

Heritage Council of Victoria

# Annual Report

## 2014-15



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publication.

#### FRONT COVER:

**Detail of an English oak in the Macedon  
Avenue of Honour, one of four Avenues  
included in the Victorian Heritage  
Register (see Page 14).**

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## Accountable Officer's declaration

In accordance with the *Financial Management Act 1994*, I am pleased to present the Annual Report for the Heritage Council of Victoria for the year ending 30 June 2015.

A handwritten signature in black ink that reads "Timothy Smith". The signature is written in a cursive style with a large 'T' and 'S'.

**Tim Smith**  
**Accountable Officer**

### **OUR ROLE - IN SUMMARY**

**ADVISING THE MINISTER FOR PLANNING** on Victoria's cultural heritage.

Determining which places and objects are included on the **VICTORIAN HERITAGE REGISTER**.

Hearing **APPEALS** against permit decisions of the Executive Director.

**PROMOTING** public understanding of Victoria's cultural heritage.

**ADVICE AND LIAISON** to assist other bodies responsible for Victoria's heritage.

Initiating and undertaking **RESEARCH** into Victoria's heritage.

# **1 - YEAR IN REVIEW**

## **Vision, Mission, Values**

### **Vision**

Victoria's diverse cultural heritage is understood and valued as integral to our lives and to future generations.

### **Mission**

To lead in the recognition and conservation of Victoria's cultural heritage.

### **Values**

The Heritage Council values Victoria's heritage as an asset to be enjoyed and appreciated by all, as an expression of our history and culture.

We are committed to providing opportunities for people to engage with and understand Victoria's heritage, now and into the future.

We value the knowledge others bring to heritage conservation, and encourage the sharing of experiences and information.

We will continue to cultivate the development of our own skills and resources, and advocate for best practice heritage management across the State to ensure the longevity of our precious heritage resources.

We value the exploration of new approaches to ensure a sustainable future for Victoria's unique cultural heritage.

We have respect for the responsibilities conferred upon us and will endeavour to fulfil our obligations in the most efficient and effective manner.

## Chair's Report

The 2014-15 year was a productive year for the Heritage Council of Victoria.

Council members were kept busy dealing with a record number of hearings and appeals from across all parts of the state.

Like many other organisations, the Council focussed on the First World War as we marked the centenary of the first months of the war, partnering with Veterans on several projects.

A series of workshops was held across Victoria to help RSLs, schools, hall committees, historical societies and others care for War Memorials and Honour Rolls.

A special study resulted in four Avenues of Honour across the state being included in the Victorian Heritage Register during the year, with a war cemetery recommended for inclusion to be considered by Council in the new year.

The Council's walking tour of First World War sites in the centre of Melbourne was also finalised, ready for release.

The Council supported an outstanding outreach program at Mernda in the Plenty Valley where local students and the community had the opportunity to participate in an archaeological excavation of a former flour mill site.

Our new website was launched after extensive consultation and research to provide a user-friendly platform to share our work and research.

The annual Heritage Address was delivered by Ms Kristal Buckley, who spent almost a decade as vice-president of the International Council on Monuments and Sites (ICOMOS). She generously shared her insights into world heritage.

It was also a great pleasure to honour Mrs Lesley Barnes OAM, the recipient of this year's Ray Tonkin Heritage Volunteer award. Mrs Barnes has spent many years with the National Trust in a variety of roles, from Board Member to organising events for the very successful fundraising Activities Committee and leading Friends of Gulf Station where she continues to play a pivotal role.

I was invited to talk about my heritage interests on Channel 31's Sacred Spaces. Accepting the challenge, I was delighted to focus on the history and special appeal of Fitzroy Gardens including aspects of the Ola Cohn's Fairies Tree, the historic layout of the paths and waterways, the curator's cottage, the lovely old glasshouses and Cooks' cottage, along with the new information centre and café and sustainable water harvesting gardens.

The Joint Working Group with the Office of Aboriginal Affairs/Victorian Aboriginal Heritage Council has made great progress with its Shared Values project and the recommendations will soon be considered as a part of the way we look at places.

This year's Heritage Council Regional Engagement Tour to Western Victoria included the Murtoa Grain Store or Stick Shed and the ingenious stone walls forming the waterways and sheep washes at Bessiebelle and part of the Budj Bim landscape, which is touted as a World Heritage List contender. We also visited the Robbie Burns statue in Camperdown, Warrnambool's Flagstaff Hill Maritime Museum, Port Fairy and the Ebenezer Mission.

## **RECOGNISING COUNCIL MEMBERS**

We welcomed one new councillor, award-winning architect Callum Fraser appointed as a full member with expertise in architectural conservation and architectural history. Alternate members Tony Darvall and Trish Vejby were appointed as full members in the General Member category.

Sadly our highly respected Engineering/Building member Mr Don Kerr passed away in March 2015. Don made a significant contribution to the work of the Heritage Council. His intelligence and good humour will be sadly missed. Vale Don.

I would like to acknowledge and thank the Council Members who served with me during my term, and the staff of the Secretariat who gave me their loyalty and support.

And, on behalf of Council, I express my special thanks to the Heritage Council members who retired with me at the end of June 2015:

- Deputy Chair Mr Jim Norris
- Historian Professor Keir Reeves and his alternate Ms Emma Russell
- Property Manager Member and Chair of the Finance Committee Mr Jon Hickman and his alternate Mr Peter Sagar.

**MARY URQUHART**

**Chair**

## **Establishment**

The Heritage Council of Victoria is an independent statutory authority established under the *Heritage Act 1995* as the Victorian Government's primary decision-making body on the identification of places and objects of (non-Indigenous) cultural heritage significance to the State of Victoria. Made up of 10 Members and 10 Alternate Members, Heritage Council draws on a wide range of professional disciplines and organisations.

The relevant Minister for the reporting period was the Minister for Planning, the Hon Matthew Guy to 4 December 2014 and the Minister for Planning, the Hon Richard Wynne from 4 December 2014.

## **Services**

The Council lists places and objects of state-wide cultural heritage significance in the Victorian Heritage Register, and hears appeals on registration matters and permit determinations by the Executive Director of Heritage Victoria.

It is active in promoting public understanding of Victoria's cultural heritage through publications, online material and the support of relevant events and activities.

It provides advice and liaison to assist owners and other bodies responsible for Victoria's heritage, including initiating appropriate research projects.



## Functions and duties

### THE STATUTORY ROLE OF THE HERITAGE COUNCIL OF VICTORIA

The Heritage Council has the following statutory functions, as set out in the *Heritage Act 1995*:

- to advise the Minister on the state of Victoria's cultural heritage resources and on any steps necessary to protect and conserve them;
- to promote public understanding of Victoria's cultural heritage and develop and conduct community information and education programs;
- to develop, revise and publish from time to time the assessment criteria to be used in considering the cultural heritage significance of places and objects and determining whether those places or objects warrant inclusion in the Heritage Register;
- to add places or objects to the Heritage Register;
- to remove places or objects from the Heritage Register, or to amend the registration of an object or place;
- to hear appeals against decisions of the Executive Director relating to permits and applications for permits for undertakings or works affecting a registered place or registered object;
- to advise government departments and agencies and municipal councils on matters relating to the protection and conservation of places and objects of cultural heritage significance;
- to advise the Minister administering the *Planning and Environment Act 1987*, on proposed amendments to planning schemes which may affect the protection or conservation of places and objects of cultural heritage significance;
- to liaise with other bodies responsible for matters relating to the protection, conservation, management and promotion of Victoria's cultural heritage;
- to initiate and undertake programs of research related to the identification, conservation or interpretation of Victoria's cultural heritage;
- to report annually to the Minister on –
  - (i) the carrying out of its functions under the (Heritage) Act; and
  - (ii) the state of Victoria's cultural heritage; and
  - (iii) the operation of this (Heritage) Act;
- to provide the Minister annually with a business plan of its proposed works and operations for the next year; and
- to carry out any other functions conferred on the Heritage Council under this Act or any other Act.

## Performance

The Heritage Council's four year Strategic Plan, launched by the Minister for Planning in September 2011, highlights its strategic directions and actions.

Among its key aims to improve connections between Victorians and their Heritage resources, the Council demonstrated innovation by:

- launching a new mobile-friendly website – [www.heritagecouncil.vic.gov.au](http://www.heritagecouncil.vic.gov.au)
- enhancing the Victorian Heritage Database to provide mobile-friendly access to the Victorian Heritage Register and the heritage records of the National Trust and the majority of local councils. The new VHD allows all users to create user accounts, save searches, create tours and contains a myriad of other tools to allow Victorian heritage information to be better used and explored
- conducting a series of workshops in Melbourne and regional Victoria to enable owners and managers to better manage war heritage places and objects
- developing a partnership with the Victorian Aboriginal Heritage Council, and preparing a methodology to assess places with 'shared values'.

## *Other Key achievements*

The Heritage Council of Victoria, in fulfilling its core responsibilities during 2014-15, achieved the following outcomes.

### PROMOTION

The Heritage Council works to promote public understanding of Victoria's cultural (non-Indigenous) heritage. Building appreciation of our heritage is the first step in ensuring it is well cared for into the future.

- As long-term heritage partner, the Heritage Council supported the ever-successful Open House Melbourne weekend. The weekend is a timely reminder of the enduring value of heritage properties.
- Council presented the fifth Ray Tonkin Volunteer Award to National Trust Volunteer Lesley Barnes AM for her tireless work since 1975, fundraising and organising major events for the National Trust and her commitment to Gulf Station.
- In partnership with Museum Victoria, the Council hosted the seventh annual Heritage Address. Keynote speaker, former ICOMOS Vice president Kristal Buckley presented "World Heritage – a decade in review", discussing the role of ICOMOS as the organisation celebrated its 50<sup>th</sup> anniversary in 2015, and reflecting on the challenges ahead for heritage on the world and local stage.
- The Heritage Council supported a national heritage architecture award with 'Houses' magazine. The award was shared by two Victorian practices: Kennedy Nolan for its Westgarth House and Jackson Clements Burrows Pty Ltd Architects for its Middle Park residence.
- The Council supported a community dig at a former flour mill site on the Plenty River, which provided a rare opportunity for students and others to experience a real archaeological excavation. The Heritage Victoria dig was a partnership with Parks Victoria, the Wurundjeri community and the City of Whittlesea.

