



Heritage Advisory Committee

Minutes

13 December 2017

Committee Terms of Reference

The Heritage Advisory Committee is to provide heritage advice on:

- City-owned heritage assets*
- strategic and statutory planning instruments*
- promotion and education of heritage*
- enhancement of economic development and tourism opportunities*
- matters raised by the general community*

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Heritage Advisory Committee

Minutes

13 December 2017

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.

Committee Members:

Member Name	Representing
Cr Brendan Kelly	City of Bunbury
Cr Tresslyn Smith	City of Bunbury
Mrs Del Ambrosius	Community
Mr Bernhard Bischoff	Community
Mr Morris Johnston	Community
Mr Kent Lyon	Community
Mr Raymond Parks	Community
Mr Peter Suckling	Community

Support Staff:

Name	Title
Ms Lacey Brown	Strategic Planning Officer (Heritage)
Mr Kelvin Storey	Acting Manager Sustainability, Planning and Development
Ms Cassandra Uren (Minutes)	Executive Assistant to Director Planning and Development Services

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1. Declaration of Opening

The presiding member declared the meeting open at 4.05pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

4. Attendances

4.1 Apologies

- Mr Kent Lyon
- Mrs Del Ambrosius
- Ms Cassandra Uren – Support staff

4.2 Approved Leave of Absence

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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- Mr Morris Johnston, Item 10.1, #41 King Road – Financial
- Mr Peter Suckling, Item 10.1, #41 King Road – Proximity

6. Public Question Time

Not applicable

7. Confirmation of Minutes

Committee Decision: **Moved: Mr Suckling** **Seconded: Mr Bischoff**

The minutes of the Heritage Advisory Committee Meeting held on 8 November 2017, are confirmed as a true and accurate record.

CARRIED

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

- Mr Ray Parker – Agenda Item 10.3 (changed to Agenda 10.1)
- Mr Bernhard Bischoff – Agenda Item 10.4

8.3 Deputations

A request for a deputation was received and accepted from Morris Johnston regarding item 10.1, #41 King Road, East Bunbury (changed to item 10.2)

9. Method of Dealing with Agenda Business

The presiding member proposed bringing Item 10.3 forward to the start of the agenda.

10. Reports

10.1 City of Bunbury Place Naming Project (was 10.3 in the agenda)

File Ref:	
Applicant/Proponent:	Internal Report
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)
Responsible Manager:	Kelvin Storey, Acting Manager Sustainability, Planning and Development
Executive:	Felicity Anderson, Acting Director Planning and Development Services
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input checked="" type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	DPDS4 – Submission from Ray Parker

Summary

The purpose of this report is to support the commencement of a project group to address naming conventions and a wayfinding strategy in Bunbury.

Executive Recommendation

That the Heritage Advisory Committee:

1. Thank Mr Parker for his time and efforts and note the issues and information raised in his submission;
2. Recommend to Council that the Chief Executive Officer appoint officer resources to form a project steering group to address the broader issue of naming conventions and a wayfinding strategy in Bunbury.

Strategic Relevance

Key Priority Area No. 1: Community and culture

Objective No. 1.5 Celebrate and recognise the richness of our arts, culture and heritage

Key Priority Area 3: Natural and Built Environment

Objective 3.4 Facilitate urban design, diversity of land uses, and enabling infrastructure.

Background

Officers have raised the need to renew and expand the City of Bunbury endorsed list of street names for new developments.

Officer Comments

A review of the City of Bunbury street names would provide an opportunity to incorporate local aboriginal names and reintroduce local identities and terms that are meaningful to the community of Bunbury.

The submission by Ray Parker presents some ideas as to how the City could recognise and celebrate the history and culture of Bunbury.

Analysis of Financial and Budget Implications

There are no financial or budget implications for the City of Bunbury in scoping the project. However, project outcomes may have financial implications that will require further consideration.

Community Consultation

Community members are consulted through the Heritage Advisory Committee and key community stakeholders.

Councillor/Officer Consultation

Councillor members are consulted through the Heritage Advisory Committee.

