

**LONDON ADVISORY COMMITTEE ON HERITAGE
2018 WORK PLAN
(March 14, 2018)**

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
1.	<p>-Recurring items as required by the Ontario Heritage Act (consider and advise the PEC (Planning and Environment Committee) and Municipal Council on matters related to HAPs (Heritage Alteration Permits), HIS (Heritage Impact Statement) reviews, HCD (Heritage Conservation District) designations, individual heritage designations, (etc.);</p> <p>-Research and advise the PEC and Municipal Council regarding recommendations for additions to the Register (Inventory of Heritage Resources);</p> <p>-Prioritize and advise the PEC and Municipal Council on top recommendations for heritage designation (final number to be determined by available time – taken from the Register and elsewhere as appropriate);</p> <p>-Consider and advise the PEC on ad hoc recommendations from citizens in regard to individual and Heritage Conservation District designations and listings to the Register (refer to Stewardship for advice);</p> <p>-Perform all other functions as indicated in the LACH Terms of Reference.</p>	<ul style="list-style-type: none"> • Section 28 of the Ontario Heritage Act mandates that the City shall establish a municipal heritage committee. Further, Council shall consult with that committee in accordance with the Ontario Heritage Act; • Please see the <u>London Advisory Committee on Heritage: Terms of Reference</u> for further details; • The LACH supports the research and evaluation activities of the LACH Stewardship Subcommittee, Policy and Planning Subcommittee, Education Subcommittee, Archaeological Subcommittee, and all other LACH Subcommittees which may serve from time to time. 	LACH (main) and subcommittees	As required	None	Strengthening our Community 4d; Building a Sustainable City 1c, 6b; Growing our Economy 1f, 2d	Ongoing
2.	<p>Introduce all represented organisations and individuals on LACH at the first meeting of the new year, discuss member background and areas of knowledge/ expertise, and consider possible changes or additions.</p>	<ul style="list-style-type: none"> • The LACH is made of a diverse and knowledgeable group of engaged individuals, professionals and representatives of various organizations. Once per year (or when a new member joins the committee) each member will introduce themselves to the committee and provide his/her relevant background. 	LACH (main)	January meeting	None	Building a Sustainable City 6b	Completed

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
3.	Ontario Heritage Act enforcement.	<ul style="list-style-type: none"> The LACH will assist in identifying properties that have not obtained necessary approvals, and refer these matters to civic administration. The LACH will assist in monitoring alterations to HCD and heritage designated properties and report deficiencies to civic administration. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing
4.	Great Talbot Heritage Conservation District	<ul style="list-style-type: none"> The St George Grosvenor HCD Study is complete resulting in the Great Talbot HCD and Gibbons Park HCD. The LACH will monitor, assist and advise in the preparation of the both plans, following the timeline as approved by Council. 	LACH (main)	2018 Plan Completion	None	Building a Sustainable City 6b	Ongoing
5.	Heritage Places Review	<ul style="list-style-type: none"> The LACH will participate and support the review of <i>Heritage Places</i> (1994), the guidelines document which identifies potential Heritage Conservation Districts 		2018	None	Building a Sustainable City 6b	
6.	Property insurance updates.	<ul style="list-style-type: none"> The LACH will monitor, assist and advise on matters pertaining to the securing of property insurance for heritage designated properties in the City of London. 	Policy and Planning Sub-Committee	Ongoing.	None	Building a Sustainable City 6b	With Policy and Planning Sub-Committee
7.	City Map updates.	<ul style="list-style-type: none"> The LACH will work with City staff to ensure that 'City Map' and searchable City databases are up to date in regard to the heritage register/ designations/ districts/ etc. 	Policy and Planning Sub-Committee	Ongoing	None	Building a Sustainable City 6b	With Policy and Planning Sub-Committee
8.	Heritage Impact Assessment Terms of Reference	<ul style="list-style-type: none"> The LACH will support staff in their efforts to formalize an approach to reviewing and advising on HIS reports (including what triggers the reports, expectations, and who completes them. 	Policy and Planning subcommittee	2018	None	Building a Sustainable City 6b	Partially Complete
9.	Review of Delegated Authority	<ul style="list-style-type: none"> The LACH will participate and support the review of the Delegated Authority for Heritage Alteration Permits 	LACH (main)	2018	None	Building a Sustainable City 6b	

