

**BURWOOD 150 YEARS ANNIVERSARY
STEERING COMMITTEE
Tuesday, 8 August 2023
4:00pm - 5:00pm**

MINUTES

ATTENDEES

Committee Members:

Cr Heather Crichton
Justine Ann Channing
Susan Borel
Cecily Gray
Spencer White

Burwood Council - Acting Chair and Delegate
Community Representative
Community Representative
Burwood Historical Society Representative
Community Representative

Guests and Council Officers:

Brooke Endycott
Jenny Hoff
Luke Stigter
Helen Kassidis
Katarzyna Malicka
Miriam Wassef

Director Community Life
Manager Community & Culture
Events Producer
Team Leader Learning Experience
Local Heritage Librarian
Executive Manager Place Management and
Communication
A/Executive Assistant – Community Life

Alana Fisicaro (*Minutes*)

APOLOGIES

Committee Members:

Cr John Faker
Claire Boskett
Michael Pellegrino
Dennis Quinlan
Andrew Anderson

Mayor of Burwood - Chair
Community Representative
Community Representative
Community Representative
Community Representative

1. WELCOME & ACKNOWLEDGEMENT OF COUNTRY

Cr Heather Crichton opened the meeting with an Acknowledgement of Country, noting that Burwood Council acknowledges the Wangal Clan of the Eora Nation as the traditional custodians of the area and pays respects to their elders past, present and emerging.

2. DECLARATIONS OF INTEREST

Nil declarations of interest were submitted.

3. CONFIRMATION OF MINUTES OF THE MEETING HELD ON 21 FEBRUARY 2023

The Burwood 150 Years Anniversary Steering Committee minutes were confirmed as an accurate record of the proceedings of the previous meeting held on 21 February 2023 (Moved by Susan Borel/Seconded by Justine Ann Channing).

4. BUSINESS ARISING

The Committee welcomed Spencer White as a new Committee Member following an open expression of interest process.

A) 150 YEARS EVENTS PLAN

Council's Director Community Life noted the importance of confirming the key events and dates for the sesquicentenary during the meeting so staff could commence detailed planning in accordance with the budget available.

The following key events were discussed and supported by the Committee:

Date	Event/Program	Comments	Location
Saturday, 25 November 2023 (Dependent upon project completion) (Day time event)	Launch of New Nature Play, Sensory Garden, Pond and Burwood Nest	New event to acknowledge First Nations history of Burwood, including smoking ceremony, educational talks and children's activities.	Burwood Park
Thursday, 1 February 2024 (Evening event)	Launch of 150 years of Burwood Program - Release of 150 Water Lanterns on the Pond (or in Burwood Park)	New event to mark the official commencement of the sesquicentenary program involving community participation, community groups and performances.	Burwood Park
March - April 2024	Chinese Evacuation Home, Burwood 1942 Exhibition	Exhibition of photographic images and stories of migration from Council's local heritage collection.	Burwood Library and Community Hub
Wednesday, 27 March 2024 (Evening event)	Launch of the Burwood Pictorial History	New event to coincide with the proclamation of the Burwood Municipality and launch of the sesquicentenary publication. The event will include key note speaker/s, stories from the book, performances and initial book sales.	Burwood Library and Community Hub
Saturday, 6 April 2024 (1pm – 9pm)	Burwood Long Lunch	Open community event including shared tables and chairs within a defined road closure area. Event will include performances and roving entertainment that reflects past and present Burwood as well as collaboration with local businesses to create set menus.	Burwood Road (between Belmore Street & Railway Parade)
April - May 2024	Heritage Festival - Program of Walks and Talks	Multiple walks and talks to be delivered.	Various Locations

Date	Event/Program	Comments	Location
May - June 2024	Burwood Art Prize	Exhibition to be accompanied by public programs for the community focussing on the 150-year anniversary.	Burwood Library and Community Hub
Wednesday, 24 July 2024 (Evening event)	Council Meeting to Mark 150 Year Anniversary of the first Council Meeting	Special Council Meeting to be held. Potential invitees to include ex-Councillors and Mayors, SSROC and neighbouring councils.	Conference Room
June - August 2024	Grand Mansions of Burwood Exhibition	Exhibition of photographic images and stories of the grand mansions of Burwood from Council's local heritage collection.	Burwood Library and Community Hub
September - October 2024	History Week - Program of Walks and Talks	Multiple walks and talks to be delivered.	Various Locations

