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URBIS

CONSERVATION MANAGEMENT PLAN

Adina Hotel (Former Parcels
Post), 2 Lee Street,
Haymarket

Prepared for
TOGA PTY LTD
24 November 2022

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Project Code	P0009615
Report Number	01 – Final draft of Version 1 issued 13 October 2020
	02 – Working draft of Version 2 issued 11 July 2022
	03 – Final draft of Version 2 issued 18 July 2022
	04 – Final report issued 28 July 2022
	05 – Revised final report issued 24 November 2022

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Aboriginal and Torres Strait Islander people make in
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EXECUTIVE SUMMARY

This Conservation Management Plan (CMP) was prepared for TOGA Pty Ltd to manage the significant elements of the subject site located at 2 Lee Street, Haymarket. The site is known as the Adina Apartment Hotel Sydney Central or Adina Central, and as the Former Parcels Post Office. The purpose of this CMP is to guide the conservation and management of the significant elements of the site. It is also intended to assist the property owners to manage maintenance and new works to the site. The CMP provides a careful analysis of the site in terms of heritage significance and context. Based on this analysis, conservation policies appropriate to the subject site have been provided.

The subject site is listed as an item of local significance under Schedule 5 of the Sydney Local Environment Plan 2012, 'Former Parcels Post Office including retaining wall, early lamp post and building interior', Item 855. Additionally, the site is included within the Central Railway Station State heritage listing, Sydney Terminal and Central Railway Stations Group, SHR 01255.

What is the heritage significance of the site?

The subject site is listed as an item of local significance under Schedule 5 of the Sydney Local Environment Plan 2012, 'Former Parcels Post Office including retaining wall, early lamp post and building interior', Item 855.

The site is also included within the Central Railway Station State heritage listing, Sydney Terminal and Central Railway Stations Group, SHR 01255 (refer to Figure 3). It is not listed independently on the State Heritage Register.

The former Parcels Post Office is of heritage significance for its historic, associative, aesthetic and representative values and for its rarity.

How should the site be conserved?

Section 8 and Section 9 of this CMP provide an overview of heritage opportunities and constraints specific to the property, as well as conservation policies and guidelines to assist in the management of the site's heritage values.

Change should also be considered with a goal of conserving and enhancing the identified heritage values of the subject property, wherever possible. The minimum standards of maintenance and repair under Section 118 of the *Heritage Act 1977*, and as specified in Section 10 of this report, must be adhered to in order to ensure the long-term conservation of the site.

When undertaking works to the site, assessment under relevant legislation (Section 7) should consider whether the works are likely to impact on the site's heritage significance and/or nominated significant fabric, as identified in this CMP. Reference should be made to the site's statement of heritage significance (Section 6.2.2) and schedule of significant elements (Section 6.4). A heritage impact statement or archaeological assessment should be prepared by a suitably qualified consultant in accordance with guidelines of Heritage NSW (formerly Heritage Office).

To assist the property owners in managing the heritage significance of the subject property, as well as its functional requirements, a schedule of maintenance works (Section 10) has been provided. These schedules should be adopted and implemented.

1. INTRODUCTION

1.1. BRIEF

Urbis has been engaged by TOGA to prepare the following Conservation Management Plan (CMP) for the former Parcel Post Building at 2 & 8A Lee Street, Haymarket.

The purpose of a CMP is to assess and consider the significance of an item prior to submitting development proposals. The CMP provides a careful analysis of why the item is significant, policies on how to retain its significance, and conservation strategies to ensure its long-term viability.

This report has been prepared in response to the Planning Secretary's Environmental Assessment requirements (requirement 21) relevant to Application number SSD – 33258337.

1.2. SITE LOCATION

The site is located at 2 Lee Street, Haymarket (Figure 1). The site is legally described as Lot 30 Deposited Plan 877478. Haymarket is a suburb located at the southern end of the Sydney central business district. The site is an irregular quadrilateral shape and is located adjacent to Central Station.



Figure 1 – Locality map with approximate location of subject site indicated by highlight

Source: NSW LRS, SIX Maps 2019

1.3. METHODOLOGY

This document constitutes a site-specific CMP to guide the management of changes to the fPPB. As the site is located within the curtilage of the state heritage listing for Central Station (refer to Figure 205), it has been written with reference to the Central Station CMP (specifically Precinct Inventories – Precinct 3) prepared by Artefact Heritage Services in June 2022. Consistent assessments of significance and schedules of significant elements have been established across both documents. However, the policies in this CMP

appropriately address the building in further detail than the precinct CMP. Therefore, the policies in both documents should be considered in the management of the site.

This Conservation Management Plan has been prepared in accordance with the *NSW Heritage Manual* (1996), the *Australia ICOMOS Burra Charter* (2013) and *The Conservation Plan* by James Semple Kerr (2000).

This report is based on (and supersedes) the previous Conservation Management Plan prepared for the site (Heritage Group State Projects, 1997). Major works have been undertaken at the site in the years following the preparation of this earlier report. This report reflects said changes that have occurred on the site.

The policies in this report have been written with reference to the Design Guide for the Western Gateway Sub-precinct prepared on behalf of Transport NSW in September 2021 following the Planning Proposal relevant to Blocks A, B, C (C being the subject site).

Table 1 below details the version of reports prepared that pertain to the site.

Table 1 – Conservation Management Plans versions pertaining to the site

Date	Author
1986	Howard Tanner and Associates, Conservation and Management Plan: Central Station and Yard
March 1996	Heritage Group State Projects NSW D.P.W&S, Conservation Plan: Central Station
July 1997	Heritage Group State Projects NSW D.P.W&S, Conservation Plan: Former Parcels Post Office, Railway Square
June 2013	NSW Government Architects Office and Rappoport Pty Ltd, Conservation Management Plan: Central Station
June 2022	Artefact Heritage Services, Conservation Management Plan, Central Station

1.4. LIMITATIONS AND EXCLUSIONS

For the purposes of this Conservation Management Plan (CMP) the subject site includes the building known as the Parcels Post or the Adina Central, the walled rear yard (and basement below), and subway accessing the carpark. The site excludes the ramp/ elevated road to the YHA, which is not within the legal lot boundaries. The site is owned by TOGA in association with other land holdings, including the majority of the Henry Deane Plaza, and partial basement beneath the YHA. These elements of the site, for the purposes of this CMP, have been considered as setting.

Site inspections for the purposes of preparing this report were undertaken on 29 April 2019, 14 May 2019, 5 August 2019 and 23 May 2022 (for update). A representative selection of internal rooms and spaces were inspected.

Research at the National Archives of Australia (NAA) was restricted to files available on open access at the Sydney Reading Room. Postmaster-General files held interstate and/or deemed closed access were not reviewed for this report.

1.5. AUTHOR IDENTIFICATION & ACKNOWLEDGEMENTS

The following report has been prepared by Fiona Binns (Associate Director) and Alexandria Cornish (Associate Director). Stephen Davies (Director) has reviewed and endorsed its content. Unless otherwise stated, all drawings, illustrations and photographs are the work of Urbis.

The authors would like to thank the following people for their assistance with the compilation of this plan:

- Michael Melgar, Adina Central.
- Paul Shaw, TOGA Pty Ltd.
- Fabrizio Perilli, TOGA Pty Ltd.

1.6. ABBREVIATIONS & DEFINITIONS

Common abbreviations and definitions used throughout the report are provided in the table below:

Table 2 – Abbreviations

Abbreviation	Definition
BCA	Building Code of Australia
CMP	Conservation Management Plan
EMP	Environmental Management Plan
LEP	Local Environmental Plan
HAMS	Heritage Asset Management Strategy
HMF	Heritage Management Framework
REF	Review of Environmental Factors
RNE	Register of the National Estate
S170R	Section 170 Heritage and Conservation Register (under the <i>Heritage Act 1977</i>)
SEPP	State Environmental Planning Policy
SHR	State Heritage Register of New South Wales (under the <i>Heritage Act 1977</i>)
TAMP	Total Asset Management Plan

Table 3 – Terms & Definitions

Abbreviation	Definition
Aboriginal object	A statutory term meaning any deposit, object or material evidence (not being a handicraft made for sale) relating to the Aboriginal habitation of the area that comprises New South Wales, being habitation before or concurrent with (or both) the occupation of that area by persons of non- Aboriginal extraction, and includes Aboriginal remains
Aboriginal place	A statutory term meaning any place declared to be an Aboriginal place (under s.84 of the <i>National Parks and Wildlife Act 1974</i>) by the Minister administering the NPW Act, because the Minister is of the opinion that the place is or was of special significance with respect to Aboriginal culture; it may or may not contain Aboriginal objects
Archaeological assessment	A study undertaken to establish the archaeological significance (research potential) of a particular site and to identify appropriate management actions
Archaeological potential	The degree of physical evidence present at an archaeological site, usually assessed on the basis of physical evaluation and historical research
Archaeology	The study of past human cultures, behaviours and activities through the recording and excavation of archaeological sites and the analysis of physical evidence

Abbreviation	Definition
Australia ICOMOS	The national committee of the International Council on Monuments and Sites
Burra Charter	Charter adopted by Australia ICOMOS, which establishes the nationally accepted principles for the conservation of places of cultural significance; Although the <i>Burra Charter</i> is not cited formally in an Act, it is nationally recognised as a document that shapes the policies of the Heritage Council of NSW
Conservation	All the processes of looking after an item so as to retain its cultural significance; it includes maintenance and may, according to circumstances, include preservation, restoration, reconstruction and adaptation, and will be commonly a combination of more than one of these
Conservation Management Plan	A document explaining the significance of a heritage item, including a heritage conservation area, and proposing policies to retain that significance; it can include guidelines for additional development or maintenance of the place
Conservation policy	A proposal to conserve a heritage item arising out of the opportunities and constraints presented by the statement of heritage significance and other considerations
Context	The specific character, quality, physical, historical and social characteristics of a building's setting; depending on the nature of the proposal, the context could be as small as a road or entire suburb
Curtilage	The geographical area that provides the physical context for an item, and which contributes to its heritage significance; land title boundaries do not necessarily coincide
Heritage and Conservation Registers	A register of heritage assets owned, occupied or controlled by a State agency, prepared in accordance with section 170 of the Heritage Act
Heritage assets	Items of heritage significance identified in a State Government Agency's Heritage and Conservation Register, including items of cultural and natural significance
Heritage Asset Management Strategy	A strategy prepared by a State Government Agency to document how the principles and guidelines outlined in the <i>Management of Heritage Assets by NSW Government Agencies</i> will be implemented in the management of heritage assets
Heritage item	A landscape, place, building, structure, relic or other work of heritage significance
Heritage significance	Of aesthetic, historic, scientific, cultural, social, archaeological, natural or aesthetic value for past, present or future generations
Heritage value	Often used interchangeably with the term 'heritage significance'; there are four nature of significance values used in heritage assessments (historical, aesthetic, social and technical/research) and two comparative significance values (representative and rarity)
Integrity	A heritage item is said to have integrity if its assessment and statement of significance is supported by sound research and analysis, and its fabric and curtilage and still largely intact
Interpretation	Interpretation explains the heritage significance of a place to the users and the community; the need to interpret heritage significance is likely to drive the design of new elements and the layout or planning of the place

Abbreviation	Definition
Maintenance	Continuous protective care of the fabric and setting of a place; to be distinguished from repair; repair involves restoration or reconstruction
Relics	Relic is defined under the Heritage Act 1977 (NSW) as any deposit, object or material evidence which relates to the settlement of the area that comprises NSW, not being Aboriginal settlement, and is of state or local heritage significance
Scar trees	Scarred trees have scars where a section of bark was removed by Aboriginal people in order to make canoes, shields or baskets; footsteps were also cut into the tree trunk to gain access to possums or honey in tree tops; scar trees are different to carved trees
Setting	The area around a heritage place or item that contributes to its heritage significance, which may include views to and from the heritage item; the listing boundary or curtilage of a heritage place does not always include the whole of its setting
Shell middens	Term is referred to in Australia as an archaeological deposit in which shells are the predominant visible cultural items; shells are principally the remains of past meals; some middens also consist of bones, stone and other artefacts
Total Asset Management Policy	Total Asset Management is a NSW Government policy introduced to achieve better planning and management of the State's assets. Total Asset Management is the strategic management of physical assets to best support the delivery of agency services. It is part of a planning framework in which the Government's social, ecological and financial service outcomes are achieved by the most efficient means and within the resource limits of the community. It provides a structured and systematic resource allocation approach to infrastructure and physical asset management so that resources are aligned with the service objectives of State agencies. This approach achieves reduced costs and best value for money.
Use	Means the functions of a place, as well, as the activities and the practices that may occur at the place; a compatible use respects the cultural significance of a place

2. SITE DESCRIPTION

2.1. SUBJECT SITE

The subject site is located at 2 Lee Street, Haymarket. The site is legally described as Lot 30 Deposited Plan 877478. For the purposes of this Conservation Management Plan (CMP) the subject site includes the building known as the Parcels Post or the Adina Central, the walled rear yard (and basement below), and subway accessing the carpark. The site excludes the ramp/ elevated road to the YHA, which is not within the legal lot boundaries (refer Figure 3 and Figure 4). The site is owned by TOGA in association with other land holdings, including the majority of the Henry Deane Plaza (refer to Figure 2), and partial basement beneath the YHA. These elements of the site, for the purposes of this CMP, have been considered as setting.

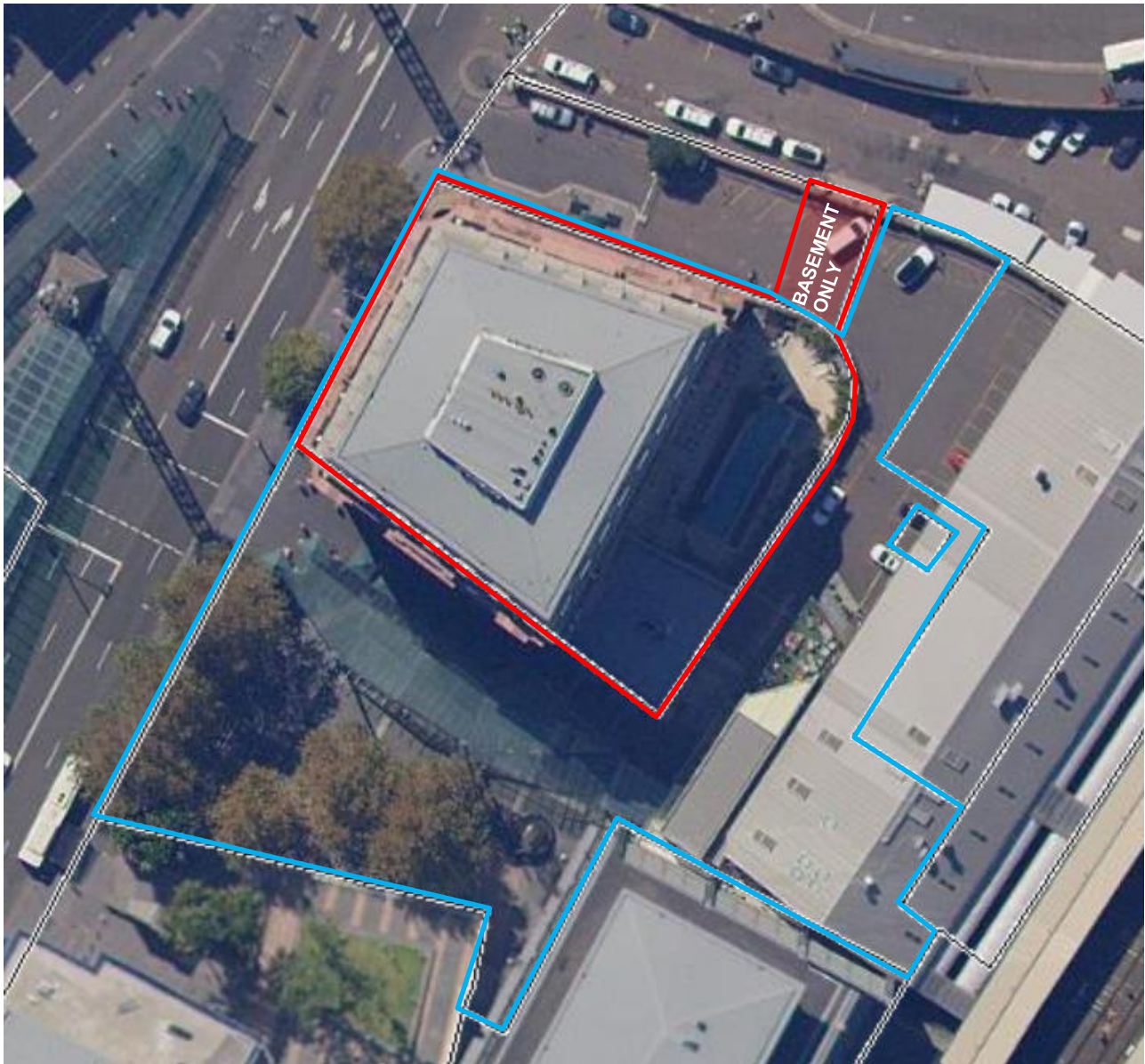


Figure 2 – Subject site for purposes of the CMP outlined in red (note that highlighted section refers to the basement level only, the above level is not legal boundaries of the site) and approximate legal boundaries of site outlined in blue

Source: Six Maps with Urbis overlay, 2019

2.2. WESTERN GATEWAY SUB-PRECINCT PROPOSAL

In defining the setting of the site, it is pertinent to note that the Parcels Post is within a State Significant Precinct (Central SSP) and the Western Gateway Sub-precinct, the planning of which defines a strategic vision for the future redevelopment of the station and surrounds.

On 12 July 2019, the Minister for Planning and Public Spaces nominated the Central Precinct a State Significant Precinct (Central SSP), which comprises approximately 24 hectares of land in and around Central Station. Within this nomination was the identification of the Western Gateway Sub-precinct which could be considered for early rezoning. The Parcels Post site is located within the Western Gateway Sub-precinct, as well as the broader Central SSP.

In October 2019, Transport for NSW (TNSW) submitted a Proposal to rezone two of the three 'Blocks' within the Western Gateway Sub-precinct. The Rezoning proposal was placed on public exhibition between 16 October 2019 and 27 November 2019 and was gazetted in August 2020.

The Rezoning proposal sought to amend the existing planning controls to enable the following:

- Amend the Sydney LEP 2012 by introducing a site specific provision for the sub-precinct that:
 - Seeks to incentivise development for non-residential uses through the provision of greater building height and gross floor area controls.
 - Requires a competitive Design Excellence process that has been approved by the NSW Government Architect, in addition to Council's existing policy; include reference to Design Guidelines to inform future development of the sub-precinct and enable the arrangements for the provision of State infrastructure.
- Amend the Sydney LEP 2012 maps to:
 - Apply the B8 Metropolitan Centre zone to the entire Western Gateway sub-precinct;
 - Remove the Western Gateway sub-precinct area from the Special Character Areas Map.
 - Identify the Western Gateway sub-precinct on the Locality and Site Identification Map Foreshore Building Line Map – including the labelling of Blocks A, B & C within the sub-precinct (see Figure 6 below).

The following site specific provisions included:

Despite clause 4.3, development consent may be granted to development that results in either or both of the following:

- (a) the height of a building in Block A exceeding the maximum height shown for Block A on the Height of Buildings Map, but only if the height of the building will not exceed RL 200.2 metres,
- (b) the height of a building in Block B exceeding the maximum height shown for Block B on the Height of Buildings Map, but only if the height of the building will not exceed RL 205.8 metres.
- (7) Despite clause 4.4, development consent may be granted to development that results in either or both of the following—
 - (a) the floor space ratio for a building in Block A exceeding the maximum floor space ratio shown for Block A on the Floor Space Ratio Map, but only if the gross floor area of all buildings in Block A will not exceed 77,000 square metres,
 - (b) the floor space ratio for a building in Block B exceeding the maximum floor space ratio shown for Block B on the Floor Space Ratio Map, but only if the gross floor area of all buildings in Block B will not exceed 155,000 square metres.

A provision required future development for new buildings to demonstrate Design Excellence (no design excellence bonuses will apply). Future development was required to:

- Undertake a competitive design process in accordance with the City of Sydney's Competitive Design Policy (a competitive design process was undertaken in 2021 with Bates Smart successfully engaged to design the new development); or
- Undertake a design excellence process that has been agreed with the NSW Government Architect

- Include reference to Design Guidelines to inform future development of the sub - precinct and enable the arrangements for the provision of State infrastructure (a Heritage Impact Statement has been prepared in 2022 to accompany the SSDA which assess the proposal against the Design Guidelines which were finalised in September 2021).
- Include more stringent overshadowing controls to apply to future development within the sub-precinct. This will ensure nearby parks, in particular Prince Alfred Park, will continue to be protected from overshadowing at specified times (in this case, from 10am – 2pm throughout the year).
- A provision disapplying the requirement for a Development Control Plan in Clause 7.20 of the Sydney LEP 2012

A key outcome of the proposed amendment is to deliver on the Premier's commitment to establishing a globally competitive Technology Central and the contribution to strategic State, metropolitan and local policies to provide 250,000sqm of employment floor space and 25,000 additional jobs.

The sub precinct proposal has implications for the setting of the Parcels Post (Block C), specifically that it will irrevocably change the character and setting of the site.



Figure 5 – Map of the Central Precinct SSP study area

Source: Transport for NSW <https://www.transport.nsw.gov.au/projects/current-projects/central-precinct-renewal>

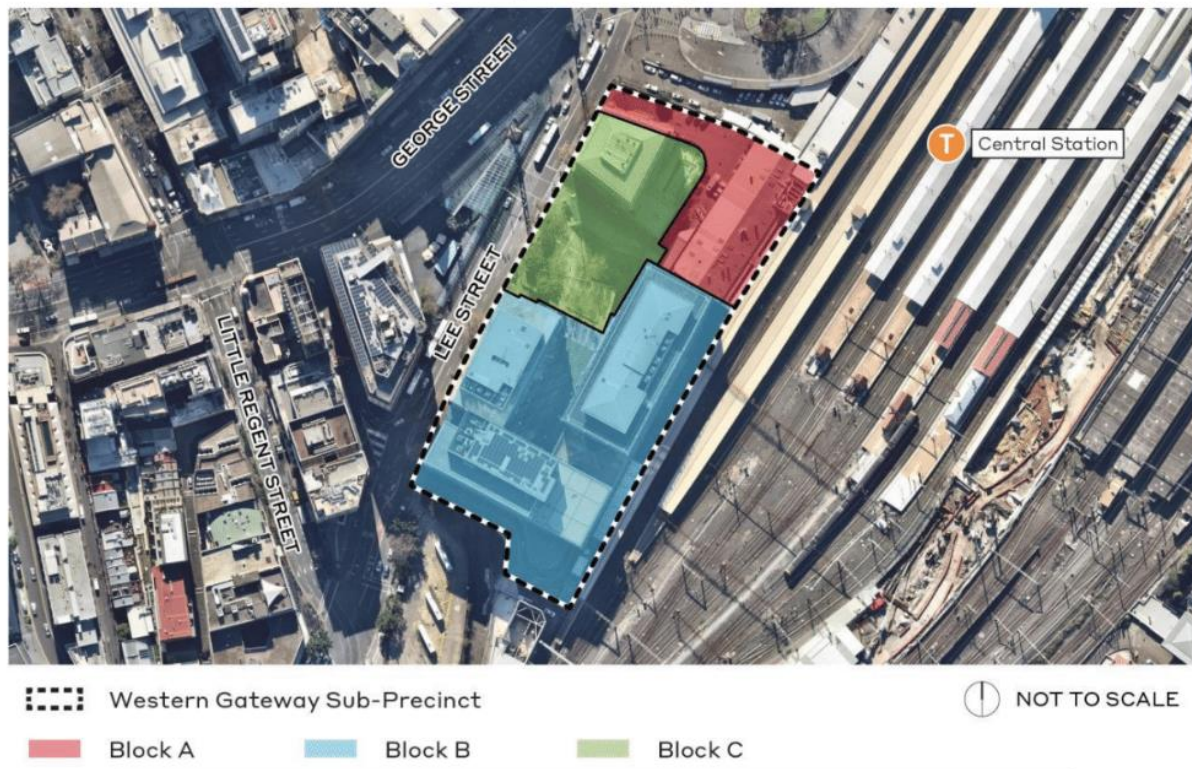


Figure 6 – Aerial photograph of the Western Gateway Sub-precinct and Blocks within. The subject site is identified as part of Block C

Source: NSW Government, *Western Gateway Sub-Precinct Explanation of Intended Effect*, October 2019 (Figure 2)

Transport for NSW's submitted Rezoning proposal (October 2019) included amended provisions for Blocks A and B to enable the below.

Atlassian and the new Tech Central (Block A)

Atlassian are partnering with NSW Government to anchor the precinct as part of the NSW Technology & Innovation Precinct. Atlassian has a lease arrangement with TNSW for the Site, and ultimately seeks to create a unique opportunity to accommodate a significant tech ecosystem in the precinct.

Atlassian are in the process of delivering the first building in the new Tech Central and also provide space to accommodate tech-Startup companies and entrepreneurs within the establishing precinct.

The development will contribute to achieving the precinct goals, providing the initial anchor tenant for the precinct, delivering approximately 77,000sqm of gross floor space, including space to accommodate Startup and early stage companies, and supporting approximately 4,000 innovation jobs. The amendment also allowed for a maximum building height of RL200.2m (an increase from 7.5m).

This requires the redevelopment of the site of the Inwards Parcels shed (refer to section 2.3 below). The approved SSDA, will facilitate the development of a new mixed-use development comprising 'tourist and visitor accommodation' (in the form of a 'backpackers') and commercial office space within the tower form with retail, lobby and food and drink premises at the Lower Ground level and Upper Ground level. The new building will be purpose built to accommodate the new Atlassian Headquarters and new Railway Square YHA backpacker's accommodation. In addition, there will be additional commercial floorspace to support Tech Start-ups.

Construction of the development on Block A was nearing commencement upon completion of this CMP.

Dexus and Frasers Property Henry Deane Plaza (Block B)

The proposal by Dexus and Frasers Property Australia ("the Partnership") is to redevelop the Henry Deane Plaza (Block B). The gazettal allows for a maximum building height to RL 205.8m (increased from 35m) and a maximum floor space provision up to 150,000sqm.

Future proposals involve a detailed proposal for redeveloping Henry Deane Plaza into a large scale mixed-use development integrating a transport and pedestrian access solution.

2.3. THE PARCELS POST - SETTING AND CURTILAGE

The former Parcels Post was designed in the Government Architects office by Gorrie McLeish Blair under the supervision of Walter Liberty Vernon, in the Federation Free Classical architectural style. It was initially designed in 1910 and opened in 1913. It was constructed in response to the need for expansion of the parcels facility at the GPO which was overcrowded. As the majority of parcels at that time were sent by rail, it was determined to lease the subject site, which was ideally situated, for the construction of a specific purpose built parcels post office, being located adjacent to the new (1906) Central Terminus on 'a portion of Railway land, fronting George Street and bounded on the south by Devonshire Street subway...' The Parcels Post worked in conjunction with the inward and outward parcels platforms in the western yard precinct (which includes the former inwards parcels platform, now the YHA), with parcels being brought to and from the trains, via a network of underground passages.

The scale of the building is indicative of the importance of shipping parcels by rail in the early 20th century and the subject site documents the historical association of the site with Central station and railway postal services.

The former Parcels Post also forms an important part of the physical setting of Central Station's Western Forecourt and Railway Square. It encloses the southern extent of the Western Forecourt and addresses the western façade of the main terminus building and the clocktower, across the sloped western forecourt area. To the south it encloses Henry Deane Plaza and fronts onto the access to the Devonshire Street tunnel. The former Parcels Post building is also an important building within Railway Square. The Square was historically formed by the confluence of George, Pitt and Lee Streets and Broadway. It was the nexus for the electric tramways, and in the early 20th century, was at the heart of the retail district (enhanced by its proximity to the station). The Parcels Post building is a landmark building designed to be visually prominent in its surroundings. Having regard for this and its important aesthetic qualities and historic associations, it must be considered in a broader setting which includes Central Station and specifically the western forecourt and former Western Yard Precinct and the Devonshire Street Tunnel, as well as important civic spaces, Henry Deane Plaza and Railway Square.

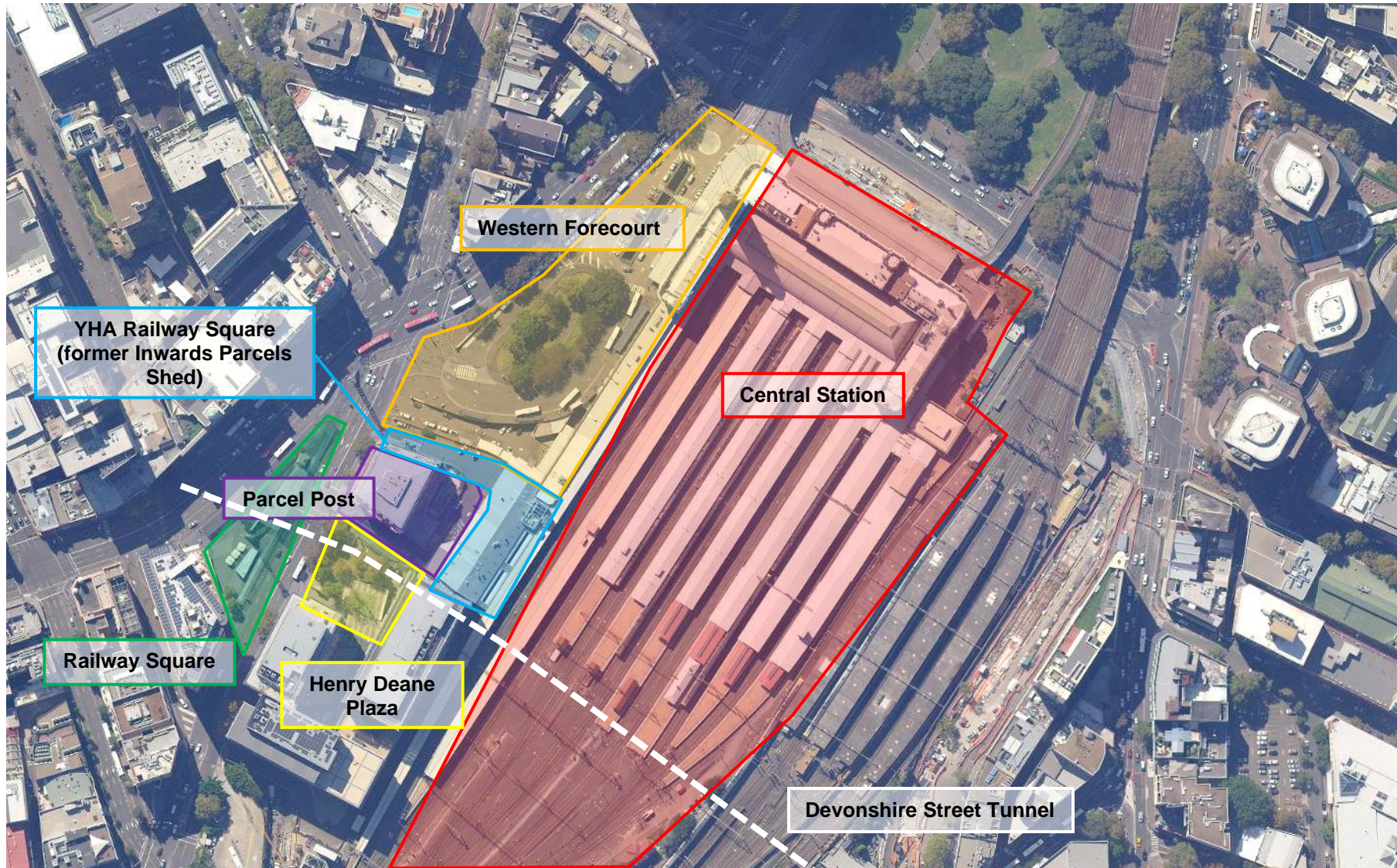


Figure 7 – Aerial of the site and locality with elements contributing to the setting of the site identified

Source: Six Maps with Urbis overlay, 2019

2.3.1. Central Station

Central Station is the key rail terminus for Sydney and NSW. The approximate boundaries of the complex are Eddy Avenue to the north, Chalmers Street to the east, Devonshire Street Tunnel to the south, and Pitt and Lee Streets to the west. There is an array of built forms that constitute Central Station, however the Main Terminal Building (particularly the western frontage) and associated clocktower constitute key components in the visual setting of Parcels Post. The Main Terminal Building and clocktower are landmarks within the locality on account of their elevated position, grand sandstone form and prominence. The Main Terminal Building is the central core of the site listed in 1999 on the State Heritage Register, under Sydney Terminal and Central Railway Stations Group (including the subject former Parcels Post building). Central Station is the site of the first Sydney Terminal and is the starting point from which the NSW rail network grew. The site has continually been in use as a railway since 1855 and its development has been undertaken in phases reflecting the continuous and ongoing use of the station. The construction of the Parcels Post building in proximity to Central Station reflects the historic importance of rail in the delivery of parcels.



Figure 8 – Sydney Terminal and clocktower as viewed from Western Forecourt

Source: Urbis, 2019



Figure 9 – Sydney Terminal and clocktower as viewed from Pitt Street

Source: Urbis, 2019

2.3.2. Western Forecourt

The Western Forecourt refers to the open space with a large central garden located to the north of the subject site, and to the west of the Central Station Main Terminal. The forecourt is bounded to the south by Lower Carriage Lane and the Parcels Area of the station and abuts the intersection (north west corner) with the porte cochère of Central Station. The forecourt mainly comprises of a bitumen surface as it carries vehicular traffic around the central garden either northward over the western approach ramp or southwards out of the Railway Square entrance (and vice versa). There are car parks around the perimeter of the forecourt. Archaeological testing in the Western Forecourt in 2009 confirmed the presence of the 1820s Benevolent Asylum and Christ Church Parsonage. The archaeological potential of the western forecourt, particularly the gardens is high. The open space of the forecourt facilitates the visual connection between the subject site and the Main Terminal Building and clocktower that has been identified as a significant view (refer to Section 6.5).



Figure 10 – Western Forecourt hard landscaping and parking

Source: Urbis, 2019



Figure 11 – Western Forecourt facing south, central landscaped element obstructed by barricade

Source: Urbis, 2019



Figure 12 – Western Forecourt with view to YHA Railway square and Adina Central

Source: Urbis 2019



Figure 13 – Gradient of ramp access to Western Forecourt as viewed from Pitt Street

Source: Urbis, 2019

2.3.3. The Devonshire Street Tunnel

The Devonshire Street Tunnel was the first subway in Australia and an integral part of Henry Deane's overall plan for the development of the Central Station site. The pedestrian tunnel was built during the main construction phase of the Central Terminal between 1903 and 1906, and followed the alignment of former Devonshire Street, running in an east-west direction. The tunnel provides an unimpeded pedestrian link underneath the railway lines at Central Station, connecting the Ibero-American Plaza (on Chalmers Street) and the Henry Deane Plaza (on Lee Street). The western point of the tunnel converges within a covered public space containing a number of retail tenancies and take-away food outlets within Henry Deane Plaza, south of the former Parcels Post Office. Since its inception, the tunnel interior has been constantly modified. The pedestrian link was extended in the 1970s (refer to Figure 14). Currently the pedestrian link continues below railway square, terminating on the western side of George Street where the thoroughfare connects with the Goods Line.



Figure 14 – View to Devonshire Street tunnel from within Henry Deane Plaza

Source: Urbis, 2019

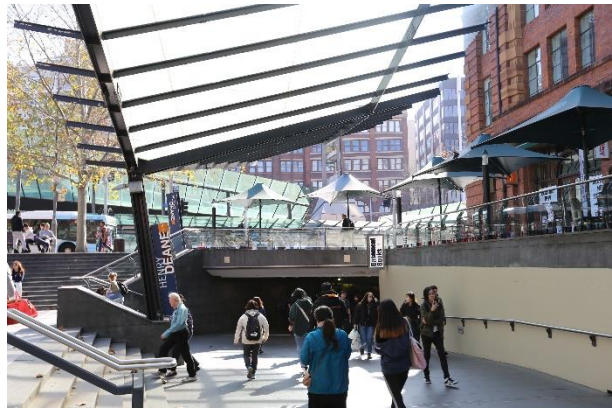


Figure 15 – View to later extension of Devonshire Street tunnel viewed from within Henry Deane Plaza

Source: Urbis, 2019

2.3.4. Henry Deane Plaza

Henry Deane Plaza, named after Henry Deane, a prominent engineer for the NSW railways and Engineer in Chief from 1891 - 1906 and during the development of the first phase of the Station, was historically the site of the Western Yard (former Parcels precinct). That part of the yard immediately south of the Devonshire Street Tunnel and the subject Parcels Post building, now occupied by the Henry Deane Plaza, contained for most of the twentieth century a number of structures including the West Carriage Shed, support offices, demountable workshops; and a store. These buildings and features were demolished for the construction of Henry Deane Plaza which was constructed between 1998 and 2000. At the entrance to Devonshire Street Tunnel is a large public sculpture and a glazed structure covers the walkway leading into Railway Square. This area forms part of the busy pedestrian connection from Central Station to Railway Square and on to George and Pitt Streets, and pedestrian subways.



Figure 16 – View of Henry Deane Plaza from the entry to the Devonshire Street tunnel

Source: Urbis, 2019



Figure 17 – Henry Deane Plaza, note the level changes

Source: Urbis, 2019



Figure 18 – Henry Deane Plaza

Source: Urbis, 2019



Figure 19 – Henry Deane Plaza sculpture with view of Adina Central in background

Source: Urbis, 2019

2.3.5. YHA Railway Square (former Inwards Parcels Shed)

The Inwards Parcels Shed was built in c. 1906 as part of the development of the new Sydney Terminus and served as a clearing shed for parcels which were dispatched all over NSW. The shed was located towards the end of Platform 1, on the western side, and was a corrugated metal building designed by Gorrie Blair of the Government Architect's Office (Blair also designed the subject Parcels Post building). The design used iron trusses and columns recycled from the demolished Redfern Station. A loading dock and yard were situated on the western side of the building. The subject site boundary is enclosed on the northern side by the vehicle access from Lee Street to the elevated former Inwards Parcels shed located to the east of the Parcels Post building. At the lower ground level, the two sites were historically connected by a tunnel opening in the curved section of the rear yard wall, at the northeast corner of the site.

In the 1996 CMP the shed was noted as being configured into three sections: The Inwards Parcels Office; a large lift lobby; and a cashiers' office. It is not clear when the shed was abandoned, but the site was sold in 2004 to TOGA group which also purchased the former Parcels Post Office. SJB Architects were subsequently commissioned to convert the shed into backpackers' accommodation with a brief to retain the overall structure. The site is now readapted for use as the Railway Square YHA.



Figure 20 – View south towards the Plaza, with the YHA at left and the site boundary wall at right

Source: Urbis, 2019



Figure 21 – Lower ground level of the former Parcels area – off Ambulance Lane (beneath the deck pictured at Figure 20)

Source: Urbis, 2019



Figure 22 – YHA Railway Square and associated hard landscaping and carparking

Source: Urbis, 2019



Figure 23 – Sandstone element marking the entrance to the YHA Railway Square

Source: Urbis, 2019

2.3.6. Railway Square

The Square was historically formed by the confluence of George, Pitt and Lee Streets and Broadway. It was formerly the nexus for the electric tramways, and in the early 20th century, was at the heart of the retail district, enhanced by its proximity to Central station. The key transportation node was physically defined by several significant landmark Federation era buildings associated with commerce and the development of the Central Railway and Station including the subject Parcels Post building, and the former Marcus Clark department store (to the north of the site at 814 George Street).

In the mid 1980's the Department of planning produced urban design guidelines from Broadway which identified the role of Railway Square as a gateway. The gateway theme was taken up in an ideas competition conducted by the Institute of Architects which produced a wide range of proposals for Railway Square, Central Station and the locality. The Square was refurbished but still forms a major visual and functional gateway to the city centre from the west for both public transport and road traffic. The Square maintains views to Central Station and contained views in other directions, including easterly views to the subject site and other remaining significant Federation era buildings which continue to enclose the Square.



Figure 24 – Glass awnings of Railway Square

Source: Urbis, 2019



Figure 25 – View to Railway Square and Adina Central

Source: Urbis, 2019

2.4. BUILT ELEMENTS

2.4.1. Construction/ Structure

The Parcels Post Office has a steel and concrete structure which facilitated wide column spacings and the use of large windows. The structure consists of steel stanchions with primary and secondary beams all encased in concrete, with a concrete floor. The structural drawings show no external steel stanchions thus the external brick columns take vertical loads, with steel channels performing as lintels. The exterior of the building is masonry, yet the large glazed panels used in the centre of each façade would indicate that the walls between piers were not designed to be sheer walls and are infill only. The more solid corners of the building and the solid stair core may have been used as stiffening elements. The semi rigid frame would thus transfer lateral loads to the more solid corners and the solid stair core which act as stiffening elements.

2.4.2. Exterior

The former Parcels Post was designed in the Government Architects office by Gorrie McLeish Blair under the supervision of Walter Liberty Vernon, in the Federation Free Classical architectural style. It was initially designed in 1910 as a four storey building, (plus basement), with a further 2 storeys added in revisions to the plans in 1912. It was constructed in a single phase and opened in 1913. It was expanded in the late 1990s with a contemporary two storey roof addition, in conjunction with its adaptation for the Medina Hotel (now known as the Adina). The building footprint of the former Parcels Post building now Adina Central, is a quadrilateral form with the east (rear) elevation being wider than the west (primary) elevation.

The various architectural features present that define the style as defined by Apperly, Irving and Reynolds¹ include the following:

- Contrasting materials and textures;
- Parapet concealing the roof;
- Giant order;
- Entablature;
- Pediment;
- Piers treated as pilaster;
- Ground floor treated as a base;
- Rustication reminiscent of the Mannerist style;
- Circular openings; and
- Non-semicircular openings.

As noted above, the primary form of building was designed in two stages, the first stage finished with the cornice above the third level, the second stage, designed before completion of stage one, completed the building with two more storeys and a concealed hipped roof behind a parapet. The addition of the contemporary mansard roof addition removed the historic hipped roof form and roof lantern. The mansard addition has a grey clad finish and internally is a single storey with loft.

The building is constructed of red face brick in an English bond, with trachyte base and sandstone detailing. The roughly square plan shape has convex corners up to the third floor on the Lee Street façade, with concave corners to the upper floors on all sides. The ground floor is treated as the base to the building with a rusticated trachyte stone plinth. A bold sandstone entablature wraps around the building between the third and fourth floors, with stone balusters and heavy dentilled cornice. The top of the building is finished with a parapet that is broken through by sandstone pediments above the corner and central windows to each façade.

The main entry is via the western Lee Street façade. The entrance is marked by a semi-circular arch of rusticated trachyte with a sandstone coat of arms above. The recessed entry vestibule originally had three sets of double entry doors which have been replaced with contemporary sliding doors. Above the entry, the

¹ Robert Apperly, Robert Irving and Peter Reynolds, *A Pictorial Guide to Identifying Australian Architecture*, Sydney 1989

principal western façade is dominated by a recessed three storey porch flanked by giant order Ionic columns (2.5 storeys in scale) and surmounted by the sandstone entablature and decorated with a royal monogram 'G/R' and a high relief garland. A series of three flag poles are positioned on the primary (west elevation) above the entablature. The fourth floor features a central recessed balcony, with stone semi-arched opening.

Façade design is generally consistent for the northern and southern facades. The façades are symmetrical, articulated into bays with pilasters, heavy rusticated masonry to the outer bays, and upper two floors, and simple English bonded brick with expressed piers to the lower first, second and third floors within the central bays. The facades are surmounted by a central classical sandstone pediment. The eastern façade is simpler, lacking the circular windows. The eastern façade has also been modified by the addition of two parcel lifts (early 20th century) and a large rear extension (c.1969), which has since been removed and the façade reconstructed similar to the original.

Large bronze windows are used on the ground floor with steel framed windows predominantly used for the remainder of the building. An exception is the east elevation where a number of window and door frames have unsympathetic aluminium frames installed (in conjunction with the removal of the 1969 addition). A wide variety of window forms has been utilised with round porthole windows to the corners at the third floor and large segmental arched openings in the centre of each façade on the fourth floor.

At the ground level, the basement was lit by glazed tiles in the pavement which remain in-situ on the northern and western frontages although some have been covered over with paving. Ground floor windows also incorporated stallboard lights in the stone plinth which also allowed light into the basement and were protected by a wrought iron balustrade.

Minor modifications have been made to the ground floor. A secondary access has been added to the northern façade in conjunction with the Hotel conversion for a level access (c.1999). this included modifications to the central window for a new door entry. The ground floor of the southern façade originally comprised an entry at the eastern most bay, with two additional window bays. The two bays have been converted to shopfronts consistent with the eastern bay (modified), with the addition of a central doorway. The southern portion of the ground floor is utilised by various retail premises that have been modified throughout the years in accordance with the changing requirements of respective tenants. The shopfronts assist to activate the plaza. The ground floor of the eastern façade originally incorporated large open vehicle docks. The original arched openings have been retained and infilled with glazing.

'Post Office' signage is extant on the north and west elevations however, contemporary illuminated 'Adina' signage has also been installed on these elevations. Additional signage including horizontal projecting wall signs, window signs, and top hamper signage has been installed on the west and south elevations to advertise the various retail tenancies.

Fabric awnings have been installed on the north and south elevations of the site. On the north elevation the awning is a semicircular fixed form, in a dark green fabric finish that projects from the central accessible entrance. On the south elevation, the awnings are dark green fabric, retractable and function to shield the retail tenancies from the elements.

A series of downlights have been installed on the fourth floor of the west elevation that illuminate and accentuate the architectural features of the building at night. A number (or muntz metal) downpipes with rainwater heads on each façade however some down pipes have been replaced in PVC.

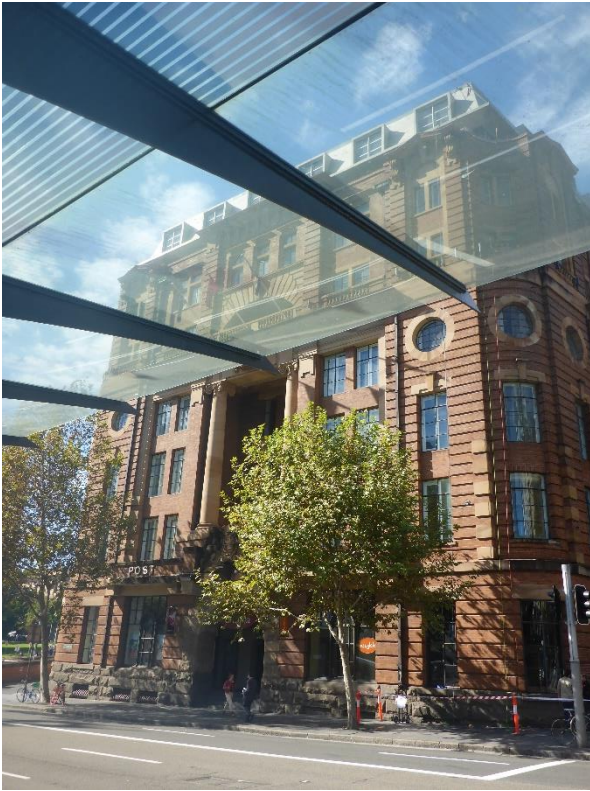


Figure 26 – Primary (west) elevation of the site as viewed from Railway Square

Source: Urbis, 2019



Figure 27 – Primary (west) elevation of the site as viewed from Railway Square

Source: Urbis, 2019



Figure 28 – North and west elevations as viewed from Railway Square

Source: Urbis, 2019



Figure 29 – Entrance to the site from the west elevation (Lee Street). The entry has been modified.

Source: Urbis, 2019



Figure 30 – North elevation of subject building as viewed from Ambulance Avenue. Note the sandstone piers and brick wall defining the level changes and ramps

Source: Urbis, 2019



Figure 31 – Awning and accessible entrance of the north elevation. Note the extant stallboard and pavement lights.

Source: Urbis, 2019



Figure 32 – East elevation as viewed from the YHA Railway Square. Note the brick retaining wall that defines the rear yard.

Source: Urbis, 2019



Figure 33 – The former vehicle dock openings on the east elevation have been infilled with aluminium framed glazing/ doors

Source: Urbis, 2019



Figure 34 – South elevation as viewed from Henry Deane Plaza

Source: Urbis, 2019



Figure 35 – Shopfronts on south elevation. Note the retractable awning.

Source: Urbis, 2019



Figure 36 – Corner of west and south elevation.

Source: Urbis, 2019



Figure 37 – Shopfronts on south elevation.

Source: Urbis, 2019



Figure 38 – Shopfront on south elevation.

Source: Urbis, 2019



Figure 39 – Shopfront on south elevation. Note the extant stallboard lights and intact fenestration

Source: Urbis, 2019



Figure 40 – Contemporary addition on south elevation. This element operates as retail tenancies to the south (as shown) and as the gym for Adina Central to the north.

Source: Urbis, 2019



Figure 41 – Roof space utilised as balcony

Source: Urbis, 2019



Figure 42 – Façade glazing to the c.1999 mansard addition

Source: Urbis, 2019



Figure 43 – View from the rooftop to Central Station and Western Forecourt

Source: Urbis, 2019

2.4.3. Interior

The 1999 adaptive reuse of the subject site transformed the former Parcels Post Office to a contemporary hotel. Hotel facilities include a heated swimming pool, gym, spa and sauna, as well as two event/ conference rooms.

Documentation suggests that in its original form, the building had a simple interior. The ground floor public facing area was known to feature a terrazzo and mosaic floor and cedar joinery. The upper floors were generally open plan, with the structural grid expressed. The floors were variously altered to facilitate different uses and some partitioning was incorporated. The current interior of the site provides little indication of the former use of the site and internally minimal significant fabric remains extant. Within the hotel lobby on the ground floor the columns that were an integral part of the original structural system of the building remain insitu, albeit clad in marble with the splayed capitals obscured by dropped ceilings. The retention of the columns does allow for the original grid like formation to be interpreted, although some appear to have been removed with the insertion of the new lift core and fire stair (potentially two on each floor). The original western stair was removed. The addition of various partition walls to form offices, conference rooms, and facilities has disrupted what would have largely been an open space. A visual inspection of the building does not indicate that there are any original or early finishes extant however, more intrusive investigation may reveal features including ceiling mouldings, column capitals, and terrazzo flooring to the west of the ground floor.

The upper floors of the site function as hotel rooms. A new lift core has been constructed in the centre of the building to provide access. Little early or original fabric was observed on the upper levels which present as contemporary hotel rooms through the addition of partition walls and contemporary finishes and fitout. It is considered that there is the potential for remnant fabric to be present following intrusive investigation. Columns are present on the upper levels however some may have been removed or may be encased in contemporary fitout/ partitions.

The internal images included within this report present a visual survey of the ground floor lobby of the subject site and representative examples of the accommodation rooms located on the upper floors. All rooms were not inspected on account of occupancy and the site being a functional hotel. The rooms inspected and images included provide an indicative representation on the internal fabric and condition of the site.

