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File No:	URB/08/1/10/2/13	
Document Ref:	D16/111169	
Venue:	Room 2, Level 5, Civic Centre, 1 Devlin Street, Ryde	
Date:	Wednesday, 17 August 2016	
Time:	6.00pm	Started at: 6.05pm Closed at: 7.25pm
Chair:	Councillor Terry Perram	
Meeting Support (MS):	Amanda Janvrin, Senior Coordinator – Governance	
Staff Convenor:	Lexie Macdonald, Senior Coordinator – Strategic Planning	
Circulation:	Draft Minutes circulated to Staff Convenor (Lexie Macdonald) on 18 August 2016	

Committee Role:

The primary role of the Heritage Advisory Committee is to provide advice to Council about the preservation and enhancement of items and places within the City of Ryde that are of natural, indigenous, cultural, social, aesthetic or historic significance.

Committee Members as per the Terms of Reference

Present	Apology	Name	Position Title	Organisation
✓		Councillor T Perram	Chairperson	City of Ryde
	✓	Councillor D Pendleton	Delegate	City of Ryde
	✓	Councillor Jane Stott	Delegate	City of Ryde
✓		Lyn Langtry	Community Representative	Ryde-Hunters Hill Flora and Fauna Preservation Society
		Peter Colthorpe	Community Representative	
✓		Mrs Betty Willis	Community Representative	Ryde District Historical Society
✓		Dr Peter Mitchell	Community Representative	
	✓	Ms Suzanne Marks	Community Representative	
✓		Ms Beth Kosnik	Community Representative	
		Mr Gregory Blaxell	Community Representative	
	✓	Ms Cate Fisher	Community Representative	
		John Hull	Community Representative	
✓		Jim Vaughan	Community Representative	Brush Farm Historical Society

Additional Attendees

Name	Position Title	Organisation
Lexie Macdonald	Senior Coordinator – Strategic Planning	City of Ryde
Michael Edwards	Heritage Advisor	City of Ryde
Angela Phippen	Ryde Local Studies Librarian	City of Ryde
Meryl Bishop - Apology	Manager – Strategic City	City of Ryde
Amanda Janvrin	Section Manager - Governance	City of Ryde

Details**Action**

1.	Present	As noted.
2.	Apologies	As noted.
3.	<p>Confirmation of Heritage Advisory Committee Minutes from meeting held on 15 June 2016</p> <p>The Minutes from the meeting held on 15 June 2016 were confirmed and endorsed, with a slight amendment to remove the word Acting from Acting Chairperson.</p>	Noted – Council staff to amend.

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4.	<p>Gladesville Clock Tower Conservation Management Plan</p> <p>Mr Michael Edwards advised that Council is in the process of preparing a Conservation Management Plan for Gladesville Clock Tower.</p> <p>Mr Edwards confirmed that he was on site with a masonry expert who advised that it appears that some poorer quality bricks were used which is evident from the irregular pattern of deteriorated bricks, indicative that rising damp does not appear to be an issue.</p> <p>Mr Edwards noted that the Conservation Management Plan document should be finished shortly and Ms Lexie Macdonald confirmed that Council received a significant amount of funding (approximately \$152,000) from the developers via a Voluntary Planning Agreement to undertake the work regarding the conservation of the Gladesville Clock Tower.</p> <p>Council has also allocated a budget of \$25,000 this financial year for commencement of conservation works.</p>	Noted.
5.	<p>Heritage Walking Trail</p> <p><u>Progress Update: Ryde Riverwalk Heritage Walking Trail</u></p> <p>Mr Michael Edwards advised that with regards to the Gladesville walking trail, he and Ms Angela Phippen have gone through the comprehensive text provided by Dr Peter Mitchell and there have been some slight amendments made. Mr Edwards also confirmed that he has taken some photos to put in the book.</p> <p>Mr Edwards advised that Ms Phippen is finalising collating the necessary historical photos for publication with a final edit to be done which will be sent to Dr Mitchell and any other Committee member (if they wish). The publication will then be finalised and sent to Council’s Media and Communications Department for incorporation into the final template.</p> <p>Dr Mitchell advised that the walk goes from Gladesville Village down to Wharf Road and then to the river. Ms Macdonald advised that the walk is an extensive walk which can be broken into sections.</p> <p>Mr Edwards thanked Dr Mitchell for the work he has done with the text to date.</p> <p>Councillor Perram handed out some Certificates from the National Trust for the work the Committee had done on the previous Walking Trail Booklet.</p>	Noted.
6.	<p>Ryde Local Heritage Assistance Fund – 2016-2017</p> <p>Mr Michael Edwards advised that all previous successful applications for the Ryde Local Heritage Assistance Fund 2015 were funded to the full amount.</p> <p>Mr Edwards provided Committee members with a handout regarding the Eligibility Criteria for the Ryde Local Heritage Assistance Fund and advised the Council will be writing to owners of heritage items regarding the next round of funding.</p> <p>Details of the Fund are as follows:-</p> <p>Background</p> <p>The Ryde Local Heritage Assistance Fund has been established by the City of Ryde and is managed with the assistance of Council’s Heritage Advisory Committee (HAC).</p>	Noted.