Outcome of Meeting

It was discussed that this project presented the ideal opportunity to involve community members in revisiting names that had meaning to the Bunbury community, whether they be Aboriginal, or other historic heritage including pioneering, French connection and twentieth century.

An amendment to the recommendation was discussed:

That the Heritage Advisory Committee:

1. **Receive Mr Parker's submission;**
2. Thank Mr Parker for his time and efforts and note the issues and information raised in his submission;
3. Recommend to Council that the Chief Executive Officer appoint officer resources to form a project steering group to address the broader issue of naming conventions and a wayfinding strategy in Bunbury.

The amended recommendation was moved by Mr Suckling and seconded by Mr Bischoff and was carried unanimously.

Committee Decision: **Moved: Mr Suckling** **Seconded: Mr Johnston**

That the Heritage Advisory Committee:

- 1. Receive Mr Parker’s submission;**
- 2. Thank Mr Parker for his time and efforts and note the issues and information raised in his submission;**
- 3. Recommend to Council that the Chief Executive Officer appoint officer resources to form a project steering group to address the broader issue of naming conventions and a wayfinding strategy in Bunbury.**

10.2 Alterations and Additions to Single House at Lot 6 (#41) King Road, East Bunbury (was 10.1 in the agenda)

File Ref:	5/2017/154/1
Applicant/Proponent:	Morris Johnston
Responsible Officer:	Anthony Pick, Senior Planning Officer
Responsible Manager:	Kelvin Storey, Acting Manager Sustainability, Planning and Development
Executive:	Felicity Anderson, Acting Director Planning and Development Services
Authority/Discretion	<input type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input checked="" type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	DPDS1 – Site Plan, Development Plans and Supporting Information DPDS2 – Site Photographs DPDS3 – Heritage Advisor referral response

Summary

The City of Bunbury has received a development application from the landowner to undertake alterations and additions to a heritage place, known as ‘Ellen’s Cottage’, located at Lot 6 (#41) King Road, East Bunbury. The dwelling is included on the Heritage List, under the City of Bunbury Town Planning Scheme No. 7 (the Scheme). The proposed development comprises infilling part of the front verandah, at either end, in brick to create two new rooms under the existing roof. The rooms would provide additional storage (7.87m²) and a sewing room (6.36m²).

The proposed works to the primary elevation are considered to adversely affect the significance of the heritage place due to the location, form and appearance of the proposed development.

Executive Recommendation

That the Heritage Advisory Committee recommends refusal of the development application, for the following reasons:

- (a) The proposed development is contrary to State Planning Policy 3.5: Historic Heritage Conservation and the City of Bunbury’s adopted and draft local planning policies on heritage, in that the development would by reason of its siting, form and appearance detract from the significance of the heritage place.

Strategic Relevance

Key Priority Area No. 1: Community and culture

Objective No. 1.5 Celebrate and recognise the richness of our arts, culture and heritage

Key Priority Area 3: Natural and Built Environment

Objective 3.4 Facilitate urban design, diversity of land uses, and enabling infrastructure.

Background

A summary table of details relating to the subject site is as follows:

Property Address:	Lot 6 (#41) King Road
Zoning:	Residential (R20/R30)
Lot Area:	1324.72m ²
Heritage:	Included on the Heritage List Classified by the National Trust

City of Bunbury Heritage List

The dwelling is included on the City of Bunbury Heritage List due to its considerable level of contribution to Bunbury's cultural heritage. As such, the Municipal Heritage Inventory (MHI) contains the following statement of significance for the place:

'The Slab Hut, a single storey, brick and iron house, has cultural heritage significance because it is one of the few remaining slab huts in Western Australia in continuing use; the place was built by one of the first convicts to be transported to Western Australia, Henry Trott, who went on to become a prominent Bunbury citizen; the restoration of the place in 1996 for commercial use is a demonstration of the potential of such buildings; the place has landmark qualities and contributes significantly to the streetscape and the community's sense of place.'

