Meeting Minutes

World Heritage Steering Committee for the Royal Exhibition Building and Carlton Gardens



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| Date: | 12 May 2023 |
| Time: | 10:00am  |
| Location: | MS Teams |
| Chair: | Steven Avery |
| Attending: | **Steering Committee members:** **Steven Avery**, Executive Director, Heritage Victoria (Chair) **Lynley Crosswell**, Chief Executive Officer, Museums Victoria **Sophie Handley**, Director, City Strategy, Strategy, Planning and Climate Change, City of Melbourne **Richa Swarup**, Senior Adviser, City Heritage, City of Yarra | **Officers:**Angela Hill, City of MelbourneMichelle Stevenson, Museums VictoriaAmanda Bacon, Heritage VictoriaRebecca O’Brien, Heritage VictoriaJon Griffiths, Heritage VictoriaMadeleine Moore, National Trust |
|  | **Commonwealth representatives:** Leanne Burrows, Department of Climate Change, Energy, the Environment and Water | **Advisors:**Therese McCarthy, GML Heritage |
| Apologies:  | **Simon Ambrose**, Chief Executive, National Trust of Australia (Victoria) |
| Secretariat: | Heritage Victoria, Department of Transport and Planning  |
| Note taker: | Jon Griffiths |

| Item |  |
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|  | **Introduction*** The Chair gave an Acknowledgement of Country and welcomed all in attendance. In addition to members and officers, Leanne Burrowsfrom the Commonwealth Department of Climate Change, Energy, the Environment and Water (DCCEEW) and Therese McCarthy of GML Heritage were in attendance.

Leanne Burrows is the Director of the Cultural Heritage Section, World and National Heritage Branch at DCCEEW. DCCEEW have an interest in the site due to its World and National Heritage values.Therese McCarthy is a Senior Heritage Consultant at GML Heritage and was in attendance to answer any queries that may arise on the Overview Site Management Plan and Traditional Owners report. Both Leanne and Therese made themselves known to the Steering Committee. * Simon Ambrose gave his apologies in advance of the meeting.
* Those in attendance gave permission to record the meeting to assist with preparation of the minutes only.
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|  | **Declaration of conflicts of interest** * Richa Swarup noted that she would abstain from any discussion of matters relating to Item 8 of the agenda.
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|  | **Call for any other business items*** Michelle Stevenson noted that she would discuss the work Deloitte Access Economics is undertaking on estimating the collective contribution of Australia’s World Heritage Properties to state and national economies.
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|  | **Confirmation of minutes of previous meeting** *Previous meeting held 16.03.2023** The meeting minutes from **16 March 2023** were provided as Paper 1.
* The Chair noted that minutes will be posted on the Steering Committee webpage on Heritage Victoria’s website once approved. All minutes will be posted online from now on, to increase transparency and in response to feedback from the public.

**Resolution:** That the Steering Committee 1. Adopt the draft minutes from 16 March 2023 without amendment.

**Moved:** *Richa Swarup***Seconded:** *Sophie Handley***Carried***: All* |
|  | **Actions Arising** * Lynley Crosswell and Richa Swarup’s re-appointments are being progressed. Further information regarding membership for a representative from Wurundjeri Woi-wurrung Cultural Heritage Aboriginal Corporation is being pursued.
* A response has been drafted to respond to the Yarra City Council paper tabled at the previous meeting – see Paper 4.
* The Chair noted that the next meeting (June) will be used to pass a resolution to append protocol documents for a World Heritage Management Plan (WHMP) hearing process to the Terms of Reference.
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|  | **Adoption of World Heritage Management Plan***The Chair noted that further discussion and voting on this matter would be held over until the final item on the agenda to allow guests to leave the meeting.* * It was noted in the Commonwealth’s submission on the WHMP that early and increased communication between the Steering Committee and the Commonwealth Government would be welcome. Leanne Burrows confirmed that the Commonwealth and DCCEEW are always pleased to be more involved in World Heritage matters and to provide guidance.
* Leanne Burrows confirmed that DCCEEW had met with the Australian Heritage Council (AHC), and that the both the Department and the AHC were happy with the way their advice has been taken on board. Both DCCEEW and the AHC particularly welcomed the one-page overview inserted at the beginning of each document.
* The Steering Committee was also informed that the Commonwealth is working on legislative reform ideas to implement the Nature Positive Plan.
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|  | **Draft responses to submissions on World Heritage Management Plan*** The Steering Committee was informed that responses have been drafted to each of the twelve groups or individuals that provided feedback on the WHMP during the public consultation period between December 2022 and March 2023.
* It was noted that the responses are intended to inform submitters how their feedback either directly contributed to change within the documents, or to demonstrate how concerns/ideas raised are already accounted for in the WHMP or will be addressed through its implementation.
* The Steering Committee was informed that these responses will be provided to the respective submitters. A summary of consultation outcomes will be provided to the general public via the Engage Victoria website.
* Sophie Handley noted that she was pleased with the level of detail provided to the submitters. Leanne Burrows similarly noted that the AHC have been impressed with the manner of consultation across the WHMP review process.
* Richa Swarup suggested that some wording could be altered for the purposes of expression. The Steering Committee agreed.