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
10.	New and ongoing heritage matters.	<ul style="list-style-type: none"> Through its connections to various heritage groups, and the community at large, the LACH is aware of emerging and ongoing heritage matters in the City of London. The LACH will monitor and report to City staff and PEC on new and ongoing cultural heritage matters where appropriate. (ex. Ontario Cultural Strategy, Community Economic Roadmap, etc.). 	LACH (main)	As required	None	Building a Sustainable City 6b	As required
11.	Archaeological Master Plan completion.	<ul style="list-style-type: none"> The LACH will work with City staff to complete the Archaeological Master Plan currently underway. 	Archaeological subcommittee	Q2 2018	None	Building a Sustainable City 6b	Partially complete
12.	The Mayor's New Year Honour List recommendation.	<ul style="list-style-type: none"> For a number of years, members of the LACH have been asked to provide advice to Council on the heritage addition to the "Mayor's New Year Honour List". The LACH will continue to serve this function as requested to do so by Council. 	Ad hoc committee of the LACH	Generally in the fall of each year	None	Building a Sustainable City 6b	Annually
13.	Provide advice to the London Community Foundation on heritage grant distribution.	<ul style="list-style-type: none"> For a number of years, members of the LACH have been asked to provide advice to the London Community Foundation on heritage grant distribution: "The London Endowment for Heritage". The LACH will continue to serve this function as requested to do so by the Foundation. 	Ad hoc committee of the LACH	Generally in April of each year	None	Building a Sustainable City 6b	Annually
14.	Conference attendance.	<ul style="list-style-type: none"> For a number of years, members of the LACH have attended the Ontario Heritage Conference when available. This conference provides an opportunity for LACH members to meet with other heritage committee members and heritage planning professionals, and to learn about current and ongoing heritage matters in the Province of Ontario (and beyond). Up to four (4) members of the LACH will attend the Ontario Heritage Conference. 	LACH (main)	May 2016	Up to \$2000 (if 4 members attend)	Building a Sustainable City 6b	Annually

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
15.	Public awareness and education (& possible heritage fair/ day/ symposium).	<ul style="list-style-type: none"> The LACH initiates, assists and/or advises on education and outreach programs to inform the citizens of London on heritage matters. This year, the LACH will also consider contributing to the organization of a city wide heritage fair/ day/ symposium (to provide information and outreach including – HAP process, professional advice on repairs and maintenance, current research on heritage matters, insurance advice, real estate matters, and a general exchange of ideas (etc.)). The LACH will coordinate with the efforts of the Historic Sites Committee of the London Public Library. 	Education subcommittee	Ongoing	\$2000	Building a Sustainable City 6b	Ongoing – in progress
16.	Public awareness and education collaboration with the London Heritage Council.	<ul style="list-style-type: none"> The LACH will be supported by the London Heritage Council in its role to promote public awareness of and education on the community's cultural heritage resources. Collaborative initiatives may include LACH-related news updates in the LHC newsletter, LACH involvement in LHC programming and events (i.e. Heritage Fair), outreach support, and/or school-related programming as part of Citizen Culture: Culture-Infused LEARNING (LHC and London Arts Council). 	LACH (main) and Education subcommittee in collaboration with the London Heritage Council	Ongoing	\$2000	Building a Sustainable City 6b	Annually
17.	LACH member education/ development.	<ul style="list-style-type: none"> Where possible, the LACH will arrange an information session for LACH members to learn more about the Ontario Heritage Act, and the mandate and function of Heritage Advisory Committees. The LACH will also explore ongoing educational opportunities for LACH members (such as walking tours, meetings with heritage experts/ professionals, meetings with community leaders, etc.). 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing
18.	City of London Archives.	<ul style="list-style-type: none"> The LACH will continue to discuss and advise on possible locations (and contents) for a City of London Archives. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
19.	LACH subcommittee member outreach.	<ul style="list-style-type: none"> The LACH will continue to reach out to heritage and planning professionals/ experts to serve on LACH subcommittees (and advise the LACH on certain matters). 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing
20.	Heritage signage and plaque placement/funding.	<ul style="list-style-type: none"> Through its connections to various heritage groups, and the community at large, the LACH is generally aware of potential locations for heritage signage and plaques. The LACH will consult with City Staff and heritage groups in regard to the occasional placement of heritage signage and/or plaques (and assist with funding where deemed appropriate by the committee). These efforts will be considered in the context of the City of London Heritage Interpretative Signage Policy. 	Education subcommittee	Ongoing	\$2000	Building a Sustainable City 6b	Ongoing
21.	Council outreach.	<ul style="list-style-type: none"> If requested, the LACH will arrange an information session for Council members to learn more about the mandate and function of the LACH, the Ontario Heritage Act, and other City heritage matters. 	LACH (main) and Education subcommittee	TBD	None	Building a Sustainable City 6b	Ongoing
22.	Work Plan review.	<ul style="list-style-type: none"> The LACH will review items on this Work Plan on a quarterly basis, and will thoroughly review this Work Plan at least once annually. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing (March, June, Sept, Dec 2018)
23.	Rapid Transit EA	<ul style="list-style-type: none"> The LACH will participate in heritage related matters associated with the Rapid Transit (Shift) EA including review of properties identified the Cultural Heritage Screening Report; identifying where further work is or is not required for potential cultural heritage resources; and identifying properties along rapid transit corridors that have not yet been identified and merit further consideration for cultural heritage evaluation 	LACH (main) and Stewardship subcommittee	Ongoing	None	Building a Sustainable City 6b	Ongoing

