Australia. Heritage focuses upon the cultural heritage of the Manly LGA as it has developed and the manner to which it is physically expressed in items of heritage significance within the Manly LGA. Heritage is defined by NSW Heritage Council as "those places and objects that we as a community have inherited from the past and want to hand on to future generations."

These Draft Heritage and Local History Committee Priority Goals and Actions are for the period from February 2013 to July 2016, and it is anticipated that they may be reviewed as required, during or after this period.

The Committee focus in this period will be on offering advice and opinions to Council on the Local History and Heritage matters, including:

Local History:

- Participation in Events and Exhibitions, e.g. History Week;
- Promoting Manly history through print and electronic media;
- Exploring potential ways to encourage community organisations, education establishments and the general public regarding history research;
- Encouraging further research on Historical Themes expressed in the Council's Heritage Study Review and the Local Environment Plan.

Heritage:

- Further research and identification of heritage items in Manly LGA;
- Promoting Manly's cultural heritage through print and electronic media;

- Advice and opinions on Planning and Development Control documents as required;
- Offering comment on heritage aspect of Development Applications as required;
- Recommending conservation and management measures for items of major heritage significance (e.g. Manly Cemetery, Ocean Beach, The Corso) and Council's own significant heritage assets;
- The promotion of Heritage as important element of culture in the Manly LGA.

In this context, the following Priority Goals and Actions are identified:

Priority Goal 1: Establish and maintain Working Groups to provide advice to Council on heritage related Development Applications and Heritage Tourism Policy matters

In the forthcoming period, Heritage and Local History Committee Actions linked with this Priority Goal are:

- The Committee should establish a Working Group to provide comment on Development Applications where heritage significant buildings and areas are involved;
- The Committee should establish a Working Group to facilitate local community input and provide comments on Heritage Tourism Policy.

Priority Goal 2: Advice on identification of potential new heritage items

Manly Council listed its first heritage items further to the study completed in 1986, and has updated its heritage register on several occasions since. An ongoing review of the heritage inventory is in progress and results are verified by the Council through additional heritage listings or removals of listings as required.

In the forthcoming period, Actions linked with this Priority Goal are:

- Offer advice on results of new historical research and identify and nominate any newly found potential heritage items.
- Continually monitor NSW Planning regime and offer advice on impact of any changes on the heritage values in the Manly area.

Priority Goal 3: Advise to assist managing heritage in Manly LGA in a positive manner

There are currently two main sets of incentive clauses in the Manly Council's LEP, allowing a degree of flexibility in permissible uses and offering some floor space and site area dispensations.

Actions linked with this Priority Goal are:

- Promote flexibility in permitted uses, floor space and car parking requirements for DAs involving heritage items;
- Encourage sensitive adaptive reuse before complete demolition of older buildings;
- Research for best practice and any potential incentives for heritage conservation.

Priority Goal 4: Advise Council on Local Heritage Assistance schemes

Manly Council has an annual Local Heritage Assistance Grants scheme, which provides modest grants to assist the owners with conservation works to listed heritage properties since 1995. The program is advertised to the general public via Council's web page and the local newspaper.

Actions linked with this Priority Goal are:

- Provide opinion to Council on Local Heritage Assistance Grants applications for conservation work to heritage places, as required;
- Explore possibilities for promoting awarded projects in suitable ways;
- Promote exceptions for volunteer and community groups in Heritage Assistance grants.

Priority Goal 5: Advise Council with local land use plans and Main Street programs

Manly Council has undertaken a series of studies related to The Corso over the last 25 years, resulting in The Corso DCP 2005. The Corso DCP 2005 identifies The Corso as the special street for the area, outlines The Corso Conservation Area requirements and presents detailed guidelines for development in the area. The Council has also organised a multi-million dollar Corso Upgrade project, successfully completed in 2007, providing new utility services, landscaping, pavement, seating and lighting, trees and a water feature.

