

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

**Attendance**

Elsa Atkin	Chair
Diane Jones	
Susan Macdonald	Assistant Director, Heritage Office
Bruce Pettman	Deputy
Garry Fielding	Department of Infrastructure, Planning and Natural Resources

**Also in Attendance**

Lannie Purcell	Heritage Office
Vincent Sicari	Heritage Office

**1.1 Declarations of Interest**

Diane Jones – Item 5.3 Archaeological Remains at Towns Place – non pecuniary interest

**1.2 Apologies**

Mary-Lynne Taylor  
Rod Leaver

**3. Confirmation of the minutes of the previous meetings**

The minutes of the meeting of 2 July 2003 were confirmed.

**3. Action Report**

Members noted the Action Report for 2 July 2003. In relation to item 5.2 of the action report for 4 December 2002, Noraville, members were informed that Wyong Council has requested the applicant to make further changes to the application. The changes are minor and involve a change to the location of the new building to mitigate its impact on views from the adjoining property. It is anticipated the amended application will be dealt with under delegation.

**4. Presentations**

**4.1 Hawkesbury Regional Museum**

Robert Pont of Pont Williams and Leroy, and Colin Israel of Noel Bell Ridley Smith and Partners attended the meeting to present to members the proposal for construction of a new museum building at the rear of Howe's House with associated streetscape works.

Members noted that the scheme is not greatly changed from that previously considered in July 2002. Mr Pont and Mr Israel explained the reasons for the decision to retain the previous scheme largely as it was. They explained that the monoplane of the roof form has been retained for structural, design and landscaping simplicity and for ESD reasons. They also addressed the issue of possible impact on the character of Baker Street and the issue of scale, massing and articulation, referring to the existing mixed quality of styles in Baker Street and previous degradation of its character. Diane Jones raised issues relating to plant elements on the roof, articulation of the western wall and aspects of design.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

**5. Integrated Development Applications/Section 60 and 132 Applications/Section 140 Excavation Permits**

**5.1 Pier One, Walsh Bay – IDA**

Members considered a report on an application for construction of a retractable marquee on the bridge connecting the northern end of Lower Fort Street to Pier One. Members noted that a temporary marquee was erected on the bridge at the time of the Sydney Olympics and has not been removed.

**Resolved:**

**That the Heritage Council refuse the application for the following reasons:**

- 2) bridges, together with the two levels of pier structures are an important part of the significance of Walsh Bay. A permanent structure on one of the bridges is likely to adversely impact upon the setting and the visual character of the Walsh Bay as a whole and Pier One as an individual structure; and**
- 2) approval for a permanent structure on one of the bridges is also likely to create an unacceptable precedent for the rest of the bridges of Walsh Bay.**

**5.2 Hawkesbury Regional Museum, 7 Thompson Square, Windsor - IDA**

Members discussed the earlier presentation on this application and considered a report and model of the proposal. Members generally supported the concept subject to development of the design to incorporate their comments on clearer articulation of the Macquarie Wall extension and possible use of the wall typology in treatment of the Baker Street streetscape, further articulation of the Baker Street elevation and minimising roof plant to achieve a clean roof plane.

**Resolved:**

- 1. to advise Hawkesbury City Council in accordance with section 91A of the Environmental Planning and Assessment Act that the Heritage Council is prepared to issue an approval under section 63 of the Heritage Act in accordance with the following general terms:**
  - a) all work shall be in accordance with Drawing No.s 02.01 to 02.08 prepared by Pont Williams and Leroy Architects dated April 2003 as modified by the following conditions;**
  - b) that there be a clearer articulation of the extension of the Macquarie Wall in the southern building;**
  - c) that the typology of the wall be utilised in enhancing the streetscape of Baker Street to the south of the substation and be integrated with it;**
  - d) that the treatment of the Baker Street elevation be further developed to be further articulated by layering of planes to provide light and shade to reflect the modelling of the Baker Street houses;**
  - e) that further treatment of details of the junction of walls and roof be developed with the aim of providing articulation and break down of scale;**
  - f) that plant extrusions and equipment be minimised to achieve a clean roof plane;**

