



MINUTES

HERITAGE ADVISORY COMMITTEE

Held on 9 December, 2020 at 5:00pm and conducted virtually via Microsoft Teams

Present: Cr Sophie Ramsey (SR), Councillor (left the meeting at 5:30pm)
Cr Bob Turner (BT), Councillor
Deb Slattery (DS), Community Representative
Frank Sultana (FS), Community Representative
Alan Perry (AP), Community Representative
Kelly Archibald (KA), Coordinator City Strategy
Sera Jane Peters (SJP), Heritage Advisor

Chairperson: Georgina Borg (GB), Senior Strategic Planner

Minute Taker: GB

1. Welcome

- Welcome to Country.
- Welcome to Councillors Turner and Ramsey.
- Announcement of new committee member, Hang Nguyen.
- It was discussed that GB would chair the Committee meetings whilst in a virtual format.

2. Apologies

Carolyn MacGavin and Hang Nguyen.

3. Declaration of interests and/or conflict of interests

Nil.

4. Business Arising

The following matters are business arising from the previous meeting of the Heritage Advisory Committee held on 27 February 2020:

- The matters relating to the Heritage Festival 2020 are no longer relevant as it was cancelled due to COVID-19.
- DS raised the Jimmy Melrose memorial and it was advised by SJP that the structure of the memorial is sound but the plaque is old and needs to be replaced. The Committee was informed by SJP that the vegetation at the creek and subsequently the memorial has been maintained by Council staff prior to 27 February 2020. SJP was to contact the Scouts who arranged the original memorial, as they may like to lead the process for a new plaque. SJP has not been able to contact the Scouts due to COVID-19 and will endeavor to do so now that restrictions have eased.



MINUTES

Action

SJP to contact the Scouts regarding leading the process of a new plaque.

5. General Business

- Heritage Festival 2020:

The Heritage Festival 2020 was cancelled due to COVID-19. Council are the format of the Heritage Festival 2021 in line with COVID-19 restrictions, and will advise the Committee at the next meeting. The events prepared for the 2020 Festival can be used again if there is a Festival in 2021. The Committee were encouraged to think of ideas for a potential 2021 Festival and provide them to GB via email.

- Actions from the Heritage Strategy, Theme 1: Progress report on interpretation signage at Council properties, Westwood Drive Bridge and Morton Homestead:

SJP advised the Committee that Council has commissioned a new template for heritage signage across the municipality. The design is being finalised, and when produced will be installed at the relevant heritage places including Morton Homestead and the Westwood Drive bridge.

- Amendment C198: Conservation Desirables Round 1:

GB updated the Committee on Amendment C198 which is proposing to protect 9 conservation desirable properties under the Heritage Overlay. GB noted that progress updates were sent to the Committee throughout the year via email which informed them that 9 submissions were received. GB advised the Committee that Amendment C198 to the *Melton Planning Scheme* was heard by an independent Planning Panel on 7 December 2020 and that one party was heard. The report from the Planning Panel is expected in December 2020 and will be considered at the 8 February 2021 Council Meeting.

SJP provided context of the Heritage Overlay and Conservation Desirable places and that there are three rounds of Conservation Desirables to be completed.

- Actions of the Heritage Strategy, Theme 2: Progress report on heritage review of another 16 Conservation Desirable sites (Round 2):

SJP explained to the Committee that Council officers are working with heritage consultant Lovell Chen to assess a further 16 Conservation Desirable sites to determine if they should be protected by a Heritage Overlay. It is anticipated the draft assessment will be completed in June, 2021.

- Committee meetings dates for 2021:

The following dates were proposed for the Committee to meet in 2021:

- 4 February at 5:00
- 1 April at 5:00
- 3 June at 5:00
- 5 August at 5:00
- 7 October at 5:00
- 2 December at 5:00



MINUTES

GB to provide these dates to the Committee via email for comment and final dates to be confirmed via email in due course.