**Resolution:** that the Steering Committee1. Approves the provision of the prepared responses, with amendments as discussed in the meeting, in official response to the twelve submitters.

**Moved:** *Lynley Crosswell***Seconded***: Sophie Handley***Carried***: All***Actions arising:** 1. amend one response.
2. provide the responses to the submitters.
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|  | **Response to Yarra City Council meeting paper (tabled at 16 March meeting)*** The Steering Committee was informed that this paper was written in response to the paper tabled by Yarra City Council at the previous meeting.
* The Steering Committee was informed that advice was sought from State Planning Services in relation to queries raised by Yarra City Council regarding the WHMP being considered a background document within the relevant planning schemes. State Planning Services indicated that they are comfortable with this approach. This may help achieve additional visibility of the WHMP with decision makers.
* It was noted that inclusion of the WHMP as a background document within the planning schemes has been included as a recommendation in the submission made to the World Heritage Environs Area Strategy Plan (WHEASP) hearing by the Executive Director, Heritage Victoria.
* The Steering Committee noted that the Strategy Plan is already contained within the planning schemes as a background document (formerly known as a reference) document.
* Sophie Handley agreed that raising this as a recommendation through the WHEASP hearing process is a good way of addressing the matter and bringing it to light. Melbourne City Council was not in a position to make an additional submission on the matter. She further agreed that the WHMP’s inclusion in the planning schemes would be a good way of alerting people using the planning schemes to the bigger pack of World Heritage-related documents.

**Resolution:** that the Steering Committee1. Agree to Heritage Victoria providing the contents of the paper in a letter as an official response to Yarra City Council.

**Moved:** *Sophie Handley***Seconded;** *Lynley Crosswell***Carried:** *All***Actions arising:** 1. The contents of this paper are provided to the Yarra City Council in letter format.
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|  | **Consultation undertaken during WHMP review process*** The Steering Committee was informed that this paper was intended to provide information on the amount, and nature of, consultation undertaken on all parts of the WHMP between 2020 and 2023.
* The consultation was thorough and met all of the legal requirements under the *Heritage Act 2017*.
* Jon Griffiths provided a brief overview of the consultation and the timeframes they were undertaken in.
* The Steering Committee members noted the contents of the paper, and that the information will be used as a base for the summary of consultation to be posted to Engage Victoria.

**Actions arising:**1. Heritage Victoria to take the information presented in the meeting paper to create the summary of consultation for the Engage Victoria website.
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|  | **Next steps for WHMP following the meeting*** The Chair noted the Australian Heritage Council has asked to review the WHMP document for a second time following adoption by the Steering Committee. This may result in some further changes to the document.
* Similarly, when the WHEA Strategy Plan is formally approved, other changes may be required.
* The Chair noted that Melbourne City Council is working on the final design for the Carlton Gardens Master Plan. Angela Hill confirmed that the final design should be in line with the consistent style set across all documents.
* The Chair noted that any major changes to the WHMP made after this meeting would be circulated to Committee members, and members will be asked to adopt the changes by roving resolution. All members are required to respond for roving resolutions to pass. If this is not possible, a short meeting will be held to consider adopting any major changes to the WHMP. A placeholder for a potential meeting is to be sent to all members’ calendars.
* The WHMP is scheduled to be sent to the Minister for Planning for approval at the end of May with a decision sought by the end of the financial year in June 2023.

**Actions arising:**1. Heritage Victoria to send calendar placeholders for a possible short meeting.
2. Heritage Victoria to circulate any possible changes for decision by roving resolution.
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|  | **Public communication*** The Chair noted that members of the public can make contact with the Steering Committee via email. The email is posted on the Heritage Victoria web page for the Steering Committee. Any communication received via this email will be noted at committee meetings.
* One email relating to the WHEA Strategy Plan was received from a member of the public as a matter of courtesy. The Steering Committee noted this correspondence but did not resolve to undertake any action as the Strategy Plan is outside the Committee’s business
* A query was raised as to whether the documents need to be printed/published in hard copy for the public. It was noted that there is a requirement to post the documents in full online, however there were no plans to provide hard copies of the full WHMP at present.

