

LOCAL HISTORY DEVELOPMENT PLAN

OCTOBER 2019



MORNINGTON
PENINSULA
Shire



LOCAL HISTORY DEVELOPMENT PLAN

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"We respectfully acknowledge the Boon Wurrung/ Bunurong are the Traditional Custodians of the Mornington Peninsula and we respect their Elders both past and present. We also recognise those whose ongoing effort to protect and promote Aboriginal and Torres Strait Islander cultures will leave a lasting legacy for future Elders and leaders."

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1.0 EXECUTIVE SUMMARY

This report examines and makes recommendations on the local history resources which are maintained by the Mornington Peninsula Local History Network (MPLHN).

Aboriginal people have a deep and continuous connection to the place now called Victoria, evidenced by the number of state-wide cultural heritage places.

The Mornington Peninsula Shire is located on the traditional lands of the Boon Wurrung/Bunurong people of the Kulin Nation who have a rich history of ceremony, language, dance, song and storytelling.

The Mornington Peninsula Local History Network recognises and respect that the Boon Wurrung/Bunurong are the indigenous peoples and traditional custodians of these lands and waters and have lived in this area for over 40,000 years. It is acknowledged there are significant, parallel and interconnected stories of the Aboriginal people on the Mornington Peninsula.

We recognise, Mornington Peninsula Shire has over 814-registered cultural heritage places including an Aboriginal historical place, a burial site, artefact scatters, earth features, low density artefact distributions, object collections, quarries, rock art, scarred trees and shell middens. Publicly known cultural heritage places include Buckkermittewarer Encampment and Collins Settlement Area (The Sisters Shell Middens), and Point Nepean.

The Mornington Peninsula's local history is a unique, diverse and irreplaceable resource. It is also very fragile requiring optimum storage conditions, conservation, cataloguing and digitisation ensuring its preservation for future generations.

Collections in historical societies on the Mornington Peninsula hold vast untapped and under-utilised resources. The potential for this material to be used for a range of economic and social benefits is beginning to be discovered and fully appreciated. The World Wide Web offers the opportunity for showcasing and marketing our peninsula's history to the world.

This report recommends Council adopt a formal plan supporting the ongoing development and promotion of Local History. This will ensure our local history is preserved and utilised for the benefit of all as well as developing exciting opportunities such as the world wide web and heritage tourism.

Local History has been supported and maintained by the Mornington Peninsula Local History Network which consists of 23 dedicated, mostly volunteer groups. The eight historical societies within the Network maintain our community history and so the long-term sustainability of our cultural heritage is largely dependent upon the effective functioning of these local historical societies.

A detailed Local History Assets Survey carried out in 2007 identified serious inadequacies and major threats to the viability of these groups. The survey found:

- Poor public access to collections and information

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- Uncoordinated approach to cataloguing and acquisition
- Inadequate conservation of fragile materials
- Dwindling number of aging volunteers
- Deterioration of buildings and collections
- Inadequate and inappropriate storage facilities

Since the introduction of a local history service in 2008 within the Mornington Peninsula Shire there have been many improvements (see 2.5, page 8). However, if we are to ensure the ongoing sustainability of this unique and irreplaceable resource there needs to be a coordinated and integrated approach across the Peninsula. This will require appropriate budgets and staffing.

The Shire has developed key strategic documents including Our Peninsula 2021; Our Health & Wellbeing 2021 and Positive Aging Strategy 2013-2018. The Local History Development Plan plays an important role in ensuring the strategies identified in these documents are fulfilled. A detailed examination of how Local History intersects with the other aspirations and values within the Shire are outlined in section 2.6, page 13.

RECOMMENDATIONS

KEY RECOMMENDATION

That the Shire formally adopts a plan which provides a long-term strategy supporting the development of the local history

resources ensuring its accessibility, ongoing preservation and promotion.

FURTHER RECOMMENDATIONS

1. Provide ongoing support, maintenance and backup of a computer cataloguing and digitisation program which provides the basis of an online public catalogue and access to the Shire's important historical resources via a dedicated local history website administered by the Shire.
2. Ensure the Shire's Infrastructure team is advised on the maintenance, upgrade and development requirements of Shire owned buildings housing historical collections and this be included in Shire Community Facilities Strategy.
3. Consult with the community and develop feasibility and scoping documents which will provide detailed information on the requirements and costs of a Local History Resource Centre. A resource centre and repository are a prerequisite for ensuring the long-term preservation of the Peninsula's most significant and fragile collections.
4. The Shire's Local History Unit continue assisting Local History Network groups in developing and improving a sustainable volunteer base.
5. Support the upgrade and development of museum exhibitions resulting in more positive visitor experiences.

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6. Develop a communications and marketing strategy to promote Mornington Peninsula Local History to the wider world
7. In conjunction with the key historical societies and Network groups develop an integrated Collection Strategy and Policy
8. Develop a protocol and communication strategy with the traditional custodians on the Mornington Peninsula
9. Create a Local History Funding Initiative to assist the local history volunteer groups within the Mornington Peninsula Shire
10. Increase staffing levels to ensure recommendations in this plan are delivered to a high standard. This requires:

A full-time Local History Coordinator (currently 0.6) responsible for the overall coordination and management of the Local History Network Committee and projects covering: cataloguing and digitisation of collections; Shire archives & PROV collections; volunteer and membership development; Local History Resource development; unified and uniform policy development & implementation; training; acquisition & preservation of new collections and stories

A full-time Local History Development Officer who would be responsible for product and exhibition development and delivery; social media, publications and heritage tourism

A full-time Digitisation Officer (currently 0.6) enabling the ongoing task of digitising the enormous Shire and community collections

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OBJECTIVES	RESOURCING REQUIREMENTS
1. Provide Access to Collections via the internet 1.1 Cataloguing Development, maintenance and backup of an ongoing standardised and comprehensive computer cataloguing program	• Ongoing management of the program • Intermittent computer hardware upgrades. Every 4 years computer upgrade will be necessary • Ongoing support from Information Services • Secure backup for over 8 terabytes of data via the cloud • Time Frame: Ongoing
1.2 Digitisation Development, maintenance and backup of an ongoing digitisation program including conversion of analogue formats that are currently inaccessible	• Ongoing support from Information Services • Time frame: Ongoing
1.3 Website Development and online access Development and maintenance of a Mornington Peninsula Local History Website to provide online access to historical resources and provision of assistance with the creation or redesign of individual historical society websites to integrate easily into the Mornington Peninsula Local History Website In designing public access catalogues for the website, consideration is to be made for people with low vision in terms of font size, contrast, audio components or descriptions, links to Braille versions and captions for people who have hearing challenges	• Funding to develop and maintain a local history website through a Priority Project bid • Ongoing support from Communications and Events Team • Time frame: Ongoing

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1.4 Shire Archives & Public Records Office Victoria [PROV] PART A <u>Evaluate and scope</u> the Shire and PROV archives identifying significant records and establishing a priority listing and strategy of what and how this material should be managed to ensure preservation and access PART B <u>Implement recommendations</u> of scoping document	• Priority Project funding to engage a part time research consultant to develop a costed strategy of how to manage and preserve this material (in this year's budget) • Time frame: 3 to 5 years • Resources and time frame yet to be determined
2. Facilitate Building Maintenance and Upgrade/Development • Provide ongoing appropriate buildings to support historical societies • List Shire owned local history buildings [museums and historical societies] in the Shire's Community Facilities Strategy • Upgrades and maintenance should incorporate Universal Design principles whenever possible to ensure accessibility by all	• Continue to undertake maintenance and repairs in a timely manner • The viability of future upgrades and redevelopments of local history buildings to be assessed within the context of the Shires' Community Facilities Strategy • Time frame: Ongoing
3. Provide Secure Physical Preservation for Historical Collections Scoping of a Mornington Peninsula Local Historical Resource Centre ensuring the long-term preservation and ongoing viability of historical societies and their collections	• Form a Shire team to assist with the scoping of a Local History Resource Centre • Consult with community to ensure community's needs are met • Time frame: 2 to 5 years
4. Increase Volunteer Numbers and Provide Training & Support Development of a volunteer strategy to recruit and train new volunteers and grow membership, including opportunities to attract people with disabilities	• Funding to engage specialist volunteer recruitment personnel • Workshop with the Network to develop effective strategies and plans • Time frame: Ongoing

