

# Heritage Advisory Committee

## Meeting Minutes

<b>Meeting Name</b>	Heritage Advisory Committee (HAC)	<b>Meeting No.</b>	D-20-030368
<b>Meeting Date</b>	Tuesday 10 March 2020		
<b>Meeting Time</b>	1.30pm – 2.30pm		
<b>Meeting Location</b>	Randolph Stow Meeting Rooms, Geraldton Regional Library, 37 Marine Terrace, Geraldton		
<b>Attendees</b>	Cr. Natasha Colliver (NC) Cr. Jerry Clune (JC) Cr. Sally Elphick (SE) Leigh O'Brien (LO) Tanya Henkel (TH) Trudi Cornish (TC) Marilyn McLeod (MM) Gary Warner (GW) Lorin Cox (LC) Nola Gregory (NG) Karrie Elder (KE) Ric McCracken (RM) Gary Martin (GM) Annette Burton (AB) (Minutes)	<b>By Invitation</b>	
		<b>Apologies</b>	Cr. Tarleah Thomas (TT) Cr. Victor Tanti (VT) Karl Haynes (KH) Phil Melling (PM) Rita Stinson (RS)
		<b>Distribution</b>	

### 1. Welcome and Apologies

TC opened the meeting and welcomed those present. The apologies from those unable to attend the meeting were accepted.

### 2. Previous Minutes and Action Log

The Minutes of the meeting held on 7 March 2019 were circulated with the agenda for the meeting held on the 4 July 2019. However, due to a lack of quorum at the meeting held on 7 July 2019 these Minutes were unable to be adopted.

#### **Recommendation:**

That the minutes of the Heritage Advisory Committee Meeting held on 7 March 2019 as previously circulated, be adopted as a true and accurate record of proceedings.

**MOVED:** MM

**SECONDED:** TH

**CARRIED BY CONSENSUS**

**Action Log** - All items on the Action Log as circulated with the Tabled Documents have been completed.

### 3. Agenda Items

#### 3.1 Appointment of Chair and Deputy Chair

TC called for nominations to be Chair.

JC nominated NC to be elected as Chair of the Heritage Advisory Committee.  
RM seconded. NC was voted in unopposed as Chair.

CARRIED BY CONSENSUS

NC nominated JC to be Deputy Chair of the Heritage Advisory Committee. MM seconded  
JC was voted in unopposed as Deputy Chair.

CARRIED BY CONSENSUS

#### 3.2 Operation of Advisory Committee / Code of Conduct

NC explained that we will be implementing and following Council Policy 4.4 Operation of Advisory Committees (copies provided at meeting) for the running of Committee meetings.

JC noticed an error under Section 2 – of CP 4.4. However, this is minor typing error and does not impede the application of the document.

#### 3.3 HAC Terms of Reference

Chair discussed background behind the Terms of Reference (ToR). An update from previous ToR's was advised by TC, in that at least one meeting per year will now be held at Mullewa, Greenough or Walkaway.

CARRIED BY CONSENSUS

#### 3.4 Review of Aboriginal Heritage and Heritage Act

TC reported that the Heritage Act 2018 makes some key changes to streamline processes, provides further transparency to decision making, and adopts new provisions to combat demolition by neglect (for State registered properties). It has increased financial penalties and enables the Minister for Heritage to issue notices and orders to heritage property owners to ensure heritage places are adequately protected from damage or neglect.

The requirement for local governments is to adopt a Heritage List. The MI is currently the City's 'Heritage List', including categories 1-4.

At previous HAC meeting on 7 July 2019 KE was asked to look into what steps should be undertaken and by whom, with regard to the reporting of the degradation of a State Registered property. KE had contacted the relevant parties and was advised that there were not set process in place at this stage. KE has an email address that can be used to for the reporting of the degradation of a State Registered property.

TC advised that WALGA and the Department of Planning, Lands and Heritage will hold an information session about the update on the new Aboriginal Heritage Legislation for Western Australia, which is being drafted. The session will be held in Perth on 23 March and will be broadcast via webinar.

### 3.5 Signage Audit Review (Stage 2)

TH reported that there are over 350 heritage information and directional signs in the City of Greater Geraldton Region and that the Review has been a worthwhile initiative, making sure that the signs are in good condition and have relevant information. The audits are held approximately every two years.

Stage 1 signs in the Greenough and Geraldton area  
Stage 2 signs in the Mullewa area

TH advised that they are nearing completion of Stage 2 of the Signage Audit. Most of the signs were in good condition but some were suffering from sun exposure and some had been vandalised.

Final audit notes once completed will have recommendations on what actions are required (if any) for each sign.