- Round 10 Applications to the Heritage Assistance Fund 2020:

SJP informed the Committee that there was a great deal of interest in the Heritage Assistance Fund this year with a large number of enquiries from a range of applicants, including three places which are listed on the Victorian Heritage Register, three which are publically accessible and two which are on private land. SJP explained that it was pleasing that three of the applicants were applying for funds for works which were continued from previous years. Two of the applicants were undertaking works as a result of recommendations in Conservation Management Plans which had been partially funded by the Heritage Assistance Fund in previous rounds.

Five applications were received and were found to be eligible. One applicant withdrew their application and will reapply next year.

The four applications were evaluated by a Panel of three Council Officers and recommendations made as to the amount of funds to be allocated to each application. The recommendations of the Panel were that each applicant receive the following amounts:

Application 2 - \$21,000.00

Application 5 - \$5,000.00

Application 6 - \$19,000.00

Application 7 - \$25,000.00

The Committee discussed the Panel's recommendation per the **Assessment Matrix Addenda 1**. The Committee unanimously carried the Panel's recommendations which was moved by DS and seconded by FS.

Action

- Committee to provide ideas for Heritage Festival 2021 to GB via email.
- GB to provide Committee with proposed 2021 Committee meeting dates via email for comment and GB to then confirm with the Committee in due course.

Recommendation 1

Moved DS/FS

That Council award the following applications to Round 10 of the Heritage Assistance Fund;

Application 2 - \$21,000.00,

Application 5 - \$5,000.00,

Application 6 - \$19,000.00, and

Application 7 - \$25,000.00

being a total of \$70,000.00

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MINUTES

Other Business

- DS enquired about Council works on The Willows. GB to follow up with relevant team.

Action

- GB to follow up with relevant team in regards to The Willows works.

Next Meeting

TBC via email.

Close of Business

The meeting closed at 6:15pm

Community Representative Member Terms

Name	Deb	Frank	Alan	Carolyn	Hang	Vacant
Term Ends	Dec 2021	Dec 2021	February 2022	February 2022	May 2022	

Heritage Assistance Fund Applications		5	6	7
Application number HO number (VHR No.) What is the heritage significance of the place? Describe proposed works	2 HO6 Local	VHR H0810 State	VHR H2319 State	VHR H362 State
	Stabilisation and repair of stonework using a steel Heiblar method which when inserted into the stonework and lightened, siliches the stone together and then the stone is remortared. The system means that the repair works cannot be seen and the joints are remortared at the end with lime mortar. It provides additional structural stability to the walls which had begun to fail and come apart.	Repair of stonework to north wall of historic stables including repacking and repointing with lime mortars.	Roof replacement of the Science building including the plant platform.	The works are to repair the basalt Ha Ha Wall which surround the front garden of the Eynesbury Homestead. The wall has collapsed in sections and trees have been planted too close to the wall and require removal. The roots and the garden beds need to be raked back from the rear of the wall and repairs to stone and mortar repalcemtns are to take place.
Assessment criteria				
How urgent is the proposed work?	Very urgent. Some parts of the walls were beginning to fail with alarming loss of mortar and cracking.	The works were identified in the CMP as High Priority Works to prevent collapse.	The work is urgent as the roof is leaking and allowing water ingress into the building. The building cannot be used by the school until the roof repairs occur. The school is hoping to use the building for science classes in 2021.	The works are urgent as the wall has collapsed in part and poses a danger to the public.
Will the proposed works make a good contribution to the maintenance, conservation, restoration or repair of the place?	The works should provide structural stability to the church and improve its appearance and allow reuse of the place by the community.	The works will provide structural stability to the high north wall and prevent collapse.	The works will provide the school with another classroom as they gradually increase enrolments at the school. It will be the first stage in the complete repair of the building which has been unoccupied for a number of years due to Yes they have a permit from HV.	The works will provide for structural stability to the wall for many decades to come and will greatly enhance the appearance of the wall by replacing the inappropriate concrete repairs which have occurred.
Has the applicant applied for a planning permit from Council or a Heritage Permit/exemption from Heritage Victoria?	The applicant does not require a planning permit or Heritage Victoria permit	The applicant believes that they do not require a permit from HV, but she has been asked to provide evidence of this.	Yes they have a permit from HV.	The applicant has applied for a permit from HV.
Has the applicant provided an adequate quote from a reputable tradesman? Does the quote provide value for money?	The quote is very reasonable and the tradesperson completed the previous round of works to a satisfactory level.	The applicant has provided only one quote from a tradesperson who is very reputable. The applicant has had difficulty getting quotes in the past and is very keen to use this tradesperson. The quote seems very reasonable.	Yes they have provided two quotes which seem to provide good value for money. They would like to use the Landbuild quote which is slightly cheaper and better value.	The applicant has two quotes, from reputable tradespeople. The quotes however seem very expensive so the applicant has been asked to provide a breakdown of the scope of works to see which parts of the quote are contributing to the very high price. This has now been completed and a reduced scope has been prepared for 30% of the repairs originally quoted.
Does the quote provide enough details for a thorough assessment of the proposed works and does it comply with permit requirements?	The quote is thorough and comprises stage 2 of a three stage repair project for the church.	The quote appears to be in conformance with the action plan in the conservation management plan for the property.	Yes	The quote is not adequate to make an assessment of value for money. The amount requested from the fund is more than the fund would normally provide and therefore needs to be looked at in detail to determine which parts of the scope of works is the most urgent.