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

- g) the applicants shall ensure that all personnel involved in demolition, excavation or disturbance of the site are briefed on site by a suitably experienced historical archaeologist and prehistorian with experience and knowledge of the archaeology and the relics provisions of the Heritage Act 1977 and the National Parks and Wildlife Act 1974 in relation to the protection of relics and the need for compliance with those requirements. A signed record of attendance should be created at the briefing and submitted to the Heritage Office prior to the commencement of any works on site;**
- h) an application under S60 of the Heritage Act 1977 shall be submitted and approved by the Heritage Council prior to the commencement of work;**
- i) the applicants shall consult with the Dharug Local Aboriginal Land Council and other relevant Aboriginal people prior to the commencement of work;**
- j) as part of the S60 application to be submitted to the Heritage Council for approval, the applicant must nominate a suitably qualified Excavation Director (with demonstrated experience in managing historical and prehistoric projects) to undertake the proposed archaeological monitoring works as outlined in the archaeological report titled *Report on Test Trenching Museum Extension Site, Baker Street, Windsor* prepared by Wendy Thorp of Cultural Resources Management, dated August 2002. The nominated Excavation Director must be approved as part of the S60 application and is required to manage all archaeological works undertaken on site;**
- k) the nominated Excavation Director is required to prepare and submit a methodology that outlines how the archaeological monitoring of the site is proposed to be undertaken during the works program. This report must include a detailed plan outlining where archaeological monitoring is proposed to be undertaken during the works program and how the archaeological remains are proposed to be excavated, recorded and analysed, if found. This documentation will require approval under the S60 of the Heritage Act 1977;**
- l) no excavation works are allowed to commence on site until S60 approval for the nominated Excavation Director and archaeological monitoring methodology has been granted;**
- m) should any Aboriginal relics be uncovered, excavation or disturbance of the area is to stop immediately and the National Parks and Wildlife Service is to be informed in accordance with S91 of the National Parks and Wildlife Act 1974;**
- n) a schedule of materials and finishes shall be submitted to the Heritage Council for assessment with the S60 application including the materials and finishes of the roof and wall cladding;**
- o) an archival photographic recording shall be prepared in accordance with NSW Heritage Office Guidelines prior to the commencement of work. This shall include the existing condition and fabric of Howe's House, the shed and vacant land at the rear of the site. A copy of this shall be lodged with the Heritage Office and in the Local Studies Collection of Windsor Library;**
- p) the applicants shall prepare and submit an outline interpretation plan for the site in its entirety for the approval of the Director of the Heritage Office as part of the s.60 application;**
- q) the applicants shall prepare a Collections Management Policy that forms the basis for a future site specific exemption related to management of contents and moveable heritage;**
- r) a heritage consultant shall be nominated to advise on design resolution and conformity to the conservation management documents and these**

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

- terms of approval. The name and experience of this consultant shall be submitted to the Heritage Council for approval with the S60 application;
- s) the nominated heritage consultant shall provide written confirmation to the Heritage Council that the detailed design is in conformity with the conservation management documents and all statutory approvals with the S60 application;
  - t) all work involving heritage fabric shall be superintended by the nominated conservation consultant; and
  - u) work shall be carried out by suitably qualified tradesmen with practical experience in conservation and restoration of similar heritage items.
2. The Heritage Council notes that issues relating to parking have been raised on some submissions. The Heritage Council would not support increased car parking on the site because the landscaping to the north east is a necessary part of the design in relation to minimising the impact on Howe's House.

**5.3 Archaeological remains at Towns Place, Walsh Bay Precinct – S65(a)**

Members considered a report on an application under s65A to modify approval given to S60 application No. 03/S60/30. The report addresses the proposed removal of archaeological remains discovered on the site which were not identified in the archaeological assessment which accompanied the earlier S60 application. The remains have been assessed by the Heritage Office as being of State significance.

The application proposes to continue the approved open area excavation prior to removing the remains.

