

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 February, 2002 at 1.15 pm**  
**Level 11 2-10 Wentworth Street, Parramatta**

**1. Opening – Welcome**

**Apologies**

**Declarations of Interest**

Terry Barnes

Acting Chair

Garry Fielding

planningNSW

Dianne Jones

Rod Leaver

Reece McDougall

Assistant Director, Heritage Office

**Also in Attendance**

Susan Macdonald

Heritage Office

Lannie Purcell

Heritage Office

**Apologies**

Mary-Lynne Taylor

Elsa Atkin

Chris Johnson

**Declarations of Interest**

Dianne Jones – Action Report for 6 February, 2001, Item 2.1 – 30-38  
Hickson Road, Millers Point  
Action Report for 13 December, 2002, Item 8.1 – Prince  
Henry Hospital site

**2. Confirmation of the minutes of the previous meeting**

The minutes of 13 December 2001 were confirmed.

**3. Action Report**

Members noted the Action Report for 6 February, 2002 and the actions for Port Macquarie Government House site appended to the report.

For Members' information, Reece McDougall reviewed issues relating to the following projects;

- a) the Heritage Council's involvement with the proposed redevelopment of the government house site and measures taken to conserve the ruins.
- b) Scottish Hospital, Paddington
- c) St Andrews Cathedral

**4. Induction to the Heritage Council Approvals Committee**

Members of the Local Government Heritage Management Team introduced themselves and briefly explained their background, experience and focus within the team.

Susan Macdonald then gave a presentation on the roles and responsibilities of the Approvals Committee. She reviewed the roles of working parties and sub-committees. She also reviewed ongoing and forthcoming statutory issues expected to come before the Committee this year, including:

- Cooks Cove Master Plan
- Prince Henry Hospital site
- Rozelle Hospital

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 February, 2002 at 1.15 pm**  
**Level 11 2-10 Wentworth Street, Parramatta**

- North Head Quarantine Station
- Walsh Bay
- PlanFirst
- University of Western Sydney
- Parramatta Rail Link, and
- Western Sydney Rail Link.

She outlined forthcoming procedural issues including:

- performance indicators
- implementing Local Government delegations
- presentations to the Heritage Council
- economic viability appraisal
- policy on managing change to heritage items
- standard conditions
- guidelines for referral of issues to the Heritage Council
- further clarification on the role of sub-committees, and
- Heritage Act Amendments Guidelines.

**5. Integrated Development Application, Section 60 Applications, Section 140 Applications**

**5.1 North Head Quarantine Station – report to the Commission of Inquiry**

Members considered a report on the Heritage Council's submission to the Commission of Inquiry into the proposed reuse and conservation of the North Head Quarantine Station. They identified issues of concern as being the proposed lease of the site for 45 years, the financial basis and the viability of the investment by the developer and the need to consider the feasibility of alternate 'low impact' schemes for the site.

**Recommendation:**

**that the Heritage Council:**

- 1. note the information in this report;**
- 2. endorse the submission prepared by Orwell and Peter Phillips Architects in conjunction with Heritage Office staff on behalf of the Heritage Council to the Commission of Inquiry; and**
- 3. note that there will be further opportunities for Heritage Council to comment and provide advice on the Quarantine Station to the Commissioner at the submissions in reply stage of the Commission of Inquiry.**

**6. Development Application Referrals**

Nil.

**7. Planning Instruments, Heritage Studies**

Nil.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 February, 2002 at 1.15 pm**  
**Level 11 2-10 Wentworth Street, Parramatta**

**8. Matters for Consideration**

**8.1 Guidelines for issues dealt with under delegation by the Heritage Council and referrals to the Heritage Council Approvals Committee**

Members noted the report on guidelines for issues dealt with by delegation and referrals to the Heritage Council Approvals Committee. Members noted that this report was prepared in response to the Approvals Committee Chair's report to the Heritage Council, which requested that the Heritage Office provide more explicit guidelines for exercising delegations by the Heritage Office, and for the referral of issues to the Approvals Committee.

New members requested a copy of the 2001 Chair's report.

In response to suggestions that there needs to be a clear separation of accountability between the assessing officer and the approving officer, Susan Macdonald explained the system of report preparation and sign-off in the Heritage Office. She informed members that the current system is based on previous legal advice on the need for accountability.

In relation to timeframes for the completion of projects, members identified a possible conflict in the referral of items to the Committee. It was possible that issues which might otherwise come to the committee might not do so because of meeting dates and time constraints.

Members agreed that it would be useful to review the protocols in twelve months in the Chairs report to the Heritage Council at the end of the year.

**Recommendation:**

- 1. that the Heritage Council endorse the Guidelines described in the report for issues dealt with under delegation by the Heritage Office and referral of issues to the Heritage Council Approvals Committee; and**
- 2. that the Heritage Office review and report back on the effectiveness and applicability of the guidelines as part of the Approvals Committee Chair's annual report.**

**8.2 Proposed performance indicators for processing applications within statutory and other timeframes**

Members considered a report on proposed performance indicators for processing statutory applications.

**Recommendation:**

- 1. that the Heritage Council endorse the proposed performance indicators for the processing of applications within statutory and other time frames; and**
- 2. that a sample report be provided to the next meeting and a report every two months thereafter to trial its effectiveness.**

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 February, 2002 at 1.15 pm**  
**Level 11 2-10 Wentworth Street, Parramatta**

**9. Matters for Information**

Nil.

**10. General Business**

Nil.

**11. Next meeting**

The Chairman closed the meeting at 2.45 pm. The next meeting is scheduled for Wednesday 6 March 2002 at 12 noon.

**Signed:**

**Date**