Actions linked with this Priority Goal are:

- Maintain public domain of The Corso as the main street of the area, keep encouraging its pedestrian and commercial character, and keep promoting The Corso DCP 2005 as a planning guidance to businesses and residents in the area.

Priority Goal 6: Present Educational and Promotional Programs

Manly Council has a long history of providing educational programs relating to heritage and cultural tourism. These are typically organised as part of the Heritage Festival and the History Week. Significant information is also provided via the Council's web page, and through the research of Manly Library's Local History Section staff and volunteers.

Actions linked with this Priority Goal are:

- Advise to assist Council's participation in the annual events related to the History Council's History Week and the National Trust's Heritage Festival;
- Explore possibilities of setting up Manly Heritage Festival, to coincide with the National Trust's Heritage Festival;
- Continue support for Manly Library's Local History Section as a publicly available resource and information repository;
- Enhance the volume of information available through the Council's web page as a means to increase awareness of local history and heritage in the area;
- Explore possibilities of setting up Heritage Committee's Heritage Awards Scheme for adaptive reuse, conservation or infill development;
- Offer advice to assist Manly Art Gallery and Museum on research and exhibitions.

Priority Goal 7: Advise Council on management of heritage assets and moveable items

Manly Council owns and manages a number of natural and built heritage places, including those located in the public domain. Important examples are the Manly Town Hall, the Harbour and Ocean foreshore reserves, the Manly Cemetery, historic beach pavilions and clubs, significant trees and war memorials. Manly Council is also a significant owner of moveable heritage items.

These items generally have detailed heritage inventory data sheets; however, in some cases these are incomplete or follow an outdated format. The best practice in heritage conservation and asset management would require the Council to prepare and endorse Conservation Management Strategy or Conservation Plan with maintenance plan for each of these items.

Actions linked with this Priority Goal are:

- Offer input to detailed heritage inventory data sheets for heritage assets and moveable items owned or managed by Manly Council, in accordance with the current guidelines of the NSW Heritage Council;

Priority Goal 8: Promote sustainable development as a tool for heritage conservation

Manly Council has recognised the need to address the issue of environmental sustainability in new development, including as applicable to reuse of historic buildings. It is readily apparent that total demolition wastes large quantities of energy embodied in materials and building processes, whereas adaptive reuse of buildings tends to conserve much of that energy. There is also ample evidence that older buildings frequently provide better answers to key questions of contemporary design including thermal comfort, passive climate control, green building, and the environmental sustainability of development generally.

Subsequent to these findings, local Councils across NSW have begun introducing specific planning controls related to principles of environmentally sustainable development in their LEP instruments.

Actions linked with this Priority Goal are:

- Encourage setting up Council's ESD Policy specifically related to new development;
- Promote ESD principles applicable to development in the Council's LGA.

Priority Goal 9: Assist heritage and local history interest groups with advice

Manly Council's Heritage and Local History Committee has recognised the need to assist the heritage and local history interest groups with advice.

Actions linked with this Priority Goal are:

- Provide advice to the MV Baragoola Ferry Inter-Council Workgroup.
- Provide advice to other interest groups with focus on heritage and local history, as seen appropriate by the Committee.

Heritage and Local History Committee Annual Program of meetings for 2013

Note: all Heritage and Local History Committee meetings will discuss standard reports including: working groups' comments, matters arising, heritage grants and general business. The following special topics are intense matters to be focussed on in particular meetings. Dates presented are for orientation only and may change.