**Resolved:**

**A) to approve the application with the following conditions:**

1. All works shall be in accordance with the recommendations contained within Heritage Assessment Review Towns Place (Site 44) at Walsh Bay Precinct, prepared by Tropman & Tropman Architects and Austral Archaeology Pty Ltd in June 2003, except as amended by the following conditions:
2. The Heritage Office must be informed of the commencement and completion of the archaeological program at least 1 day prior to the commencement and within 5 days of the completion of work on site.
3. The Applicant must ensure that if substantial intact archaeological deposits and/or State significant relics not identified in the Archaeological Assessment Heritage Assessment Review Towns Place (Site 44) at Walsh Bay Precinct, prepared by Tropman & Tropman Architects and Austral Archaeology Pty Ltd in June 2003 are discovered, work must cease in the affected area(s) and the Heritage Office contacted for advice. Additional assessment and approval may be required prior to works continuing in the affected area(s) based on the nature of the discovery.
4. The Applicant must ensure that the nominated Excavation Director undertakes hand excavation in all the areas where archaeological remains appear to be in situ.
5. The Applicant must ensure that when machine excavation is carried out in areas of unstratified fill, excavation is done as carefully as possible and always under the supervision of the nominated Excavation Director so that the information can be adequately recorded and valuable information on the site formation and disturbance processes is not lost.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

6. Given the rarity within NSW of the remains of Towns Place, Walsh Bay, Millers Point, Sydney, the Applicant must ensure that the nominated Excavation Director, and archaeological excavation team, are given priority when allocating resources to allow thorough archaeological excavation and full and detailed recording to be undertaken to the satisfaction of the Heritage Council. Where necessary, work schedules shall be adjusted to accommodate the approved archaeological works.
7. The Applicant must ensure that the nominated Excavation Director takes adequate steps to record in detail relics, structures and features discovered on the site during the archaeological works in accordance with the approved research design and current best practice guidelines. This work must be undertaken in accordance with the Heritage Office guidelines, How to Prepare Archival records of Heritage Items and Guidelines for Photographic Recording of Heritage Sites, Buildings and Structures (2001).
8. The Applicant must ensure that the unexcavated artefacts, structures and features are not subject to deterioration, damage or destruction during the Applicants' construction works.
9. The Applicant is responsible for the safe-keeping of all relics recovered from the site and for transferring them to an appropriate local repository to the satisfaction of the Director of the Heritage Office.
10. The Applicant must ensure that the nominated Excavation Director cleans, stabilises, identifies, labels, catalogues and stores any artefacts uncovered from the site in a way that allows them to be retrieved according to both type and provenance.
11. The Heritage Council and the Heritage Office reserve the right to inspect the site and records at all times and access any relics recovered from the site.
12. Throughout the archaeological excavation works and post-excavation analysis, the Applicant must ensure that:
  - a) Appropriate signage to explain the history of the site and the archaeological excavation works is placed at the site during any archaeological excavation.
  - b) A local public information program is implemented including press releases to ensure the public is informed about the project and its outcomes.
  - c) Community participation in the archaeological works on the site is allowed for through the inclusion of volunteers on the archaeological team under the supervision of the Excavation Director.
  - d) A website addressing the archaeological works on the site must be created. This website must feature a history of the site, archaeological methodology, updated information on the archaeological works, photographs of the site and significant archaeological remains uncovered, links to the archaeological report prepared by Tropman and Tropman Architects and Austral Archaeology Pty Ltd and links to other relevant sites. Public feedback (suggestions, questions, volunteers) must also be allowed for in this section of the website.
  - e) The progress on the archaeological works on site is systematically video recorded.
  - f) The services of a conservator must be utilised for conservation of significant artefacts.
  - g) The Heritage Office is notified weekly, in writing, of the progress of work during excavation and monthly during post excavation analysis.
  - h) Identified areas of the site are signed off by the Heritage Office prior to commencement of bulk excavation in those identified locations.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