The proposed development plans and supporting information are **attached** at Appendix DPDS1 and officer site visit photographs are **attached** at Appendix DPDS2

Heritage Advisory Committee Meeting

The application was presented to the HAC meeting on 8 November 2017. The outcome of the meeting was as follows:

'Mr Johnston made his deputation to the Committee that additions to the side or rear of the building would be very expensive and that there would be building issues with ceiling height and building over sewerage line. This would greatly impact on the reuse of the heritage building.

Morris Johnston, Kent Lyon and Peter Suckling left the Committee meeting for the discussion and vote.

It was noted that there was now no quorum. The Presiding member suggested that members should do a site visit to fully understand the circumstances on site and that the item be deferred to the next meeting'.

A site visit took place on Monday 4 December 2017 attended by:

- Morris Johnston (applicant);
- Kent Lyon;

- Peter Suckling;
- Bernard Bischoff;
- Cllr Tresslyn Smith; and
- Anthony Pick (Senior Planning Officer).

During the site visit the applicant advised that it was not feasible to build to the side of the dwelling due to existing sewer connections. The applicant also advised it was not feasible to build to the rear due to the existing limited head height, which would require significant modification to the original roof in order to comply with building requirements.

Council officers concur to these observations made on site, however the primary consideration of the resulting heritage impact of the proposed development is not outweighed by the applicant's need to provide storage and additional rooms to the dwelling.

The applicant also explained that the extension relates to an addition (wrap around verandah) rather than the original dwelling (noting that the addition dates back to c1890).

Legislative and Council Policy Compliance

The following statutory planning instruments of the State Planning Framework and Local Planning Framework are applicable to the assessment of this application for development approval:

- *Planning and Development Act 2005 (as amended);*
- *Planning and Development (Local Planning Schemes) Regulations 2015;*
- City of Bunbury Town Planning Scheme No. 7 (the Scheme);
- City of Bunbury Heritage List;
- State Planning Policy 3.5: Historic Heritage Conservation;
- State Planning Policy 3.1: Residential Design Codes (R-Codes);
- Local Planning Policy: Heritage Conservation and Development Policy for Heritage Places;
and
- Draft Local Planning Policy: Development Assessment Process for Heritage.

Officer Comments

41 King Road (Ellen's Cottage) is a single storey, brick and iron house with a symmetrical facade designed as an example of the Victorian Colonial style of architecture. The dwelling makes a positive contribution to the streetscape.

The development application is accompanied by a supporting letter from the applicant providing background information and rationale for the proposal. However, there is no Heritage Impact Statement. The applicant advises that the dwelling was purchased in 1992 as a derelict property. The dwelling has subsequently been restored by the applicant. The applicant is now planning to relocate and reside in the property in the near future. Development approval is therefore sought to extend the property by infilling part of the verandah to create two small rooms on either side of the verandah for the purposes of storage and a sewing room. The design, which retains the existing verandah posts, features red brickwork and fenestration to match the existing dwelling.

R-Codes Assessment

The proposed development is assessed to be compliant with the R-Codes and the main issue is therefore an assessment of the impacts of the development on the heritage place.

Heritage Assessment

Policy measure 6.6 of State Planning Policy 3.5: Historic Heritage Conservation sets out the guiding development control principles in considering applications in relation to places entered on a heritage list. The following provisions are considered relevant to the consideration of the application.

‘Alterations, extensions or change of use affecting a heritage place:

- *Development should conserve and protect the cultural significance of a heritage place based on respect for the existing building or structure, and should involve the least possible change to the significant fabric.*
- *Alterations and additions to a heritage place should not detract from its significance and should be compatible with the siting, scale, architectural form, materials and external finishes of the place. Compatibility requires additions or alterations to sit well with the original fabric rather than simply copying or mimicking it.’*

The above guiding principles are applied in the City of Bunbury’s local planning policies on heritage matters. The draft Local Planning Policy: Heritage Buildings states, section 8.4.1, *that good conservation practice involves retaining significant building and landscape elements where possible.*

Section 9.3 of the draft policy deals with alterations and additions and lists the following desired outcomes.