- Continued to support Channel 31's Sacred Spaces with Chair Mary Urquhart exploring diverse features of Fitzroy Gardens, such as the Ola Cohn fairies tree, early glasshouses and a new sustainable water harvesting system.
- Supported the 2014 open day at the Murtoa Stick Shed during Murtoa's BIG Weekend. The open day also celebrated the announcement that the Australian Heritage Council had included the Murtoa No. 1 Grain Store on the National Heritage List on 1 October, as the 101<sup>st</sup> place on the list. The Heritage Council has spent \$1.6 million on its restoration over several years and the open days continue to attract large crowds.

## **ADVISING THE MINISTER**

One of the Heritage Council's key roles is to advise the Minister for Planning on the State of Victoria's cultural (non-indigenous) heritage resources and any steps necessary to protect and conserve them.

The Council provided submissions in relation to the:

- ⇒ Gippsland Regional Coastal Plan
- ⇒ Central Regional Coastal Plan
- ⇒ Western Regional Coastal Plan
- ⇒ Aboriginal Heritage Amendment Bill 2014
- ⇒ VEAC Investigation into Historic Places

## **RESEARCH**

The Heritage Council initiates and undertakes research to identify Victoria's heritage and assist in its conservation and interpretation.

- The Council, in partnership with the Victorian Aboriginal Heritage Council, commissioned research and a series of case studies to enhance the recognition of Aboriginal and 'shared' values for places recognised under the Heritage Act.
- An Operational Review was commissioned with the core objectives of 'identifying opportunities to streamline current operations and improve the financial stability and impact of the Council.' The review was presented to the Council in March 2015.
- Victoria continued to support the National Data Collection project now led by the Commonwealth. The project provides a national perspective on heritage management in Australia. Combining data from the heritage councils and heritage agencies of the Australian Commonwealth, States and Territories, the project is a response to the Productivity Commission's 2006 inquiry, which identified a lack of national heritage data.

## ADVICE AND LIAISON

The Heritage Council has an advice and liaison role to assist other bodies and individuals with responsibilities in heritage protection and conservation in Victoria. This includes local government, community organisations and heritage owners/managers.

- The Council partnered with Heritage Victoria and Veterans Branch to present five workshops across Victoria on the care of stone, metal and timber in war memorials and honour rolls outlining basic repairs and appropriate cleaning techniques and control of biological stains like lichen and algae.
- The new Landscape Assessment Guidelines have been developed to help understand and assess the Cultural Heritage Values of Landscapes and identify appropriate recognition and protection mechanisms.
- A further partnership with Veterans Branch assessed Avenues of Honour and other war related sites for inclusion in the Victorian Heritage Register.
- The Joint Working Group with the Victorian Aboriginal Heritage Council continued to progress projects of shared interest to enhance the recognition of Aboriginal and 'shared' values (e.g. those of contact, exchange, conflict and interaction between Aboriginal and non-Aboriginal people) for places recognised under the *Heritage Act 1995*.
- A local government heritage seminar was held on Friday 31 October 2014 at 1 Spring Street Melbourne for heritage advisors and planners. The seminar focussed on the State Government's new VicSmart process for planning permit applications and the implications for places subject to Heritage Overlays. In addition, a presentation was made on the work of the Rural Council Flying Squad and its assistance to rural and regional councils.
- The *Victorian Government Asset Management – Conducting a Heritage Audit* toolkit provides a simple four-step methodology to assist government asset managers. The toolkit, distributed to all Victorian Government departments and agencies, provides guidance on undertaking an audit of the future maintenance and improvement requirements of all government owned heritage properties to ascertain the investment needed to guarantee their future upkeep.
- The new Heritage grants program, designed to improve the efficiency of heritage grant delivery as well as optimising outcomes for eligible heritage places and objects, awarded two rounds of grants with a total 22 publicly managed heritage places funded for vital conservation works.

## SUMMARY OF FINANCIAL OPERATIONS

	Notes	2015 \$'000	2014 \$'000	2013 \$'000	2012 \$'000	2011 \$'000
Revenue	1	1,501	1,759	2,389	2,209	2,063
Expenses	2	2,011	3,357	1,612	2,212	2,986
Net Result		(510)	(1,598)	777	(4)	(923)
Total Assets	3	2,741	4,634	5,955	4,003	4,121
Total Liabilities	4	501	1884	1607	432	547

### Notes:

- 1) Operating Revenue is lower than prior years due to lower permit fees and retained security deposits.
- 2) Operating Expenses have reduced due to fewer grants paid out and lower project expenses.
- 3) Total Assets have decreased due to repayment of security deposits and other payables.
- 4) Total Liabilities have decreased due to repayment of security deposits and other payables.

## **Other Roles**

### **FINANCIAL ASSISTANCE**

Under the Heritage Act, the Heritage Council also has the role of approving or rejecting recommendations for loans and grants from the Heritage Fund. It can also seek special assistance for owners through land tax remission.

Stabilisation works were undertaken to the 1855 stables at Bontharambo, Wangaratta (H0359) and to the woolshed and former cook house at East Loddon Station (H0480) under earlier funding agreements.

A \$15,000 grant was also provided to Mintaro (H2317) pictured below, an 1881 Italianate mansion near Romsey, for consultants to prepare a Conservation Management Plan.



### **LAND TAX REMISSION**

Under section 144 of the Heritage Act, the Heritage Council may seek approval, on behalf of an owner, to remit or defer payment of land tax attributable to a place on the Victorian Heritage Register. The Heritage Council must first seek consent from the Minister for Planning, before approaching the Treasurer for approval. Although this is a form of financial assistance, it is not financed through the Heritage Fund.

#### **Current Land Tax Remission**

Trades Hall and Literary Council, 2 Lygon Street, Carlton

### **WORLD HERITAGE MANAGEMENT PLAN**

The Royal Exhibition Building and Carlton Gardens was inscribed on the United Nations Educational, Scientific and Cultural Organisation (UNESCO) World Heritage List on 1 July 2004, becoming Australia's first built heritage site to be recognised by UNESCO.

In November 2013 the then Planning Minister approved a management plan for the world heritage listed site developed by the Steering Committee after extensive public consultation.

The approved plan was sent to the Federal Minister who forwarded it to the UNESCO World Heritage Centre in Paris. In 2014 UNESCO accepted receipt of the management plan and provided comment on its scope to guide future reviews.

The Royal Exhibition Building and Carlton Gardens were gazetted in November 2009, and a draft World Heritage Management Plan was released in June 2011 for public comment and submissions invited.

The Plan is made up of five components:

- World Heritage Management Plan (over-arching document)
- Royal Exhibition and Carlton Gardens, Carlton, Conservation Management Plan (October 2007, updated June 2008) prepared by Lovell Chen for Heritage Victoria
- Carlton Gardens Master Plan (May 2005) prepared by the City of Melbourne
- Royal Exhibition Building and Exhibition Reserve Master Plan (February 2007) prepared by Museum Victoria and endorsed by Museums Board of Victoria
- World Heritage Environs Area Strategy Plan: Royal Exhibition Building and Carlton Gardens (2009) prepared by Lovell Chen for the Executive Director (Heritage Victoria), modified by the Heritage Council of Victoria and approved with amendments by the Minister for Planning.

A major priority is a review of the management plan scheduled for 2017, to coincide with the 10 year anniversaries of associated guiding documents.



Image: John Gollings

## Victorian Heritage Register

The Victorian Heritage Register provides the State's highest level of legal protection for our cultural (non-indigenous) heritage. The Heritage Council determines which places and objects are of State heritage significance.

### ASSESSMENTS

When a place or object is nominated for the Register, Heritage Victoria undertakes a thorough assessment of its cultural heritage significance. The Executive Director, Heritage Victoria, publishes a recommendation on the nomination, followed by a 60-day period for public submissions.

The Heritage Council then assesses the recommendation and considers any submissions before making the final decision. A hearing may be held if requested by interested parties. The Heritage Council can decide to include the place or object on the Victorian Heritage Register, refer it to the relevant local council to provide appropriate protection or recommend no heritage protection. State heritage protection includes permit requirements for changes or alterations to heritage places and objects.

#### ASSESSMENTS IN 2014-2015

NOMINATIONS ACCEPTED	72
NUMBER OF ASSESSMENTS COMPLETED	60
EXECUTIVE DIRECTOR RECOMMENDATIONS FOR ADDITION TO THE REGISTER	13
EXECUTIVE DIRECTOR RECOMMENDATIONS FOR INCLUSION IN PLANNING SCHEME	0
EXECUTIVE DIRECTOR DID NOT RECOMMEND FOR ADDITION TO THE REGISTER	18
INTERIM PROTECTION ORDERS ISSUED BY THE EXECUTIVE DIRECTOR	2
INTERIM PROTECTION ORDERS ISSUED BY THE HERITAGE COUNCIL	1
2014-15 HERITAGE COUNCIL HEARINGS	12
2014-15 HERITAGE COUNCIL MEETINGS	2

#### HERITAGE COUNCIL DETERMINATIONS

ADDITIONS TO THE REGISTER	13
AMENDMENTS TO EXISTING REGISTRATIONS	22
REMOVALS FROM REGISTER	2
REFERRALS TO RELEVANT PLANNING AUTHORITY FOR INCLUSION IN PLANNING SCHEME	5

### Certificates

Heritage certificates are used mainly by the conveyancing industry to reveal whether a property is affected by the Heritage Act in any way.

In 2014-2015:

- 7079 (an average of 590 per month) certificates were issued
- 1437 (an average of 120 per month or around 9%) were affected by the Heritage Act (or had a HERMES record).

These figures represent an increase of approximately 0.02% from the previous year. The number of certificates issued tends to vary in line with activity in the real estate market.



