



## Heritage Advisory Committee

### Minutes

9 December 2020

#### Committee Terms of Reference

*The Heritage Advisory Committee is to provide heritage advice on:*

- 1. City-owned heritage assets*
- 2. strategic and statutory planning instruments*
- 3. promotion and education of heritage and history*
- 4. enhancement of economic development and tourism opportunities*
- 5. matters raised by the general community*

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## Acknowledgement of Country

We acknowledge the Traditional owners of this land, the Wardandi Noongar people, and pay our respects to Elders past, present and emerging.

## Vision

Bunbury: welcoming and full of opportunities.

## Organisational Values

### #WEARECOB

#### WE ARE COMMUNITY

We are one team  
We keep each other safe  
We display empathy and respect  
We have fun and celebrate our successes  
We work together to achieve great outcomes

#### WE ARE OPEN

We are open to opportunities  
We actively listen and think things through  
We are inclusive and treat everyone equally  
We are honest and open in our communications  
We are open to feedback to improve our performance

#### WE ARE BRAVE

We lead the change, we own it  
We trust and empower each other  
We have the difficult conversations early  
We hold ourselves to the highest standard  
We have the courage to improve and simplify

## Heritage Advisory Committee

### Minutes

9 December 2020

Members of the public to note that recommendations made by this committee are not final and will be subject to adoption (or otherwise) at a future meeting of the Bunbury City Council.

#### 1. Declaration of Opening

The Presiding Member declared the meeting open at 4:00pm.

#### 2. Disclaimer

Not applicable to this committee.

#### 3. Announcements from the Presiding Member

Nil

#### 4. Attendances

*Committee Members:*

Member Name	Representing
Cr Todd Brown	City of Bunbury
Cr Tresslyn Smith	City of Bunbury
Mrs Del Ambrosius	Community
Mr Bernhard Bischoff ( <i>from 4:01pm</i> )	Community
Mr Stephen Craddock	Community
Mr Graham Houghton	Community
Mr Kent Lyon	Community
Mr Duncan Rutherford	Community
Mr Peter Suckling	Community

*Support Staff:*

<b>Name</b>	<b>Title</b>
Mr Gary Barbour	Director Sustainable Communities
Ms Lacey Brown	Strategic Planning Officer (Heritage)
Ms Liz Allan	Executive Assistant (Research and Projects) to the Director Sustainable Communities

*Bernard Bischoff entered the meeting at 4:01pm.*

**4.1 Apologies**

Nil

**4.2 Approved Leave of Absence**

Nil

**5. Declaration of Interest**

IMPORTANT: Committee members to complete a “Disclosure of Interest” form for each item on the agenda in which they wish to disclose a financial/proximity/impartiality interest. They should give the form to the Presiding Member <u>before</u> the meeting commences. After the meeting, the form is to be forwarded to the Administration Services Section for inclusion in the Corporate Financial Disclosures Register.
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Peter Suckling declared an impartiality interest at Item 10.2 ‘*Summary of Referrals and Communications*’ as he had involvement in Items 2, 7, 10 and 11 of the list to be noted. Peter Suckling remained in the meeting room for the discussion and vote on this matter.

**6. Public Question Time**

Not applicable to this Committee

**7. Confirmation of Minutes**

The Minutes of the Special Meeting of Heritage Advisory Committee held on 30 November 2020 have been circulated.

**Recommendation**

The Minutes of the Special Meeting of Heritage Advisory Committee held 30 November 2020 are confirmed as a true and accurate record.

### **Outcome of the Meeting held 9 December 2020**

*Bernard Bischoff left the meeting at 4:02pm.*

The recommendation was moved Kent Lyon, seconded Cr Brown.

It was noted that there was an additional “the” that appeared on page 6 of the Minutes which needed to be removed.

The Presiding Member put the motion to the vote and it was adopted to become the Committee’s decision on the matter.

