

# MEETING AGENDA

## Meeting

**Name:** Heritage Advisory Group

**Date:** 27 March 2025

**Time:** 5 pm to 7 pm

**Venue:** Port Stephens Council Admin Building and Zoom

**Chairperson:** Councillor Wells

**Minutes:** Patrick Worthington

**Purpose of Meeting:** To provide community representation for consultation, advice and advocacy on heritage matters in Port Stephens.

**File:** PSC2023-01498

## Attendance

Councillor Wells Port Stephens Council	Councillor Armstrong Port Stephens Council	Glen Short Independent Representative	Carol Ridgeway-Bissett Independent Representative
Stephen Niland Independent Representative	Suzie Worth Raymond Terrace & District Historical Society	Mary Sillince Tomaree Museum Association Inc.	Robyn Craig Port Stephens Family History Society
Mr Lennie Anderson OAM ASM Worimi Nation Traditional Aboriginal Elders Custodian Group - Worimi LALC. Worimi Knowledge Holders Inc.	Paul Mulvaney Karuah Historical Society	Patrick Worthington Port Stephens Council	Sarah Connell Port Stephens Council

## Apologies

John Clarke  
Fingal Bay Community Association

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
<b>1.0</b>	<b>WELCOME AND APOLOGIES</b>				
1.1	Acknowledgement of Country We acknowledge the Worimi as the original Custodians and inhabitants of Port Stephens. May we walk the road to tomorrow with mutual respect and admiration as we care for the beautiful land and waterways together.	2 min	Chairperson		
1.2	Chair Welcome	2 min	Chairperson		
1.3	Introductions	5 min	Chairperson		
<b>2.0</b>	<b>ADMINISTRATION</b>				
2.1	Minutes of 27 June 2024	5 min	Chairperson		
2.2	Terms of Reference re-cap	5 min	Sarah Connell		
<b>3.0</b>	<b>MEMBER UPDATES</b>				
3.1	Member Updates/Share	20 min	Chairperson		
3.2	Nelson Bay Heritage Walk update – review brochures	20 min	Chairperson		
3.3	Review of the Raymond Terrace Heritage Conservation Area	10 min	Sarah Connell		

Item	Topic	Time Required	Responsible Officer	Action	Status/Date to be Completed
3.4	Comprehensive review of the Port Stephens Development Control Plan	5 min	Sarah Connell		
<b>4.0 UPCOMING PROJECTS</b>					
4.1	Heritage Walks – Raymond Terrace and Karuah	20 min	Chairperson		
4.2	Library page for heritage	20 min	Chairperson		
4.3	Methodology for storage	5 min	Chairperson		
4.4	Review and preparation of Heritage Inventory Sheets	10 min	Sarah Connell		
<b>5.0 HOMEWORK</b>					
5.1	Heritage facts	15 min	Chairperson		
<b>6.0 BUSINESS ITEMS</b>					
6.1	Next meeting	10 min	Chairperson		

**MEETING CLOSED AT: 7:00pm**

**NEXT MEETINGS:**

**Date: TBC**

**Time: TBC**

**Venue: TBC**