Other suggestions of the Committee included:

- That Council staff attend the City of Sydney Long Lunch later in the year to see how the event runs for inspiration for the Burwood Long Lunch.
- Council to engage local schools and performance groups to perform at key events alongside professional entertainers.
- Council to explore provision of a 'guest book' at key events or within the library where community members can leave birthday messages.
- Invitations to be issued to long standing businesses, former Councillors and Mayors and Burwood identities for key events.
- Council to explore digital and physical noticeboards to ensure the community is aware of the 150-year anniversary and how they can participate.
- Council to investigate additional display areas / display cases within the Burwood Library to better showcase memorabilia to the community.
- Council to liaise with Burwood RSL regarding timing and feasibility of the Burwood Ball event to be hosted within their premises, potentially later in the year to spread out programming.
- Council to explore feasibility of 'open days' with owners of historic buildings.

B) 150 YEARS COMMUNICATIONS PLAN

Council outlined the following communications initiatives were now in the planning phase:

- Creation of social media tiles and social media package to share with program partners and community organisations to raise community awareness of key events and dates.
- Development of two sets of street banners to mark the anniversary to fly throughout the Burwood LGA during 2024.
- Inclusion of sesquicentenary logo across Council's digital assets, such as digital screens and staff email signatures and physical assets, such as Council letterhead, bins and floor decals.
- An ongoing communications campaign throughout the year, including flyers, posters and a dedicated print newsletter to highlight key milestones to the local community.
- A dedicated page on the Council website to highlight key information and 'what's on' in a prominent location.

- Creation of a short video capturing local stories, memories and events throughout the year.

C) 150 YEARS MERCHANDISE

Council outlined the following merchandise items were now in the planning phase:

- Dedicated design for Library Membership Cards.
- A suite of memorabilia/merchandise to be available for sale or as giveaways, including tote bags, post cards, keep cups, swimming caps for sale at the Enfield Aquatic Centre and the 'Burwood Blooms' seedling packs.

It was noted that draft designs would be presented to the Committee for feedback.

D) BURWOOD PICTORIAL HISTORY UPDATE

Council noted that it has received the first draft of the publication for review. The editing process and the allocation of photographs remain ongoing.

It was also noted that Roger Coombs, the author of the book, had uncovered lots of interesting local stories, some of which had not previously been documented and made publically available. The book is 'on track' for the launch on 27 March 2024.

5. GENERAL BUSINESS

Council reported that it was still awaiting the outcome of two grants, including one from Multicultural NSW for \$30,000 to deliver the 'Burwood Recipes, Burwood Stories Project'; and the other from the NSW Community Heritage Grants Program for \$50,000 to deliver a Music Laneways Event Commemorating the history of music in Burwood as well as an oral history program.

Council is also looking at public art program delivery for the year and is developing a new project involving historical installations on benches through the 'Who Sat Here Before Me' project.

Committee Members also raised/discussed the following:

- Burwood's history of music should be reflected in event programming, including liaison with other venues to host music concerts, such as St Paul's Church or potentially an 'open churches' program.
- Council to look for opportunities to sing 'Happy Birthday to Burwood' and present a Burwood Birthday cake as a key event element, potentially at the book launch.
- The recreation of the original Burwood Street Parade was discussed as being cost prohibitive with the budget available due to the scale of the street closures required. It was explained that funding allocated in the Council budget was predominantly being utilised for the Burwood Long Lunch (involving a smaller road closure) and the Burwood Pictorial History publication.
- Cr Crichton suggested arranging a formal Committee photo prior to the next meeting to utilise throughout the year as had been done for previous anniversary committees.

6. NEXT MEETING

The next meeting was scheduled for Tuesday 10 October 2023.

7. CLOSE OF THE MEETING 5.08

Cr Heather Crichton thanked the Committee for their attendance and participation. The meeting was closed at 5.08pm.