Lobby: Ground Floor



Figure 44 – Lobby with view to arched doorway that forms the entrance to the building via the west elevation

Source: Urbis, 2019



Figure 45 – Reception desk and lobby with view to accessible entrance via the north elevation

Source: Urbis, 2019



Figure 46 – Lift core and view of extant columns
Source: Urbis, 2019



Figure 47 – View of the lobby showing some of the remnant columns (later finishes)
Source: Urbis, 2019



Figure 48 – View from lobby to lift core
Source: Urbis, 2019

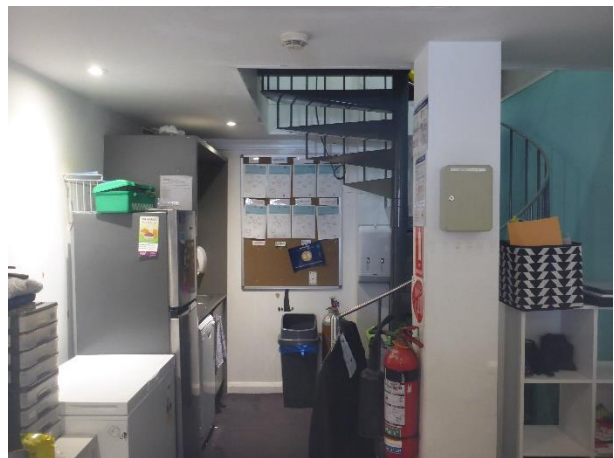


Figure 49 – Office located behind reception (with mezzanine above)
Source: Urbis, 2019

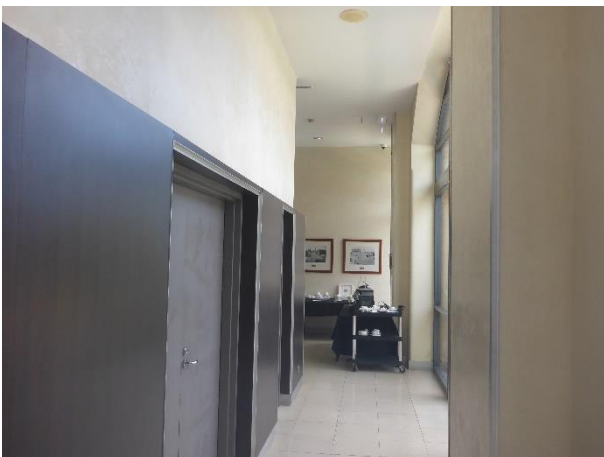


Figure 50 – The rear of the ground floor in the area of the former vehicle dock
Source: Urbis, 2019



Figure 51 – The rear of the ground floor in the area of the former vehicle dock
Source: Urbis, 2019



Figure 52 – View east showing the former vehicle dock opening and yard beyond

Source: Urbis, 2019



Figure 53 – Kitchen to service conference rooms

Source: Urbis, 2019



Figure 54 – Bathroom facilities

Source: Urbis, 2019

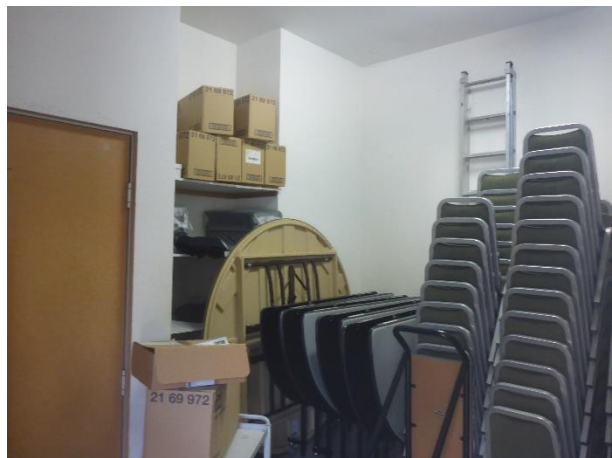


Figure 55 – Storage space

Source: Urbis, 2019

Hotel Rooms

The hotel features 98 accommodation rooms, with a variety of one and two bedroom serviced apartments and studio rooms. Each of the apartments have fully equipped kitchens, in-room laundries, and separate living and working spaces. Indicative rooms were inspected. Fitout in the rooms is generally consistent, with partitions for bedrooms and bathrooms, contemporary kitchen and bathroom finishes, new floor coverings and suspended ceilings throughout. Some of the windows feature double glazing. Penthouse apartments are located on the uppermost floor – level 6. These comprise two storey apartments within the contemporary mansard roof addition and feature private roof terraces, behind the original building parapets.

Typical Room: Level 5 (Room 55)

General views of Room 55 are provided below.



Figure 56 – Room entrance

Source: Urbis, 2019



Figure 57 – Bathroom and living area beyond

Source: Urbis, 2019



Figure 58 – Bathroom

Source: Urbis, 2019



Figure 59 – Laundry

Source: Urbis, 2019



Figure 60 – Bedroom

Source: Urbis, 2019



Figure 61 – Open plan kitchen and living room. Note the protruding element in left of frame, potential for remnant structure/ column

Source: Urbis, 2019



Figure 62 – Kitchen

Source: Urbis, 2019



Figure 63 – Living room and kitchen with bedroom beyond

Source: Urbis, 2019

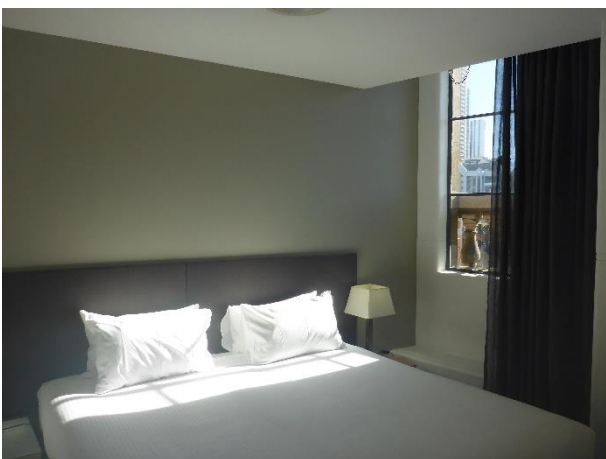


Figure 64 – Main bedroom with the original window

Source: Urbis, 2019

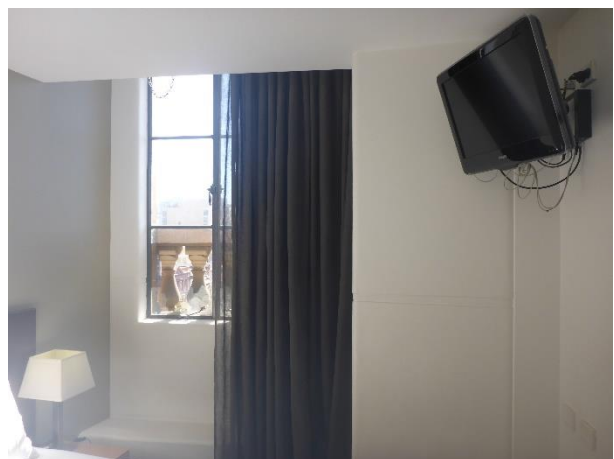


Figure 65 – The bedroom wall and window – note the recessed window

Source: Urbis, 2019



Figure 66 – Ensuite bathroom

Source: Urbis, 2019



Figure 67 – Detail of the steel framed windows, wall detail (dado) and external sandstone detail (baluster)

Source: Urbis, 2019

Typical Room: Level 5 (Room 54)

General views of Room 55 are provided below.

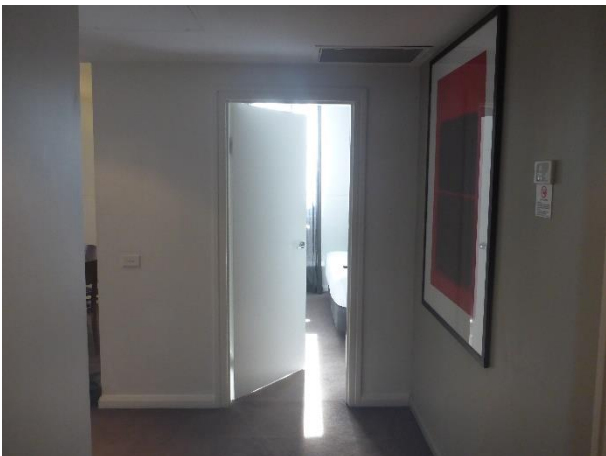


Figure 68 – Entrance hallway with view to bedroom

Source: Urbis, 2019



Figure 69 – Bedroom and entry beyond

Source: Urbis, 2019



Figure 70 – The main living area

Source: Urbis, 2019



Figure 71 – Lounge room, note the distinction between earlier structural wall and the later addition

Source: Urbis, 2019



Figure 72 – Bedroom with view to window

Source: Urbis, 2019

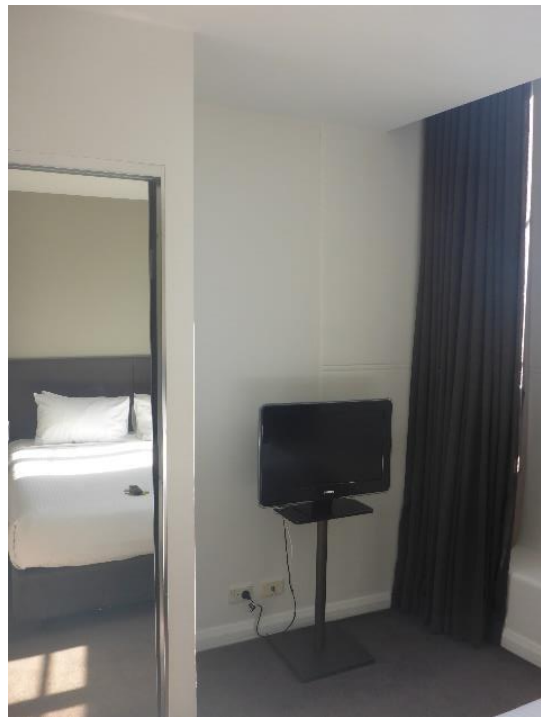


Figure 73 – Bedroom wall. Note the interface with the original structure and the later partition

Source: Urbis, 2019



Figure 74 – Detail of the inner face of the external wall
Source: Urbis, 2019

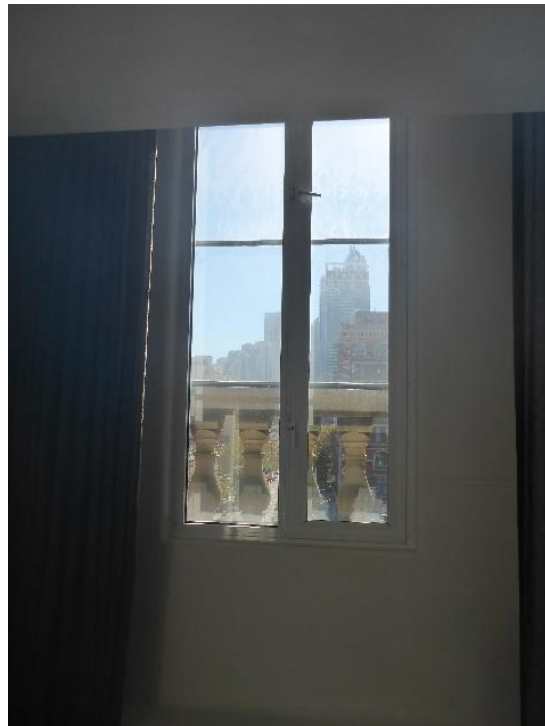


Figure 75 – View of window with internal sound insulation (double glazing) and balusters beyond
Source: Urbis, 2019

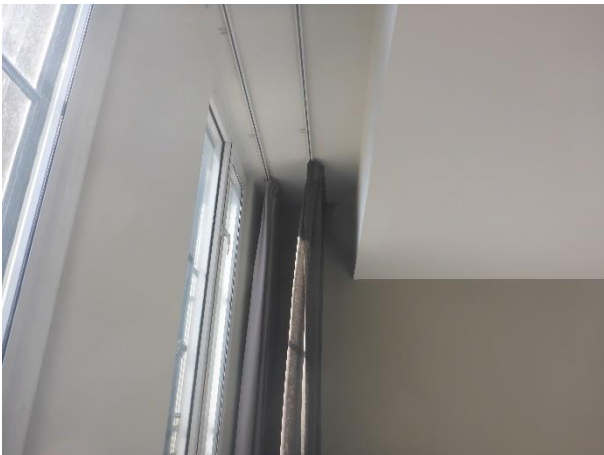


Figure 76 – Detailed view of dropped ceiling and window
Source: Urbis, 2019



Figure 77 – Kitchen, note the potential for extant columns beneath fit out
Source: Urbis, 2019



Figure 78 – Sandstone façade balusters
Source: Urbis, 2019



Figure 79 – General view of the bathroom
Source: Urbis, 2019

Typical Room: Level 8 (Room 85)

General views of the penthouse room 85 are provided below.



Figure 80 – Entrance hallway
Source: Urbis, 2019



Figure 81 – Lounge room and stair to bedroom
Source: Urbis, 2019



Figure 82 – Kitchen
Source: Urbis, 2019



Figure 83 – Staircase and study
Source: Urbis, 2019



Figure 84 – Windows in the mansard roof addition
Source: Urbis, 2019

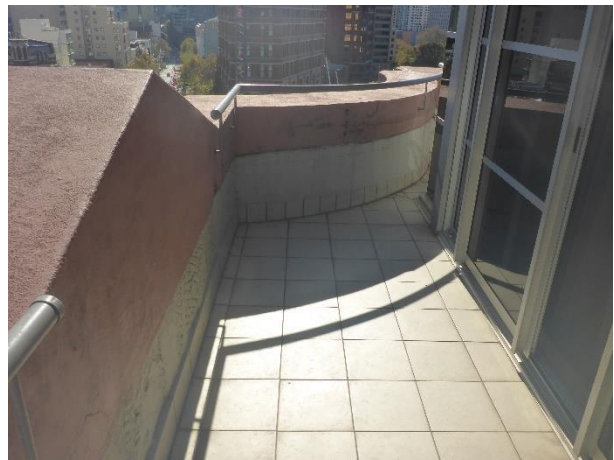


Figure 85 – View of the roof terrace and internal face of the original parapet
Source: Urbis, 2019



Figure 86 – Loft bedroom within the mansard roof addition
Source: Urbis, 2019

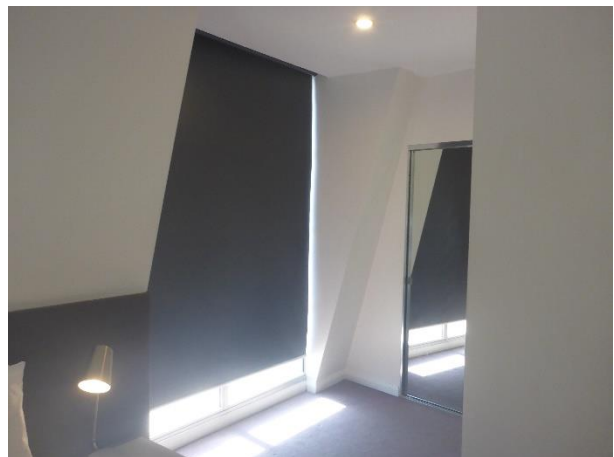


Figure 87 – View of window in mansard addition
Source: Urbis, 2019

Roof Plant Room

A plant room is located at the top of the roof addition. It is accessed via a concrete stair in the central core. The plant room features metal roof capping and louvres to all four sides.



Figure 88 – View of staircase to plant room

Source: Urbis, 2019



Figure 89 – Plant room

Source: Urbis, 2019



Figure 90 – Plant room

Source: Urbis, 2019



Figure 91 – Plant room

Source: Urbis, 2019

2.4.4. Rear Yard

The rear yard is located to the east of the site and is defined by the brick boundary wall. The wall in turn is defined by the ramp access and boundary of the adjoining elevated former Inwards Parcels Shed (now YHA) to the east of the subject site, which pre-dated the construction of the subject building. Within the yard the wall presents as double height while at the upper deck of the YHA, it presents as a low height wall enclosing the deck. The wall is constructed in masonry, of a similar dark brick as the Parcels Post Building, also of English bond, with a moulded brick stringcourse and sandstone capping. Arc lamps are located atop the wall.

The rear yard comprises a pool and contemporary landscaping. The yard is set at ground level (although the level was modified with the addition of the pool). Access to the yard has been modified. It was originally accessed via the driveway from Ambulance Lane (refer to section 2.4.5), below the access ramp (on the north side), this has been modified to provide vehicle access to the basement and the former opening infilled in the yard. Similarly, the former opening at the northwest corner in the curved wall, which accessed the inwards parcels area and tunnels to the station may have been infilled or obscured by plant.

The southern side of the yard is enclosed by a 1-2 storey contemporary extension, which houses the hotel gym and a retail tenancy (fronting onto the Henry Deane Plaza to the south). The masonry addition attaches to the eastern façade of the Parcels Post building and partly infills one of the arches to the former vehicle dock.



Figure 92 – View within the rear yard of the swimming pool and double height wall

Source: Urbis, 2019



Figure 93 – Swimming pool located in rear yard

Source: Urbis, 2019



Figure 94 – The contemporary addition and interface with the former vehicle dock opening

Source: Urbis, 2019



Figure 95 – The eastern façade and boundary wall as viewed from the YHA

Source: Urbis, 2019

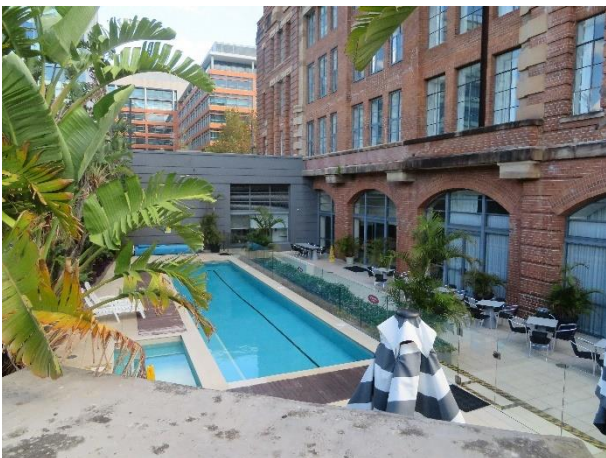


Figure 96 – View over the rear yard from the elevated road

Source: Urbis, 2019



Figure 97 – View north showing the yard wall and evidence of the infill of the former access and level changes

Source: Urbis, 2019

2.4.5. Basement

While the original Parcels Post had a basement, it was limited to the footprint of the building and did not have a vehicle access. The extant basement was extended below the eastern yard, in conjunction with the conversion to the Hotel c.1999.

Vehicle access to the basement is via the former rear yard entry, through the subway below the ramp to the YHA, from Ambulance Avenue. The sandstone arch dates to the construction of the Parcels Post building in 1912. The external sandstone arch remains intact however the drive now ramps down to access the basement. The entry is flanked by heavily rusticated sandstone piers, with a segmental arch and decorative keystone bracket. The decorative wrought iron gates remain extant.

Currently the basement is primarily used as a carpark. The original form of the columns and spatial arrangement is able to be observed within the carpark as a number of the columns are not obstructed by fitout or cladding. Within the basement are a number of staff rooms and storage areas. The lack of fit out within these areas provides visual access to the pavement lights, in which it is apparent that a number are extant and have been paved over at street level.

The southern section of the basement has been opened up to Henry Deane Plaza/ the Devonshire Street Tunnel, currently operating as a retail premises and the current tenant being 'Basement Books'. The tenancy has a contemporary fit out however several columns are present.



Figure 98 – Vehicle entry to the basement level. Note the ornate sandstone framing.

Source: Urbis, 2019

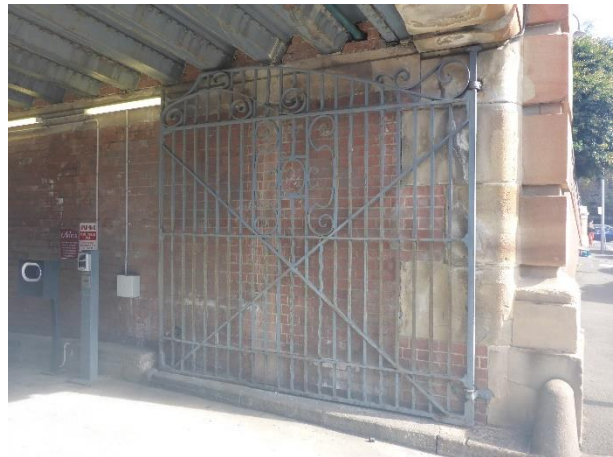


Figure 99 – Wrought iron gates located on the vehicle entry

Source: Urbis, 2019



Figure 100 – Wrought iron gates located on the vehicle entry

Source: Urbis, 2019



Figure 101 – Basement foundations

Source: Urbis, 2019



Figure 102 – Basement foundations

Source: Urbis, 2019

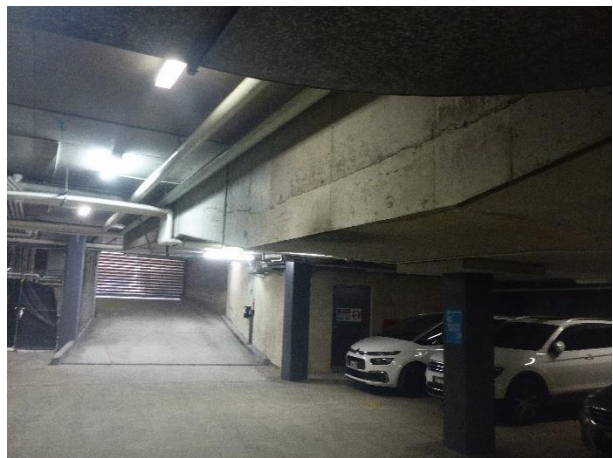


Figure 103 – Level change and gradient within the basement

Source: Urbis, 2019



Figure 104 – View of pavement lights

Source: Urbis, 2019



Figure 105 – Pavement lights

Source: Urbis, 2019



Figure 106 – Exposed column capital

Source: Urbis, 2019



Figure 107 – Hallway in proximity to the lift core. Note the column detail.

Source: Urbis, 2019



Figure 108 – Hallway in proximity to the lift core

Source: Urbis, 2019



Figure 109 – Industrial laundry

Source: Urbis, 2019



Figure 110 – Storage room, note the column detail

Source: Urbis, 2019

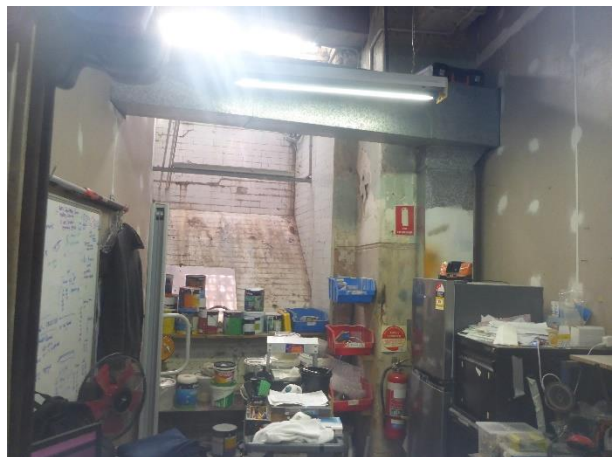


Figure 111 – Storage room with pavement light and exposed column

Source: Urbis, 2019



Figure 112 – Remnant form of pavement light
Source: Urbis, 2019



Figure 113 – Arched form in storage room
Source: Urbis, 2019



Figure 114 – Staff room with exposed side lights and remnant pavement light (tiled over)
Source: Urbis, 2019



Figure 115 – Tiled over pavement light
Source: Urbis, 2019



Figure 116 – Staff room
Source: Urbis, 2019

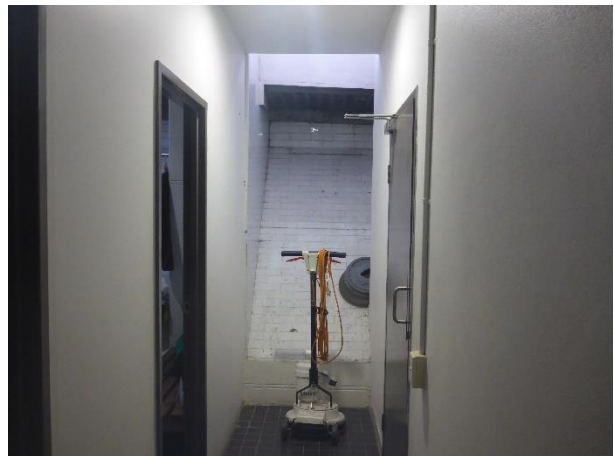


Figure 117 – Hallway with remnant pavement light (tiled over)
Source: Urbis, 2019



Figure 118 – Bathroom with tiled over pavement light
Source: Urbis, 2019



Figure 119 – Side light with aluminium framing
Source: Urbis, 2019



Figure 120 – View to basement tenancy from
Devonshire Tunnel/ Henry Deane Plaza
Source: Urbis, 2019



Figure 121 – Entry to basement tenancy
Source: Urbis, 2019



Figure 122 – Interior view of basement tenancy
Source: Urbis, 2019



Figure 123 – Interior view of basement tenancy
Source: Urbis, 2019

2.5. SITE PLANS AND ELEVATIONS

Site plans and elevations of the Hotel are provided overleaf.

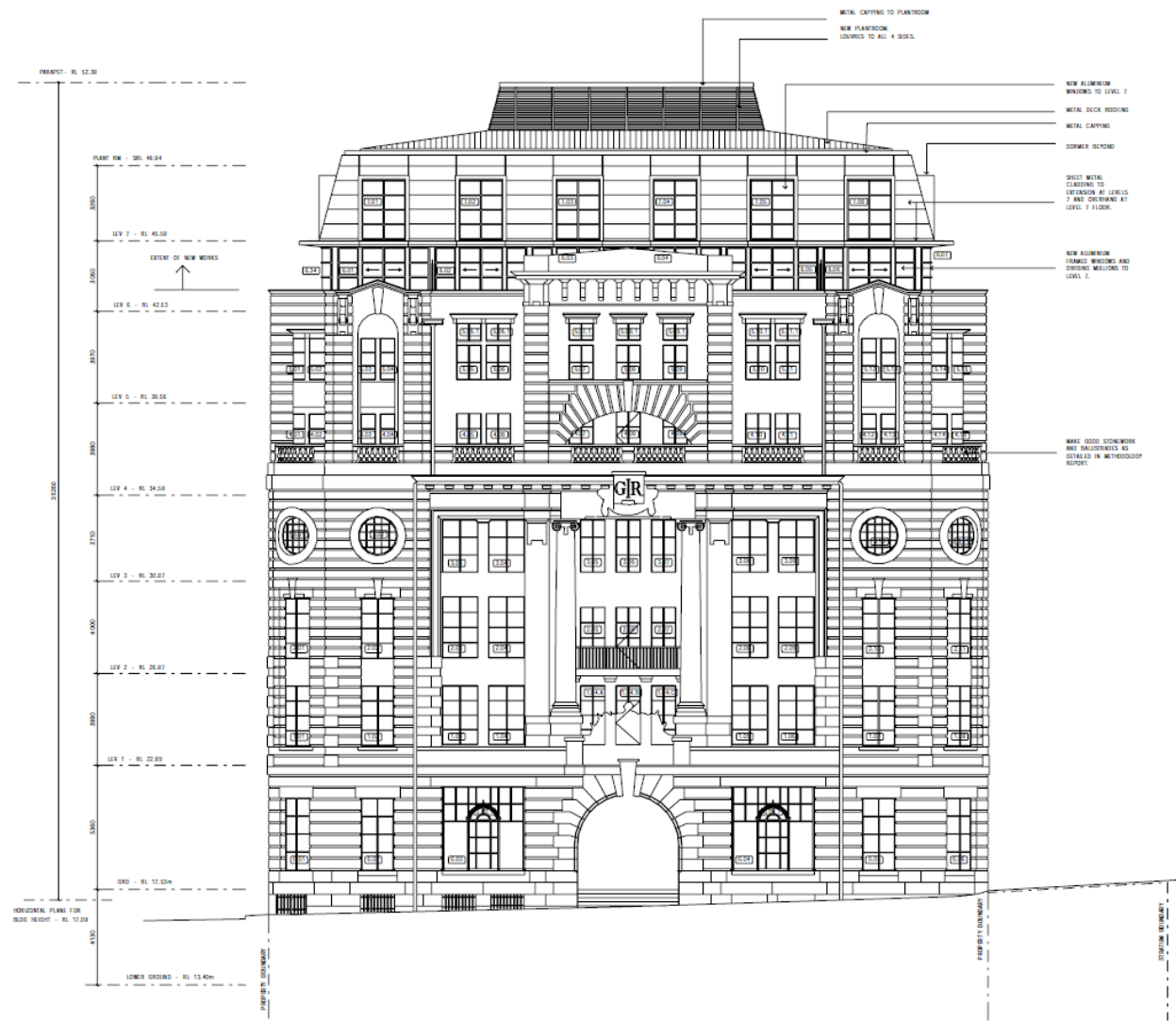


Figure 124 – The principal western façade

Source: TOGA

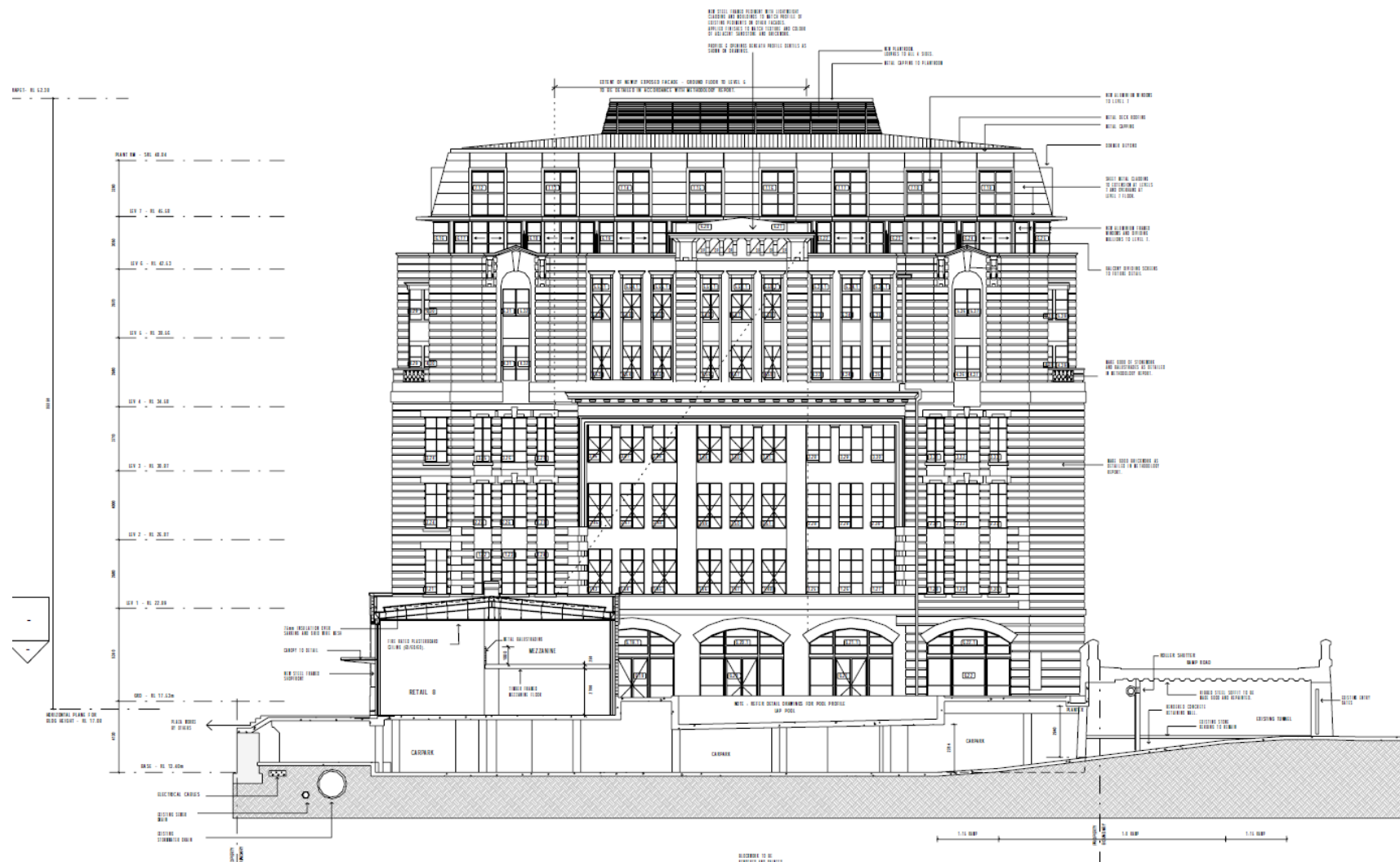


Figure 126 – The rear eastern façade

Source: TOGA

2.6. CONDITION ASSESSMENT

2.6.1. External Condition Assessment

An inspection of the building was undertaken by Apex Diagnostics in 2022 for the purpose of developing a Schedule of Conservation Works. This follows the earlier 2019 condition assessment undertaken by Traditional Stone Masonry during which approximately 800 kgs of stone was removed for safety reasons, considered to be outside the normal range for a building of the size and age of the building.

The 2022 notes that the masonry (brick) is in relatively good condition considering the age of the building. Little works was identified as being required and was limited to localised repointing, isolated brick replacements and the removal of organism growth. However, some missing brickwork at Level 6 required replacement. The sandstone was identified to be significantly deteriorated (significant delamination cracking and some structural cracking of stone) and required significant conservation work.

Ground floor windows and door frames are noted to be generally in reasonable condition however typical windows generally have failing paint to frames which is resulting in corrosion of the steel. Only a small number were noted to be severely corroded. Some glazing units are broken.

The report noted that the pavement lights on the ground floor are generally in good condition however several the glass blocks are missing or cracked which is causing water ingress.



Figure 128 – Sandstone delamination

Source: Apex Diagnostics, 2022



Figure 129 – Sandstone delamination

Source: Apex Diagnostics, 2022



Figure 130 – Sandstone cracking
Source: Apex Diagnostics, 2022



Figure 131 – Sandstone delamination
Source: Apex Diagnostics, 2022



Figure 132 – Delaminated balusters
Source: Apex Diagnostics, 2022



Figure 133 – Stone delamination
Source: Apex Diagnostics, 2022

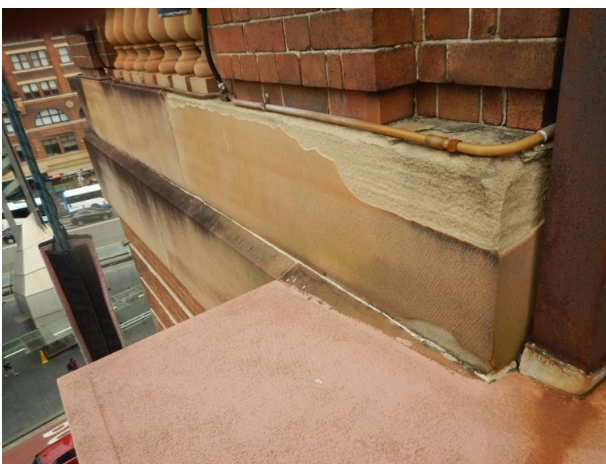


Figure 134 – Delamination on stone
Source: Apex Diagnostics, 2022



Figure 135 – Pointing erosion
Source: Apex Diagnostics, 2022

2.6.2. Interior Condition Assessment

The internal site inspection undertaken by Urbis on 23 May 2022 followed a targeted approach to all levels with a focus on corner rooms and spaces with a larger volume of visible significant fabric. All levels were investigated including the Lower Ground, Ground, Levels 1-6, lofts (Level 7), and plant room (Level 8).

As noted above, the inspection did not identify any notable damage to significant fabric. Minor water damage was noted throughout Levels 5 and 6, though impacted fabric is predominately associated with the c.1999 later additions and fit out works.

3. HISTORICAL OVERVIEW

The historical analysis is based upon several reports published between 1986 and 1999 as follows:

- Godden Mackay Logan 1999, Former Parcels Post Office, Railway Square: heritage impact statement
- Godden Mackay Logan 2000, Parcels Post Office cafe tenancy: heritage impact statement
- Heritage Group & State Projects 1997, Conservation plan: former Parcels Post Office, Railway Square
- Howard Tanner & Associates 1986, Conservation and Management Plan of Central Sydney Station and Yard
- Rod Howard Heritage Conservation 1998, Former Parcels Post Office Building, Railway Square, Sydney: statement of heritage impact relating to proposed adaptive reuse as Medina Central serviced apartment development
- Synman Justin Bialek 1998, Medina Central serviced apartment development, Lee Street, Sydney: development application to Central Sydney Planning Committee

The historical overview is generally reproduced from the 1997 CMP but supplemented with additional information and graphics updating the report to the present time.

The Postmaster-Generals Department (PMG) records are held in the National Archives of Australia (NAA), with many available to search in the Sydney reading room. State Government records (freehold ownership of the site) are held at State Archives & Records, Kingswood. Research was also undertaken in the City of Sydney Archives, State Library of New South Wales (SLNSW), New South Wales Land Registry Services (NSW LRS) and National Library of Australia (Trove databases). A full list of references and sources is contained in Section 11.

A selection of the original building plans, sourced from the National Archives of Australia, is reproduced within the body of the report (Section 3) with a full series of architectural plans and images available in the appendices.

3.1. HISTORY OF THE SITE

3.1.1. Indigenous Connections

The following historical summary has been sourced from the Central Station Conservation Management Plan (Rappoport, 2013) and the City of Sydney's Indigenous History of Sydney (<https://www.sydneybarani.com.au/>).

The subject site is situated on Cadigal land. The Cadigal people are part of the Eora Nation. Although most of the Cadigal people appear to have been killed by disease and conflict in the closing decades of the eighteenth century, there has been a continuing Aboriginal presence on their lands. Today, Aboriginal people from all over Australia call central Sydney home.

It is known from historic records and archaeological investigations that Aboriginal people in the Sydney region traditionally relied on the ocean as a key source of food, particularly fish and shellfish, which was supplemented by the many plants and land-based animals available. Like all Aboriginal communities the Cadigal people would have had a rich and complex, social and spiritual life. Many of Sydney's main thoroughfares including George Street are thought to follow Aboriginal tracks, which served as trading routes between farmed grasslands or bountiful fishing areas.

There were a number of eighteenth and nineteenth century cemeteries in Sydney known to contain the remains of Aboriginal people. Cora Gooseberry, wife of Bungaree, was buried in the Presbyterian section of the Devonshire Street cemetery in 1847. This cemetery was exhumed to make way for the construction of the current Central Station building and subsequent Sydney Electric extension in the early twentieth century. Prince Alfred Park, earlier known as Cleveland Paddocks, was an Aboriginal camp site until the mid-19th century. Sydney's Aboriginal people lived here, west of the city centre, until the coming of the railway in 1855 and the subsequent use of the park as the showground for the Agricultural Society. Sydney's Aboriginal population had been earlier pushed to the fringes of the city, away from their traditional camping grounds around Sydney Cove at The Domain and Woollahra. In the early twentieth century, Redfern became an

attractive place for Aboriginal people to move to, due to its cheap rents and better work opportunities than those available in outlying or regional areas. The railway workshops at Eveleigh were the biggest employer of Aborigines, particularly during the late nineteenth and early twentieth centuries. It is very likely that they were also employed in the workshops associated with the Sydney Yard at the first Redfern Station and in the gangs clearing the current Central station site during its construction from 1901.

3.1.2. Sydney Benevolent Asylum

Following a deputation from the newly formed Benevolent Society of New South Wales, Governor Macquarie undertook, in 1819 to have erected on crown land, at the public charge, "a suitable, plain building, near the new turnpike house, for the accommodation of fifty to sixty persons".²

The Asylum was designed by Frank Lawless, the foreman bricklayer of the Government gang, and was opened on 12 October 1821. The Society was a voluntary welfare organisation which aimed "to relieve the poor, the distressed, the aged, and the infirm, and ... to encourage industrious habits ... to afford them religious instruction and consolation in their distress".³ For the next eighty-one years the Asylum was the home of the Benevolent Society and became a refuge for the distressed, on hospital for the diseased, on asylum for the aged poor, and a home for the wretched wandered".⁴

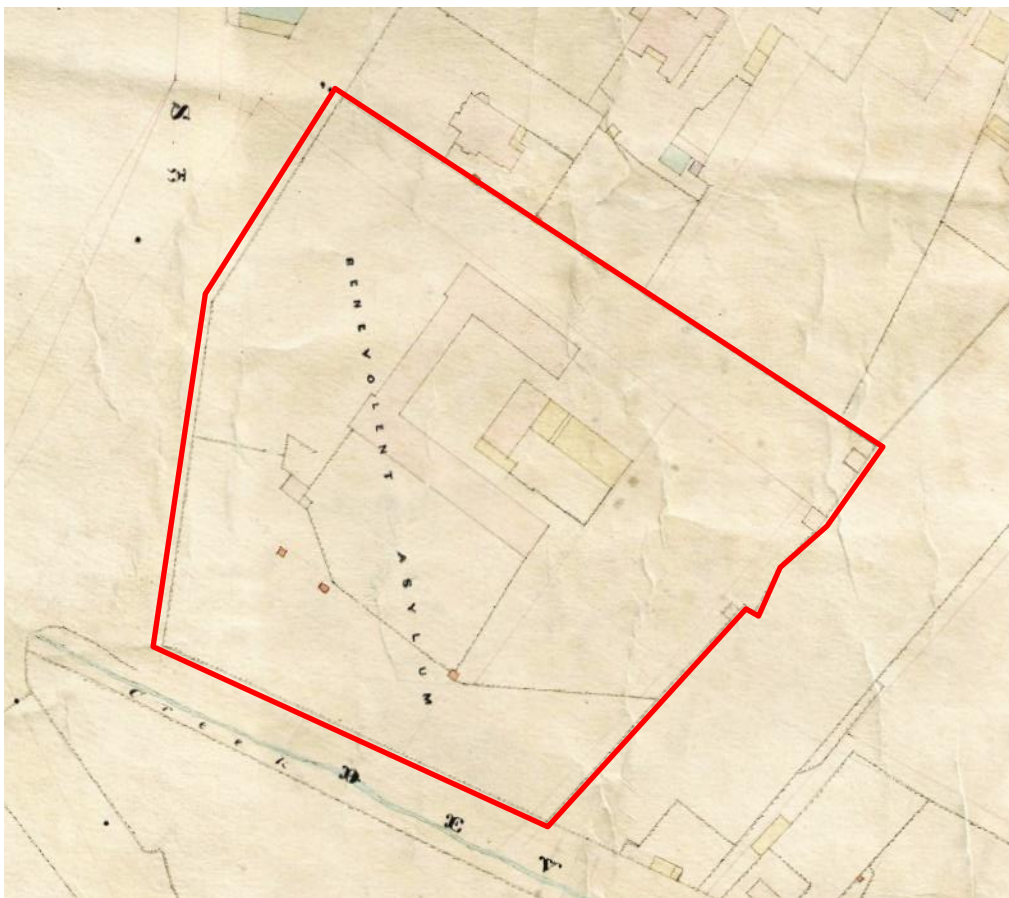


Figure 136 – Detail from City Sections Plan A Chippendale, showing buildings comprising Benevolent Asylum, 1833. Asylum property outlined in red.

Source: City of Sydney Archives, *Historical Atlas of Sydney 502_023 City Sections Plan A Chippendale.pdf*

² CH Currey, "The foundation of the Benevolent Society of New South Wales on May 8, 1818", *Royal Australian Historical Society Journal and Proceedings*, Vol 48, 1962, part 1, 1-17, p15

³ TH Kewley, *Social Security in Australia: Social Security and Health Benefits 1900 to the Present*, Sydney, 1965, p8

⁴ Kewley, *ibid.*

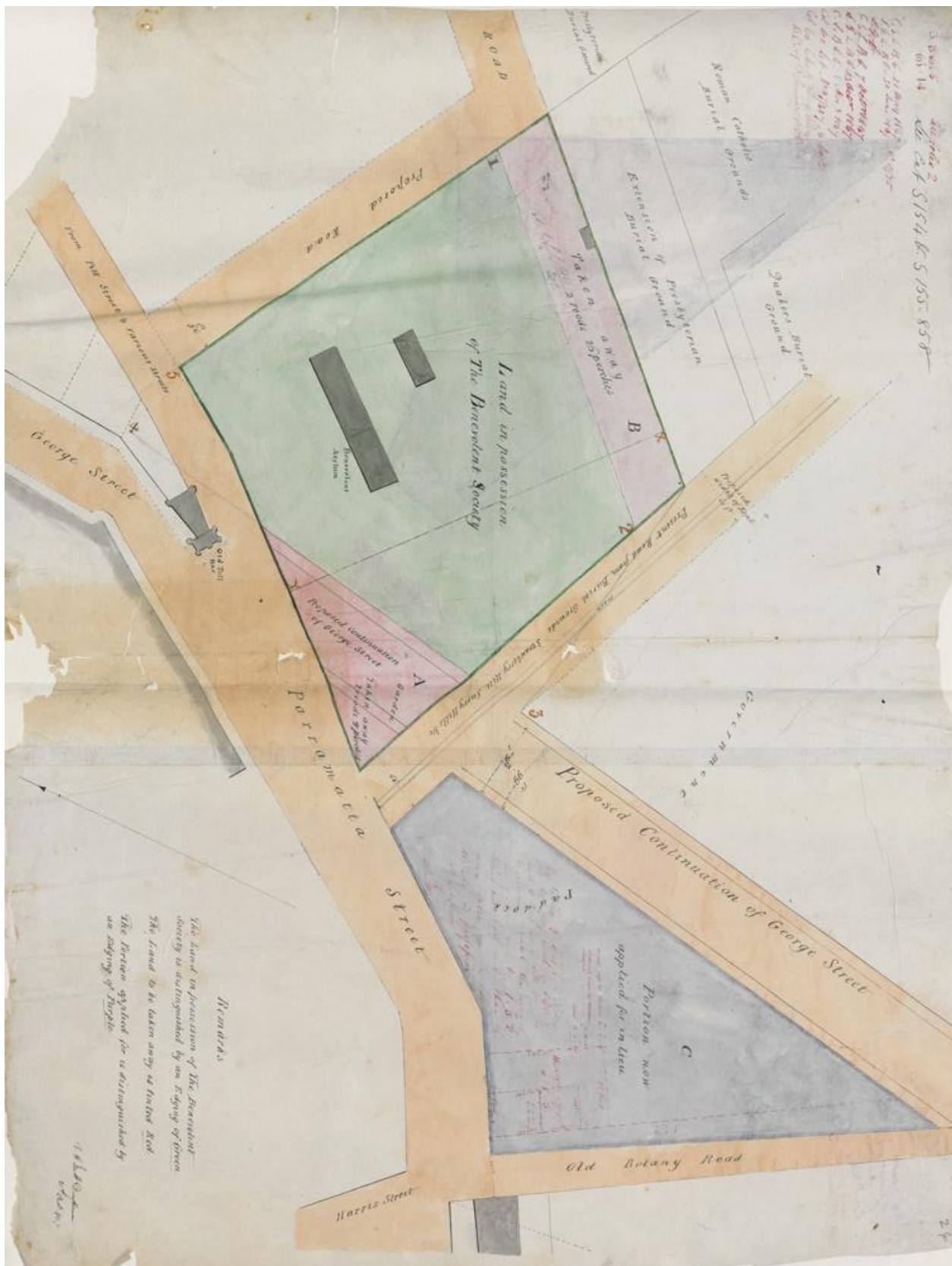


Figure 138 – Sydney St Lawrence—Land to be taken away from the Benevolent Asylum [Sketch book 5 folio 14], 21 October 1847.

Source: NSW State Archives & Records, Digital ID: NRS13886[X759]_a110_000048

The Asylum was run on the workhouse principle and all inmates were expected to be occupied in activities such as growing vegetables or making clothes and shoes. Demand for accommodation at the Asylum continued to grow, and after extensions were completed in 1839 it was able to house up to two hundred people.

In 1862, a Select Committee of the Legislative Assembly reported on the Benevolent Society and it was decided to restrict the Society's indoor relief activities and to make the government directly responsible for the care of the destitute aged and infirm who were transferred to other asylums, while Sydney was used for women admitted for "lying-in-purposes"; destitute women with children under two years of age; and children awaiting admittance to other institutions. The government agreed to bear the whole cost of maintaining the Asylum.⁵

In 1878, the Benevolent Society first heard of the government's intention to resume the site for the construction of a new rail terminus but it was not until 1897, following numerous discussions and proposals for the relocation of the Sydney Terminus and the expansion of railways into the city, that it was decided to construct a new terminus on what was the Old Burial Ground site directly behind the Benevolent Asylum.



Figure 139 – Benevolent Asylum, Sydney, 1871 attributed to Charles Pickering.

Source: SLNSW, Digital order no: a089245

⁵ HLA Envirosiences Pty Ltd, An archaeological zoning plan for Central Station and Adjacent Areas, 1995, p14; Kewley, *ibid*, pp9-10

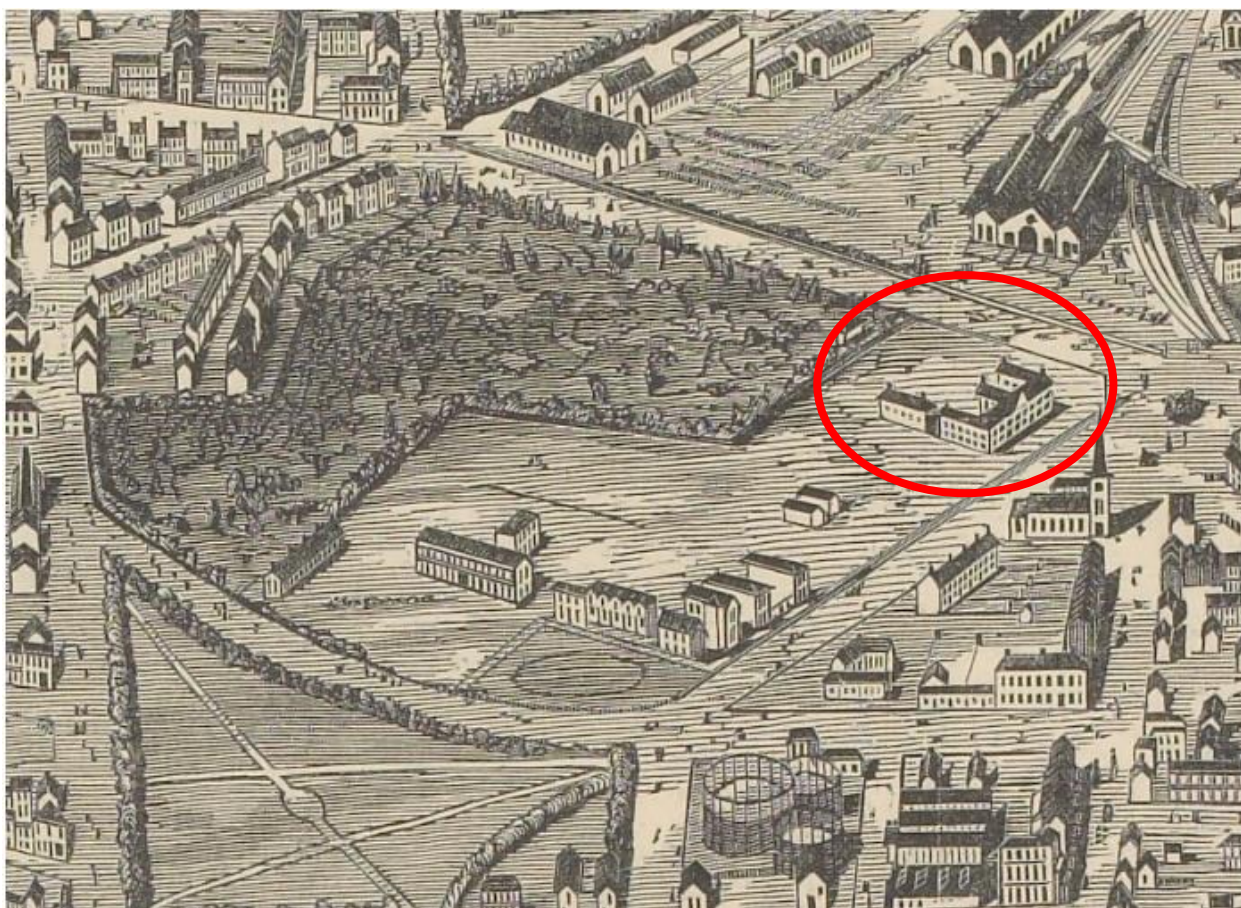


Figure 140 – Detail from Sydney by Gibbs, Shallard & Co, October 1879. Benevolent Asylum circled in red.