#### **Committee Decision**

That the Minutes of the Heritage Advisory Committee Meeting held 12 August 2020 be confirmed as a true and correct record.

CARRIED

8 votes “for” / Nil votes “against”

*Bernard Bischoff re-entered the meeting at 4:04pm.*

## **8. Petitions, Presentations and Deputations**

### **8.1 Petitions**

Nil

### **8.2 Presentations**

Nil

### **8.3 Deputations**

Nil

## **9. Method of Dealing with Agenda Business**

Items are to be dealt with in the order that they appear.

## 10. Reports

### 10.1 Heritage Strategy

<b>File Ref:</b>	COB/3402
<b>Applicant/Proponent:</b>	Internal Report
<b>Responsible Officer:</b>	Lacey Brown, Strategic Planning Officer (Heritage)
<b>Responsible Manager:</b>	Felicity Anderson, Manager City Growth
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

#### Summary

The Heritage Strategy aims to define strategies and actions that contribute to preserving, enhancing and promoting Bunbury's heritage. The introduction of the *Heritage Act 2018* has established a platform for the organisation to revisit objectives with the community to provide clear direction in achieving future heritage outcomes.

#### Executive Recommendation

That the Heritage Advisory Committee note that the Heritage Strategy has commenced and that scoping details are provided for information purposes.

#### Strategic Relevance

Theme 4: Our City  
Goal: Civic leadership, partnerships and sound governance in delivering with and for the community.  
Objective 4.2: A highly-engaged and involved community, working together on strategy development and implementation.

Theme 3: Our places and spaces  
Goal: A natural and built environment that reflects Bunbury's core values.  
Objective 3.3 High-quality urban design, well planned neighbourhoods with housing choice, and appropriate provision for diverse land uses to meet the community's needs.

#### Regional Impact Statement

Heritage is important for the community and has environmental, economic and social benefits as a resource for present and future generations. The City of Bunbury recognises the importance of identifying, assessing and managing heritage places within its local government area to align with contemporary community values.

#### Background

The City has made progress in establishing a heritage framework through the Local Planning Strategy for Heritage and Character (2007) and as a theme in the Local Planning Strategy (2018). However, given the introduction of the new *Heritage Act 2018*, it is timely to engage with the

community and within the organisation to revisit objectives and provide clear direction in achieving future heritage outcomes.

The City of Bunbury's rich and diverse cultural heritage is demonstrated by the places included in the City of Bunbury Municipal Heritage Inventory (now referred to as Local Heritage Survey). Consistent with the objectives of State Planning Policy 3.5: Historic Heritage Conservation, the City will seek to:

- \* Conserve places and areas of cultural heritage significance;
- \* Ensure that development does not adversely affect the significance of heritage places and areas;
- \* Ensure that heritage significance is given due consideration;
- \* Provide certainty to landowners and community about planning processes for heritage identification, conservation and protection;
- \* Inform, educate and assist landowners and community with regard to heritage issues;
- \* Encourage and reward landowners for protecting heritage values.

### **Council Policy Compliance**

This will define strategies and actions for the continued development of projects, policies, procedures and other initiatives that contribute to preserving, enhancing and promoting its local heritage.

### **Legislative Compliance**

A Heritage Strategy is consistent with the intent of the *Heritage Act 2018* and *Planning and Development (Local Planning Schemes) Regulations 2015* but is not a legislative requirement.

### **Officer Comments**

The Heritage Strategy is a 'whole of Council' strategy that assists the City to meet its heritage obligations as set out in the *Planning and Development Act 2005* and *Planning and Development (Local Planning Schemes) Regulations 2015*, the *State Planning Policy 3.5 Historic Heritage Conservation* and the *Aboriginal Heritage Act 1972*. The Heritage Strategy will include actions that address the identification, protection, management and/or promotion of the City's heritage.