### 3.6 Old Public Hall, Walkaway

Deferred – due to PM not being available

JC – requested that this be discussed this further. He would like to know what will become of the old Memorial Hall at Walkaway JC advised that is currently being used by line dancers who clean the hall each week before use – mainly due to pigeon damage and dust which is coming into the building from the roof.

Item to remain on HAC Agenda for further discussion.

### 3.7 Local Heritage Collections and Digitisation Strategy

LC advised Heritage Services are continually receiving new donations. The Library has good processes in place for the digitisation of new donations. However, the need for a Digitisation Strategy has been identified which would apply to those existing items in the collection that are only held in physical format. A cost estimate for this work has been sourced from the Australian Museums and Galleries Association (AMaGA).

### 3.8 Mullewa 125 Years Celebrations

TC advised that the Mullewa town site proclaimed a Municipality, 3 April 1895 and will therefore celebrate 125 years in 2020. Sam Messina, Chair of the 125 Years Committee, has advised TC that they will be holding various events throughout the year with a “Back to Mullewa” theme.

On Sunday 4 October, the main celebratory event will be held including an oral history morning, unveiling of the Mullewa Pioneer Cemetery gardens and commemorative wall, and St Mary’s Cathedral Choir from Perth will perform.

TC shared with the Committee images of a restored 1927 Chevrolet Truck which will feature as part of the celebrations. The truck once belonged to Athel Rumble, and was donated to Mullewa Lions Club many years ago. Recently it was restored by Peter Barnetson and Murray Watt. The truck will also be on show this Friday 13 March at the Rural Family Fun Day in Mullewa.

### 3.9 Centenary Commemorations – Air Mail Services in Australia

TC reported that although there were other flights throughout the Australia before the flight on 5 December 1921 from Geraldton to Derby, this venture was the first official air mail flight. The Australian Government called for tenders and Norman Brearley, an ex-Royal Flying Corps pilot recently returned to Australia, won the contract. The company Brearley formed to service the mail contract, West Australian Airways Ltd, was the first air operation in Australia to commence regular services.

Sadly, on the inaugural flight, one of the planes crashed into the scrub on Murchison House Station. near Kalbarri. Pilot Robert Fawcett and mechanic Edward Broad were killed.

LO advised that a replica of this plane was created for the 75<sup>th</sup> Anniversary of the flight and this is on display at the Museum of Geraldton.

An initial planning meeting be held this Thursday 12 March. Item to remain on HAC Agenda.

### 3.10 Heritage Festival Overview

The following are a list of events that are being held throughout the Australian Heritage Festival:

- Historical Writing Workshop. Come write back to the 1800's – which will be held in Greenough on 23 April
- Red Fred Book Launch held at the Library on 21 April
- Greenough Pioneer Cemetery busy bee and walk trail
- Geraldton Project photo display in Rocks Laneway.

The writing workshop and book launch are now live on the Australian Heritage Festival website which gives the City of Greater Geraldton a national presence.

### 3.11 Rocks Laneway Interpretation

TC reported that now that the Rocks Laneway is completed, the Heritage Services team will looking at interpretation.

Rather than introducing more signage, the team are investigating the development of an audio walk trail, to be available through the TrailsWA App, where the City's other heritage trails are currently also available.

To progress this idea, Heritage Services have met with Local Group Emporium Creative Youth Academy who have recently created a "Walk with Me" tour along the Foreshore.

## 4. General Business

### 4.1 Bill Sewell Complex Upgrades

TC advised that the National Trust WA are rebranding this site. It will no longer be called The Bill Sewell Complex but will be called "The Depot Ngurra Barlunggu". There have been many uses of the site, the Depot being the first one. Ngurra Barlunggu references the old camp in the sand hills behind the hospital. Signage has been colour matched to suit the existing City heritage CBD trails.

## 4.2 Update from Coordinator Heritage Services

LC advised that on the 10 January the Library held a launch for the Midwest Convict Register which has approx. 2500 records. The launch was very successful with 77 attendees.

Storylines Education sessions were held in February. One session was held at the library which included digital mentor training for Library Staff. Two other Storylines session were held at Mullewa and Bundiyarra.

Beginners Family History Workshop – is being held at the Library on 10 to 12 March, this is being presented by the Geraldton Family History Society. Heritage Services City of Greater Geraldton have assisted with promotion, bookings and free room hire. The Heritage Services Coordinator will also present a brief spiel at the workshop regarding how the Library can assist with family history research.

Photo ID project – had been tentatively booked for 3 June – Reconciliation Week. Department of Aboriginal Affairs donated images identification workshop. We hope to get the public to help identify people and provide further details on some of the images.

State Heritage Conference is being held in Busselton this year and registrations open in March.