## **PLACES ADDED TO THE VICTORIAN HERITAGE REGISTER IN 2014-15**

There was a wide range of places and objects included in the Victorian Heritage Register during the year. Significant among the assessments was a study to identify important avenues of honour and other places related to the First World War which had not previously been assessed. This was supported by Veterans Branch, Department of Premier and Cabinet. Four Avenues were included during the year.

### **H2342 – AVENUE OF HONOUR**

Hamilton Highway, Mortlake. Moyne Shire

Added April 2015

This Avenue of Honour was planted in 1919 by the local community for the Mortlake district with each of the Monterey Cypress representing a local enlisted serviceman or woman. It is one of more than 200 World War I avenues planted in Victoria.



### **H2343 – AVENUE OF HONOUR**

Creswick-Newstead Road, Kingston. Hepburn Shire

Added April 2015

This Avenue of Honour was planted in 1918 by the local community for the Creswick Shire with each tree, predominantly Dutch elm, representing a local enlisted serviceman or woman. It is one of more than 200 World War I avenues planted in Victoria.



### **H2344 – AVENUE OF HONOUR**

Honour Avenue, Macedon. Macedon Ranges Shire

Added April 2015

This Avenue of Honour was planted in 1918 by the local community for the Macedon district with each tree, predominantly pin oak, representing a local enlisted serviceman or woman. It is one of more than 200 World War I avenues planted in Victoria.



### **H2345 – AVENUE OF HONOUR**

South Gippsland Highway, Cranbourne. Casey City

Added April 2015

This Avenue of Honour was planted in 1919 by the local community for the Cranbourne district with each of the oak trees representing a local enlisted serviceman or woman. It is one of more than 200 World War I avenues planted in Victoria



### **H2335 – FORMER HOYTS CINEMA CENTRE**

134-144 Bourke Street, Melbourne. Melbourne City

Added July 2014

Designed by Peter Muller, this cinema centre and office tower was built in 1966-69 as the first multi-cinema complex in Victoria. It reflects the revitalisation of the cinema industry and is a highly innovative modernist design from the period.



### **H2339 - HANGING ROCK RESERVE**

South Rock Road, Newham. Macedon Ranges Shire

Added March 2015

Featuring a distinctive and rare geological formation, the Reserve has been a popular recreational destination since the 1860s for its picturesque setting, spectacular views, climbing and horse racing.



### **H2340 - HODDLE SURVEY TREE,**

Kew Golf Club, 120B Belford Road, Kew East. Boroondara City.

Added October 2014

This River Red Gum was used by the surveyor Robert Hoddle in April 1844 as a reference marker for the first land sales in Kew. It is the earliest remaining survey tree in Victoria.



### **H2349 – HUME AND HOVELL MONUMENT**

Monument Road, Kilmore. Mitchell Shire

Added June 2015

Erected at the instigation of the 1924 Hume and Hovell Centenary Committee, the monument is located on the exploration route taken by Hume and Hovell and provides a viewpoint from which the route and the landscape of the exploration route can be appreciated and understood.



### **H2334 – JANET CLARKE HALL**

The University of Melbourne, 57-63 Royal Parade, Parkville. Melbourne City

Added August 2014

The first university college in Australia built solely for female students was re-named in honour of philanthropist Lady Janet Clarke. Founded in 1891, it is associated with major Melbourne architects, including Charles D'Ebro, William Blackett and A & K Henderson.



### **H2346 – MENTONE HOTEL**

95 Beach Road, Mentone. Kingston City

Added June 2015

The Mentone Hotel is associated with the development of seaside accommodation in Victoria during 1880s boom period. It is significant for its highly unusual and original design, which blends classical and innovative elements in a striking and exuberant manner.



### **H2337 – ROYAL PARK**

Flemington Road, Royal Parade, Gatehouse Street, The Avenue, Elliott Avenue, Park Street, Poplar Road, Macarthur Road, Oak Street and Brens Drive, Parkville. Melbourne City

Added October 2014

Royal Park was an integral element in Governor La Trobe's vision from the mid-1840s of Melbourne as a city surrounded by extensive public parkland and has been the site of significant scientific endeavours, military use, sporting and public events.



### **H1951- SAWPIT GULLY NURSERY AND PLANTATION**

Sawpit Gully Road, Creswick. Hepburn Shire

Added February 2015

The Sawpit Gully Nursery and Plantation is part of a precinct in which the first foresters in Australia were trained in the early 1900s. The Plantation represents the first concerted attempt by the Victorian Government in central Victoria to revegetate its forests. This transformative work lies behind the shape and nature of the State's present system of parks and reserves.



### **H2341 – STONY CREEK SCHOOL RESERVE**

Nuggetty Track, Stony Creek. Central Goldfields Shire

Added February 2015

This place contains the archaeological remains of the 1869 Stony Creek School House and rare examples of garden beds and educational rockeries dating from 1905 to 1916. Inspired by the School Garden Movement, the most notable of these is a map of Australia used to teach geography in the early years of Federation.



## AMENDMENTS

### **H0415 – ANZAC HOUSE**

June 2015

### **H0355 – BELLEVUE, 9 William Street, Beechworth**

June 2015

### **H0346 – CHRIST CHURCH, BEECHWORTH**

April 2015

### **H0349 – FORMER BANK OF NSW, BEECHWORTH**

April 2015

### **H0348 – FORMER BANK OF VICTORIA, BEECHWORTH**

April 2015

### **H1549 – FORMER BEECHWORTH GAOL**

December 2014

### **H0523 – FORMER METHODIST CHURCH, BEECHWORTH**

April 2015

### **H0358 – FORMER OVENS DISTRICT HOSPITAL, BEECHWORTH**

June 2015

### **H0435 – JOB WAREHOUSE (OR CROSSLEYS BUILDING)**

May 2015

### **H2055 – KEITH HARING MURAL**

August 2014

### **H0350 - LONDON TAVERN, BEECHWORTH**

April 2015

### **H0910 – MALVERN TRAM DEPOT**

December 2015

### **H0357 – POWDER MAGAZINE, BEECHWORTH**

June 2015

### **H0301 – PURREMBETE**

August 2014

### **H1211 – QUEENS WAREHOUSE, DOCKLANDS**

June 2015

### **H0352 – RESIDENCE, 26 Finch Street, Beechworth**

June 2015

### **H0353 – RESIDENCE, 39 Finch Street, Beechworth**

June 2015

### **H1587 – RINGWOOD RAILWAY STATION**

February 2015

### **H0347 – ST ANDREWS UNITING CHURCH, BEECHWORTH**

April 2015

### **H0993 – TORRUMBARRY WEIR LOCK CHAMBER, STEAM BOILER AND STEAM WINCH COMPLEX**

February 2015

### **H2200 – WESTERFIELD**

July 2014

### **H1363 – YARRA BANK (SPEAKERS CORNER)**

June 2015

## **Permits and Consents**

Changes to places or objects on the Victorian Heritage Register require a permit from the Executive Director, Heritage Victoria. When a permit decision by the Executive Director is appealed, the Heritage Council hears the appeal and decides the outcome. Works to excavate or damage an archaeological site require a consent from the Executive Director, Heritage Victoria.

## **PERMITS**

Permits issued during the year included:

Works to the former Malthouse building facing Swanston Street at the Carlton Brewery site VHR0024, involving conservation of the facade (including black tuck pointing all brickwork), re-cladding the roof and conversion of the interior to office and retail space. The central pedestrian walkway now features illuminated interpretive walls informing visitors of the history of the site and the production of ales and beers. Three of the concrete malt silos have been retained for interpretive value.

A new lighting scheme for the National Gallery of Victoria within the moats on east, south and west elevations and the garden bed on the north elevation, to enhance the street presence and architectural details of the building in the evening. This will complement lighting works previously approved to illuminate the high clerestory windows.

Works to convert the former Mildura Base Hospital into 40 apartments, 18 of these within the former main hospital building. The building will be repainted in its original colour scheme and conservation and repairs carried out to the terrazzo floor, stainless steel balustrade of the central stair and the art deco entry ceiling.

## **CONSERVATION CENTRE**

While all conservation activities at the Heritage Victoria Artefact Repository in Abbotsford ceased in June 2014, the facility continues to accession, manage and curate artefacts recovered from land and maritime excavations across the state, and to provide access to the collection via exhibitions, research support, and volunteer and work experience opportunities.

Conservation of archaeological material is now carried out by external conservators, administered, advised and approved by Heritage Victoria archaeological and curatorial staff.

Material has been loaned to Flagstaff Hill Maritime Village, Queenscliffe Maritime Museum, the Chinese Museum, Melbourne University, the National Museum of Australia, Harcourt Heritage Centre and the Museum of Australian Democracy at Eureka. Items uncovered during the excavation at the Thomas Mill Site in Mernda are currently undergoing cataloguing and analysis at the Abbotsford artefact repository. Artefacts from the site were displayed at the Whittlesea council offices in June and July 2015.

## Permits and Appeals and Consents in 2014-2015

Total permits issued by the Executive Director	215
Cost of works covered by permits issued	\$632,730,345
Permit exemptions issued by the Executive Director pursuant to section 66(3)	687
Cost of works covered by permit exemptions	\$36,403,880
Total value of works covered by Heritage Permits and exemptions	\$669,134,225

Permits amended	82
Permit amendments refused	10
Permits refused	3

Appeals lodged with Heritage Council	5
Appeals determined by Heritage Council	4
Appeals called in by Minister for Planning	0
Appeals withdrawn	3
Appeals pending (as at June 30, 2014)	1

### Archaeological consents

Consents to Damage (over half of site)	8
Consents to Damage (under half of site)	19
Consents to Excavate	9
Total	36

(Plus 10 permits and 18 permit exemptions issued for works on for places on the VHR included in permit figures.)

### Maritime Permits

Permits under Victorian Act	5
Extension	1
Permits under Commonwealth Act	4



## Other Initiatives

### Heritage Survey

The Heritage Council has been involved in consultation to develop a list of heritage places to undergo a free 'health check' as part of an Andrews Government commitment to undertake a heritage survey in 2015-16.