Meeting	Agenda – Key Topics	Priority Goals
06 February 2013	Priority Goals and Actions 2013-2016	1
	Participation in National Trust Heritage Festival	6
	New Heritage Grant Program guidelines	4
03 April 2013	Promotional publications	6
	Manly Cemetery matters (incl. plaques to once Mayors)	7
05 June 2013	Participation in RAHS History Week 2013	6
	The Corso and other Main Streets	5
07 August 2013	Potential new items	2
	Strategic incentives for heritage conservation	4
02 October 2013	National Trust Heritage Festival 2014	6
	(incl. Manly Heritage Festival 2014)	6
	Managing heritage assets and moveable items	7
04 December 2013	Sustainable Development	8
	Interest groups	9



Report to Heritage and Local History Advisory Committee

Meeting Date: 6 February 2013

Author: Zoran Popovic, Heritage Adviser

Subject: ITEM 6 – Report – Heritage Assistance Grants – Proposed changes

1. Introduction

The following draft is based on Heritage Grants model applied by some local Councils in NSW (e.g. Parramatta City Council). Key differences of the proposed, in comparison with the current Manly Council's Heritage Grants program, are:

- Increased maximum grant amount from \$2,000 to \$3,000;
- Applications are made after works are completed, allowing Council better budget planning;
- Applications can be received at any time (currently only in April each year);
- Works in conservation areas are considered (not only heritage items);
- Heritage Committee is to discuss applications and recommend to the P&S Committee for final approval.

New Draft Guidelines for the Heritage Grants Program are attached. This item should be included as an Item for Brief Mention to Planning and Strategy Committee.

2. Report

Please refer to the Attachment 1.

3. Recommendation

It is recommended that:

1. The Committee should receive and accept this report;
 2. The Committee refers this item to the GM to note; and
 3. The Committee recommends this item to be referred to Council's OM for approval.
-
- Attachment 1: Manly Council – Heritage and Local History Committee – (Draft)
Manly Council's Heritage Grant Guidelines



Heritage and Local History Advisory Committee

Draft Manly Council's Heritage Grant Guidelines

(Attachment 1, Item 6, February 2013)

The aim of the Local Heritage Fund is to encourage maintenance and conservation works to privately owned heritage properties in Manly LGA. Funds are not available for properties owned or controlled by any government body or authority.

Eligible Projects

Funding is typically provided to assist the carrying out of minor works to heritage properties, but can also be provided for larger scale works. The general eligibility criteria are:

- The property must be a listed heritage item or located in a conservation area.
- Applications should generally be made for work carried out in the current financial year or within four months after the completion of works.
- Works that contribute to presentation of an item to the general public will be given a priority. Funds are generally not available for internal alterations or internal fittings such as new kitchens and bathrooms.
- Council will require evidence that the work has been carried out and paid for, and of the final cost of the work.
- Council will require evidence that the cost of the work represents good value for money. More than one quote should be sought for the work if possible.
- Work needs to be carried out in accordance with good conservation practice, preferably by tradespersons experienced in conservation work.

Available Funds

Council approves budget for the Heritage Grants Fund for each financial year. Grants to individual properties are generally given on a dollar-for-dollar basis (i.e. the amount provided by the fund must not exceed the amount spent by the owner), with grants limited to:

- Up to 100% of amount spent for applications up to \$3,000 in value;
- \$3,000 maximum for applications over \$3,000 in value.

Note that grants are discussed by the Council's Heritage Committee who may, at their discretion, decide to either support, support in part, or to not support, any particular application. The final decision will be made by Council's P&S Committee.

For example, if \$1,000 is spent by the owner, the Council may decide to grant any amount between \$0 and \$1,000. If \$3,500 is spent by the owner, the Council may decide to grant any amount between \$0 and \$3,000.

"In-kind" contributions by the owner are not considered.

Assessment criteria

In assessing applications, consideration will be given to whether the projects:

- Are sympathetic repairs of historic built fabric;
- Reinstall previously lost architectural features;
- Lead to improvement in a style appropriate for the architecture of the building;

- Enhance public amenity and are highly visible to the public;
- Are for projects which have high public accessibility, e.g. local museum or church;
- Have been undertaken by a non-profit organisation, community group or church;
- Are for works to properties of heritage value (if located within conservation areas).