- *All development should, as far as practicable, retain the significant character, detailing, orientation and setting of the heritage place.*
- *Additions and new buildings/structures (including garages, carports, patios, swimming pools, gazebos etc) should take account of the significance and character of the heritage place, involve the least possible alteration to significant fabric, retain the prominence of the original building in public views, and not unnecessarily obscure significant elements/details.*
- *Additions and new buildings/structures should be set back behind the main façade.*

The dwelling has been extended and the front elevation as it stands today is different to the original. However, the existing wide open verandah forms an integral part of the character and appearance of the dwelling and it is considered that enclosing sections of the verandah in brick would be inconsistent with heritage policy guidance and adversely affect the significance of the heritage place.

The application has been referred to the Heritage Advisor who considers that the development does not satisfy the heritage policy requirements as, in summary:

- The proposed new rooms being to the front elevation of the house have an impact on the streetscape.
- The proposed new rooms are of brick construction and therefore would not be easily reversible at a later date.
- There is sufficient room at the side and rear of the existing dwelling for storage, behind the building façade.

The Heritage Advisor notes that some form of extension could be considered but the location and type of construction should be reconsidered. The Heritage Advisor's comments are **attached** at Appendix DPDS3. The Heritage Advisor has been informed of the HAC site visit and the applicant's justification for the development.

The Heritage Advisor's original position remains. However, the Heritage Advisor has provided the following advice if infilling the verandah is supported:

'If the extensions to the front of the building are to go ahead they should be constructed of lightweight materials i.e. timber framed, that are able to be removed at a later date. The different material also allows the changes to be readily identifiable from the original and early building. This advice is consistent with best practice and the Burra Charter principles.'

Options

If the Committee is of the opinion that the development is acceptable and the extension would not adversely affect the special historic value of the dwelling, then an alternative recommendation is provided as an option for the Committee's consideration below. This option includes Condition 4 that requires the applicant to submit revised plans that show the extension infill is constructed in timber, and not brick as proposed. This has been imposed on heritage grounds so that the new development can clearly be distinguished from the older parts of the building.

Council has the option to also delete alternate condition 4.

Alternative Recommendation

That the Heritage Advisory Committee recommend that Council:

In accordance with the Planning and Development Act 2005 (as amended), hereby resolves to grant development approval (application reference: 2017/154/1) for Alterations and Additions to Single House at Lot 6 (#41) King Road, East Bunbury subject to the following conditions:

1. All development shall be in accordance with the approved development plans (attached) which form part of this development approval.
2. This development approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the City of Bunbury has granted prior written consent.

3. All works required to satisfy a condition of this approval are required to be installed/constructed and maintained in accordance with the approved plans and conditions of approval for the life of the development.
4. The applicant shall submit revised plans which show the proposed extension being timber framed and clad in timber weatherboard with details to be submitted to and approved by the City of Bunbury. Development shall be carried out in accordance with the approved details.

Advice notes

- a) The development the subject of this development approval is also regulated by the Western Australia Building Act 2011, Building Regulations 2012 and Building Code of Australia. A separate building permit must be granted before the development commences, where offences occur statutory penalties apply. The owner is advised to liaise further with the City of Bunbury's Building Services on (08) 9792 7000.
- b) Where an approval has lapsed, no development is to be carried out without the further approval of the local government having first been sought and obtained.

Analysis of Financial and Budget Implications

This application for development approval relates to private property, and therefore, the effect of the recommendation has no direct budgetary or financial implications for the City of Bunbury.

If the applicant is aggrieved by Council's decision they may apply for a review of the decision through SAT. If the decision is forwarded to SAT for appeal, the City of Bunbury may incur legal costs.

Community Consultation

The application is referred to the Heritage Advisory Committee for its recommendation in order to inform Council's consideration of the application.

Councillor/Officer Consultation

The proposal has been referred to the City of Bunbury's Development Coordination Unit (DCU) for professional advice and technical assessment prior to the finalisation of this report.

Applicant Consultation

Officers have met with the applicant and the Heritage Advisor on site to discuss preferred alternative options. However, the applicant confirmed that there would not be any change to the siting of the development. The applicant was advised that the application would be referred to the Heritage Advisory Committee prior to determination by Council.