Source: *Illustrated Sydney News*, 2 October 1879 held at State Library of Victoria

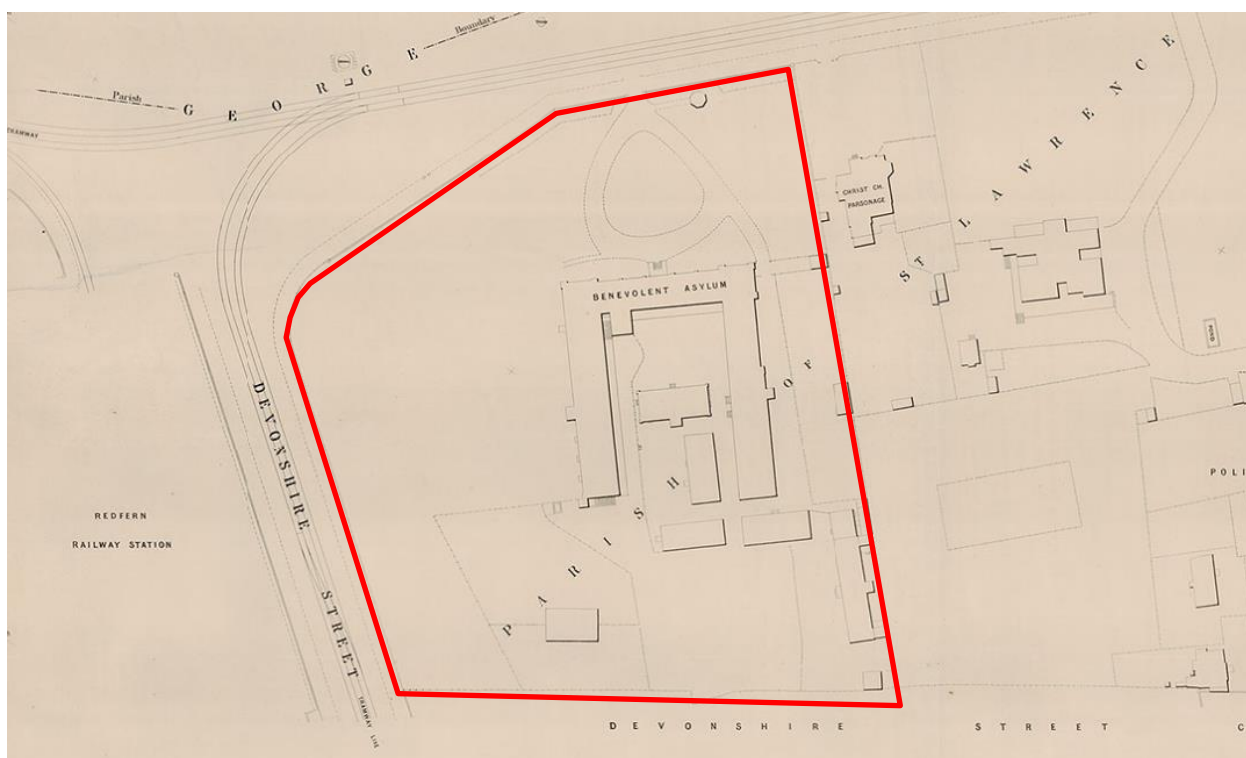


Figure 141 – Extract from Detail Survey, City of Sydney Sheet R1, 1888. Benevolent Asylum property outlined in red.

Source: SLNSW, Digital Order No. a1367586h.jpg



Figure 142 – Benevolent Asylum, corner of Pitt and Devonshire Streets, Railway Square, Sydney, 1 January 1901.
 Source: *State Archives & Records, Digital ID: 4481_a026_000736*



Figure 143 – Central Square, Sydney before building of railway with Benevolent Asylum in background, pre-1906.
 Source: *NAA: C4076, HN107*

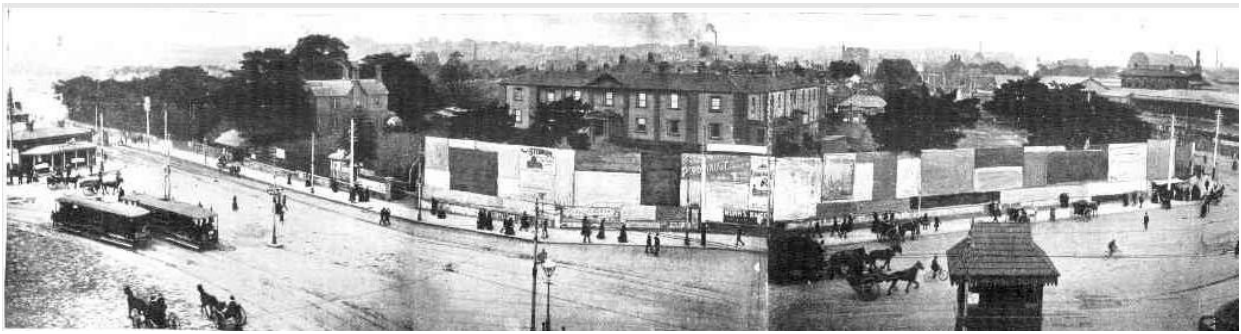


Figure 144 – Site of Central Station, corner of Devonshire and Pitt Streets, showing buildings about to be demolished—view taken from the roofs of the Grand Hotel and A Saunder's Jewellery Establishment, George Street. Benevolent Asylum in centre of view behind hoarding.

Source: *Sydney Mail and New South Wales Advertiser*, 3 August 1901, p288

3.1.3. Central Railway Station

The following history has been summarised from the "Central Station CMP" (2013).

The present site of Central Station covers the site of the original Sydney Station and yard and extends across Devonshire Street, now a subway. The main Terminus was built on land resumed in 1900- 1901 at a cost of £148,000 and includes the following sites:

The Devonshire Street Cemetery (in use from 1819 to the 1860s);

The steam tram depot on the corner of Pitt and Garden Streets (dating from the installation of the tram to service the International Exhibition in 1879);

The Benevolent Society buildings, on the block fronting Pitt and Devonshire Streets;

Christ Church Parsonage, facing Pitt Street;

The Police Superintendent's residence, previously known as the government cottage, dating from the 1820s, but modified after that date.

The Police barracks in Garden Street (dating from c. 1819-20); and

Carter Barracks (1818), facing Pitt Street and which later housed the Sydney Female Refuge and later the Convent of the Good Samaritan.

All these properties and additional ones in Pitt, Hay and Randle Streets were resumed and demolished to make way for the new station.

The construction of the Central Station Terminus was completed in stages and the design modified and simplified over the course of the construction. In 1906 the first stage of the Terminus was completed while the second stage was completed in c.1916-17.

The first stage of construction included: the basement with its sewage and drainage elements; the imposing sandstone approach ramps; the shopfronts along Pitt Street and the colonnade of shops along Eddy Avenue; the Sydney Terminus building up to the first-floor level; the northern and western baggage tunnels (for the transfer of luggage and mail); the Devonshire Street pedestrian tunnel; the main concourse; and platforms. A new tram line was laid along Elizabeth Street between Hay Street and Eddy Avenue so that the tram line through Belmore Park could be removed. Gardens were then planted on the western side of the Terminus Building facing George Street and at the main vehicle entrance, complementing Belmore Park to the north and Prince Alfred Park to the South.

The first platforms and the Sydney Terminus building were opened on Saturday 4 August 1906 and the first train left from Platform 12. The first regular train arrived at the new station at 5.55am the following day.

Following the completion of the city circle stations, suburban workers commuting into the city by train could now continue their train journey to a station within walking distance of their destination, in many cases bypassing Central Station altogether. Passengers to destinations around Railway Square could leave the

through platforms by the southern end and walk through the Devonshire Street subway. This marked the beginning of the shift in pedestrian movement at Central Station from the former north-south pattern to an east-west one as passengers transferring between the electric station and Sydney Terminus could make the connection at the northern end of the electric station. The number of passengers transferring was sufficient from an early date to generate congestion during peak hours on the stairs in the east archway of the main terminus concourse which linked the two stations. Congestion led, in the 1980s to 1990s, to the construction of escalators to connect Central Electric platforms with the main concourse and to the conversion of some of the disused baggage tunnels for pedestrian use.

Figure 148 comprises a 1903 block plan of Sydney Central Station with the future site of the Parcels Post Office outlined in red.



Figure 145 – Construction stages of Central Station. On left, c.1906, after first stage of construction was completed and the station opened. On right, 1924, Central Station with the completed clock tower, second floor and west tram ramp in the foreground.

Source: Left: Museum of Applied Arts and Science, Object No. 85/1286-203 h. Right: McKillop, *Century of Central*, p.45

3.1.3.1. Inwards Parcels Shed and Parcels Area

The following information is drawn from Central Station CMP 2013.

The parcels area is located between the Adina Central (former Parcels Post Office) and the western forecourt of Central Station.

The conveyance of parcels and mail was a key service provided by the New South Wales Government Railways. Accordingly, at Central Station the Inward Parcels Area was constructed at Central Station in c1906 using elements of the demolished Redfern Station. The inward flow of parcels was processed through the Inward Parcels Shed at the southern end of Platform 1 whilst the basement level in the west wing extension dealt with outward going parcels. Figure 146 and Figure 147 show the configuration of this area before the construction of the Parcels Post Office to the west to Lee Street.

From the 1920s, mail and parcels was transferred onto trains via the parcels dock platform (now demolished) south of the inward parcels shed. Parcels delivery to the station was initially via vehicles in Lower Carriage Lane (originally named Ambulance Avenue). Later, parcels and mail were delivered to the inward parcels office via a ramp adjacent to the Parcels Post Office whereupon vehicles would exist to Lee Street over a bridge spanning the Devonshire Street pedestrian subway.

The carriage of mail and parcels by railways was phased out by the 1980s and replaced by a fleet of trucks operated by Australia Post between capital cities and regional centres. The inward parcels shed was converted in about 2004 for use as the Railway Square YHA.



Figure 146 – Sydney Central Railway Station, site of proposed mail sorting and receiving building, undated. Shows inward parcels shed.

Source: NAA; C4076, HN16075 B



Figure 147 – Sydney Central Railway Station, site of proposed mail sorting and receiving building, undated. Shows the inward parcels shed, now the YHA Railway Square.

Source: NAA; C4076, HN16075 B

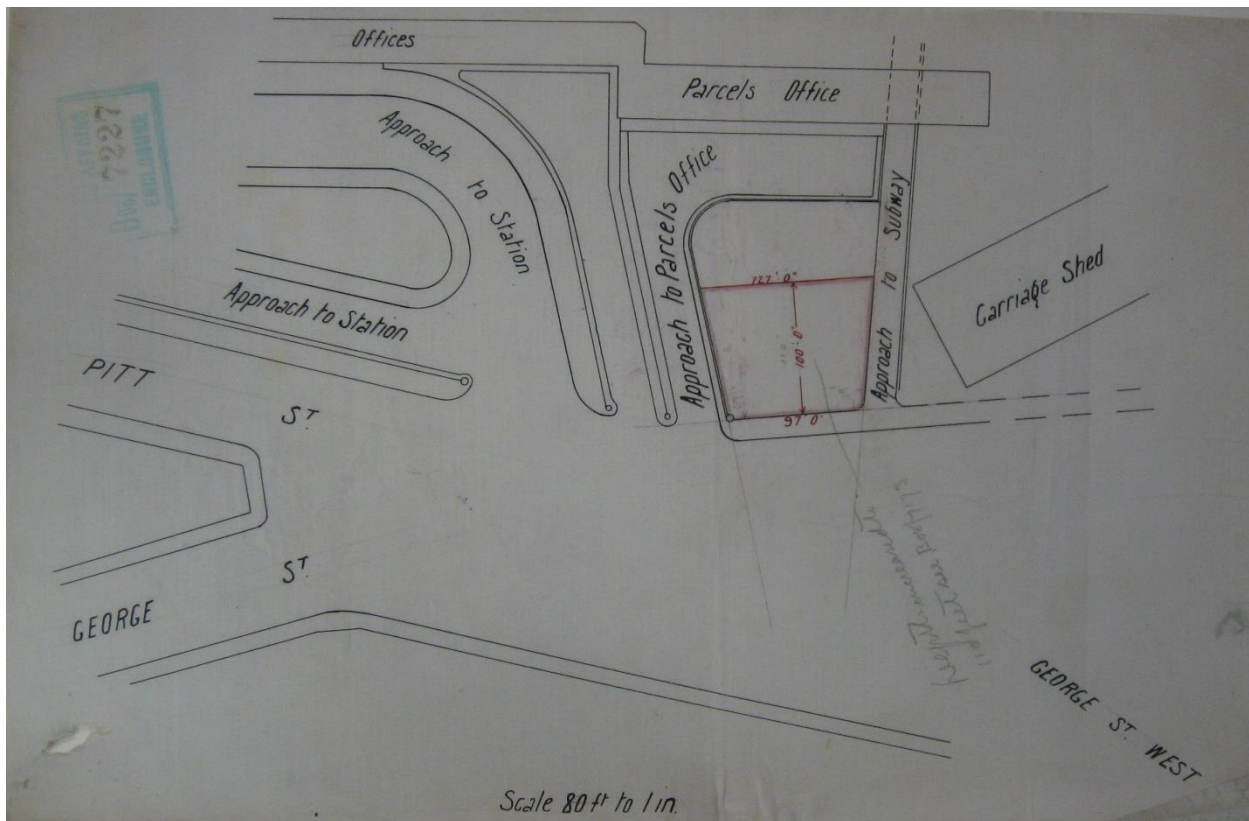


Figure 148 – Block plan of proposed site of Parcels Post Office in proximity to Parcels Office at Central Square, Sydney, c1909.

Source: NAA: SP857/2

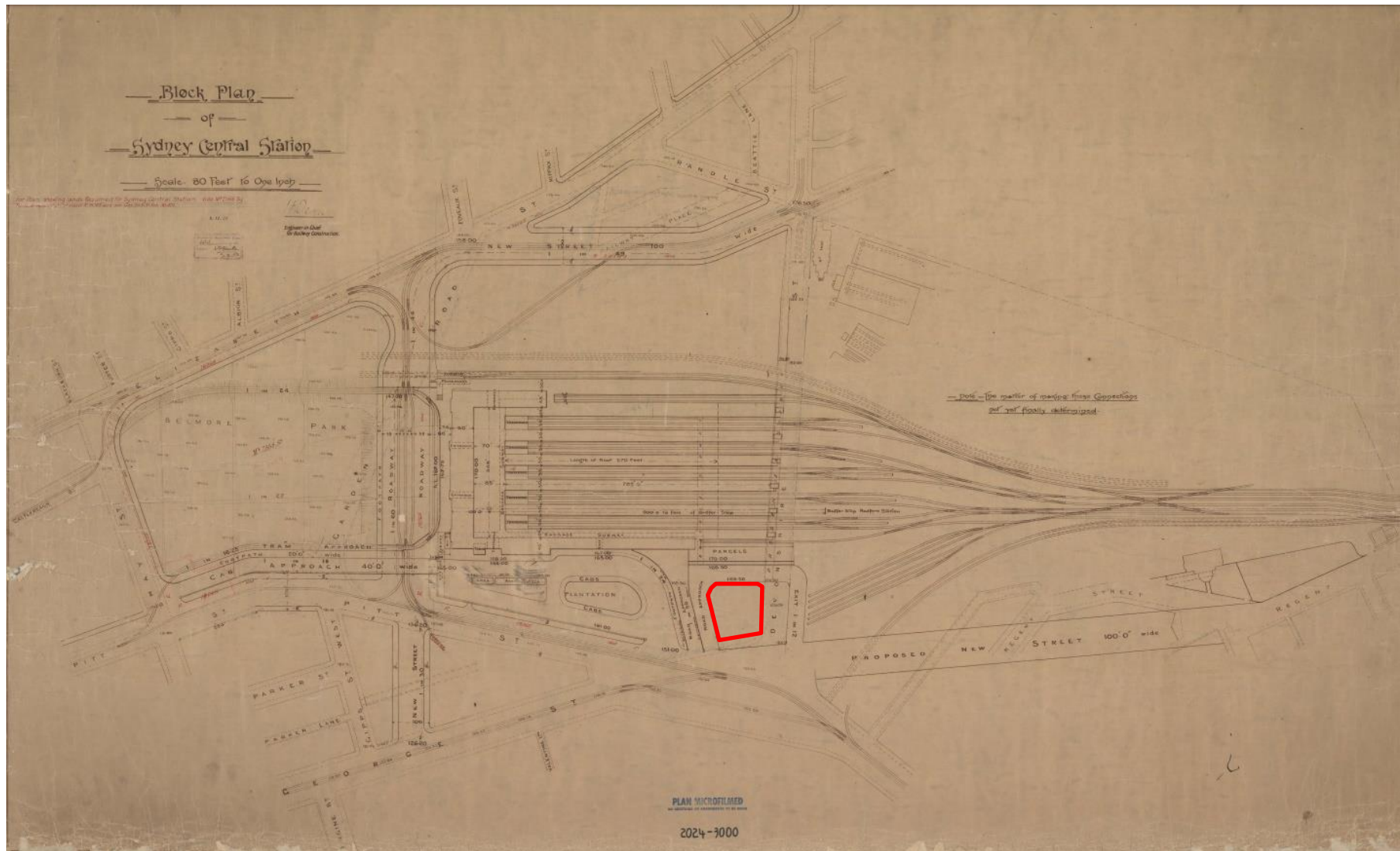


Figure 149 – Block plan of Sydney Central Station, 1903. Subject site shown thereon as vacant land.

Source: NSW LRS, Crown Plan 2024-3000

3.1.4. The Parcels Post Office

3.1.4.1. Establishment

Prior to 1901, when the Commonwealth Post and Telegraph Act transferred the administration of all postal and telecommunications services to the Commonwealth Government and established the Commonwealth Postmaster-General's Department, each state was responsible for the operation of postal and telegraphic services. Following the passing of the Act to Regulate the Postage of Letters in New South Wales in 1825, post offices began to expand, and a Parcels Post was first opened in 1886 as part of the Mail Branch of the General Post Office (GPO) and occupied only a small area of the Martin Place premises.

In 1893, the Inwards and Intercolonial Parcels Post was established and located in separate rented premises in Castlereagh Street, and during 1902 and 1903 those premises became known as the Chief Parcels Office, as the Parcels Post section of the Mail Branch also relocated there from the GPO. During 1904, the Chief Parcels Office was removed from Castlereagh Street to the basement of the George Street end of the GPO.⁶

In 1906, overcrowding in this area caused complaints from merchants and the public. At least double the space then occupied was required for parcels handling, prompting officials to seek premises outside the GPO building. In July 1908, the Chief Commissioner for Railways and Tramways agreed to lease, for a period of ninety-nine years, to the Postmaster-General's Department, the by then vacant former site of the Benevolent Asylum. The site was described as "a portion of Railway land, fronting George Street and bounded on the south by Devonshire Street subway, with an area of approximately 90ft by 120ft", for an annual rental of £600, later increased to £650 per annum, commencing on 1 January 1909. This site is illustrated in Figure 151. As the majority of parcels were sent by rail and many Sydney department stores ran mail order catalogues sending goods to country NSW, the site was ideally situated for the location of a specific purpose parcels post office.⁷

The indenture of lease was formalised in May 1911 between the Chief Commissioner for Railways and Tramways and the Commonwealth of Australia. The lease stipulated that the lessee "at its own expense erect complete and finish upon the said land a building convenient and suitable for a Postal Depot". The agreed rental, now £650, with quarterly payments of £162/10 commenced on 1 April 1909.⁸ The site is delineated on the land shown at Figure 149 and Figure 150.

⁶ Graeme Aplin, S.G. Foster, Michael McKernan, Ian Howie-Willis eds., *Australians: A Historical Dictionary*, Broadway, 1987, p.330; The Australian Encyclopaedia, Volume VII, pp. 239-240.; NAA: Series C3898, Item 63/3 "Mail Branch Parcels Post," 1913, np; Series C3893, Item 63/1 "Mail Branch Chief Parcels Office," 1959, p.1

⁷ NAA: Series 394/1 Item NL 1917/2491 Assistant Supervisor, Postal Parcels Branch, paper, 9 April 1907; Series 305/1, Item B1948/3433, Indenture between Chief Commissioner for Railways and Tramways and the Commonwealth of Australia, 1 May 1911, p.1.; Series SP857/2, Item PA843 Part 1, Minute of Department of Home Affairs, 3 August 1908; Department of Public Works and Services, Heritage Group, State Projects, "Sydney Central Station Conservation Management Plan," 1996, p.111.

⁸ OST BK 936 No 985, NSW LRS

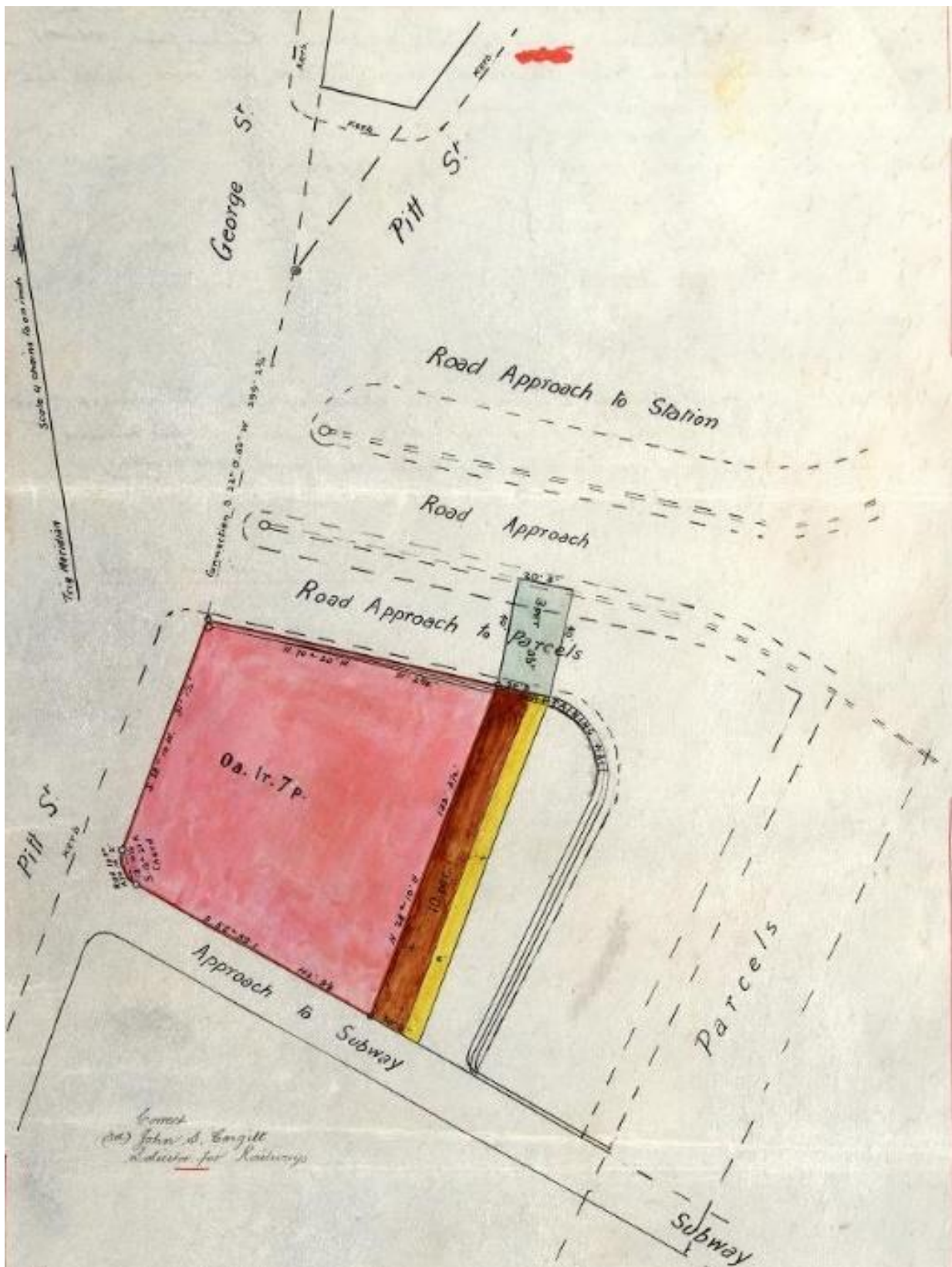


Figure 150 – Subject land leased to Commonwealth for Parcels Post Office building.

Source: NSW LRS, Bk 936 No 985

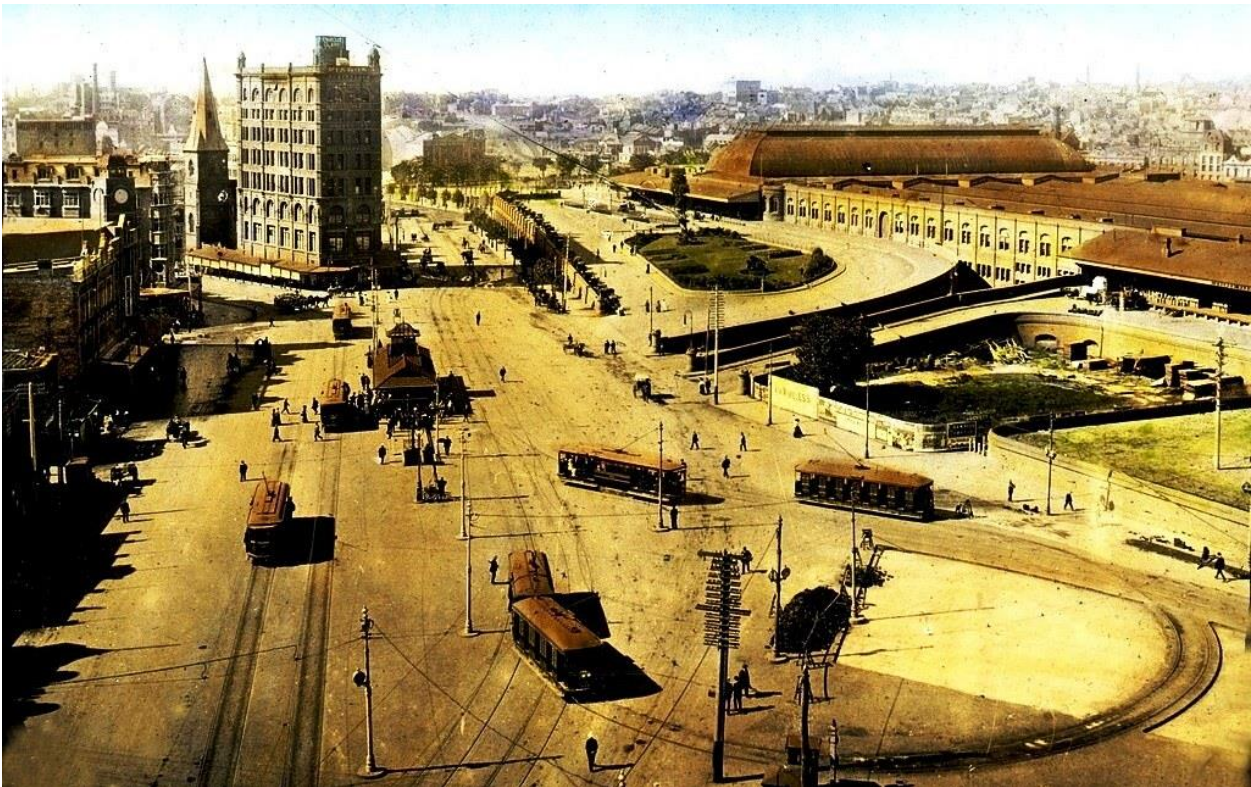


Figure 151 – Railway Square, c.1906-1911. Site of future Parcels Post Office shown in this view as vacant land with hoarding to George Street frontage (centre right).

Source: Flickr

3.1.4.2. Construction

With the site chosen and the lease agreement in process, in August 1909, the Postmaster-General announced that plans were being prepared for the erection of a parcels post office on the subject site; they were completed the following month.⁹

The Minister of Home Affairs announced in January 1911 that tenders were to be called immediately for the construction of a new parcels post office building near Sydney Central Railway Station.¹⁰ Three months later, the Department of Public Works announced that seven tenders were received for the erection of the new parcels post office, however all were above the departmental estimate. The tender was awarded in May to Conrad Harris of Burwood for the price of £50,000.¹¹ Work commenced on the site before August (Figure 161), but progress on erecting the building suffered a setback two months later when the extensive scaffolding/gantry on the site collapsed during a gale.¹² By mid-December, the basement and light area walls were almost complete and the builders had commenced the setting of the trachyte parts of walls of the ground floor.¹³

The building was originally designed in 1910 by G M Blair under the supervision of W L Vernon to consist of a basement and three floors (refer to Figure 152 – Figure 157). In 1912, plans for an additional two storeys were prepared by G M Blair and E L Drew under Government Architect, George McRae. The first stage terminated at the cornice above the oeil-de-boeuf or porthole windows. Conrad Harris, the contractor for the

9 "Buildings and Works", *Sydney Morning Herald*, 21 February 1911, p4

10 "Parcels Post Office for Sydney", *Sunday Times*, 8 January 1911, p12

11 "Government Gazette Tenders and Contracts", *Government Gazette of the State of New South Wales*, 17 May 1911, p2834

12 "Scaffold blown down", *Daily Telegraph*, 9 October 1911, p6 and "Scaffold wrecked", *The Sun*, 9 October 1911, p2

13 "The congested GPO", *Sydney Morning Herald*, 11 December 1911, p13

first six floors, was awarded the tender in November for the addition of two extra floors for the sum of £18,234/13/11. It was simultaneously decided to construct a subway.¹⁴

Designed by Blair in two stages under the supervision of two Government Architects, the building was erected in one construction phase. The building was officially opened on 29 November 1913, and on 6 December 1913 the Parcels Post section of the GPO moved into the new premises.

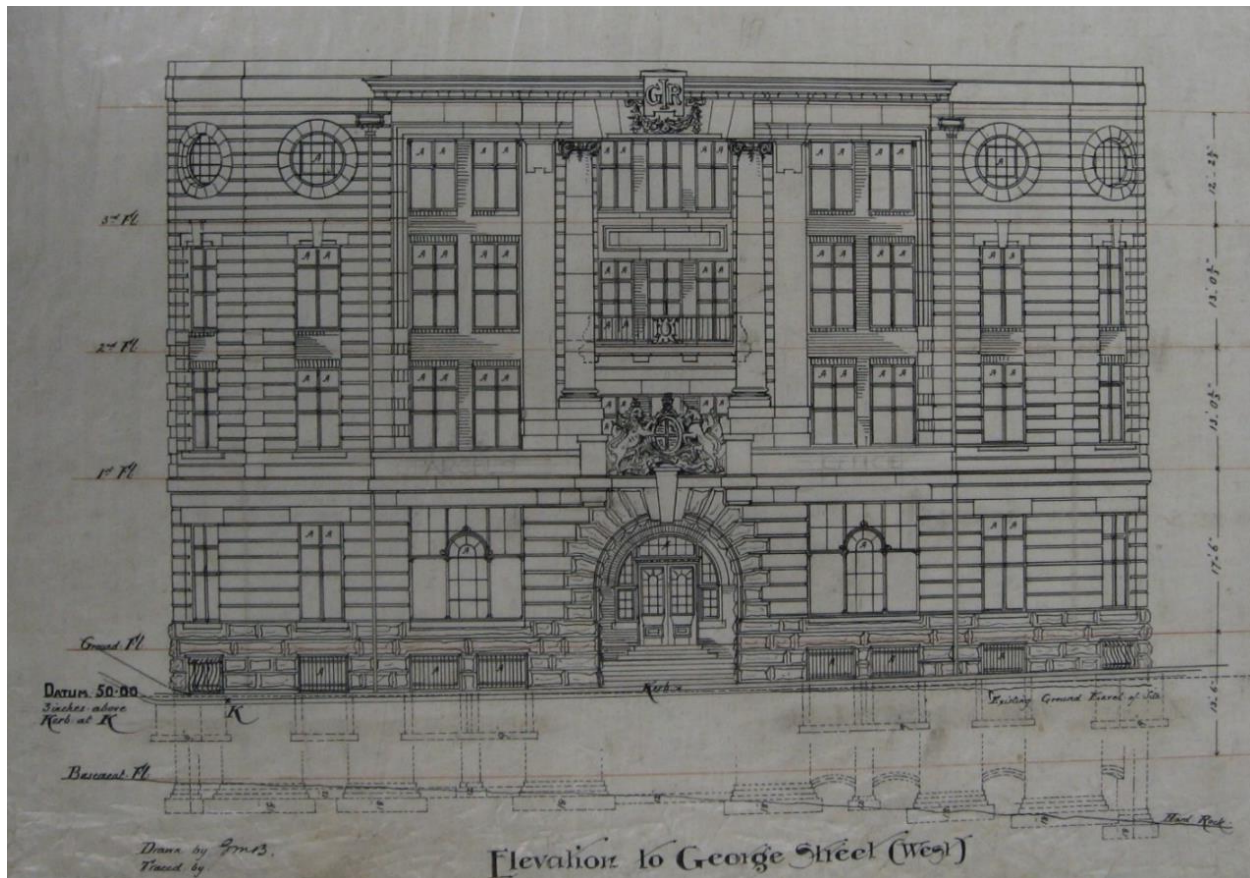


Figure 152 – New Parcels Post Office Premises at the Central Railway Station: Elevation to George Street (west), 1910.

Source: NAA: SP1107/1, 362/4

¹⁴ "Postal parcels office", *The Sun*, 22 October 1912, p10 and "Building & Construction parcels post office", *Daily Telegraph*, 19 November 1912, p5

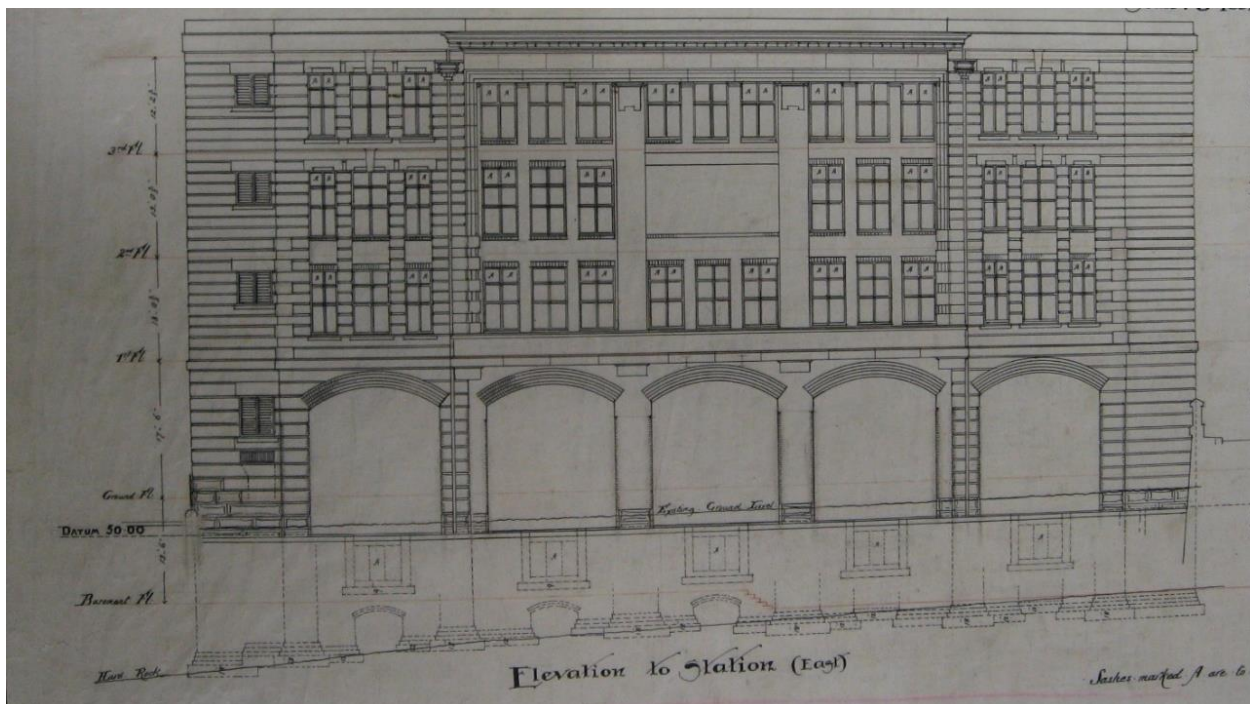


Figure 153 – New Parcels Post Office Premises at the Central Railway Station Sydney: Elevation to Station (east), 1910.

Source: NAA: SP1107/1, 362/4

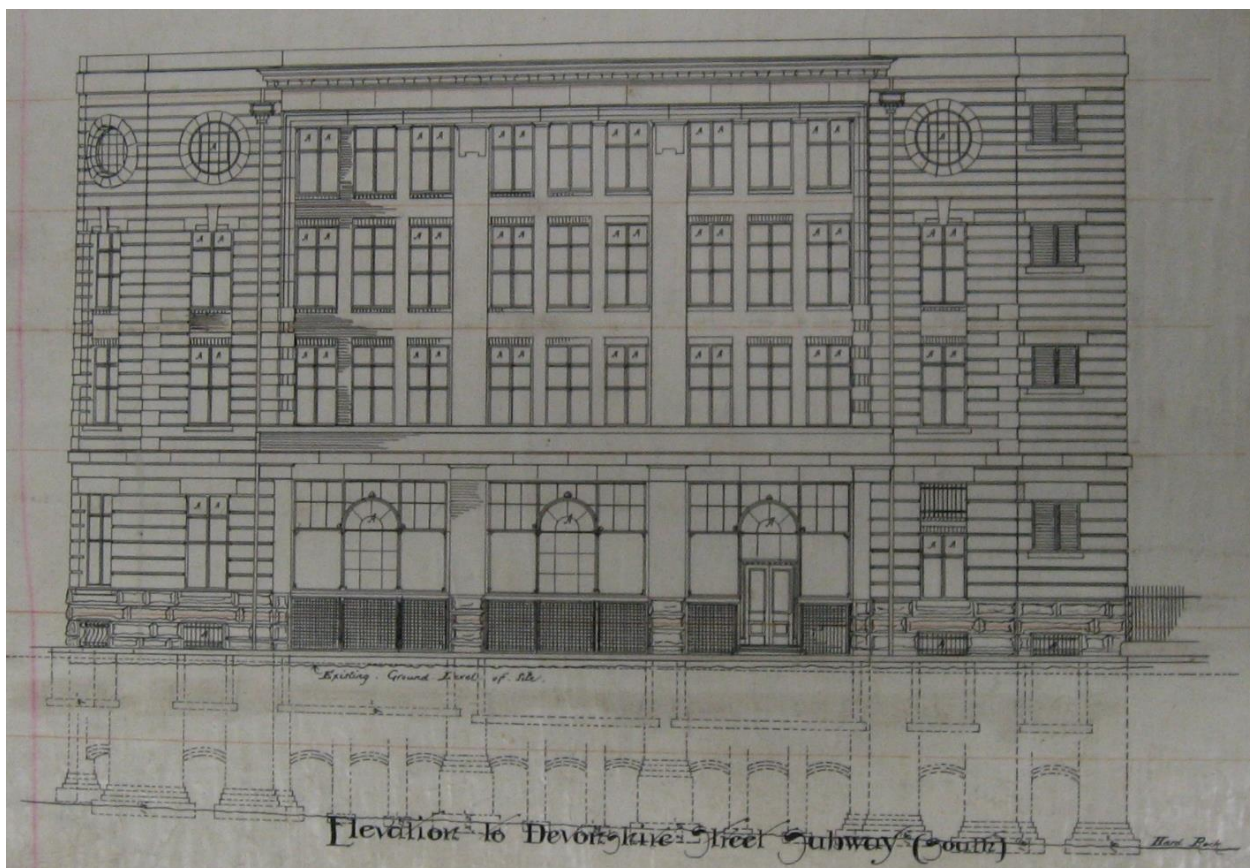


Figure 154 – New Parcels Post Office Premises at the Central Railway Station Sydney: Elevation to Devonshire Street Subway (south), 1910.

Source: NAA: SP1107/1, 362/4

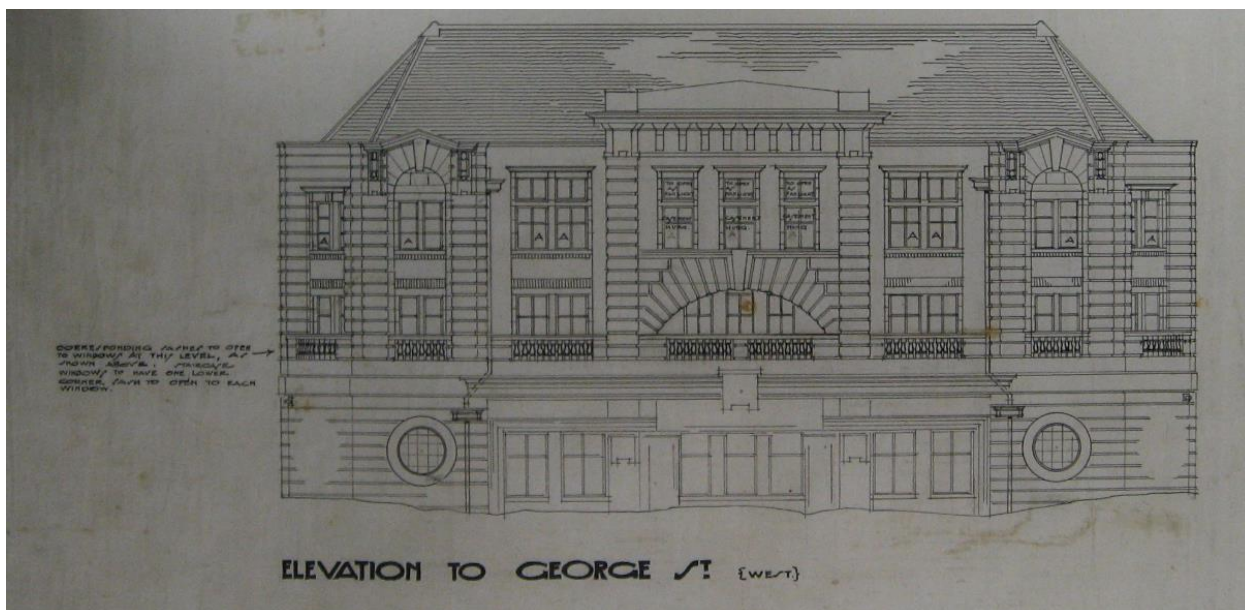


Figure 158 – Elevation to George Street (west) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 3), May 1912.

Source: NAA: SP 1007/1, 362/11

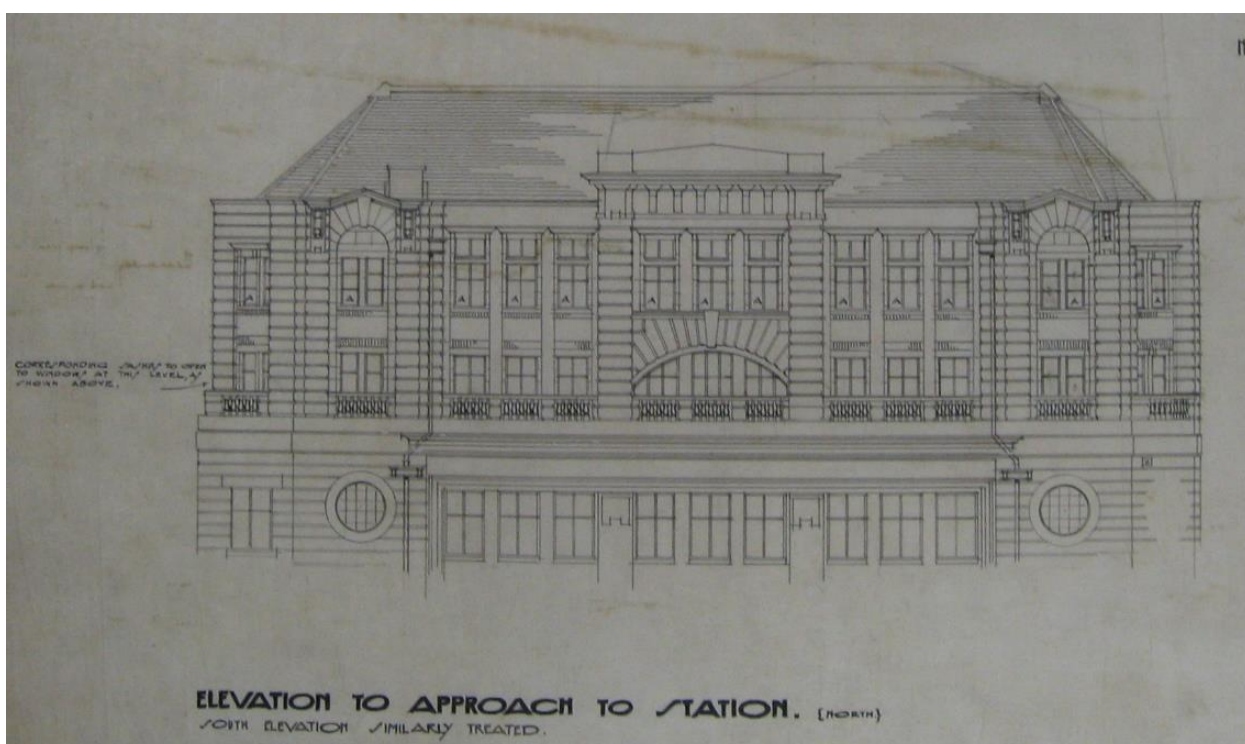


Figure 159 – Elevation to Approach to Station (north and south) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 3), May 1912.

Source: NAA: SP 1007/1, 362/11

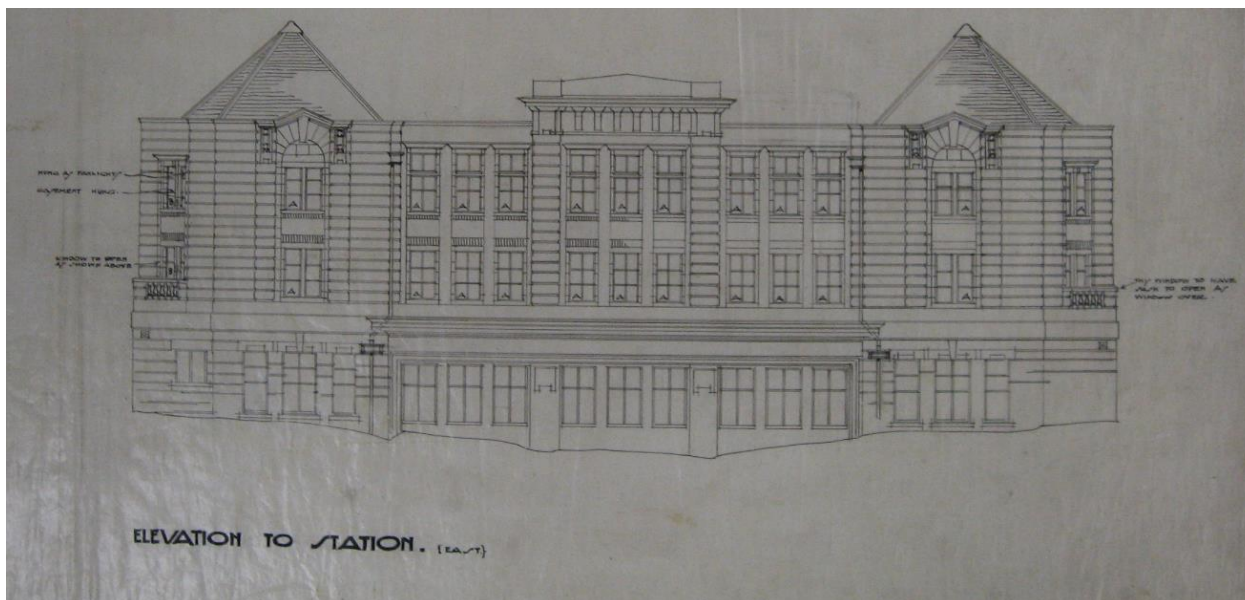


Figure 160 – Elevation to Station (east) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys. Sheet 3, 7/5/1912.

Source: NAA: SP 1007/1, 362/11



Figure 161 – Railway Square before the Central Railway clock tower was built, 1911. In this view (at far right) scaffolding and gantry on site of future Parcels Post Office building.

Source: SLNSW, hood_07383h.jpg

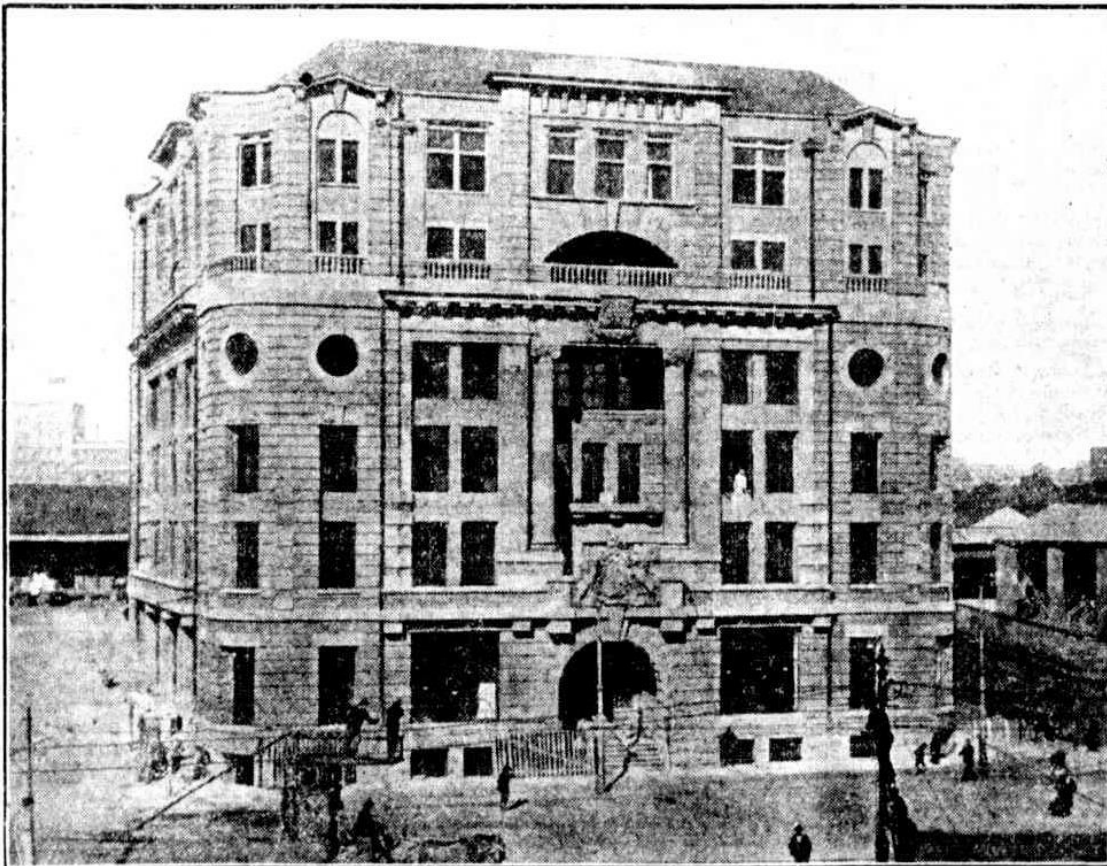


Figure 162 - The New Parcels Post Office.

Source: *The Sun*, 18 August 1913, p5



Figure 163 - The New Parcels Post Office and Railway Square.