The project, to be conducted between August and December 2015, aims to assist owners and managers of heritage places to document and prioritise repair and maintenance requirements.

### Archaeology

#### COMMUNITY DIG

The Plenty River flour mills played a central role supplying Melbourne in the gold rush years. The Mernda mill founded by local entrepreneur Moses Thomas, was the largest of them all – even though it only operated for eight years from 1855 to 1863 on the Plenty River, just south of Bridge Inn Road in Mernda.

To mark History Week and Archaeology Week, local students and the community were able to participate in an excavation at the mill site.

Archaeologists from Heritage Victoria unearthed ruins and artefacts that tell the story of the mill, and the people who lived there. The rich and diverse history of life along the Plenty River is also demonstrated by the discovery of Aboriginal stone tools.

The project was sponsored by the Heritage Council of Victoria in a partnership with Heritage Victoria, Parks Victoria, the Wurundjeri community and the City of Whittlesea.

Artefacts uncovered include parts of pots, glass, bottles, china and slate pencils. Other parts of the excavation site revealed metal remains from the mill and Aboriginal tools. Artefacts were displayed at the City of Whittlesea offices in South Morang.



Left: Archaeologists and students at work at the Thomas Mill dig.  
Image: City of Whittlesea.

### MARITIME

The Heritage Council has continued its support for maritime heritage projects through the Maritime Heritage Advisory Committee.

Heritage Victoria Maritime staff and volunteers completed inspections of 13 historic shipwrecks this year. These included: *Clarence*, *City of Launceston*, *Eleutheria*, *Cheviot*, *Clonmel*, *Blackbird*, *Thistle*, *Tomatin*, *Lune*, *Elmgrove* and *Miranda*. Staff also inspected *Amazon*, *Nautilus* and *Formosa*, which were all exposed due to erosion around the Victorian coast.

Maritime staff again partnered with Flinders University School of Archaeology to deliver a Maritime Archaeological field school based on Phillip Island. The field school provides an opportunity for Heritage Victoria to promote research of Victoria's historic shipwrecks to masters and other post-graduate students while, at same time, delivering high quality survey and monitoring for significant Victorian historic shipwrecks and other sites. The 2015 field school outputs include:

- Continuation of the detailed recording of the wreck of the Historic shipwreck *Leven Lass* including a small test excavation which has provided baseline information on the state of preservation of the currently buried sections of the hull
- 3D photogrammetry of the exposed sections of the wreck, including the excavated area, and of the surrounding seabed
- Development of a 3D model of the wreck and the adjacent coastline generated by conventional surveying techniques combined with aerial photogrammetry
- A detailed technical report detailing the results of the work conducted on the site.

Heritage Victoria has obtained replacement anodes for the protection of the historic shipwrecks *City of Launceston* and *Cerberus*. Works to attach the anodes to the wrecks are timed for completion in August/September.

Several compliance patrols conducted during the year appear to have resulted in improved compliance with the *Clarence* Protected Zone; however recreational fishers are still regularly reported to be entering the *City of Launceston* protected zone. Parks Victoria rangers were instrumental in monitoring and reporting on historic shipwrecks within their jurisdictions.

Heritage Victoria has now completed its in-kind contribution to the Australian Research Council-funded ARC Linkage project on the historic shipwreck *Clarence*, located off St Leonards in Port Phillip. The total value of the project is close to \$1 million including around \$300,000 of in-kind support.

Maritime Archaeology Association of Victoria (MAAV) volunteers continue to provide extensive diving and operational support to Heritage Victoria's maritime archaeological work. Heritage Victoria has continued its support of MAAV on its project to conduct a detailed underwater survey of the historic shipwreck *Eleutheria*.

Work continues on the long-term joint project between the MAAV, Heritage Victoria and the Western Australian Maritime Museum to map the corrosion environment of Port Phillip in order to better understand the factors affecting the preservation of historic shipwrecks. Results from the project have been used to develop a model for the management of iron wrecks through a combination of significance assessment and monitoring of corrosion rates. The results of that work were published in: MacLeod, I. & Harvey, P. *Management of Historic Shipwrecks Through a Combination of Significance and Conservation Assessments*. Conservation and Management of Archaeological Sites, Vol. 16 No. 3, August 2014, 245–267.

HV staff have provided two AIMA – NAS – part 1 courses to recreational dive groups during the year. The courses provide an introduction to the ethical management and use of underwater cultural heritage sites and were well received by the diving community.



## **Financial and Other Reports**

The annual report of the Department is prepared in accordance with all relevant Victorian legislations and pronouncements.

### **SIGNIFICANT CHANGES IN FINANCIAL POSITION**

There were no significant matters which changed the financial position of the Heritage Council during the reporting period.

### **MAJOR CHANGES OR FACTORS AFFECTING PERFORMANCE**

There were no significant changes or factors which affected the performance of the Heritage Council during the reporting period.

### **CAPITAL PROJECTS**

The Heritage Council of Victoria does not manage any capital projects.

### **SUBSEQUENT EVENTS WHICH WILL AFFECT OPERATIONS IN FUTURE YEARS**

The Heritage Council is not aware of any events that have occurred since balance date which would impact on its future financial position.

## 2 - GOVERNANCE AND ORGANISATIONAL STRUCTURE

### ORGANISATIONAL STRUCTURE

The Heritage Council does not employ any staff but is supported by the Executive Director, Heritage Victoria and a Secretariat consisting of Department of Environment, Land, Water and Planning (DELWP) employees.

### OCCUPATIONAL HEALTH & SAFETY

The Heritage Council is supported by the Executive Director, Heritage Victoria and Heritage Council Secretariat staff, who are employed within the DELWP and are embraced by the Department's OH&S Management. There were no incidents reported during the year.

### HERITAGE COUNCIL

The Heritage Council of Victoria is an independent statutory authority established under the *Heritage Act 1995*. The Council's 10 members and 10 alternate members represent a broad cross-section of heritage specialists and the community. Members are appointed by the Governor-in-Council on the recommendation of the Minister for Planning.

### HERITAGE COUNCIL MEMBERS 2014-15

#### Legal member

**Chair** (from 3/9/14)  
Mary Urquhart, Chair  
(Period of appointment  
20/11/12 – 30/6/15)

**Alternate**  
Oona Nicolson  
(13/8/13 – 30/6/2016)

#### Alternate

Vacant

**Historian**  
Keir Reeves  
(20/11/12 – 30/6/15)

#### Deputy Chair

**Acting Chair** (to 2/9/14)  
Jim Norris  
(20/11/12 – 30/6/15)

**Alternate**  
Emma Russell  
(20/11/12 – 30/6/15)

#### Alternate

Lindsay Merritt  
(20/11/12 – 30/6/2015)

**Architect**  
Callum Fraser  
(30/9/14 – 30/6/17)

#### Archaeologist

Anita Smith  
(13/8/13 – 30/6/2016)

**Alternate**  
Vacant

**General Member**

Trish Vejby  
(30/9/14 – 30/6/17)

**Alternate**

Vacant

**Engineering/Building**

Don Kerr  
(13/8/13 – 30/6/16  
Dec'd March 2015)

**Alternate**

Max Chester  
(13/8/13 – 30/6/16)

**Property Manager**

Jon Hickman  
(20/11/12 – 30/6/15)

**Alternate**

Peter Sagar  
(20/11/12 – 30/6/15)

**General Member**

Tony Darvall  
(15/9/14 – 30/6/17)

**Alternate**

Vacant

**National Trust**

Ursula de Jong  
(13/8/13 – 30/6/16)

**Alternate**

Bryn Davies  
(13/8/13 – 30/6/16)

## MEETINGS REPORT 2014-15

	Heritage Council	Communications	Finance	Heritage Policy and Practice	Protocols	Registration Hearings	Registration Meetings and IPOs	Permit Appeals	Archaeology	Landscape Advisory	Maritime Heritage	Joint Working Group
<b>Members</b>												
Jim Norris	8	4				4	3				4	
Mary Urquhart	5						1					
Anita Smith	7	1			3	4	4		4			4
Keir Reeves	7			2		3		1			4	
Don Kerr (to 31/3/15)	4		4			1		1				
Jon Hickman	5	4	6			2	1	1				
Ursula de Jong	6	1				2	1					
Tony Darvall	6				3	1	2	1				
Callum Fraser (from 30/9/14)	4						1					
Trish Vejby	8	3				1		2				
<b>Alternates</b>												
Lindsay Merritt	6		7	2		2		2				
Emma Russell	7	4	4		3	5	2	3				3
Oona Nicolson				1		2	1		2			
Bryn Davies	3					2	2			2		2
Peter Sagar	1											
Max Chester	7			2		1		1				

Members and Alternates attended a range of other meetings and workshops.

## **HERITAGE COUNCIL COMMITTEES**

### **Finance and Risk Management**

**Role:** to ensure the financial affairs of the Council are well managed and that risks facing the Council are appropriately managed.

#### **Heritage Council Members**

Chair Jon Hickman, Don Kerr (to March 2015), Ursula de Jong, Lindsay Merritt.  
Alternate to Dr de Jong: Emma Russell. Alternate to Mr Merritt: Keir Reeves

### **Registrations**

**Role:** to conduct registration meetings and hearings.

#### **Heritage Council Members**

All Members and Alternates

**Chair:** Anita Smith

### **Permit Appeals**

**Role:** to conduct permit appeal hearings.

#### **Heritage Council Members**

All Members and Alternates

**Chair:** Emma Russell

### **Heritage Policy and Practice**

**Role:** to champion and support exemplary heritage conservation and practice.

#### **Heritage Council Members**

Chair: Oona Nicolson, Max Chester, Peter Sagar, Keir Reeves, Lindsay Merritt, Bryn Davies

### **Protocols**

**Role:** to provide the Heritage Council with policy advice and develop protocols and procedures for Heritage Council processes.

