



Minutes

Lithgow Local Heritage Advisory Committee
 (LLHAC)
 Tuesday 12 December 2017
 4pm
 Hartley Meeting Room

Item	Agenda
1	Welcome/present/ apologies/declaration of interests
2	Overview of the Terms of Reference
3	Setting of Future Meeting Dates
4	Overview of Local Listing - Schedule 5 of Lithgow Local Environmental Plan
5	Overview of Heritage Database and Inventory Sheets to support Schedule 5 Listings
6	Overview of Heritage DCP Study
7	Identification of locally listed items with assessed State significance
8	Status of previous work completed on Heritage Chapter for Comprehensive DCP
9	Heritage Listing FAQ's
10	Letter from National Trust suggesting items for discussion
11	General Business
12	Next meeting

ITEM: 1 PRESENT AND APOLOGIES

PRESENT: Cllr Lesslie; C Hunter; D Whitty; R Moodie;

APOLOGIES: H Clements; H Riley; S Graves; Cllr Ring; S Hipworth; C Aitken

OFFICERS: A Muir; S Hanrahan

DECLARATION OF INTERESTS: Nil

ITEM: 2 OVERVIEW OF THE TERMS OF REFERENCE

The Committee Terms of Reference as adopted by Council on 29 May 2017 (Min No 17-154(4)) were reviewed by the Committee and no changes were considered necessary.

ACTION

THAT the Committee notes and accepts the adopted Terms of Reference.

MOVED: C Hunter **SECONDED:** D Whitty

ITEM: 3 SETTING OF FUTURE MEETING DATES

SUMMARY

The Committee was asked to consider the setting of future meeting dates and aligning with the dates that Council's Heritage Advisor visits monthly. This is to occur on Monday's. As the Committee is to meet quarterly the meeting dates until June 2018 were set as follows:

Monday 12 March 2018 4pm

Monday 11 June 2018 4pm

ACTION

THAT the Committee sets the meeting dates quarterly commencing Monday 12 March 2018.

MOVED: D Whitty **SECONDED:** Cllr Lesslie

ITEM: 4 OVERVIEW OF LOCAL LISTING - SCHEDULE 5 OF LITHGOW LOCAL ENVIRONMENTAL PLAN

SUMMARY

The Committee received a brief report to advise of the heritage outcomes of the Lithgow Local Environmental Plan 2014 and to provide an overview of the Schedule 5 Environmental Heritage.

The Committee discussed the potential gaps in the Heritage Schedule in particular Aboriginal and cultural heritage. The potential techniques and methods to promote local heritage was also generally discussed including ways to tell the story behind heritage items and places such as date signing and creation of applications for electronic devices in building maps and heritage trails.

The issue of funding and resources was discussed and the Heritage Near Me program was highlighted as a potential source.

ACTION

THAT the Committee notes the report. Further it requests a copy of the Heritage Development Control Plan Study 2010 to be provided by the Committee Executive Officer.

MOVED: R Moodie **SECONDED:** C Hunter

ITEM: 5 OVERVIEW OF HERITAGE DATABASE AND INVENTORY SHEETS TO SUPPORT SCHEDULE 5 LISTINGS

SUMMARY

The Committee received a verbal report from the Committee Executive Officer on the Heritage Database and Inventory Sheets. This information is what supports the LEP Heritage Schedule 5.

It was explained that it is an ongoing project to update this database and have it uploaded to the NSW Environment and Heritage website to enable access by all members of the public.

ACTION

THAT the Committee notes the verbal report and supports the completion of this project as resources permit.

MOVED: C Hunter **SECONDED:** R Moodie

ITEM: 6 OVERVIEW OF HERITAGE DEVELOPMENT CONTROL PLAN STUDY

SUMMARY

The Committee received a verbal report from the Committee Executive Officer on the status and content of the 2010 Heritage DCP Study completed by Paul Davies.

It was also explained how this Study was being used to assist development of Heritage chapter of the Comprehensive DCP.

ACTION

THAT the Committee notes the verbal report and requests a copy of the document to be circulated to Committee members.

MOVED: Clr Lesslie **SECONDED:** C Hunter

ITEM 7: IDENTIFICATION OF LOCALLY LISTED ITEMS WITH ASSESSED STATE SIGNIFICANCE

SUMMARY

The Committee received a list of those items that appear on Schedule 5 as local items with assessed State significance for information and reference.

ACTION

THAT the Committee notes the list.

MOVED: D Whitty **SECONDED:** R Moodie

ITEM 8: STATUS OF PREVIOUS WORK COMPLETED ON HERITAGE CHAPTER FOR COMPREHENSIVE DEVELOPMENT CONTROL PLAN

SUMMARY

The Committee received a verbal report from the Committee Executive Officer to update the Committee on the status and progress of development of the Heritage DCP document.

ACTION

THAT the Committee notes the verbal report and requests a copy of the Preliminary Draft document circulated to the previous Committee for review to be re-circulated to the current Committee for review and discussion at the next meeting.

MOVED: R Moodie **SECONDED:** D Whitty

ITEM 9: HERITAGE LISTING FAQ'S

SUMMARY

The Committee received a report containing frequently asked questions (FAQ's) in relation to heritage and heritage listing as well as a copy of the Heritage Council of NSW publication "Heritage listing explained – What it means for you".

ACTION

THAT the Committee notes the report and the publication.

MOVED: C Hunter **SECONDED:** D Whitty

ITEM 10: LETTER FROM NATIONAL TRUST SUGGESTING ITEMS FOR DISCUSSION

SUMMARY

The Committee received a copy of the letter from Lithgow Regional Branch National Trust (NSW) dated 9 October 2017 and attached letter dated 22 July 2016 outlining some heritage promotion ideas and matters that they believe should be considered by the Committee.

The Committee discussed in further detail the points of Heritage Grants such as "Heritage Near Me" program funding and local annual heritage awards.

The Committee members were asked to consider these areas and undertake some independent research and report back to the Committee.

ACTION

THAT the Committee note the correspondence.

MOVED: Clr Lesslie **SECONDED:** R Moodie.

ITEM 11: GENERAL BUSINESS

SUMMARY

There were no items of general business.

ACTION

THAT the Committee notes there were no items of general business.

MOVED: Clr Lesslie **SECONDED:** C Hunter

ITEM 12: NEXT MEETING:

Next Meeting: 12 March 2018 4pm
Hartley Building Meeting Room

There being no further business the meeting closed at 5.30pm