Making an Application

Applications are only accepted for work that has been completed and paid for. Applicants need to fill in the application form making sure that they provide:

- Evidence that the work has been carried out (“before” and “after” photos);
- Evidence of the total cost of the works (receipts or invoices); and
- Evidence that the work has been appropriately approved (by the Council).

Other Requirements

Owners may be required to provide copies of appropriate approvals from Council in relation to the proposed work. A development application (DA) consent or written approval for minor work may be required. The Application form needs to be signed by the owners of the property, and funds will only be provided to the owners.

Application forms may be submitted in person at Council chambers, or emailed or posted to Council’s heritage staff. Council’s postal address is:

PO Box 82
MANLY NSW 1655

Timing

Applications can be received at any time. They are processed by Council officers and then submitted for the recommendation of the Heritage Committee, which meets every two months. Applications are then submitted to the Council’s P&S Committee for final approval.

Further information can be sought from Council's heritage staff on 9976 1640.



Report to Heritage and Local History Advisory Committee

Meeting Date: 6 February 2013

Author: Zoran Popovic, Heritage Adviser

Subject: ITEM 7 – Report – National Trust Heritage Festival 2013

1. Introduction

Further to the Heritage and Local History Committee meeting held on 5 December 2012, (Item 7 of that meeting), the Committee resolved that:

4. The Committee wishes to take part in the Heritage Week 2013 organised by the National Trust and members wish to be informed via email of relevant dates and deadlines.

2. Report

The National Trust has issued the following notification:

2013 National Trust (New South Wales) Heritage Festival will be held from 18 April – 18 May 2013 and the theme will be "There's Nothing Like Australia's Heritage: Community Milestones". The National Trust has called for events to be registered.

In order to be included in the printed program and "smartphone" application, events must be registered by Monday 14 January. Events registered after this date will be listed on the National Trust website, but won't receive the same level of publicity.

Call for Events

The National Trust of Australia (NSW) is coordinating the 2013 New South Wales Heritage Festival which will run from 18 April – 18 May, and encourages you or your organisation to hold an event to celebrate Australia's heritage. The theme will be: "There's Nothing Like Australia's Heritage: Community Milestones".

In response to invitation from Heritage and Local History Committee's convening officer, the following ideas were raised:

- Karen Norsa kindly offered to lead Karen's Historic Tours at discounted price on Saturdays 20th and 27th April, at 11am and 2:30 pm; Price: \$7 adults (normal price is \$14), Children free.
- Jim Boyce kindly offered to lead two free Cemetery Walks, on Tuesday 23 April and Tuesday 7 May, from 10am-12 noon.
- John MacRitchie kindly offered to give a free illustrated lunchtime talk in the library meeting-room entitled *Heroes of Manly*. The talk is on Wednesday 1 May, 1-2pm. Bookings on 9976 1722.

- Luisa Manfredini kindly offered to give a free talk on Renovating Heritage houses. Luisa will speak about contemporary additions and alterations to older homes, including some history of architecture and examples. Date is to be confirmed.
- Alan Yuille suggested that: *we consult Jess Relton, indigenous Ranger with NPWS based on the north part of Sydney Harbour National Park, including North Head. Jess, Manly resident, also runs After Dark Nature Tours on North Head.*

Any additional activities suitable for inclusion in the National Trust Heritage Festival should be identified and committed to.

The Committee may also recommend promotion of the included events as a whole by branding them Manly Heritage Festival 2013.

3. Recommendation

It is recommended that:

1. The Committee should receive and accept this report.



Report to Heritage and Local History Advisory Committee

Meeting Date: 6 February 2013

Author: Zoran Popovic, Heritage Adviser

**Subject: ITEM 8 – Report – Additional General Business brought to the attention of the chair prior to the Meeting and approved for consideration
– Coles site artefacts**

1. Introduction

The earlier Council's Heritage Committee, in the Meeting of February 2012 (under Item 3.4 – Coles Site Artefacts) resolved that options should be explored to locate interpretive display cabinets for artefacts in the area accessible to the general public.