#### **Heritage Council Members**

Chair: Mary Urquhart, Bryn Davies, Emma Russell, Anita Smith, Tony Darvall

### **Communications**

**Role:** to engage Victorians in discourse about our cultural heritage and its enduring contribution to identity and quality of life.

#### **Heritage Council Members**

Chair: Jim Norris, Emma Russell, Anita Smith, Jon Hickman, Ursula de Jong, Trish Veijby.

### **HC/VAHC Joint Working Group**

#### **Role**

The Joint Working Group consists of up to three members each of the Heritage Council of Victoria and the Victorian Aboriginal Heritage Council. The purpose of the Joint Working Group is to “work towards a better understanding of places and objects with shared values”.

#### **Heritage Council Members**

Anita Smith, Bryn Davies

#### **Victorian Aboriginal Heritage Council Members**

Jennifer Beer, Jim Berg

## **HERITAGE COUNCIL ADVISORY COMMITTEES**

### **Archaeology Advisory Committee**

**Role:** Advises the Heritage Council of Victoria on issues of archaeological heritage. One of its aims is to increase the knowledge and appreciation of archaeological heritage within the community.

#### **Heritage Council Members**

Anita Smith, Oona Nicolson

#### **Heritage Victoria Member**

Jeremy Smith, Brandi Bugh (Secretary)

#### **External Members**

Mark Eccleston, Susan Lawrence, Peter Lovell, Charlotte Smith, Kristal Buckley, Andrew Jamieson, Catherine Tucker, Wayne Hill, Rick Bullers

**Chair** - Anita Smith

### **Landscape Advisory Committee**

**Role:** Advises the Heritage Council on landscapes of Cultural Heritage Significance in Victoria. Recommends priorities for identification of cultural landscapes, gardens, trees and plants, works, precincts and sites.

#### **Heritage Council Members**

Bryn Davies, Ursula de Jong

#### **Heritage Victoria Members**

John Hawker

#### **External Members**

Helen Martin, Kristal Buckley, Denise Lovett, Anna Foley, Claire Scott, Robin Crocker

**Chair** - Bryn Davies

### **Local Government and Urban Areas Advisory Committee**

**Role:** Provides direction on the management of heritage protection through planning schemes, considers the design of new buildings in heritage areas, provides guidance on local heritage policies and controls and promotes the protection of places in planning schemes where recommended by the Heritage Council.

#### **Heritage Council Members**

Jon Hickman, Helen Martin, Jim Norris,

#### **Heritage Victoria Members**

Geoff Austin

#### **External Members**

Sherry Hopkins, Renate Howe, Gabrielle Moylan, Lucinda Peterson, Renate Howe

**Chair** - Jim Norris

### **Maritime Heritage Advisory Committee**

**Role:** Considers and advises the Heritage Council on matters related to historic shipwrecks, historic shipwreck relics and remains of ships and articles associated with ships that might be registered as historic shipwrecks or historic shipwreck relics.

#### **Heritage Council Members**

Keir Reeves, Jim Norris, Oona Nicolson

#### **Heritage Victoria Members**

Peter Harvey, Jane Mitchell

#### **External Members**

Jan Carey, Wayne Hill, Shirley Strachan, David Shennan, Peter Abbott, Kellie Clayton, Catherine Tucker, Peter Taylor

**Chair** - Keir Reeves

### **Technical Advisory Committee**

**Role:** Supplements the skills and expertise of Heritage Victoria in technical and practical issues of conservation of (principally) built heritage, and to steer and monitor the standards of technical advice provided by the Heritage Victoria and the Heritage Council. It also aims to raise standards of, and promote best practice in, materials and conservation.

#### **Heritage Council Members**

Donald Kerr (to March 2015)

#### **Heritage Victoria Members**

Jenny Dickens

#### **Other Members**

Susan Balderstone, David Beauchamp, Donald Ellsmore, Meredith Gould, Peter Lovell, Stuart McLennan, David Rowe, David Young, Ken MacLeod, Helen Lardner

**Chair** - Donald Kerr

### **3 – WORKFORCE DATA**

#### **WORKFORCE DATA**

The Heritage Council does not employ any staff but is supported by the Executive Director, Heritage Victoria and a Secretariat consisting of DELWP employees.

#### **MERIT AND EQUITY**

The Council notes the merit and equity principles under the *Public Administration Act 2004* and complies with these principles. It also follows its own protocols designed to ensure its actions are fair, impartial and responsive.

### **4 – OTHER DISCLOSURES**

#### **VICTORIAN INDUSTRY PARTICIPATION POLICY**

The Heritage Council has not engaged or had any ongoing contracts (tenders) to which the Victorian Industry Participation Policy (VIPP) applies. Therefore it has not implemented the VIPP.

#### **CONSULTANCY EXPENDITURE**

In 2014-15, there was one consultancy, Strategic Project Partners Pty Ltd where the total fees payable to the consultants were \$10,000 or greater. The total expenditure incurred during 2014-15 in relation to this consultancy was \$22,727 (excl. GST).

#### **MAJOR CONTRACTS**

The Heritage Council's contract with Period Restoration Services for the repair and restoration of the Murtoa Stick Shed Grain Store continued. The Victorian Government has expended \$1.6 m on this project over several years.

No major contracts (above \$10 million) were entered into in the 2014-2015 reporting period.

#### **FREEDOM OF INFORMATION ACT 1982**

The *Freedom of Information Act* 1982 allows the public a right of access to documents held by the Heritage Council. There was one request received during the 2014-2015 reporting period.

Freedom of Information requests are made in writing describing the documents requested and including payment of the \$27.20 (as at 1 July 2015). Further charges may be payable. FOI fees and charges are not subject to GST.

Requests are sent to:

Leo Martin

Manager - Heritage Council Secretariat

PO Box 2392

Melbourne, 3001

Telephone: (03) 9208 3694

email: [heritage.council@delwp.vic.gov.au](mailto:heritage.council@delwp.vic.gov.au)



## **BUILDING ACT 1993**

The Heritage Council does not have its own offices. However, the Council's approach to the use of Department of Environment, Land, Water and Planning (DELWP) buildings has enabled DELWP to meet its obligations in relation to compliance with the building and maintenance provisions of the *Building Act 1993*.

## **NATIONAL COMPETITION POLICY**

Competitive neutrality seeks to enable fair competition between government and private sector businesses. Any advantages or disadvantages that government businesses may experience, simply as a result of government ownership, should be neutralised. The Heritage Council continues to implement and apply this principle in its business undertakings.

## **PROTECTED DISCLOSURE ACT 2012**

The *Protected Disclosure Act 2012* (PD Act) enables people to make disclosures about improper conduct by public officers and public bodies. The Act aims to ensure openness and accountability by encouraging people to make disclosures and protecting them when they do.

### **What is a 'protected disclosure'?**

A protected disclosure is a complaint of corrupt or improper conduct by a public officer or a public body.

The Heritage Council of Victoria is a "public body" for the purposes of the Act.

### **What is 'improper or corrupt conduct'?**

Improper or corrupt conduct involves substantial:

- mismanagement of public resources; or
- risk to public health or safety or the environment; or
- corruption.

The conduct must be criminal in nature or a matter for which an officer could be dismissed.

### **How do I make a 'Protected Disclosure'?**

You can make a protected disclosure about the Heritage Council of Victoria or its board members, officers or employees by contacting IBAC on the contact details provided below.

Please note that Heritage Council of Victoria is not able to receive protected disclosures.

### **How can I access the Heritage Council of Victoria's procedures for the protection of persons from detrimental action?**

The Heritage Council of Victoria is establishing procedures for the protection of persons from detrimental action in reprisal for making a protected disclosure about the Heritage Council of Victoria based on the procedure used by DELWP.

## **Contacts**

### **Independent Broad-Based Anti-Corruption Commission (IBAC) Victoria**

Address: Level 1, North Tower, 459 Collins Street, Melbourne Victoria 3000.

Mail: IBAC, GPO Box 24234, Melbourne Victoria 3001

Internet: [www.ibac.vic.gov.au](http://www.ibac.vic.gov.au)

Phone: 1300 735 135

Email: see the website above for the secure email disclosure process, which also provides for anonymous disclosures

## COMPLIANCE WITH THE HERITAGE ACT

Under the *Heritage Act 1995* the Council is required to report annually to the Minister on –

- the carrying out of its functions under the (Heritage) Act; and
- the state of Victoria's cultural heritage; and
- the operation of this (Heritage) Act.

The Annual Report provides the information required under the Act.

The council is also required to provide the Minister annually with a business plan of its proposed works and operations for the next year. A copy of the council's 2014-15 Business Plan was provided to the Minister.

## OFFICE BASED ENVIRONMENTAL IMPACTS

The Heritage Council does not have its own offices. However, the Council supports programs implemented by the Department of Environment, Land, Water and Planning (DELWP) to minimise environmental impacts through reduced energy use, waste production, paper use and water consumption and transportation.

It also gives preference to environmentally friendly products in print and other purchases.

## AVAILABILITY OF OTHER INFORMATION

In compliance with the requirements of the Standing Directions of the Minister for Finance, details in respect of the items listed below have been retained by the Department and are available on request, subject to the provisions of the *Freedom of Information Act 1982*.

(a) a statement that declarations of pecuniary interests have been duly completed by all relevant council members

(b) Publications

Publication	Produced	How obtained
Annual Report 2013-14	September 2014	See: <a href="http://heritagecouncil.vic.gov.au/about-heritage-council/annual-reports/">http://heritagecouncil.vic.gov.au/about-heritage-council/annual-reports/</a> or email <a href="mailto:heritage.council@delwp.vic.gov.au">heritage.council@delwp.vic.gov.au</a>

(c) Changes in fees and charges – The Heritage Council does not charge fees but some of the permit and consent fees and certificate fees charged by Heritage Victoria were increased as per the Heritage (General) Regulations 2015 on 1 July 2015 – see <http://www.dtpli.vic.gov.au/heritage/apply-for-heritage-permits/how-to-apply-for-a-permit>

(d) An Operational Review was undertaken by consultants during the 2014-15 financial year.