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5. Improve Exhibition Interpretation of Collections Improvement of museum exhibition standards through a comprehensive plan which would incorporate: • Professional expertise in exhibition development, design & production • Training in conservation and exhibition standards • Additional financial support to improve exhibitions • Support the development and presentation of heritage displays in alternative venues and spaces	• Funding via grants and sponsorships to: Engage specialists to assist museums in upgrading their fixtures, exhibitions and volunteer skills • Drawing on the expertise across the Shire's Arts & Culture team • Time frame: Ongoing
6. Promotion of Local History Scope and develop a communications and marketing strategy to promote peninsula local history within the local community and globally, encompassing: • Heritage tourism. There are a number of economic benefits that can be derived by developing the peninsula as a destination for heritage tourism (see section 3.6) • Research & Publications • Collaborative schools and education projects • Social media	• Scope, coordinate and manage the development of a Communications and Marketing strategy with support and input from relevant Shire teams • Time frame: Ongoing
7. Strategic Collection of significant local history material Implementation of an integrated Collection Policy across all Historical Societies to establish a collection strategy for the preservation of the Peninsula's history	• Coordinate, manage and develop an integrated Collection strategy and policy across the peninsula • Time frame: Ongoing

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8. Develop a protocol and communication strategy with the traditional custodians on the Peninsula	• Establish a meeting and discussion group through the Shire's Aboriginal cultural development liaison officer with appropriate indigenous groups to develop and formulate a protocol and communication strategy which will inform and direct proper procedure and process when dealing with indigenous matters • Time frame: 1 to 3 years and ongoing
9. Create a Local History Funding Initiative	• With Council approval, create and manage a local history grants program within the Shire's grant programs • Funds to be allocated within the Shire grants program (amount to be determined by council) • Time Frame: To be commenced in 2020/21
10. Appoint appropriately qualified staff to ensure the recommendations in this plan are delivered to a high standard And that when appointing staff all employment strategies duly reflect inclusive strategies ensuring people of all abilities are considered during recruitment	• Fulltime Local History Coordinator (currently 0.6) responsible for the overall coordination and management of the Local History Network Committee and projects covering: cataloguing and digitisation of collections; Shire archives & PROV collections; volunteer and membership development; Local History Resource development; unified and uniform policy development & implementation; training; acquisition & preservation of new collections and stories, and • Fulltime Local History Development Officer who would be responsible for product and exhibition development and delivery; social media, publications and heritage tourism

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- | | |
|--|--|
| | <ul style="list-style-type: none">• Fulltime Digitisation Officer (currently 0.6) enabling the ongoing task of digitising the enormous Shire and community collections |
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2.0 BACKGROUND

2.1 Our History

The Peninsula's local history is unique and irreplaceable. The local history contained within the various historical societies, museums, land marks sites and buildings represents the community's cultural memory and is a vital component to its well-being, sense of place and positioning within a wider social and cultural context.

It is recognised that the Boon Wurrung/Bunurong are the indigenous people of the Mornington Peninsula and the traditional custodians of this region and considered part of the larger confederation or nation of the Kulin. Whilst this report addresses the resourcing of local history resources held in historical societies and associated groups which principally hold community history, post European contact it does identify a path and mechanism to acknowledge, communicate and facilitate closer respect, understanding and collaboration with the traditional custodians of the Mornington Peninsula.

2.2 Mornington Peninsula Local History Network

The Peninsula's heritage has been nurtured by many dedicated volunteer groups which are represented by the Mornington Peninsula Local History Network (MPLHN). This Network comprises 23 local history volunteer organisations, including the:

■ Balnarring Historical Society; ■ Beleura House & Garden ■ Cape Schanck Lighthouse & Museum ■ Dromana & District Historical Society ■ Endeavour Fern Gully ■ Flinders District Historical Society

■ Friends of Coolart, Parks Victoria ■ Friends of the Collins Settlement ■ Hastings-Western Port Historical Society ■ HMAS Cerberus Museum ■ McCrae Homestead, National Trust ■ Mornington & District Historical Society ■ Mornington Peninsula Family History Society ■ Mornington Railway ■ Mulberry Hill, National Trust ■ National Trust, Mornington Peninsula Branch ■ Nepean Historical Society ■ Peninsula Ship Society ■ Point Nepean Quarantine Station, Parks Victoria ■ Rye Historical Society ■ Somerville, Tyabb and District Heritage Society ■ Southern Peninsula Family History Society ■ The Briars, National Trust.

The MPLHN was officially formed in 1995 and initially consisted of the six historical societies that were then in existence. Twenty-three years on and the Network has grown to 23 members. The purpose of this Network is to:

“Support and strengthen each of the individual members as they protect, preserve and promote the history and heritage of their own township or area; Share information and ideas; Foster co-operation on joint projects; Advise Council how best it may support individual members and the group as a whole; Provide policy advice to the Mornington Peninsula Shire Council and the Victorian Government on the History of the Mornington Peninsula; Encourage schools to offer local history in their curriculum and to provide resources in this area; and Work in co-operation with tourism bodies to promote the history of the Mornington Peninsula”.

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Figure 1: Local History Network members touring the Briars, 2015

2.3 Historical Societies

Of the 23 member organisations of the MPLHN, 8 are historical societies which have taken on the responsibility of preserving the histories of the Peninsula's local communities. These are the:

■ Balnarring and District Historical Society ■ Dromana & District Historical Society ■ Flinders District Historical Society ■ Hastings-Western Port Historical Society ■ Mornington & District Historical Society ■ Nepean Historical Society ■ Rye Historical Society ■ Somerville & Tyabb Heritage Society.

These societies are responsible for the collection, cataloguing, storage and display of significant local cultural material and provision of community services such as:

■ Local history publications ■ Research services ■ History talks ■ Tours & excursions ■ Site Interpretation ■ School programs ■ History walks ■ Travelling exhibitions ■ Promotion of and participation in community events.

The sustainability of our cultural heritage is dependent upon the effective functioning of these local historical societies.

2.4 Role of Mornington Peninsula Shire

Local history services operate within the Shire's adopted Arts & Culture Strategy – A Creative Peninsula pp. 26-7.

While the Shire owns and maintains all but one of local history society buildings, it has left responsibility for the acquisition, preservation and access to local heritage documents and artefacts to the individual societies.

From 2007/8 the Shire provided project funding to engage a local history officer to:

- Undertake a comprehensive Local History Assets Survey of the local history resources in the MPLHN organisations
- Initiate an extensive computer and digitisation program of rare local historical records

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- Develop a draft strategy and agreement with the MPLHN of how to manage and support local history on the Peninsula through an open community forum
- Provide training programs to volunteers to improve collections management and conservation practices
- Investigate a volunteer strategy to increase access and opening hours across the network
- Explore the adequacy of existing museum building and development needs
- Review the status of the Shire's Archival Records
- Determine a strategy for preservation of the Peninsula's history post 1970s

2.5 Local History Team Achievements since 2011

In 2011 Council agreed to support the permanent position of Local History Co-ordinator to develop and enhance community access to, and preservation of, local history resources; enable the continuation of above projects and the development and implementation of a long term Local History Development Plan.

Since 2011 local history services have been successful in providing positive outcomes in the following areas.

Cataloguing

The development and ongoing management of a professionally designed computer cataloguing program specifically for museums and archives - now adopted by 6 of the 81 historical societies.

To enable future 24/7 internet access to the societies collections, a standardised computer cataloguing program was developed. This system must be closely monitored and updated on a continual basis to ensure data integrity and standardisation.

Training of volunteers in this activity is ongoing due to the transient nature of volunteering and the need to provide ongoing advice and assistance with a highly technical process.

¹ The 2 remaining historical societies have shown interest adopting this program and are open to the possibility of joining the rest of the societies in forming a united and standardised collections catalogue database

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Figure 2: Volunteer cataloguer, Harry's House, Hastings



Figure 3: Digitisation Officer working on site

Digitisation

Implementation and ongoing operation of a professional digitisation program which has scanned over 100,000 photographs, created 1,800 searchable PDFs and converted over 400 audio visual tapes to ensure long-term digital preservation of fragile and unique documents.