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<p>Aim of the Funding Program</p> <p>The aim of the Ryde Local Heritage Assistance Fund is to encourage the conservation of Heritage Items in the City of Ryde.</p> <p>The program provides funding to assist property owners in restoring and conserving their heritage listed properties. In the process, it is anticipated that this will stimulate greater interest for the conservation of all Heritage Items within the area.</p> <p>Application Closing Date</p> <p>Applications will be opening soon and will close in May 2017.</p> <p>Who Can Apply?</p> <p>Owners of heritage listed items in the City of Ryde are invited to apply.</p> <p>Unfortunately, due to the limited funds available, Local, State or Federal Government agencies, educational establishments or ecclesiastical groups are ineligible to apply for financial assistance.</p> <p>It is essential that a comprehensive application is prepared, addressing the selection criteria because of the limited funds available.</p> <p>Council’s Heritage Advisory can be contacted for assistance on preparing the application or for further advice.</p> <p>Eligibility Criteria</p> <ul style="list-style-type: none"> • All works must involve the conservation or restoration of a heritage item, listed on Schedule 5 of the Ryde Local Environmental Plan 2014. • All works must demonstrate compliance with the provisions of Ryde Local Environmental Plan 2014, specifically, clause 5.10 Heritage Conservation. • All works must be completed (and paid) and tax invoices submitted with the grant application. • The works must have been completed within the past 12 months by qualified tradesmen who have demonstrated skills / experience in dealing with heritage fabric. • The invoice for the completed works must have a value of up to \$5,000 and grants will be paid to the owner of the heritage item. • All works must be in accordance with heritage conservation practices and methodology (refer to the guidelines and publications available from the Heritage Division – Office of Environment and Heritage (OEH) [www.heritage.nsw.gov.au]) <p>The Ryde Local Heritage Assistance Fund can also contribute to the preparation of a Conservation Management Plan (CMP) prepared prior to lodging a Development Application (DA). The CMP must be prepared in accordance with NSW Heritage Council guidelines and must provide detailed conservation management policies for the management and conservation of the heritage item.</p> <p>Examples of Eligible Projects</p> <ul style="list-style-type: none"> • The repair or reinstatement of original or missing elements, fabric or detailing on heritage buildings or structures, e.g. bargeboards, windows, verandahs, roofs, decorative details, fences. • The reinstatement of traditional colour schemes that are based on either paint scrapings or documentary evidence. • Repainting with the introduction of a new period and stylistically appropriate colour scheme. • Preparation of a Conservation Management Plan, Conservation Management Strategy or Archaeological Management Plan, prepared by a qualified heritage consultant or Archaeologist (in accordance with the NSW Heritage Council 	