(e) There was no major research or development activity (more than \$100,000) carried out on the entity during the 2014-15 financial year.

The information is available on request from:

The Manager

Heritage Council Secretariat

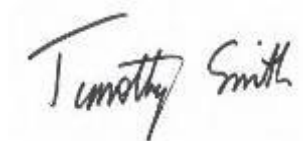
Phone: (03) 9208 3694

Email: [heritage.council@delwp.vic.gov.au](mailto:heritage.council@delwp.vic.gov.au)

## **RISK MANAGEMENT FRAMEWORK**

### **Attestation for compliance with the Australian/New Zealand Risk Management Standard**

I, Tim Smith certify that the Heritage Council of Victoria has complied with the Ministerial Standing Direction 4.5.5 – Risk Management Framework and Processes.

A handwritten signature in black ink that reads "Timothy Smith". The signature is written in a cursive style with a large initial 'T'.

**Tim Smith**  
**Accountable Officer**  
**Heritage Council of Victoria**

30 June 2015

## 5 - FINANCIAL REPORT

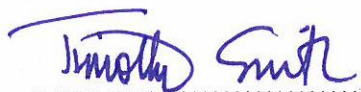
### STATEMENT BY THE HERITAGE COUNCIL OF VICTORIA CHAIR AND ACCOUNTABLE OFFICER

We certify that the Financial Statements of the Heritage Council of Victoria have been prepared in accordance with Standing Direction 4.2 of the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian Accounting Standards and other mandatory professional reporting requirements.

In our opinion the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and notes to the financial statements, presents fairly the financial transactions for the year ended 30 June 2015 and the financial position of Heritage Council of Victoria at that date.

At the date of signing the statements we are not aware of any circumstances which would render any particulars included in these statements to be misleading or inaccurate.

Dated: 14th October 2015



.....  
Tim Smith  
Accountable Officer  
Heritage Council of Victoria



.....  
Stuart Macintyre AO  
Chair  
Heritage Council of Victoria



Victorian Auditor-General's Office

Level 24, 35 Collins Street  
Melbourne VIC 3000  
Telephone 61 3 8601 7000  
Facsimile 61 3 8601 7010  
Email [comments@audit.vic.gov.au](mailto:comments@audit.vic.gov.au)  
Website [www.audit.vic.gov.au](http://www.audit.vic.gov.au)

## INDEPENDENT AUDITOR'S REPORT

### To the Council Members, Heritage Council of Victoria

#### *The Financial Report*

The accompanying financial report for the year ended 30 June 2015 of the Heritage Council of Victoria which comprises the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by the Heritage Council of Victoria chair and accountable officer has been audited.

#### *The Council Members' Responsibility for the Financial Report*

The Council Members of the Heritage Council of Victoria are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards, and the financial reporting requirements of the *Financial Management Act 1994*, and for such internal control as the Council Members determine is necessary to enable the preparation and fair presentation of the financial report that is free from material misstatement, whether due to fraud or error.

#### *Auditor's Responsibility*

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit, which has been conducted in accordance with Australian Auditing Standards. Those standards require compliance with relevant ethical requirements relating to audit engagements and that the audit be planned and performed to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, consideration is given to the internal control relevant to the entity's preparation and fair presentation of the financial report in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of accounting estimates made by the Council Members as well as evaluating the overall presentation of the financial report.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

#### *Independence*

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers and responsibilities are to be exercised. In conducting the audit, the Auditor-General, his staff and delegates complied with all applicable independence requirements of the Australian accounting profession.


*Auditing in the Public Interest*

## Independent Auditor's Report (continued)

### *Opinion*

In my opinion, the financial report presents fairly, in all material respects, the financial position of the Heritage Council of Victoria as at 30 June 2015 and its financial performance and its cash flows for the year then ended in accordance with applicable Australian Accounting Standards, and the financial reporting requirements of the *Financial Management Act 1994*.

MELBOURNE  
14 October 2015



Dr Peter Frost  
Acting Auditor-General

# HERITAGE COUNCIL OF VICTORIA

## COMPREHENSIVE OPERATING STATEMENT FOR THE YEAR ENDED 30 JUNE 2015

	Note	2015 \$	2014 \$
<b>Revenue</b>			
<b>Income</b>			
Grants from government	2	1,122,049	1,095,000
Permit fees		126,531	214,880
Planning certificates fees		181,227	189,625
Archaeological security deposits		-	187,931
<b>Interest</b>			
Interest income		68,769	69,320
<b>Other income</b>			
Other income		2,400	2,212
		<b>1,500,976</b>	<b>1,758,967</b>
<b>Expenses</b>			
Administration expenses	3	832,661	718,079
Grants for historic property restoration	5	640,700	2,043,213
Heritage project expenses	4	353,221	397,987
Loans write-off		-	7,500
Members fees		184,831	190,607
		<b>2,011,413</b>	<b>3,357,386</b>
<b>Net result for the year</b>		<b>(510,437)</b>	<b>(1,598,419)</b>
<b>Comprehensive result</b>		<b>(510,437)</b>	<b>(1,598,419)</b>

*The above comprehensive operating statement should be read in conjunction with the accompanying notes.*

# HERITAGE COUNCIL OF VICTORIA

## BALANCE SHEET AS AT 30 JUNE 2015

	Note	2015 \$	2014 \$
<b>Assets</b>			
Cash	6	2,623,513	4,551,960
Receivables		86,044	42,704
Loans receivable	7	31,262	39,612
<b>Total assets</b>		<b>2,740,819</b>	<b>4,634,276</b>
<b>Liabilities</b>			
Payables	8	247,445	525,265
Archaeological security deposits	9	103,991	104,191
Long term security deposits		150,000	1,255,000
<b>Total liabilities</b>		<b>501,436</b>	<b>1,884,456</b>
<b>Net assets</b>		<b>2,239,383</b>	<b>2,749,820</b>
<b>Equity</b>			
Contributed capital		1,530,013	1,530,013
Accumulated surplus		709,370	1,219,807
<b>Total equity</b>		<b>2,239,383</b>	<b>2,749,820</b>

*The above balance sheet should be read in conjunction with the accompanying notes.*



# HERITAGE COUNCIL OF VICTORIA

## CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2015

	Note	2015 \$	2014 \$
<b>Cash flows from operating activities</b>			
Receipts from government	2	1,122,049	1,095,000
Receipts from other entities (incl. GST)		265,487	582,856
Payments to suppliers and employees (incl. GST)		(1,648,533)	(1,065,347)
Interest income		70,100	64,794
Grants		(640,700)	(1,793,570)
<b>Net cash (outflow) from operating activities</b>	<b>6</b>	<b>(831,597)</b>	<b>(1,116,268)</b>
<b>Cash flows from financing activities</b>			
Loans repaid		8,350	25,300
<b>Net cash inflow from financing activities</b>		<b>8,350</b>	<b>25,300</b>
<b>Cash flows from investing activities</b>			
Repayment of security deposits		(1,105,200)	(163,531)
<b>Net cash (outflow) from investing activities</b>		<b>(1,105,200)</b>	<b>(163,531)</b>
<b>Net (decrease) in cash held</b>		<b>(1,928,447)</b>	<b>(1,254,499)</b>
Cash at the beginning of the financial year		4,551,960	5,806,459
<b>Cash at the end of the financial year</b>	<b>6</b>	<b>2,623,513</b>	<b>4,551,960</b>

*The above cash flow statement should be read in conjunction with the accompanying notes.*

# HERITAGE COUNCIL OF VICTORIA

## STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 JUNE 2015

	Contributed capital \$	Accumulated surplus \$	Total equity \$
<b>Balance at 1 July 2013</b>	1,530,013	2,818,225	4,348,238
Net result for the year	-	(1,598,418)	(1,598,418)
<b>Balance at 30 June 2014</b>	<b>1,530,013</b>	<b>1,219,807</b>	<b>2,749,820</b>
Net result for the year	-	(510,437)	(510,437)
<b>Balance at 30 June 2015</b>	<b>1,530,013</b>	<b>709,370</b>	<b>2,239,383</b>

*The above statement of changes in equity should be read in conjunction with the accompanying notes.*

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### 1. Summary of Significant accounting policies

The annual financial statements represent the general purpose financial statements for the Heritage Council of Victoria

#### (a) Statement of compliance

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994* (Vic) and applicable Australian Accounting Standards, including interpretations (AASs). AASs include Australian equivalents to International Financial Reporting Standards. Where applicable, those paragraphs of the AASs applicable to not for profit entities have been applied.

The annual financial statements were authorised for issue by the Accountable Officer on 14 October 2015.

#### (b) Basis of preparation

This general purpose financial report has been prepared in accordance with the historical cost convention, except for certain assets and liabilities which, as noted, are at valuation. The accounting policies adopted, and the classification and presentation of items are consistent with those of the previous year, except where a change is required to comply with an Australian Accounting Standard. The accrual basis of accounting has been applied in the preparation of these financial statements whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

#### (c) Reporting entity

The financial statements cover the Heritage Council of Victoria as an individual reporting entity. The Heritage Council of Victoria is a body corporate established by the *Heritage Act 1995*. Its principal address is 1 Spring Street, Melbourne, Victoria.

The Heritage Council of Victoria is a controlled entity of the State of Victoria.

A description of the nature of the Council's operations and its principal activities is included in the report of operations on page 8, which does not form part of these financial statements.

#### (d) Scope and presentation of financial statements

##### Comprehensive Income statement

The comprehensive operating statement comprises two components, being 'net result' (or termed as 'net operating balance') as well as 'other economic flows – other comprehensive income'.

The net result is equivalent to profit or loss derived in accordance with AASs.

This classification is consistent with the Whole of Victorian Government reporting format and is allowed under AASB 101 Presentation of Financial Statements.

##### Balance sheet

Current and non-current assets and liabilities (non-current generally being those assets or liabilities expected to be recovered or wholly settled more than 12 months after the reporting date) are disclosed in the notes, where relevant.