All items have been scanned under strict policy directives and procedures according to recognised museum standards. The quality of work achieved is consistently high and only made possible due to the skill and experience of a professionally trained photographer with excellent IT skills who has access to high-quality equipment.

Collection Development

The Local History Co-ordinator assists historical societies with:

- The assessment of environmental conditions to identify specific problems within the buildings such as damp and damaging fluctuations of temperature and humidity and advice and assistance on correct museum storage and object handling;
- The ongoing review and update of historical society collection policies;
- The formulation of a peninsula map identifying the collection boundaries of the 8 historical societies;

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- The commencement of the Shire Archive Cataloguing Project and;
- The undertaking of an Oral History Preservation Project

Training

The Local History Co-ordinator provides ongoing professional advice and training to volunteers on cataloguing and collections management issues; provision of a series of professional run training workshops in: exhibition techniques and production; significance assessment; oral history interview techniques; writing collection policies; conservation and handling, and volunteer recruitment



Figure 4: Oral history training workshop made possible through a Shire community grant



Figure 5: Exhibition techniques Workshop



Figure 6: Conservation Workshop

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Surveys

A series of surveys have been conducted to examine and highlight issues of importance include:

- Local History Survey [2007] provided the Shire with a detailed assets survey of historical resources in the MPLHN identifying serious inadequacies and major threats to the viability of historical societies which will be discussed in section 3, “Key Challenges, Recommendations, Resourcing”
- Local History Publication Survey and Database provided data necessary to assess and make recommendations on preserving and expanding the Peninsula’s history publications;
- Buildings Review undertaken in late 2008 provided information on the adequacy of Shire owned buildings occupied by the historical societies
- Historic Markers project was a survey carried out in 2011-13 with the historical societies which recorded images and information identifying the historical significance and maintenance requirements of known historic markers on the Peninsula

Communication & Interaction

The Local History Advisory Committee [now the Local History Network Committee] comprises representatives of the key local history organisations, which supports, informs and receives feedback from the Local History Network. This Network is a unique coordinating and collaborative body and is highly regarded by other history organisations through-out Victoria. Its achievements include:

- Successfully convening of a Local History Forum in August 2008 at the Peninsula Community Theatre to discuss a 10-year plan to ensure growth and development of local history on the Peninsula
- Co-ordination and production of the 150th celebrations in four townships in 2011



Figure 7: Over 100 people attended the Local History Forum

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Figure 8: The Governor of Victoria, his wife, the mayor and special guests attending a 150th function at the Dromana Primary School

Policy Development

The formulation of a draft Local History Strategy from the Local History forum which was accepted by the MPLHN; and Network input into the Shire's Arts and Culture Strategy

Grant submissions and assistance with applications

The provision of a Local History Grants Database to the Local History Network; assistance with writing and submission of grant applications to various government bodies and success in obtaining grants for computer hardware, software and training workshops; exhibition development and production; brochure development and production

Social Media Development & Promotion

The Local History Unit in conjunction with the Local History Network have:

- Upgraded the content of the local history webpage on the Shire's Library web site
- Produced a local history brochure identifying the main local history resources and participants in the Local History Network on the peninsula
- Produced an award-winning Local Heritage Trail brochure
- Developed and toured in 2014/15 an award-winning touring exhibition, "Postcards – Stories from the Mornington peninsula" with AV and education kit - visiting 8 venues with an outstandingly positive response in all locations and increase in audience numbers.

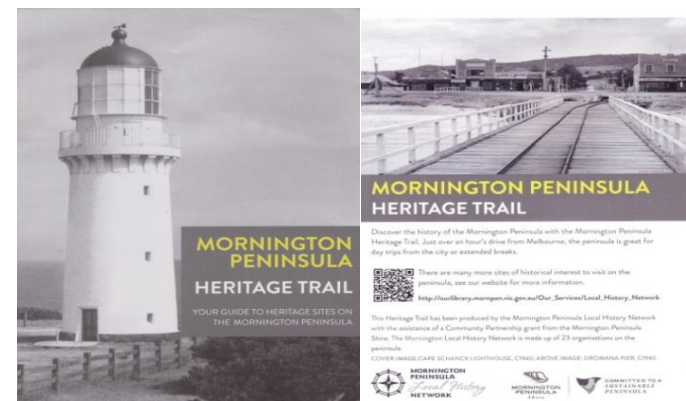


Figure 9: Award-winning Heritage Trail brochure

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Figure 10: Postcards exhibition on display at Coolart

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2.6 Alignment to Key Shire Strategies and Plans

OUR PENINSULA 2021	LOCAL HISTORY DEVELOPMENT PLAN
Theme One - Our Place p6 1. Initiate residential character investigation studies to ensure the unique characteristics of the Mornington Peninsula are protected	Residential character investigations will rely on historical information held in community museums and heritage studies
d. Enhance the character of our townships and villages through the development and maintenance of public spaces, reflecting local character, conditions and community preferences	Local character has been created and is reflected in the historical development of a place or community
Theme Three - Our Prosperity p13 1. Support our visitor economy to enhance shoulder season and off-peak visitor experiences that are dispersed throughout the region	Heritage tourism could provide a viable shoulder and off-peak visitor experience
a. Work with the Mornington Peninsula Regional Tourism Board to promote the Mornington Peninsula as a premier location for visitors	Local history to develop a closer partnership and heritage tourism strategy
d. Foster new and emerging products and sectors that support the capacity of the visitor economy	Heritage tourism is a sector which has to date been underutilised and requires vigorous support and development
Theme Four - Our Wellbeing p16-17 9. Facilitate and promote connected and active lives	Local history is universally recognised as providing strong sense of place and connectedness

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a. Develop programs and facilities in conjunction with sporting clubs and community partners to provide access to a range of active sports and passive recreation opportunities	Local history groups' services and activities have much to offer in terms of providing "Passive recreation opportunities"
10. Facilitate and promote cultural connection and participation b. Protect, promote and enhance the unique cultural heritage of the municipality Major initiative	Local history groups raison d'être is to engage with the community to protect, promote and enhance the unique cultural heritage of the community/municipality
Continue digitisation program and presentation and interpretation of material culture and stories of the Shire	One important initiative in the protection, and ultimately the promotion of our local history, is the digitisation of local history material held in museums, Shire and community
OUR HEALTH & WELLBEING 2021	LOCAL HISTORY DEVELOPMENT PLAN
Theme One – Our Place p24 "Encourage access to and appreciation of natural assets and places and items of cultural heritage across the municipality"	The Local History Development Plan's major thrust is to provide greater access to local history collections to the wider community
Theme Four – Our Wellbeing p43 "Engage meaningfully with culturally and linguistically diverse (CALD) communities and create opportunities for sharing and protecting cultural heritage, beliefs, traditions and stories"	Our cultural heritage is made up of the communities' stories – many of which are stored in community museums – the core business of these groups is to protect, preserve and share a wide range of beliefs, traditions and customs
Theme Four – Our Wellbeing p45 "Protect, promote and enhance the unique cultural heritage of the municipality"	The Local History Development Plan's key objective is to "Protect, promote and enhance the unique cultural heritage of the municipality"

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POSITIVE AGING STRATEGY 2013 - 2018	LOCAL HISTORY DEVELOPMENT PLAN
Social Participation Health Promotion and Wellness p11,33	Emphasis on establishing people's emotional, passive and active recreation & social needs feeds into programs and activities undertaken by local history groups
Community Hubs p11, 33	The concept of community hubs which are multipurpose facilities with a number of varying activities and age inclusive could easily incorporate some of the historical societies on the peninsula e.g. Hastings and Dromana
Respect and Social Inclusion Intergenerational Skills Sharing and Activities p12, 36	The Local Historical Network has been actively working to develop successful programs which raise awareness of the older people in the community e.g. The intergenerational oral history project with schools and elders [received the OHA award for innovation education 2017]
Civic Participation and Employment Strengthening Volunteering in the Community p13, 38	Most local history groups are run by volunteers – the leading case example in the strategy “Endeavour Fern Gully” is one of the Local History Network groups. The Network endorses, supports and actively engages with Volunteering Mornington Peninsula
ARTS & CULTURE BUSINESS PLAN	LOCAL HISTORY DEVELOPMENT PLAN
Our Place We create thriving, accessible and inclusive places to live, work and visit. Council Plan 2b) 2c). Refer also to Objectives, Strategies, Initiatives - 1d)	Local History has a role working with historical societies in a range of Shire owned buildings as well as community organisations, agencies, departments and individuals

