



Heritage Advisory Committee

Notice of Meeting & Agenda 2 October 2024

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 the land, the Noongar Wardandi people and their continuing connection to the land, waters and community. We pay our respects to all members of the Aboriginal communities and their cultures; and to Elders past, present and emerging.

Vision

Bunbury: welcoming and full of opportunities.

Organisational Values

#WEARECOB

WE ARE COMMUNITY	<ul style="list-style-type: none">We are one teamWe keep each other safeWe display empathy and respectWe have fun and celebrate our successesWe work together to achieve great outcomes
WE ARE OPEN	<ul style="list-style-type: none">We are open to opportunitiesWe actively listen and think things throughWe are inclusive and treat everyone equallyWe are honest and open in our communicationsWe are open to feedback to improve our performance
WE ARE BRAVE	<ul style="list-style-type: none">We lead the change, we own itWe trust and empower each otherWe have the difficult conversations earlyWe hold ourselves to the highest standardWe have the courage to improve and simplify

Heritage Advisory Committee Notice of Meeting

Dear Committee Members

The next Ordinary Meeting of the Heritage Advisory Committee will be held in the *Ocean Room*, 2-4 Stephen Street, Bunbury, on **Wednesday, 2 October 2024** at **4.00pm**.



Signed:
Barbara Macaulay
Manager Planning and Building

Agenda 2 October 2024

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 Todd Brown	City of Bunbury
Cr Cheryl Kozisek	City of Bunbury
Cr Tresslyn Smith	City of Bunbury – Presiding Member
Bernhard Bischoff	Community
Rod Cutler	Community
Graham Houghton	Community
Julie Knipping	Community
Duncan Rutherford	Community
Robert Schmidt	Community

Support Staff:

Name	Title
Barbara Macaulay	Manager Planning and Building
Lacey Brown	Strategic Planning Officer (Heritage)
Alice Baldock	Team Leader City Planning
Annalise Miller	Senior Strategic Planner

1. Declaration of Opening

The Strategic Planning Officer (Heritage) called for nominations for the Presiding Member and a single nomination was received from <Name>. With there being no further nominations, <Name> was elected unopposed as Presiding Member of the Heritage Advisory Committee for this meeting.

The Presiding Member declared the meeting open at _____pm.

2. Disclaimer

Not applicable to this committee.

3. Announcements from the Presiding Member

1. Australian Garden History Society is having the Annual National Conference in Bunbury on 18-20 October 2024
2. 2024 Regional Heritage Conference jointly hosted DPLH and Heritage Council of Western Australia and the City of Albany on 24-25 October 2024.

4. Attendances

4.1 Apologies

An apology was received from:

- Cr Tresslyn Smith;
- Rod Cutler

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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6. Public Question Time

Not applicable.

7. Confirmation of Minutes

The minutes of the Heritage Advisory Committee held on 10 April 2024 have been circulated.

Recommendation

The minutes of the Heritage Advisory Committee Meeting held on 10 April 2024, are confirmed as a true and accurate record.

8. Petitions, Presentations and Deputations

8.1 Petitions

Nil

8.2 Presentations

Nil

8.3 Deputations

Nil

9. Method of Dealing with Agenda Business

10. Reports

10.1 Resignation of Heritage Advisory Committee Member

File Ref:	COB/517
Applicant/Proponent:	Heritage Advisory Committee
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)
Responsible Manager:	Barbara Macaulay, Manager Planning and Building
Executive:	Andrew McRobert, Director Sustainable Development
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 purpose of this report is for the Heritage Advisory Committee (HAC) to formally note on 25 April 2024, Megan Lawless resigned as a community member representative on the Heritage Advisory Committee (HAC).

Executive Recommendation

That the Council and Heritage Advisory Committee:

- Note the resignation of Megan Lawless from the HAC.
- Acknowledge that Megan Lawless has been formally thanked for her time and contribution to the HAC.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Place
Aspiration	An integrated, vibrant and well planned City.
Outcome 7	A community with high-quality urban design and housing diversity.
Objective 7.1	Promote responsible planning and development.
Objective 7.2	Grow recognition and respect for local history and heritage.

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

Megan Lawless has been a community member representative on the Heritage Advisory Committee (HAC) since 7 November 2023 (Council Decision 237/23).