Source: *The Sun*, 18 August 1913, p5

A lengthy description of the building and its facilities was furnished in *The Sun* on 18 Aug 1913 p5 (accompanied by the illustrations at Figure 162 and Figure 163) including the following extract:

...Two years ago the Federal Government authorised the building of a parcels post office in the square at the Central Railway Station. The structure is all but completed, but the business to be transacted there has already outgrown the purposes of the building, and the floor space of approximately 87,805 square feet will not accommodate all who require to go in there. The original plan was for a four story building finished off with a stone balustrading: but two additional stories have been added, and the balustrading adds to the effect of the structure, which has been carried out to a well-balanced design in brick, with stone facings...The elevation is carried out in red open-kiln bricks from St. Peters.

In the front facing the square the main entrance is through a massive stone arch surmounted by the Royal Coat of Arms. From this arch there rises a beautiful centre feature in stone work. This is carried to the parapet of the building. Two columns 25ft by 3ft rise from the arch. These are surmounted by Ionic caps. Without obtruding, these give quiet dignity to the building. The steps are of polished trachyte. The entrance porch and the whole of the ground floor are paved with terrazzo, with colour effects in mosaics in the centre. The ground floor will be used for office and Customs purposes. The fittings are of polished cedar, with nickel furnishings, whilst In the Customs portion of the place there are reinforced concrete recesses abutting on to the counters, and in these places the public will be able to conduct their business with the officials without eyes being on them, and without being heard. There is also on this floor a huge strong-room, the walls of which are of concrete reinforced with 3in. by 3/4 spiral steel bars, to a width of 14in.

The building has a frontage of 100ft. to Railway-square, and 150ft. at the back, the sides being 110ft., and the height is nearly 100ft.

In the interior there are two shafts running from the basement to the top of the fourth story. On each floor there are louvres, the laths in which can be shifted to any angle. These are the watch-towers for the detectives.

The new Parcels Post Office is practically fireproof. The whole of the interior, with the exception of the fittings, is of reinforced concrete. The floors are of concrete 7 Inches thick, reinforced with blue metal and steel. The weight of each floor can be gathered from the fact that over 600 tons of blue

metal reinforcement was used in the construction. The massive stanchions and girders are of steel surrounded by reinforced concrete. There are two staircases, one of reinforced concrete, with ironite treads, and in the other made completely of iron. The two top stories, which will be used by the Commonwealth Department of Home Affairs, have been treated in exactly the same way as regards the material for construction: but the floors have been divided- into offices, some of the rooms being 72ft. in length by 22ft. in breadth. There is also a basement, which is as light as any of the upper floors— a proper arrangement of prismatic glass and opalite tiles giving such effective lighting that it will be possible to abolish artificial lighting even in the remotest corners during the day. An added fire--resisting security is found in the window frames, which are of metal throughout, the front windows on the ground floor being very handsomely framed in gun metal.

The lighting is perfect. The two top floors, in addition, to the windows are lit by a central light area 40ft. x 20ft., which will possibly be used as a refectory by the officers.

The roof is reached by a manhole opening into one of the hip roofs and then by means of a door on to a large flat area covered with reinforced concrete. The two hip roofs are partly covered with tiles and partly with corrugated iron.

The building is fitted with machinery for the expeditious handling of the mails. The parcels are shot into the basement on to an endless conveyor, which distributes them to other conveyors, lifting them on to the various sorting floors. All these conveyors are worked by electric power. Other machinery consists of a ventilating process which delivers hot air to the floors during the winter and cool zephyr-like breezes in the summer. The air is sucked in down a shaft to a huge furnace, and by an arrangement of fans is blown up into the building. In the summer time the air is purified and filtered by means of a huge drum covered with gauze, which revolves in a stream of water, and as the air is cooled it is sent up a shaft to the various floors.

It was originally intended to connect the office by means of a tunnel to the railway station in order to facilitate the transit of the parcels, but this idea has been abandoned. An overhead tramway from the first floor to the railway platform is now contemplated. A large opening has been left in the building where it faces the railway platform, and the aerial railway will be taken out from this point over the tops of some of the adjacent platforms.

The designs for the building were prepared in the office of the State Government Architect, and the work carried out under that department's supervision on behalf of the Commonwealth Government. The cost of the building was £70,000. Mr. Harris was the contractor, and he has carried out the work in a manner creditable alike to himself and those he had in his service.

The stone came from Green's Quarry, Little Coogee. The iron and steel from Scrutton and Co.'s. Dobson, Franess, and Co. supplied the steel frame and metal windows. The glazing was done by James Sandy and Co. The sculpture work in the front was executed by Sheriff Brothers.

The building will be ready for occupation in a month's time.

It was almost universally heralded a "very fine building". One newspaper was however critical of the use of corrugated iron on the major part of the roof, possibly arising from cost savings, as only a small section of the roof was tiled near the street front of the building behind a high parapet.¹⁵ The *Sunday Times* in August 1914 praised the new Parcels Post Office building as representing "a type of the useful, yet attractive in architecture" based upon the Georgian style of architecture. The newspaper compared it favourably to several of Sydney's more prominent buildings of the last 20 years.¹⁶

Review of original and early plans indicate that the basement housed mail and parcels sorting rooms and featured a long conveyor belt for sorting. The ground floor was open to the public, accessed via the main entry from Lee Street with a long service counter to the parcels office and customs areas while there was a vehicular dock to the yard at the rear. The original plans for the first and second floors do not indicate a specific use or occupation, but they appear as unobstructed open spaces punctuated with toilets, staircases and lift. Also, on the first and second floors were detective galleries, presumably to allow for supervisors to watch the staff on the floor. The building was designed with male toilets only, indicating the nature of the work force -at the time. The third floor of the building was designed for Inwards Letters and Wrapper Sorting. The 1912 plan set shows the fourth floor subdivided into seven offices, an open area, two messenger offices,

¹⁵ "Tin roofs: deterioration of government buildings", *The Sun*, 12 May 1913, p5

¹⁶ "20 years of building", *Sunday Times*, 2 August 1914, p3

an enquiries office and vestibule. The floor above was set aside for foreign parcels (at the rear of the building), the registration section and mail opening sections, occupying the majority of the floor on either side of an open area with the assistant superintendents office, bag room, strong room and store room near the No 1 staircase at the front of the building, The two existing staircases and the lift next to No. 1 staircase continued to the fourth and fifth floors. Figure 164 – Figure 169 comprise a selection of images of various floors of the building in this period but for a complete set of this series refer to Appendix G.



Figure 164 – Ground floor, Central Square Building, c.1910s.

Source: NAA: B5919, 4/267



Figure 165 – First floor, Central Square Building, c.1910s.

Source: NAA: B5919, 4/268



Figure 166 – Second floor (newspaper sorting), Central Square Building, c.1910s.

Source: NAA: B5919, 4/270



Figure 167 – Third floor (primary letter section inwards) Central Square Building, c.1910s.

Source: NAA: B5919, 4/272



Figure 168 – Fourth floor (ship section), Central Square Building, c.1910s.

Source: NAA: B5919, 4/274



Figure 169 – Central Square, Sydney

Source: NAA: Series B5919, 4/172

In this period, retailers of the city were gradually moving westwards to Railway Square, “the main artery of vehicular and pedestrian traffic in the city”. The Parcels Post Office was one of several “fine buildings...lending dignity to the architectural surroundings of Railway Square”. Other landmark buildings and businesses nearby included Marcus Clark’s new premises, Mr Bowen’s tailoring shop, the Canada Buildings, incomplete Daking House [and] the recently built jewellery establishments of Saunders and Orchard.¹⁷

¹⁷ “Trade moves westward; busy Railway Square a maelstrom of traffic”, *The Sun*, 18 August 1913, p5



Figure 170 – Railway Square, c1914.

Source: City of Sydney Archives, SRC24659



Figure 171 – Central Square from the Railway Station, 1915. Parcels Post Office at far left.

Source: State Archives & Records, Digital ID: NRS20499_a050_000016



Figure 172 – Railway Station & Parcels Post Office, Central Square, Sydney, c1916-17.

Source: NMA, 1986.0117.5688



Figure 173 – Railway Square, post-1916. Parcels Post Office on far right of image.

Source: City of Sydney Archives, SRC 994.441 PHI: Sydney and Surroundings NSW, (H Phillips, Willoughby NSW, nd)

3.1.4.3. Mail Branch

Initially, the additional two storeys were intended to house Federal Departments but by 1914 it was decided to use these for mail sorting although the design was unsuitable for mail work. Lifts suitable for mail handling were not provided and had to be erected outside, much to the disgust of the editors of *Building*, who criticised the external lifts as an “architectural disfigurement” (refer to Figure 174). Partitions had to be removed to provide the necessary Mail Branch space.¹⁸

It was anticipated that the bulk of mail sorting would be carried on in the new building to relieve congestion at the General Post Office (GPO). During the year ended 30 June 1915, the fitting up of the new premises was completed and the bulk of the mail work had been removed from the GPO building.¹⁹

In 1920, overseas mail, except parcels, was opened on the fifth floor. All local mail arriving between 9am and 7pm was also opened there as the main staff was present on the third floor during those times.²⁰ The letter portion of the English mail was opened on the third floor in the early morning.²¹ If they arrived about midday when the main staff were present, the bags were opened at some distance away from where the staff were working.²²

The newspaper mail from the United Kingdom and America were opened on the second floor as they were required for sorting.²³ The proximity of the receiving and despatching work allowed more efficient handling of mail matter and better supervision, as the staff engaged on opening work were able to be utilised to better advantage during the lulls in the arrival of mail.²⁴ In the Registration section all registered mail was opened at a table where the remainder of the work was in progress.²⁵ In the parcel section all parcel mail was opened in the working sections, inwards and interstate on the first floor, where all the despatching work was done, and overseas on the ground floor, where parcels are received from the public and where the delivery of Customs parcels took place.²⁶

¹⁸ NAA: Series C3898 Item 63/1 “Mail Branch Chief Parcels Office” 1959, p2; Series SP1411/1, Item B66/1528, Director, Engineering to Director-General, Posts and Telegraphs, 1965

¹⁹ NAA: Series SP305/1, Item B48/3433, Plan of site

²⁰ NAA: Series SP820/1 Folder 20 Item PMG7860, “New Parcels Office Proposed Alterations to Stairs No. 1”, 10 October 1911

²¹ NAA: Series SP19/1 Item IB20/1084, “Suggested Improvement in Working Conditions of Sorters in Mail Branch G.P.O and Central Square, Sydney, 23 March 1920, p.4

²² NAA: Series SP821/1 Item PMG7854, “New Parcels Post Sydney Subway to Yard”, 5 March 1912

²³ NAA: Series SP1107/1 Item PMG2973, 7 May 1912, Sheet 1 “Parcels Post Office Premises at the Central Railway Station, plans of additional storeys”, 7 May 1912; Series SP1107/1, Item PMG3503, “Parcels Post Office Premises at the Central Railway Station, Sydney Part Elevation North Front, Section B-C and Part Elevation Central Portion George St Front”, 30 May 1912: Department of Public Works and Services, *op. cit.*, p71

²⁴ NAA: Series C3898 Item 63/1 “Souvenir in Commemoration of Opening of Parcel Post Premises Central-Square, Sydney, 29 November 1913”; “Mail Branch Chief Parcels Office”, 1959, p2’ Series C3898 Item 634/3 “Mail Branch Parcels Post”, 1913, np

²⁵ NAA: Series SP19/1 Item IB20/1084, “Suggested Improvement in Working Conditions of Sorters in Mail Branch G.P.O and Central Square, Sydney,” 23 March 1920, p.4

²⁶ NAA: Series SP1107/1 Item PMG4833

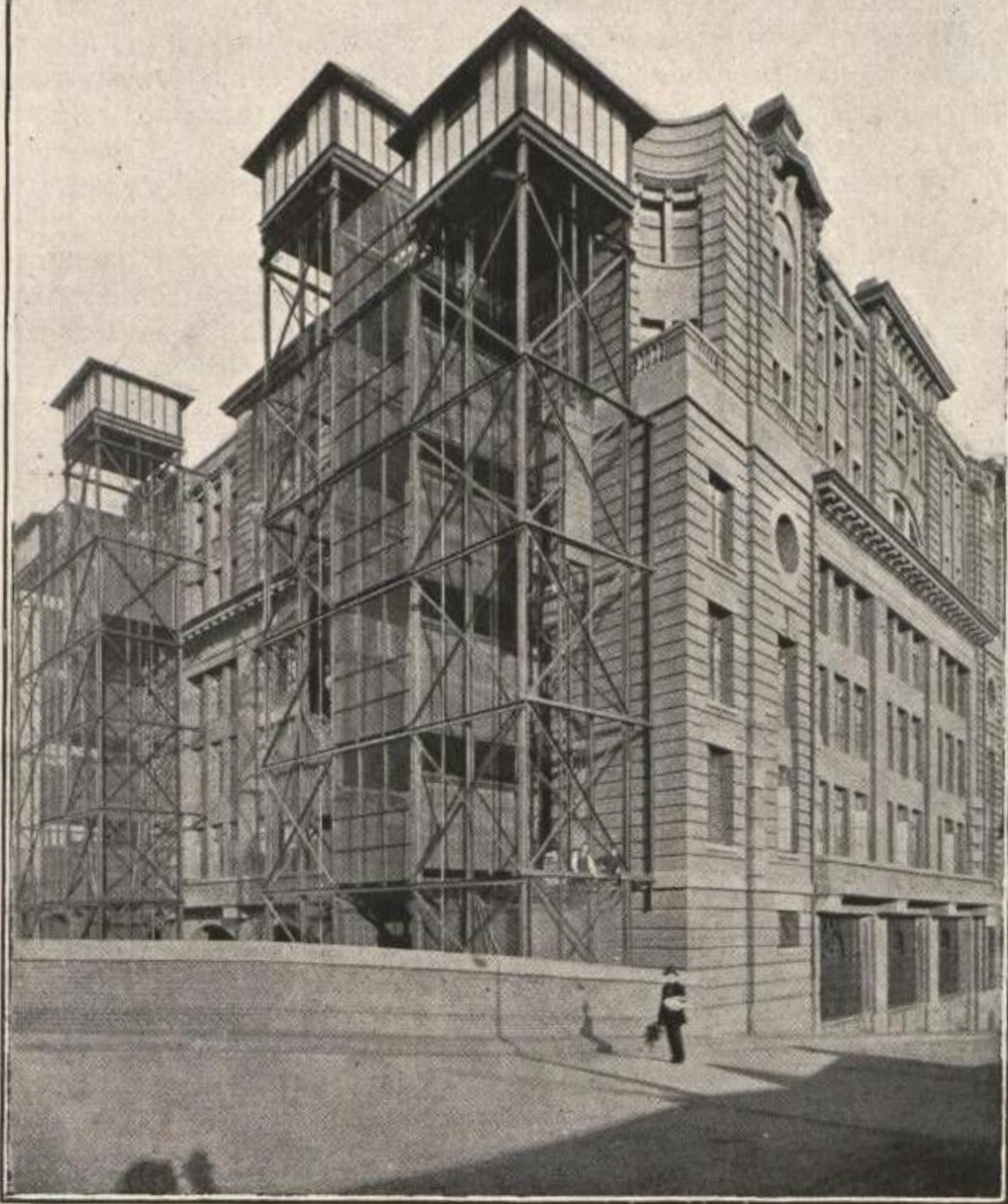


Figure 174 – “Architectural Disfigurement, the New Parcels Post Office, at Sydney Railway Station. The above is a glaring example of the inconsistency of Government methods. A public building, having a fine stone façade, costing thousands of pounds, is turned into an eyesore by the addition of shoddy external lift construction”.

Source: *Building*, Vol 17 No 98, 12 October 1915, p59

3.1.4.4. Parcels Post

Between 1917 and 1920 problems were encountered with ventilation: air ducts were not working due to mail bags being opened against them and many shutters being kept closed. In winter, the heating system resulted in "hot, smelly air (being) belched forth throughout the building." Several requests were made by the Sorters' Union for improvements to ventilation to clear foul air and dust since opening windows created excessive draughts. In September 1919, Dr. Ludowici, Acting Commonwealth Medical Officer inspected the building and concluded that working conditions at Central Square compared favourably with those of any large factory or shop.

Over six hundred were employed when the original plan was for offices with small staffs.²⁷ Alterations carried out during the 1920s consisted mainly of modifications to the third, fourth and fifth floors, involving the creation of new areas for Wrapper Sorting and Canvas Workers.

The transfer of mail at Central Station to the Post Office in 1929 was described as follows, "all incoming and outgoing Country and Interstate mails are taken over by the Railway Department in the Custodian's Room. The Railway Department then transports these mails through its own tunnel, a distance of approximately 800ft by its own labour, and in its own lifts takes the mails to and from the platforms. But some years ago, an arrangement was made by the Central Office by which the Department received suburban mails on the platform and not in the Custodian's Room."²⁸

²⁷ NAA: Series SP19/1 Item IB20/1084 "Opening of Fanlights over Windows in Central Square Building. Summary of Action Taken," n.p; Postal Sorter's Union of Australia New South Wales Branch to Deputy Post-Master General 26 May 1919, n.p; Commonwealth of Australia, Department of Works and Railways, Completion Return, 5 May 1921, n.p; "Suggested Improvement in Working Conditions of Sorters in Mail Branch G.P.O and Central Square, Sydney," 23 March 1920.p.2

²⁸ NAA: Series SP19/1, Item IB33/1065 Part 1, Correspondence from Superintendent of Mails to Deputy Director, 12 December 1929, p.7.



Figure 175 – Mail truck, Central Square, 1936.

Source: NAA: C4078, N795

The inadequacy of the mail handling facilities at Central Railway was again opened for consideration in 1933. It was noted that the mail handling methods were slow, resulting in poor service to the public, as it took up to 18 minutes for suburban mails to travel between the platform and Custodian's section. Also, manual handling was expensive and the danger of theft from mails was greatly increased with manual handling. However, financial circumstances prevented further action.²⁹



Figure 176 – Central Square Parcels Office, heaped bags, 1947.

Source: NAA: C4078, N3005F



Figure 177 – Central Square Parcels Office, heaped parcels, 1947.

Source: NAA: C4078, N3005F

²⁹ NAA Series: 19/1, Item IB33/1065 Part 2, Correspondence from Deputy Director, Posts and Telegraphs to Secretary, Commissioner for Railways, 18 May 1933; Acting Deputy Director, Posts and Telegraphs, to Post Master-General's Department, 8 November 1933.



Figure 178 – Central Square Parcels Office, heaped bag, 1947.

Source: NAA: C4078, N3005D



Figure 179 – Central Square Parcels Office, heaped bag, 1936.

Source: NAA: C4078, N3836



Figure 180 – Automatic loader and mail bags at yard at the rear of Central Square, 1947.

Source: NAA: C4078, N2843D



Figure 181 – Automatic loader and mail bags at Central Square, 1947.

Source: NAA: C4078, N2843A

Congestion on the ground floor continued to be a problem into the 1950s. The Deputy Director, Posts and Telegraphs stated in 1950 that "the increase in inwards parcels traffic has rendered the space behind the counter on the ground floor so congested that it appears that alternative arrangements for handling the initial sort in the basement may have to be made."³⁰

3.1.4.5. The Customs Section

In 1929 complaints were received by the Department of Trade and Customs regarding unsatisfactory overseas parcel delivery at Sydney with delays causing inconvenience and damaging the interests of the business community.

The Collector of Customs at Sydney stated that until further accommodation was made available for the Customs officers at the Parcels Post Office, it would be impossible to cope with the increasing volume of business and congestion. The increased accommodation required was not expected to be available until the end of the year, when it was anticipated that certain branches of postal activities would be transferred to the General Post Office. To provide immediate relief, alterations to the present counter accommodation were recommended.³¹ Several options were explored involving rearrangement of space within the existing premises and the removal of certain operations to alternative locations.

It was expected that the Mail Branch would be transferred to the G.P.O. and that as soon as this was effected, arrangements would be made for additional accommodation for parcels and Customs work at the Parcels Post building.³² While some relief was obtained in 1939, overcrowding in Customs remained a problem into the 1950s. Despite the overcrowding in certain sections the financial situation meant that it was not practicable for the Department to make use of the whole of the space in the Sydney Central Square Building as intended. An offer was made to the Department of Works, in 1930, for use of the third, fourth and fifth floors for other Departments' activities for two years.

This proposal would have involved changes such as transferring the Foreign Parcels Post Section from the fifth floor to the second floor and moving the Canvas Workers' Section and the machinery from the fourth to the second floor. However, the space was not able to be used by other Commonwealth Departments, due to existing lease commitments. At one stage it was proposed that these floors be used as a broadcasting studio. However, these plans did not eventuate.³³

In 1947, it was intended to erect a building at the rear of the present building to give much needed additional space for use by the Postmaster-General's Department and the Customs Department. The Department of Posts and Telegraphs did not have any legal rights over the yard on which it wanted to build.³⁴ Conditions in the Customs Section remained congested and inefficient, the situation exacerbated by the increase in the size of parcels handled from ten to fifty pounds weight.

Such parcels were handled previously by the Customs Department.³⁵ The Deputy Director, Posts and Telegraphs argued that conditions could not be improved until the Postal Training School was removed from the building.³⁶

³⁰ NAA: Series SP1411/1, Item B52/78, Correspondence from Deputy Director, Posts and Telegraphs to the Director of Works, 6 December 1950.

³¹ NAA Series: SP305/1, item B1948/3433, Correspondence from Department of Trade and Customs to Postmaster-General, 28 March 1929.

³² NAA: Series SP305/1, Item B1948/3433, Correspondence from Department of Trade and Customs to Deputy Director, Posts and Telegraphs, 29 May 1930.

³³ NAA: Series SP857/2, Item PA843 Part 1, Memorandum from Postmaster-General's Department to Department of Works, 6 December 1930; Memorandum from Department of Works to Postmaster-General's Department, 17 January 1931.

³⁴ NAA: Series SP305/1, Item B1948/3433, Correspondence from Deputy Director Posts and Telegraphs, "Sydney Chief Parcels Office, Central Square." 1947.

³⁵ NAA: Series SP857/2, Item PA1165, Correspondence from Deputy Director, Posts and Telegraphs to Surveyor and Property Officer, Department of the Interior, 31 December 1947.

³⁶ NAA: Series SP857/2, Item PA1165, Correspondence from Deputy Director, Posts and Telegraphs to Surveyor and Property Officer, Department of the Interior, 31 December 1947.

Appendix H comprises a complete set of views in the Customs Sub Section in 1947, while Appendix I contains views of the customs section on the first floor in 1952. A small selection of these photographs dated to 1947 and 1952 are reproduced below at Figure 182, Figure 183, Figure 184 and Figure 185.



Figure 182 – Central Square, customs sub-section office area, 1947.

Source: NAA: C4078, N3003A



Figure 183 – Central Square, customs sub-section office area, 1947.

Source: NAA: C4078, N3003E



Figure 184 – Central Square mail branch, first floor customs section – public space, 1952.

Source: NAA: C4078, N4188A



Figure 185 – Central Square mail branch, first floor customs section – public space, 1952.

Source: NAA: C4078, N4188C

3.1.4.6. General Postal Services

In the 1930s services were extended to include a Post Office section providing the following services: money orders and postal notes; registration of letters; sale of postage stamps and acceptance of telegrams. The Post Office was opened on 1 November 1933, at which date the name of the building was changed to The Chief Parcels Office N.S.W. Services provided at this date comprised:

- Telegrams
- Money orders
- Postal notes
- Sale of stamps
- Registration of letters and other articles
- Parcels post

- Insured and registered parcels
- Commonwealth Savings Bank business

The inclusion of general postal facilities resulted in an accompanying decrease in the areas utilised for parcel handling. The establishment of the Post Office and the relocation of the Money Order section of the Accounts Branch from the GPO necessitated modifications and the reallocation of space at Central Square. In terms of the layout of accommodation for Post Office business, it was considered important that post office counters be accessible to the public from the main hall so that the public would not be forced to go outside the building and enter a separate entrance to reach the Post Office.

Since many members of the business community met with the Supervisor, it was also necessary that his office occupy a position close to the main hall or the main entrance.³⁷ By 1947, the Post Office provided facilities for money order and savings bank, acceptance telegrams, trunk line calls, registration of letters and parcels.³⁸

In the late 1940s and 1950s proposed changes at the Chief Parcels Office were prompted by the continuing need to relieve congestion in the building. Proposals included moving the Post Office from the Chief Parcels Office to an alternative site or rearranging the Parcels Section activities to make more space available on the ground floor. The location of the Post Office was considered unsatisfactory as it was not in the shopping area and had a dangerous traffic approach.³⁹ However, by 1952 it had not been possible to find suitable premises to which the Post Office section could be removed, and congestion continued to be a problem.

In 1955 plans were made for the installation of private box facilities extending over the full depth of the building on the ground floor.⁴⁰



Figure 186 – Two view of public counter area on ground floor of the Chief Parcels Post Office building, 1960.

Source: NAA: C4078, N15236 (left) and C4078, N15239 (right)

³⁷ NAA: Series SP1411/1, Item B52/78, Correspondence from Superintendent of Mails to Senior Inspector, 11 June 1934, p.3

³⁸ NAA: Series SP1411/1 Item B52/78, Postmaster-General's Department to Deputy Director, Posts and Telegraphs, 25 September 1933; Superintendent of Mails to Senior Inspector, 1 June 1934; Acting Deputy Director, Posts and Telegraphs, to the Hon. J.A. Beasley M.P., 23 October 1933; District Inspector to Superintendent, Postal Services, 30 September 1947; Series SP19/1, Item IB37/1185, Accountant to the Deputy Director, 18 May 1936.

³⁹ NAA: Series SP1411/1 Item B52/78, Superintendent of Mails to Superintendent, Postal Services, 6 October 1948; Superintendent Postal Services to the Deputy Director, 1 November 1948.

⁴⁰ NAA: Series SP1411/1 Item B52/78, Correspondence Superintendent of Mails to Superintendent, Postal Services, 6 October 1948; Series SP1411/1, Item B52/68, Correspondence from Superintendent Postal Services to the Deputy Director, 1 November 1948; Series SP366/1, Item B50/2670, Superintendent, Buildings to Assistant Director, Postal and Transport Division, 6 June 1955; Director Posts and Telegraphs to Director of Works, 20 September 1955.

3.1.4.7. Training School

In 1942, preparations were made for the use of the fifth floor of the building as a training school for postal clerks and telegraphists. Instruction was to be provided in morse operating, postal knowledge, counter duties, mail work etc., and classrooms were to be equipped with facilities similar to those installed in an actual post office. It was expected that the greatest portion of trainees' time would be spent in manipulative telegraphy (morse code).

By February 1944, two classes of eight females each were already in training and it was anticipated that this number would increase to forty-two by March. Selection of male trainees had been finalised and it was expected that thirty-eight would commence training as soon as possible. In May a contract was entered into with SJ Zealey of Miranda for alterations, repairs⁴¹ and renovations for an amount of £2,583.⁴²

After World War II, as ex-servicemen began returning to the workforce, it was anticipated that additional space would be required for training and that training was expected to form an effective part of rehabilitation. New premises were considered to provide 8,000 square feet of floor space for the training of an additional one hundred Telegraphists and/or Postal Clerks to meet staff requirements for 1948; training of six hundred Postal Officers about to be appointed to the Commonwealth Public Service; "in-service" training of over two hundred clerks and induction training of Junior Postal Officers.

The Training School, continued to occupy the Chief Parcels Office, despite plans in the 1950s to remove it completely to a Postal Training School at Strathfield. Correspondence in 1964 indicates that the fifth floor of the Chief Parcels Office was occupied by a number of classrooms and a machinist training school. The Australian Postal Institute made use of these rooms for courses conducted in the evenings.⁴³



Figure 187 – Mr Jones of the Postal Training School, 1946.

Source: NAA: C4078, N2656



Figure 188 – Class 5, Postal Training School, Railway Square, 1949.

Source: NAA: C4076, HN1434

3.1.4.8. Demise of the Parcels Post Function

In the 1960s, plans were being made to vacate the Chief Parcels Office in 1965. Operations were to be moved to the new Mail Exchange at Redfern. It was proposed that the first and second floors of the building be allocated to two depots of the Telegraph Division, the Telegraph Subscription Service Depot and the Telegraph Installation Depot.

It was anticipated that when the Mail Exchange Branch parcels handling was removed from the building, considerable extra business would be handled by the Post Office. Alterations were made accordingly. The

⁴¹ "Tenders Called", *Construction*, (Sydney:31st May 1944), p.6

⁴² NAA Series: SP366/1, Item B49/45, "Recruitment and Training of Postal Clerks and Telegraphists," Appendix C, 1942, pp1,4; Series SP36

⁴³ NAA Series: SP857/2, Item PA1165, Correspondence from Deputy Director, Posts and Telegraphs to Surveyor and Property Officer, Department of the Interior, 31 December 1947; Series 1411/1, Item B66/1528, Superintendent, Personnel Branch to Executive Engineer, Services Branch 26 August 1964.

Post Office was to be named "Railway Square Post Office" after the removal of parcel handling activities, and two new signs were to be provided, one visible from Marcus Clark's and the other visible from the Central Railway Station.⁴⁴

Following the progressive vacation of the premises by the Mail Exchange Branch and the Customs Department, it was proposed to occupy the building in the following manner:

Yard area: To be available for the use of mail transport vehicles and some engineering vehicles.

Basement area: to be provided at the rear of the basement to allow vehicles access for the parking of approximately 25 vehicles used by the Engineering groups occupying the building.

Ground Floor: Existing Post Office to be rearranged to provide for additional area, locker rooms, showers, lunch rooms and other amenities for Travelling Post Office staff and Custodian of Mails staff.

First Floor: Telegraph Subscribers' Service Depot. Space urgently required for installation of exchange equipment.

Second Floor: Telegraphic Installation Depot. Lunch room for staff occupying first, second and third floors.

Third Floor: Two District Works Divisions and Equipment Service Division.

Fourth Floor: Material Testing Division.

Fifth Floor: Approximately 1600 square feet to be used for Material Testing Division. Balance of floor to be used as classrooms for first and second year technicians-in-training.⁴⁵

⁴⁴ NAA Series: Sp1411/1, Item B66/1528, Superintendent Planning and Development Branch, Postal and Transport Services Division to Superintending Engineer, Services Branch 29 July 1964; Superintending Engineer, Country Branch to Superintending Engineer, Services Branch, 23 July 1964; Superintendent, Planning and Development Branch, Postal Services Division to Superintending Engineer, Services Branch, 15 July 1965.

⁴⁵ NAA Series: SP1411/1, Item B6/1528, Correspondence from Director, Posts and Telegraphs to Director-General, Posts and Telegraphs, 1965.



Figure 189 – Working conditions in Chief Parcels Office, Central Square, 1960.

Source: NAA: C4078, N15271

3.1.4.9. New Uses, Post 1965

It has been difficult to locate records pertaining to the occupancy and use of the building from 1965 to the 1990s. This has been complicated by the availability and lack of access to departmental records at Commonwealth and State Government levels. In 1975, the Post-Master General's Department (later known as Australian Postal Commission and then Australia Post) was broken up and some of its functions absorbed into the Australian Telecommunications Commission (ATC), trading as Telecom Australia. Records from this period are held in the National Australian Archives but are not available to the public owing to date restrictions. Similarly, State Government freehold ownership of the site has been variously listed under differing departments/organisations related to railways and transport. Tracing departmental records in the 'modern era' has not been straightforward, with missing records or files not available for public access under date restrictions.

Consequently, this section of the report has been pieced together from information gleaned from a variety of sources, including government gazettes, newspapers and annual reports. A press release dated 23 December 1969 announced a contract was awarded to Darcy Bros Pty Ltd for alterations and additions to the building comprising "alterations to the second, third and fourth floor providing offices, laboratory and photographic facilities, and lecture rooms, as well as provision of three lifts and installation of air conditioning and ventilating systems".⁴⁶ In accordance with the Civil Works Program, during the financial year 1969/70,

⁴⁶ Minister for Works, "\$500.000 contract for alterations to P.M.G. Building, Sydney" [press releases], https://parlinfo.aph.gov.au/parlInfo/download/media/pressrel/807885/upload_binary/807885.pdf;fileType=application/pdf#search=%22p.m.g.%20building%20sydney%22, viewed 27 May 2019

the Postmaster-General's Department spent \$54,763 of a budget of \$568,987 for "alterations and additions to Chief Parcels Office (stage 2)". By mid-1974, there was a balance of \$3,539, indicating the works had largely been completed. No plans have been located for these works.

In the 1975/76 financial year, the Department authorised a further \$124,893 to undertake alterations to the third floor. Following the dismantling of the Postmaster-General's Department, the ATC allocated \$44,000 to provision of "material testing laboratory".⁴⁷ In this post-1965 period, the Commonwealth of Australia Gazette contains tender notices and awards of contracts for miscellaneous building works and various maintenance activities to the building. These included "alterations and additions to 3rd floor" (31 May 1973), "provide fume controller on roof" (19/3/1975), "supply and fix mineral fibre ceiling between concrete beams and walls to lunchroom, 2nd floor" (4/12/1979), "provision of steel support structure and access platform from 3rd floor level to stone lintel at main entrance façade, etc (2/9/1980), ground floor toilet, remove urinal and repair leaks" (25/1/1983), "alterations and additions to Terc Area, 1st floor" (27/10/1984)⁴⁸ and "external repairs and maintenance" (6/5/1987). No plans have been located for any of these works, though it is possible some may survive in departmental files in the National Archives of Australia.

⁴⁷ *Parliamentary Paper No 172/1976 The Parliament of the Commonwealth of Australia, Australian Telecommunications Commission Service and Business Outlook for 1976-77*, August 1976, p

⁴⁸ TERC stands for Transport Emergency Response Centre.

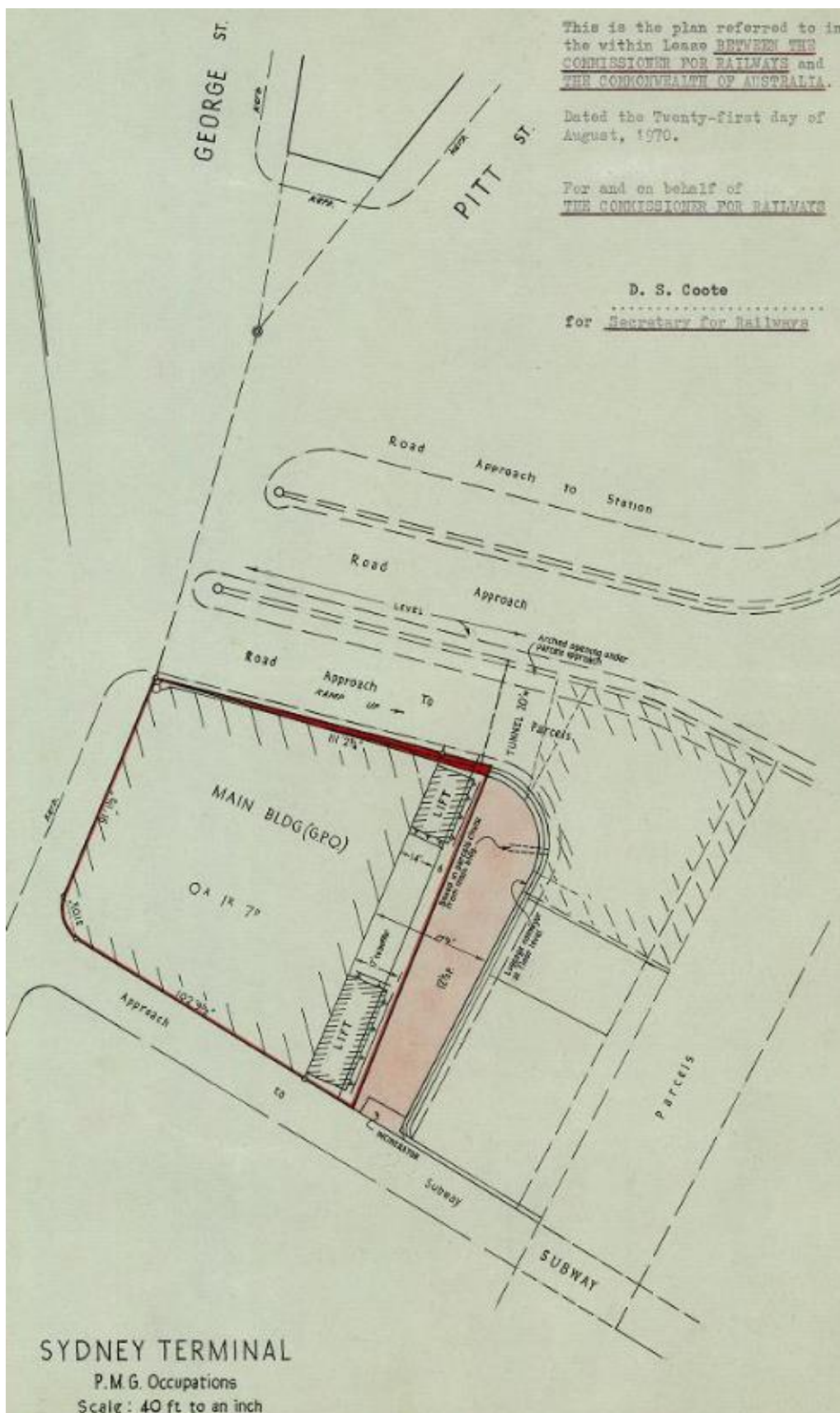


Figure 190 – Sydney Terminal, PMG occupations outlined in red plus area shaded pink leased to the Commonwealth, 21 August 1970.

Source: NSW LRS

Between 1971 and 1973, the Postmaster-General's Department commissioned a series of photographs of the building, primarily external with some basement views (refer to Appendix K).

From 1965 to 1993, the ground floor of the building was occupied by the "Railway Square Post Office". It was officially closed at the end of May 1993.

3.1.4.10. Conversion of Parcels Post Building to Medina Executive Sydney Centre

The building was largely vacant after 1993 when the Post Office closed at Railway Square. According to an unauthorised Property Australia journal article (Property Council of Australia, August 1999, p39), the building had been "unoccupied for more than a decade". By this date, most of the internal fabric of the building had been lost through a combination of building alterations, neglect, physical deterioration and disuse over time.

In 1994/95, the NSW Department of Public Works (DPWS) undertook the Central 2000 Strategic Asset Plan for the State Rail Authority (SRA), "for progressive redevelopment of the Central precinct to the year 2000 and beyond...create a world class transport interchange within the heritage context of the precinct as a whole, using private sector financing for a major part of the works".⁴⁹ The master plan contained a provision for the restoration, refurbishment and hospitality-related adaptive reuse of the Parcels Post Office building. It also formulated plans for the redevelopment of a government owned office building located slightly to the south of the subject property along Lee Street. Both buildings were to become part of what would be known as the Henry Dean Place and Western Gateway sub-precinct.

The Western Gateway plan was one part of the overall Central 2000 master plan, and it called for the creation of a series of public plazas between these two buildings. The adjoining Devonshire Street Pedestrian Tunnel and the nearby Lee Street / George Street pedestrian underpasses were also to be comprehensively upgraded, along with the Bus / Rail Interchange at Railway Square. Central Railway Station was similarly comprehensively upgraded as part of the overall Central 2000 master plan. The presence of these substantial upgrades to the immediate surrounding environment at Railway Square and Central Station constituted a considerable enhancement in the future commercial potential of the local precinct. These comprehensive Precinct proposals, plus the creation of specific guidelines by the Department of Public Works and Services for the heritage restoration of the Parcels Post Office Building, contributed significantly to Toga's decision to commit to the subject redevelopment project, according to Mr Vidor.⁵⁰

DPWS invited private sector submissions by tender in late 1996 to develop the Former Parcels Post Office building and Western Gateway as part of the overall Central Station redevelopment project for the SRA. Simultaneously, the Heritage Group within DPWS, prepared a Conservation Management Plan (CMP) for the Former Parcels Post Office Railway Square, which was published in July 1997. Serviced apartment operator and developer, The Toga Group, submitted its preliminary development tender in December 1996. The following year, it was announced as the preferred bidder for the Western Gateway, providing for a new office development of the order of 35,000 sqm and the conversion of the Former Parcels Post Office building to a hotel or service apartments.⁵¹

In February 1998, Toga submitted a development application (DA) and heritage conservation management plan (based upon the guidelines contained in the DPWS CMP July 1997). The DA included an application for an award of heritage floor space (HFS). It also controversially included the addition of a two-storey mansard roofed structure atop the existing six storey building, to accommodate 20 serviced apartments and plan rooms. In March 1998, Rod Howard prepared a heritage impact statement (HIS) for the adaptive reuse of the building as the Medina Central Serviced Apartment Development. Howard concluded:

The proposal by the Toga Group to adapt the former Parcels Post Office building for use as a block of serviced apartments generally respects the established heritage qualities of the building. The scheme will allow for the external conservation of the masonry walls and windows in accordance with established conservation policies. The proposed treatment of the interior of the building and the rear yard will involve some demolition of original fabric and a

⁴⁹ DPWS, *Annual Report 1994/95*, p89

⁵⁰ Dominy, Colin (New South Wales Division of the Australian Property Institute) 2001, *Part B, The impacts of heritage requirements on the financial viability of individual development proposals*

⁵¹ "Toga on right track for Central", *Australian Financial Review*, 29 September 1997, np

substantial amount of physical change. The proposed addition at the top of the building is considered to be appropriate in both heritage and urban design terms.

The major structural changes proposed were as follows:

- lateral extension of the basement under part of the new plaza and the consequent removal of sections of existing external wall
- partial excavation of the existing rear courtyard to enable level access to the basement for vehicles
- installation of two new lift shafts and new plant rooms
- covering over of the rear courtyard with a new slab to create an outdoor terrace/ recreation area
- removal of the existing 1960s addition at the rear
- removal of section of the rear wall at ground level
- addition of two new floors in place of the existing roof and the consequent construction of a new roof and rooftop plant room.

In addition, pedestrian access was to be from Lee Street and Ramp Road while car parking and service vehicle access would be facilitated from Ambulance Avenue, with entry through the existing tunnel at the north-western corner of the building. Car parking for 39 cars is proposed of which 14 x 2 spaces will be in a vertical stack formation and 1 space will be allocated for use by the disabled.

Toga subsequently commissioned Godden Mackay to prepare a HIS in June 1998 to accompany the DA for the refurbishment of the building as serviced apartments, in accordance with plans prepared by Synman Justin Blalek (SJB) Architects in association with SA Smits & Associates, Urban Planners. Godden Mackay generally favoured the scheme on the grounds that it was in general sympathetic to the heritage significance of the site. They acknowledged that the proposal did have some major adverse heritage impacts, but these were, in part, offset by the “generally sensitive treatment of the adaptation, the opportunity for conservation works, including the restoration of the facades and the benefits of the ultimate retention and conservation of the Parcels Post Office”.

One month later, the City of Sydney issued development consent for the adaptation project and ‘in principle’ consent for the two-storey rooftop addition. City of Sydney Council records show that the developer withdrew their application for an award of HFS in July 1998. The DA consent also provided for a substantial retail adaptive re-use on the ground floor to complement the main serviced apartment use in the upper floors. In addition, the Council approved construction of a single storey retail addition to the rear ground floor area on the southern side of the building, which provided for the exposure of several shop tenancies directly to the refurbished Devonshire Street Pedestrian Tunnel. During this period, Toga entered into negotiations for a 99-year lease over the Former Parcels Post Office site, which was finalised in September 1998.

Project construction commenced in early 1999 and was completed in mid-2000, in time to capitalise upon the advent of the September 2000 Sydney Olympics. Throughout the project, Godden Mackay supervised conservation and restoration works and provided heritage advice to the architects and builders. This included methodologies and scope of works to significant fabric, namely:

- Stonework, including sandstone and trachyte
- Brickwork
- Steel windows
- Rainwater goods, and
- other metalwork.

At this date, Godden Mackay prepared a set of plans identifying fabric of high significance proposed for removal or modification and fabric to be reconstructed to original detailing (Figure 191 - Figure 201).

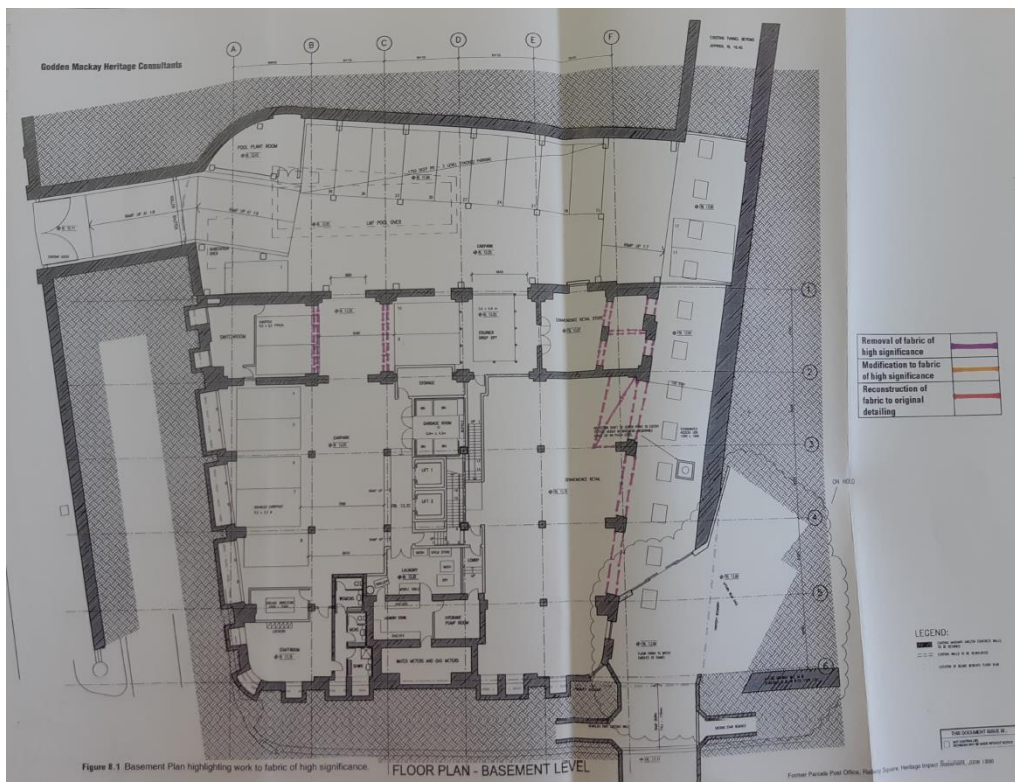


Figure 191 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Basement Plan highlighting work to fabric of his significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

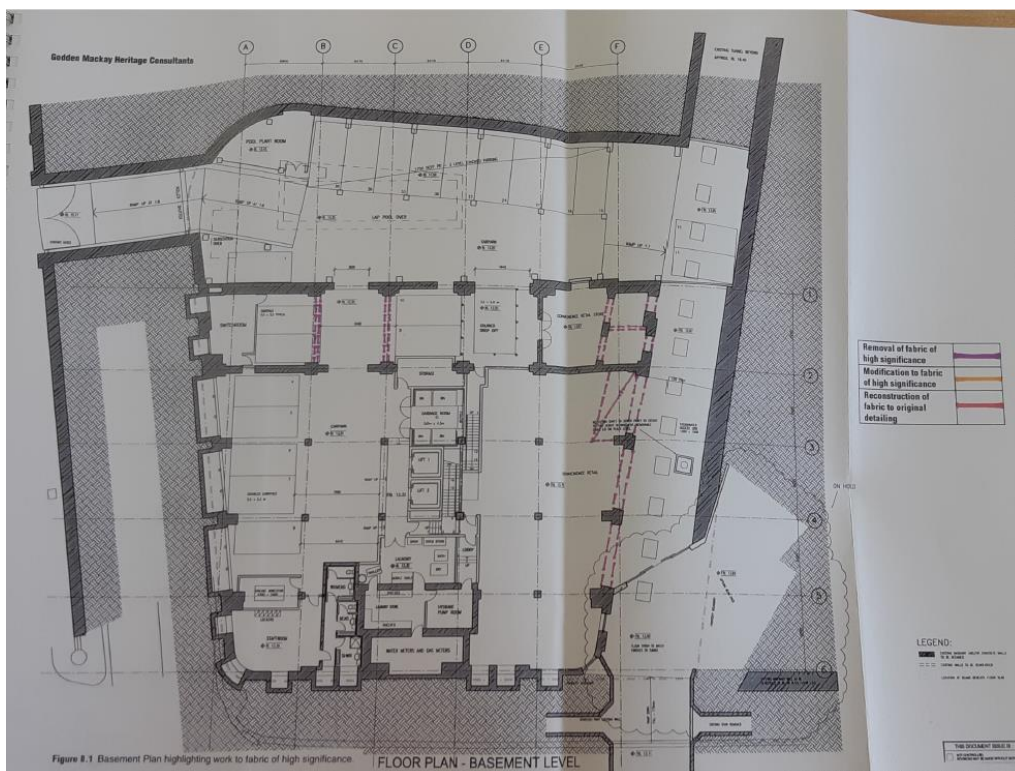


Figure 192 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Basement Plan highlighting work to fabric of his significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

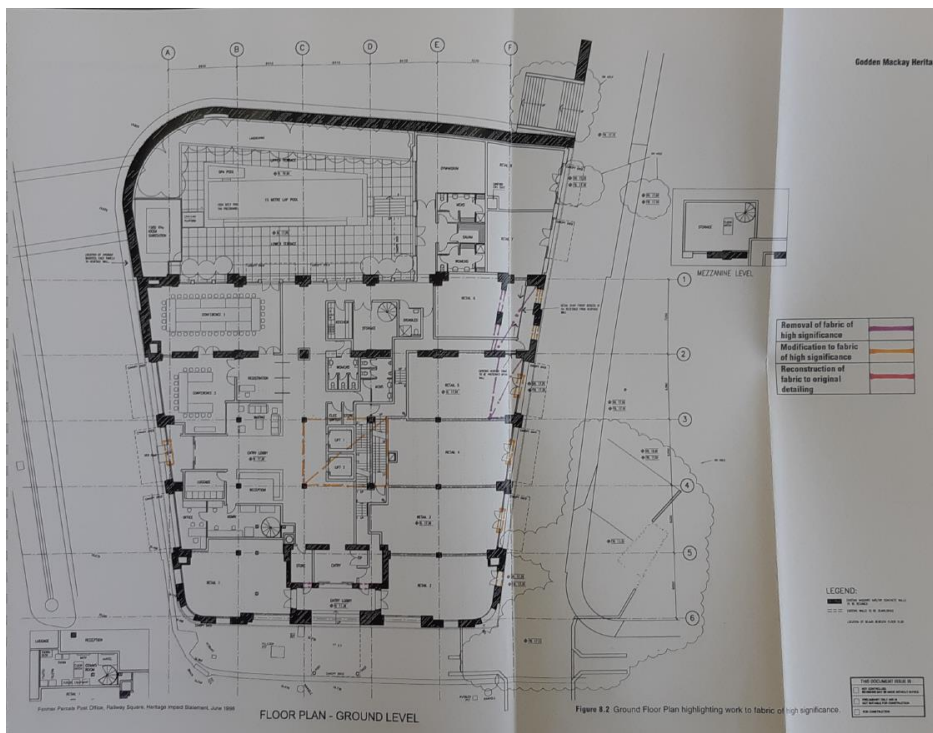


Figure 193 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Ground floor plan highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