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Our Prosperity Support our visitor economy to enhance shoulder season and off-peak visitor experiences that are dispersed across the region. Council Plan 2a) 2b) 2c)	MPRG and Police Point Shire Park, along with community arts and cultural development and local history programs drive activity, services and product development across the year
Our Wellbeing Council Plan 1a) 1b) 2 3a) 3b) 4a) 5a) 6a) 6b) 8a) 9b) 9c). Refer to Objectives, Strategies, Initiatives – 2, 7	Support and facilitate participation in and access to diverse and inclusive programs, initiatives and facilities to strengthen lifelong learning, innovation, creativity, health and wellbeing for all ages and demographics
Collections Management (not in Council Plan)	Collect, preserve, display and interpret the Mornington Peninsula's cultural heritage, thereby advancing appreciation of the region's unique cultural heritage and environment on a local and national level.
RECONCILIATION AND ACTION PLAN [under draft]	LOCAL HISTORY DEVELOPMENT PLAN
The Mornington Peninsula Shire's Reconciliation and Action Plan is currently being updated and rewritten	The Local History Network acknowledges and is committed to developing collaborative partnerships with and between the Mornington Peninsula Shire, the Bunurong Land Council (Registered Aboriginal Party and Traditional Custodian Group) and the Boon Wurrung Foundation (Traditional Custodian group), will work with these organisations to ensure positive outcomes and new cultural initiatives such as the heritage trail brochures and signage

3. KEY CHALLENGES, RECOMMENDATIONS, RESOURCING

KEY CHALLENGES

Local history on the Mornington Peninsula currently faces a number of long term challenges to its ongoing viability. These include:

- **Access to Collections via the internet**
 1. Cataloguing
 2. Digitisation
 3. Website Development and online access
 4. Shire Archives & PROV records
- **Building refurbishment and development**
- **Physical Preservation of historical collections**
- **Volunteer Recruitment and training**
- **Exhibition and Interpretation of Collections**
- **Promotion of Local History**
- **Strategic Collection of Significant Local History Material**
- **Development of a protocol and communication strategy with the traditional custodians on the Peninsula**
- **Review and increase current staffing levels**

The key challenges of access to collections, physical preservation of historical material, building refurbishment and development, volunteer recruitment and training, exhibition upgrades, promotion, collection of significant local history material and staff increases to carry out the plan needs to be addressed if the sustainability of the Local History Network is to be maintained and promoted by the Shire.

These challenges are now explained in detail and the series of recommendations that follow along with the resourcing requirements constitutes the Local History Development Plan.

3.1 ACCESS TO COLLECTIONS VIA THE INTERNET

3.1.1 Cataloguing

Due to a range of factors, the information contained in the majority of historical societies' collections catalogue is variable in quality which leads to poor access to information and in some cases poor information.

Collections which are poorly catalogued will result in loss of significant local stories and if this data is not rigorously and comprehensively computerised in a standardised format, then management of these resources will be unacceptably inefficient and ineffective.

Since 2008 the Local History Co-ordinator has been working closely with the historical societies to catalogue their collections according to museum accredited standards. This has involved many hours in ongoing training and assistance; seeking of grants to purchase computers; regular upgrade of computers; development and piloting

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of an affordable and universal cataloguing program; continual review and assessment of the program and further refinement and upgrade of the cataloguing program to ensure easy public accessibility.

Although cataloguing in historical society collections is now largely managed there is a large amount of work to be undertaken to re-catalogue and add previously unrecorded information to their databases and it is imperative that the standards of record keeping are maintained and quality control is continually applied if internet access is to be achieved and collections are to be properly managed in an ethical and legal manner.

At this stage, the computer cataloguing program is functioning to 95% expectations - there are minor improvements required in the development of an in-system help module as well as program development to streamline the migration of the catalogued data ready for an online web presence.

An online catalogue search program is being developed and although it's in its pilot stage results have proven very successful - we now have the potential to have a very exciting and attractive product for a wide range of customers.

Recommendation:

- That a standardised and comprehensive computer cataloguing program be maintained and developed on an ongoing basis and
- That the Shire provide backup of the catalogued data on the Shire's IT system

Resourcing Requirements:

- Recurrent budget allocation to manage:
 - Software licence upgrades
 - Program development and upgrades
 - Procurement of multiuser licences
 - Data conversions
 - Periodic database training and refresher courses
 - Provision of backup storage
- Volunteer time on a weekly basis to carry out the cataloguing and data input
- Intermittent computer hardware upgrades
- Servicing and maintenance of computer equipment
- Provision of internet access

Time Frame: Ongoing

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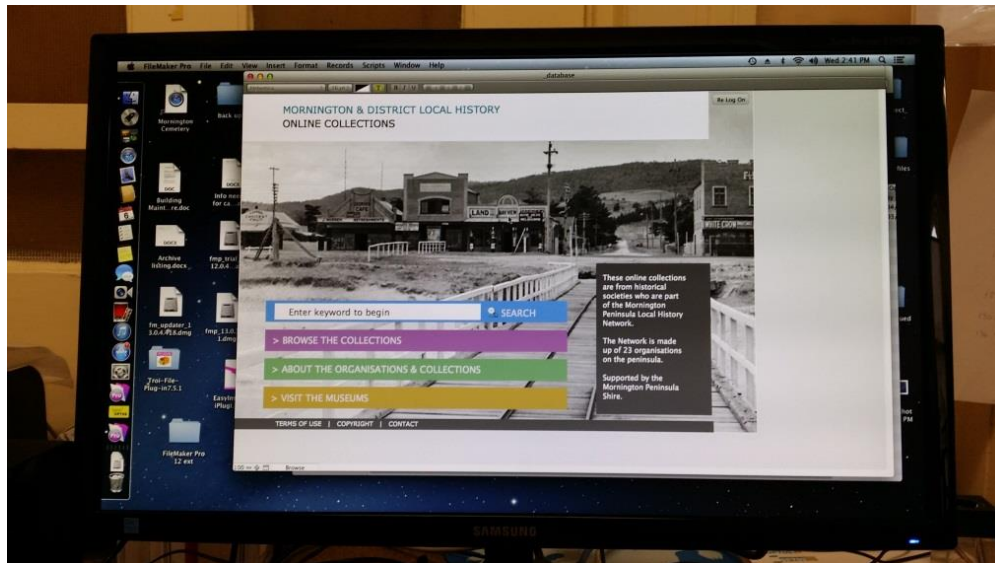


Figure 11: Trialling the Online Catalogue Search Program

3.1.2 Digitisation

To facilitate and enhance access to fragile and rare material it is essential that these collections are digitised and made available online. Digitisation requires expert knowledge and skill to achieve acceptable museum standards. It is also a process that requires attention to detail as uniformity and accuracy are essential if collections are to be made available online.

Digitisation is an ongoing process as there will always be new historical material being offered by the community to our historical societies.



Figure 12: Professional equipment & expertise required for digitising museum collections

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Figure 13: Damaged image of Rose Series postcard



Figure 14: Photoshopped and restored image of above postcard

Recommendations:

- Full time role of the Digitisation Officer be established to ensure museum and Shire collections are digitised and accessible
- That the Shire continue to provide backup of the digitised material on the Shire's IT system

Resourcing:

- Annual Salary
- Maintenance, servicing and upgrades of scanning and digitisation equipment;
- Backup drives to store large quantities of data

Time Frame: Ongoing

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3.1.3 Website Development and online access

To facilitate online access to the collections a fully integrated and standardised Mornington Peninsula Local History website which is professionally maintained and updated by the Shire on a regular basis is required.