Consideration of the application by the HAC was deferred at its meeting of 8 November 2017 pending a site visit, which took place on 4 December 2017.

Outcome of Meeting

This item did not have quorum with the declaration of interest by Mr Johnson and Mr Suckling.

It was explained in the deputation by Mr Johnston (and supported by Mr Suckling) the half pitch design where the original building would be extended to have a wrap around verandah. Any extension outside of the current building footprint would detract from the original building form and would require significant modification to the roof to enable minimum head height.

On Mr Johnston and Mr Suckling leaving the meeting, the remaining HAC member discussion recognised the need for storage to make the house liveable, functional and ensure longevity of use (it is currently only used for bed and breakfast and it is recognised that there is insufficient storage). The Johnston's long term intent and actions in conserving the place and protecting it from ruins/demolition was acknowledged.

The advice of the Heritage Advisor recommending timber framed and clad construction was supported by the members.

The alternative executive recommendation proposed in the agenda item was moved by Cr Kelly and seconded by Cr Smith and was supported unanimously by the remaining members.

Committee Decision (no quorum) Moved: Cr Kelly Seconded: Cr Smith

That the Heritage Advisory Committee recommend that Council in accordance with the Planning and Development Act 2005 (as amended), hereby resolves to grant development approval (application reference: 2017/154/1) for Alterations and Additions to Single House at Lot 6 (#41) King Road, East Bunbury subject to the following conditions:

- 1. All development shall be in accordance with the approved development plans (attached) which form part of this development approval.**
- 2. This development approval will expire if the approved development has not substantially commenced within two (2) years from the date of issue of the approval, or, within any extended period of time for which the City of Bunbury has granted prior written consent.**
- 3. All works required to satisfy a condition of this approval are required to be installed/constructed and maintained in accordance with the approved plans and conditions of approval for the life of the development.**
- 4. The applicant shall submit revised plans which show the proposed extension being timber framed and clad in timber weatherboard with details to be submitted to and approved by the City of Bunbury. Development shall be carried out in accordance with the approved details.**

Advice notes

- a) The development the subject of this development approval is also regulated by the**

Western Australia Building Act 2011, Building Regulations 2012 and Building Code of Australia. A separate building permit must be granted before the development commences, where offences occur statutory penalties apply. The owner is advised to liaise further with the City of Bunbury's Building Services on (08) 9792 7000.

- b) Where an approval has lapsed, no development is to be carried out without the further approval of the local government having first been sought and obtained.**

10.3 City of Bunbury Heritage Awards – Judging Panel (was 10.2 in the agenda)

File Ref:	
Applicant/Proponent:	Internal Report
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)
Responsible Manager:	Kelvin Storey, Acting Manager Sustainability, Planning and Development
Executive:	Felicity Anderson, Acting Director Planning and Development Services
Authority/Discretion	<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
Attachments:	Nil

Summary

The City of Bunbury Heritage Awards will be presented early 2018. The purpose of this report is for the Heritage Advisory Committee to appoint two members to the judging panel.

Executive Recommendation

That the Heritage Advisory Committee appoint two members, along with the Strategic Planning Officer (Heritage), to the judging panel to select the successful nominees for the 2018 City of Bunbury Heritage Awards.

Strategic Relevance

Key Priority Area No. 1: Community and culture
Objective No. 1.5 Celebrate and recognise the richness of our arts, culture and heritage

Key Priority Area 3: Natural and Built Environment
Objective 3.4 Facilitate urban design, diversity of land uses, and enabling infrastructure.

Background

The biannual City of Bunbury Heritage Awards aims to raise awareness of the importance of the City's unique heritage; to advance conservation principles and practice; and to acknowledge and encourage excellence in conservation of heritage places and sites.

There are two award categories:

- City of Bunbury Award for Excellence in Heritage Building Design and Conservation Work
- City of Bunbury Award for Outstanding Heritage Promotion

Officer Comments

The awards are an incentive to recognise and celebrate outstanding heritage work and promotion. The nomination closing date was 1 December 2017.

Analysis of Financial and Budget Implications

There are no financial or budget implications for the City of Bunbury.

