



MINUTES

HERITAGE ADVISORY COMMITTEE

held on 15 June 2017 at 5.30 in Civic Room Two, Melton Civic Centre

Present: Bob Turner (BT), Councillor
Matthew Milbourne (MM), Senior Strategic Planner
Sophie Thompson (ST), Acting Coordinator City Strategy
Sera-Jane Peters (SJP), Heritage Advisor

Alan Perry (AP), Community Representative
Carolyn MacGavin (CM), Community Representative
Douglas Potts (DP), Community Representative
Deborah Slattery (DS), Community Representative

Chairperson: Bob Turner, Councillor

1. Welcome

Matthew Milbourne welcomed all attendees to the meeting.

2. Apologies

Nola Dunn (ND), Community Representative
Frank Sultana (FS), Community Representative

3. Declaration of interests and/or conflict of interests

None.

4. Business Arising

The following matters are business arising from the previous meeting of the Heritage Advisory Committee (HAC) held on 20 April 2017:

- MM advised we still have not heard about the heritage panels which were on display during Woodgrove's extension. DS advised that the Council resolved at its last Ordinary Meeting of 29 May 2017 that the Mayor or CEO would contact Woodgrove and request information about the Panels and request an electronic copy of them, there is no update on the outcome of this. BT will have a chat to Albert at Kmart about the panels [item 4]
- CM reported that she has not yet prepared text about the Melton Railway Station that explains why it is where it is. CM to prepare text and provide to SJP who will explore mechanisms to explain to the public why the station is where it is [item 6]
- DS advised that Christine Love, local historian, has printed out a series of articles about Donald Mackintosh that DS now has. DS and SJP discussed with CM that this information could potentially be used in a display case at next year's Heritage Week [item 6]

Action

BT to follow up contacts at Woodgrove regarding the Heritage Panels.

CM to provide text that explains why the Melton Railway Station is where it is, and provide to SJP. SJP will explore appropriate mechanisms to explain to the public why the station is where it is.



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5. General Business

5.1 Update on Round 7 of the Heritage Assistance Fund

The Heritage Advisory Committee discussed proposed changes to the Heritage Assistance Fund (HAF) including its guidelines, approval process, and its assessment guidelines.

The proposed changes are:

1. The HAF will be actively advertised to developers / owners who are developing or adapting heritage places as part of a new development proposal or subdivision in the growth areas.
2. Applicants can apply for amounts up to the total amount approved by Council in the previous budget. The guidelines will not specify a maximum amount for each application. Council will still match funds \$ for \$, but the total amount allocated from the fund will not exceed the dollar value of the fund that year.
3. Applicants can apply to extend the funding agreement from six months to 18 months should they require a longer period to complete works.
4. A process of evaluating the applications will be formulated that has a panel of three Council staff to do an assessment prior to the recommendations for funding going to the Heritage Advisory Committee (HAC) for approval.
5. To streamline the approval process, Council approval for funding applications can be actioned via approval of an appropriate recommendation contained within the HAC Minutes at a Council meeting.
6. A new Heritage at Risk spreadsheet will be maintained by the Heritage Advisor and these owners will be contacted directly to encourage them to use the funds for maintenance each year.
7. The guidelines brochure will be rewritten to reflect these changes and the website will be updated.
8. The new brochure will be mailed to all Heritage Overlay landowners.
9. A drop-in information session will be held in Melton to provide information and assistance to potential applicants on August 17th.

The Heritage Advisory Committee agreed that these changes will improve the Heritage Assistance Fund.

Recommendation

M Milbourne/D Slattery.

That Council adopt the proposed changes to the Heritage Assistance Fund, approval process and assessment guidelines.

5.2 Update on Rockbank Inn

The developers of Woodlea are currently designing a park that surrounds the former Rockbank Inn site which is on the Kororoit Creek in Aintree (Rockbank North Precinct Structure Plan).

The Rockbank Inn is on the Victorian Heritage Register and is one of the most significant heritage places in the City of Melton.

The developers of Woodlea are currently holding discussions about what happens in the park and at the Inn site, and are wanting to meaningfully interpret the former Rockbank Inn.



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The developers of Woodlea have engaged consultants who are preparing a conservation management plan for the site. The consultants are trying to identify the descendants of the Beatty and Trethowan families who have previously owned the site or land surrounding it. They are wanting to record the stories of the Rockbank Inn from these families and obtain records of the Inn site (such as photos) that can assist in the creation of a record of the Rockbank Inn and its role in the Rockbank community.

SJP has requested that the Melton Historical Society nominate a contact for the group, as the consultant would like access to their archives for this important project.

Action

AP / DS to provide SJP with a contact at the Melton Historical Society to assist Woodlea's consultant gain access to Rockbank Inn records held by the Society.

5.3 Update on the Melton Heritage Strategy

MM thanked the Heritage Advisory Committee for their comments at their previous meeting on the review of the current Melton Heritage Strategy, and their comments on what should be included in the new Melton Heritage Strategy.

MM advised that these comments have been included in the Background Report for the Melton Heritage Strategy 2013-17 review, and have been used to inform the Draft Melton Heritage Strategy 2017-2021.

The Draft Melton Heritage Strategy 2017-2021 will be out for public comment from 26 June to 31 July 2017. The HAC representatives will be sent an email, heritage property landowners will be sent a postcard, notices will be placed in the Star Weekly and information will be provided on Council's website.

SJP encouraged the HAC to review the documents and make comments on them, as the Strategy will form the work platform for heritage in the City of Melton over the next four years when adopted.

Action

There are no actions associated with this item.

5.4 Nominations for two positions on the Heritage Advisory Committee

MM advised that DS and DP's positions are up for review. MM thanked both representatives for serving on the HAC over the past two years.

Council will be advertising these two positions in the Star Weekly newspapers circulating in the City and via Council's Facebook page on Tuesday 27 June to 25 July 2017. Council will also include in the notice that a further two positions will be advertised later this year.

MM advised that the template for the agenda and minutes will be updated to include the member names and when their term ends.

Action

MM to update HAC agenda and minute templates to include the names of HAC community representative names and when their term ends.

6. Other Business

- DS asked whether a historical information board could be put up at the Melton Cemetery. SJP commented that many cemeteries across Victoria now have a board with a map of the cemetery and a website address where the public can find out information about the cemetery.



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Action

SJP to investigate with Tracy Spiteri whether the text about the Melton Cemetery on Council's website could be improved to provide more historical information.

7. Next Meeting

The next meeting is to be held on **17 August 2017** commencing at 5.30pm in the Pyke Room at the Melton Library and Learning Hub.

The meeting will end at 6.00pm due to the heritage landowner information session being held at Melton Library that evening.

8. Close of Business

The meeting closed at 6.03 pm.