The benefits of this would include:

- Immediate access to our historical collections worldwide
- Provision of appropriate digital copies for sale via the World Wide Web – offering a potential income for volunteer societies
- A global platform to showcase the Shire's cultural assets

Recommendations:

- That a Mornington Peninsula Local History Website managed by the Shire is developed and maintained to provide online access to historical resources, and that this website is integrated into the Shire's website adopting a whole of organisation approach;
- That assistance be provided, where necessary, to historical societies and associated local history groups to allow easy integration with the Mornington Peninsula Local History Website
- That a policy is developed to clearly articulate the use of material on the website

Resourcing:

- Funding to scope and develop a website
- Recurrent budget allocation to manage:
 - Maintenance (backups; upgrades; security)
 - Domain name licence
 - Hosting online catalogue and history trail sites
- Production and maintenance of content
- Design modifications, upgrades and new features to the Local History Website

Time Frame:

- Scope and commencement of project by 2019/20;
- Maintenance ongoing

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3.1.4 Shire Archives & PROV Records

It will be necessary to adopt a formal strategy for managing and preserving the Shire's archives. An important aspect of this strategy will be to identify relevant records held at the PROV that should be made accessible by the Shire and local community.

Recommendation:

That the Shire's archival records and relevant PROV records are evaluated and a report written identifying how this material should be digitised and managed to ensure access and preservation.

Resourcing:

PART A - PROPOSAL & SCOPING

- Local History Co-ordinator to write a Priority Project proposal to engage a research consultant
- Priority Project Funding to engage research consultant

Time Frame: 2 to 5 years

PART B - IMPLEMENTATION

- Digitisation Officer's to scan the significant and scannable items at the Shire Archives
- Priority Project Funding to undertake scanning of significant PRO archives (recommendation report will identify project costs)

Time Frame: After completion of PART A



Figure 15: Local History Network Committee viewing Shire Archives

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3.2 BUILDING REFURBISHMENT AND DEVELOPMENT

There are eight historical societies² on the Mornington Peninsula. Seven of the groups are housed in Shire buildings; these are:

- Balnarring and District Historical Society
- Dromana & District Historical Society
- Flinders District Historical Society³
- Hastings-Western Port Historical Society
- Mornington & District Historical Society
- Nepean Historical Society
- Somerville & Tyabb Heritage Society⁴

A [building review](#) carried out at the end of 2008 by the Local History Officer identified that four of these premises required attention, these include:

- Dromana and District Historical Museum
- Hastings-Western Port Historical Museum
- Mornington & District Historical Society
- Nepean Historical Museum

The buildings suffer from:

- Poor environmental conditions which is resulting in the deterioration of their collections

- Inadequate storage facilities and lack of space which restricts the collection and preservation of historic cultural material
- Lack of space & facilities for volunteers which limits the number of people each organisation can recruit, train and retain
- Inadequate display space and facilities
- Lack of secure or up to date security systems

The building review also identified that Mornington and Dromana Historical Societies were the two groups most severely affected by their lack of space, severe overcrowding and poor environmental conditions. In 2019 the condition of these buildings is still much the same. The preservation of these collections as well as the sustainability of these organisations is at risk.

In addition, Balcombe Homestead at the Briars, which is jointly owned by the Mornington Peninsula Shire and the National Trust (Victoria), also suffers from the same conditions as the eight historical societies and collections housed in Shire buildings. This includes poor environmental conditions and inadequate storage.

It is further noted that the Rye Historical Society who are operating out of the old Rye school house, which is owned by the Victorian Education Department building, have no storage facilities to grow their collections.

² Rye Historical Society has accommodation in the old school house in the grounds of Rye Primary School, owned by the Victorian Education Department

³ Flinders District Historical Society is accommodated in the old Shoreham Hall.

⁴ Somerville, Tyabb and District Heritage Society have redeveloped the fruit machinery shed providing secure premises and enhanced public access and viewing of material.

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The key issues facing the 4 museum buildings are summarised in Appendix 1 [7.1]

Recommendation:

- That the local history buildings maintenance schedule is fully listed into in the Shire's SIMS maintenance schedule
- That the Shire's Infrastructure Strategy (Facilities Planning Unit) completes the "fit for purpose audit" and embeds the local history society buildings into the Shires' Community Facilities Strategy

Resourcing:

- Capital funding to undertake necessary planning to understand future renewal or upgrade requirements across the Shire
- Capital funding to implement Community Facility Strategy as it relates to buildings holding museum collections and as per "fit for purpose audit"

Time Frame: Ongoing



Figure 16: Storage cum display of deteriorating objects in Dad's Shed at the Hastings-Western Port Historical Museum Precinct



Figure 17: Cramped, inadequate storage in the damp vault at Dromana and District Historical Society

3.3 PHYSICAL PRESERVATION FOR HISTORICAL COLLECTIONS

The long-term preservation of the Peninsula's cultural heritage is at risk. Items significant to our history and of a fragile nature such as photographs, archives, publications, audio visual materials and some objects will not survive into the next century without conservation and climatically controlled storage conditions.

Currently all the buildings holding historic collections are unsuitable due to their poor environmental conditions, inadequate security, lack of space and adequate storage facilities. Details of each building will be examined in 3.3 and Appendix 1.

Recommendation:

That a document is prepared by the Shire's Facilities Planning Team to assess and scope a Local History Resource Centre within the Shires' Community Facilities Strategy. Details for a Centre are examined in 5.0, page 39 and Appendix 2 page 50.

Resourcing: Est. costs \$30,000 for preliminary investigation

Time Frame: 2 to 5 years



Figure 18: Dehumidifier runs 24/7 to extract excessive humidity from display room

3.4 VOLUNTEER RECRUITMENT AND TRAINING

Historical societies suffer from a lack of active volunteers. In recent years many of the stalwarts have either died or become inactive due to poor health. Volunteers tend to be elderly with little or no professional training in historical collections management.

The societies rely heavily on a small group of active volunteers who are time poor but expected to perform most of the duties. When new volunteers are found it may be difficult to accommodate and keep them due to lack of space, inadequate facilities and no time for induction. These factors coupled with the growing complexity of volunteer governance requirements and insurance costs may ultimately see the demise of some of these groups.

Community access to historical resources is dependent on a large pool of active and well-trained volunteers. There are insufficient trained people to do the work required, and no, or very little, succession planning. Recruitment is problematic, and training and induction programmes are generally inadequate to provide new and existing volunteers with sufficient skills in key areas such as:

- Exhibition research and development
- Exhibition layout, design & construction
- Marketing
- Collection management and preservation skills
- Web development and maintenance

- Policy development and writing
- Lectures, tours and talks to audiences
- Oral history interviewing and documentation

A generational change of new volunteers is required if the historical societies are to remain viable into the future.

Recommendation:

That a strategy is developed to recruit, train and retain volunteers; particularly to attract, inspire and encourage young people to be involved to ensure the sustainability of these community groups

Resourcing:

Project funding to engage specialist volunteer recruitment personnel to workshop the issues with the Network developing and enacting viable strategies and action plans

Time Frame: Ongoing

3.5 EXHIBITION AND INTERPRETATION OF COLLECTIONS

Societies generally lack the capacity to plan and design effective exhibitions which jeopardises their credibility to deliver a quality service and cultural experience to encourage continued community participation and involvement in their activities.

To upgrade exhibitions and their associated programmes to an acceptable professional standard, there must be:

- Considerable input into the recruitment and specialist training of volunteers
- Professional design and exhibition expertise
- Exhibition infrastructure and facilities upgrade, and
- Improved cataloguing and research standards to inform exhibition content

Recommendation:

That a comprehensive plan be developed seeking to improve museum exhibition standards, incorporating:

- Training in conservation and exhibition standards
- Professional expertise in exhibition development, design & production
- Exhibition fixtures/facilities upgrades
- Sourcing financial assistance from grants and sponsorships

Resourcing:

Funding, grants and sponsorships to engage specialists to assist museums in upgrading their fixtures, exhibitions and volunteer skills - as well as drawing on expertise across the Shire's Arts & Culture team.

Time Frame: Ongoing

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PROMOTION OF LOCAL HISTORY

Marketing and promotion of local history rarely occurs and has contributed to a lack of understanding and appreciation of history in local schools and community – this also has the potential to lead to a loss of tourism along with associated economic benefits.

Studies and surveys in both Australia and overseas have clearly shown that

“Heritage travellers stay longer at their destinations and spend more money there than other types of travellers”.