- i) At the completion of the archaeological works on site the results of the archaeological programme are interpreted within the completed redevelopment of the site.
13. The Applicant must ensure that salvaged sandstone from an external remnant wall of the former Robert Town's Bond Store is used to reconstruct a section of the wall at the ground level of the building.
14. Outlines of the structures related to the earliest occupation of the site and the bond store walls, and information about the retained sections of bond store walls below the Dalgety street and Towns Place must be included in the interpretation strategy.
15. Final design details of an on-site interpretation strategy, including information on the display and housing of artefacts and other relevant materials, and interpretation of the structural remains, is to be submitted to the Director of the Heritage Office for written approval within one month of the completion of the archaeological works on the site. The on-site interpretation is to be completed and implemented prior to the release of the occupation certificate for the site. The Applicant must ensure that a model showing the location of the former bond store at Towns Place and the extant mid-nineteenth century buildings similar to it is included as part of the interpretation.
16. The Applicant must ensure that an archaeological publication for the general public on the results of the archaeological programme at Towns Place is prepared. Final design details of this publication are to be submitted to the Director of the NSW Heritage Office for approval within six months of the completion of the excavation programme. The publication is to be completed within one (1) year of the conclusion of the project unless an extension of time is approved by the Heritage Council of NSW.
17. The Applicant must ensure that the final report is prepared by the nominated Excavation Director, to publication standard, within one (1) year of the conclusion of the project unless an extension of time is approved by the Heritage Council of NSW. Two hard copies of this report must be submitted to the NSW Heritage Office. At least one copy should also be submitted to the NSW Heritage Office in CD-Rom format. A further copy must be lodged in the local library or another appropriate local repository in the City of Sydney Council area.
18. The Heritage Council of NSW requires that the final report shall include:
  - a. An executive summary.
  - b. Due credit to the client paying for the excavation on the title page
  - c. An accurate site location and site plan.
  - d. Historical research, references, and bibliography.
  - e. Detailed information on the excavation including the aim, the context for the excavation, procedures, analysis, treatment of artefacts (cleaning, conserving, sorting, cataloguing, labelling, scale drawings, photographs, repository).
  - f. Nominated repository for the items.
  - g. Detailed response to research questions.
  - h. Details of how this information about this excavation has been publicly disseminated.
19. Should any Aboriginal relics be uncovered, excavation or disturbance of the area is to stop immediately and the National Parks and Wildlife Service is to be informed in accordance with Section 91 of the National Parks and Wildlife Act, 1974.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

20. This approval shall be void if the activity to which it refers is not physically commenced within five years after the date of the approval or within the period of consent specified in the relevant development consent granted under the Environmental Planning and Assessment Act, 1979, whichever occurs first.

**B) for the following reasons:**

- 1) An IDA has already been approved for the development of the site.
- 2) Although the archaeological resource at Towns Place is rare, a number of extant mid nineteenth century buildings similar to the Towns Place site has been identified on the archaeological assessment review provided by the Applicant.
- 3) The removal of a significant and rare archaeological resource in order to allow the development of the site to proceed is off-set by the ability of this archaeological resource to inform the greater community about aspects of our history that can not be revealed through any other means.
- 4) The public interpretation opportunities proposed for the site during the archaeological excavation programme provides the community with an important and rare opportunity to experience the actual process of archaeological research and gain a unique understanding of NSW's past through the investigation of a rare archaeological site. The on-site interpretation will enhance the understanding of the significance of the site and its relationship to Walsh Bay, and will provide the community and visitors to Sydney with an opportunity to appreciate its history in the long term.

**5.4 Sydney Town Hall, removal of skeletal remains – S140**

Members considered a report on a S140 application to exhume skeletal remains as part of excavation at the Town Hall associated with various upgrade works to improve disabled access. Members noted that the Town Hall is build within the former Old Sydney Burial Ground and that archaeological testing has found evidence of at least four grave cuts in the area of the works. It was also noted that the applicant has informed the NSW Health Department of intent to exhume any remains found.

Members commented that the Heritage Office should capitalise on media interest in the discovery of significant historical archaeology, particularly human remains.

