



Minutes

Lithgow Local Heritage Advisory
Committee
10 February 2015
4pm Hartley Building Meeting
Room

Lithgow Local Heritage Advisory Committee	
Item Number	Agenda
1	Welcome/present/ apologies/declaration of interests
2	Confirmation of Minutes
3	Introductions of Members and appointment of Chair Persons
4	Overview of the Terms of Reference
5	Overview of the LEP Heritage Schedules
6	Overview of Heritage Listing and what it means (FAQ)
7	Heritage and the Development Control Plan
8	General Business - Exploring Lithgow App as tool to promote heritage
9	Next meeting

**MINUTES – LITHGOW LOCAL HERITAGE ADVISORY COMMITTEE LLHAC
- 10 FEBRUARY 2015**



ITEM: 1 PRESENT AND APOLOGIES

PRESENT: Mayor Clr M Statham; Clr C Hunter; Clr P Pilbeam; Dr H Clements; Mr M Wilson; Mr C Aitken

APOLOGIES: Mrs E Martin; Mr S Ring; Mr J Nichols

OFFICERS: Mrs S Hanrahan; Mr Andrew Muir; Ms W Hawkes

DECLARATION OF INTERESTS: Nil

ITEM: 2 CONFIRMATION OF MINUTES FROM THE PREVIOUS MEETING

As this was the first meeting of the Lithgow Local Heritage Advisory Committee, no minutes from a previous meeting were presented.

COMMITTEE ACTION: Nil

ITEM: 3 INTRODUCTIONS OF MEMBERS AND APPOINTMENT OF CHAIR PERSONS

SUMMARY

The following present members of the Committee were introduced and welcomed:

Mayor Councillor Statham
Councillor Pilbeam
Councillor Hunter
Dr Helen Clements – National Trust of Australia (NSW) Lithgow Regional Branch Member
Mr Michael Wilson – Community Representative
Mr Christo Aitken – Council's Heritage Advisor
Mr Andrew Muir (or delegate) – LCC- Group Manager of Environment and Development
Mr Jim Nichols (or delegate) – LCC - Development Manager
Mrs Sherilyn Hanrahan (or delegate) – LCC - Strategic Planner
Ms Wendy Hawkes – LCC -Cultural Development Officer

COMMITTEE ACTION:

THAT

- (1) The Committee notes the appointed membership and welcomes all members.
- (2) The Committee appoints the Mayor Clr Maree Statham as Chair with Clr Col Hunter and Clr Peter Pilbeam as Deputy Co-Chair.

MOVED: Mr M Wilson

SECONDED: Clr P Pilbeam

ITEM: 4 OVERVIEW OF THE TERMS OF REFERENCE

SUMMARY

The LLHAC members were provided a copy of the Adopted (Min No 14-333 Ordinary Meeting of Council 18 August, 2014) Terms of Reference under which the Committee will operate to ensure each member had an understanding of the Terms of Reference.

Adopted Terms of Reference were discussed and some minor alterations recommended.

RECOMMENDATION TO COUNCIL:

THAT

- (1) Council amend the adopted Lithgow Local Heritage Advisory Committee Adopted Terms of Reference as follows:
 - a) **Item 3 of the Committee's Responsibilities** "To liaise with local communities and businesses in organising Heritage Week events" be deleted.
 - b) **Frequency of Meetings** be amended to state:
"Meetings shall be held Bi Monthly on the Second Tuesday of the Month at 4pm in the Hartley Building". This meeting frequency to be reviewed in six months time (September 2015) and then reviewed annually noting that the Chair can call extraordinary meetings at any time as required.

MOVED: Clr P Pilbeam

SECONDED: Mr M Wilson

ITEM: 5 OVERVIEW OF THE LEP HERITAGE SCHEDULES

SUMMARY

The Committee received a report advising of the heritage outcomes of the recent LEP process and was provided with an overview of Schedule 5 of the new Lithgow Local Environmental Plan 2014.

COMMITTEE ACTION

THAT The report on the heritage outcomes of the LEP2014 and Heritage Schedules be noted.

MOVED: Mr M Wilson

SECONDED: Clr P Pilbeam

ITEM: 6 OVERVIEW OF HERITAGE LISTING AND WHAT IT MEANS (FAQ)

SUMMARY

The Committee received a report providing a brief overview and reference document of what local heritage listing in the LEP means for landowners and the community by providing a series of common frequently asked questions (FAQ's) and their answers. This was designed to provide Committee members with a useful tool to engage with the community.

COMMITTEE ACTION

THAT The Committee notes the reference document consisting of Frequently Asked Questions (FAQ's) and answers in relation to heritage matters as a tool to engage with the community.

MOVED: Mr M Wilson

SECONDED: Clr C Hunter

ITEM 7: HERITAGE AND THE DEVELOPMENT CONTROL PLAN

SUMMARY

The Committee received a report providing a preliminary overview of how heritage may be addressed in the Comprehensive Development Control Plan under preparation and the role of the Committee to review and advise on the proposed development controls therein.

COMMITTEE ACTION

THAT The Committee notes the report on how heritage may be addressed in the Draft Comprehensive Development Control Plan and notes the Committee's role in reviewing such content.

MOVED: Mr M Wilson

SECONDED: Dr H Clements

ITEM 8: GENERAL BUSINESS

EXPLORING LITHGOW APP AS TOOL TO PROMOTE HERITAGE

SUMMARY

Council's Heritage Advisor suggested that the Committee may want to form a small working party to investigate the potential use of the Lithgow App as advertised on the new billboards as a way to promote and springboard heritage items, places and stories.

The Lithgow Main Street and Cultural Precinct including Blast Furnace Park was identified as providing a compact area to be used as a pilot project. The Lithgow App can be used to create an interpretative walk including a walking route, story and sites that can be accessed. The amount of information can be added to the initial setup, all of which can be accessed by anyone anywhere on their mobile devices.

COMMITTEE ACTION

THAT The Committee forms a small working party of Mr M Wilson, Dr H Clements and Ms Wendy Hawkes to explore the idea of using the Lithgow App for Heritage promotion and report back to the Committee on a draft proposal at its next meeting.

MOVED: Clr P Pilbeam

SECONDED: Clr C Hunter

ITEM 9: NEXT MEETING:

Next Meeting: 14 April 2015 at 4pm in the Hartley Building Meeting Room.

There being no further business the meeting closed at 5.30pm