Ref: <http://history.sd.gov/preservation/OtherServices/CHTBenefits.pdf>
2009

A study by Bruce Leaver revealed that

“Heritage tourism has the following features which are particularly appealing to regional social well-being:

- *It’s based largely on existing infrastructure*
- *It offers tourism diversification away from the (often) heavy reliance on existing resort areas and peak seasons*
- *It establishes heritage structures and landscapes as economic assets*
- *It engenders respect and value for the social history of communities that have been marginalised through changes to the economic base and demography*

Heritage tourism is the one activity forecast for growth in an otherwise stagnant domestic tourism market... “

Ref: Essay: Delivering the social and economic benefits of heritage tourism by Bruce Leaver 2015

<https://www.environment.gov.au/system/files/pages/f4d5ba7d-e4eb-4ced-9c0e-104471634fbb/files/essay-benefits-leaver.pdf>

Stronger links with tourism and local schools need to be developed. Joint projects which are mutually beneficial need to be identified. Specially selected and trained volunteers need to actively develop products and resources aligned to primary and secondary school curricula that will encourage these collaborative partnerships.

Research, writing and publication of local history writing needs to be encouraged and supported. There is a relative paucity of well researched and written publications on the peninsula’s local history.

Recommendations:

- That a communications and marketing strategy is developed with input from the Local History Network Committee which will promote the peninsula’s local history, both within the local community and globally and will encompass:
 - Heritage tourism
 - Research & Publications
 - Collaborative schools and education projects, and
 - Social media

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- That any promotional strategies and outcomes developed are closely aligned or linked to the Local History Website

Resourcing:

Local History to coordinate and manage the development of a strategy with support and input from Communications; Economic Development and the marketing team within Arts & Culture

Time Frame: To be commenced in 2020

3.7 STRATEGIC COLLECTION OF SIGNIFICANT LOCAL HISTORY MATERIAL

Few of the historical societies have implemented an active and strategically focused collection program. The Local History Assets Survey carried out in 2006/7 revealed that little post 1960's and 70's material has been collected and preserved which will result in substantial loss of important local history material.

To ensure that significant local history material is identified and collected, the historical societies on the Peninsula representing various communities need to develop a joint Collection Policy and strategy to clearly identify:

- Geographical areas of collection
- Collection focus and/or subject parameters
- Strategies for collecting and capturing this material

Recommendation:

That an integrated Collection Policy across all Historical Societies is developed and implemented including a strategy for the preservation of the Peninsula's history.

Resourcing:

- Volunteer time to write individual historical society collection policies and a collaborative collection strategy covering the peninsula

- Local History Co-ordinator's time to develop and write an overarching collecting policy
- Professional workshop with the historical society representatives to review overall policy and identify internal strategies of how each group would activate and maintain their policies

Time Frame: Ongoing

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3.8 INDIGENOUS STRATEGY DEVELOPMENT

To ensure the Local History Network are fully cognisant of their role and responsibilities in relation to the traditional custodians of the Mornington Peninsula, meetings will be held with indigenous groups led by the Shire's Aboriginal liaison and cultural development officer to formulate a protocol and communication strategy to inform and direct proper procedure and process when dealing with indigenous matters.

Recommendation:

Develop a protocol and communications strategy with input from the Local History Network Committee and relevant traditional groups to encompass collaborative projects such as the history trail and signage

Resourcing:

Local History to assist with the coordination and facilitation of the group meetings and project outcomes

Time Frame: To be commenced in 2019/20

3.9 CREATION OF LOCAL HISTORY GRANTS INITIATIVE SCHEME

To assist local history volunteer groups with projects which are of an ongoing nature such as interpretative heritage trails; signage; upgrade of exhibitions; renewal of cataloguing computers; purchase of archival quality storage materials and equipment; research and publications; training and promotional projects with the Mornington Peninsula Information Centre and Shire – a dedicated local history grants be created within the Shire grants program.

Recommendation:

With Council involvement, create and manage a local history grants program within the Shire's grant programs

Resourcing:

Funds to be allocated within the Shire grants program (amount to be determined by council)

Time Frame: To be commenced in 2020/21

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3.10 REVIEW AND INCREASE STAFFING LEVELS

To ensure the recommendations in this plan can be delivered to a high standard the following staffing resources are required:

- Full-time Local History Coordinator for the overall coordination and management of the Local History Network Committee and projects including cataloguing and digitisation of collections; Shire archives & PROV collections; volunteer and membership development; Local History Resource development; unified and uniform policy development & implementation; training; acquisition & preservation of new collections and stories
- Full-time Local History Development Officer responsible for product and exhibition development and delivery; social media, publications and heritage tourism
- Full-time Digitisation Officer for ongoing digitisation of the extensive Shire and community collections.

4.0 FUTURE DIRECTIONS

4.1 Current Situation within Mornington Peninsula Shire

The Shire recognises and pays tribute to the hard work and dedication of the volunteer run historical societies on the Peninsula. Without their commitment to the preservation and promotion of our history a major and irreplaceable resource would have been lost. These groups however that are instrumental in the preservation of our history are now facing difficult times, in large part due to:

- Aging membership
- Dwindling number of active volunteers
- Difficulty in recruitment and induction
- Increased IT skills required in communication, administration and collections management
- Fast pace of change and cost of upgrades in the IT revolution
- More onerous expectations in accountability within a volunteer run incorporated body

The trend towards IT and governance complexity and dwindling numbers is of major concern and unless the Shire takes a more supportive role there is a danger that some groups may fold.

4.2 Local History in Victorian Local Government

The role that Cultural Heritage plays in Shires throughout Victoria and Australia is becoming increasingly important and respected. A fact that is highly evident in Europe, America and Asia. It is commonly

acknowledged that local history plays a significant role in developing social identity and cohesion within a community and is a source for communal achievement and pride.

The range of support provided by Shires across Victoria varies from purpose-built museums and resource centres which are professionally managed by professionally trained curators and archivists such as Geelong; Stonnington; Glenelg; Yarra Ranges; Darebin; Port Phillip; Monash; Dandenong and Melbourne to resourcing, promoting and providing purpose-built accommodation and professional support for local history groups. The broad trends that are developing across the Shires can be defined in the following models:

- Model A: Shire takes full responsibility for local history collections with purpose-built facilities such as a Museum or Resource Centre, managed by professional staff with volunteer assistance
- Model B: Shire and Library take on the responsibility of local history collections, managed by Library Staff within the Library as part of its own collections
- Model C: Shire and/or Library provide a centre for groups to operate from, supported by Library and/or Shire Staff
- Model D: Shire provides accommodation but with limited or no support

A concerning development that has become apparent over the last 10 years is for some historical societies to become defunct. An example

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in case is Darebin where the Darebin Library has taken on the responsibility of their area's local history after the closure of their historical societies. This may be occurring for a number of reasons however both studies by volunteer and governmental bodies as well as anecdotal evidence point to three factors which makes volunteer groups such as historical societies vulnerable as long term entity within today's milieu.

1. Fewer volunteers are prepared to devote the long hours of maintaining a social club; developing and maintaining collections, exhibitions and public programs and keeping the doors open to the public. The current baby boomer generation of volunteers tend to opt for short-term projects with no ongoing commitment.
2. A volunteer organisation is dependent on the strength and drive of its leader and/or organising committee. When a group loses its guiding force then a decline in membership, cohesiveness and activities follows; ultimately leading to its demise unless another strong leader comes forward.
3. The trend today is for Local Government through its Public Libraries to play an increasing role in managing local history collections and services. Whilst this carries costs there are many benefits, such as:
 - Long-term preservation
 - Increased access to resources
 - Professional management and control of IT generated information

- Increased security
- Pooling and sharing resources within a professionally run organisation and to community groups
- Pride in the Municipalities' history and assets

The Shire is currently following model D as outlined on page 37. Whilst the Shire provides accommodation to most of the historical societies and support through its Local History officers, it falls short of providing suitable accommodation and facilities for volunteers and fragile collections.

Current accommodation will not ensure long term preservation nor provide for volunteer needs and public access (virtual or real) to these important resources (buildings will be discussed in greater detail in Appendix 1).

To modify and upgrade all Shire buildings accommodating historical societies to appropriate museum standards will be a lengthy and costly process and there is no guarantee these groups will be operational and ongoing after the upgrades are undertaken.

To ensure the survival of our local history and assist the groups that are the custodians of this material it is recommended we opt for a combination of models B and C which includes the building of a Local History Resource Centre (see Appendix 2 p. 49) whilst still supporting the ongoing provision of accommodation to the separate historical societies.

