## Royal Exhibition Building and Carlton Gardens

## World Heritage Steering Committee

Minutes

## Meeting #2 FY 22 – 23

**Date:** Thursday 15 September 2022

**Time:** 10 – 11am

**Venue:** Microsoft Teams meeting

**Item 1. Introduction**

The Chair welcomed and thanked those attending the meeting and acknowledged the Traditional Owners across Victoria whose land the meeting was held on. The Chair recorded that Lynley Crosswell, Michelle Stevenson and Rebecca O’Brien were apologies and that Lynley Crosswell would provide endorsement of agenda item four in writing.

The Chair advised that this would be the last Steering Committee meeting for Hannah Fairbridge, noting that she was moving from Heritage Victoria to the Heritage Council of Victoria Secretariat.

The Chair asked members to raise any real or perceived conflicts of interests. No conflicts were raised, the Chair confirmed that the agenda would proceed.

**Item 2. Confirmation of Minutes of the Previous Meeting**

The Chair gave a summary of the decisions made at the previous meeting, held on 26 July 2022.

The Chair asked the Committee to move that the draft minutes of the previous meeting be adopted.

**Motion:** That the Steering Committee confirm the minutes of the previous meeting.

**Agreed via circular resolution.**

**Item 3. Implementing the Steering Committee terms of reference**

The Chair introduced the meeting paper provided at attachment two and asked Hannah Fairbridge to provide an update.

Hannah summarised the meeting paper, providing background information as to the recommendations suggested. The Steering Committee discussed the proposed methods of implementing the Terms of Reference and agreed to progress the recommendations.

Steering Committee members agreed to have their names and the organisation they represent made publicly available on the Heritage Victoria website and noted that their information would be submitted to the Government Appointments and Public Entities Database. The Steering Committee agreed that Heritage Victoria would progress establishing a dedicated email address for members of the public to use to engage with the Steering Committee.

**Motion:** That the Steering Committee:

1. Agree to the proposed 18-month meeting calendar;
2. Agree to include the suggested information about the Steering Committee on Heritage Victoria’s

 website; or

1. Agree to include the suggested information about the Steering Committee on Heritage Victoria’s

 website with the exception of including member’s names and position title;

1. Agree that Heritage Victoria will establish and maintain a dedicated email address for members of the public to communicate with the Steering Committee;
2. Note that members will be included in the GAPED database.

**Agreed via circular resolution.**

**Item 4. Overview site management plan final draft**

The Chair introduced the meeting paper provided at attachment two and asked Hannah Fairbridge to provide an update.

The third draft of the Overview Site Management Plan had been circulated prior to the Steering Committee meeting for review and endorsement. The Steering Committee agreed that pending any minor, editorial edits the version circulated would be the version publicly advertised.

Hannah advised that Australia ICOMOS and the Commonwealth Government had been given until 30 September to provide any feedback on the draft. Some Steering Committee members raised that they had additional comments to make and it was agreed that the Steering Committee would have an additional 4 business days to complete their review. The Steering Committee confirmed that no content or structural changes would be considered, and that any feedback must be minor or editorial in nature.

Hannah advised that GML Heritage would be making final edits and would circulate an accessible version for public advertising. Hannah advised that the timeframes for publication of the OSMP were looking likely to be:

* Public advertising for a minimum of 60 days from mid-October to mid-December
* Any hearing would be held early 2023, with a paper outlining hearings process to be circulated for the next Steering Committee meeting in December
* Approval of the OSMP by the Minister for Planning may occur in approximately April 2023.

**Motion:** That the Steering Committee approve Part 1: Overview Site Management Plan for public inspection, subject to any final amendments required by the Commonwealth Government and ICOMOS, and

note that any amendments to the document will be circulated for approval by email prior to the document

being made available for public inspection.

**Moved:** Sophie Handley
**Motioned:** Steven Avery

**Addendum: Updated report cover designs**

The Chair asked Hannah Fairbridge to give an updated on the addendum to the meeting papers.

Hannah advised that in 2020 the Steering Committee approved a set of six designs to be used as front covers for each report. The covers use the same design, with different colour schemes to represent the relationship of each document to the World Heritage Management Plan. Since approval was granted, the structure of the World Heritage Management Plan has been amended, so that now it no longer includes the World Heritage Strategy Plan. The terms used to denote each report have also changed, with the references to Attachments A – E, amended to Parts 1 – 5. Due to this change the cover designs required amendment.

Hannah advised that changes to the cover designs include:

* Changing ‘Attachment A – E’ to ‘Parts 1 – 5’
* Adding ‘Parts X of X’ so it is clear where each document sits within the overall structure, and so the structure in the Overview Site Management Plan matches the cover designs
* Adding a sentence referring to the author: ‘Prepared for the World Heritage Steering Committee…’
* Changing the location of the aerial map layout (the background) to include more of the garden layout, rather than the museum building
* Removing the organisation logos, and adding a statement noting that the reports have been prepared for the World Heritage Steering Committee or the Executive Director in the case of the Strategy Plan

Hannah advised that the logos of each authoring organisation would still appear within the reports, and these cover designs would not replace the internal cover designs provided by the various consultants on the project.

The Steering Committee did not note any required amendments to the cover designs.

**Motion:** That the Steering Committee approve, subject to any amendments the five updated cover designs for the World Heritage Management Plan and the updated cover of the World Heritage Strategy Plan.

**Moved:** Sophie Handley

**Motioned:** Steven Avery

**Item 5. Wrap up and confirmation of next steps**

The Chair closed off discussion and outlined the next steps in regards to the Overview Site Management Plan.

**Next steps:**

* Next steps follow the process outlined in the Heritage Act:
1. The Steering Committee are required to cause notice of the draft plan by publishing in a newspaper circulating throughout the State;
2. It is anticipated that notice will be caused in late October, with the submissions period to be completed by late December – early January.
3. The notice must include details about where the World Heritage Management Plan is available to view, and invite submissions for a period of 60 days
4. Once the submission period closes the Steering Committee will consider the submissions and may hold a hearing
5. Very likely that a hearing will be held, precedence set with the Strategy Plan process/hearing
6. Hearing details will be discussed in a paper at the December meeting, and coordination will begin in early 2023
7. GML Heritage are engaged to assist in hearing preparation, and may be engaged to attend any hearing
8. Final amendments will be made in April 2023, before the report is submitted to the Minister for Planning for approval

**Item 6. Any other business**

The Chair opened the floor to members to raise any other business.

The Steering Committee asked whether the feedback from Australia ICOMOS and the Commonwealth would be circulated, noting that there may be matters for the Steering Committee to discuss before the OSMP is publicly advertised.

Steering Committee members agreed that they would like to be provided a copy of any feedback that Australia ICOMOS or the Commonwealth. Heritage Victoria to circulate feedback after the 30 September.

Amanda Bacon provided an update on the draft World Heritage Strategy Plan, advising that the draft had been amended following declaration of the World Heritage Environs Area in the Government Gazette. Amanda advised that the draft Strategy Plan would again be placed on public notice on Friday 16 September for a period of 65 days, until 20 November 2022.

A Steering Committee member queried whether the World Heritage Environs Area boundary would need to be provided to the World Heritage Committee. Amanda Bacon advised that it is likely that both the finalised World Heritage Management Plan, and World Heritage Strategy Plan would be provided as a package. Amanda advised that the power to declare the World Heritage Environs Area sits with the Minister for Planning under the *Heritage Act 2017*.

The Chair closed the meeting and thanked all attendees for their participation.

*Meeting concluded at 11:00am*