**Resolved:**

**to approve the application with the following conditions of consent:**

1. This permit does not cover disturbance to, or removal of any State significant relics not identified in the report titled *Sydney Town Hall Proposed Upgrade Phase A - Toilets and Access Excavation Permit Application* prepared by Casey and Lowe and Otto Cserhalmi & Partners Pty Ltd, dated 26 June 2003.
2. The permit allows for the removal and recording of unidentified human remains as identified in the report titled *Sydney Town Hall Proposed Upgrade Phase A - Toilets and Access Excavation Permit Application* prepared by Casey and Lowe and Otto Cserhalmi & Partners Pty Ltd, dated 26 June 2003.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

3. The Heritage Office must be informed of the commencement and completion of the archaeological excavation program at least 5 days prior to the commencement and within 5 days of the completion of work on site.
4. The Applicant must ensure that where any unexpected substantial intact archaeological deposits associated with the site and/or the Old Sydney Burial Ground are discovered then work must cease in the affected area(s). Additional assessment and S140 approval may be required prior to works continuing in the affected area(s) based on the nature of the discovery. This includes the discovery of tombs and graves containing human remains with gravestones or identifiable coffin markers.
5. This permit is valid for three years from the date of approval. Requests for extensions after this time will only be considered in writing.
6. The Applicant must ensure that the nominated Excavation Director carries out the excavation in accordance with the approved research design and methodology outlined in *Sydney Town Hall Proposed Upgrade Phase A - Toilets and Access Excavation Permit Application* prepared by Casey and Lowe and Otto Cserhalmi & Partners Pty Ltd, dated 26 June 2003 and as amended by these conditions of consent.
7. Due to the highly sensitive nature of the site, all sub-surface impacts within the Town Hall precinct must be monitored by the nominated Excavation Director. Machine excavation must not commence in any areas of the site until the areas have been examined by the Excavation Director and the Excavation Director has determined that no significant archaeological remains or grave sites will be disturbed.
8. Throughout the excavation works and post-excavation analysis:
  - a) a public information program must be implemented including regular press releases to ensure the public is informed about the project and its outcomes;
  - b) the services of a conservator must be utilised for conservation of significant artefacts;
  - c) the Heritage Office is to be notified weekly, in writing, of the progress of work during excavation and monthly during post excavation analysis;
  - d) Identified areas of the site are to be signed off, by the Heritage Office, prior to commencement of bulk excavation in those identified locations.
9. The Director of the Heritage Office must approve any substantial deviations from the approved research design (including extent and techniques of excavations) as an application for the variation or revocation of permit under section 144 of the NSW Heritage Act, 1977. If the nominated Excavation Director will be absent from the site for more than 50% of the archaeological activity, the Applicant must forward for the approval of the Director of the Heritage Office the details of the Site Director in charge for this period.
10. The Applicant must ensure that the nominated Excavation Director takes adequate steps to record in detail relics, structures and features discovered on the site during the archaeological works in accordance with the approved research design and current best practice guidelines. This work must be undertaken in accordance with the Heritage Office guidelines, *How to Prepare Archival records of Heritage Items and Guidelines for Photographic Recording of Heritage Sites, Buildings and Structures (2001)*.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

11. All applications, as necessary under *Clause 26(1)(c) Public Health (Disposal of Bodies) Regulation 2003* must be made to the NSW Health Department prior to the disturbance or exhumation of any human remains.
12. The Applicant must ensure that the unexcavated artefacts, structures and features are not subject to deterioration, damage or destruction.
13. The Applicant is responsible for the safe-keeping of all relics recovered from the site. All unidentified human remains must be securely stored at the Shellshear Museum.
14. All of the human remains and grave goods associated with the 1991 exhumations are to be transferred from the Town Hall vault for safe-keeping and permanent storage at the Shellshear Museum within one month of the completion of the excavation program.
15. Final design details of an on-site interpretation strategy which outlines the significance of the Old Sydney Burial Ground and scientific research undertaken on the human remains to date. The documentation must include detailed information on the display and housing of artefacts and is to be submitted to the Director of the NSW Heritage Office for approval within one month of the completion of the excavation program. The on-site interpretation is to be completed and implemented within six months of the completion of the Town Hall upgrade works.
16. The Applicant must ensure that the nominated Excavation Director cleans, stabilises, identifies, labels, catalogues and stores any artefacts uncovered from the site in a way that allows them to be retrieved according to both type and provenance.
17. The Heritage Council and the Heritage Office reserve the right to inspect the site and records at all times and access any relics recovered from the site.
18. In accordance with section 146(b) of the NSW Heritage Act, 1977, the Applicant must submit a final report that is prepared by the nominated Excavation Director, to publication standard within one (1) month of the conclusion of the project unless an extension of time is approved by the Heritage Council of NSW. Two hard copies of this report must be submitted to the NSW Heritage Office. At least one copy should also be submitted to the NSW Heritage Office in CD-Rom format. A further copy must be lodged in the Sydney City Council Library.
19. The Heritage Council of NSW requires, as stated in section 146(b), that the final report shall include:
  - i. An accurate site location and site plan
  - ii. Historical research, references, and bibliography
  - iii. Detailed information on the excavation including the aim, the context for the excavation, procedures, analysis, treatment of artefacts (cleaning, conserving, sorting, cataloguing, labelling, scale drawings, photographs, repository)
  - iv. Detailed response to research questions
  - v. Detailed conclusions about the significance of the research undertaken.