## 4.3 Update from Community Museums

### 4.3.1. Bluff Point Lighthouse Keepers Cottage

No representative present at meeting and no report presented.

### 4.3.2. Greenough Museum and Gardens

GM advised they had a total of 2644 visitors during 2019, made up of 18% local, 42% from WA, 21% Australian and 19% international. We need to do better, but with the threat of Coronavirus it could be a tough year ahead, especially as we had been successful in attracting more Chinese visitors. On a positive side, we have already had nearly 300 visitors this year to date (made up of 17% local, 45% from WA, 16% Australian and 22% international)

Through the CGG Community Grant the corrugated iron clad garage has been insulated and steel shelving installed to provide a suitable place to store objects from the collection not on display. Also the Collection Management policy has been updated and a Significance Assessment undertaken of the collection (yes, we have items of National and State significance in the collection). These reports will enable us to rationalise the collection and we will be looking at de-accessioning some objects of little significance.

Through cooperation between CGG and MEEDAC a programme has been put in place where the latter have taken on the responsibility of regularly white-washing the wall.

GM reported that they will be working with tourism students at TAFE to bring regular tours out to Greenough.

We have held two exhibitions in the Community Hub building so far this year – ‘Lucy Awash with Plastic’ and ‘Oh my Antimacassar.’ Currently we are excited to hose local artist, Jane Barndon as our ‘Artist in Residence.’ Jane will be working here until 18 April,

## Heritage Advisory Committee – Meeting Minutes

and is particularly interested in stories about the Maley women. Jane is also organising community workshops whilst here.

GM presented copies of the *Greenough Museum and Gardens' Collection Significance Assessment* (January 2020) and the *Collection Management Policy* (January 2020) to the Geraldton Regional Library.

### 4.3.3. Walkaway Station Museum (RM)

RM advised that the Walkaway Station Museum closes over summer. They will open on 3 April which coincides with their market day. People look forward to it and it is usually well attended.

During the closure the City have been working on building – mainly pigeon proofing and fixing the reticulation. New public toilets have been installed near the Recreation Centre. The Museum toilets are now no longer open to the public.

The Committee for the Museum is stable and well attended - the AGM is being held next week.

The Museum is open from April through to Christmas. 'Caravaners' are our usual visitors. With number of visitors always increasing during the wildflower seasons.

## 4.4 Other Business

GW asked about the transfer of archival material between the Greenough Museum and Gardens and the Geraldton Historical Society. The Chair advised this was not a matter for this committee.

## 5. Proposed Meeting Dates for 2020

Proposed date of next meeting is Tuesday 7 July 2020, to be held at the Greenough Museum and Gardens, 1.30pm. Calendar invitation to be circulated.

## 6. Close

There being no further business the meeting closed at 2.25pm.

---

**Signed (Chair – Cr. Natasha Colliver)**

---

**Date**

# Heritage Advisory Committee

## Meeting Agenda

<b>Meeting Name</b>	Heritage Advisory Committee (HAC)	<b>Meeting No.</b>	D-20-027965
<b>Meeting Date</b>	Tuesday 10 March 2020		
<b>Meeting Time</b>	1.30pm – 2.30pm		
<b>Meeting Location</b>	Randolph Stow Meeting Rooms, Geraldton Regional Library, 37 Marine Terrace, Geraldton		
<b>Attendees</b>	Cr. Tarleah Thomas (TT) Cr. Jerry Clune (JC) Cr. Natasha Colliver (NC) Cr. Sally Elphick (SE) Cr. Victor Tanti (VT) Phil Melling (PM) Leigh O'Brien (LO) Tanya Henkel (TH) Trudi Cornish (TC) Marilyn McLeod (MM) Gary Warner (GW) Lorin Cox (LC) Nola Gregory (NG) Karrie Elder (KE) Ric McCracken (RM) Gary Martin (GM) Rita Stinson (RS) Annette Burton (AB) (Minutes)	<b>By Invitation</b>	
		<b>Apologies</b>	
		<b>Distribution</b>	Karl Haynes (NTWA)

### 1. Welcome and Apologies

### 2. Previous Minutes and Action Log

### 3. Agenda Items

- 3.1 Appointment of Chair and Deputy Chair (PM)
- 3.2 Operation of Advisory Committee / Code of Conduct (PM)
- 3.3 HAC Terms of Reference (TC)
- 3.4 Review of Aboriginal Heritage and Heritage Act (TC)
- 3.5 Signage Audit Review (Stage 2) (TH)
- 3.6 Old Public Hall, Walkaway (PM)
- 3.7 Local Heritage Collections and Digitisation Strategy (LC)