\$8000

**LONDON ADVISORY COMMITTEE ON HERITAGE
2017 WORK PLAN
(as at April, 2017)**

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
1.	<p>-Recurring items as required by the Ontario Heritage Act (consider and advise the PEC (Planning and Environment Committee) on matters related to HAPs (Heritage Alteration Permits), HIS (Heritage Impact Statement) reviews, HCD (Heritage Conservation District) designations, individual heritage designations, (etc.);</p> <p>-Research and advise the PEC regarding recommendations for additions to the heritage register;</p> <p>-Prioritize and advise the PEC on top recommendations for heritage designation (final number to be determined by available time – taken from the heritage registry and elsewhere as appropriate);</p> <p>-Consider and advise the PEC on ad hoc recommendations from citizens in regard to individual and district heritage designations and listings to the heritage register (refer to Stewardship for advice);</p> <p>-Perform all other functions as indicated in the LACH Terms of Reference.</p>	<ul style="list-style-type: none"> Section 28 of the Ontario Heritage Act mandates that the City shall establish a municipal heritage committee. Further, Council shall consult with that committee in accordance with the Ontario Heritage Act; Please see the <u>London Advisory Committee on Heritage: Terms of Reference</u> for further details; The LACH supports the research and evaluation activities of the LACH Stewardship Subcommittee, Policy and Planning Subcommittee, Education Subcommittee, Archaeological Subcommittee, and all other LACH Subcommittees which may serve from time to time. 	LACH (main) and subcommittees	As required	None	Strengthening our Community 4d; Building a Sustainable City 1c, 6b; Growing our Economy 1f, 2d	Ongoing
2.	Introduce all represented organisations and individuals on LACH at the first meeting of the new year, discuss member background and areas of knowledge/ expertise, and consider possible changes or additions.	<ul style="list-style-type: none"> The LACH is made of a diverse and knowledgeable group of engaged individuals, professionals and representatives of various organizations. Once per year (or when a new member joins the committee) each member will introduce themselves to the committee and provide his/her relevant background. 	LACH (main)	January meeting	None	Building a Sustainable City 6b	Completed

	Project/Initiative	Background	Lead/ Responsible	Proposed Timeline	Proposed Budget (in excess of staff time)	Link to Strategic Plan	Status
3.	Ontario Heritage Act enforcement.	<ul style="list-style-type: none"> The LACH will assist in identifying properties that have not obtained necessary approvals, and refer these matters to civic administration. The LACH will assist in monitoring alterations to HCD and heritage designated properties and report deficiencies to civic administration. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing
4.	The St George Grosvenor HCD (Heritage Conservation District) Study and Plan, Great Talbot HCD Plan, Gibbons Park HCD Plan.	<ul style="list-style-type: none"> The St George Grosvenor HCD Study is complete resulting in the Great Talbot HCD and Gibbons Park HCD. The LACH will monitor, assist and advise in the preparation of the both plans, following the timeline as approved by Council. 	LACH (main)	2017 Plan Completion	None	Building a Sustainable City 6b	Ongoing
5.	The Soho HCD (Heritage Conservation District) Study.	<ul style="list-style-type: none"> The Soho HCD Study will begin in 2017. The LACH will monitor, assist and advise in the preparation of the Soho HCD study. 	LACH (main)	2017 Study Completion	None	Building a Sustainable City 6b	Ongoing
6.	Property insurance updates.	<ul style="list-style-type: none"> The LACH will monitor, assist and advise on matters pertaining to the securing of property insurance for heritage designated properties in the City of London. 	Policy and Planning Sub-Committee	Ongoing.	None	Building a Sustainable City 6b	With Policy and Planning Sub-Committee
7.	City Map updates.	<ul style="list-style-type: none"> The LACH will work with City staff to ensure that 'City Map' and searchable City databases are up to date in regard to the heritage register/ designations/ districts/ etc. 	Policy and Planning Sub-Committee	Ongoing	None	Building a Sustainable City 6b	With Policy and Planning Sub-Committee
8.	HIS (Heritage Impact Statement) reporting changes.	<ul style="list-style-type: none"> The LACH will support staff in their efforts to formalize an approach to reviewing and advising on HIS reports (including what triggers the reports, expectations, and who completes them. 	Policy and Planning subcommittee	TBD	None	Building a Sustainable City 6b	Partial Complete
9.	New and ongoing heritage matters.	<ul style="list-style-type: none"> Through its connections to various heritage groups, and the community at large, the LACH is aware of emerging and ongoing heritage matters in the City of London. The LACH will monitor and report to City staff and PEC on new and ongoing cultural heritage matters where appropriate. (ex. Ontario Cultural Strategy, Community Economic Roadmap, etc.). 	LACH (main)	As required	None	Building a Sustainable City 6b	As required