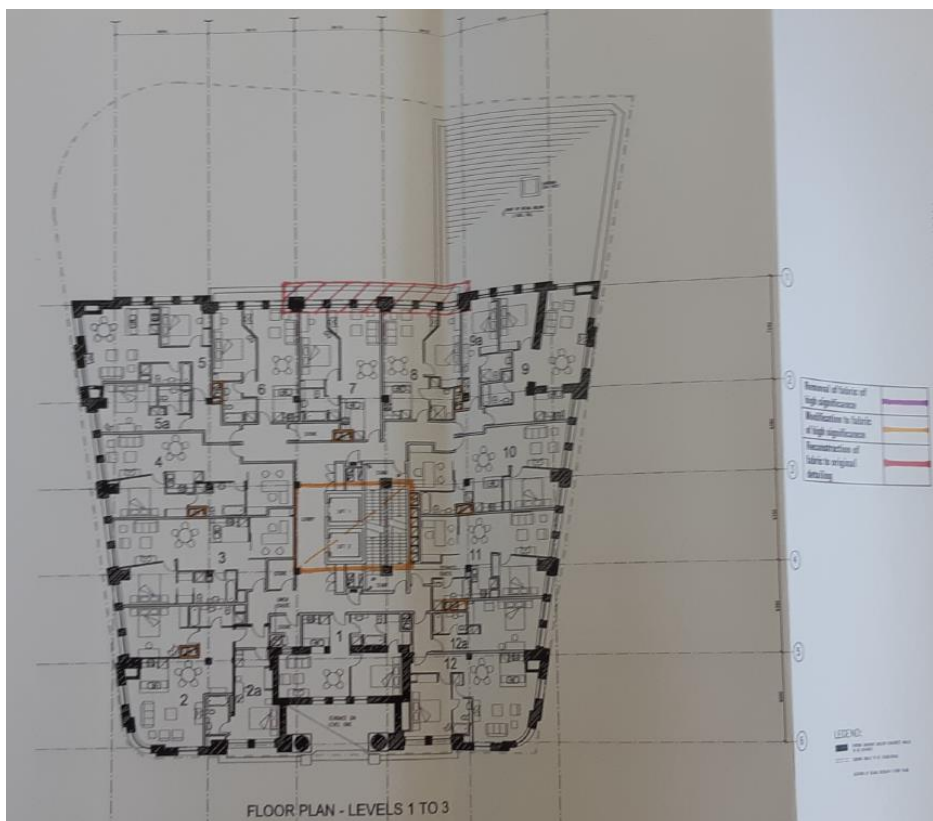


Figure 194 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Levels 1 to 3 highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

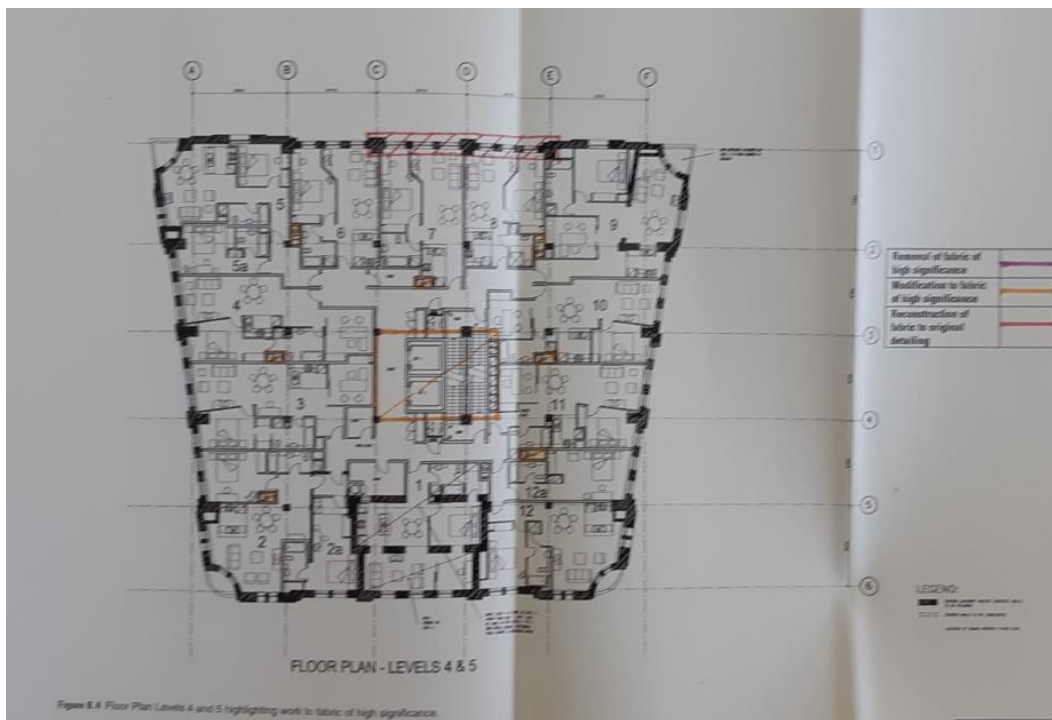


Figure 195 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Levels 4 and 5 highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

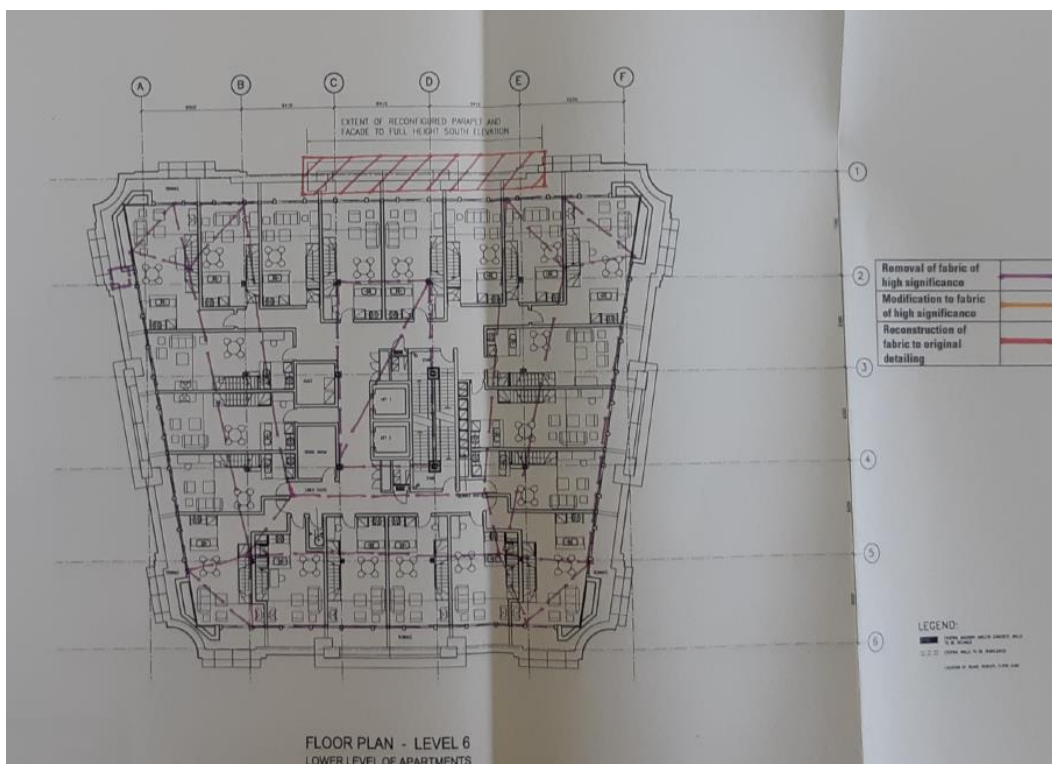
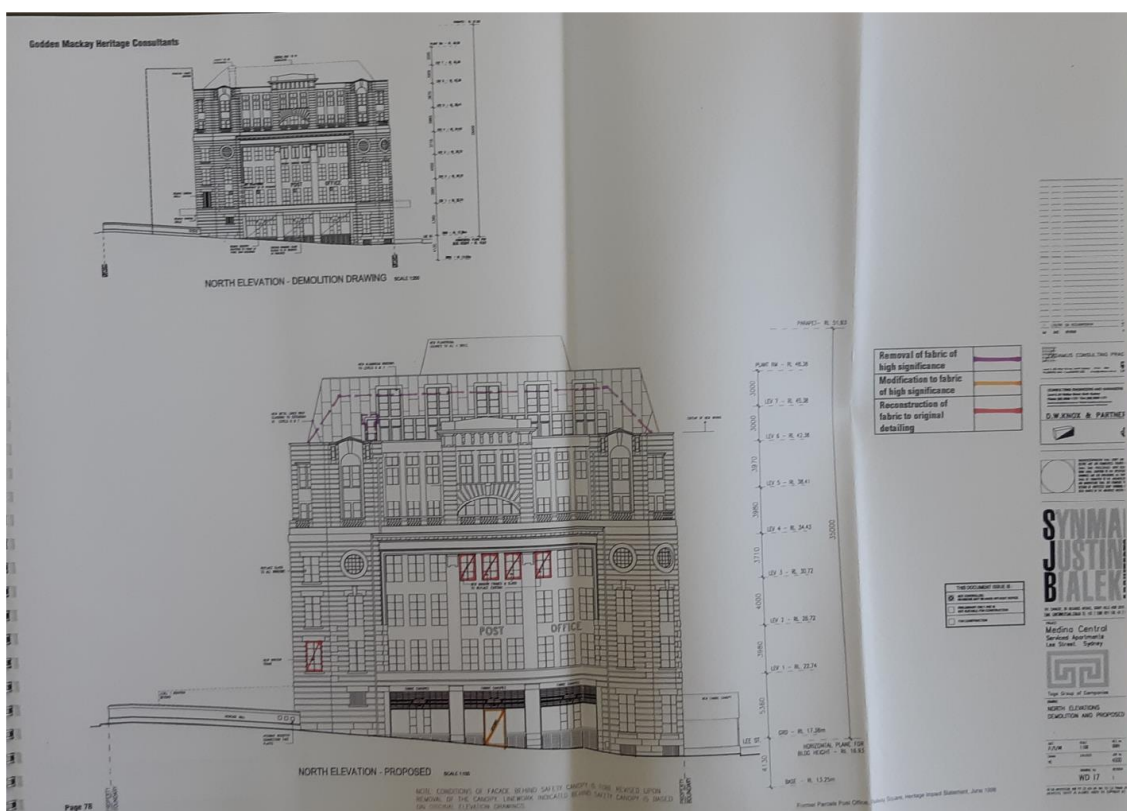
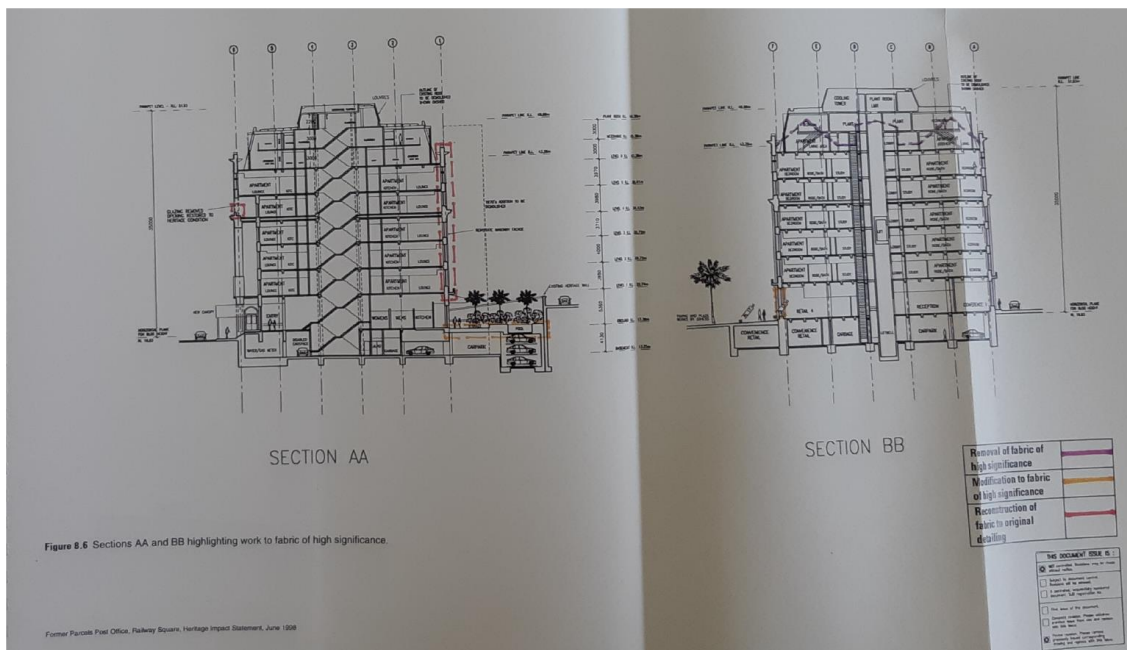


Figure 196 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. Floor Plan Level 6 highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*



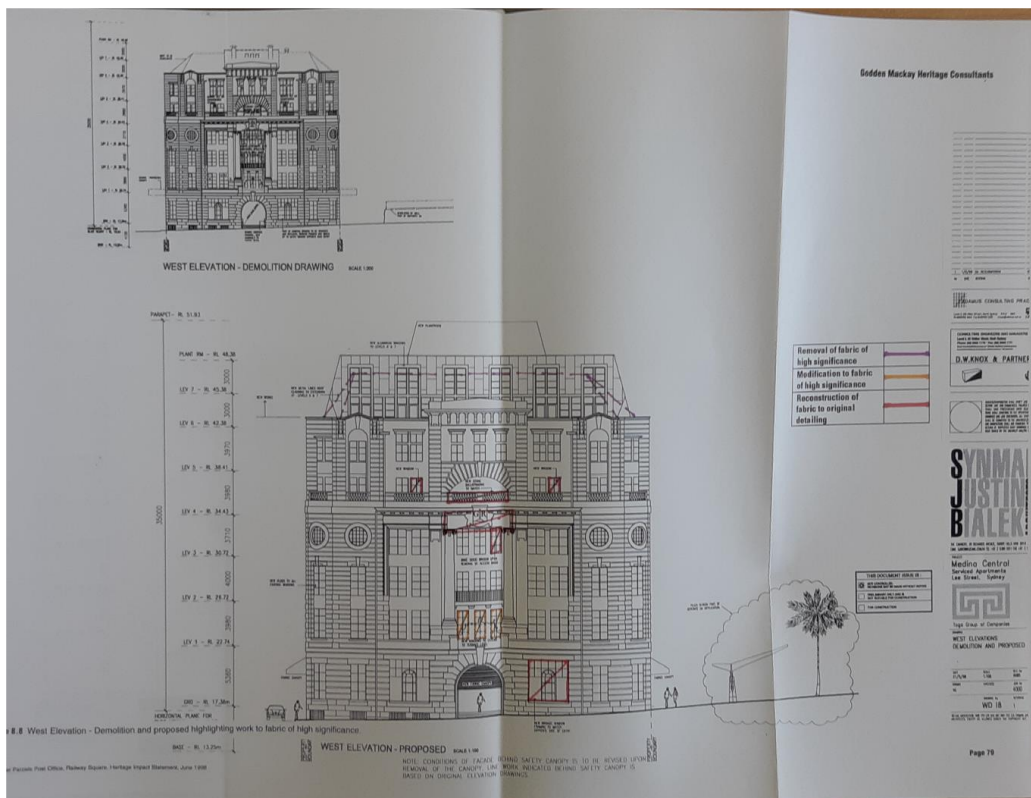


Figure 199 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. West Elevation – demolition and proposed highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, Former Parcels Post Office Railway Square Heritage Impact Statement

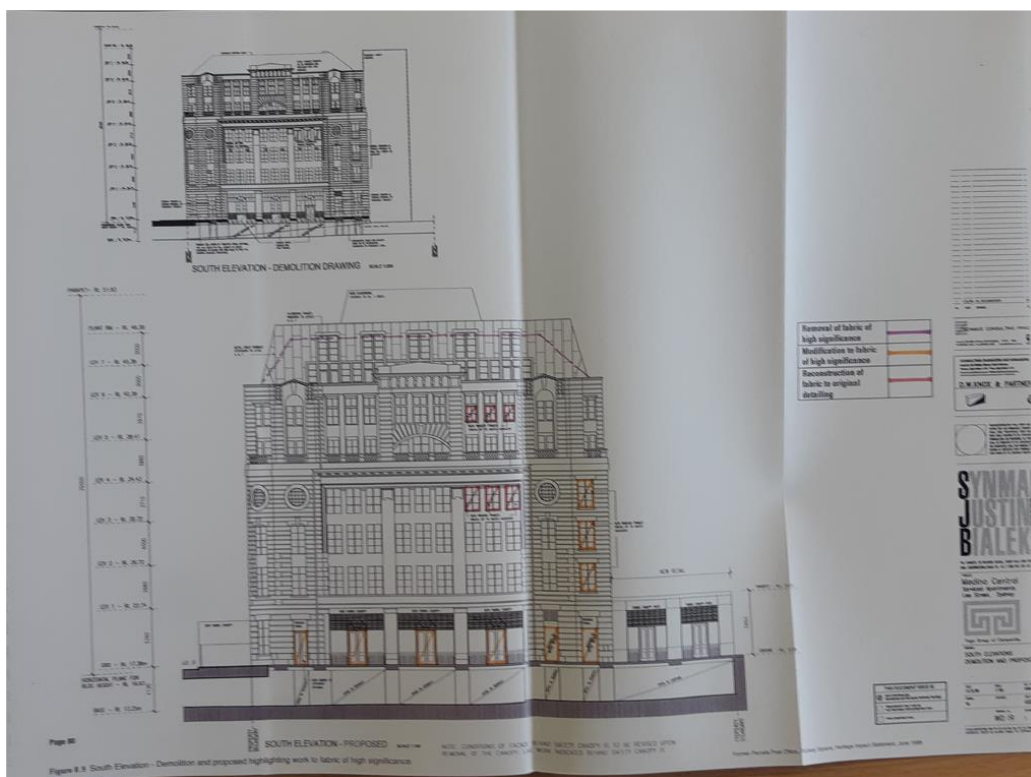


Figure 200 - Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. South elevation – demolition and highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, Former Parcels Post Office Railway Square Heritage Impact Statement

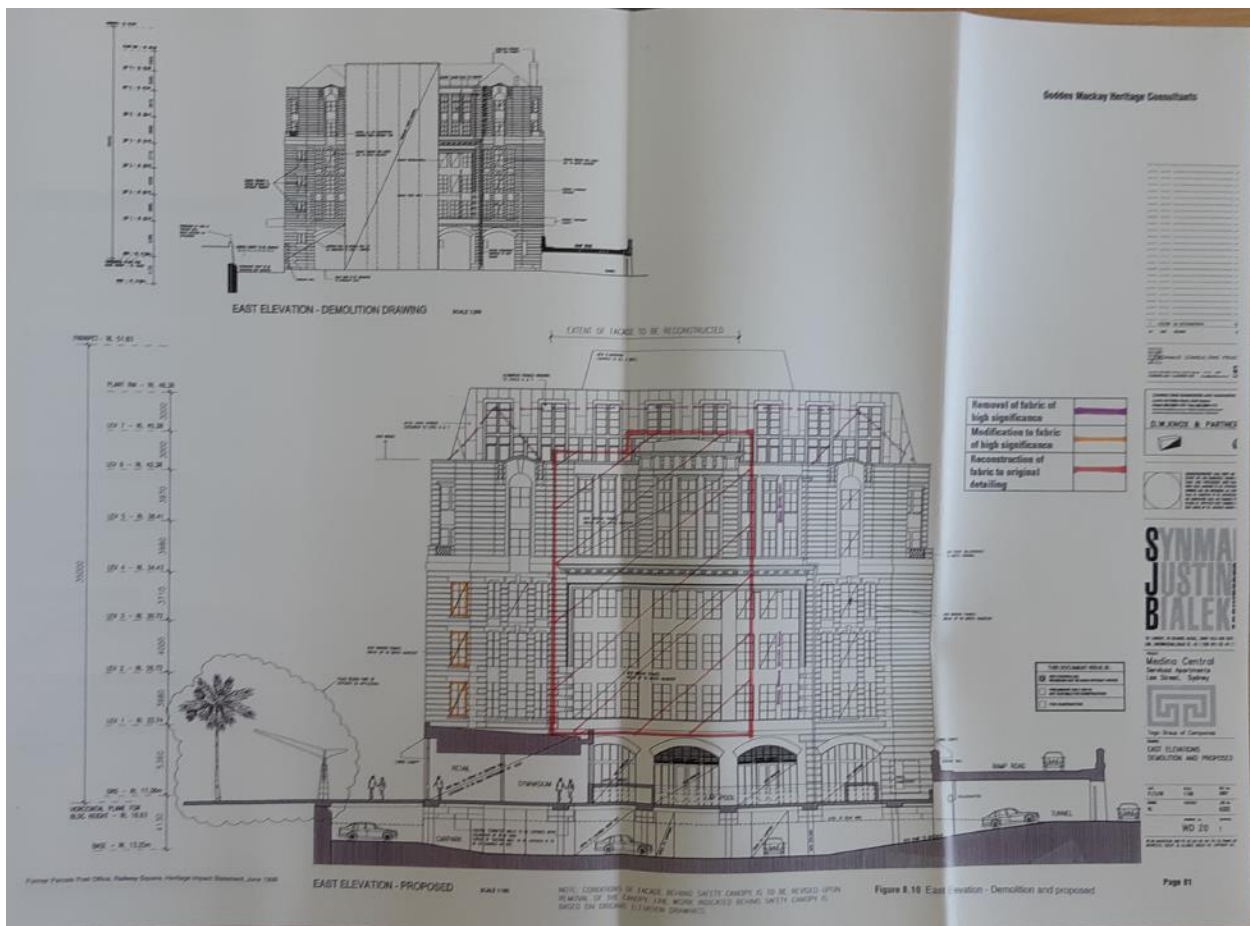


Figure 201 – Synman Justine Bialek Architects: Medina Central Services Apartments Lee Street, Sydney. East Elevation – demolition and highlighting work to fabric of high significance.

Source: Reproduced in Godden Mackay Heritage Consultants 1998, *Former Parcels Post Office Railway Square Heritage Impact Statement*

The building was opened in 2000 as the Medina Executive Sydney Central. It comprised 98 serviced apartments with 18 studio units, 58 one-bedroom units and 22 two-bedroom units, together with supporting facilities comprising bistro, function rooms, spa, sauna, gymnasium, swimming pool and basement carparking, and several retail shops. The total project cost of the Parcels Post Office redevelopment project was in the order of some \$27 million. In January 2013, Toga Hotels announced the rebranding of 187 Medina Apartment Hotels to Adina Apartment Hotels and four Medina Apartment Hotels to Medina Serviced Apartments. At this date the property was renamed Adina Apartment Hotel Sydney, Central.

3.2. HISTORICAL TIMELINE

The following chronology details the physical development and layout of the building commencing with the site selection in 1908.

Table 4 – Chronology and historical timeline

Date	Event
Jul 1908	Chief Railway Commissioner agreed to lease to the Postmaster- General's Department, "a portion of Railway land fronting George Street and bounded on the south by Devonshire Street subway. with an area of approximately 90ft by 120ft. ...Archway to be constructed by the Commonwealth, leading from the road approach to Central Station on northern side of the site, under the road approach to the parcels shed, into the vehicular yard.
1909	Lease to commence on 1 January 1909. A parcel office was planned for the site, and expenditure of £36,500 authorised
Jun 1910	Plans were prepared for the first stage of the new Parcel Post Office. Detail of staircase at entrance from Devonshire Street Subway shows the staircase extending from the basement to the third floor.
1911	12 May - Tender of C Harris, Burwood accepted for the erection of a new building at Central Railway Station for a Parcel Post Office, at a cost of £47,822. 31 May - Construction of the originally planned basement, ground floor and first floor building commenced. October - Plans for proposed alterations to stairs No. 1, increasing the tread and extending the area of the landing at the top of each flight.
Mar 1912	Plan of archway to yard prepared by Blair and Drew
May 1912	Plans were prepared by GM Blair and EL Drew for additional storeys – fourth and fifth floors.
1913	29 November - Official opening. 6 December - building occupied on 6 December. In the following Christmas period, a total of 57,943 parcels were dealt with over four and half days.
1914	October - Plans and section showing relation of yard to adjoining roadway shows a covered section of the yard adjoining platforms at the rear of the building at ground level to be used to store parcels on their way to and from the building. 12 October – Revolving shutters and collapsible gates to make the building secure were provided at a cost of £126 18s 9d. November – Plans for increased male lavatory accommodation were prepared. Required as more mail staff moved into the building. December – Plans for concrete foundations for steel towers for four lifts were prepared.
1915	During the year ended 30 June 1915, the fitting up of the new premises was completed and the bulk of the mail work had been removed from the GPO building. October – Record Plan showing half inch detail of chutes as erected in the Mail Sorting building.
1916	April – Plan of platforms for gantries for the four lifts at the rear of the building.
1917	Between 1917 and 1920 problems were encountered with ventilation. September – Plans of vent trunks for heaters.
1918	September – Plans were prepared for alterations to screens, counters, etc. The main counter was to be moved northwards towards the Customs section, the screen around the

Date	Event
	existing Supervisor's office was to be removed and a new Supervisor's office constructed near the Superintendent of Mail's office in the south-west corner.
1919	Block plan showing proposed floodlighting
May 1921	Additional wash basins were installed at a cost of £183 9s 8d.
1924	May – Tender from T Spencer, Waverley accepted for the provision of iron gates, grilles, etc at a contract price of £884. October – Alterations to doorways to Mail Department at the rear of the building, Central Railway Station.
May 1928	Plans were prepared for alterations to the third, fourth and fifth floors at the Sorting Office. Alterations to the third floor involved the removal of partitions in the Inwards Letters section and their re-erection to create a Wrapper Sorting section and storeroom at the south-west corner of the floor. A new Chute was installed in the wrapper sorting room, for materials coming from the bag room on the fifth floor. Alterations to the fourth floor included the removal and erection of partitions to form a Canvas Workers room directly above the Wrapper Sorting room on the floor below. The new chute from the Bag room on the fifth floor also opened into the Canvas Workers room. The remainder of the floor was for overseas and interstate mail. Fifth floor alterations included the removal and erection of partitions in the Foreign Parcels, Mail Opening, New Registration sections, and bag room. A new chute was installed in the Bag Room, leading to the Canvas Workers room and Wrapper Sorting room on the fourth and fifth
1930	Plans were drawn up for the proposed use of the fourth and fifth floors as a broadcasting studio. The studios, control rooms, dressing and rehearsal rooms were to occupy the fifth floor, while offices, echo rooms, test rooms and store rooms for records were planned for the fourth floor. The use (and presumably the works) did not proceed.
1931	System of mail handling was considered inefficient and some form of conveyor system was desirable. An electric high speed chain conveyor to deal with parcels and mails, with subsidiary conveyors to various platforms was suggested. This matter was put on hold due to financial constraints.
1933	September – Approval was given for the establishment of a post office and provision of the following additional facilities at Central Square: Money Order and Postal Notes; registration of letters; sale of postage stamps and acceptance of telegrams. The office would be known as Chief Parcels Office NSW. November – Post Office opening 1 November
Aug 1935	Alterations and additions – moving ramp and strengthening loading platforms.
1936	Additional accommodation was required for the Accounts Branch. September – Relocation of Money Order section temporarily to the Parcels Post building, to the northern side of the fifth floor. Alterations included: Provision of linoleum on felt paper on the floor; cleaning and painting walls and ceilings; removal of iron grille; general repairs and renewals to door catches and locks; repairs to floors; erection of a half glass partition forming a retiring room; provision of urn and stove; provision of sink and draining board; drainage and water supply, provision of additional wash basin in lavatory; provision of shelves and racks for storing Postal Notes; shelving in strong room; conversion of lavatory to be used by females; additional lavatory; reconditioning of electric light. Total cost of £473.

Date	Event
	Alterations and additions were planned for the ground floor, including removing portions of the existing counter and partitions and the construction of new counters, partitions and cubicles; a new Supervisor's Room was situated to the right of the main entrance; a new office for the Officer-in-Charge; Parcels Post was formed; six new Customs cubicles were to be added to existing cubicles at the centre of the floor.
1938	<p>Alterations and additions were planned for the fourth and fifth floors, involving: new partitions, counters and a strongroom on the fourth floor, alterations to partitions and new partitions on the fifth floor.</p> <p>on the fourth floor:</p> <p>partitions up to ceiling were added between the Power Machine Room and Money Order Office (general), between Dead Letter Office and Money Order Office (general and inquiries), around all sides of the Stores Branch between the corridor and DLO and MO Office and between lobbies 1 and 3 with solid panels and glass to ceiling.</p> <p>Chutes in the Stores Branch and Lobby 3 were removed.</p> <p>The DLO 2nd class now occupied the area previously designated "Canvas Workers Room" on the 1928 plan.</p> <p>Construction of concrete platforms between lifts 1 and 2, 3 and 4 at ground level.</p> <p>November - Plans of accommodation for Customs purposes involved moving counter and screens forward to allow additional space behind the counter for workers (ground floor)</p>
1939	<p>In January, alterations to counter etc in the Customs section on the ground floor were completed at a cost of £61 4s 10d.</p> <p>Plans for proposed alterations to the ground floor to provide increased Customs accommodation involved expanding the Customs section southwards taking over some of the area used for parcels receiving,</p> <p>A plan for a chute leading from the third floor to the ground floor parcels storage area for overseas mail was also proposed.</p> <p>August – Minor alterations were required to the ground floor: a gate was provided at the receipt of notice cards and inquiries at the Postal end of the Customs counter; two partitions on the counter were provided, one to afford greater privacy to the public conducting business at the two cash registers and the other to separate Enquiries from the cash registers.</p> <p>A transparent application chute to the basement was located at the side of the Application Receiving Teller's counter.</p> <p>Alterations to improve comfort for the public in both the business and waiting space, which had become cramped following the provision of greater space for Customs activities.</p> <p>A small screen was provided on the counter to prevent papers being blown off the counter on windy days, and to give greater privacy in dealing with members of the public.</p> <p>July – Erection of partitions in basement to enclose a Cafeteria and Scullery.</p>
Jan 1941	New hardwood ramp between lift platform and basement.
1942	<p>Accommodation on the ground floor was becoming badly congested.</p> <p>Preparations were made for the use of the fifth floor of the building as a training school for postal clerks and telegraphists.</p>
1943	<p>April – Erection of partitions etc on fifth floor to form a Retiring Room and installation of new power points, painting Telegraph class room etc</p> <p>Cafeteria and luncheon room had been completed and temporary fibro partitions erected to divide the allotted space into classrooms.</p>

Date	Event
	The No 1 Morse Room and No 1 Lecture Room were to be constructed first.
1944	<p>January – Modifications were made to plans for training facilities. A male locker room was added between the female locker and the side staircase.</p> <p>February - Delays in calling for tenders for the building of new classrooms meant that the work would not be completed before July. Temporary accommodation would be necessary.</p> <p>May – A contract was entered into with SJ Zealey of Miranda for alterations, repairs and renovations for an amount of £2,583. The work included: removal and renewal of partitions, general repairs and renovations on the fifth floor; repairs and renewals to roof coverings, extensions and alterations to electric light and power services and sundry minor works; double doors replaced sliding doors in the Recreation Room; new dais platforms and blackboards were constructed in the Morse and Lecture rooms; full length shelving was added to each side wall; exhaust ventilators were installed in the roof. The work was completed in September at a cost of £2,453 11s 8d.</p> <p>November – The parcels mail despatch chute was remodelled.</p>
1946	A Parcels Bag Despatch chute was erected.
1947	<p>Work was done involving the erection of a stairway, partitions, counters and fittings.</p> <p>On the ground floor the step flight from the Cart Dock Platform to the Cart Dock level was demolished and re-erected.</p> <p>The upper stair flight and gallery was to extend to the first floor.</p> <p>The stair flights were to be constructed with tallowwood, select merchantable Oregon and maple.</p> <p>On the third floor the tubular steel framing and chain wire mesh to the Customs Enclosure was demolished.</p> <p>December – Specifications were drawn up for the provision of showers and plumbing to the locker room.</p>
1949	<p>Three collapsible metal grilles and chain wire panels were erected on the ground and first floors.</p> <p>Proposed alterations and additions to ground floor involving reconditioning and extension of counter, the erection of partitions, repainting of walls and ceiling and overhaul of lighting. Plan refers to Temporary Auto Exchange. The plan indicates that part of this floor was being used for training. The Dead Letter Office still occupied part of the floor also.</p> <p>Plans for alterations to passenger lift and new access platform to the motor room of the No. 3 goods lift were prepared.</p> <p>Specifications were drawn up for alterations and additions to four existing electric elevators. The left location plan indicates external goods lifts numbered 1, 3 and 4 at the rear of the building. An “empty structure” is marked next to Lift 1 on the north-east side of the building. The plan indicates two internal lifts: a front passenger lift near the stairs at the main entrance and an indoor lift on the Devonshire Street side of the building.</p>
1950	<p>A Bag Despatch Chute was installed from the second, third and fourth floors to the Custodian's section.</p> <p>A requisition was made for lighting of the whole Chief Parcel's Office.</p>
1952	Plans to locate the Exchange on the ground floor of the Parcels Post Building did not eventuate, however as other steps were taken to provide relief of conditions at the Exchange.

Date	Event
	Plans were prepared for a private box hall on the ground floor, however, action was deferred until 1955.
1961	<p>Plans of the existing layout of floors indicate the following arrangements:</p> <p>The ground floor was occupied by the Dead Letter Section, Lunch room and Sorting Room on the northern side, with the Parcel Receiving Section and Post Office on the southern side, separated by a public space.</p> <p>The first floor housed Customs activities with a large section at the rear of the floor for dutiable parcels. A large public space occupied the central area with Registration and Sorting Divisions to the right.</p> <p>The second floor housed the Country Parcels Section with sorting areas and bag racks.</p> <p>The fourth floor was occupied by the Primary Sorting Section in the centre of the floor with the Opening Section to the rear, the Interstate Section to the north and City Section to the south.</p> <p>Proposed rearrangements of the ground floor included a Shipping Officer's office in one corner of the Dead Letter Section, the replacement of sinks in the tea room and Postmaster's office, the removal and replacement of doors, partitions and counters. A USA Mail Processing Area is located to the right of the main entrance.</p>
1964	<p>Plans for the Telegraph Subscribers Service Depot incorporated a cleaning room, a machine tool room, and an enlarged machine storage area. To accommodate this depot, the following work would be required:</p> <p>Remove existing partitions, repair plaster walls and ceiling, block off stairway in north-east corner, remove mail chute, provided linoleum floor covering throughout, provided venetian blinds, erect office partitions, erect parts and machine store partitions, erect cleaning room partitions, provide power and lighting, provided cleaning room with wash basin, hot and cold water and drainage, reinstall air compressor and reduction valves from Haymarket Exchange building at new premises, install filtered forced air ventilation system to provide dust proof premises, remove mail handling chutes outside building to increase parking space.</p> <p>Minor alterations were made to the plans later, including an extension on the front balcony to be used for the installation of a compressor and a flame proof cabinet for cleaning fluids. The room could also be used for the depot cleaner's facilities.</p> <p>It was proposed that the Telegraph Installation Depot would be located on the second floor of the Chief Parcels Office. Alterations required to accommodate this depot included:</p> <p>Remove existing storage bins, partitions and chutes, paint ceilings, walls and columns, provide linoleum on floor, provide power outlet on benches and GPO's on side walls; partitions were to be located on the south wall of the depot and store, in clerical offices, in the test and special services work area, in the spray painting room, in the heavy work area and in the amenities and locker rooms; provide storage cabinets and shelves; provide storage cabinets and shelves; provided spray painting exhaust hood, work benches and lunch room facilities.</p> <p>Proposed alterations to the Custodian of Mail's room included:</p> <p>The provision of a scissor lift recessed into the floor for floor level loading; provision of roller shutters at various locations; the erection of new awning and the widening of footpaths on the Ambulance Avenue side of the building.</p>
1965	Alterations to the Custodian of Mail's section involved removal of chute and stat conveyor, the erection of partitions for an office, cloak room and checking office.

Date	Event
	<p>Sketch NSK 11217 sets out proposed layout of Custodian and Travelling Post Office staff locker and amenities areas on ground floor, to be available after the transfer of parcels processing to Redfern in August 1965.</p> <p>Alterations were proposed as follows:</p> <p>erection of a new ceiling height partition in the former Dead Letter Office area to provide an additional 860 square feet of Post Office area, with the remaining former Dead Letter Office area to be used as a Mail Exchange Branch lunchroom; demolition of all existing partitions in the Post Office area; closure of existing doorways separating the Post Office from the Mail Branch area and provision of new mail and staff entrance from the Mail Branch area</p> <p>demolition of existing counters and installation of one teller's counter and general counters to run at right angles to Railway Square; erection of new partitions to enclose the counter and public space and to form new store, lunch and locker rooms and a Postmaster's office;</p> <p>provision of two new writing slopes in public space, provision of new public entrance doors; replacement and renewal of floor coverings as necessary, painting, plumbing and electrical work as required. The partition forming a counter screen was to contain a panel of "one-way" glass to allow supervision by the Postmaster, and a sliding door to the general work area. A doorway from the public space general work area was also required.</p>
1969	Addition to east façade comprising brick and glass tower across two bays of the façade.
1970-1974	Alterations to the second, third and fourth floor providing offices, laboratory and photographic facilities, and lecture rooms, as well as provision of three lifts and installation of air conditioning and ventilating systems.
1999-2000	Conservation and restoration of stonework (including sandstone and trachyte), brickwork, steel windows, rainwater goods and other metalwork. New internal partitioning to create serviced apartments around the perimeter of the building, and other additions and modifications to the ground floor and rear yard. Construction of two-storey addition to mansard roof.

3.3. HISTORICAL THEMES

Historical themes can be used to understand the context of a place, such as what influences have shaped that place over time. The Heritage Council of NSW established 35 historical themes relevant to the State of New South Wales. These themes correlate with National and Local historical themes.

Historical themes at each level that are relevant to the place are provided below in Table 5.

Table 5 – Historical Themes

Australian theme	NSW theme	Discussion
3 Developing local, regional and national economies Communication	Communication - Activities relating to the creation and conveyance of information	<p>This building was purpose-designed in 1912-1913 for the Postmaster Generals Department (PMG) to function as Parcels Post Office in close proximity to Central Railway Station.</p> <p>Mail and parcels were conveyed in both directions between the Parcels Post Office building and Central Station using underground tunnels. Van deliveries were via a loading dock and elevators at the rear of the building (east) in the yard accessed off Ambulance Drive from Lee Street.</p> <p>A post office was opened on the ground floor on 1 November 1933, at which date the name of the building was changed to The Chief Parcels Office N.S.W. A post office remained in operation at this location until the 1970s.</p>
5 Working	Labour – Activities associates with work practices and organised and unorganised labour	<p>For over 60 years, the former Parcels Post Office building was a hive of activity where a large number of people was employed by the PMG in a variety of mail and parcel postal service roles.</p> <p>The building was designed with relatively open spaces to accommodate the activities of the various departments operating out of the building.</p> <p>Over the course of time, alterations and additions were regularly undertaken to the building to facilitate new policies and procedures, PMG directives, improve staff conditions and improve staff/public interactions.</p>
6 Educating	Education – Activities associated with teaching and learning by children and adults, formally and informally	<p>A training school for postal clerks and telegraphists was established in the building in 1942. This necessitated alterations to the fifth floor to accommodate classrooms and teaching facilities. This use continued until the 1960s.</p>

Australian theme	NSW theme	Discussion
8 Developing Australia's cultural life	Creative endeavour - Activities associated with the production and performance of literary, artistic, architectural and other imaginative, interpretive or inventive works; and/or associated with the production and expression of cultural phenomena; and/or environments that have inspired such creative activities.	<p>The building was designed in 1909-1910 by Gorrie McLeish Blair under the supervision of Walter Liberty Vernon of the NSW Government Architects Office.</p> <p>It is designed in the Federation Academic Classical style which was a 'high-style' adopted by architects in this period for institutional and commercial buildings in the Sydney Central Business District. It was carefully designed to complement existing landmarks in the Central Station and Central Square precinct.</p>

4. ARCHAEOLOGICAL ASSESSMENT

4.1. ABORIGINAL OBJECTS DUE DILIGENCE

An Aboriginal Object Due Diligence Assessment has been undertaken by Urbis Archaeology, attached in full in Appendix N, a summary of this report and findings has been included below.

The Aboriginal Objects Due Diligence Assessment (DDA) was prepared to investigate the presence or absence of Aboriginal object and/or places within the Subject Area, and whether any proposed development will have the potential to harm those Aboriginal objects that may exist and inform proposed development of any Aboriginal archaeological constraints. The DDA was prepared in accordance to the Due Diligence Code of Practice for the Protection of Aboriginal Objects in New South Wales (DECCW, 2010) ('Due Diligence Code'), and included the following:

- Comprehensive background research of the AHIMS register, statutory and non-statutory heritage listings.
- Analysis of landscape features and their potential to retain Aboriginal objects.
- Analysis of historical land use and its impact on the subject area.
- The DDA concluded that:
- There are no registered Aboriginal objects and/or places located within or in close proximity of the subject area.
- The Subject Area is generally highly disturbed, with the removal of the upper part of natural soils for the subsurface structures relating to both the Devonshire Street Tunnel and the Adina Apartment Hotel (formerly the Parcels Post Office). However, deeper, less disturbed soil deposits can still have potential for Aboriginal archaeological resources.
- The deeper, undisturbed soils under existing structures and below existing disturbance associated with historical land use has moderate archaeological potential regarding Aboriginal heritage objects.

Based on the above conclusions, proposed development can proceed with caution in line with the following recommendations:

1. This DDA should be kept providing proof for the Due Diligence Process applied for the subject area.
2. Due to moderate potential for Aboriginal objects within soil profiles below existing land disturbance, it is recommended that an Aboriginal Cultural Heritage Assessment (ACHA) and consultation with relevant Aboriginal stakeholders is carried out to investigate, assess and manage both tangible and intangible Aboriginal cultural heritage resources within the subject area.
3. The ACHA should consider the application of intrusive archaeological investigation in the form of test and if archaeological resources found salvage excavation.
4. The ACHA should be prepared prior to the submission of the proposed State Significant Development Application (SSDA) to inform the proposed development of any Aboriginal archaeological (tangible) and cultural heritage (intangible) resources that may exist in relation to the subject area. The consultation with the Registered Aboriginal Parties (RAPs) prior to the submission of the SSDA would also inform the development of any opportunities for interpretation of tangible and/or intangible Aboriginal cultural heritage values.

4.2. HISTORICAL ARCHAEOLOGY

This section presents an assessment of the potential for archaeological resources to be present within the subject area. Archaeological resources may exist 'in-situ', or in disturbed, secondary context, below or above ground, and also within the cavities of existing structures. Such resources may be protected under various legislative controls and also have the potential to provide insight into the use and occupation of the site that is not identifiable through other resources.

4.2.1. Phases of occupation

A detailed historical overview is presented in Section 3 of this CMP. This section will summarise this overview and provide a simple understanding of phases of European occupation and utilisation of the land.

4.2.1.1. Sydney Benevolent Asylum

The subject area first housed the Benevolent Society Asylum, which was commissioned by Governor Macquarie in 1819. The asylum opened in 1821 and remained open until 1902. The Asylum building lands encompassed the current subject area. This land was resumed in c.1900 for the construction of Central Railway Station.

This was the end of the first phase of occupation of the subject area. The structures associated with the asylum were demolished and it is unlikely that any remnants of these structure remain in the present day (refer to Table 6).

4.2.1.2. Central Railway Station

The second phase of occupation at the subject area is associated with the Central Railway Station. Station construction commenced in the early 1900s, with the first stage of the Terminus completed in 1906. Railway construction included the establishment of the underground Devonshire Street Subway, the entrance of which was located in the southern portion of the subject area.

After the demolition of the Benevolent Asylum, the majority subject area became a vacant lot, with the Devonshire Street Subway entrance in the southern portion. The rest of the subject area was used as green space and storage to support the railyards.

Even at this phase of occupation, historic images show high levels of disturbance within the subject area. While the Devonshire Street Subway entrance is at street level, the vacant lots to either side of the tunnel are much higher than street level. In the present day, these areas are lower, with Henry Deane Plaza stepping down below street level.

In 1908, the Chief Commissioner for Railways and Tramways agreed to lease the vacant lot fronting George Street to the north of the Devonshire Street Subway to the Postmaster General's Department. This ended the Railway phase of occupation at the subject area. Although the use of this space for storage would indicate the potential for archaeological deposits to occur, the excavation of the soil profile for the construction of the 2 m deep Parcel Post building basement makes archaeological materials highly unlikely (refer to Table 6).

4.2.1.3. Parcels Post Building

In May 1911 construction of the Parcels Post Building commenced on the former railway lands to the north of the Devonshire Street Subway, the current subject area. The Parcels Post building was crucially important for the processing of mail and training of clerks in the early-late 1900s.

In the 1960s, plans were made to vacate the Chief Parcels Office, with operations to be moved to the new Mail Exchange at Redfern. The building was intended to take on a new function, with the extension of the basement to allow for vehicle access and parking. The ground floor of the Parcels Post building continued to operate as the Railway Square Post Office until 1993, although the function of the rest of the building is difficult to trace.

The basement level of the Parcels Post building was constructed in the first phase of development in May 1911. The implementation of the basement, which is at least 2 m below street level from Lee street, has resulted in the removal of some part of the soil profile below the Parcels Post building, decreasing the archaeological potential of the subject area (refer to Table 6).

4.2.1.4. Adina Apartments and Henry Deane Plaza

The subject area is currently occupied by the former Parcels Post building and Henry Deane Plaza. The Parcels Post building is currently utilised as hotel/apartment complex.

Beneath the former Parcels Post building is the Devonshire Street Tunnel, which was extended further west under Railway Square and George street to connect with the Goods Line in the 1970s. Within the tunnel are a number of retail stores which extend under the current subject area.

Henry Deane Plaza is located in the south section of the subject area and resides upon the previously built up greenspace adjacent to the Parcels Post building. This plaza is a retail and commercial space and is approximately 2.8 m below street level. This is a testament to the level of disturbance within the subject area, as early historic photos show the space currently occupied by Henry Deane Plaza as considerably higher than street level.

4.2.2. Assessment of Archaeological Potential

Historical archaeological potential is defined as:

The degree of physical evidence present on an archaeological site, usually assessed on the basis of physical evaluation and historical research. (Department of Urban Affairs and Planning 1996)

Archaeological research potential of a site is the extent to which further study of relics likely to be found is expected to contribute to improved knowledge about NSW history which is not demonstrated by other sites, archaeological resources or available historical evidence. The archaeological potential of the Study Area is assessed based on the background information presented in Section 2, and graded as per:

- **Nil Potential:** the land use history demonstrates that high levels of ground disturbance have occurred that would have completely destroyed any archaeological remains. Alternatively, archaeological excavation has already occurred, and removed any potential resource.
- **Low Potential:** the land use history suggests limited development or use, or there is likely to be quite high impacts in these areas, however deeper sub-surface features such as wells, cesspits and their artefact-bearing deposits may survive.
- **Moderate Potential:** the land use history suggests limited phases of low-moderate development intensity, or that there are impacts in this area. A variety of archaeological remains is likely to survive, including building footings and shallower remains, as well as deeper sub-surface features.
- **High Potential:** substantially intact archaeological deposits could survive in these areas.

The potential for archaeological relics to survive in a particular place is significantly affected by land use activities that may have caused ground disturbance. These processes include the physical development of the site (for example, phases of building construction) and the activities that occurred there. The following definitions are used to consider levels of disturbance:

- **Low Disturbance:** the area or feature has been subject to activities that may have had a minor effect on the integrity and survival of archaeological remains.
- **Moderate Disturbance:** the area or feature has been subject to activities that may have affected the integrity and survival of archaeological remains. Archaeological evidence may be present, however it may be disturbed.
- **High Disturbance:** the area or feature has been subject to activities that would have had a major effect on the integrity and survival of archaeological remains. Archaeological evidence may be greatly disturbed or destroyed.

Table 6 includes preliminary, high level assessment of archaeological potential. More detailed investigation in the form of an Historical Archaeological Assessment should be carried out for detailed understanding of potential and significance.

Table 6 – Assessment of the potential archaeological resource and likelihood of survival at the subject area

Phase and Date	Potential Archaeological Resource	Integrity of Archaeological Evidence	Archaeological Potential
Sydney Benevolent Asylum, 1821-1902	Structural remains of buildings and artefacts associated with the Asylum.	Moderate to high disturbance. This phase of occupation was levelled for the Central Station Railway in the 1900s, with the Devonshire Street Subway running through the southern portion. Parts of the subject area remained vacant until the	Low to Moderate

Phase and Date	Potential Archaeological Resource	Integrity of Archaeological Evidence	Archaeological Potential
		construction of the Parcels Post building and Henry Deane Plaza and so had the potential to contain intact archaeological deposits, but this potential was further impacted when the vacant lots were excavated for the Parcels Post building and Henry Deane Plaza. However, archaeological deposits with various level of integrity might have still survived.	
Central station railway, 1902-1909	Remains of structures and artefacts associated with use of the area as storage	Highly Disturbed. While this phase of occupation would have archaeological potential given the use of portions of the subject area for railyard storage, the excavation of soils for the construction of the basement of the Parcels Post building and Henry Deane Plaza has impacted the potential for intact archaeological deposits.	Low to Moderate
Parcels Post Office, 1911-1993	Artefacts associated with the development of the Postal system in Sydney, structural elements.	Building still present and in use. Below the street level, the basement extends to a depth of two metres, with further disturbance related to retails spaces within the Devonshire Street Tunnel. These structural elements could have been disturbed all previously accumulated archaeological deposits.	Low to Moderate

4.2.3. Summary of Archaeological Potential

Overall, there have been multiple, continuous development phases of the subject area since the mid-19th century that would have had the potential of the accumulation of archaeological deposits. However, the last set of developments with the construction of the Parcels Post building and later the subsurface tunnel, basement and associated infrastructure could have impacted on the survival and integrity of those archaeological resources. The impacts could have removed the accumulated archaeological deposits to various extent.

The excavation of soils down at least 2 m across the whole of the subject area for the basement of the Parcels Post building, the Devonshire Street Tunnel and the Henry Deane Plaza has greatly reduced the likelihood for archaeological materials associated with earlier phases of occupation to occur within those areas. As a result, the archaeological potential for those parts of the subject area is considered to be low. However, areas with less disturbance and outside of major underground structures have still potential for the survival of archaeological resources.

In light of the above summary, the following recommendations are made for managing historical archaeology within the subject area:

1. Further investigation and preparation of a Historical Archaeological Assessment is warranted to assess the potential and significance of any historical archaeological relics within the subject area.

5. COMPARATIVE ANALYSIS

The following comparative analysis has been sourced from and builds upon the previous Conservation Management Plan prepared for the site (Heritage Group State Projects, 1997).


5.1. NSW GOVERNMENT ARCHITECT

Historically the NSW Government Architects Office was in charge of the design of the state's public buildings. In the late nineteenth and early twentieth centuries, the office was responsible for the design of many of the grand buildings located in Sydney and NSW more broadly. During this period, it was Walter Liberty Vernon and George McRae that are credited with the design of many of these buildings. A summary of the tenure of the NSW Government Architect during this period is as follows:

- Walter Liberty Vernon (1890-1911).
- George McRae (1911-1923).
- Gorrie McLeish Blair (1923-1926).

The design of former Parcels Post Building is attributed to Blair and a comparison of his oeuvre is included in Section 5.2 however consideration has been made to the wider developments in Sydney during this period by the NSW Government Architects Office.

Table 7 – Comparative Analysis: NSW Government Architect

Land Titles Office (former Register General's Department), Sydney		
Address	1 Prince Albert Road, Sydney	 <p>Source: NSW Heritage Database, Land Titles Office</p>
Date	1912-1913 1956 (north wing)	
Architect/s	Walter Liberty Vernon Edward Herbert Farmer (north wing)	
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 1946) NSW State Heritage Inventory (SHR 00962) National Heritage List (as part of the Governors' Domain and Civic Precinct) Place ID: 106103	
Description/Statement of Significance		
<p><i>A well scaled civic building sensitively detailed to complement the adjoining older buildings such as St. Mary's Cathedral. Its carefully composed sandstone facade contributes to the streetscape and satisfactorily terminates the northern end of College Street. It provides a sympathetic component in the progression of civic historical buildings along College Street to Queen's Square. The building has long association with the registration of birth, death and marriages, as well as trade marks, bills of sale, business agents etc. The building stores valuable old registers and other land title documents. (DLWC S170 Register, 2000).</i></p>		

Sydney Terminal (Central Station), Sydney

Address	Eddy Avenue, Sydney
Date	1906
Architect/s	Walter Liberty Vernon Gorrie McLeish Blair
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 824) NSW State Heritage Inventory (SHR 01255)



Source: NSW Heritage Database, Central Station

Description/Statement of Significance

(extract)

Central Station is the largest railway station and transport interchange in NSW and is of State significance for its historical, aesthetic, technical values and for its research potential. With its grand sandstone edifices and approaches it is a well known landmark in Sydney.