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|  | **Australian World Heritage Advisory Committee meeting minutes***Minutes were provided and circulated 11 May 2023.** Michelle Stevenson drew attention to the section on the CSIRO climate change report and tool kit, and discussion of the Deloitte report to be discussed under *Any other business*. There was also some discussion on the Commonwealth and their priorities for year ahead.
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|  | **Any other business*** Michelle Stevenson spoke on the Deloitte report being prepared on the economic value of World Heritage sites to the national and state economies. The Commonwealth commissioned this report, and both the Melbourne City Council and Museums Victoria provided data for use in the report last year. The first draft should be provided shortly. Deloitte has advised Museums Victoria that case studies would be provided for review to the different site managers, and that there is likely to be a case on the use of REBCG for events. Michelle is likely to provide next week for the Steering Committee’s review, but notes it will require a speedy response.
* Leanne Burrows provided further context, noting that this report may be used in the future to help inform Commonwealth resourcing.
* Michelle Stevenson confirmed that she will coordinate circulation and the gathering of comments from the Steering Committee.
* The Steering Committee was informed that a short annual report will be prepared on the Steering Committee’s progress through the year – this can be copied to the Minister, if required.
* It was suggested that a ‘lessons-learned’ session may be arranged for a future meeting to capture lessons and thoughts from this review of the WHMP to inform future reviews.
* Planning will commence in upcoming meetings for the implementation of the WHMP.
* The Chair thanked Leanne Burrows for attending the meeting and noted that the Steering Committee look forward to maintaining a strong relationship with the Commonwealth in the future.

**Actions arising:**1. Michelle Stevenson will circulate relevant material to the Steering Committee for comment.
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|  | **Adoption of World Heritage Management Plan*** The Chair noted that adopting the WHMP is the primary purpose of the meeting.
* The Steering Committee was informed that the suggested changes have been summarised in Paper 2. These changes have either been made in tracked changes or comments, as seen in the documents in Attachment 1 (the folder linked in email when papers were circulated). The Steering Committee was further informed that the other changes to the WHMP may be discussed in this meeting.
* It was noted that Therese McCarthy was on hand to answer any questions that she may be best placed for as a principal author of the Overview Site Management Plan.
* Rebecca O’Brien provided a summary of the changes suggested across the WHMP documents. These changes included matters relating to design, structure and content. One key recommended change is that all parts should have consistent cover images and contents pages with an explanatory note for consistency. This is in response to feedback that the relationship between each part of the WHMP was unclear or confusing. Other recommended design changes, such as the limited use of branding/logos, are intended to clearly demonstrate that this plan is a Steering Committee document.
* The contents page with explanatory note is intended to help readers understand which part they are using and what is included in the WHMP. There is also a clear statement that the Overview (Part 1) is the primary, legally compliant part of the plan, and that it must be considered in tandem with each other part of the WHMP. There is also an explanation of the WHEASP and how it relates to the WHMP. This may help ensure these documents will all be considered together to help ensure careful management of the REBCG.
* Other recommendations include a series of minor editorial changes, such as reflecting updated government department names and the new gazetted WHEA map. Edits also included updating language to be consistent to reiterate the sense of the WHMP being one document.
* More substantive recommended changes were also outlined. These included authorship details in Part 1, and an amendment to wording regarding inviting Traditional Owner representation on the Steering Committee. A further recommended change to Part 1 was additional information on the management of state significant projects and cumulative impacts. It was noted that a number of changes in the WHEA Strategy Plan will address these matters. In Part 2, recommended changes include clarification on accessing information on Historical Aboriginal sites. In Part 3, the National and World Heritage values will be included in the main body of the report in full.
* The Chair invitedthe Steering Committee members to share any comments, thoughts or reflections they may have. Richa Swarup noted that the Department of Transport and Planning disclaimer seems at odds with the purpose of the document. It was agreed that this will be reviewed. It was also agreed that the phrase ‘performance based’ (in relation to planning controls) should be removed, as it was felt to pre-empt the WHEA Strategy Plan’s approval.

**Resolution:** that the Steering Committee moves to adopt the WHMP subject to the recommended revisions outlined in Paper 2 and Attachment 1 along with changes raised in this meeting.**Moved:** *Lynley Crosswell***Seconded***: Sophie Handley***Carried***: All***Action arising:** 1. Undertake work to complete all recommended changes, including those discussed in today’s meeting.
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|  | Meeting closed: 10:55am |  |
|  | **The next meeting is 15 June 2023** |  |

## Membership (For information only)

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| Name (gender) | Position, title and nominating organisation | Appointment term |
| Mr Steven Avery (M) | Executive Director, Heritage Victoria, Department of Transport and Planning | No appointment term due to the legislated requirement for the Executive Director to serve as Chair, in accordance with s.181(2)(a) of the Heritage Act 2017 |
| Ms Lynley Crosswell (F) | Chief Executive Officer, Museums Victoria  | 1 July 2020 to 30 June 2023 |
| Mr Simon Ambrose (M) | Chief Executive Officer, National Trust of Australia (Victoria) | 12 December 2022 to 11 December 2025 |
| Ms Richa Swarup (F) | Senior Advisor, City Heritage, Yarra City Council | 1 July 2020 to 30 June 2023 |
| Ms Sophie Handley (F) | Director, City Strategy, Strategy Planning and Climate Change, City of Melbourne | 14 December 2021 to 30 June 2024 |