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10.	Archaeological Master Plan completion.	<ul style="list-style-type: none"> The LACH is generally aware of ongoing archaeological matters in the City of London through the Archaeological subcommittee, and connections to the archaeological community in London. The LACH will work with City staff to complete the Archaeological Master Plan currently underway. 	Archaeological subcommittee	Q2 2017	None	Building a Sustainable City 6b	The Archaeological Master Plan has been initiated
11.	The Mayor's New Year Honour List recommendation.	<ul style="list-style-type: none"> For a number of years, members of the LACH have been asked to provide advice to Council on the heritage addition to the "Mayor's New Year Honour List". The LACH will continue to serve this function as requested to do so by Council. 	Ad hoc committee of the LACH	Generally in the fall of each year	None	Building a Sustainable City 6b	Annually
12.	Provide advice to the London Community Foundation on heritage grant distribution.	<ul style="list-style-type: none"> For a number of years, members of the LACH have been asked to provide advice to the London Community Foundation on heritage grant distribution: "The London Endowment Fund for Heritage". The LACH will continue to serve this function as requested to do so by the Foundation. 	Ad hoc committee of the LACH	Generally in April of each year	None	Building a Sustainable City 6b	Annually
13.	Conference attendance.	<ul style="list-style-type: none"> For a number of years, members of the LACH have attended the Ontario Heritage Conference when available. This conference provides an opportunity for LACH members to meet with other heritage committee members and heritage planning professionals, and to learn about current and ongoing heritage matters in the Province of Ontario (and beyond). Up to four (4) members of the LACH will attend the Ontario Heritage Conference. 	LACH (main)	May 2016	Up to \$2000 (if 4 members attend)	Building a Sustainable City 6b	Annually
14.	Public awareness and education (& possible heritage fair/ day/ symposium).	<ul style="list-style-type: none"> The LACH initiates, assists and/or advises on education and outreach programs to inform the citizens of London on heritage matters. This year, the LACH will also consider contributing to the organization of a city wide heritage fair/ day/ symposium (to provide information and outreach including – 	Education subcommittee	Ongoing	\$500	Building a Sustainable City 6b	Ongoing – in progress

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		HAP process, professional advice on repairs and maintenance, current research on heritage matters, insurance advice, real estate matters, and a general exchange of ideas (etc.)). The LACH will coordinate with the efforts of the Historic Sites Committee of the London Public Library.					
15.	Public awareness and education collaboration with the London Heritage Council.	<ul style="list-style-type: none"> The LACH will be supported by the London Heritage Council in its role to promote public awareness of and education on the community's cultural heritage resources. Collaborative initiatives may include LACH-related news updates in the LHC newsletter, LACH involvement in LHC programming and events (i.e. Heritage Fair), outreach support, and/or school-related programming as part of Citizen Culture: Culture-Infused LEARNING (LHC and London Arts Council). 	LACH (main) and Education subcommittee in collaboration with the London Heritage Council	Ongoing	\$500	Building a Sustainable City 6b	Annually
16.	LACH member education/ development.	<ul style="list-style-type: none"> Where possible, the LACH will arrange an information session for LACH members to learn more about the Ontario Heritage Act, and the mandate and function of Heritage Advisory Committees. The LACH will also explore ongoing educational opportunities for LACH members (such as walking tours, meetings with heritage experts/ professionals, meetings with community leaders, etc.). 	LACH (main)	Ongoing	\$500	Building a Sustainable City 6b	Ongoing
17.	City of London Archives.	<ul style="list-style-type: none"> The LACH will continue to discuss and advise on possible locations (and contents) for a City of London Archives. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing
18.	LACH subcommittee member outreach.	<ul style="list-style-type: none"> The LACH will continue to reach out to heritage and planning professionals/ experts to serve on LACH subcommittees (and advise the LACH on certain matters). 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing

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20.	Council outreach.	<ul style="list-style-type: none"> If requested, the LACH will arrange an information session for Council members to learn more about the mandate and function of the LACH, the Ontario Heritage Act, and other City heritage matters. 	LACH (main) and Education subcommittee	TBD	None	Building a Sustainable City 6b	Ongoing
21.	Work Plan review.	<ul style="list-style-type: none"> The LACH will review items on this Work Plan on a quarterly basis, and will thoroughly review this Work Plan at least once annually. 	LACH (main)	Ongoing	None	Building a Sustainable City 6b	Ongoing (March, June, Sept, Dec 2017)
					\$8000		