5.0 MORNINGTON PENINSULA LOCAL HISTORY RESOURCE CENTRE

Notwithstanding the recommendations for ongoing support and development of the historical societies and their buildings, there is an urgent need to address the long-term requirements of our local cultural heritage through the development of a Mornington Peninsula Local History Resource Centre.

Critical issues of access, long-term preservation and conservation, storage, security, ongoing training, promotion and co-ordinated development across the Peninsula need to be addressed as demand by both the community and the Local History Network continues to grow.

Vision: A local history resource centre would function as a support facility for the peninsula's independent volunteer historical groups as well as a premier research facility for the wider community.

The centre will be a repository for significant and at-risk collections held and by historical societies and other community groups but due to lack of storage space or reliable environmental conditions cannot store their material. Ownership of the collections would remain in perpetuity with the collecting body however day to day maintenance and management would be the responsibility of the centre. The resource centre would be responsible for assisting community groups with the ongoing viability of their organisations ensuring that local

history programs and products are developed and disseminated to the wider community in an efficient, effective and appealing manner.

Access: The Local History Resource Centre will need to be accessed by the public for a minimum of 40 to 50 hours a week which is equivalent to the current opening hours of our public libraries. Currently historical societies and their museums are only opened to the public on average about 4 a week.⁵ It is therefore necessary that any development of such a resource be aligned to a facility which will have both ease of physical access, including public transport, as well as public open hours.

Security: The historical collections to be stored in this proposed facility are both fragile and valuable – hence highly sought after. Security in terms of electronic surveillance and procedural requirements will need to be rigorous, maintained and enforced.



Figure 19: Recently opened and acclaimed Geelong Heritage Centre

⁵ This assertion is based on the fact that the average local history museum is opened to the public on an average less than 4 and generally no more than 6 hours per week.

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Professional administration: Operational integration within the Shire's professional staff would enhance access, management and security. If it were aligned to a library, it would have the added advantage of sharing the expertise of its professional information services team as well as other staff who have archival qualifications and experience.

Preservation: Long term preservation of significant items would be achieved with a climate-controlled facility. Professional conservation of significant and rare items would occur through a controlled and prioritised conservation program to ensure the Peninsula's documented heritage is not lost.

The benefit of this will:

1. Ensure a repository for fragile significant material which will ensure the long-term survival and preservation of this material
2. Offer a cost-effective means of preserving material, and
3. Maintain the integrity of the individual organisations

For further details of the proposed Resource Centre's facilities, services and development options see Appendix 2, page 50



Figure 21: Trained library staff to assist with management of fragile collections

6.0 CONCLUSION

Volunteer historical societies on the Mornington Peninsula have been collecting and preserving their material and recorded history for over 50 years. This material culture and their associated stories constitutes the history of our local communities and it is through these unique collections we are able to define our sense of place, celebrate our achievements and honour and remember the people who created and shaped the community we are today.

History is to be shared and enjoyed; it is for learning and discovering; in time, it will become an important economic contributor to the region. In the meantime, the preservation of this material is crucial; developing strategies to improve the access and enjoyment to this material is essential for its ongoing survival. This plan seeks to support, promote and develop our local history as an important asset for the Shire and its people.

7.0 APPENDICES

APPENDIX 1

7.1 BUILDINGS AND ACCOMMODATION

The key issues facing these 4 museum buildings are summarised as follows:

7.1.1 Dromana and District Historical Society

Environment

- Temperature and humidity within the building are subject to fluctuations, with extreme dampness. Investigation is needed to discover the cause of moisture entering the building.
- Currently the Historical Society operates a dehumidifier 24/7 to extract excess moisture from the environment.
- These conditions are dangerous to the longevity of the collection and put fragile materials at high risk of damage through mould infestation, rust and corrosion. These issues need to be investigated and detailed in the “Fit for Purpose Audit”.

Storage

- Storage of items in the vault is an occupational health and safety health hazard with elderly volunteers climbing a ladder to retrieve collection items. Uncontrolled damp is causing permanent damage to fragile photographs and archives. Volunteer work practices need to be investigated through a risk assessment audit and appropriate OH&S workshops provided by the Shire.

- Additional storage was organised in 2011 when space in a room in the adjacent Dromana Community Hall was found. This storage however is not ideal due to poor security and physical access and uncontrolled environmental conditions.

Display

- Limited space for the public to view displays as over a third of the space is occupied by the heritage council table and chairs.
- There is no opportunity for large groups of people or school groups (over 8) to visit the space due to the cramped conditions.
- The step in the exhibition space is a safety hazard for the elderly and disabled.

Work areas

Volunteers have minimal space to conduct their activities of research, cataloguing, object cleaning and preparation, exhibition development and construction.

Maintenance

- Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.
- Buildings Management Team to investigate environmental fluctuations.

Redevelopment Requirements

For future consideration.

7.1.2 Hastings-Western Port Historical Society

The Hastings-Western Port Museum precinct comprises of three buildings:

- Museum
- Pioneer Cottage
- Harry's House

MUSEUM

Current Conditions

The Museum is an altered & extended 1960's prefab building of no historical value. A basic extension was carried out in 1994.

Environment

- The building experiences extreme fluctuations of temperature and humidity
- A split system air-conditioning system was installed into the front exhibition room of the museum in 2012 to alleviate some of the extreme temperature variants when people are in the building however this does not constitute a stable or adequate environment for the museum collections

- In 2019 the historical society acquired the flat attached to the main museum. An additional heating and cooling system is required in this area to make the space fit for purpose
- There is no insulation, and ventilation is inadequate
- The overall environment for accommodating both people and collections is poor with unacceptable temperature and humidity fluctuations experienced during day and night and different seasons. This extreme fluctuation of temperature and humidity is detrimental to the collections.

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Storage

No storage for the collections exists in the main museum. There is no space or facility to allow items to come off display for rest or to change exhibitions.

Display

There is adequate space to hold exhibitions, however due to the poor environmental conditions the long-term preservation of this material is at risk.

Work Space

Work space requirements meet the needs of the Museum.

Maintenance

- Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.
- Buildings Management Team to investigate environmental fluctuations.

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PIONEER COTTAGE

Current Conditions

The Pioneer Cottage is a small four-roomed Victorian cottage which was relocated from Victoria Street, Hastings. As the exact provenance of this building is yet to be determined its significance cannot be established.

Environment

The building experiences marked fluctuations of temperature and humidity due to lack of insulation.

Storage

A small room at the back of the cottage has been utilised for collection storage. This facility is inadequate as this building experiences extreme temperature and humidity fluctuations. The flooring is so uneven as to make the storage units unstable and only partially usable.

Display

Due to the size of the rooms, only small groups of people can view the cottage at any one time; the cottage would benefit with a professionally developed interpretative display using panels and images providing the visiting public with a context of the cottages' history.

Workspace

No workspace is required in this building – it is used for display purposes only.

Maintenance

Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.

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HARRY'S HOUSE

Current Conditions

Harry's House is an 1898 Victorian cottage relocated from another area within Hastings. The interior of the house has been so greatly modified that it is of little historical value.

Environment

The building experiences variations in temperature and humidity however this is less dramatic than either the Museum or Cottage as insulation has been installed in various sections of the roof.

Storage

There is adequate space for photographs, publications and archives with appropriate map, plan and filing cabinets to store this material, however no space or facilities for object storage.

Display

Building is used for administrative and storage purposes only.

Work Space

Six (6) to seven (7) workspaces have been created with access to four (4) computers. This is currently sufficient for their needs. The electrical wiring needs reassessment as the power cuts out when more than several appliances are used at once.

Maintenance

Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.

7.1.3 Mornington & District Historical Society

Current Conditions

The old Mornington Post Office is a double brick Victorian building erected in 1863. It has a Shire Heritage overlay and has been classified by the National Trust.

Environment

- The museum building experiences fluctuations in temperature and humidity however with the installation of a ceiling ventilation system in 2018 most of the damp smell was alleviated and extreme fluctuations improved. The system needs to be running 24/7 to ensure adequate ventilation.

Storage

- There is minimal space for storage of collections.
- There is no potential for growth for the collections and the material held is at risk due to cramped conditions and poor storage facilities.
- Due to the fluctuations in temperature and humidity this building is not recommended for long term storage and display of items.