The Sydney Terminal precinct has a high level of historic significance associated with its early government and institutional uses, as well as being the site of Sydney's second major burial ground, the Devonshire Street cemetery. Archaeological evidence of the government and institutional uses is rare and has high research potential.

The main terminus building, accentuated by its clock tower and approach ramps, exemplifies the predominant use of sandstone at the site and it has been sited to dominate its surroundings and to mark the importance of the railway to both the city and the State. The construction of the Sydney Terminus was the largest planned intervention into the urban fabric of Sydney at the time and it was the only major complex of the period where the urban setting was consciously designed to enhance and provide views to and from the main structure. With its multi layered access modes and above ground level platforms not only was the development extraordinarily innovative but also the largest incursion into the southern part of Sydney prior to World War I.

The main terminus building is enhanced by its Neo-classical architectural features together with the high quality workmanship and materials it contains, from carved sandstone, marble and terrazzo to cedar joinery, acid etched glazing and metalwork balustrades. (NSW Heritage Database, 2009).

Housing Board Building, The Rocks

Address	120 Gloucester Street, The Rocks
Date	1912-1913
Architect/s	George McRae
Heritage Listing	NSW State Heritage Inventory (SHR 01552)



Source: NSW Heritage Database, Housing Board Building

Description/Statement of Significance

(extract)

The Housing Board Building and site are of State heritage significance for their historical and scientific cultural values. The site and building are also of State heritage significance for their contribution to The Rocks area which is of State Heritage significance in its own right.

120 Gloucester Street, The Rocks has a high level of aesthetic significance as an early example of a Federation Free Style factory. Designed by the NSW Government Architects Branch who pioneered the Free Style in NSW and erected in 1910-1911 the building reflects architectural trends in London. The purity of detailing is strongly exemplified by the integration of face brick and roughcast, and the strongly curved parapet walls, employing a palette of materials widely used in model workers' housing in England and in Australia.

The model factory and dwelling is a complete contrast to the slum dwellings in Frog Hollow that it replaced and was constructed of 'fire proof' materials with good ventilation and light levels, evidence of which survives. Within the output of the Government Architect's Branch this is a rare building type and is the only known factory and dwelling building designed to be leased. The record drawings and photographs of the substandard buildings in Frog Hollow and their demolition provide an insight into the slum dwellings owned by city aldermen that were concealed in the back lanes. (Robertson and Hindmarsh Pty Ltd, 2008).

Department of Education, Sydney

Address	35-39 Bridge Street, Sydney
Date	1912-1914
Architect/s	George McRae
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 1684) NSW State Heritage Inventory (SHR 00726) National Heritage List (as part of the Governors' Domain and Civic Precinct) Place ID: 106103



Source: NSW Heritage Database, Land Titles Office

Description/Statement of Significance

The Department of Education Building demonstrates Edwardian architectural style and planning concepts; its historic features reveal Edwardian taste and customs - for example, the grand sequence from entry porch to Ministerial Board Room. The Building, especially where it remains in original condition, a particularly fine example of an early 20th century government office building, featuring an innovative internal steel frame that allowed for future re-use.

It is an important example of the architecture of the period 1915-1930. While the original design determined the overall external effect, it is interesting to see purer Beaux Arts neo-classical details occurring in the 1929 Farrer Place porch and foyer, and simplified stonework details in this portion of the building. How much they reflect taste rather than economy is unclear.

The importance of education to NSW c.1915 is manifest in this building and its original budget. Various important figures such as Peter Board and Sir Harold Wyndham are also associated with it. The building as conceived and built, has a considerable degree of unity in its use of materials, form and scale. The external design is highly disciplined, and uses a limited palette of materials: Sydney sandstone, metal framed windows, copper-clad skylights. It makes a major contribution to this part of Sydney, visually linking with other imposing sandstone government buildings and enhancing a number of important city vistas. It clearly has townscape value. (Howard Tanner & Associates in association with Terry Kass and Hughes Trueman Ludlow, 1989)

Sydney Supreme Courthouse (Banco Court), Sydney


Address	St James Road, Sydney
Date	1895-1986
Architect/s	Walter Liberty Vernon
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 1739) NSW State Heritage Inventory (SHR 2499) National Heritage List (as part of the Governors' Domain and Civic Precinct) Place ID: 106103



Source: NSW Heritage Database, Land Titles Office

Description/Statement of Significance

The Sydney Supreme Court building (Banco Court) located at the rear of the Old Registry building facing St James Road has historic significance as part of the Supreme Court complex. The building has aesthetic significance as a fine and largely intact example of an early-twentieth-century building in the Federation Free Style, and as the only courthouse in the city constructed in this style. The building makes an important contribution to the character of the immediate area, and with its small town scale blends well with the older buildings in the complex. The building has historic and social significance as part of the site. The site is significant as the location chosen for Macquarie's first Georgian Public School which was modified during construction to accommodate the Supreme Court. Representative of the style as used in a courthouse building and the quality of the interior detailing is representative of the importance given to judicial buildings at the turn of the century. (Peddle Thorp & Walker Pty Ltd, 1998)

Darlinghurst Police Station, Darlinghurst	
Address	301 Forbes Street, Darlinghurst
Date	1899
Architect/s	Walter Liberty Vernon
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 316)
 <p>Source: NSW Heritage Database, Darlinghurst Police Station</p>	
Description/Statement of Significance	
<p><i>Darlinghurst Police Station is a fine example of Edwardian style and provides an important visual feature on its corner site. The original 1899 structure is basically intact with the later additions being sympathetic. The building with its padded cell, original cells and former Prison Tram Yard is important to the history of the Police Force in New South Wales. (NSW Heritage Database, 2001).</i></p>	

Conclusion

Of the NSW Government Architects in the late nineteenth and early twentieth centuries, Vernon and McRae are acknowledged as being the architects of some of the most prominent buildings in NSW. Blair who succeeded McRae as the NSW Government Architect would have worked under both Vernon and McRae. Vernon is the attributed architect of the Main Terminal of Central Station however it is acknowledged that Blair would have had a role in the design process. The examples of Table 7 indicate that Blair would have been influenced by the designs of both Vernon and McRae, as demonstrated in the use of contrasting materials in both Darlinghurst Police Station, Sydney Supreme Courthouse (Banco Court), and the Housing Board Building however the grander examples of the Land Titles Office and Department of Education Building more adequately reflect the scale of the subject building, although these are arguably more refined examples of the GAO. Vernon is credited with supervising Blair in development of the subject building.

5.2. GORRIE MCLEISH BLAIR

Gorrie McLeish Blair was born in 1862 in Scotland. It is not known where he received his architectural training, possibly Edinburgh. By 1895 he was residing in Sydney and he joined the Government Architects Branch as an architectural draughtsman.

Blair is reputed to have designed the elevations for the main Sydney Terminal building, however this has also been attributed to Vernon, and may have been completed by Blair in conjunction with Vernon. Blair was reputedly responsible for much of the detailing of the first stage of the Sydney Terminal, and subsequently the second stage: the Clocktower. This may have influenced Blair when designing the Parcels Post Office.


After the NSW Government Architect Walter Liberty Vernon retired in 1911, his successors in that role, George McRae and Gorrie McLeish Blair, and their colleague William Shepherd Moyes, designed Sydney's major buildings in the 'Federation Free Style' mode that followed the death of Queen Victoria and the Federation of Australia's states in 1901. The style was strongly influenced by Britain's late-Victorian and Edwardian Arts and Crafts movement.

By 1912, Blair had been promoted to the position of First-Class Architect, in charge of the drawing office. By 1916 he was the principal designing architect.

Blair was appointed Acting Government Architect in 1923 after McRae's death. He was subsequently appointed Government Architect, only to resign from the position a year later (1926).

Table 8 – Comparative Analysis: Gorrie McLeish Blair


Kyogle Courthouse, Kyogle	
Address	Groom and Geneva Streets, Kyogle
Date	1925
Architect/s	Gorrie McLeish Blair
Heritage Listing	Listed under the Kyogle Local Environment Plan 2012 (Item 033)



Source: NSW Heritage Database, Kyogle Courthouse

Description/Statement of Significance	
<p><i>Kyogle Courthouse is a good example of Interwar Georgian Revival style architecture and features restrained classical decoration. Kyogle Courthouse has been associated with the provision of law and justice in the area since 1925 and is a rare example of courthouses in New South Wales designed by Government Architect Gorrie McLeish Blair. The building dates from the interwar period when relatively few new courthouses were constructed in New South Wales. (NSW Heritage Database, 2010).</i></p>	

Wellington Courthouse, Wellington	
Address	Arthur Street and Maugham Street, Wellington
Date	1911-1912
Architect/s	Gorrie McLeish Blair
Heritage Listing	Listed under the Wellington Local Environment Plan 2012 (Item 107)



Source: NSW Heritage Database, Wellington Courthouse

Description/Statement of Significance	
<p><i>Wellington Courthouse is a distinctive example of a Federation Romanesque style public building, and evokes a sense of authority through its unusual, heavy massing and strong use of materials. The courthouse is also an outstanding example of a public building designed by Gorrie McLeish Blair. The extant building is the third courthouse built in the town, which has been an important centre for administration and justice in the region since 1838. The scale and quality of Wellington Courthouse demonstrates the importance of the town to the broader region. (NSW Heritage Database, 2010).</i></p>	

Former John Storey Memorial Dispensary, Chippendale

Address	36 Regent Street, Chippendale
Date	1926
Architect/s	Gorrie McLeish Blair
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 193)



Source: NSW Heritage Database, John Storey Dispensary

Description/Statement of Significance

The former John Storey Memorial Dispensary is a one storey building Inter War Gothic building with a mezzanine. It is located on a prominent corner visible from the Central precinct and Mortuary Station. It has high historic significance for its association with John Storey, premier, unionist and labour politician. It has high historic significance as an important building in the professional work of Government Architect, G M Blair. It has historic significance for its continuity of occupation by a dispensary from 1926 to 1955. It has high aesthetic significance as a rare and outstanding example of a highly intact purpose built dispensary with an exterior of high quality design with outstanding potential to continue in its restored state. It has social significance as a memorial to a former Premier of New South Wales, John Storey, and for its construction as a result of public subscription. (NSW Heritage Database, 2006).

Young Courthouse, Young

Address	Lynch Street, Young
Date	1925-1928
Architect/s	Gorrie McLeish Blair
Heritage Listing	Listed under the Young Local Environment Plan 2010 (Item 101)



Source: <https://willshub.com.au/young-courthouse-nsw/>, accessed 6 August 2019

Description/Statement of Significance

Young Courthouse is a fine interwar period public building and one of relatively few courthouses constructed in New South Wales during the interwar period and one of the few designed by Government Architect Gorrie McLeish Blair. The courthouse was the fifth built in Young and has been associated with the provision of law and justice in the town since 1928. (NSW Heritage Database, 2010).

State Library of NSW, Sydney

Address	1 Shakespeare Place, Sydney
Date	1906
Architect/s	Gorrie McLeish Blair Walter Liberty Vernon James Barnet Edward Herbert Farmer Ian Thompson Richard McDonald Seymour Wells
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 1950) NSW State Heritage Inventory (SHR 01071)




Source: NSW Office of Environment and Heritage, NSW Heritage Database, State Library of NSW

Description/Statement of Significance

The public library of New South Wales houses a public facility initiated in 1869, and is one of the most important libraries in Australia. It was the second purpose built library and the only one remaining public library in Sydney dating from the early twentieth century. The building is still in use and has a lengthy association with several historically important persons such as Government Architect WL Vernon. It is significant for the prominent position it occupies at the termination of one of the most historically important streetscapes in Australia. The building is of aesthetic significance reflecting important stylistic influences on architecture of the twentieth century. The library is a recognised symbol in Sydney having had a long association with the provision of library services to the local and regional community of New South Wales. The building development and interior layout of the progressive stages of building reflects the changing attitudes to library planning theory. It is significant as one of the only Government buildings in the Federation Academic Classical styles. Only two of these are cultural buildings, the other being the Art Gallery of NSW. (Noel Bell Ridley Smith and Partners, 1999).

RD Watt Building (University of Sydney), Sydney

Address	Science Road, The University of Sydney	
Date	1912-1916	
Architect/s	Gorrie McLeish Blair Walter Liberty Vernon George McRae	
Heritage Listing	Listed under the Sydney Local Environment Plan 2012 (Item 74)	

Source:
<https://www.flickr.com/photos/c60202/4412260602/>,
 accessed 6 August 2019

Description/Statement of Significance

The first purpose-built building for the newly established School of Agriculture, in continuous use for that purpose since 1916 and one of a diminishing number of buildings still used for its original purpose. One of the subjects introduced into the curriculum in the early 20th century in recognition of the need for a high standard of training and research in areas of major significance to agricultural and pastoral growth and hence to the national economy. One of the unusual and carefully detailed Federation Arts and Crafts style Science faculties to be constructed along Science Road, designed by the Government Architects branch under Walter Liberty Vernon. (NSW Heritage Database, 2000).

Conclusion

Gorrie McLeish Blair worked in the NSW Government Architects office for a large portion of his career. In this capacity he worked under both Vernon and McRae, but his tenure as the NSW Government Architect was however limited (3 years). The buildings that have identified heritage significance and which are attributed to himself are limited. Of those which he is attributed as the architect the dominant typology is courthouses, and this is likely a reflection of the requirements of the state during the period. A variety of the architectural styles are illustrated and do not demonstrate a particular adherence to a particular style.

A comparison of the buildings identified in Table 8 indicates some similarities with the subject building, including the use of contrasting masonry and sandstone, semi-circular openings, along with the incorporation of piers and pilasters. Of the examples considered it is the Academic Classical Mitchell Library that is of a comparable scale and grandeur with the former Parcels Post Building however the subject building is distinct from the library in that it is an exemplary of the Federation Free Classical Architectural Style as defined in Section 2.4.2. The RD Watt building also illustrates one of the larger scale buildings and incorporating characteristic contrasting masonry and stone. The examples provided by the Courthouses, are comparatively restrained, being regional examples of the period and typology.

Noting that buildings that have identified heritage significance and which are attributed to Blair are limited, and noting that the more substantial commissions reflect collaborations with McRae and Vernon, the Parcels Post building is one of the finest examples of Blairs oeuvre.

5.3. POST OFFICES AND THE FORMER MELBOURNE MAIL EXCHANGE

The construction of post offices in Australia was closely linked to the development of each state. Table 9 details many of the historic post offices by the decade they were constructed. The peak of construction was in the late 1870s and during the 1880s. Most of the historic post offices are located in NSW with 120 listings on the National Estate Register for individual buildings or groups.

Parcels Post Offices were a new building type, introduced in the early twentieth century. The chart below indicated the phasing of post office development in each state prior to 1920.

Table 9 – Comparison of the development of postal buildings across Australia pre-1850-1920

Year	NSW	QLD	SA	TAS	VIC	WA
Pre 1850	Hartley Kelso			Bothwell Broadmarsh Pontville		
1850- 1860			Robe		Harkaway Melbourne Mickelham	
1860- 1870			Adelaide Auburn Blanchetown Burra Gawler Kingston Melrose Mt Barker Penola		Port Albert	Albany
1870- 1880		Brisbane Toowoomba			Ballarat Castlemaine Maryborough Stanwell	Greenough

Year	NSW	QLD	SA	TAS	VIC	WA
1880-1890	Armidale Balmain Balranald Campbelltown Cooma Glebe Goulburn Hay Junee Kempsey Leichardt Maitland Mittagong North Sydney Parkes Picton Redfern Sydney GPO (Stage 1) Tamworth Tenterfield Wagga Wagga Yass	Burketown Fortitude Valley Townsville	Hindmarsh	Evandale Launceston	Bendigo Carlton Fitzroy Flemington Hill Gembrook Melbourne (Stage 2) Nathalia Port Fairy Walhalla Warracknabeal	Coolgardie Perth
1890-1900	Broken Hill Burwood Glen Innes Hunters Hill Lismore Newtown Pyrmont	Charters Towers Rockhampton Warwick		Deloraine	South Yarra	Toodyay York
1900-1910	Narrandera Newcastle	Stanthorpe Wooloongabba		Hobart Launceston (tower)	Freemantle Guildford	
1910-1920	Parcels Post Office, Railway Square				Parcels Post Office, Spencer Street	Midland

The Former Melbourne Mail Exchange

A Parcels Post Office was constructed in Melbourne shortly after the completion of the Sydney Parcels Post Office. The design and construction are similar to that of the earlier Sydney example.

The Former Mail Exchange is of architectural significance as a major example of the early work of the Commonwealth Department of Works and its first chief architect, J.S. Murdoch. The building is a distinguished example of beaux-arts classical design, and its Greek flavour was ten years ahead of Melbourne's mainstream Modern Greek revival. The beaux-arts style was not common in Australia, tending to be used for large and important buildings. It was the sense of monumentality that it imparted that Murdoch considered appropriate for Commonwealth buildings. Classicism became the style of choice for Commonwealth buildings during Murdoch's time. Its dignified conservatism was thought appropriate for major public buildings, and is particularly evident in the public buildings of Canberra, such as the Old Parliament House (1927), also designed by Murdoch. Murdoch was a major figure in the development of Canberra, being a judge of the competition to design the city and responsible for many of the capital's buildings himself. He was also responsible for a number of other significant public buildings throughout Australia.

The Former Mail Exchange is of historical significance as an important reminder of the development of the Australian mail service in the early decades of the 20th century. The building was erected to ease congestion and provide better conditions than those prevailing at the Melbourne GPO. Its direct tunnel link to Spencer Street Station, modern and well-designed internal spaces and system of chutes to transport mail around the building demonstrated a concerted effort to modernise the mail system in the early years of the new Commonwealth. This modernity was reflected in the materials of the building, the steel framed windows being an early example of the use of such technology. The proximity of the building to Spencer Street Station reflects the important connections between the railways and the postal service in the development of postal communications throughout the State.



Figure 202 – Exterior of Melbourne Mail Exchange

Source: <https://www.urban.com.au/forum/former-mail-exchange>



Figure 203 – Conference room within Melbourne Mail Exchange now functioning as a hotel

Source:
<https://www.hiddencitysecrets.com.au/melbourne/mail-exchange-venues-melbourne-function-rooms-cbd-venue-hire/>

Conclusion

The style of public buildings, including post offices, in NSW is noted to have changed in the 1890s. This change has been attributed to Walter Liberty Vernon, the NSW Government Architect. Vernon often used brick as a building material for public buildings both in Sydney and NSW. He utilised sandstone for the detailing, in particular carved elements such as coats of arms, keystones and capitals. The public buildings, including post offices, designed by Vernon from 1890 onwards represent a considerable break from the mid to late Victorian tradition of using Italianate detailing for public buildings. In only two cases are Italianate style motifs apparent, for the Newcastle Post Office and the Parcels Post Office in Railway Square. Notably, both these buildings are in an urban setting.

From the 1890s onwards the designers in the NSW Government Architect's branch were influenced by a variety of sources, including modern American buildings. The design of the Parcels Post Office is more influenced by the designs of contemporary American architects such as Burnham and Root than classical prototypes. The Chicago School introduced the 'Palazzo' form of buildings for multi-storey office buildings. The form, which was Italianate in inspiration, was characterised by a solid base, a main body and an upper storey or stories with an elaborate cornice, string courses, columns and pedimented windows were employed. New features such as metal windows were also utilised. In areas, such as Sydney, where building

regulations did not permit the use of a steel frame construction on the exterior of a building form was modified to include load bearing exterior.

A number of smaller regional examples of the parcels post typology survive however the Melbourne Mail Exchange and the subject Parcels Post are the only large-scale metropolitan parcels offices constructed in the early twentieth century, and these reflect the association of the respective sites with rail centres and their role in state wide distribution.

5.4. SUMMARY

The development of post office buildings can be linked to the development of the state and more broadly the country. However, the development of parcels post offices or mail exchanges was a distinct typology. The former Parcels Post Building and the former Melbourne Mail Exchange are the only large-scale metropolitan parcels offices constructed in the early twentieth century. The two buildings had a connection with their respective rail services, reflecting the role of the railway in the distribution of parcels and mail.

The former Parcels Post Office was designed by Blair, who served as the NSW Government Architect for three years but would have worked under both Vernon and McRae. The architectural style of the former Parcels Post building can be seen to be influenced by both Vernon and Blair. Whilst the style of the subject building is representative of the architectural designs of Blair it is also an exemplar of the of the Federation Free Classical architectural style.

6. HERITAGE SIGNIFICANCE

Before making decisions to change a heritage item, an item within a heritage conservation area, or an item located in proximity to a heritage listed item, it is important to understand its values and the values of its context. This leads to decisions that will retain these values in the future. Statements of heritage significance summarise the heritage values of a place; why it is important, why a statutory listing was made to protect these values.

6.1. HERITAGE SIGNIFICANCE ASSESSMENT

The Heritage Council of NSW has developed a set of seven (7) criteria for assessing heritage significance, which can be used to make decisions about the heritage value of a place or item. The following assessment of heritage significance has been prepared in accordance with Heritage NSW 'Assessing Heritage Significance' guidelines.

Table 10 – Assessment of Heritage Significance

Criteria	Significance Assessment
A – Historical Significance <i>An item is important in the course or pattern of the local area's cultural or natural history.</i>	<p>The subject site historically was part of the grounds of the Benevolent Asylum, an institution ran by the Benevolent Society of NSW. The asylum was constructed in 1821 and was funded by the government, operating along the lines of a workhouse for the aged, infirm, blind or destitute. The asylum building was located further to the north (in the area of the Western Forecourt) however the subject site lands formed part of the asylums extensive grounds. The government had retained the title of land on which the asylum was located and resumed the land at the turn of the last century.</p> <p>The development of Central Station was planned as a transport interchange, and the site of the Parcels Post office was defined during the first phase of construction of the station however a specific use for the site had not been defined.</p> <p>The development of the Parcels Post building reflects the importance of shipping parcels by rail in the early 1900s and the subject site documents the historical association of the site with Central station and railway postal services. As the majority of parcels at that time were sent by rail, the subject site was ideally situated, for the construction of a specific purpose-built parcels post office, being located adjacent to the new (1906) Central Terminus on 'a portion of Railway land. The building was associated with the third Sydney terminus (albeit constructed a decade later). The Parcels Post worked in conjunction with the inward and outward parcels platforms in the western yard precinct (which includes the former inwards parcels platform, now the YHA), with parcels being brought to and from the trains, via a network of underground passages.</p> <p>Historically the building was a working building, used as a Parcels Post Office from 1913 to the 1960s and as a Post Office from 1933 to the 1990s. The training use of the</p>

Criteria	Significance Assessment
	<p>building continued through to the eventual relocation out of the building by the postal service in the 1990s.</p> <p>The Office also holds historical significance for its imperative role in the promotion of Central Station and as the main office in New South Wales' for state-wide postal services during the early of the 20th century.</p> <p>The Parcels Post building has historic significance at a local level, for its association with the development of Central Station and for its association with railway postal services in the early 1900s.</p>
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> shows evidence of a significant human activity <input checked="" type="checkbox"/> is associated with a significant activity or historical phase <input checked="" type="checkbox"/> maintains or shows the continuity of a historical process or activity <input checked="" type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> has incidental or unsubstantiated connections with historically important activities or processes <input type="checkbox"/> provides evidence of activities or processes that are of dubious historical importance <input type="checkbox"/> has been so altered that it can no longer provide evidence of a particular association <input type="checkbox"/>
<p>B – Associative Significance</p> <p><i>An item has strong or special associations with the life or works of a person, or group of persons, of importance in the local area's cultural or natural history.</i></p>	<p>The subject building was designed in the Government Architects Office by Gorrie McLeish Blair in 1910, under Walter Liberty Vernon. It is associated with the GAO and Blair. Blair was also responsible for the detailing of the first and second stages of Central Station. Both Blair and Vernon reached the office of Government Architect, Vernon between 1890 and 1910, and Blair between 1923 and 1926. Within this role Blair and Vernon are responsible for many prominent civic buildings.</p> <p>On account of the historic use of the site, the Parcels Post Building has associations with the NSW Railway and Postal Service however no specific individuals have been identified to have a significant association with the building.</p> <p>The Former Parcels Post Office has associative significance pertaining to the Australia Post mailing company. As well as in serving as the main parcels sorting office between 1913 and 1960s, until the office's relocation to Redfern.</p> <p>The site has associative significance at a local level on account of the connection with the Government Architects Office, and the notable Government Architects Vernon and Blair.</p>

Criteria	Significance Assessment
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> shows evidence of a significant human occupation <input type="checkbox"/> is associated with a significant event, person, or group of persons <input checked="" type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> has incidental or unsubstantiated connections with historically important people or events <input type="checkbox"/> provides evidence of people or events that are of dubious historical importance <input type="checkbox"/> has been so altered that it can no longer provide evidence of a particular association <input type="checkbox"/>
<p>C – Aesthetic Significance</p> <p><i>An item is important in demonstrating aesthetic characteristics and/or a high degree of creative or technical achievement in the local area.</i></p>	<p>The design of the building can be seen to have been influenced by trends in American commercial buildings at the time, noticeably those designed by the Chicago School.</p> <p>The former Parcels Post building is a fine example of the Federation Free Classical architectural style. The building has a number of distinct external features that are attributed to the style, including the contrasting brick and rusticated stone, the giant order Ionic columns to the principal façade, the heavy sandstone entablature, pediments and oeil de boeuf windows</p> <p>The building reflects the former Federation and early 20th century character of the locality, of which it was a centrepiece. It is a fine example of civic building of the period as demonstrated by the prominence, scale and decorative detail of the building. The aesthetic qualities of the building continue to make a positive contribution to the Western Forecourt of Central Station and Railway Square. The building is a landmark, prominent in views of Railway Square, Pitt Street and Broadway, and terminating vistas from George Street.</p> <p>The original design intent of the building as a centre for mail distribution and meant that internal features of the building were understated. Decorative features would have been limited to the ground floor public areas with utilitarian finishes to the upper floors that were working floors. The historic vacancy of the building, and the adaptive reuse as a hotel has resulted in the loss of the majority of the original internal features and architectural detail. The columns and the structural grid formation continue to be interpreted however the current contemporary fitout largely obscures the character of the building.</p> <p>The former Parcels Post building may also have some technical significance as a relatively early example of the use of partial steel framework, encased in concrete to maximise internal floor areas. At the time of the buildings construction fully framed buildings were not permitted and as a result the façade is load bearing masonry.</p>

Criteria	Significance Assessment
	The exterior of the subject site has been assessed to have aesthetic significance at a local level.
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> shows or is associated with, creative or technical innovation or achievement <input checked="" type="checkbox"/> is the inspiration for a creative or technical innovation or achievement <input type="checkbox"/> is aesthetically distinctive <input checked="" type="checkbox"/> has landmark qualities <input checked="" type="checkbox"/> exemplifies a particular taste, style or technology <input checked="" type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> is not a major work by an important designer or artist <input type="checkbox"/> has lost its design or technical integrity <input type="checkbox"/> its positive visual or sensory appeal or landmark and scenic qualities have been more than temporarily degraded <input type="checkbox"/> has only a loose association with a creative or technical achievement <input type="checkbox"/>
<p>D – Social Significance</p> <p><i>An item has strong or special association with a particular community or cultural group in the local area for social, cultural or spiritual reasons.</i></p>	<p>The building is a prominent building in the context of Railway Square and the Western Forecourt and contributes to the collective values of the Central Station precinct. However, no significant associations with particular community groups have been identified.</p> <p>The site does not meet the criterion for social significance at a local or State level.</p>
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> is important for its associations with an identifiable group <input type="checkbox"/> is important to a community's sense of place <input type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> is only important to the community for amenity reasons <input type="checkbox"/> is retained only in preference to a proposed alternative <input type="checkbox"/>
<p>E – Research Potential</p> <p><i>An item has potential to yield information that will contribute to an understanding of the local area's cultural or natural history.</i></p>	<p>The former Parcels Post building is a relatively early example of the use of partial steel framework I beams and stanchions, encased in concrete to maximise internal floor areas. At the time of the buildings construction fully framed buildings were not permitted and as a result the façade is load bearing masonry. As an early example of the development of this construction process, the site may have some research potential.</p> <p>An archaeological assessment of the site has been undertaken and the potential is considered to be low to nil.</p> <p>The site does have some limited research potential at the local level as a reasonably early example of the use of partial steel framework.</p>

Criteria	Significance Assessment
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> has the potential to yield new or further substantial scientific and/or archaeological information <input type="checkbox"/> is an important benchmark or reference site or type <input type="checkbox"/> provides evidence of past human cultures that is unavailable elsewhere <input type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> the knowledge gained would be irrelevant to research on science, human history or culture <input type="checkbox"/> has little archaeological or research potential <input checked="" type="checkbox"/> only contains information that is readily available from other resources or archaeological sites <input checked="" type="checkbox"/>
<p>F – Rarity</p> <p><i>An item possesses uncommon, rare or endangered aspects of the local area's cultural or natural history.</i></p>	<p>The subject building is rare as a purpose-built Parcels Post building. It is the first of only two large metropolitan parcels offices constructed (the other being the Melbourne Mail Exchange) between 1910 and 1920. Within Sydney and NSW more broadly the site is rare for its historical association with and as a part of the Central Station precinct. The size of the building and its deliberate location adjacent to the western parcels precinct, indicates the importance of shipping parcels by rail and the volume of parcels that the department was expected to process during the early 20th century. The building was extended during the initial phase of construction with the upper levels initially intended to operate as office spaces. The entire building was however soon taken over by post office functions which had expanded to the extent that the entire building was required. The size and prominence of the building is indicative of the significance of both the postal service and the railways in the early twentieth century however the connection between the two department is uniquely represented in the Parcels Post building. The site has been assessed to meet the criterion for rarity at a local level.</p>
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> provides evidence of a defunct custom, way of life or process <input type="checkbox"/> demonstrates a process, custom or other human activity that is in danger of being lost <input type="checkbox"/> shows unusually accurate evidence of a significant human activity <input type="checkbox"/> is the only example of its type <input checked="" type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> is not rare <input type="checkbox"/> is numerous but under threat <input type="checkbox"/>

Criteria	Significance Assessment
<ul style="list-style-type: none"> demonstrates designs or techniques of exceptional interest <input type="checkbox"/> shows rare evidence of a significant human activity important to a community <input checked="" type="checkbox"/> 	
<p>G – Representative</p> <p><i>An item is important in demonstrating the principal characteristics of a class of NSWs (or the local area's):</i></p> <ul style="list-style-type: none"> <i>cultural or natural places; or</i> <i>cultural or natural environments.</i> 	<p>The subject building is representative of a period of expansion of the postal service in NSW during the early twentieth century.</p> <p>The development of post office buildings is linked to the development of the state. Typically constructed of brick and stone, the growth of post offices across the state is representative of expansion and growth. The development of Parcels Post buildings in the early twentieth century was a new typology. The subject site has been assessed to be a fine example of the postal building type. However, the grandeur of the building and the location in proximity to Central Station does differentiate the building from the bulk of the postal building constructed during the period.</p> <p>The building is also representative of the Federation Free Classical architectural style and of civic buildings designed in the Government Architects Office and of the work of GM Blair.</p> <p>The site has been assessed to meet the criterion at a local level.</p>

Criteria	Significance Assessment
<p><u>Guidelines for Inclusion</u></p> <ul style="list-style-type: none"> • is a fine example of its type <input checked="" type="checkbox"/> • has the principal characteristics of an important class or group of items <input checked="" type="checkbox"/> • has attributes typical of a particular way of life, philosophy, custom, significant process, design, technique or activity <input type="checkbox"/> • is a significant variation to a class of items <input type="checkbox"/> • is part of a group which collectively illustrates a representative type <input type="checkbox"/> • is outstanding because of its setting, condition or size <input checked="" type="checkbox"/> • is outstanding because of its integrity or the esteem in which it is held <input type="checkbox"/> 	<p><u>Guidelines for Exclusion</u></p> <ul style="list-style-type: none"> • is a poor example of its type <input type="checkbox"/> • does not include or has lost the range of characteristics of a type <input type="checkbox"/> • does not represent well the characteristics that make up a significant variation of a type <input type="checkbox"/>

6.2. STATEMENT OF CULTURAL HERITAGE SIGNIFICANCE

6.2.1. Existing Statement of Significance

The following Statement of Significance has been sourced from the NSW Heritage Database entry for the site:⁵²

“Parcels Post Office is a six-storey concrete encased steel structure institutional building constructed in the Federation Academic Classical style and occupies a prominent position within Railway Square. The building has high historic significance as the only purpose-built building of its type and scale which reflects the importance of the rail location, the Postmasters General Office and the Government Architect's Office in shaping the city at that time. The building has high aesthetic significance as an outstanding example of an institutional building with outstanding potential to be restored/reconstructed, and which continues to form a significant contribution to the Railway Square precinct and city town planning.”

6.2.2. Proposed Statement of Significance

The former Parcels Post Office is of heritage significance for its historic, associative, aesthetic and representative values and for its rarity.

The Parcels Post building is historically significant for its association with the development Central Station and the third Sydney terminus (albeit constructed a decade later) and connections with the NSW rail and postal services in the early 1900s. The Office also holds historical significance for its imperative role in the promotion of Central Station and as the main office in New South Wales' for state-wide postal services during the early of the 20th century. In the early 1900s, the majority of parcels were sent by rail, and the location of the site adjacent to the station reflects the importance of shipping by rail. The Parcels Post also worked in conjunction with the inward and outward parcels platforms in the western yard precinct (which includes the former inwards parcels platform, now the YHA).

The Former Parcels Post Office has associative significance pertaining to the Australia Post mailing company. As well as in serving as the main parcels sorting office between 1913 and 1960s, until the office's relocation to Redfern. Designed by the Government Architects office, the building has also been assessed to have associative significance on a local level, for its association with the GAO broadly and more specifically with Gorrie McLeish Blair, to whom the design was attributed, and Walter Liberty Vernon, who was then the Government Architect.

The building is designed in the Federation Free Academic Classical architectural style and is a centrepiece in the locality. The north, south and west facades of the building are highly intact, therefore exhibiting high aesthetic significance. The building has a number of distinct external features that are attributed to the style, including the contrasting brick and rusticated stone, the giant order Ionic columns to the principal façade, the heavy sandstone entablature, pediments and oeil de boeuf windows. Due various modifications during the twentieth century, multiple elements of the original Parcels Office were removed, these included: the exterior parcel chutes and the main awning. The interior is restrained in its original form and was modified c.2000 in conjunction with the Hotel (Adina) conversion including structural modifications for a new lift core. As a result, the interior has lost significance.

The former Parcels Post building may also have some technical significance and research value as a relatively early example of the use of partial steel framework I beams and stanchions encased in concrete to maximise internal floor areas.

As one of only two large metropolitan parcels offices constructed (the other being the Melbourne Mail Exchange) in the early twentieth century, the site has been assessed as rare. The size and prominence of the building is indicative of the significance of both the postal service and the railways in the early twentieth century however the connection between the two department is uniquely represented in the Parcel Post building.

The former Parcels Post Office is representative of expansion and growth in the early twentieth century. However, the scale and grandeur of the building does differentiate the building from the bulk of postal buildings constructed during the period. The building is also representative of the Federation Free Classical

⁵² NSW Office of Environment and Heritage, *Former Parcels Post Office including retaining wall, early lamp post and building*, <https://www.environment.nsw.gov.au/heritageapp/ViewHeritageItemDetails.aspx?ID=2424235>, accessed 9 August 2019

architectural style and of civic buildings designed in the Government Architects Office and of the work of GM Blair.

The Parcels Post Building is of high heritage significance in the context of the Central Railway Station Group.

6.3. LEVELS & GRADINGS

The Heritage Council of NSW recognises four (4) levels of heritage significance in NSW: Local, State, National and World. The level indicates the context in which a heritage place is important (for example, local heritage significance means the place is important to the local area or region). Heritage places that are rare, exceptional or outstanding beyond the local area or region may be of state or national significance.

In most cases, the level of heritage significance for a place has a corresponding statutory heritage listing and responsible authority for conserving them.

Different components of a place may contribute in different ways to its heritage value. The gradings of significance adopted for this CMP are based on those definitions as developed by the Heritage Council of NSW, and have been modified as follows:

Table 11 – Gradings of Significance

Grading	Justification	Status
Exceptional	Where an individual space, element, tree or shrub is assessed as making a rare or outstanding contribution to the overall significance of the place. Spaces, elements or fabric exhibit a high degree of intactness and quality. Minor alterations or degradation may be evident, but does not detract from the overall significance of the place. Demolition/removal of the element would diminish the heritage significance of the place.	Fulfils criteria for local or state listing
High	Where an individual space, element, tree or shrub is assessed as making considerable contribution to the overall significance of the place. Spaces, elements or fabric exhibit a considerable degree of intactness and were originally of substantial quality. Considerable alteration may have been undertaken, which may alter the presentation and completeness, but does not detract substantially from the overall significance of the place. Demolition/removal of the element would diminish the heritage significance of the place.	Fulfils criteria for local or state listing
Moderate	Where an individual space, element, tree or shrub is assessed as making a moderate contribution to the overall significance of the place. Original spaces, elements or fabric may exhibit considerable alteration and/or degradation which detracts from the overall significance of the place. Original space, elements or fabric which were of some intrinsic quality, but are relatively intact may be included. Elements with little heritage value but contribute to the overall cumulative significance of the place may also be included. New elements of high-quality design and aesthetic value may be considered to contribute to the significance of the place. Demolition/removal of the element may diminish the heritage significance of the place. Elements or spaces can be altered or adaptively reused.	Fulfils criteria for local listing

Grading	Justification	Status
Little	Where an individual space, element, tree or shrub is assessed as making a minor contribution to the overall significance of the place, particularly compared with other elements. Original elements may exhibit extensive alterations or degradations which impact their significance and ability to interpret. New elements of little intrinsic quality or aesthetic value may be considered in this category. Demolition/removal of the element would not diminish the heritage significance of the place. Elements or spaces can be altered or adaptively reused.	Does not fulfil criteria for local or state listing
Intrusive	Where an individual space, element, tree or shrub is assessed as detracting from the appreciation and overall significance of a place. The element may be adversely affecting or obscuring other significant areas, elements or items. Demolition/removal of the element is recommended.	Does not fulfil criteria for local or state listing

Each element's significance has been graded having specific regard to its contribution to the overall significance of the place, its period of construction and its condition. We have identified the corresponding time period and condition status for the elements as follows:

6.4. SCHEDULE OF SIGNIFICANT ELEMENTS

Various elements of the place have been graded below in relation to their contribution to the overall heritage significance of the place. Elements include buildings, structures, landscape and other elements that are located within the curtilage of the site.

Table 12 – Definitions of time and periods of construction and major alterations to the Parcels Post Building

Acronym	Corresponding time and period of construction
OC	Original construction phase (c.1910-1915)
TC	Twentieth Century (c. 1916-1998)
LA	Later addition and/or fit out (c. 1999)

Table 13 – Schedule of Significant Elements

Structure, space or elements	Phase	Grading
Exterior		
Overall form, composition and materiality	OC	High
Facades (north, south, west and ends of east) including stone, trachyte and brickwork	OC	High
Altered portion of east facade	TC	Moderate
Fenestration pattern and steel and bronze framed windows	OC	High

Structure, space or elements	Phase	Grading
Mansard roof addition	LA	Little
Balustrade on parapet	LA	Little
Aluminium framed windows and doors (generally)	LA	Intrusive
Aluminium framed doors (east elevation)	LA	Little
Reconstructed steel framed windows	LA	Little
Bronze glazing grills	OC	High
Brick retaining wall	OC	High
'Post Office' signage	ETC	Moderate
'Adina' signage (north elevation)	LA	Intrusive
'Adina' signage (west elevation)	LA	Little
Awnings	LA	Little
Modified components of entries/shopfronts ie. new doors (north and south elevation)	LA	Little
Landscape pool area	LA	Little
Contemporary shopfront signage	LA	Little
Lighting	LA	Little
Security cameras	LA	Little
Glass brick pavement lights/ stallboard lights	OC	High
Flag poles	LA	Little
West elevation entry	TC	Intrusive
Interior		
Generally open internal spatial layout	OC	Moderate
Steel encased structural grid including floors and columns	OC	Moderate
Contemporary hotel fit out (inclusive of ground floor lobby, conference areas and accommodation, contemporary kitchen and bathroom fitouts and services)	LA	Intrusive
Lift core	LA	Little
Plantroom	LA	Little

6.5. SIGNIFICANT VIEWS & VISTAS

Significant views to the subject site have been identified in this section. Views have been assigned numbers in the table below, these numbers should be cross referenced to the reference map.

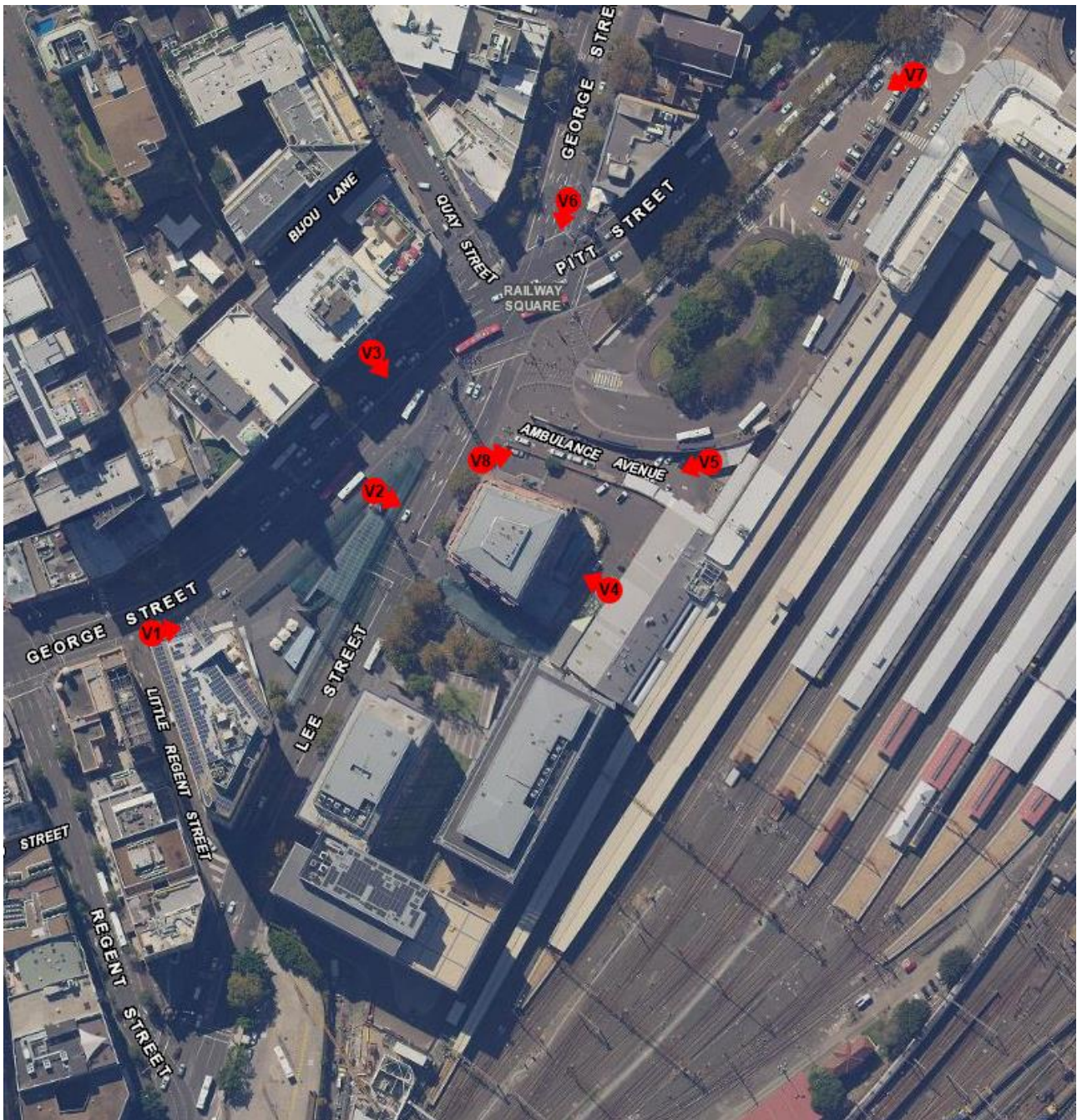










Figure 204 – Aerial image of the locality with identified significant views

Source: Six Maps with Urbis overlay, 2019

Table 14 – Identified significant views

Identified View	Image	Significance
V1		<p>The view from George Street facing north to the subject site is significant as it is a vista of Central Station, Railway Square and the associated built forms.</p>
V2		<p>Significant as a view from Railway Square to the primary (west) elevation.</p>
V3		<p>Significant as a view across Railway Square to the primary (west) elevation.</p>
V4		<p>Significant as a view from the former Inwards Parcels Shed to the former Parcels Post building, elements that have a historic connection.</p>

Identified View	Image	Significance
V5		View of site and associated rear yard.
V6		Significant as the subject building is sited at a juncture of the southern end of George Street.
V7		Visual connection between Central Station and the subject site.
V8	 <p data-bbox="375 1691 691 1718">Source: Google Maps, July 2017</p>	Visual connection between Central Station and the subject site.

7. HERITAGE LISTINGS & STATUTORY OBLIGATIONS

7.1. HERITAGE LISTINGS

The below table details all pertinent heritage listings that apply to the site. Section 7.3 provides a guide to the statutory obligations for the relevant listings.

Table 15 – Heritage listings

Type of listing	Name of item	Assessed level of significance
STATUTORY LISTINGS		
World Heritage List under the <i>World Heritage Convention</i> (places of outstanding universal value)	Not applicable	Not applicable
National Heritage List under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (natural and cultural places of outstanding heritage value to the nation)	Not applicable	Not applicable
Indigenous Heritage under the <i>Aboriginal Cultural Heritage Act 2003</i> (places that hold great meaning and significance to Indigenous people)	Not applicable	Not applicable
Commonwealth Heritage List under the <i>Environment Protection and Biodiversity Conservation Act 1999</i> (natural, Indigenous and historic heritage places on Commonwealth lands and waters or under Australian Government control)	Not applicable	Not applicable
State Heritage Register (SHR) under the <i>Heritage Act 1977</i> (items of state significance)	“Sydney Terminal and Central Railway Stations Group” SHR 01255 Refer to Figure 205	State
Sydney Local Environmental Plan 2012 Schedule 5 Environmental Heritage, Part 1 Heritage items (items of local significance)	“The Former Parcels Post Office including retaining wall, early lamp post and building interior” Item 855 Refer to Figure 206	Local
Movable Cultural Heritage under the <i>Protection of Movable Cultural Heritage Act 1986</i> (objects that people create/collect that forms an important part of Australia's nation's identity)	Not applicable	Not applicable
NON-STATUTORY LISTINGS		

Type of listing	Name of item	Assessed level of significance
National Trust of Australia (items of local, state or national significance)	Central Station and the Sydney Terminal Group	Not applicable
Australian Institute of Architects (no official register but informal list of buildings that have heritage value)	Medina Executive Apartments Former Parcels Post Office 4700668	Not applicable



State Heritage Register

Gazettal Date: 2 April 1999

0 25 50 100 150 200
Metres

Scale: 1:5,000

Produced by: Michelle Galea

Legend

- SHR Curtilage
- Land Parcels
- LGAs
- Suburbs

Figure 205 – Curtilage of the state heritage listing of Sydney Terminal and Central Railway Stations Group, approximate location of subject site indicated by blue outline

Source: Heritage Council of NSW, Sydney Terminal and Central Railway Stations Group SHR 01255

7.2. SPECIAL CHARACTER AREA

The site is partially located within the Railway Square/ Central Station Special Character Area as shown in Figure 207. The special character area is not a statutory listing; however it is an identified locality as in Sydney Development Control Plan 2012.

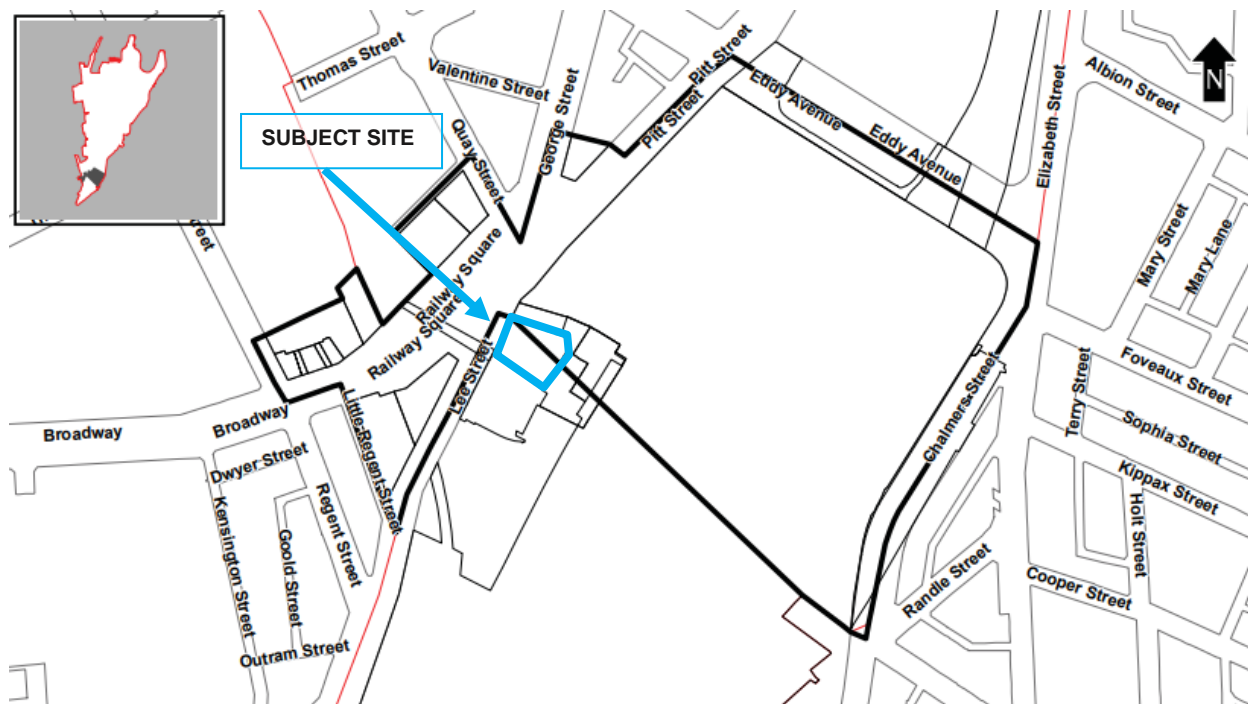


Figure 207 – Location of subject site (partly) within the Railway Square/ Central Station Special Character Area

Source: Sydney Development Control Plan 2012, Railway Square/ Central Station Special Character Area

The Railway Square/ Central Station Special Character Area character statement is reproduced in full:⁵³

Railway Square is the major visual and functional gateway to the city from west and south. The intersection of George and Pitt Streets is one of Sydney's busiest and largest intersections, which has traditionally dispersed traffic and pedestrians into and out of the city. The original intersection was of a Y shape and was formed in 1807 by the junction of the old and new connection between George Street and Parramatta Road. The continuation of George Street to the south (Lee Street) in 1843 created the existing X shape of the Square.