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	<p>guidelines).</p> <ul style="list-style-type: none"> • Remedial works to rectify structural defects. • The repair of an original fence or the construction of a new fence to match the original or the construction of a new fence that is period and stylistically appropriate to the heritage item or conservation area. • Historical garden conservation including reinstatement or repair of retaining walls, re-establishment of historic garden features or layout. • Maintenance including painting, roof and guttering repair to ensure the longevity of the item. <p>Projects Not Funded</p> <p>Funding will generally not be provided for the following projects:-</p> <ul style="list-style-type: none"> • Construction of a new building. • New extensions and additions to a heritage item including new kitchens and bathrooms, unless it involves the reconstruction or reinstatement of a missing element that will enhance the ability to appreciate and interpret the significance of the heritage item. • Routine / cyclical maintenance (e.g. garden maintenance, gutter cleaning, carpet cleaning). • Where financial assistance is reasonably available from another source or has previously been provided from this funding scheme. • Works that have been completed without first obtaining development consent (if this is a requirement of the works). • Works on contributory or non-contributory houses within Heritage Conservation Areas or within Character Areas. • Relocation of a heritage item or work to a relocated building. <p>Assessment Criteria</p> <p>All applications will be reviewed by Council’s Heritage Advisor and Heritage Advisory Committee (HAC) to assess their suitability for funding. The following are the key criteria that will be considered by the City of Ryde in assessing all applications:-</p> <ul style="list-style-type: none"> • The works enhance the identified heritage values and significance of the item and will provide for the continued or improved ability to interpret and appreciate the significance of the heritage item. • The procedures and methodology for the work is consistent with good conservation practice. • The project complements broader conservation objectives such as the implementation of key recommendations from a heritage study or Conservation Management Plan. • The visibility of the work from the street e.g. the replacement of a highly visible element such as a front verandah, fenestration detailing, boundary fencing. • The appropriateness of the proposal i.e. the provenance of new elements to the heritage item. Reinstatement of missing fabric is not based on conjecture, but that there exists cogent evidence to support and inform the reconstruction of reinstatement of fabric or elements. • The works were undertaken to reduce deterioration on the fabric of a heritage item. • The urgency and nature of the work/s (particularly to rectify structural defects and remedial repairs). • The clear demonstration and quality of the information / documentation submitted in support of the application. • The works must have been completed within the past 12 months. All completed works and have been paid (with evidence of tax invoices) prior to applying. • Whether the applicant has previously received heritage funding from this program. 	

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	<p>Level of Funding Available</p> <p>A maximum of up to \$5,000 will be available per heritage item.</p> <p>The amount of funding will be determined on a merit basis and subject to compliance with the eligibility criteria.</p> <p>Dr Peter Mitchell raised the issue that the wording in the document is confusing as it leads people to believe that the project cannot be worth more than \$5,000. The document needs to clarify that the project can be an unlimited amount of money, however the maximum amount available through the grant per heritage item is \$5,000.</p> <p>Council staff will take that feedback on board and make the necessary wording changes to the document.</p>	<p>Council staff to make necessary alterations to the wording of the document.</p>
7.	<p>Matters of Interest</p> <p><u>Horse Trough at property in West Ryde</u></p> <p>Mr Michael Edwards advised the Committee members that he has been contacted by the owner of a property in West Ryde, whose parents have passed away and she is looking to sell the property, however at the back of the property is a lovely sandstone horse trough with the initials 'DS' and the date '1888' inscribed on it.</p> <p>Mr Edwards advised that the owner is enquiring whether Council would accept the gifting of the horse trough and relocate it to a suitable location, as the current owner is concerned that the significance of the horse trough will be lost or destroyed if it is left at the property (which is not a heritage listed property).</p> <p>It is also the current owner's express wishes that the horse trough be held in public ownership.</p> <p>Mr Edwards confirmed that he has identified Willandra as a suitable location to relocate the horse trough as it is a secure location, is a Council owned property and will be under the 'watchful eye' of the Ryde District Historical Society. Mr Edwards is currently in negotiations with the relevant people in Council to go and collect the horse trough and relocate it to Willandra.</p> <p>Following the relocation of the horse trough to Willandra, it will remain in the ownership of the City of Ryde and Council will also erect a plaque acknowledging the donating family, as per the wishes of the current owner of the horse trough.</p>	<p>Noted.</p>
8.	<p>Report from Council</p> <p><u>87 Bowden Street - Update</u></p> <p>Ms Lexie Macdonald advised that Council resolved to place an Interim Heritage Order on the property at 87 Bowden Street and confirmed that the Heritage Listing of this property is likely to be in the Government Gazette this Friday.</p> <p>Councillor Perram advised that the applicant is taking this matter to Court and Ms Macdonald confirmed that once the listing is in place, Council is in a much stronger position to defend the Court case.</p>	<p>Noted.</p>
9.	<p>Report from Community Representatives</p> <p><u>Bev and Jim McClymont's home</u></p> <p>Mrs Betty Willis advised that Bev McClymont's house was currently on the market as she had suffered a stroke and was now in a nursing home. Ms Willis confirmed</p>	<p>Noted.</p>