2. Report

Further to a number of meetings, and two formal letters asking the owners of site and artefacts whether this can be accommodated, some progress was made in that Nathan Shea, on behalf of the owners, indicated willingness to allow display of some artefacts on the site. Daniel Musial, of National Bank – The Corso Branch, also indicated willingness to host two to three cabinets of A4-A3 size in the Bank premises. Committee member Melanie Fillios volunteered to make a pre-selection of artefacts for display as the next logical step in the process.

The next steps will be to organise display cabinets to be made, and Mr Shea to sign a formal consent to display the artefacts. Committee will be informed on subsequent course of events.

3. Recommendation

It is recommended that:

1. The Committee should receive and accept this report.



Minutes of Meeting

Heritage and Local History Committee

Held Wednesday, 5 December 2012

PRESENT:

Councillors

Cllr Adele Heasman, Chair
Cllr Hugh Burns
Cllr Candy Bingham

Community Representatives

Terry Metherell
Karen Noosa
Melanie Fillios
Jim Boyce
Luisa Manfredini
Dennis Sherris (arrived 9:30)

Staff Representatives

Nayeem Islam, Principal Planner & Manager, Strategic Planning
Zoran Popovic, Heritage Advisor

APOLOGIES:

Alan Yuille

To the Mayor and Councillors of the Council,

The Heritage and Local History Committee met on 05/12/2012, to consider the matters referred to it and now reports:

Open Meeting opened at 8:30am.

ACTIONS

ITEM 1 Apologies and leave of absence

An apology was received from Alan Yuille. Dennis Sherris was expected to arrive late due to other commitments.

It was noted that deemed quorum is present

ITEM 2 Declarations of Interest – Pecuniary and Non-Pecuniary

None declared

ITEM 3 Welcome and Introductions

Councillors, community members and staff representatives introduced themselves. The Committee welcomed new members, Cllr Bingham and Luisa Manfredini.

ITEM 4 Election of Chairperson

Cllr Heasman, Chairperson of the previous Heritage Committee, was nominated and elected unanimously. Cllr Heasman nominated Cllr Burns for Deputy Chairperson. This was confirmed unanimously.

ITEM 5 Review of the Heritage and Local History Committee Charter, including membership and quorum, their adoption and/or amendments recommended to Council

Zoran Popovic presented the suggested Heritage and Local History Committee's Terms of Reference, as prepared by Council's Corporate Services.

Jim Boyce suggested that Objectives should be amended to include Local History, as a distinctive point from Heritage. An addendum "glossary" should be created. An additional objective (h) should also be created, to include these matters.

A typo was noted in the proposed Terms of Reference, indicating required quorum of 4 (on p. 2) in one place, versus 5 in another place (on p. 4 of the same document). It was recommended to amend Terms of Reference by clarification:

- The required quorum is 4 members;
- Committee may elaborate its Objectives through identification of priorities and actions.

Councillor Burns suggested that quorum should include at least 2 community representatives, to avoid the possibility of having a quorum with 3 Councillors and only 1 community representative.

The Committee resolved to recommend to the General Manager to amend the Terms of Reference of the Heritage and Local History Committee as follows:

GM to consider

1. On page (2), to correct the second-last paragraph to read: "The quorum of the Committee is 4 members, of which two must be community representatives." This should be confirmed under matching clause on the page 4.
2. On page (2), to add a dot point objective "h": "To provide advice to Council on matters of local history, including on events, exhibitions, moveable items and related matters."
3. On page (2), below the said Objective h), to add: "Based on these Objectives, the Committee may adopt its priority goals and actions for a particular period."
4. On page (4), to add a dot point to read: "The Committee Chairperson may call an extraordinary meeting as required."
5. An explanation of terms "heritage" and "local history" should be provided in the document.