## Heritage Advisory Committee – Meeting Agenda

- 3.8 Mullewa 125 Years Celebrations
- 3.9 Centenary Commemorations – Air Mail Services in Australia (TC)
- 3.10 Heritage Festival Overview (LC)
- 3.11 Rocks Laneway Interpretation (TC)

### **4. General Business**

- 4.1 Bill Sewell Complex Upgrades (TC)
- 4.2 Update from Coordinator Heritage Services (LC)
- 4.3 Update from Community Museums
  - 4.3.1. Bluff Point Lighthouse Keepers Cottage (RS)
  - 4.3.2. Greenough Museum and Gardens (GM)
  - 4.3.3. Walkaway Station Museum (RM)

### **5. Proposed Meeting Dates for 2020**

### **6. Close**



City of  
Greater Geraldton  
a vibrant future



# Heritage Advisory Committee Meeting

Date of Meeting: 10 March 2020

**TABLED  
PHOTOGRAPHS/DOCUMENTS**



PO Box 101 Geraldton WA 6531  
Geraldton Civic Centre T 08 9956 6600 F 08 9956 6674  
Mullewa Office T 08 9961 1007 F 08 9961 1206  
E [council@cgg.wa.gov.au](mailto:council@cgg.wa.gov.au) W [www.cgg.wa.gov.au](http://www.cgg.wa.gov.au)  
ABN 55 907 677 173

#### **4.11 Heritage Advisory Committee**

Click here to return to the [Quick Reference by Committee](#)

##### **Purpose:**

Provide advice to Council on the development and implementation of the Heritage Strategy, 2017-2022

##### **Committee Members:**

Cr Jerry Clune  
Cr Victor Tanti  
Cr Sally Elphick  
Cr Tarleah Thomas  
Cr Natasha Colliver

##### *Appointments of Chair / Deputy Chair:*

##### *External Members – Representatives from the following groups/agencies:*

Walkaway Station Museum Inc.  
Community Group of Greenough Inc.  
Geraldton Historical Society Inc.

##### *External members*

Community Representative – to be appointed  
Community Representative – to be appointed

##### *Ex-Officio Members:*

City Heritage Advisor  
Representative from the Aboriginal Community  
Manager WA Museum Geraldton  
Representative from the National Trust WA

##### **City of Greater Geraldton - support staff**

Director of Development & Community Services or delegate.

##### **Council Resolutions:**

Date: 26 November 2019  
Item Number: CEO058

##### **Term of Office:**

Membership expires 17 October 2021 or as determined by Council

##### **Terms of Reference**

SET the Terms of Reference of the Heritage Advisory Committee (HAC) to be:

- j. appoint 5 Elected Members to this Committee;
- k. Councillor will be the elected chair;
- l. Community nominees will address specific criteria when nominating for membership of the committee;
- m. Nominations for community membership will be assessed by the HAC, which will make recommendations to Council;
- n. Where a member is absent without notice and reasonable grounds throughout three consecutive meetings within any 12 month period, the continuance of that membership position shall be automatically terminated in order to ensure the effective operation of the committee;
- o. A minimum quorum of five voting members is necessary to conduct a meeting;
- p. Minutes of meetings will be circulated within five working days following the meeting;
- q. With the prior approval of the Chairperson, any persons or organisations may be invited to attend a meeting, where their attendance is directly related to the objectives of the Heritage Advisory Committee; and
- r. Members will abide by the City of Greater Geraldton's Code of Conduct.

Delegation:
-------------

There is no delegated authority.

Meeting Details (if known)
----------------------------

Meetings will be held on triannual basis with the start time and venue being determined by the Advisory Group. At least one meeting will be held in either Mullewa, Greenough or Walkaway each year.

*Update:*

## Heritage Advisory Committee - Action Log (D-18-092775)

Log #	Meeting Date	Agenda Item #	Action	Resp. Person	Status <small>(Ongoing / Complete / Next Agenda)</small>
HAC-020	7/03/2019	4.1 Demonstration of Intramaps and display MI properties	Given the amount of information now available PM to follow up with Mayor Van Styn to see if a short demonstration of Intramaps could be made at a Concept Forum.	PM/TT	PM advised that currently there are a number of items listed for consideration at future meetings with limited slots available on a priority basis. The Chair (TT) will discuss with the Mayor.
HAC-021	7/03/2019	4.3 War Years Drive Trail	TC to forward copies of the War Years Drive Trail to the National Trust Defence Heritage Committee, the Albany ANZAC Centre and State Office of RSL	TC	Completed. Copies posted 9 May 2019.
HAC-022	7/03/2019	5.1 Update from Heritage Advisor	TC to follow up whether completed items can be removed from the Action Log.	TC	Completed. Items need to remain on the Action Log but when a copy is emailed to Committee, the copy will only highlight incomplete items.