Council Policy Compliance

The HAC operates under the Council's Code of Conduct.

Legislative Compliance

Local Government Act 1995

Officer Comments

Megan Lawless resigned on 25 April 2024 but there has been no HAC since that date. Megan has been a valued member of the HAC and is very passionate about sharing Bunbury stories and celebrating local heritage. Formal recognition was sent to Megan, thanking her for her time and contribution on the Committee.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications impacting from the recommendations of this report.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

10.2 City of Bunbury Heritage Awards 2024

File Ref:	COB/223
Applicant/Proponent:	Heritage Advisory Committee
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)
Responsible Manager:	Barbara Macaulay, Manager Planning and Building
Executive:	Andrew McRobert, Director Sustainable Development
Authority/Discretion	<input checked="" type="checkbox"/> Advocacy <input type="checkbox"/> Review <input type="checkbox"/> Executive/Strategic <input type="checkbox"/> Quasi-Judicial <input type="checkbox"/> Legislative <input type="checkbox"/> Information Purposes
Attachments:	Nil

Summary

The City of Bunbury Heritage Awards will be presented in October 2024. 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:

1. Appoint two members, along with the Strategic Planning Officer (Heritage), to the judging panel to select the successful nominees for the 2024 City of Bunbury Heritage Awards.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Place
Aspiration	An integrated, vibrant and well planned City.
Outcome 7	A community with high-quality urban design and housing diversity.
Objective 7.1	Promote responsible planning and development.
Objective 7.2	Grow recognition and respect for local history and heritage.

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 biannual City of Bunbury Heritage Awards aim 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:

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

Council Policy Compliance

Not applicable.

Legislative Compliance

Not applicable.

Officer Comments

The awards are an incentive to recognise and celebrate outstanding heritage work and promotion. The nomination closing date was 20 September 2024.

Analysis of Financial and Budget Implications

There are no financial or budgetary implications impacting from the recommendations of this report.

Community Consultation

Nominations for the City of Bunbury Heritage Awards have been advertised in the local newspapers, the City's website and on the City of Bunbury, Bunbury Museum and Heritage Centre and BRAG facebook pages.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

10.3 Summary of Referrals and Communications

File Ref:	COB/517		
Applicant/Proponent:	Heritage Advisory Committee		
Responsible Officer:	Lacey Brown, Strategic Planning Officer (Heritage)		
Responsible Manager:	Barbara Macaulay, Manager Planning and Building		
Executive:	Andrew McRobert, Director Sustainable Development		
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 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.

Voting Requirement: Simple Majority

Strategic Relevance

Pillar	Place
Aspiration	An integrated, vibrant and well planned City.
Outcome 7	A community with high-quality urban design and housing diversity.
Objective 7.1	Promote responsible planning and development.
Objective 7.2	Grow recognition and respect for local history and heritage.

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.

Council Policy Compliance

Not applicable.

Legislative Compliance

The following legislation and statutory planning instruments of the State and Local Planning Framework are applicable:

Legislation

- *Heritage Act 2018*
- *Planning and Development Act 2005*
- *Planning and Development (Local Planning Schemes) Regulations 2015*
- The Burra Charter

State Planning Framework

- Guidelines for Local Heritage Surveys 2019
- Guidelines for Establishing a Heritage List 2021
- Statement of Planning Policy 3.5 Historic Heritage Conservation

Local Planning Framework

- City of Bunbury Local Planning Strategy
- City of Bunbury Local Planning Scheme No.8 (LPS8)
- Local Planning Policy 6.1 – Heritage Conservation and Development
- Local Planning Policy 6.2 – Heritage Listing, Assessment and Concessions

Officer Comments

The referral and communications list is as follows:

1. #70 Stirling Street
2. #10 Turner Street
3. #44 William Street
4. The Rose Hotel
5. ANZAC War Memorial
6. #19 Prinsep Street
7. #27 Wellington Street
8. #72 Austral Parade
9. #47A Moore Street

Analysis of Financial and Budget Implications

Not applicable.

Community Consultation

Not applicable.

Councillor/Officer Consultation

Not applicable.

Applicant Consultation

Not applicable.

Timeline: Council Decision Implementation

Not applicable.

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 4 December 2024, unless required earlier for urgent business.

15. Close of Meeting

The Presiding Member closed the meeting at _____.