Display

- Display is constrained by the small floor area and the compression of furniture and fittings.

- People traffic flow through the exhibition space is limited by the post office counter and the size of the rooms.
- Wall space is limited as it is broken up with windows, various fixtures and wall configurations that impede vision flow & exhibition space.

Work Space

- There are 3 permanent workstations on these premises which restricts the activities of current members and volunteers and effectively prevents additional volunteers from working on the cataloguing of collections.
- Additional space for administration, museum work and storage is desirable to ensure the effective functioning and sustainability of the organisation.

Maintenance

- Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.

Redevelopment Requirements

Due to the heritage classification of the museum and the absence of space for extension, the building lacks redevelopment potential to address spatial shortcomings.

7.1.4 Nepean Historical Society

Current Conditions

The Sorrento Mechanics' Institute is a historically important and prominent building in the area. It has a Shire Heritage overlay and has been classified by the National Trust.

Environment

- Noted fluctuations in temperature and humidity.
- There is a damp problem in the building and this appears to be throughout the year.
- The building is heated during winter using a reverse cycle air conditioner/ heater with additional use of personal electric heaters. The damp problem combined with sharp spikes in heating promotes the growth of mould and mildew.

Storage

- Storage space and facilities are limited.
- Existing storage facilities are generally not of archival quality and not suitable for long term storage of fragile items.
- A shed at the rear of the Museum is used for storage of equipment and some collections such as costumes, wooden material and archival records. There are no environmental controls in this

structure and material stored in this situation experiences extreme fluctuations of temperature and humidity.

Display

The Museum has three good exhibition spaces which can comfortably accommodate large groups of people.

Work Space

Space is limited in the research/catalogue room and administrative office.

Maintenance

- Maintenance issues have been identified and discussed with the Buildings Management Team and these will be addressed.

Redevelopment Requirements

- The Society is seeking to extend the building to overcome its chronic space shortage.
- The Society contracted Lilford Smith Design in 2013 to develop a master plan for current and future requirements. The plan identified the need for:
 - Museum display refurbishment
 - Public research space
 - Workspace for collections and archives volunteers
 - Storage for office, archives and museum collections

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- Group AV viewing facilities
- Meeting area (small and large meetings)
- Entrance area and shop
- The Shire has funded a staged and costed analysis of a new storage space for the museum through Infrastructure Project Delivery. In the 2016/17 budget the Shire allocated funds to complete works for permits. Advancement of the project is dependent on securing significant funding.

APPENDIX 2

7.2 LOCAL HISTORY RESOURCE CENTRE

7.2.1 Core facilities and services

Access

The Centre would provide electronic access to local history resources 24/7 and increased physical access to historical collections.

Historical society volunteers lack the time and professional skills to manage a professional resource centre on a full time ongoing basis. By locating the LHRC within a library or similar Shire owned cultural infrastructure the Centre would have the benefits of ensuring that the local history resources would be accessible and supported by professionals.

Long term preservation and collection management

The current buildings used by historical societies are unable to provide the level of environmental stability and security required to ensure long term preservation as well as the safe and efficient access of fragile collections.

Irreplaceable and significant collections require a facility which will preserve our cultural heritage for the next 500+ years.

Whilst it is acknowledged that the local volunteers are a valuable and indispensable resource that provides vital networks across the community, it must also be accepted that volunteers and members lack the resources to adequately care for and manage collections.

Provision of adequate space in a clean, climate and pest-controlled storeroom fitted out with special storage facilities for fragile materials is required.

Historical collections by their nature grow, and current storage space in historical society buildings is extremely limited and will not be able to cater for this future growth. Loan arrangements would be established with local historical societies to facilitate the relocation of significant and at-risk items to the Centre to ensure their longevity.

Security

The Centre would include provision of a secure storeroom. The Peninsula's cultural heritage is irreplaceable and requires constant surveillance and controlled supervision. With increased risks of vandalism, fire, and other disasters it is necessary to improve security standards.

Education and training

The Centre would provide ongoing training to new and existing volunteers in the areas of collections management, preventative conservation, exhibition development and production, grant writing, policy development, computer skills, schools programs, promotion and publicity.

Coordination of projects and events

Projects and special events across the Peninsula involving the Local History Network, Shire, Tourism, Schools and other community

groups can be efficiently and effectively run through a central resource.

Centre for research

The Centre would act as a research centre for the Peninsula's pre and post European history.

Interest in history will continue to grow and this trend will increase as the population continues to age and expand. The tendency for retirees to take up an interest in family and local history is growing fast. Schools likewise are becoming aware of the need to teach students the value of their own local history.

7.2.2 Infrastructure Requirements

Key building requirements include:

- An area of approximately 350-400m²
- Filtered and monitored air-conditioning system, fire alarms and sprinkler system and security doors
- Electronic surveillance system
- Smart wiring for multiple internet & telephone connection and adjustable lighting requirements
- High visibility public access at a convenient central location

Required facilities would include:

- A customer service area incorporating reading and research facilities, scanners, printers and copiers
- A workroom area featuring cataloguing and conservation functions, digitisation & photographic areas, exhibition set up facilities and examination and sorting tables; storage space for significant and fragile collections
- An exhibition space

7.2.3 Development Options

Two options are proposed for development of the Local History Resource Centre:

Option 1: Inclusion as part of future redevelopment of an existing or new Shire cultural infrastructure.

Strengths

- Extended community access via integration with Shire/library opening hours
- Lower operational costs via integration with Shire/library services
- Known public face
- Integration with Shire/Library IT support and maintenance
- Support of trained administrative staff/librarians
- Accessibility to public transport and car parking

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Drawbacks

- Potential pressures on space given future development needs and limited development options of both library.
- At the current time, there has been no approval for the redevelopment of either library and as a result the establishment of a Local History Resource Centre may be many years into the future.
- Potentially limited capacity to address growth in demand for floor area or storage space.

Option 2: Establish a purpose-built building within one of the larger townships.

Strengths

- An excellent design could be an attraction and provide promotional value
- The design can be tailored to fit exact needs
- The design may have greater capacity to encompass growth
- Has the capacity to provide additional storage space

Drawbacks

- High capital costs - expensive and problematical to resource and prioritise purchase of land and building

- An accessible and appropriate site may be difficult to find
- High operational costs as it will be more expensive to resource and maintain a stand-alone service
- Inability to share resources
- Lack of integration with Library Services

7.2.4 Interim/Temporary Storage Facility

In an emergency where a local history resource centre has not been built to accommodate the local communities' historical collections an interim storage facility has been investigated. Four options have been identified:

1. Refurbishing a current Shire facility
2. Leasing a commercial building
3. Pavilion construction on Shire land, or
4. Purchase of industrial premises

The costs of all options have been identified and are indicative of what could be expected for 400m². The following estimates are sourced from Council projects, commercial real estate & Rawlinson's - *Australian Construction Handbook* 2017.

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Cost estimates:

1. Refurbishing a current facility: \$750K
2. 10-year lease; setup & outgoings: \$1.865M
3. Pavilion construction: \$1.4M and \$25,000 p/a operating costs
4. Purchase industrial premises and fit out: \$1.2M

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APPENDIX 3

7.3 FINANCIAL RESOURCES REQUIRED

7.3.1 Financial Implications

	Funds required
1.3 Local History Website and online catalogue	
Scope and develop a website	18,000 (Priority Project)
Hosting online catalogue and history trail sites: Maintenance (backups; upgrades; security)	2,400 (per annum)
3 Local History Resource Centre	
Scope and cost Local History Resource Centre	30,000 (Priority Project)
4 Increase Volunteer Numbers and Provide Training & Support	
Engage a specialist in volunteer recruitment and succession planning	15,000 (Priority Project)
9 Create a Local History Funding Initiative	15,000 (recommended p.a.)
10 Staffing (current EBA rates)	
Additional 0.4 FTE Band 6C Local History Coordinator (currently 0.6)	43,665 (per annum)
1.0 FTE Local History Development Officer (new position)	83,069 (per annum)
Additional 0.4 FTE Digitisation Officer (currently 0.6)	32,258 (per annum)
TOTAL	\$239,392 (initial) \$176,392 (ongoing)

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