Community Consultation

Nominations for the City of Bunbury Heritage Awards have been advertised in the local newspapers and on the City of Bunbury facebook page.

Councillor/Officer Consultation

An officer and two Heritage Advisory Committee members will be on the judging panel.

Outcome of Meeting

The executive recommendation was moved with the proposed appointment of Cr Smith and Mr Parks as the two Heritage Advisory Committee members by Cr Kelly and Mr Johnston and carried unanimously.

Committee Decision: Moved: Cr Kelly Seconded: Mr Johnston

That the Heritage Advisory Committee appoint two members (Cr Smith and Mr Parks) along with the Strategic Planning Officer (Heritage), to the judging panel to select the successful nominees for the 2018 City of Bunbury Heritage Awards.

10.4 Bunbury History Research

File Ref:	
Applicant/Proponent:	Bernhard Bischoff
Responsible Officer:	Lacey Brown, Strategic Planning Team Leader Development Assessment and Compliance
Responsible Manager:	Kelvin Storey, Acting Manager Sustainability, Planning and Development
Executive:	Felicity Anderson, Acting Director Planning and Development Services
Authority/Discretion	<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
Attachments:	DPDS5 – Submission from Bernhard Bischoff

Summary

The purpose of this report is to provide the Heritage Advisory Committee with further information on the history of Bunbury and the contribution of Governor Stirling.

Executive Recommendation

That the Heritage Advisory Committee:

1. Thank Mr Bischoff for his time and efforts and note the contents of the submission for the purposes of future trails, points of interest and general information;
2. Encourage Mr Bischoff to pursue his findings through the appropriate State agencies.

Strategic Relevance

Key Priority Area No. 1: Community and culture

Objective No. 1.5 Celebrate and recognise the richness of our arts, culture and heritage

Key Priority Area 3: Natural and Built Environment

Objective 3.4 Facilitate urban design, diversity of land uses, and enabling infrastructure.

Background

Mr Bischoff has provided some insightful research based on the original diary of the Survey Department in Perth that provides further information on Lt. Governor Stirling's expedition to Leschenault Peninsula and key milestones in Bunbury's history.

Officer Comments

This research and information supports the identified need to review the City of Bunbury street names, trails and points of interest to incorporate identities, terms and places that are meaningful to the community of Bunbury.

Analysis of Financial and Budget Implications

There are no financial or budget implications for the City of Bunbury.

Community Consultation

Community members are consulted through the Heritage Advisory Committee and key community stakeholders.

Councillor/Officer Consultation

Councillor members are consulted through the Heritage Advisory Committee.

Outcome of Meeting

The discussion recognised that the determination of an appropriate early pioneering settlement date was difficult and that there would be value in achieving a consensus through a forum of a local historians. The Strategic Planning Officer (Heritage) also suggested approaching a number of State agencies and local authorities that have had experience on this matter to assist in developing a terms of reference.

An amendment to the recommendation was discussed:

That the Heritage Advisory Committee:

1. Thank Mr Bischoff for his time and efforts and note the contents of the submission for the purposes of future trails, points of interest and general information;
2. Encourage Mr Bischoff to pursue his findings through the appropriate State agencies;
3. **Recommend that Council through the CEO invite a forum of local historians to contribute to the development of a framework for the capture of historical research in Bunbury.**

The amended recommendation was moved by Mr Suckling and seconded by Cr Smith and was carried unanimously.

Committee Decision: Moved: Mr Suckling Seconded: Cr Smith

That the Heritage Advisory Committee:

1. **Thank Mr Bischoff for his time and efforts and note the contents of the submission for the purposes of future trails, points of interest and general information;**

- 2. Encourage Mr Bischoff to pursue his findings through the appropriate State agencies.**
- 3. Recommend that Council through the CEO invite a forum of local historians to contribute to the development of a framework for the capture of historical research in Bunbury.**

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

Nil

13. Urgent Business

Nil

14. Date of Next Meeting

14 February 2018

15. Close of Meeting

The Presiding Member closed the meeting at 5.25pm.