ITEM 6 Review of the Heritage and Local History Committee meeting cycle, times and days, their adoption and recommendations to Council

The schedule was noted and accepted as proposed by the Secretariat without discussion.

Dennis Sherris noted that he is not receiving mail, due to omission in his postal address. He lives in the postal neighbourhood Fairlight, while documents were posted to Manly and were not received. This address should be corrected in the Secretariat.

Staff to action

ITEM 7 Identification of Priorities to be addressed in 2012-2016

The Committee noted and accepted report from Zoran Popovic. Additional matters were discussed, including potentially complementing requirements of:

- Committee objectives;
- Council's annual SHOROC State of the Environment Report;
- Council's annual reports to the NSW Heritage Council.

Further discussions included a list of activities of the previous Council's Heritage Committee in 2010-2012.

Jim Boyce also presented the previous Council's Heritage Committee program for 2011, and asked if one can be prepared for 2013.

The Committee further discussed issues of Cultural Tourism. Jim Boyce (representing Manly Council's Heritage Committee on Quarantine Station Committee) indicated dissatisfaction with lack of renewal of the QS Committee by the State Government. Jim will report back in February on the progress of this issue.

Noted –
No action
required

The Committee further discussed Working Groups on development applications and heritage tourism policy. The Committee appointed working group members.

Noted –
No action
required

Staff to action

Terry Metherell informed the Committee on the Aboriginal cave in Tower Street Park, where there are indications that a homeless person is living and using sandstone, potentially from ruins of Dalley's Castle, to change internal layout of the cave. It was asked if this can be investigated and discussed in the February meeting of the Committee. AHO should also be informed. Heritage staff will follow up with the Compliance Section.

Compliance
matter

Staff to action

Feedback is also sought on any seawall construction/repair activities.

Staff to action

Jim Boyce indicated that he is awaiting feedback from Mick Darda on tourism research statistics. This is now due.

Staff to action

Jim Boyce asked whether it is possible to ascertain number of heritage-related brochures (The Corso, Heritage in Manly, House Styles, Walking Tours etc.) available through MAGAM, VIC and MEC and discuss in the February meeting of the Committee.

Staff to action

Deputy GM Stephen Clements briefly joined meeting during this point and informed the Committee that a large DA is in preparation for the St Paul's School.

DGM to action

ITEM 7
(cont.)

The Committee expressed interest in a presentation by the applicants' architects and heritage consultant, perhaps at the February Meeting.

Members noted that Stephen Clements might need to call on Heritage Committee members to discuss this DA before the February meeting.

The Committee indicated interest in participating in the Heritage Week 2013 organised by the National Trust.

Jim Boyce inquired on Manly Rugby Club activities regarding moveable heritage items (which are numerous and valuable), given the Fishos Club is closing down. Cllr Heasman noted that this may be beyond Council's scope given that these items are privately owned.

Noted –
No action
required

The Committee resolved that:

1. Zoran Popovic will prepare a detailed task priority list, based on presented report and discussed draft points list. This task priority list will be accompanied by the annual program for 2013, indicating main activities relevant for each bi-monthly Committee meeting. The task priority list and annual program for 2013 will be considered for endorsement in the next Committee meeting.
2. The Committee appoints working group for development applications consisting of: Terry Metherell, Luisa Manfredini, Alan Yuille, Jim Boyce, and Melanie Fillios.
3. The Committee appoints working group for heritage tourism policy consisting of: Alan Yuille, Jim Boyce and Karen Norsa.
4. The Committee wishes to take part in the Heritage Week 2013 organised by the National Trust and members wish to be informed via email of relevant dates and deadlines.

Staff to action

Points 2 and 3
are noted –
No action
required

Staff to action

ITEM 8 Date for next meeting

The Committee accepted date for next meeting as proposed by the Secretariat, 6th February 2013.

Meeting closed at 10:30