The Square has functioned for over 150 years as a railway station and still acts as a major transport interchange node, allowing change between buses, and heavy and light rail. Historically, it has an association with the first railway line and terminal opened further south in 1855 and also has symbolic importance as the focus of a rail system, which has had a great influence on the development of NSW.

The Central Railway Station was opened in 1902, but was not in a complete form at that time. The station was fully completed in 1921 by the addition of the clock tower, which today acts as a landmark contributing strongly to the visual prominence of the Square. The civic heritage of the Central Railway precinct provides historic continuity and physical links to the precinct's past.

The area is typified by a concentration of low-medium scale (3–7 storeys) heritage buildings and streetscapes, a series of varied interrelated open spaces and a rich mix of uses and activities, including commercial, industrial, institutional, residential and hotels. The predominant built form is the multi-storey warehouse typology, as opposed to the tower form, which prevails in the City centre to the north of the area.

⁵³ Sydney Development Control Plan 2012, Railway Square/ Central Special Character Area

7.3. STATUTORY OBLIGATIONS

Works to the site may require particular approvals depending on the nature of proposed works. Key Commonwealth, state and local legislation, plans, policies and programs and committees affecting the management of the place are described below. This Section should be referred to in addition to other management plans for the site.

7.3.1. Commonwealth Government Legislation & Policies

Environmental Protection and Biodiversity Conservation Act 1999

The *Environment Protection and Biodiversity Conservation Act 1999* (EPBC Act) is the Australian Government's environment and heritage legislation. This act is triggered by developments or actions that will have a significant impact on matters of National environmental significance, including world heritage areas, Commonwealth marine areas, nationally threatened species and communities and migratory birds. The EPBC Act includes a process for assessment of proposed actions that have, or are likely to have, a significant impact on matters of national environmental significance. These actions require approval from the Commonwealth Minister, Environment and Heritage.

The Register of the National Estate (RNE) was previously a statutory heritage register under the EPBC Act. The RNE is a list of natural, Indigenous and historic heritage places throughout Australia. It was established under the *Australian Heritage Commission Act 1975* and in 2004 the responsibility for maintaining the Register shifted to the Australian Heritage Council under the *Australian Heritage Council Act 2003* (AHC Act).

Following amendments to the AHC Act, after February 2007, no new places were added or removed to the RNE was frozen and all references to the Register of the National Estate were removed from the Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act) on 19 February 2012. The Register of the National Estate (RNE) is now an archive of information about more than 13,000 places throughout Australia and is found on the National Heritage Database.

A new national heritage system was established in January 2004 under the EPBC Act. This led to the introduction of the National Heritage List, which recognises and protects places of outstanding heritage to the Nation, and the Commonwealth Heritage List, which includes Commonwealth owned or leased places of significant heritage value.

The former Parcels Post Building is not listed on the National and/or Commonwealth Heritage Lists.

National Construction Code / Building Code of Australia

The National Construction Code (NCC), incorporating the Building Code of Australia (BCA) is a national set of building regulations with some state-specific variations. The performance requirements of the BCA are mandatory, although the introductory sections of the Code make clear that not all requirements will apply to a given case. The Code also includes 'deemed-to-satisfy' requirements which are accepted as meeting the performance requirements. The Code also makes provision for alternative solutions to meet the performance requirements, subject to satisfactory verification.

Under the *Environmental Planning and Assessment Regulation 2000* (EP&A Regulation), all new building work must be carried out in accordance with the BCA. In the case of an existing building, there is generally no requirement to comply with the BCA unless works are being carried out. However, where works (in particular alterations or additions) are proposed to the place, the building will need to comply on completion with the relevant [performance] requirements of the Building Code of Australia (EP&A Act Regulation Clause 145). In addition, where an existing building has a change of use, the structural capacity and fire safety of the building must be appropriate for the new use. For a building which undergoes alterations without a change of use, the structural capacity and fire safety of the building must not be reduced by the work (EP&A Act Regulation Clause 143).

In certain circumstances, exemption can be obtained from the requirements of the BCA under Clause 187 of the EP&A Regulation. Because in most cases there will be an acceptable alternative solution to satisfy the performance requirements of the BCA, it is rare to seek applications for exemption.

Australian Standard AS1428 (Universal Access)

The objective of this Standard is to provide building designers and users (architects, property owners, regulators, and the like) with the minimum design requirements for new building work to enable access for people with disabilities.

Because of the variety of situations that may need to be addressed when designing buildings and facilities, it was seen as necessary for the Standards to provide a range of data so that the requirements for access can be met and to also allow for flexibility in design where limitations are imposed by other building conditions. The intention was to make the Standard a practical reference document for designers, particularly with regard to problem areas such as doorways and sanitary facilities. To minimise adverse interventions and to assist in maximising the exposure of significant heritage fabric, alternate solutions to the deemed to satisfy provisions of the BCA should be derived from performance based assessments particularly in relation to structural provisions, fire resistance and stability, fire separation, provisions for access and egress, sound transmission and isolation, and energy efficiency.

7.3.2. State Government Legislation & Policies

Environmental Planning and Assessment Act 1979

The *Environmental Planning and Assessment Act 1979* (EPA Act) governs strategic planning and development assessment processes undertaken by State and Local Government in NSW. Development approval for works may be required under Part 4 or Part 5 of the Act.

It is necessary in most cases to submit a development application to the relevant local Council for permission to erect, alter, demolish or change the use of an existing building. This does not apply to a building proposal defined as an 'Exempt Development'. Six categories of development are defined by the new legislation: Exempt Development, Complying Development, Local Development, Integrated Development, Designated Development or State Significant Development.

Approval is required under this Act for alterations and additions to the subject building. A Review of Environmental Factors (REF) is prepared in most instances to address relevant approvals and consultation requirements under the EP&A Act.

Independent heritage advice or assessment may be required if works are likely to impact on the overall heritage significance of the place or elements identified in this report as being of exceptional or high significance. A heritage impact statement is generally required to accompany development applications for works to a heritage item, to assess the likely impact of the works on the heritage significance of the item.

NSW Heritage Act 1977

The NSW *Heritage Act 1977* (Heritage Act) is administered by [Heritage NSW which is part of the Environment and Heritage Group in the Department of Planning and Environment](#). The purpose of the Heritage Act is to ensure cultural heritage in NSW is adequately identified and conserved. Items of significance to the State of NSW are listed on the NSW State Heritage Register (SHR) under the Act.

The former Parcels Post is listed as a heritage item of State significance as part of the "Sydney Terminal and central Railway Stations Group" on the SHR (SHR Listing No: 01255). It is not independently listed on the SHR.

Minimum Standards of Maintenance and Repair

Under s118 of the Heritage Act, the agency has the power to impose minimum standards with respect to the maintenance and repair of buildings, works and relics that are listed on the State Heritage Register (SHR) or within a precinct that is listed on that Register. The minimum standards include:

- Annual inspections by a suitably qualified person;
- Provision of weather protection;
- Fire protection (and additional fire protection for unoccupied buildings);
- Security (and additional security for unoccupied buildings);
- Essential maintenance and repair; and

- The preparation of a Conservation Management Plan.

An endorsed Conservation Management Plan can impose additional standards of maintenance and repair.

Historical Archaeology

In New South Wales, historical archaeological sites are protected under the Heritage Act. The purpose of the *NSW Heritage Act 1977* (as amended) is to conserve the environmental heritage of the State. Environmental heritage is broadly defined under Section 4 of the Heritage Act as consisting of the following items: 'those places, buildings, works, relics, moveable objects, and precincts, of State or local heritage significance.'

Amendments to the Heritage Act made in 2009 have changed the definition of an archaeological 'relic' under the Act. A relic is now an archaeological deposit, resource or feature that has heritage significance at a local or State level. The definition is no longer based on age. This significance-based approach to identifying 'relics' is consistent with the way other heritage items such as buildings, works, precincts or landscapes are identified and managed in NSW.

The Heritage Act requires that historical archaeological sites and 'relics' are managed in accordance with permits issued by the Heritage Council of NSW. The consent of the Heritage Council is required before any archaeological 'relics' are disturbed. An archaeological site is an area which contains one or more archaeological 'relics'.

Permits to Excavate or Disturb Land

Under the Heritage Act (as amended), in the event that it is proposed to disturb or excavate any land in NSW that is likely to contain archaeological remains, an application needs to be made to the NSW Heritage Council.

As the subject building is listed on the State Heritage Register, under the *Heritage Act 1977*, a Section 60 application would be required for works to the building. A Section 140 application is required to obtain a permit to excavate.

Archaeological Exceptions/Exemptions

In some circumstances, a full excavation permit may not be required when excavating land in NSW. Usually this is where works are only minor in nature, and will have minimal impact on the heritage significance of the place.

In such instances, an application for an exemption under Section 57 (2) and (3) of the *Heritage Act 1977*, may be appropriate. This is to be determined by a suitably qualified archaeologist, and will depend upon the nature, scale and location of the works proposed.

National Parks and Wildlife Act 1974

The National Parks and Wildlife Act 1974 (NSW) (the 'NPW Act') is the primary piece of legislation for the protection of Aboriginal cultural heritage in New South Wales. The Office of Environment and Heritage (OEH) administers the NPW Act. The NPW Act provides statutory protection for Aboriginal objects by making it illegal to harm Aboriginal objects and Aboriginal places, and by providing two tiers of offence against which individuals or corporations who harm Aboriginal objects or Aboriginal places can be prosecuted. The NPW Act defines Aboriginal objects and Aboriginal places:

Aboriginal object means any deposit, object or material evidence (not being a handicraft made for sale) relating to the Aboriginal habitation of the area that comprises New South Wales, being habitation before or concurrent with (or both) the occupation of that area by persons of non-Aboriginal extraction, and includes Aboriginal remains.

Aboriginal place means any place declared to be an Aboriginal place under Section 84. The highest tier offences are reserved for knowledgeable harm of Aboriginal objects or knowledgeable desecration of Aboriginal places. Second tier offences are strict liability offences—that is, offences regardless of whether or not the offender knows they are harming an Aboriginal object or desecrating an Aboriginal place—against which defences may be established under the National Parks and Wildlife Regulation 2009 (NSW) (the 'NPW Regulation').

Section 87 of the NPW Act establishes defences against prosecution under Section 86 (1), (2) or (4). The defences are as follows:

- An Aboriginal Heritage Impact Permit (AHIP) authorising the harm (s87(1)); and

- Exercising due diligence to establish Aboriginal objects will not be harmed (s87(2)).

Due diligence may be achieved by compliance with requirements set out in the National Parks and Wildlife Regulation 2009 (the NPW Regulation) or a code of practice adopted or prescribed by the NPW Regulation (s87(3)).

State Environmental Planning Policies

State environmental planning policies (SEPPs) deal with issues significant to the state and people of New South Wales. Various SEPPs may apply to development at the subject site.

7.3.3. Local Government Legislation & Policies

Sydney Local Environmental Plan (LEP) 2012

A Local Environmental Plan is the principal legal document for controlling development and guiding planning decisions made by Council. Sydney Local Environmental Plan (LEP) 2012 commenced on 14 December 2012, and is the current Local Environmental Plan. Schedule 5 of the planning instrument lists heritage items and heritage conservation areas within the local government area.

The subject site is listed as an item of local significance under Schedule 5 of the Sydney Local Environment Plan 2012, 'Former Parcels Post Office including retaining wall, early lamp post and building interior', Item 855.

The LEP requires consent for certain types of development (including development affecting heritage items) and the consent authority, in considering any proposed development, must have regard to the relevant aims, strategies and principles contained in this plan.

Heritage provisions for the City of Sydney Council area are incorporated under Part 5 Miscellaneous Provisions, *Clause 5.10 Heritage Conservation* of the instrument. Sub-clause (2) details consent required for certain development as outlined below:

Development consent is required for any of the following:

(2) Requirement for consent

Development consent is required for any of the following:

(a) demolishing or moving any of the following or altering the exterior of any of the following (including, in the case of a building, making changes to its detail, fabric, finish or appearance):

(i) a heritage item,

(ii) an Aboriginal object,

(iii) a building, work, relic or tree within a heritage conservation area,

(b) altering a heritage item that is a building by making structural changes to its interior or by making changes to anything inside the item that is specified in Schedule 5 in relation to the item,

(c) disturbing or excavating an archaeological site while knowing, or having reasonable cause to suspect, that the disturbance or excavation will or is likely to result in a relic being discovered, exposed, moved, damaged or destroyed,

(d) disturbing or excavating an Aboriginal place of heritage significance,

(e) erecting a building on land:

(i) on which a heritage item is located or that is within a heritage conservation area, or

(ii) on which an Aboriginal object is located or that is within an Aboriginal place of heritage significance,

(f) subdividing land:

(i) on which a heritage item is located or that is within a heritage conservation area, or

(ii) on which an Aboriginal object is located or that is within an Aboriginal place of heritage significance.

Heritage Floor Space

Clause 6.10 of the Sydney LEP 2012 allows Council to award heritage floor space in order to provide an incentive for the conservation and on-going maintenance of heritage buildings within Central Sydney.

In accordance with Clause 6.10(2), Council may award heritage floor space in respect of a person if the following provisions are met:

(2) Creation of heritage floor space

The Council may record in the register an amount of heritage floor space in respect of a person if:

- (a) the person is the owner or the nominee of the owner of a building that is a heritage item shown marked “*” in Schedule 5 (a heritage building), and*
- (b) the heritage building is on land in Zone B8 Metropolitan Centre, and*
- (c) conservation works have been carried out on the heritage building and have been completed in accordance with a heritage conservation management plan approved for the building by the consent authority, and*
- (d) a covenant is registered that prevents development that increases the total gross floor area of all buildings on the site on which the heritage building is located or that increases the height of the heritage building, and*
- (e) an amount of heritage floor space has not been recorded in the previous 25 years (under this clause or under a similar scheme in force before the commencement of this Plan) in respect of the heritage building, and*
- (f) no other building has utilised floor space that was available to it only because, at the time the floor space was utilised, the building was on a site that included the heritage building or that included part of the site occupied by the heritage building.*

The former Parcels Post is a heritage item under the Sydney Local Environmental Plan (2012), Item 855 and is identified for the potential provision of heritage floor space at the time this report was prepared.

Sydney Development Control Plan (DCP) 2012

A Development Control Plan is a non-statutory document that supports the LEP with more detailed planning and design guidelines.

The purpose of the Sydney Development Control Plan (DCP) 2012 is to supplement the LEP and provide more detailed provisions to guide development. The DCP has been made in accordance with Section 74C of the Environmental Planning & Assessment Act 1979, and must be read in conjunction with the provisions of LEP.

Heritage item provisions are predominantly considered in the general provisions of the DCP in Section 3, and specifically section 3.9 Heritage (although this is not exhaustive). The DCP acknowledges that heritage conservation does not preclude change but rather responds to different constraints and opportunities. The DCP aims to ensure that the significant elements of the past are appropriately managed and respected by new development, with the underlying principles being that:

- Change should be based on an understanding of heritage significance; and
- The level of change should respect the heritage significance of the item or area.
- The intention of these provisions is to ensure that decisions about change are made with due regard to heritage significance, and that opportunities to improve the understanding and appreciation of this significance are taken.
- In summary, where new works or uses are proposed to the building, specific provisions within the DCP should be considered including but not limited to the provisions for heritage items in Section 3.9.1-3.9.5.
- This report lists the provisions at the time of preparing this report and reference should be made to the current instrument in conjunction with any proposed works.

Railway Square/ Central Station Special Character Area

The Sydney DCP explains that Special Character Areas have cultural significance and contribute to the identity and quality of Central Sydney and provides supporting principles for development within these areas. In addition, the Sydney DCP Clause 2.1.11 provides a character statement and set of specific principles for development within the Railway Square/ Central Station Special Character Area (refer to Section 7.2).identified in the DCP Section 2 Locality Statements 2.1.11.

In summary, where new works or uses are proposed to the site, specific provisions within the DCP should be considered including (but not limited to):

- Provisions for heritage items in Section 3.9.1-3.9.5
- General objectives for Special Character Areas (Section 2.1).
- Objectives for the Special Character Area (Railway Square/ Central Station Special Character Area) Section 2.1.11.

7.4. MANAGEMENT PLANS & GUIDELINES

The Sydney LEP 2012 and DCP 2012 require the preparation of a recent Conservation Management Plan before applications for major change are considered or lodged for statutory approval. This Conservation Management Plan sets out policy recommendations (refer to Section 9) to conserve the significant values associated with the subject site.

In addition to a CMP most heritage legislation requires the preparation on an assessment of heritage impact to accompany development applications and notifications associated with exempted works. Policies have also been included in this document concerning heritage impact statements.

7.4.1. Conservation Management Plans

This Conservation Management Plan revises the previously prepared reports for the site. The historic Conservation Management Plans for the site have been detailed in the table below.

Table 16 – Conservation Management Plans versions pertaining to the site

Date	Author
1986	Howard Tanner and Associates, Conservation and Management Plan: Central Station and Yard
March 1996	Heritage Group State Projects NSW D.P.W&S, Conservation Plan: Central Station
July 1997	Heritage Group State Projects NSW D.P.W&S, Conservation Plan: Former Parcels Post Office, Railway Square
June 2013	NSW Government Architects Office and Rappoport Pty Ltd, Conservation Management Plan: Central Station
June 2022	Artefact Heritage Services, Conservation Management Plan, Central Station

The subject report supersedes the 1997 CMP for the Parcels Post building. As the site is located within the curtilage of the state heritage listing for Central Station (refer to Figure 205), this report has been written with reference to the Central Station CMP (specifically Precinct Inventories – Precinct 3) prepared by Artefact Heritage Services in June 2022. The policies in both documents should be considered in the management of the site.

This report is based on (and supersedes) the previous Conservation Management Plan prepared for the site (Heritage Group State Projects, 1997). Major works have been undertaken at the site in the years following the preparation of this earlier report. This report reflects said changes that have occurred on the site.

7.4.2. Design Guidelines for the Western Gateway Sub – Precinct

The Design Guide for the Western Gateway Sub-precinct was prepared on behalf of Transport NSW in September 2021 following the Planning Proposal relevant to Blocks A, B, C (C being the subject site). The purpose of the Design Guide is to supplement the provisions of the SLEP 2012 by providing more detailed provisions to guide development on land within the Western Gateway Sub-precinct. Development applications (DA) for new development will be assessed on their individual merit having regard to the Design Guide, amongst other relevant documents and policies.

Objectives and design guidance relevant to heritage are set out in the Design Guide at Section 3.2.1. the objectives are reproduced below:

Objectives

- (a) Development should demonstrate an understanding of, and appropriately respond to the visual, physical and spatial character of the place including items of heritage significance within the sub-precinct (and the broader Central Precinct) and ensure items of heritage significance and their heritage values (including intangible values) are maintained and celebrated to create a unique and exciting destination.*
- (b) Development is to prioritise the retention and re-use of any significant heritage items, features, spaces and fabric.*
- (c) Development is to enable the sensitive adaptive re-use of any significant heritage items, features, specific spaces and fabric.*
- (d) Development that seeks to change or alter the significant fabric of items of heritage significance, is to be supported by a conservation management document that identifies principles to ensure adequate conservation (where possible), and interpretation throughout new development.*
- (e) Development should sensitively respond to, as much as practicable, the context, character and setting of heritage items, including connections with surrounding items, views and vistas.*

8. OPPORTUNITIES & CONSTRAINTS

8.1. INTRODUCTION

The conservation planning process established by the *Burra Charter* of Australia ICOMOS guidelines (refer Article 6 which defines the Burra Charter Process) requires that relevant constraints be identified as part of the process for developing conservation policies for places of significance. These constraints include:

- Obligations arising from the cultural significance of the place;
- Physical constraints of the place, including environmental factors and the physical condition of the fabric;
- Relevant statutory and non-statutory controls;
- Owners' needs, resources and other external constraints; and
- Obligations involved in undertaking research, maintaining records and communicating the heritage values of the place.

The assessment of the following specific constraints and opportunities will result in appropriate policies for the subject building.

8.2. STATUTORY & NON-STATUTORY REQUIREMENTS

Approvals for works to the site may be required under the EP&A Act, the Heritage Act and/ or the National Parks and Wildlife (NP&W) Act as outlined above in Section 7. This section should be referred to prior to undertaking any works.

As the subject building is listed on the SHR as part of the Central Station listing, the building is required to be maintained in accordance with the *Minimum Standards of Maintenance and Repair* under Section 118 of the *Heritage Act 1977* and the Heritage Regulation 2012.

Where new works are proposed, compliance with the Building Code of Australia / National Construction Code and Australian Standard AS1428 (Universal Access) may also be required. Any strategies or solutions to ensure that components of the subject building complies with the BCA/ NCC or AS1428 should be driven by the cultural significance of the site. Where necessary, alternative solutions and performance-based outcomes should be pursued to ensure the intent of the code is met without adversely impacting on significant fabric.

To minimise adverse interventions and to assist in maximising the exposure of significant heritage fabric, alternate solutions to the deemed to satisfy provisions of the BCA should be derived from performance based assessments particularly in relation to structural provisions, fire resistance and stability, fire separation, provisions for access and egress, sound transmission and isolation, and energy efficiency.

Professional advice should always be obtained. Should conflicts arise between compliance and cultural significance, the Heritage Council of NSW is able to provide advice and assistance in seeking appropriate compliance solutions.

The Burra Charter

The ICOMOS Burra Charter 2013 adopted by Australia ICOMOS, establishes the nationally accepted principles for the conservation of places of cultural significance. Although the *Burra Charter* is not cited formally in an Act, it is nationally recognised as a document that shapes the policies of the Heritage Council of NSW. The document provides the underlying methodology by which works to heritage items of all levels of significance are undertaken and provides the guidelines for the management of heritage items. The subject site is of demonstrated cultural significance, and therefore, procedures for managing changes and activities at the site should be in accordance with the recognised conservation methodology of The Burra Charter.

A copy of the Burra Charter is attached at Appendix O, or is available via the following link:
<http://australia.icomos.org/wp-content/uploads/The-Burra-Charter-2013-Adopted-31.10.2013.pdf>.

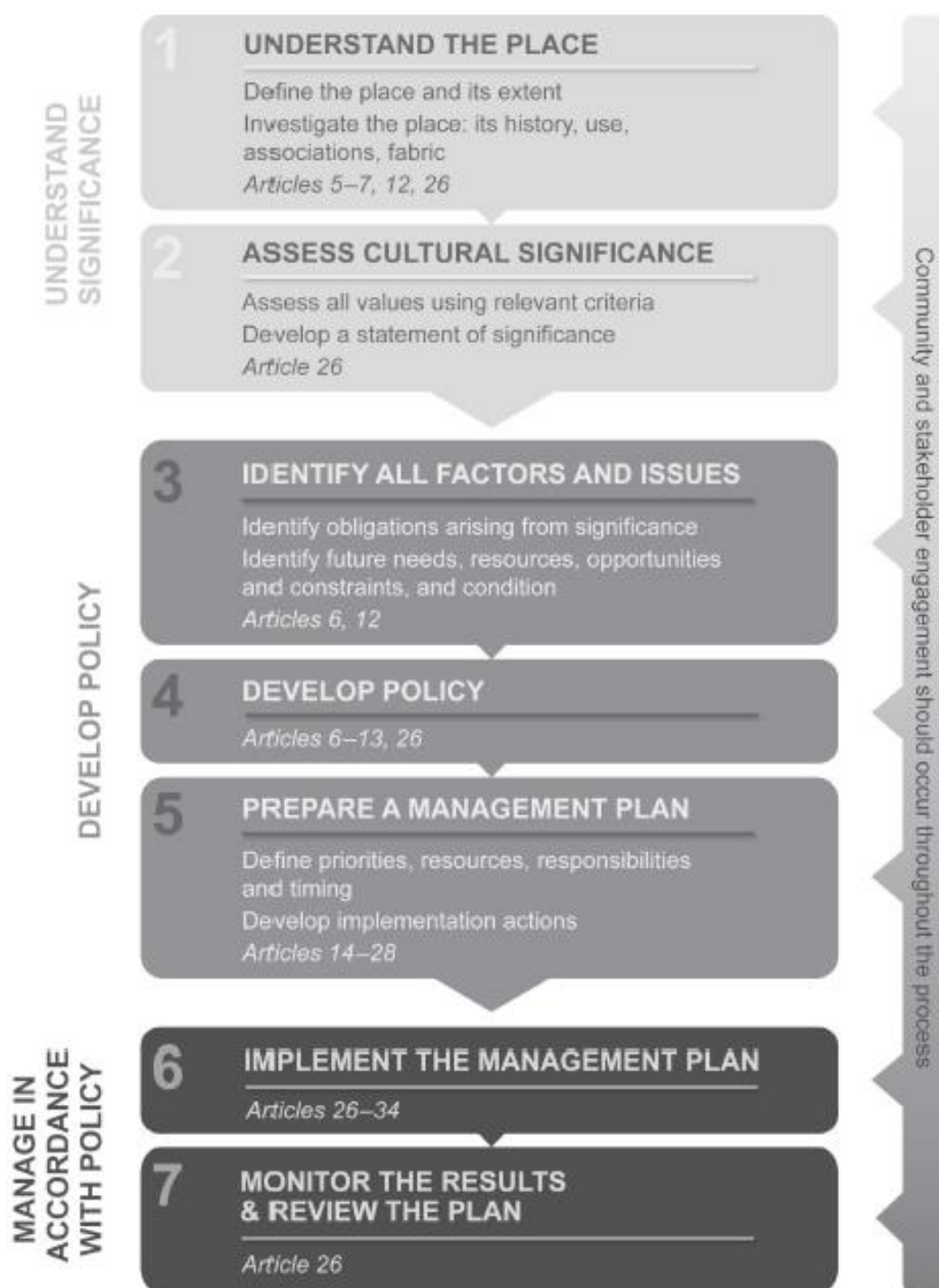


Figure 208 – The Burra Charter Process (flow chart showing the steps in planning for and managing a place of cultural significance, with Key articles relevant to each step shown in the boxes)

Source: *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*, 2013.

8.3. CULTURAL HERITAGE SIGNIFICANCE

This CMP provides an analysis of the significance of former Parcels Post Building and the associated cultural setting in its present form. It has been determined that the site is independently of local heritage significance for its historic, associational, aesthetic, research and representative values and for its rarity. It also forms part of and contributes to the State heritage listed Central Station Precinct.

This places an obligation for owners, occupiers and users of the building and any other stakeholders responsible for or involved in the maintenance and management of the place to take steps to conserve this identified significance. This includes the preservation of significant internal and external fabric, individual spaces, elements and structures.

Owners, occupiers and stakeholders responsible for and involved in the maintenance and management of the site should be aware of the identified significance and aim to conserve and enhance this significance. Reference should be made to Statement of Significance (refer to Section 6.2.2) and the Schedule of Significant Elements (Section 6.4) as well as relevant policy and provisions within this CMP.

General opportunities and constraints in relation to the elements, fabric and spaces of heritage significance include:

- Refer to Section 9 for policies regarding management of the identified heritage significance of the former Parcels Post Building.
- Elements of moderate or higher significance should be retained and conserved. The façades of the subject building have been assessed as having high significance. Internally, the contemporary hotel fitout has been assessed as intrusive however the steel encased structural grid including the floors and columns have been assessed as moderate.
- Any repair, conservation or reconstruction works to significant elements should be undertaken with appropriate supervision by a suitably qualified heritage consultant /architect and/ or relevant materials specialist or conservator.
- Identified intrusive elements at the site should be removed.
- Maintenance of the site should be managed in accordance with the Maintenance Schedule contained in Section 10. As the former Parcels Post building is on the SHR, it is required to be maintained in accordance with the Minimum Standards of Maintenance and Repair found under Section 1.6 Heritage Regulation 2012 under the *Heritage Act 1977*.
- Conservation works should be undertaken in conjunction with the Schedule of Conservation Works prepared by Apex Diagnostics in 2022.
- New works should be in accordance with the relevant conservation policies and development opportunities.

8.4. ARCHAEOLOGY

As detailed in Section 4 of this CMP, the construction of the subject building and associated Henry Deane Plaza would have likely impacted on various levels on the archaeological resources associated with the prior occupation of the site. The archaeological potential has been assessed as low to moderate. Detailed investigation of both Aboriginal and historical archaeological resources is recommended. The investigations should include the preparation of an Aboriginal Cultural Heritage Assessment and an Historical Archaeological Assessment..

8.5. OWNER REQUIREMENTS

It is understood that the vision for the redevelopment of the Adina Hotel, Lot 13 retail and plaza is to redevelop the two sites into a world class mixed-use building and precinct, whilst delivering increased public spaces and importantly the required transport pathways into and out of Central Station. In relation to the existing Adina building, it has been modified many times throughout its history. TOGA is in the process of moving the hotel use out of the building and current SSD plans seek to open the building up to the public via provision of retail amenity and multipurpose space, creating a semi-public building concept.

The site is located within the Central Station, Railway Square precinct. The precinct is listed on the State Heritage Register (SHR), and the subject site forms part of and contributes to the precinct.

Transport for NSW (TfNSW) is exploring opportunities to revitalise Central Precinct. The aim of the Central Precinct Renewal Program is to create a precinct with a real sense of place, which connects into surrounding neighbourhoods, and draws on the character and heritage of this landmark location. Planning is now underway following the Minister for Planning and Public Spaces nominating Central Precinct as a State Significant Precinct (SSP) because of its social, economic and environmental importance. The nominated SSP area includes the Lee Street edge of the Central precinct, known as the Western Gateway, of which the subject site forms part.⁵⁴ On account of the strategic location it is acknowledged that there is a probability to increase the density of the site in the future.



Figure 209 – Map of the Central Precinct SSP study area

Source: Transport for NSW <https://www.transport.nsw.gov.au/projects/current-projects/central-precinct-renewal>

⁵⁴ Transport for NSW, Central Precinct Renewal: <https://www.transport.nsw.gov.au/projects/current-projects/central-precinct-renewal>

9. CONSERVATION POLICIES

9.1. STATEMENT OF CONSERVATION POLICY

A Statement of Conservation Policy is a document that provides guidelines for the preservation of a heritage item based on recognition of its significance and the relevant constraints. A conservation policy explains the principles to be followed to retain or reveal a place's heritage significance, and how the significance can be enhanced and maintained. This relies on a full understanding of the item's significance and a review of the constraints and opportunities arising out of that significance.

The Statement of Conservation Policy identifies which elements of the buildings should be conserved and nominates intrusive elements in need of modification. The Policy identifies actions in terms of essential and desirable works. The Policy also identifies development opportunities. However, development should not occur at the expense of existing significant spaces.

The following general conservation policies are made as a guide for the care of values of the site, to enable the quality and significance of the place to be retained, and where possible recovered, while maintaining the usefulness and viability of the buildings. The intention of the policies is to:

- Retain and conserve the significant character and quality of the significant elements of the building;
- Provide guidelines for alterations, adaptations and new works that are compatible with the above and which will make the site more effective in its principal intended use;
- Identify elements that adversely affect the significance of the site and which are in need of modification or removal;
- Provide a suitable range of approaches to maintenance and the conservation of deteriorated fabric; and
- Draw attention to the need for coordination of the conservation needs of the place both in the short term and over the longer life of the building with other functional and technical aspects and requirements for the place.

Policies seek to protect those aspects of the place that make an important and defining contribution to significance. They also seek to provide a framework for new development. Policies are not absolute and should be read holistically, not in isolation. The policy provides a set of guidelines to inform future decision-making processes and are not intended to impose blanket inhibitions. Circumstances may change, further investigation or analysis may reveal additional information and owner's requirements might develop that require a measured but sensible approach, to managing change.

The policies and guidelines outlined below are informed by background discussion which explains the reasoning behind the policy. It is noted that not all of the guidelines and/or policy may be achievable when external matters are taken into account such as condition or owners' requirements (within reason).

9.2. BASIS OF APPROACH

Background

Policy for managing a place must be based on an understanding of its cultural significance. Any proposed modifications to the heritage items must take into consideration the identified significance and must have regard for the total site. New works should not only ensure that identified significance is not diminished but consider opportunities to reinstate and interpret lost elements and character. Reference should be made to significance as set out in Section 6.

The cultural significance of a place and other issues affecting its future are best understood by a sequence of collecting and analysing information before making decisions. Understanding cultural significance comes first, then development of policy and finally management of the place in accordance with the policy. This is the Burra Charter Process.

Use of the Burra Charter

Articles 15, 22 and 27 of the Burra Charter establish the principles and processes for managing significance in the event of change and new work. The impact of proposed changes including incremental changes should be assessed with reference to the statement of significance and policy for managing change. Existing fabric, use, associations and meanings should be adequately recorded prior to making any change. New work should respect and enhance significance, rather than distort or obscure significance. Changes which reduce significance should generally aim to be reversible.

Articles 16 to 21 inclusive establish the conservation processes to significant fabric and spaces, whether it is maintenance, preservation, restoration, reconstruction or adaptation.

- Policy 1.** The future conservation and development of the place should be carried out in accordance with the principles of the Australia ICOMOS Burra Charter (revised 2013) (The Burra Charter).
- Policy 2.** Reconstruction is appropriate only where there is sufficient evidence to reproduce an earlier state of the fabric. Reconstruction should be identifiable on close inspection or through additional interpretation. (Burra Charter Article 20)
- Policy 3.** While recognising the need for upgrades and maintenance and an ongoing use, the approach to the building fabric should generally be a cautious approach, one of minimal intervention – changing as much as necessary, but as little as possible, particularly in areas of moderate or higher significance. New work should respect and enhance significance, rather than distort or obscure significance. Changes which reduce significance should generally aim to be reversible. (Burra Charter Article 3). This policy provides a general guideline and would not preclude more targeted intervention as guided by other policy herein.
- Policy 4.** Intervention for purposes other than the conservation of building fabric should occur in areas of lower significance.

Further investigation and recording and future changes

Any major works to the building, should be based upon the results of further investigation including further physical analysis. The results of such investigations and analysis, along with changes made to the building, need to be recorded and added to the existing archive on the place or incorporated into a report as appropriate.

- Policy 5.** The results of further analysis and all new evidence uncovered during works to the place should be recorded to provide an on-going resource for reconstruction, repair and maintenance, and added to the existing archive on the place or incorporated into a report or addendum to this Conservation Management Plan, as appropriate.
- Policy 6.** Photographic archival recording is to be undertaken prior to, and after works to fabric and spaces identified to be of heritage significance. The photographic archival recording should be undertaken in accordance with the Heritage Council of NSW Guidelines for Photographic Recording of Heritage Items Using Film or Digital Capture, or How to Prepare Archival Records of Heritage Items.

9.3. ADOPTION, IMPLEMENTATION AND REVIEW

Background

Various legislation applies to the management of the Parcel Post site. Approvals are required for works to the site and exemptions may be required for maintenance or minor works (with notifications and approval required in writing). Approvals may also be required for works in the vicinity of the item.

Any works to the property should comply with appropriate legislation, policies and guidelines set out herein, as amended from time to time, including but not limited to the Building Code of Australia, the Australia ICOMOS Burra Charter 2013 and relevant City of Sydney Council LEP and DCP, and NSW Heritage Council documentation as outlined in Section 7 of this document, or where guided by further investigation and documentation.

This CMP should be adopted and used by stakeholders, property owners and managers of the place to guide and inform its use, conservation, maintenance and any adaptation. The CMP should be provided to the City of Sydney Council archives and Heritage NSW library and also submitted in accordance with any Development Application.

This Conservation Management Plan should be reviewed and updated within 5-10 years to remain relevant to ongoing change and use of the place, and statutory compliance. Prior to the review, if substantial change in the management or use of the place is proposed that are not covered by policies in this Plan then the policy section should be reviewed.

Irrespective of the requirement to review the document every 5 to 10 years, the Conservation Management Plan should remain as a valid basis for ongoing heritage management until such reviews are completed. Reviews of the CMP should be based on The Burra Charter and other guidelines by Heritage NSW. Reviews should also take into account any other relevant legislation, planning frameworks and widely recognised conservation practices and procedures. Reviews should be undertaken by experienced conservation practitioners in conjunction with relevant ownership and management representatives.

- Policy 7.** Under legislation, management of the site should be guided by the site's significance, this Conservation Management Plan and the following policies
- Policy 8.** This Conservation Management Plan should be adopted by present and future owners and used as a guide for management, conservation of the site, and to inform any future development or proposed alterations. The policies in this Plan are not to be read in isolation but rather in conjunction and as part of a comprehensive guide to the conservation management of the site.
- Policy 9.** A copy of this Conservation Management Plan should be retained on site at all times for use by those responsible for the management and conservation of the site.
- Policy 10.** A copy of the Plan should be submitted to City of Sydney Council and Heritage NSW for research purposes.
- Policy 11.** This Conservation Management Plan should be submitted to City of Sydney Council and Heritage NSW as part of any application for new works. Where appropriate or requested, it should be accompanied by a Heritage Impact Statement that assesses the specific impacts of the proposal against relevant legislation and policies in this Conservation Management Plan.
- Policy 12.** To remain relevant to ongoing change and use of the place, and statutory compliance, this Conservation Management Plan should be reviewed and updated within 5 – 10 years or after any major works to the site.

9.4. MANAGEMENT OF HERITAGE SIGNIFICANCE

Background

Policy for managing a place must be based on an understanding of its cultural significance. Article 3 of The Burra Charter indicates that conservation is based on a respect for the existing fabric of a place and should therefore involve the least possible physical intervention in order not to distort the evidence provided by the fabric. One of the key objectives therefore, of contemporary conservation practice is to retain as much of the **significant** original fabric as possible, in order to preserve the essential integrity of the heritage resource. However, it should be noted that this does not preclude change, rather it is intended to guide appropriate management of change, informed by an understanding of significance and with consideration for the necessary ongoing use of the place.

Built components contribute in different ways to the overall significance of the former Parcels Post site, and the degree of change considered appropriate is dependent on the assessed level and grading of

significance. Elements with a higher grade of significance should generally be retained and will have greater constraints on change. The site has been variously adapted over the years and there is minimal significant internal fabric as identified in the Schedule of Significant Elements (refer to Section 6.4). Future works should seek to retrieve and restore significant fabric and spaces, where feasible.

Policy 13. Extant significant building elements, spaces and fabric, both internally and externally should be retained and conserved, in accordance with the levels of significance identified in this CMP and in accordance with particular actions specified in specific policies of this CMP.

Elements of **high significance** have a high degree of original fabric; they demonstrate a key aspect of the place's overall heritage significance and should be retained and conserved; minor change is allowed (subject to assessment) so long as significant values and fabric are retained and conserved. Where works are required by condition, conservation should preferably be undertaken in situ.

Elements of **moderate significance** may have been altered or modified or do not demonstrate a key aspect of the significance of the place; they contribute to the place's overall heritage significance however change is allowed (subject to assessment) so long as it does not adversely affect values and fabric of exceptional or high significance or compromise the holistic site values.

Elements of **little significance** do not substantially add to the significance of the place in a positive way, though neither do they detract from its overall significance. Elements of little significance may also reflect fabric that may have been substantially altered or modified or may reflect non-significant phases of development. Changes are allowed so long as it does not adversely affect values and fabric of exceptional or high significance.

Elements identified as **neutral** do not contribute or detract from significance. The attribution of 'neutral' typically applies to introduced new or utilitarian fabric that does not relate to a significant historical period or use. Changes are allowed so long as they do not impact on associated fabric of higher significance.

Intrusive elements are damaging to the place's overall heritage significance; they should be considered for removal or alteration.

Policy 14. All future decisions and works to the building must be guided by the statement of significance and the significant spaces, fabric and building elements identified in this CMP together with any additional detailed research and assessment. Reference should be made to Statements of Significance and the Schedule of Significant Elements in Section 6.4 of this CMP.

Policy 15. Owners, occupiers and stakeholders responsible for and involved in the maintenance and management of the site should be aware of the identified significance of the spaces and aim to conserve and enhance this significance as well as identified significant internal and external fabric.

Policy 16. All contractors, consultants and project managers engaged to work on the building should be suitably qualified and demonstrate conservation skills, experience and techniques appropriate to the trade, fabric or services.

Policy 17. Elements of high significance should not be obstructed by new works, structures or services. Such elements should be legible and interpreted as part of any new works.

Policy 18. Fabric or elements of high or exceptional significance uncovered in new works or investigations should be exposed and reinstated where condition permits (subject to fabric and other assessment).

Policy 19. Any further alterations and additions to the place should seek to recapture and conserve highly significant fabric and spaces (as guided by documentation) where possible and where reasonable, accommodating its continued use.

9.5. CONSERVATION AND MAINTENANCE

Background

The subject site requires regular maintenance and conservation works to conserve heritage significance and identified significant fabric. It is understood that the building is generally in good condition however the façades and associated stone and brick work is currently in an overall poor condition. **Apex Diagnostics** has prepared a report identifying required conservation works which must form part of the management of the place.

Management and maintenance of the asset should aim to conserve its heritage significance to the greatest extent feasible, whilst accommodating its continued use. Maintenance or conservation works should be sympathetic to highly significant fabric and repairs should be undertaken over replacement, if possible. In-situ repairs are preferred where possible.

Any works (for maintenance, conservation or new works) should be informed by an understanding of the significance, grading and contribution of the item or element to the significance of the place.

Refer to the Schedule of Maintenance Works in Section of this CMP (refer to Section 2.6) for further detail and the Conservation reports prepared by **Apex Diagnostics**.

Guidelines

- The conservation of specific materials requires due consideration and the expertise of appropriately experienced personnel. The Heritage NSW 'Maintenance Series' provides general advice as to the cause, treatment and remediation of various traditional building materials. These publications can be sourced from Heritage NSW and are available online:
<http://www.environment.nsw.gov.au/Heritage/publications/>.

- Policy 20.** The significant fabric of the building should be maintained by the implementation of a cyclical maintenance program. As a necessary minimum, the ongoing maintenance should include works that will ensure that each element retains its current level of significance and not allow the loss of significance due to the deterioration of fabric. Maintenance should be in accordance with the Heritage NSW/Heritage Council Guidelines.
- Policy 21.** Fabric identified as highly significant should have priority maintenance works undertaken when required. Impact on significant fabric should be considered and the appropriate approvals sought.
- Policy 22.** The Maintenance Schedule (refer to Section 10) should be adopted and implemented as part of the ongoing management and maintenance of the property. Maintenance works should be undertaken on a regular basis to avoid substantive conservation works (refer to Section 10).
- Policy 23.** All recommended conservation works as set out in the reports by **Apex Diagnostics** are to be undertaken in accordance with the specified timeframes within or earlier in conjunction with any major program of works.
- Policy 24.** The eastern elevation has undergone previous conservation works that are deteriorating. Any emergency works as required by the report by Apex Diagnostics should be undertaken as a priority. Other conservation and reconstruction works should be undertaken in conjunction with any major program of works.
- Policy 25.** Where elements of high significance have been damaged, they should be repaired with sympathetic materials in preference to replacement. Significant elements should be repaired in-situ wherever possible. However, new materials should be distinguishable from the original fabric.
- Policy 26.** Reinstatement of missing fabric or reconstruction should be based on documentary evidence and only take place within the context of retention or enhancement of cultural significance of a specific element and of the building generally.
- Policy 27.** Consultants, tradespeople and associated staff appointed should be suitably qualified in their respective fields and demonstrate knowledge and understanding of sound conservation practices and the significance of the site.

- Policy 28.** Any repair, conservation or reconstruction works to significant elements or facades should be undertaken with appropriate supervision by a suitably qualified heritage consultant /architect and/ or relevant materials specialist/s or conservator.

9.6. MANAGING CHANGE

9.6.1. Exterior Elements and Fabric

Background

The exterior of the Parcels Post building makes a positive contribution to the Central Station precinct and locality. The site is aesthetically significant as a fine example of the Federation Academic architectural style and the works of the NSW Government Architect. The façades are of heritage significance and should generally be retained and conserved, with works limited to conservation and/or reconstruction where appropriate and guided by documentation. This would not preclude sympathetic modifications to the southern and eastern ground floor shopfront and bays as well as the eastern façade as detailed below.

The roof of the Parcels Post building has historically been modified with a two-storey mansard addition in the late twentieth century. Accordingly, the roof of the building has been identified as being of little significance and does not contribute to the heritage significance of the site.

The ground floor of the southern façade originally comprised an entry at the eastern most bay, with two additional window bays. The two bays have been converted to shopfronts consistent with the eastern bay (modified), with the addition of a central doorway. The southern portion of the ground floor is utilised by various retail premises that have been modified throughout the years in accordance with the changing requirements of respective tenants. The shopfronts assist to activate the plaza and should be retained in their current configuration, having regard to original fabric and necessary contemporary requirements for services and building compliance as well as use of the site. Where the shopfronts are no longer required the stallboard lights should be reinstated to original detail with the exception of the eastern most bay that should be retained as an entrance.

The ground floor of the eastern façade originally incorporated large open vehicle docks. The original arched openings have been retained and infilled with glazing. Modifications are permissible in this area subject to consideration of the interpretation of arched openings and heritage advice.

The northern façade originally comprised three bays with no entries however the central bay has been converted for an accessible entry to the hotel. The central window has been converted to a door and the stallboard lights modified. The northern entry currently provides the only accessible entry and modifications were sympathetic to the heritage character of the place.

Reference should be made to the Schedule of Significant Elements (refer to Section 6.4), as well as historical documentation and fabric analysis, prior to any works.

Guidelines

- Section 6 of this CMP provides assessment of significance for component and collective elements of the site and a schedule of significant external elements and fabric that should inform the basis of approach for all works.
- Where new works are proposed, significant fabric should be retained, conserved and remain exposed. Potential modifications/ new works should be limited to those detailed in the policies below. New works, alterations or maintenance should be sympathetic to the heritage significance of the façades and identified significant fabric.
- Modifications to the building are subject to undertaking a formal heritage impact statement and appropriate legislation/ approvals.

Façades

All facades are identified as being of high significance and should be retained and conserved to the highest extent feasible.

- Policy 29.** The principal façades of the site are identified as being of high heritage significance. The northern, western and southern facades which have the highest degree of integrity should be

retained and conserved, with interventions limited to those necessary to facilitate an appropriate new use.

- Policy 30.** The eastern façade has been variously modified including introduction of parcel lifts in c. 1915 and for the later extension c.1969. The majority of the façade therefore has been modified or reconstructed. Reconstructed elements following the removal of the 1969 addition is now failing. Where new openings or additions are required, there is an opportunity for these to be located on the eastern façade having regard for the modified fabric, subject to heritage advice.
- Policy 31.** All façade stonework, including high relief decoration should be retained and conserved to the highest extent feasible. Where reconstruction is required (by condition) exterior stone work and masonry should be reconstructed to match the original, guided by documentation.
- Policy 32.** The pattern of fenestration and the existing window openings contribute to the significance of the façade and should not be enlarged or concealed. No new openings are permitted on the north, south or western facades.
- Policy 33.** Original steel and bronze windows are of high significance and should be retained and conserved. There should be no alterations to the fenestration on the north, south or western facades, except where required by condition or in conjunction with Policy 28.
- Policy 34.** Some windows to the eastern façade have been replaced with aluminium windows. Where these window openings are retained, these aluminium windows should be replaced with steel to match the original where possible or in conjunction with major works to the site.
- Policy 35.** Any proposal for major works to the site should seek to enhance the heritage significance of the site through the conservation of the façade and reinstatement of lost or modified elements of the principal façades (in accordance with documentation).
- Policy 36.** Any identified intrusive elements should be removed and made good.
- Policy 37.** The existing mansard roof may be replaced with new to match or interpret the original roof form.

Shopfronts at Ground Level

The ground floor facades are largely intact however have been sympathetically modified to allow for street front activation with shopfronts. Ground floor activation is encouraged however should be carefully managed to maximise retention of original fabric and so as to retain the heritage character of the facades. Part of the basement level comprises a retail tenancy that opens to the extension of the Devonshire Street tunnel. Investigation of previous documentation suggests that pavement lights on the southern side were removed in conjunction with works to Henry Deane Plaza and the tunnel.

- Policy 38.** The southern façade shopfronts assist to activate the plaza and may be retained in their current configuration, having regard to original fabric and necessary contemporary requirements for services and building compliance as well as use of the site. Significant original fabric such as stallboard lights, toplights, and steel framing should be retained and conserved. Where the shopfronts are no longer required the stallboard lights should be reinstated to original detail.
- Policy 39.** The eastern most bay of the southern façade should be retained as (or appear as) an entrance in accordance with the original design intent.
- Policy 40.** The original arched openings to the former vehicle docks on the eastern façade should be retained and conserved or interpreted to the greatest extent feasible. Sympathetic modifications (such as glazed infill) are permissible in this area subject to further heritage advice.
- Policy 41.** The northern entry currently provides the only accessible entry and is able to be retained in this capacity. Sympathetic alterations are permissible and encouraged, including removal of the awning. There should be no further modifications to the remaining northern façade bays.
- Policy 42.** There is an opportunity to enhance the heritage character of the principal western façade entry by reinstating or reinterpreting the original arrangement of the door and associated side and toplights based on historical documentation.

- Policy 43.** Proposed services should be minimised, sympathetically located and not impact on any fabric of significance.
- Policy 44.** Any proposal for major works to the site should seek to enhance the heritage significance and character of the streetscape by reinstating and conserving the pavement lights and basement windows and grills which remain extant on the northern and part of the western facades. It is noted that this may not be achievable where level access is required for DDA. Further investigation is required to determine the extent of the remaining pavement lights in the basement tenancy.
- Policy 45.** The contemporary extension to the southeast of the site is identified as being of little significance and is not required to be retained.
- Policy 46.** The awning at the northern entrance of the Adina Hotel and retractable awnings to the south façade associated with the shopfronts are of little significance and are not required to be retained. Removal of the awnings is encouraged.

Roof

The mansard roof addition was constructed in 1999/ 2000 in conjunction with the Hotel redevelopment. It is not of heritage significance and is not required to be retained.

- Policy 47.** The mansard roof is a contemporary addition (dating to the 1999/ 2000 redevelopment of the site for the Adina Hotel) that is of little significance and as such, sympathetic modifications or removal of this element are supported from a heritage perspective.
- Policy 48.** Any new roof services and/ or plant proposed to the mansard roof form should be sympathetically located to minimise visual impacts from the public domain. Roof additions should not dominate the heritage character of the building and its significant facades.

Signage

The building features early post office signage on the principal western and northern facades. The signage and contributes to the interpretation of the original use of the building and is of moderate heritage significance. Extant shopfront and hotel signage are generally considered to be of neutral significance, with the exception of the level 2 Adina signage which arguably detracts from the Post Office signage.

- Policy 49.** New signage must be consistent with relevant City of Sydney signage policies and site-specific signage policy below and should be sympathetic to and enhance the original significant fabric and overall character of the place.
- Policy 50.** Top of building and sky signage (above the parapet) is not appropriate and new signage should not be permitted above the first floor window sill level. The spandrel just above the ground floor level however lends itself to flat mounted signage.
- Policy 51.** Signage types should be limited to vertically proportioned projecting wall signs, window signs, flat mounted wall signs or top hamper signs, subject to heritage advice and noting that not all may be appropriate collectively. Suspended signage is appropriate within the principal western façade entry, subject to heritage advice. A signage strategy should be prepared, and a standard signage typology should be developed for all shopfronts. The design must be sufficiently flexible to allow for future changes relating to the shop front tenancies. New signage should utilise existing fixings where possible.
- Policy 52.** Early/original signage including the Post Office signage on the western and northern facades should be retained and conserved. It is understood that historically the signage extended and read 'Parcels Post Office', this should be reinstated.

Lighting

- Policy 53.** External lighting should be minimal and sympathetic to the heritage character of the façade. The significant features and qualities of each elevation should be reinforced through a unified lighting strategy. Lighting strategies should be consistent with City of Sydney Council lighting policy and relevant policy herein

Materials and Finishes

- Policy 54.** Face brick and sandstone elements of the building are to remain unpainted.

- Policy 55.** Painted surfaces intended to be painted should be maintained in appropriate colours. Paint sampling is recommended to identify original finishes and colours. Contemporary colour finishes would be suitable subject to heritage advice.