Heritage Assistance Fund Applications		2	5	6	7
Application number	HO6	VHR H0810	VHR H2319	VHR H362	
HO number (VHR No.)	Local	State	State	State	
What is the heritage significance of the place?	The applicant is a former engineer who is project managing the works and he is approaching them with a long term strategy of staged repairs as finances become available.	The applicant has demonstrated that she is prioritising works identified in the conservation action plan as urgent.	The applicant has received professional architectural and engineering advice about the roof replacement and has prioritised the works needed to get the building back to use.	The applicant has received professional advice and expertise and has planned a large amount of works of which this is a small part.	
Has the applicant successfully applied for funds from the HAF before? Did they carry out previous works to a satisfactory standard and in a manner that complied with the requirements of Council?	The applicant has applied to the fund once before and has carried out the works in a satisfactory manner.	The applicant has successfully applied to the fund for three previous rounds including funds towards the CMP.	Yes the applicant applied for funds in round 9 to partially fund the conservation management plan. They acquitted all the funds in a satisfactory manner.	No the applicant has not received funds before.	
Has the applicant demonstrated financial responsibility and understanding of the fund guidelines?	The applicant has restricted access to funds given the matching amounts must be raised by the church and parish and so the process of applying for small amounts each year has been working well for them.	The applicant is approaching the works in a sensible manner by doing what she can afford each year.	The applicant has received professional advice and is undertaking a large amount of work to the school campus. They decided to apply to the fund for a discrete parcel of works to improve their chances of being accepted.	The applicant is willing to pay for a comprehensive suite of works to the buildings and grounds of the homestead and this is a small part of the works.	
Is there any local support for the project? Does the project have any social benefit to the community?	There would be a lot of local support for the projects as it means that the building will be saved from collapse and can be reused for community meetings.	There is no local support for the project as it is a private property but the property is of state significance.	Yes I believe the school community would support the works.	The local Eynesbury community and member of the golf club would be supportive.	
Is the property visible to the public, or will it be visible in the future?	Yes the building is visible and used by the public.	The property is currently not visible to the public but will become so as the Kororoit PSP and new development occurs.	Yes the school is used by the community.	Highly visible to those living at the site and playing golf and visiting the homestead.	
Amount requested	\$21,241.00	\$5,210.00	\$20,000.00	\$27,665.85	
Applicants contribution	\$21,241.00	\$5,210.00	\$30,143.61	\$27,665.85	
Evaluation score	120	108	125.5	117	
Recommendation of evaluation panel to Committee	\$ 21,000.00 \$	5,000.00 \$	19,000.00 \$	25,000.00 \$	
					Total funds requested \$74,116.85
					70,000.00 \$