##### Cash flow statement

Cash flows are classified according to whether or not they arise from operating activities, investing activities, or financing activities. This classification is consistent with requirements under AASB 107 Statement of Cash Flows. For cash flow statement presentation purposes, cash and cash equivalents include bank overdrafts, which are included as current borrowings on the balance sheet.

##### Statement of changes in equity

The statement of changes in equity presents reconciliations of non-owner and owner changes in equity from opening balance at the beginning of the reporting period to the closing balance at the end of the reporting period. It also shows separately changes due to amounts recognised in the 'comprehensive result' and amounts related to 'transactions with owner in its capacity as owner'.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### **Rounding**

Amounts in the financial statements have been rounded to the nearest dollar unless otherwise stated. Figures in the financial statements may not equate due to rounding.

### **(e) Changes in Accounting policies**

Subsequent to the 2013-14 reporting period, the following new and revised Standards have been adopted for the first time in the current period. None of the new or revised Standards had any financial impact on the Council's financial report.

- AASB 10 Consolidated Financial Statements
- AASB 11 Joint arrangements
- AASB 12 Disclosure of Interests in Other Entities

### **(f) Revenue recognition**

#### **Grants from government**

Government contributions are recognised when the Heritage Council of Victoria obtains control of the funds. All other revenue is recognised when controlled (i.e. when received or receivable).

#### **Interest income**

Interest income is interest received on term deposits and other investments held with Treasury Corporation Victoria. Interest is recognised upon receipt.

#### **Permit and consent fees**

The Heritage (General) Regulations 2005 set out the prescribed fee required to accompany an application for a permit or consent application pursuant to the Heritage Act 1995. A permit is required for alterations to a place included in the Victorian Heritage Register unless a permit exemption is provided. A consent is required for works which may affect the historical archaeology of a Heritage Inventory site. Permit and consent fees are recognised when the applications are lodged, together with payment of fees.

#### **Planning certificate Fees**

Certificate fees are levied to advise an applicant whether or not a place or object is included in the Heritage Register under the Heritage Act 1995 and the category in which it is registered. Planning certificate fees are recognised at the time applications are lodged together with payment of fees.

#### **Archaeological security deposits**

Until 1 February 2014, proponents undertaking works in accordance with approvals issued under the Heritage Act, that are likely to contain significant historical archaeological artefacts, have been required to provide payment of an Archaeological Security Deposit. The security deposit funds conservation and collection management work at the Conservation Centre. On the generation of a security deposit, 20% of the amount is recognised as revenue. The remaining amount is withheld in a liability account to fund all required artefact conservation works at the conclusion of the excavation project. At the completion of the conservation works an assessment is done to verify the value of the completed works, and the corresponding amount is recognised as revenue. The remainder is returned to the proponent (less the initial 20% levy).

### **(g) Receivables**

All debtors are recognised at the amounts receivable as they are due for settlement at no more than 30 days from the date of recognition.

Collectability of debtors is reviewed on an ongoing basis. Debts which are known to be uncollectable are written off. A provision for doubtful debts is raised when some doubt as to collection exists.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### **(h) Loans Receivable**

Heritage Council of Victoria provides grants and low interest loans to persons currently in the possession of buildings of historic significance, for restoration and maintenance.

When a loan is provided, a signed contract is entered into to secure the Heritage Council of Victoria's interest. Prior to 1991, the need for a Bank Guarantee was determined by the Heritage Council of Victoria Finance Committee, based on the loan applicant's ability to repay the loan at that point in time. Subsequently the Heritage Council of Victoria now requires that all loans be fully secured by a Bank Guarantee with the exception of loans provided to church authorities and local and state government authorities.

### **(i) Cash**

For purposes of the Cash Flow Statement, cash includes cash at bank and 11am call deposits and short term deposits with original maturities of less than 90 days.

### **(j) Payables**

These amounts represent liabilities for goods and services provided to the Heritage Council of Victoria prior to the end of the financial year and which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

### **(k) Employee benefits**

The Heritage Council of Victoria does not employ any staff directly. The staffing resources are provided by Heritage Victoria within the Department of Environment, Land, Water and Planning. All provisions for employee benefits are held by the department.

### **(l) Council member fees**

Council Members are remunerated for attending various Council meetings. (Refer Note 12).

### **(m) Long term security deposits**

Section 74(4) of Heritage Act 1995 allows the Executive Director to impose a condition on a permit requiring security to be given to ensure satisfactory completion of works – usually conservation works. It allows the form and amount of security to be determined by the Executive Director.

### **(n) Goods and services tax**

Revenues, expenses and assets are recognised net of GST except where the amount of GST incurred is not recoverable, in which case it is recognised as part of the cost of acquisition of an asset or part of an item of expense. The net amount of GST recoverable from, or payable to, the Australian Taxation Office (ATO) is included as part of receivables or payables in the Balance Sheet. The GST component of a receipt or payment is recognised on a gross basis in the Cash Flow Statement in accordance with *Accounting Standard AASB 107 Cash Flow Statements*.

### **(o) AASs Issued that are not yet effective**

The Heritage Council of Victoria has considered these and there is no significant impact expected on it.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

2015

2014

### Note 2: Grants from government

\$

\$

Grants from government during the year comprised:

State government contributions

1,122,049

1,095,000

**Total**

**1,122,049**

**1,095,000**

### Note 3: Administration expenses

Administration expenses comprised the following:

Administrative costs \*

655,967

615,127

Advertising, publicity and information

176,694

102,952

**Total**

**832,661**

**718,079**

\* mainly relates to the hiring of professional services for heritage building feasibility studies, education and training and conservation management plans.

### Note 4: Heritage project expenses

Project staffing

253,961

297,913

Contractors expenses

99,260

100,073

**Total**

**353,221**

**397,987**

### Note 5: Grants for historic property restoration

The Executive Director with the consent of the Heritage Council, provided grants for the purpose of assisting with the conservation of any part of Victoria's cultural heritage.

**Total**

**640,700**

**2,043,213**

### Note 6: Notes to the Cash Flow Statement

#### Reconciliation of cash

Cash at the end of the reporting period as shown in the Cash Flow Statement is reconciled to the related items in the Balance Sheet as follows:

Cash at bank

123,513

1,801,960

At call deposits

2,500,000

2,750,000

**Total**

**2,623,513**

**4,551,960**

#### Reconciliation of net cash provided by operating activities to net result for the year

Net result for the year

(510,437)

(1,598,418)

Increase/(decrease) in payables and accruals

(277,820)

415,982

(Increase)/decrease in receivables

(43,340)

66,168

**Net cash (outflow) from operating activities**

**(831,597)**

**(1,116,268)**

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

	2015	2014
	\$	\$
<b>Note 7: Loans receivable</b>		
<b>Heritage Council of Victoria loans</b>		
Movements in this account are as follows:		
Opening balance	39,612	72,412
Less: repayments	(8,350)	(25,300)
Less: bad debts	-	-
	31,262	47,112
Less: loans write off	-	(7,500)
<b>Closing balance</b>	<b>31,262</b>	<b>39,612</b>
Loans are disclosed as follows		
Current	-	8,350
Non-current	31,262	31,262
<b>Total</b>	<b>31,262</b>	<b>39,612</b>

The current portion of loans receivable is calculated as the total loan repayments due and receivable in the 12-month period after balance date.

## Note 8: Payables

Trade creditors	6,208	38,746
Other creditor	159,537	406,408
Accruals	81,700	80,111
<b>Total</b>	<b>247,445</b>	<b>525,265</b>

## Note 9: Archaeological security deposits

Security deposits		
Current	103,991	104,191
<b>Total</b>	<b>103,991</b>	<b>104,191</b>

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### Note 10: Commitments and contingencies

#### (a) Commitments to pay out loans and grants

In addition to the loans and grants issued during the year, total approvals given by the Heritage Council up to 30 June 2015, provide for the issue of a further \$522,839 (2014 - \$888,264) in loans and grants in future years.

These commitments are represented as follows, but are not reflected in the Comprehensive Operating Statement and Balance Sheet until the option has been taken up by the applicant.

Grant commitments	522,839	848,264
Loan commitments	-	40,000
<b>Total</b>	<b>522,839</b>	<b>888,264</b>

#### (b) Commitments for expenditure

At reporting date the Heritage Council of Victoria has no operating commitments (2014: \$200,126)

#### (c) Commitments for capital expenditure

At reporting date, the Heritage Council of Victoria has no commitments for Capital expenditure. (2014: Nil)

#### (d) Contingent Liabilities and Contingent Assets

At reporting date, there are no contingent liabilities.

At reporting date, the following contingent assets exist:

Bank guarantees, totalling \$4,515,437 (2014: \$4,782,262) are held by Heritage Council Victoria as financial security for the following:

(a) pursuant to a condition of a permit. \$4,342,000 (2014: \$4,628,000)

(b) loans \$128,833 (2014: \$109,658)

(c) Murtoa Stick Shed Contracts \$44,604 (2014: \$44,604)

#### (e) Unquantifiable Contingent Liabilities

At reporting date, the unquantifiable contingent liabilities are as follows:

Heritage Council and the Executive Director, Heritage Victoria are joint defendants for a Supreme Court appeal hearing that was heard on 16 August 2015. The Court's decision has not been handed down as at the date of this report.