The identification and protection of Aboriginal Heritage is managed under the provisions of the *Aboriginal Heritage Act 1972*. While this Heritage Strategy will focus on historic heritage, in line with *State Planning Policy 3.5 Historic Heritage Conservation*, opportunities to develop partnerships with Aboriginal and natural heritage stakeholders are encouraged, to share knowledge and coordinate activities. This approach seeks to ensure a far reaching and inclusive approach to understanding the Local Government area's heritage.

The Heritage Strategy will:

- Identify positive heritage measures already employed by the City;
- Identify and prioritise work to be done in the future;
- Appropriately manage and monitor the heritage assets of their community; and
- Report on celebrate achievements.

The Strategy will be as concise as possible to encourage understanding and use of the document and any actions identified within the Strategy should address resources, including funding.



The City of Bunbury Heritage Strategy is to be prepared in accordance with *A Model Heritage Strategy for Local Governments, WALGA*. This will specifically include, but not be limited to:

### Engagement

Engagement of key stakeholders to identify key strengths and issues in regard to the City's heritage management and providing key recommendations for heritage management into the future. Engagement will include two focus groups:

- Internal City of Bunbury stakeholders
- Heritage Advisory Committee members

The City will arrange for a survey to be sent to heritage property owners and facilitate the focus groups, based on key criteria provided by the Consultant. Wider community consultation will also occur.

An Engagement Report will be a key deliverable that includes the following a summary of the findings of consultation/engagement including but not limited to:

- a. the identification of key considerations present in responses;
- b. the identification of unique and creative ideas;
- c. an overarching vision for the city's heritage management;
- d. identification of the key strengths and issues in regard to the City's current heritage management practices;
- e. key recommendations/strategies for managing the City's heritage into the future.

### Key considerations in Strategy

1. Acknowledgement of Country – to be provided by the City
2. Executive Summary
3. Introduction
  - a. Why heritage is important
  - b. Who looks after heritage
4. Council's Heritage Vision Statement
5. Strategy Context – Historical, strategic, statutory
  - a. State
  - b. Local
  - c. Aboriginal and natural heritage
6. Heritage Challenges and Opportunities
7. Heritage-related achievements
8. The Strategy Framework
  - a. Themes – Knowing; Protecting; Supporting; and Communicating and Promoting
  - b. Responsibility
  - c. Resourcing
  - d. Monitoring and Review
9. Strategy Action Plan
  - a. Table for each theme – based on the four themes
10. Assessing New Projects/Initiatives
11. References

### Implementation

Milestone	Timeframe
Project Inception	November 2020
Engagement	January – March 2021
Submission and consultation of draft report	April – May 2021
Submission of final report	May – June 2021

### **Analysis of Financial and Budget Implications**

There are no financial or budgetary implications associated with this report.

### **Community Consultation**

Not applicable

### **Councillor/Officer Consultation**

Not applicable

### **Applicant Consultation**

Not applicable

### **Timeline: Council Decision Implementation**

Not applicable

### **Outcome of the Meeting held 9 December 2020**

The recommendation was moved Kent Lyon, seconded Duncan Rutherford.

The Presiding Member put the motion to the vote and it was adopted to become the Committee's decision on the matter.

### **Committee Decision**

That the Heritage Advisory Committee note that the Heritage Strategy has commenced and that scoping details are provided for information purposes.

CARRIED  
9 votes "for" / Nil votes "against"

## 10.2 Summary of Referrals and Communications

<b>File Ref:</b>	COB/517
<b>Applicant/Proponent:</b>	Heritage Advisory Committee
<b>Responsible Officer:</b>	Lacey Brown, Strategic Planning Officer (Heritage)
<b>Responsible Manager:</b>	Felicity Anderson, Manager City Growth
<b>Executive:</b>	Gary Barbour, Director Sustainable Communities
<b>Authority/Discretion</b>	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input checked="" type="checkbox"/> Information Purposes
<b>Attachments:</b>	Nil

### Summary

The Heritage Advisor and Strategic Planning Officer (Heritage) have provided details to the Heritage Advisory Committee on recent development application referrals, discussions and events since the last Committee meeting.