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	<p>that Mrs McClymont’s house was being cleaned out by her family and the family was completely overwhelmed with the task. This was raised as a matter of interest to the HAC as the McClymonts were active historians and had a fascinating and important collection of historical records.</p> <p>Ms Angela Phippen advised that Council’s customer service were receiving phone calls from panicked neighbours of Bev McClymont to say that heritage items were being thrown out into a skip bin. Ms Phippen confirmed that people from different Historical Societies had been through the house and cleaned out what they thought was of interest.</p> <p>Ms Phippen advised that she went to the site and looked through the skip bin and found some copies of journals and boxes of slides and photographs which she has taken and will forward to the Royal Australian Historical Society.</p> <p><u>Ryde District Historical Society</u></p> <p>Mrs Betty Willis advised that Mr Edwards recently was a guest speaker and gave a talk at the recent general meeting on the history of a house named ‘Karoola’ in Frederick Street Ryde, which was his great-grandparents home.</p> <p>Ms Phippen had spoken at the Family History Meeting on Saturday. Ms Willis confirmed that both speakers were excellent and advised that in the afternoon Carol Listen launched the latest publication on the Field of Mars Cemetery. The book is for sale at the Society for \$30.00 and Ms Phippen confirmed that the library has been given three copies of the book.</p> <p><u>Ryde-Hunters Hill Flora and Fauna Preservation Society</u></p> <p>Ms Lyn Langtry provided a report to the Committee on the following Items:-</p> <ul style="list-style-type: none"> • The Flora and Fauna Preservation Society Draft Ryde Biodiversity Plan and Flora and Fauna Reports will be released soon. • The Society had a stall at the recent River Fest (which is part of Our Living River) and also at the Darvall Park Open Day that Council organised. • Ausgrid options for overheads in the Field of Mars have now been removed – Stage 3 of the Project is now out for comment with information sessions at the Ryde Library. Decision expected early next year. • Crown Lands draft new legislation is expected to go straight to Parliament in October with no exposure Bill. The effect locally could see transfer of some Crown Land to Council as local land. The Upper House Inquiry into Crown Land held Public Hearings which concluded on 15 August and will report by mid October. • The Society has supported local community groups within the Northern District to urge greater community consultation by Greater Sydney Commission as they develop their District Plan. • The Society has three events planned being an Open Day at the Field of Mars on Saturday, 3 September 2016, a “Treasure Trails” on Sunday, 25 September 2016 and a bird walk and talk on the morning of Saturday, 8 October 2016. 	<p>Noted.</p> <p>Noted.</p>
10.	<p>General Discussion / Other Business</p> <p><u>43 Bowden Street</u></p> <p>Ms Betty Willis advised that she had received a call from a man at 45 Bowden Street who was unhappy that 43 Bowden Street was going to be demolished. Ms Willis confirmed that she had undertaken some research and found out that the Bollen family lived at 43 Bowden Street from 1921 and that the gentleman who lived there was a World War 1 soldier. Ms Willis advised that she had taken some photographs prior to the house being demolished and she gave the photographs to Ms Phippen who will include them in the local studies.</p> <p>Ms Lexie Macdonald advised that the demolition of the dwelling was approved by a Private Certifying Authority as part of a Complying Development Certificate.</p>	<p>Noted.</p>

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	<p><u>Update on Amalgamations</u></p> <p>Councillor Perram provided the Committee members with an update on the Amalgamations and advised that the Judge has asked for further submissions based on the Woollahra case. Councillor Perram advised that he believed that the information has been sent in and now and that Judge Tim Moore will not hand down his decision until the Woollahra appeal has been heard and the decision handed down. The Woollahra appeal commences on 22 August 2016 and list listed to run for approximately four days.</p>	Noted.
11.	<p>Next Meeting:</p> <p>Wednesday, 19 October 2016 – venue to be advised unless the committee is dissolved beforehand.</p>	Noted.