## HERITAGE COUNCIL OF VICTORIA

## HERITAGE COUNCIL OF VICTORIA

### Notes to the Financial Statements for the year ended 30 June 2015

#### Note 11: Financial instruments

**(a) Terms, conditions and accounting policies**

The Heritage Council of Victoria's accounting policies, including the term and condition of each class of financial asset and financial liability, both recognised and unrecognised at balance date, are as follows:

Recognised financial instruments	Accounting policies	Terms and conditions
<b>(i) Financial assets</b>		
Cash assets and investments	Cash at bank, 11am call deposits and short term deposits with original maturities of less than 90 days are carried at the principal amount.	Cash is invested, when available, at varying interest rates between 1.95% - 2.7%.
Receivables	Receivables are carried at nominal amounts due less any provision for doubtful debts. Estimated doubtful debts are based on examination and assessment of each individual debt.	Generally normal credit terms are 30 days. Other receivables mainly relate to government departments and agencies and as such the credit risk is minimal. There is no interest charged on these debts.
Loans	Loans are carried at their principal amounts due less any provision for doubtful debts. Estimated doubtful debts are based on examination and assessment of each individual debt.	There is no interest charged on loans currently.
<b>(ii) Financial liabilities</b>		
Payables	Payables are recognised for amounts to be paid in the future for goods and services received whether or not billed by the supplier.	Terms of Settlement are generally 30 days from the date of invoice in line with government policies. There is no interest charged on these amounts.
Archaeological security deposits	Security deposits are held in trust to ensure the site is returned to its former state and the proper cataloguing and conservation of any excavated material.	Any balance is returned to the applicant on completion of the project. Security deposits retained are treated as revenue and used to meet expenses incurred.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### Note 11: Financial Instruments

#### (b) Interest Rate Risk

##### (i) Interest rate exposure

The Council's exposure to interest rate risk and effective interest rates of financial assets and financial liabilities both recognised and unrecognised at balance date are as follows:

Financial Instruments	Fixed interest		Variable interest		Non-interest bearing		Weighted effective interest rate	
	2015 \$	2014 \$	2015 \$	2014 \$	2015 \$	2014 \$	2015 %	2014 %
<b>Financial assets</b>								
Bank	-	-	123,513	1,801,960	-	-	N/A	N/A
At call account – fixed	2,450,000	2,450,000	-	-	-	-	2.52	2.70
At call account – variable	-	-	50,000	300,000	-	-	2.31	2.40
Loans receivable	-	-	-	-	31,262	39,612	N/A	N/A
Receivables	-	-	-	-	86,044	42,704	N/A	N/A
<b>Total financial assets</b>	<b>2,450,000</b>	<b>2,450,000</b>	<b>173,513</b>	<b>2,101,960</b>	<b>117,306</b>	<b>82,316</b>		
<b>Financial liabilities</b>								
Payables	-	-	-	-	247,445	525,265	N/A	N/A
Security deposit	-	-	-	-	103,991	104,191	N/A	N/A
Long term security deposit	-	-	-	-	150,000	1,255,00	N/A	N/A
<b>Total financial liabilities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>501,436</b>	<b>1,884,46</b>		

##### (ii) Interest rate sensitivity

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements are 'reasonably possible' over the next 12 months (Base rates are sourced from Reserve Bank of Australia)

A parallel shift of +2.5% and -1% in market interest rates (AUD) from year-end rates.

	Carrying amount subject to interest	Interest rate risk			
		-1% 100 basis points		2.5% 250 basis points	
		Profit \$'000	Equity \$'000	Profit \$'000	Equity \$'000
<b>2015</b>	<b>\$'000</b>				
<b>Financial assets</b>					
Cash and cash equivalents – floating interest	174	(2)	(2)	4	4
<b>2014</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<b>Financial assets</b>					
Cash and cash equivalents – floating interest	2,102	(21)	(21)	53	53

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### Note 11: Financial instruments continued

#### (c) Net fair value

Financial Instruments	Total carrying amount		Aggregate net fair value	
	2015	2014	2015	2014
	\$	\$	\$	\$
<b>Financial assets</b>				
Bank	2,623,513	4,551,960	2,623,513	4,551,960
Loans receivable	31,262	39,612	31,262	39,612
Receivables	86,044	42,704	86,044	42,704
<b>Total financial assets</b>	<b>2,740,819</b>	<b>4,634,276</b>	<b>2,740,819</b>	<b>4,634,276</b>
<b>Financial liabilities</b>				
Payables	247,445	525,265	247,445	525,265
Archaeological security deposit	103,991	104,191	103,991	104,191
Long term security deposit	150,000	1,255,000	150,000	1,255,000
<b>Total financial liabilities</b>	<b>501,436</b>	<b>1,884,456</b>	<b>501,436</b>	<b>1,884,456</b>

#### (d) Credit risk exposures

The Heritage Council of Victoria's maximum exposures to credit risk at balance date in relation to each class of recognised financial assets is the carrying amount of those assets as indicated in the Balance Sheet.

#### (e) Interest rate risk

The Heritage Council of Victoria has exposure to interest rate risk on its short-term deposits in a Cash Management Account held with by the Department of Economic Development, Jobs, Transport, and Resources. The Heritage Council of Victoria considers that this risk is low as it does not rely on these funds for daily cashflow operations.

#### (f) Liquidity risk

Liquidity risk is the risk that the Council will not be able to meet its financial obligations as they fall due. The Council's policy is to meet its financial obligations within 30 days of a valid tax invoice being provided.

The liquidity risk exposure is due to income from contributory bodies not being received by Council in a timely manner to meet the Council's financial obligations. This is managed through the maintaining of a level of working capital and tight cash flow management.

#### (g) Market risk

Heritage Council does not owe any loans or face exposure with foreign currency risk or any other price risk. The Council does hold cash assets that may have an impact from increase/decrease in interest rate risk.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### Note 12: Disclosures related to responsible persons

In accordance with the Directions of the Minister for Finance under the *Financial Management Act 1994*, the following disclosures are made for responsible persons.

Persons who held the above positions in relation to the Heritage Council of Victoria at any time during the reporting period are:

Responsible Ministers:

The Hon. Richard Wynne MP (Minister for Planning) - 4 December 2014 - 30 June 2015.

The Hon. Matthew Guy MP (Minister for Planning) - 1 July 2014 - 3 December 2014.

#### Members – 1 July 2014 to 30 June 2015:

Mary Urquhart (Chair 3 September 2014 to 30 June 2015)  
James Norris (Acting Chair 1 July 2014 to 2 September 2014)  
Donald Kerr (Deceased 31 March 2015)  
Anita Smith  
Tony Darvall  
Ursula De Jong  
Jon Hickman

Callum Fraser  
Keir Reeves  
Max Chester

#### Alternate Members – 1 July 2014 to 30 June 2015:

Oona Nicholson  
Emma Russell  
Trish Vejby  
Bryn Davies  
Peter Sagar  
Lindsay Merritt

#### Accountable Officer - Tim Smith

#### Remuneration of Responsible Persons (excluding the Ministers and the Accountable Officer)

Income Between:	2015	2014
	No	No
\$0 - \$9,999	10	15
\$10,000 - \$19,999	5	5
\$20,000 - \$29,999	1	-
	<b>16</b>	<b>20</b>
	\$	\$
Total remuneration received, or due and receivable, by Responsible Persons from the reporting entity amounted to:	<b>138,446</b>	<b>156,500</b>

Amounts relating to the Minister are reported in the Financial Statements of the Department of Premier and Cabinet and the Accountable Officer is reported separately in the Financial Statements of the Department of Environment, Land, Water and Planning. The Heritage Council of Victoria does not have any Executive Officers.

#### Other Transactions of Responsible Persons and their Related Entities.

#### Other receivables from and payables to Responsible Persons and their Related Parties.

There were no other receivables from or payables to Responsible Persons and Responsible Person related parties during the current year or in the previous year.

# HERITAGE COUNCIL OF VICTORIA

## Notes to the Financial Statements for the year ended 30 June 2015

### Note 13: Remuneration of auditors

	2015	2014
<b>Victorian Auditor-General's Office</b>		
Audit or review of the financial statements	14,700	14,400

### Note 14: Subsequent Events

The Heritage Council of Victoria is not aware of any other circumstances that have arisen, or information that has become available between 30 June 2015 and the date of final approval of this general purpose financial report that qualifies for inclusion as a post balance date event.

## APPENDIX 1

### DISCLOSURE INDEX

This index has been prepared to facilitate identification of the Council's compliance with statutory disclosure requirements.

<b>Legislation</b>	<b>Requirement</b>	<b>Page reference</b>
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#### Ministerial Directions

#### Report of operations – FRD guidance

#### **Charter and purpose**

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FRD 22F	Purpose, functions, powers and duties	Page 7
FRD 22F	Initiatives and key achievements	Page 8
FRD 22F	Nature and range of services provided	Page 6

#### **Management and structure**

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#### **Financial and other information**

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FRD 12A	Disclosure of major contracts	Page 30
FRD 22F	Employment and conduct principles	Page 30
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FRD 22F	Significant changes in financial position during the year	Page 23
FRD 22F	Major changes or factors affecting performance	Page 23
FRD 22F	Subsequent events	Page 23

#### Financial Report

FRD 22F	Application and operation of <i>Freedom of Information Act 1982</i>	Page 30
FRD 22F	Compliance with building and maintenance provisions of <i>Building Act 1993</i>	Page 31
FRD 22F	Statement on National Competition Policy	Page 31
FRD 22F	Application and operation of the <i>Protected Disclosure 2012</i>	Page 30
FRD 22F	Details of consultancies over \$10 000	Page 30
FRD 22F	Statement of availability of other information	Page 32
FRD 24C	Reporting of office-based environmental impacts	Page 32
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<b>Legislation Requirement</b>	<b>Page reference</b>
<b>Financial Report</b>	
<b><i>Financial statements required under Part 7 of the FMA</i></b>	
SD4.2(a) Statement of changes in equity	Page 40
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<b><i>Other requirements under Standing Directions 4.2</i></b>	
SD4.2(c) Compliance with Australian accounting standards and other authoritative pronouncements	Page 38
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SD4.2(d) Rounding of amounts	Page 39
SD4.2(c) Accountable officer's declaration	Page 2
<b><i>Other disclosures as required by FRDs in notes to the financial statements</i></b>	
FRD 21B Disclosures of Responsible Persons, Executive Officers and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report	Page 47
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FRD 112D Defined Benefit Superannuation Obligations	Page 40
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<b>Legislation</b>	
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<i>Freedom of Information Act 1982</i>	Page 30
<i>Building Act 1993</i>	Page 31
<i>Protected Disclosure Act 2012</i>	Page 31
<i>Victorian Industry Participation Policy Act 2003</i>	Page 30
<i>Financial Management Act 1994</i>	Page 38