

Agenda



Built and Cultural Heritage Advisory Committee

**Tuesday 19 March 2024
4.00-5.30pm**

Location:	Coachwood Room, Level 6, 31 Victor St, Chatswood
Chair:	To be appointed at the meeting
Attendees:	Members: Rena Czaplinska-Arche, Adrian Alexander, Denis Fernandes, Nicholas Flood, Wayne Farmilo, Audrey Thomas, Paul Storm, Srishti Mahhajan, Karen Somers WCC Staff: Mitchell Noble, Dyalan Govender, Bushra Salam
Apologies/absent:	
Guests	Councillor Anna Greco
Alignment to the Community Strategic Plan	Outcome 2: A City that is connected, inclusive and resilient Priority 2.2 Respect and celebrate our indigenous and non-indigenous history and heritage Priority 2.3 Celebrate and encourage our diversity Priority 2.8 Increase community resilience to shocks and stresses Outcome 3: A City that is liveable Priority 3.1 Foster feelings of inclusion, safety and cleanliness Priority 3.6 Activate local spaces in creative ways
Alignment to the Delivery Program	<ul style="list-style-type: none">• Adopt an Indigenous Strategy and Reconciliation Action Plan by June 2023• Implement neighbour connection initiatives including Neighbour Day, programs at the Dougherty Community Centre, Willoughby Park Centre, MOSAIC and volunteer programs• Continue to implement the Resilient Willoughby Strategy and Action Plan 2021• Promote the Red Cross 'Be Prepared' app for personal emergency planning• Complete the Open Space and Recreation Study by June 2023• Continue to activate the CBD and extend to local centres
Advisory Committees will be successful if they	<ul style="list-style-type: none">• Focus on strategic initiatives that support the delivery or review of the identified strategic priorities including increased community uptake of relevant initiatives• Are active and productive• Are where members collaborate• Promote self-initiative, resilience and empowerment of both members and the broader community• Are representative of the community and community interests

Agenda items

Item	Topic	Time	Lead
1	Welcome:	4:00	Governance
	<p>Acknowledgement of Country</p> <p><i>Willoughby City Council acknowledges the Traditional Owners of the lands on which we meet today, the Gamaragal People, and their connections to land, waters, and community. We pay our respects to their Elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander people, including those who may be in attendance today.</i></p>		
	<p>Apologies</p>		
	<p>Declarations of interest</p> <p>https://www.willoughby.nsw.gov.au/Council/Forms/Disclosure-of-interest-by-Committee-Members</p>		
2	Committee Governance	4:05	Governance
	<p>Appointment of Chair</p> <p>Terms of Reference:</p> <p>“5.1 A community member is the Chairperson of the Cultural and Creative Arts Advisory Committee.</p> <p>5.2 The inaugural Chairperson shall be confirmed or not at the third meeting of the Committee and thereafter on an annual basis.”</p>		
3	Confirmation of Minutes – 14 November 2023	4:15	Chair
	Final draft circulated with this Agenda		
4	Business arising from Previous Minutes		Chair
	<p>Draft Heritage Review presentation</p> <p>Update on the establishment of Informal Working Group</p> <p>Exotic species documentation for cultural & historic value</p> <p>(Please see the table following the Agenda)</p>		
5	Business to be discussed	4.25	Planning Unit
	6.1 Promotion of heritage and education/education model/piece for the community, committee can provide advice to council, Target audience.		

6.2 Audit of display boards for historical accuracy

6.3 History and Willoughby webpage overview and management details

6	Other Business	5.15	Chair
7	Next Meeting	5:20	Chair
	Date		
	Suggested Agenda items		
8	Meeting Conclusion	5:30	Chair

Date added	Actions from Previous Meetings	Status	Person/people responsible
12/09/23	Draft Heritage Review to be circulated two weeks prior to the 19March meeting to the Committee for comments.	Ongoing	Will be presented at the next meeting by the Planning unit
14/11/23	Exotic species documentation for cultural & historic value	Ongoing	Built and Cultural Heritage Advisory Committee
14/11/23	Formation of informal working party/group	Ongoing	Built and Cultural Heritage Advisory Committee
14/11/23	Audit of display boards for historical accuracy	Ongoing	Will be discussed in the Next meeting
14/11/23	Details of how the Willoughby Library "History at Willoughby" webpage content is managed	Ongoing	Will be discussed in the next meeting by Team Leader Strategic planning
14/11/23	To share via email the sign issues he already identified to the Council and the Committee to bring any other issues they may identify with park ark signage to the next meeting for further consideration.	Completed	Adrian Alexander