### Executive Recommendation

That the Heritage Advisory Committee note the summary of referrals and communications as detailed in the Officer Comments.

### Strategic Relevance

- Theme 1: Our community and culture  
Goal: A safe, healthy and cohesive community, with a rich cultural life, and supportive social environment.  
Objective 1.4 Arts, culture, heritage and events that enrich our understanding and enjoyment of life, celebrate our identity and bring the community together.
- Theme 3: Our places and spaces  
Goal: A natural and built environment that reflects Bunbury's core values.  
Objective 3.3 High-quality urban design, well planned neighbourhoods with housing choice, and appropriate provision for diverse land uses to meet the community's needs.

### Regional Impact Statement

Heritage is important for the community and has environmental, economic and social benefits as a resource for present and future generations. The City of Bunbury recognises the importance of identifying, assessing and managing heritage places within its local government area to align with contemporary community values.

### Background

The Heritage Advisory Committee (HAC) is advised of recent development applications, decisions, policy, enquiries and/or events to assist in the awareness and promotion of heritage development and education in Bunbury. This provides a transparent approach for the wider community and is consistent with the terms of reference for the HAC.

### **Legislative/Council Policy Compliance**

The following statutory planning instruments of the State Planning Framework and Local Planning Framework are applicable to the assessment of development applications and heritage advice:

- The Burra Charter
- *Heritage Act 2018*
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- Relevant Local Planning Policies for Heritage
- State Planning Policy 3.5 Historic Heritage Conservation

### **Officer Comments**

The referral and communications list is as follows:

1.	#9 Charles Street – New house
2.	#9 Victoria Street – alfresco dining and new opening
3.	#101 Victoria Street – proposed works to wall
4.	#73 Stirling Street – Alterations and additions to a dwelling
5.	#22 Moore Street – fence
6.	#68 Wittenoom Street – Proposed Art Gallery Alterations and Repairs
7.	#51 Charles Street – Alterations and Additions
8.	#73 Victoria Street (Lyric Theatre fmr) – new tenant
9.	King Cottage – Mailbox
10.	Stirling Street Art Centre – new door, painting and repairs
11.	Freemasons – Wittenoom Street – replacement retaining wall
12.	Arrol Crane and Timber Jetty Interpretation
13.	Ocean Beach Heritage Trail Scoping
14.	Local Government Heritage Workshop
15.	Shipwreck – Sykes Foreshore

### **Analysis of Financial and Budget Implications**

There are no financial or budget implications associated with this report.

### **Community Consultation**

Not applicable

### **Councillor/Officer Consultation**

Councillor members were consulted through the Heritage Advisory Committee.

### **Applicant Consultation**

Not applicable

### **Timeline: Council Decision Implementation**

Not applicable

**Outcome of the Meeting held 9 December 2020**

Peter Suckling declared an impartiality interest as he had involvement in Items 2, 7, 10 and 11 of the list to be noted. Peter Suckling remained in the meeting room for the discussion and vote on this matter.

The recommendation was moved Stephen Craddock, seconded Cr Brown.

The Presiding Member put the motion to the vote and it was adopted to become the Committee's decision on the matter.

**Committee Decision**

That the Heritage Advisory Committee note that the Heritage Strategy has commenced and that scoping details are provided for information purposes.

CARRIED

9 votes "for" / Nil votes "against"

**11. Applications for Leave of Absence**

Not applicable to this committee.

**12. Questions from Members**

**12.1 Response to Previous Questions from Members taken on Notice**

Nil

**12.2 Questions from Members**

**13. Urgent Business**

Nil

**14. Date of Next Meeting**

The next meeting of the Heritage Advisory Committee will be held on 10 February 2021.

**15. Close of Meeting**

The Presiding Member closed the meeting at 4:54pm.