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

20. **Should any Aboriginal relics be uncovered, excavation or disturbance of the area is to stop immediately and the National Parks and Wildlife Service is to be informed in accordance with Section 91 of the National Parks and Wildlife Act, 1974.**

**For the following reasons:**

1. **In order to upgrade Town Hall's service and amenities, including the provision of disabled access, some adverse impacts on human remains can not be avoided. Therefore, in order to offset the negative impacts associated with the removal of human remains, numerous positive mitigation strategies have been formulated. It is for these reasons that the application has been approved. They include the following:**
  - a. **Full archaeological recording of grave cuts and human remains, including plans and photography;**
  - b. **Targeted scientific research - in particular the exhumation of the remains present a rare opportunity for research into the health and well-being of the early settlers verses the present.**
  - c. **The archaeological investigation can also provide an opportunity for archaeologists to record aspects of the old cemetery, such as the nature of the burials, whether coffins were used or not, orientation and spacing of the graves and whether they conform to those graves found in 1991, and whether there is evidence as to the nature of the graveyard prior to the construction of Town Hall.**
  - d. **The consent can be conditioned to ensure that the results of the research are used to broaden our understanding of early European settlers and funerary practices;**
  - e. **The consent can be conditioned to ensure that an appropriate interpretation strategy is prepared and installed within a public space of Town Hall or Town Hall House to celebrate and identify the significance of the site, prior to its occupation by Town Hall;**
  - f. **The impacts on identified grave cuts in the northern corridor can be mitigated by requiring the floor level in the northern corridor to be raised above the human remains revealed in the archaeological testing program;**
  - g. **The consent can be conditioned to ensure that if any identifiable individual graves are located (through the present of coffin markers, or head stones) then the applicant will be required to undertake appropriate consultation with any surviving relatives as to the potential reinterment of the remains; and**
  - h. **This application seeks to provide a permanent, secure, climate-controlled museum environment for any remains exhumed as part of the current works. It also seeks permission to relocated the skeletal remains recovered in 1991 from the Town Hall vaults to the Shellshear Museum so that all of the skeletal remains recovered from Town Hall can be kept together and gain optimal preservation treatment. The current environment for the 1991 is not subject to climate-control and does not provide a high-level of security for the skeletal remains housed there.**

**MINUTES OF THE HERITAGE COUNCIL APPROVALS COMMITTEE**  
**Wednesday 6 August 2003 at the Heritage Office, 3 Marist Place,**  
**Parramatta at 1:30pm**

**6. Development Application Referrals**

Nil

**7. Planning Instruments/Heritage Studies**

Nil

**8. Matters for Consideration**

Nil

**9. Matters for Information**

**10. General Business**

**Size of Heritage Council agenda papers**

Members were informed that consideration has been given to ways of reducing the size of the agenda. However, in relation to the Approvals Committee agenda, it is considered that no further reduction can be made, having consideration to the need for members to have adequate information to assess applications.

**11. Next Meeting**

The Chair closed the meeting at 3.20pm. The next meeting is scheduled for 4 and 5 September 2003.

**Signed:**

**Date**