9.6.2. Interior Elements and Spaces

Background

The building was designed as a grand public building with decorative, high-quality facades however its primary function for mail sorting resulted in a utilitarian and essentially featureless interior. The original Parcels Post building had public facing areas on the ground floor, while the basement and upper floors provided various mail sorting and other associated mail functions. The original interior was quite restrained, characterised by large generally open plan volumes, with an exposed structural grid made up of steel and concrete columns, simply detailed.

As the building was vacant for a number of years and following the adaptive reuse of the building in the late twentieth century little original or early fabric remains present. The previous vacancy and the adaptive reuse of the building has resulted in much of the original fabric of the building being lost. The upper levels of the building operate as hotel accommodation and the current fit out obscures the spatial characteristics of the site and there is limited significant fabric (refer to Section 6). Original columns and the grid pattern of the structure, along with the spatial characteristics of the building are observable on the ground floor, albeit obscured by the fitout. The ground floor public space originally featured a terrazzo floor with mosaic decoration and there is potential for this to remain extant beneath the current tiled floor finish. Similarly, basement retail tenancy appears to incorporate original columns although they are obscured by fitout and further investigation is required.

Reference should be made to the Significance Assessment and Schedule of Significant Elements in Section 6 of this CMP. The structure has been graded as being of moderate heritage significance. Significant elements, fabric and spaces should be retained and conserved, or retrieved where appropriate, as guided by the policies herein. Further modifications in areas of little or moderate significance may be permissible, so long as they do not impact on the legibility of the original building principal façades and identified significant elements or spaces.

Where significant works or redevelopment of the site is proposed, there is a considerable opportunity to retrieve or restore identified significant fabric and spaces which have been diminished by later alterations and additions. Proposed new works to the interiors should seek to reinstate the open spatial characteristics of the building and enhance visibility to the grid pattern of the internal columns through the removal of contemporary fit out which obscures these elements.

Guidelines

- Section 6 of this CMP provides an assessment and statement of significance, as well as the schedule of significant interior elements, spaces and fabric, which should inform the basis of approach for any and all works to the site.
- Where new works are proposed, identified significant interior fabric and spaces should be retained, conserved and remain exposed, or where applicable be retrieved. New works, alterations or upgrading must be sympathetic to the heritage items and should seek to restore or retrieve significant fabric and spaces where possible and where reasonable.
- Modifications to the building are subject to heritage advice and the preparation of a formal Heritage Impact Statement.

General

- Policy 56.** Significant internal elements, fabric and spaces, as identified in Section 6, that are of high or potentially high heritage significance should be retained and conserved or where possible retrieved.
- Policy 57.** The current fit out has resulted in the loss of the original open spatial characteristics of the building, this includes open plan and large volumes, views of the columns and the legibility of the expressed structural grid. An understanding of the original open plan layout and structural grid system should be reinstated where feasible.

- Policy 58.** The present fit-out is generally regarded as being of little or no significance. Alterations and additions in conjunction with the continued Hotel and commercial uses, including light weight, reversible partitions and fit-out are permissible in conjunction with other policies. So long as works do not further impact on significant fabric, spaces and façades as identified herein, and with consideration for required services. Any internal works should not compromise the heritage significant facades of the buildings. Where new uses or redevelopment is proposed, there is an opportunity to retrieve the original character, by reinstating a more open plan and removing suspended ceilings.
- Policy 59.** There is potential for original fabric and finishes to survive beneath the current fitout, such as remnant terrazzo and mosaic in the ground floor former public spaces. Where specific potential is identified, further investigations should be undertaken in conjunction with heritage advice. Where original fabric is uncovered during building works, works should cease and heritage advice should be sought.

Structural

The original building featured a regular grid pattern of structural columns. The Hotel conversion resulted in a new central lift core and potentially other structural intervention to the building. Any program of major works should be informed by invasive investigation to determine the extent of previous intervention and remaining structure.

- Policy 60.** The original columns and the grid alignment of the structure should generally be retained and conserved. Some removal may be considered in conjunction with sympathetic adaptive reuse or redevelopment however must consider any structural implications. Where required, structural reinforcement of the columns may also be appropriate, subject to heritage and specialist engineering advice.
- Policy 61.** Any additional structure required in conjunction with redevelopment should be sympathetic to the original expressed structural grid and should be apparent as a new insertion, without compromising the legibility of the original grid and any significant spatial characteristics. Reinforcement of the existing original grid may be preferred, subject to engineering and heritage advice.
- Policy 62.** Where seismic strengthening is required for upgrades, or triggered by proposed redevelopment or adaptive reuse, the aim should be to reduce the building's vulnerability, while minimising impact on the building's integrity and the heritage significance of identified fabric and spaces. The building code and standards provide for degrees of intervention based on defined categories. The appropriate level should be determined through consideration of relevant factors, including heritage and the nature of the building and its fabric. Professional advice (including specialist engineering and heritage advice) should be obtained.
- Policy 63.** Any structural works are subject to development of appropriate structural engineered solutions that demonstrate retention and conservation of the significance of the site. Any structural solutions should be informed by a structural engineer with appropriate experience in heritage.

Integrating Building Services

- Policy 64.** New services should be rationalised so as to minimize intervention and maximise retention and conservation of significant fabric and spaces. Services reticulation should be concealed where possible, for instance in the roof and sub-floor spaces. Obscuring significant spaces and fabric through the insertion of suspended ceilings or access floors should be avoided. The installation of services should be reversible.
- Policy 65.** Where possible, the building's capacity for natural ventilation should be exploited. If mechanical ventilation is unavoidable, it should be constrained by the need to ensure that it does not detract from the character of the spaces. Heritage advice should be sought.
- Policy 66.** The upgrading of services within the building is to comply with the following approach:
- Minimise impact on significant fabric, structure and spaces

- Be sympathetic to the heritage character of the site. New services should be located in areas of lesser significance, areas that have been previously modified or in the area of existing services where possible
- Not conflict with window and door openings
- Be complementary to the existing interiors
- Minimise the extent of servicing required by enhancing natural ventilation and natural light

Policy 67. Internal services including sprinkler valves, electrical rooms, substation, plant, ductwork, distribution boards, fire panels, electrical boards etc., shall not be installed into highly visible spaces in areas of high or moderate significance, or particularly within entrance foyers.

Policy 68. Elements and fabric of high significance should not be obstructed or modified by new services, they should be clearly visible and interpreted as part of any new works. New service cores must not compromise significant elements but be able to be read as separate elements.

Building Code of Australia

In any major upgrade of the building, new works will need to comply with the BCA/ NCC and Australian Standards under Section 94 of the Environmental Planning and Assessment Regulations 2000.

Policy 69. Where conflicts arise between heritage significance and building compliance, and to minimise adverse interventions and to assist in maximising the exposure of significant heritage fabric, alternate solutions to the deemed to satisfy provisions of the BCA should be derived from performance based assessments. This includes compliance for structural provisions, fire resistance and separation, provisions for access and egress, sound transmission and isolation, seismic reinforcement and energy efficiency. Professional advice (including heritage advice) should be obtained.

Policy 70. Any modification to significant fabric or spaces in the building for BCA/ NCC compliance purposes should be subject to undertaking a formal Heritage Impact Statement in accordance with the Office of Environment and Heritage Guidelines.

Policy 71. Works to achieve sustainability outcomes should also consider conservation objectives and may not be supported where required modifications may detrimentally impact on identified significant fabric or finishes.

9.6.3. Guidelines for New Development

Background

The site is located within the Central Station, Railway Square precinct. The precinct is listed on the State Heritage Register (SHR), and the subject site forms part of and contributes to the precinct.

Transport for NSW (TfNSW) is exploring opportunities to revitalise Central Precinct. The aim of the Central Precinct Renewal Program is to create a precinct with a real sense of place, which connects into surrounding neighbourhoods, and draws on the character and heritage of this landmark location.

On 12 July 2019, the Minister for Planning and Public Spaces nominated the Central Precinct a State Significant Precinct (Central SSP), which comprises approximately 24 hectares of land in and around Central Station. Within this nomination was the identification of the Western Gateway Sub-precinct which could be considered for early rezoning. The Parcels Post site is located within the Western Gateway Sub-precinct, as well as the broader Central SSP.⁵⁵ Central Precinct is identified as a State Significant Precinct (SSP) because of its social, economic and environmental importance. On account of the strategic location it is acknowledged that there is an ability to increase the density of the site in the future.

⁵⁵ Transport for NSW, Central Precinct Renewal: <https://www.transport.nsw.gov.au/projects/current-projects/central-precinct-renewal>

The Design Guide for the Western Gateway Sub-precinct was prepared on behalf of Transport NSW in September 2021 following the Planning Proposal relevant to Blocks A, B, C to guide development on those blocks. All future development planning is to refer to this CMP, the relevant guidelines and legislated instruments and the Design Guide for the Western Gateway Sub-Precinct.

The heritage significance of the site is largely vested in the robust character of the building, and the integrity and aesthetic qualities of the exterior façades. However, the building was extensively modified for the Hotel refurbishment including provision of a new structural core and two storey roof addition. Having regard for the heritage significance of the building, while acknowledging the modified interior, vertical additions or cantilevered forms may be appropriate subject to heritage advice and provided that the legibility and architectural identity of the site is retained.

New development inclusive of any development above the heritage items should be designed to allow the character of the defined streetscape to remain prominent. Any redevelopment should increase public access to the site and reinstate views of the building in the round.

Guidelines

- New development at the site and in the vicinity should be sympathetic to the heritage character of the place and should provide adequate setbacks and vertical separation.
- Proposed redevelopment should consider identified significant views and vistas.
- Siting and location of any proposed new tower or vertical extensions must consider the heritage significance of the site and structural intervention/solutions.

Policy 72. Having regard for the robust nature of the building and the previous modifications to the interior and the roof, vertical extensions or cantilevered development above the heritage item may be permissible, subject to heritage advice. Any substantial vertical extension or cantilevered forms should ensure that adequate visual separation is provided, such that the original building remains legible and visually prominent.

Policy 73. The siting, scale and interface of any new built form and alterations to existing heritage items must demonstrate consideration of the principles of the Burra Charter and achieve design excellence.

Policy 74. Where major redevelopment or development above the item is proposed, the removal of the 1990s roof addition should be considered. There is an opportunity to reinterpret the appearance of the original pitched roof.

Policy 75. Any proposed redevelopment of the site should facilitate and enhance public access to the former Parcels Post building, particularly to the former public facing ground floor.

Policy 76. Redevelopment also presents a significant opportunity to reinterpret the original design intent of the interiors, characterised by large open plan volumes and exposed structure. There is also an opportunity to reinterpret known original finishes such as terrazzo flooring, polished cedar, and nickel finishes, in a contemporary form.

Policy 77. Should new development be proposed above the building, design development should include details of the façade and soffit/ underside of any addition to minimise visual impacts to views from street level and minimise impacts to the heritage item by providing a complementary foil to the heritage item.

Policy 78. The site has minimal internal fabric of heritage significance other than the structure. To mitigate impacts on significant fabric, structural works where required in the existing buildings should be situated in areas of lesser significance, or areas of previous modifications where possible, and should be designed to mitigate visual and other impacts.

Policy 79. Any proposed vertical extension or tower redevelopment should consider views to and from the site and its relationship with Central Station.

Policy 80. Consideration should be given to the existing character of the site and its context within the locality. New development should seek to retain the visual prominence of the heritage item by providing for setbacks and or vertical separation and a sympathetic interface with any new development. New development should also retain and conserve the significant fabric of the existing building in accordance with policies herein.

9.7. USE

Background

The original use of the building was as a mail sorting and parcel distribution centre. Throughout the history of the building the use of the site was primarily associated with the postal service, though also operated in part as a training facility. Upon the closure of the Post Office at Railway Square the building remained unoccupied for over a decade, with the adaptive reuse of the site into the Adina Hotel occurring in the late twentieth century. As the building was unoccupied and uncared for a significant period of time much of the interior fabric of the building was lost through a combination of, neglect, physical deterioration and disuse. The Hotel conversion also resulted in interior alterations, including the addition of a new structural lift core and may have also included partial removal and works to the structural column grid.

It is not feasible for the site to revert back to its original use as a mail sorting and parcel distribution centre and the Hotel conversion provided for a viable adaptive reuse of a building which was disused. In order for the former Parcels Post building to retain its heritage significance and ensure ongoing conservation and maintenance of the item, the ongoing use and occupation of the site is essential. Any future uses of the building must demonstrate consideration of the original historic use of the site and its identified heritage significance relative to the required interventions and potential heritage impact. Other uses may be permissible and may in fact provide a better opportunity to enhance the interpretation of the building's identified significance, via the reinterpretation of the original character of the interiors. Any proposed reuse should not require substantial or unreasonable intervention to facilitate the proposed use.

Guidelines

- Any future use of the site is to respond appropriately to the identified heritage significance of the site and have an appropriate impact on identified fabric of heritage significance (refer to Section 6).

- Policy 81.** Any future adaptive reuse of the building should be compatible with its conservation and heritage significance. Any change of use should be guided by the advice of a heritage consultant or architect.
- Policy 82.** Where new internal fit outs are undertaken, it is preferable that existing intrusive fabric, or fabric that obscures significant fabric, including false ceilings, services or partitioning / wall linings, are removed where possible. New works should aim to maximise exposure of original fabric, features, and reinstate significant spaces, including the retention and increased visibility of the columns, and grid form.
- Policy 83.** Uses should enhance the appreciation of the site's values and significance, ensure the conservation of the identified significant building elements, fabric, spaces and context; and accommodate the activities, services and fittings which are essential to the use without damaging significant spaces, elements or fabric.
- Policy 84.** Uses which require substantial interventions or upgrades to facilitate the use, may not be considered appropriate. New services required (e.g. fire safety provisions, lift, air conditioning, toilets, etc) for a potential new use should not cause damage, destroy or compromise the building, significant facades or any interior spaces, elements and fabric of significance. New services should ideally be restricted to areas of little significance or previously modified spaces.

9.8. ARCHAEOLOGY

Background

The archaeological potential of the site is considered to be low to moderate, noting that the site has been disturbed for the development of the subject building, including a basement, as well as various works to the landscape in proximity for the development of Central Station. It is likely that parts of the soil deposits associated with former uses of the site were removed during the construction of the existing building. However, there is still potential for both Aboriginal and historical archaeological deposits to be present in areas with less disturbance and under the existing impact footprint. Refer to Section 8.

- Policy 85.** If any Aboriginal remains are encountered during any works, works should immediately cease and the National Parks and Wildlife Service of the Office of Environment and Heritage should be contacted for further advice, in accordance with Section 91 of the *National Parks and Wildlife Act 1974*. An appropriately qualified archaeologist and members of the Metropolitan Local Aboriginal Land Council (MLALC) should also be contacted to assess the nature, extent and significance of the identified object(s) and/or sites.
- Policy 86.** In the unlikely event that that suspected human remains are encountered during the demolition of the existing building, all work in the area that may cause further impact, must cease immediately and the following measures must be implemented:
- The location, including a 20 m curtilage, should be secured using barrier fencing to avoid further harm.
 - The NSW Police must be contacted immediately.
 - Notify OEH's Environment Line on 131 555 as soon as practicable and provide available details of the remains and their location.
 - No further action is to be undertaken until the NSW Police provide written clearance for the identified remains.
 - Should the remains be identified as Aboriginal, the MLALC must be notified.
 - A suitably qualified archaeologist and/or anthropologist with forensic training must be contacted.

9.9. SETTING AND VIEWS

Background

Conservation requires the retention of an appropriate setting for heritage items, as defined in Article 8 of the Burra Charter. This includes retention of the visual and sensory setting, as well as the retention of other cultural relationships that contribute to the cultural significance of the place. New construction, demolition, intrusions or other changes must consider the setting or relationships.

The former Parcels Post site is recognised as making a contribution to the character of Central Station, Railway Square along with George Street and Broadway. For the purposes of this CMP “the site” is considered to include the Adina building and basement, the rear yard and enclosing perimeter/ retaining wall and the subway access below the YHA access ramp (but excludes the ramp itself). The broader visual curtilage is considered to include the Henry Deane Plaza to the south, and arguably extends to Railway Square and the Western Forecourt of the station to the north. Significant views and vistas have been identified in Section 6.5 of this report.

The building was a significant component of the square and significant views and vistas have been identified to the Parcels Post building from Railway Square and George Street. Parcels Post is historically associated with Central Station and there are significant views and vistas between the two buildings, especially the clocktower, enhanced by the open Western Forecourt. The Henry Deane Plaza is not of heritage significance and historically was not a public plaza, however the open plaza does enhance visibility to the southern façade and improves the legibility of the building in streetscape views from the south. The integrity and significance attributed to the setting and associated views must be retained and conserved.

Guidelines

- Significant views and vista as identified in the CMP should be retained and conserved, including views to and from Railway Square and Central Station and the site. This does not preclude redevelopment or vertical extensions to the Parcels Post, in accordance with policy herein. This also does not preclude works to the Henry Deane Plaza, which is not of heritage significance, where these works are considered to be sympathetic to the setting of the Parcels Post.
- Principal facades are considered to be the northern and western facades, in accordance with the historic setting. Views of the southern façade are enhanced by the development of Henry Deane Plaza and should be retained, with sympathetic alterations to the Plaza permitted. Historically the rear eastern yard has been treated as a more utilitarian area and this was not publicly accessible and was partially

obscured in views by the enclosing retaining wall and northern ramp access to the inwards parcels shed (present YHA). Views to the principal north and western facades should be retained, along with views to the southern façade.

- New works should not detract from the existing streetscape. Additions should not overwhelm or dominate the setting but in fact enhance the setting and heritage character of the site and broader precinct.
- Where vertical extensions or redevelopment is proposed, the heritage items should retain their visual prominence, providing a podium for new development.

Policy 87. The rear yard and enclosing retaining wall should generally be retained and conserved, however this would not preclude sympathetic alterations including openings within the wall to facilitate east-west and north-south connections.

Policy 88. Historically parcels were transported between Central Station and the Parcel Post via the network of underground tunnels. This was accessed via an opening in the northeast corner of the wall in the Yard which accessed the adjoining Mail Sorting Office. There is an opportunity to interpret these historic associations in any redevelopment of the rear Yard or associated tunnels.

Policy 89. The basement of the Parcels Post is accessed via a subway beneath the access ramp to the inward parcels shed. This formerly accessed the rear yard of the Parcels Post however has been modified to access the basement. The high relief decorative sandstone arch should be retained and conserved. The subway is able to be modified and there is an opportunity to reinstate or reinterpret its original connection to the yard.

Policy 90. Where vertical extensions or redevelopment of the Parcels Post or immediate surrounds are proposed, the heritage item and proximate items should retain their visual prominence, in the context of the new development.

Policy 91. Any works to Henry Deane Plaza to the south of the site, in particular level changes, must consider the heritage significance of the façade, significant component elements such as the pavement/ stallboard lights and must ensure there are no significant structural impacts to the building. Proposed modifications should be subject to heritage and specialist engineering advice.

Policy 92. Alterations to the site to enable street front activation and access and necessary level changes are permissible but should be carefully considered.

Policy 93. Where works are proposed that would significantly alter the ground level, subterranean openings (to the extant basement) may be considered to allow for activation, subject to heritage and structural advice. Any new openings should consider the heritage façade and reference its characteristic proportions and hierarchy of design elements.

Policy 94. The significant façades and overall form and landmark quality of the building should be retained and conserved.

Policy 95. Significant views and vistas as identified in the CMP should be retained and conserved, including views to and from Railway Square and Central Station and the site. This does not preclude redevelopment or vertical extensions to the Parcels Post, in accordance with policy herein.

Policy 96. The significant visual relationship between the site and Central Station, the Western Forecourt and Railway Square should be retained, conserved and interpreted.

Policy 97. Proposed works within the established visual curtilage should consider potential impacts upon the Parcels Post building, its setting and proximate heritage items as well as the character of the streetscape and the Square.

9.10. INTERPRETATION

Background

There is an opportunity to interpret the site, the previous site history for the asylum, the development and significant use of the site as the Parcels Post, as well as its broader connections in the context of Central Station (both physical and functional) and mail delivery across the state. The heritage values of the site should be interpreted for public education and understanding. The history as outlined in Section 3 of this CMP, and the significant features as identified in Section 6 of this CMP should form the basis of this interpretation. Low-key, robust and largely self-guided interpretation would be most appropriate and may include (but is not limited to) signage and website information. Conservation and restoration of built fabric, and specifically those elements which assist to identify and reinterpret its original function also contribute to heritage interpretation. Where development or works are proposed, there is a significant opportunity to reinterpret the original character of the place by stripping back the contemporary Hotel fitout and retrieving the open character of the spaces

Guidelines

- Interpretation should be consistent with the NSW Heritage Manual, the NSW Heritage Office Interpreting Heritage Places and Items: Guidelines (August 2005) and the NSW Heritage Council's Heritage Interpretation Policy (endorsed August 2005).

- Policy 98.** An Interpretation Strategy should be prepared which interprets the significant use and historical values of the site. The strategy should consider the significance of the site, the previous site history for the asylum, the development and significant use of the site as the Parcels post, as well as its broader connections in the context of Central Station (both physical and functional) and mail delivery across the state. The strategy should consider future uses, ongoing maintenance of proposed interpretive media, audiences and public access, amenity issues and ordinance compliance.
- Policy 99.** The highest form of interpretation is the retention, conservation and restoration of significant fabric, spaces and relationships within the site. Accordingly, significant elements should be retained, exposed and interpreted in accordance with the policies outlined herein. Where development or works are proposed, there is a significant opportunity to reinterpret the original character of the place by stripping back the contemporary fitout and retrieving the open character of the spaces. There is also an opportunity to reinterpret known original finishes in a contemporary manner.
- Policy 100.** Opportunities exist to interpret Indigenous values. It is recommended that an interpretation strategy be developed as a condition of consent to explore and implement expressions of Aboriginal cultural values across the site.

9.11. IMPLEMENTATION STRATEGIES

The following table lists strategies for implementing the conservation policies for the place. The strategies have been cross-referenced to conservation policies above and prioritised as follows:

Note: Immediate conservation works should be undertaken in accordance with timelines in the relevant reports as attached in Appendix M.

- high priority works should be undertaken within the next two to four years;
- medium priority works should be undertaken within the next four to six years, and
- low priority works should be undertaken within the next six years.

Table 17 – Implementation strategies for conservation policies

Strategy	Conservation Policy	Priority
Recording of new analysis or evidence uncovered during building works is to be added to	Policy 5	As required

Strategy	Conservation Policy	Priority
the existing archive of the site or included as an addendum to this Conservation Management Plan.		
A copy of this Conservation Management Plan should be retained on site at all times for use by those responsible for the management and conservation of the site.	Policy 8	Upon completion of this report.
A copy of the Plan should be submitted to City of Sydney Council and the Office of Environment and Heritage for research purposes.	Policy 9	Upon completion to this report.
Reviewed and update of this report within 5 – 10 years or after any major works to the site.	Policy 11	Low priority
Implementation of a cyclical maintenance program and schedule.	Policy 18, Policy 19	As detailed in Section 10
Implementation of conservation works as detailed in the reports by Traditional Stone Masonry.	Policy 20	As detailed in Appendix M
Aluminium windows to be replaced with steel to match the original.	Policy 30	Medium Priority or in accordance with major works
Any identified intrusive elements should be removed and made good.	Policy 32	High Priority or in accordance with major works
Reinterpreting the original arrangement of the door and associated side and toplights (based on historical documentation) of the west elevation.	Policy 37	High Priority or in accordance with major works
Reinstatement of original signage.	Policy 47	High Priority or in accordance with major works
Implementation and adoption of an external lighting strategy.	Policy 48	Low Priority
Implementation and adoption of an Interpretation Strategy that considers historic and indigenous values	Policy 93, Policy 95	High Priority or in accordance with major works

10. MAINTENANCE SCHEDULE

10.1. INTRODUCTION

The following Cyclical Maintenance Plan was prepared to provide guidance for the ongoing maintenance and management of heritage fabric at the property. It is a requirement that a regular and effective maintenance regime be established to prevent excessive deterioration to the heritage building under the Conservation Management Plan and the Heritage Asset Management Plan.

This document should be read in conjunction with the Heritage Asset Management Plan (of which this document is a part), and the Conservation Management Plan.

Maintenance budgets prepared by a quantity surveyor based on this document are included in the Heritage Asset Management Plan.

This document outlines the following:

- Current condition
- Required ongoing maintenance, and
- Monitoring and maintenance requirements and recording.

To prepare this maintenance plan a building survey was carried out internally and externally on 29 April 2019, 14 May 2019, 5 August 2019 and 23 May 2022 to identify the current condition of the subject building.

10.2. FUTURE EMERGENCY MAINTENANCE AND REPAIR

Emergency maintenance and repairs due to accidental, unforeseen or storm damage should be repaired as soon as possible to prevent further damage or degradation to the item. Any short-term emergency, temporary or short-term repairs should be reversible and not damage or remove significant fabric.

Table 18 – Emergency Maintenance and Repairs

Item	Frequency
Blocked or broken stormwater or sewer lines	Repair as they occur as soon as possible
Clearing of blocked gutters or downpipes	Repair as they occur as soon as possible
Broken water supply lines	Repair as they occur as soon as possible
Damaged or defective light fittings	Repair as they occur as soon as possible
Vandalism that allows access to the building Repair immediately with temporary measure e.g. screw fixed ply sheeting to broken window. Repair to match existing as soon as possible	Repair as they occur as soon as possible
Storm damage to external fabric	Repair as they occur as soon as possible
Breaking of defective security including locks latches and alarms	Repair as they occur as soon as possible

10.3. MAINTENANCE GUIDELINES

Avoid the following:

Roofing

- Combining dissimilar metals (eg. Copper surfaces draining onto galvanised roof sheeting, gutters or downpipes).
- Cement mortar repairs.
- Hosing leaves into downpipes.
- Placing ladders or leaning objects onto soft copper or stainless-steel gutters or ridges.
- Replacing roofing in part with roofing of alternate material, design or colour.

Masonry (brickwork and stone)

- Covering wall vents and damp-proof courses with garden beds, soil or structure
- Building up garden beds adjoining masonry
- Applying anti-graffiti or protective coatings to stonework unless specifically tested and approved for stone and approved by a heritage architect or consultant
- Inappropriate cleaning including, water jets or pressure washers, wire brushes or chemical detergents that may damage masonry or mortar.

Fenestration

- Replacing original hardware unless absolutely necessary and preferably approved by heritage architect or consultant.
- Removing original hardware, keep in place and install new adjacent.
- Installing or replacing hardware with new not in keeping with the building.
- Installing one way or different coloured glass when replacing glazing.
- Replacing original joinery, patch repair where required.

Paint

- Painting surfaces not previously painted such as face brick and stonework
- Using inappropriate colours.
- Stripping painted surfaces back to substrate without heritage advice. (evidence of existing colour schemes must be retained).

10.4. MAINTENANCE SCHEDULE

Table 19 – Cyclical Maintenance Plan

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
GENERAL				
General Cleaning		Clean exterior surfaces to remove build-up of dust and pollutants		
Pest Control	Inspection and report by suitably qualified pest inspector. Complete any recommendations as detailed in the report.			
EXTERIOR				
Perimeter flag poles	All flag poles to be inspected and checked on a regular basis. Where defective fittings are identified they should be rectified as soon as possible.			
Awnings at ground level	Inspection of awning structures and fixings to building. Repairs to be undertaken as required by suitable qualified tradespersons.		Cleaning of awning and steel structure.	

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
Sandstone and masonry all façades (following completion of works in accordance with the Tradition Stonemasonry Heritage Fabric Report – App M)			<p>Inspection, condition and repair/maintenance report by appropriate personnel.</p> <p>Inspection to involve identification of vegetation growth, cracking, delamination, crumbling, missing or flaking pointing, evidence of surface salt, damp proof courses and water egress and shedding.</p> <p>Repairs to be undertaken as required by suitable qualified heritage tradespersons.</p>	
Trachyte				Repair or touch up epoxy repairs in trachyte fabric that has faded due to UV exposure.
Paint	<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; flaking or chalking that may indicate damp.</p> <p>Repairs as required in report.</p>		<p>Previously painted surfaces.</p> <p>Prepare and paint in approved colours</p>	<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report.</p>

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
Rainwater goods Gutters, rainwater heads, downpipes, support bracket etc.	<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Gutter and downpipes: Inspect gutters and downpipes clear any debris and ensure they are free flowing. Check brackets are all secure and are draining effectively. Repairs as required in report.</p>	<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; damage, weathering, deterioration, corrosion, blockages, water ingress, fall of gutters, brackets, downpipes, sumps and rainwater heads.</p>	<p>If previously painted: Prepare and paint in approved colours</p>	<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report.</p>
Roof drainage			Inspect for cracked or broken pipes and defective joints	<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report</p>
Roofing Ridge capping, vents, fixings etc.		<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; Damage, weathering, rust stains around fixings, deterioration, corrosion, dissimilar metals, capping. Repairs as required in report.</p>		<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report.</p>

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
Roofing Flashings and cappings. Over, & under flashings.			Inspection, condition & repair/maintenance report by appropriate personnel. Inspection including; Loose, raised, lifted, slipped deteriorated lifting and missing flashings. Also check bedding is secure/ Check for dissimilar metals. Repairs as required in report.	Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report. Complete unscheduled maintenance and conservation repairs as required in report.
Security	Inspect walls, roof and other building elements, doors, windows and other closures, glazing, locking and latching mechanisms. Inspect electronic surveillance and alarm systems and any other security components. Repair and secure as required.			
INTERIOR				
Paint Generally		Inspection, condition & repair/maintenance report by appropriate personnel. Inspection including; flaking or chalking that may indicate damp. Repairs as required in report.		Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report. Previously painted surfaces. Prepare and paint in approved colours

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
Walls		<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; checking for cracks indicating structural movement (if substantial structural engineer to inspect)</p> <p>Repair to match existing as required.</p>	<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; plaster and tiled surfaces and finishes for cracking, drummy and failing plaster, evidence of rising or falling damp</p> <p>Repair to match existing as required.</p>	<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report.</p> <p>Previously painted surfaces. Prepare and paint in approved colours.</p>
Ceilings		<p>Inspection, condition & repair/maintenance report by appropriate personnel.</p> <p>Inspection including; checking for cracks indicating structural roof movement, sagging ceilings and water damage (if substantial structural engineer to inspect)</p> <p>Repair to match existing as required.</p>		<p>Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report.</p> <p>Complete unscheduled maintenance and conservation repairs as required in report.</p> <p>Prepare and paint in approved colours</p>
VENTILATION				

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
Walls Internal and external		Check wall vents are functioning free from obstructions paint build up and operating correctly if mechanical.		Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report. Complete unscheduled maintenance and conservation repairs as required in report.
Roof space		Check vents are functioning free from obstructions paint build up and operating correctly if mechanical.		Detailed inspection by Heritage Consultant / Architect with appropriate personnel and prepare repair and maintenance report. Complete unscheduled maintenance and conservation repairs as required in report.
SERVICES				
Fire services	Inspection, condition and repair/maintenance report by appropriate personnel. Inspection including an assessment on fire services and fixtures including sprinkler and hydrant line, exits signs, smoke detectors and controls, fire control room, fire doors etc. in accordance with Australian Standards and regulations.			Detailed inspection by Heritage Consultant/Architect. Repair and maintenance report to be prepared and works undertaken as directed. Complete unscheduled maintenance and conservation repairs as required.

Item	Frequency			
	12 Months	2 Years	5 Years	10 Years
	Repair or upgrade as required in report.			
Stormwater, water and sewage	<p>Inspection, condition and repair/maintenance report by appropriate personnel.</p> <p>Inspection including an assessment of dish drains and sumps for blockages, internal and external taps for leaks and drips.</p> <p>Repairs as required in report.</p>			<p>Detailed inspection by Heritage Consultant/Architect. Repair and maintenance report to be prepared and works undertaken as directed.</p> <p>Complete unscheduled maintenance and conservation repairs as required.</p>
Electricity	<p>Inspection, condition and repair/maintenance report by appropriate personnel.</p> <p>Inspection including an assessment of all electrical appliances and systems. In order to ensure all are in safe working order as approved by a qualified electrician.</p> <p>Repairs as required in report.</p>			<p>Detailed inspection by Heritage Consultant/Architect. Repair and maintenance report to be prepared and works undertaken as directed.</p> <p>Complete unscheduled maintenance and conservation repairs as required.</p>

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Series 394/1

Series SP19/1

Series SP366/1

Series SP820/1

Series SP821/1

Series SP857/2

Series SP1107/1

Series SP1411/1,

NSW LRS

OST BK 936 No 985

NEWSPAPERS AND MAGAZINES:

Australian Financial Review

"Toga on right track for Central, 29 September 1997

Construction Magazine

"Tenders Called", 31st May 1944

Daily Telegraph

"Scaffold blown down", 9 October 1911

The Sun

"Scaffold wrecked", 9 October 1911

Tin roofs: deterioration of government buildings", 12 May 1913

"Trade moves westward; busy Railway Square a maelstrom of traffic" 18 August 1913

Sunday Times

"Parcels Post Offices for Sydney" 8 January 1911

"20 years of building", 2 August 1914

Sydney Morning Herald

"Buildings and Works", 21 February 1911

"The congested GPO", 11 December 1911

Building Magazine

Building, Vol 17 No 98, 12 October 1915, p59

The Sun

18 August 1913, p5

Sydney Mail and New South Wales Advertiser

3 August 1901, p 288

Miscellaneous

McKillop, Century of Central

PHOTOGRAPHS AND IMAGES

City of Sydney Archives

Historical Atlas of Sydney 502_023 City Sections Plan A Chippendale

SRC24659

SRC 994.441 PHI

NAA

C4076, HN107

C4076, HN16075 B

C4076, HN16075 B

C4076, HN12039

C4076, HN1434

C4078:N4188a-L (not I)

NSW LRS

Bk 936 No 985

Crown Plan 2024-3000

NSW State Archives & Records:

Digital ID: 4481_a026_000736\

Digital ID: NRS13886[X759]_a110_000014

Digital ID: NRS13886[X759]_a110_000048

Digital ID: NRS20499_a050_000016

State Library NSW

hood_07383h.jpg

no: a089245

No. a1367586h.jpg

State Library of Victoria

Illustrated Sydney News, 2 October 1879

National Museum of Australia

1986.0117.5688

MAAS

Object No. 85/1286-203 h.

[Note: Some government departments have changed their names over time and the above publications state the name at the time of publication.]

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This report has been prepared with due care and diligence by Urbis and the statements and opinions given by Urbis in this report are given in good faith and in the reasonable belief that they are correct and not misleading, subject to the limitations above.

APPENDIX A

NEW PARCELS POST OFFICE PREMISES AT THE CENTRAL RAILWAY STATION SYDNEY, 1910

Plans are signed by GA Blair and countersigned by WL Vernon.

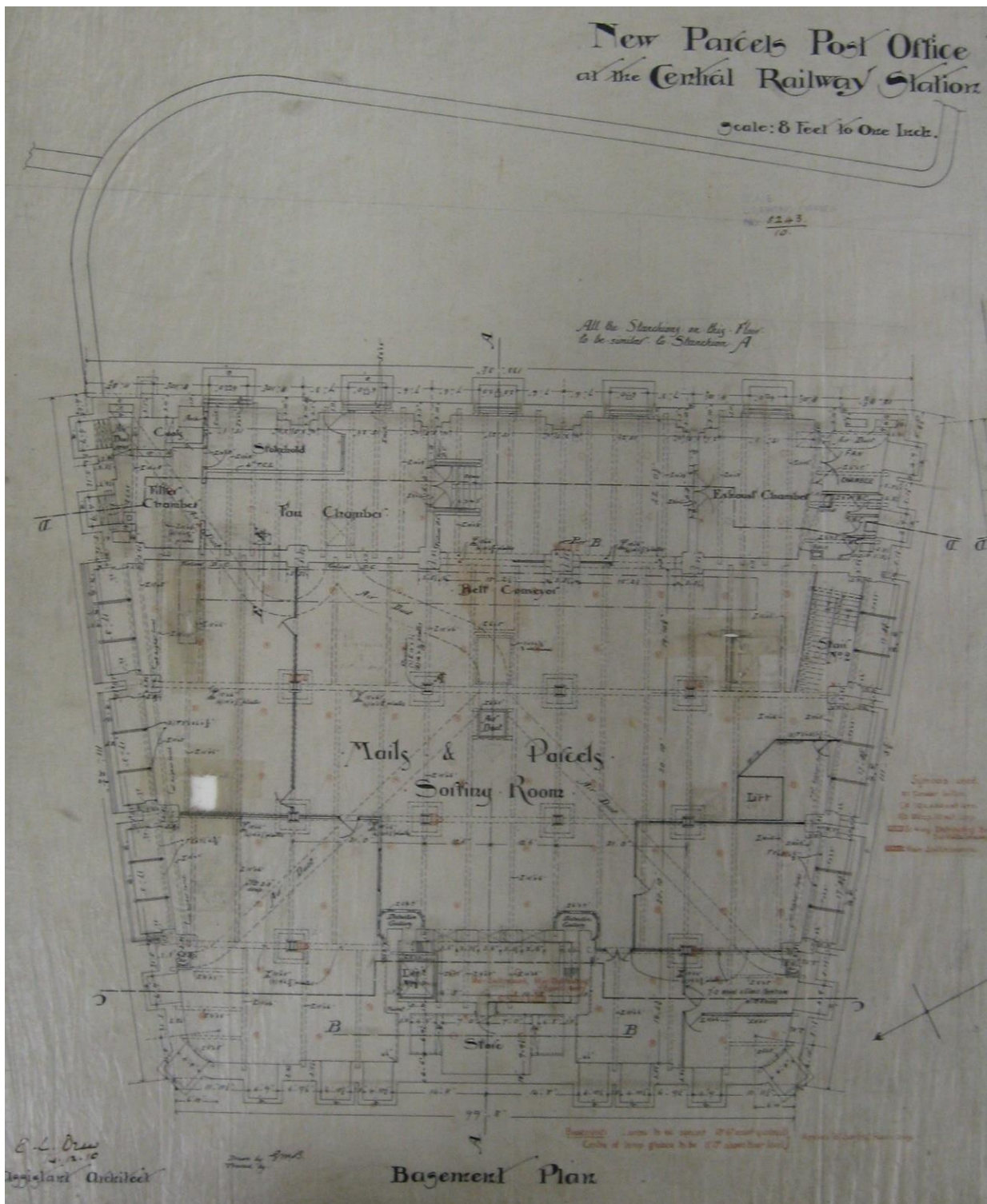


Figure 210 – Detail from Sheet 1, New Parcels Post Office Premises at the Central Railway Station Sydney, signed by E L Drew and W L Vernon, 1910.

Source: NAA: SP1107/1, 362/1

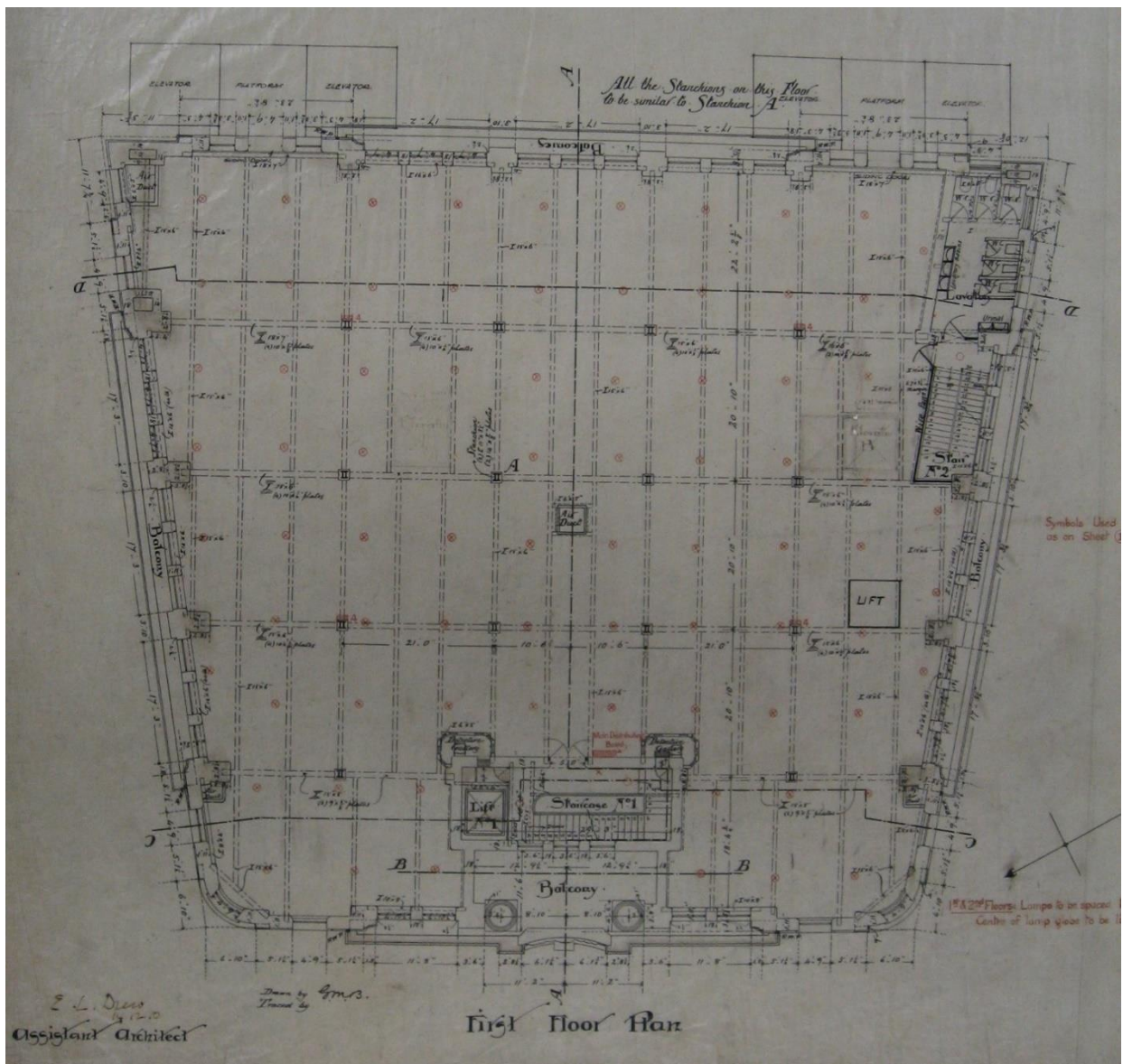
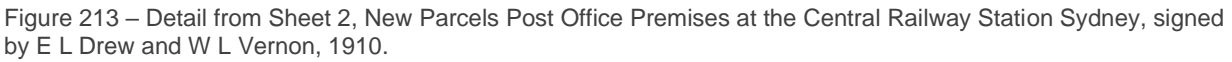


Figure 212 – Detail from Sheet 1, New Parcels Post Office Premises at the Central Railway Station Sydney, signed by E L Drew and W L Vernon, 1910.

Source: NAA: SP1107/1, 362/1



192 NEW PARCELS POST OFFICE PREMISES AT THE CENTRAL RAILWAY STATION SYDNEY, 1910



Figure 214 – Detail from Sheet 4, Elevation to Approach to Station (north): New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/4

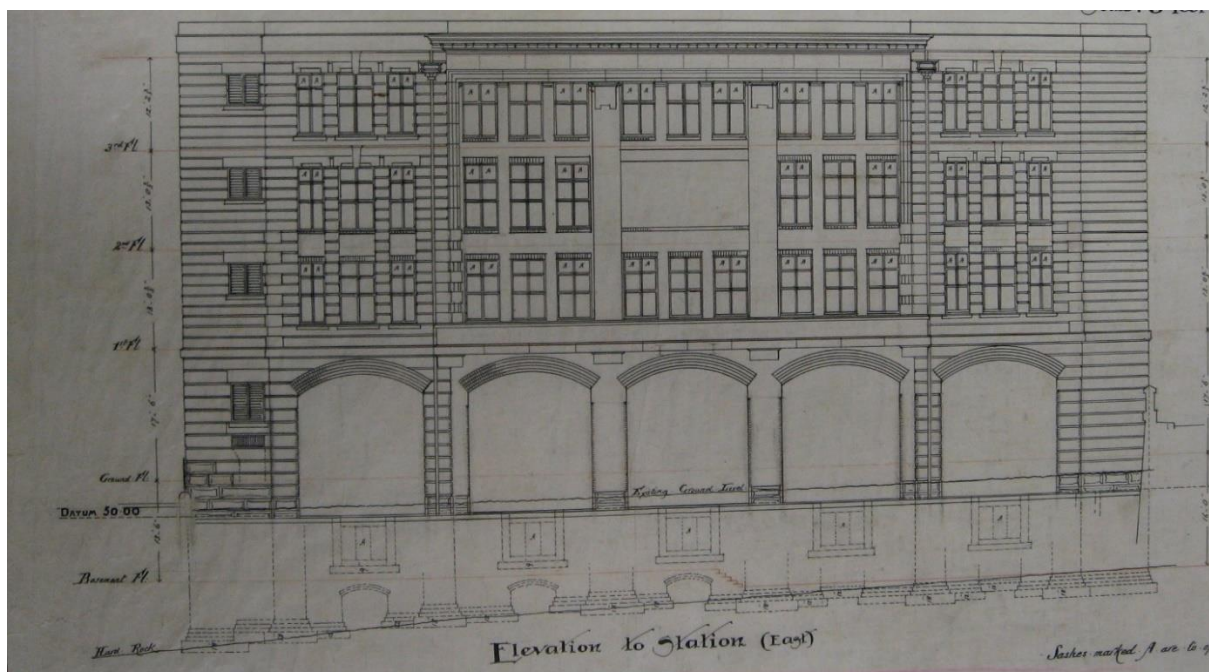


Figure 215 – Detail from Sheet 4, Elevation to Station (east): New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/4

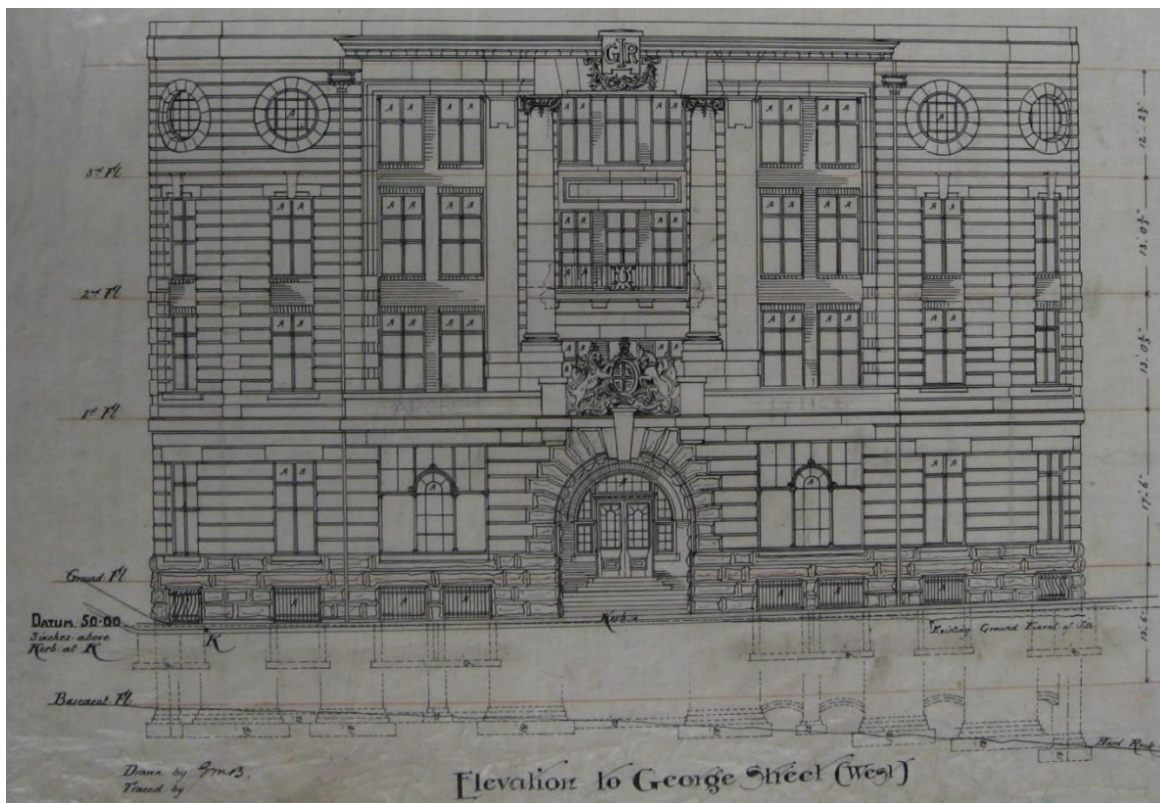


Figure 216 – Detail from Sheet 4, Elevation to George Street (west): New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/4

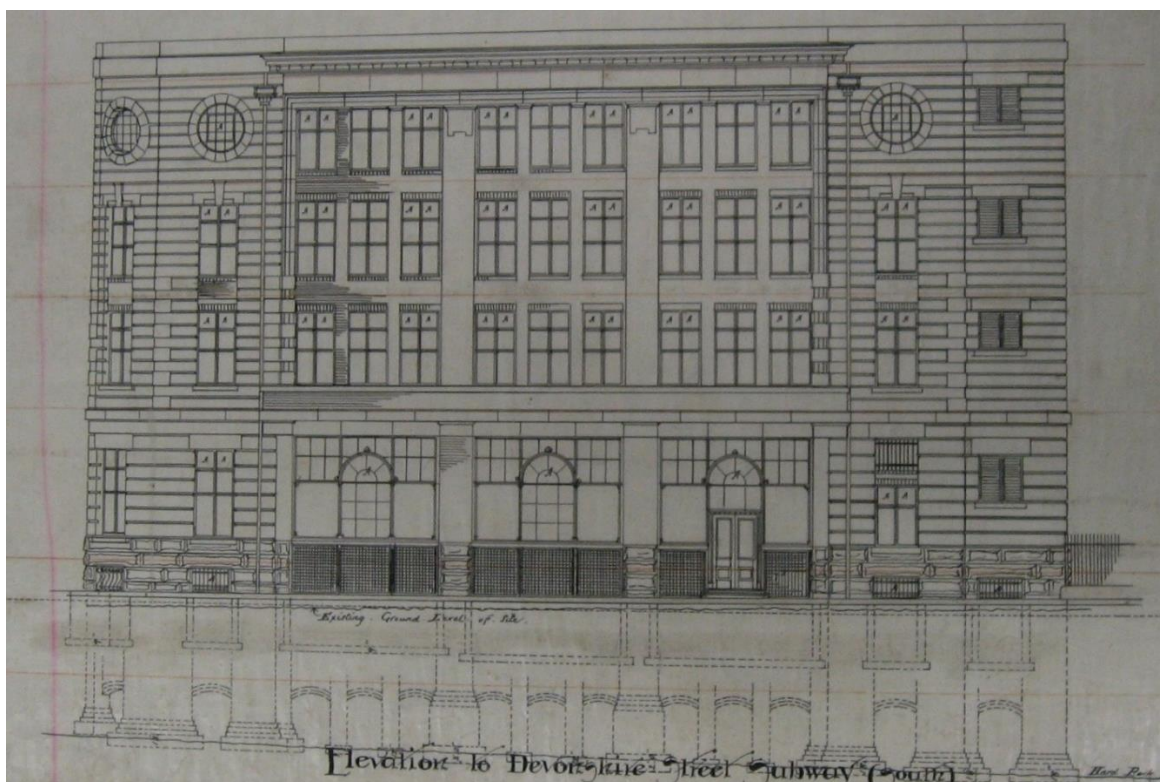


Figure 217 – Detail from Sheet 4, Elevation to Devonshire Street Subway (south): New Parcels Post Office Premises at the Central Railway Station Sydney, signed by E L Drew and W L Vernon, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/4

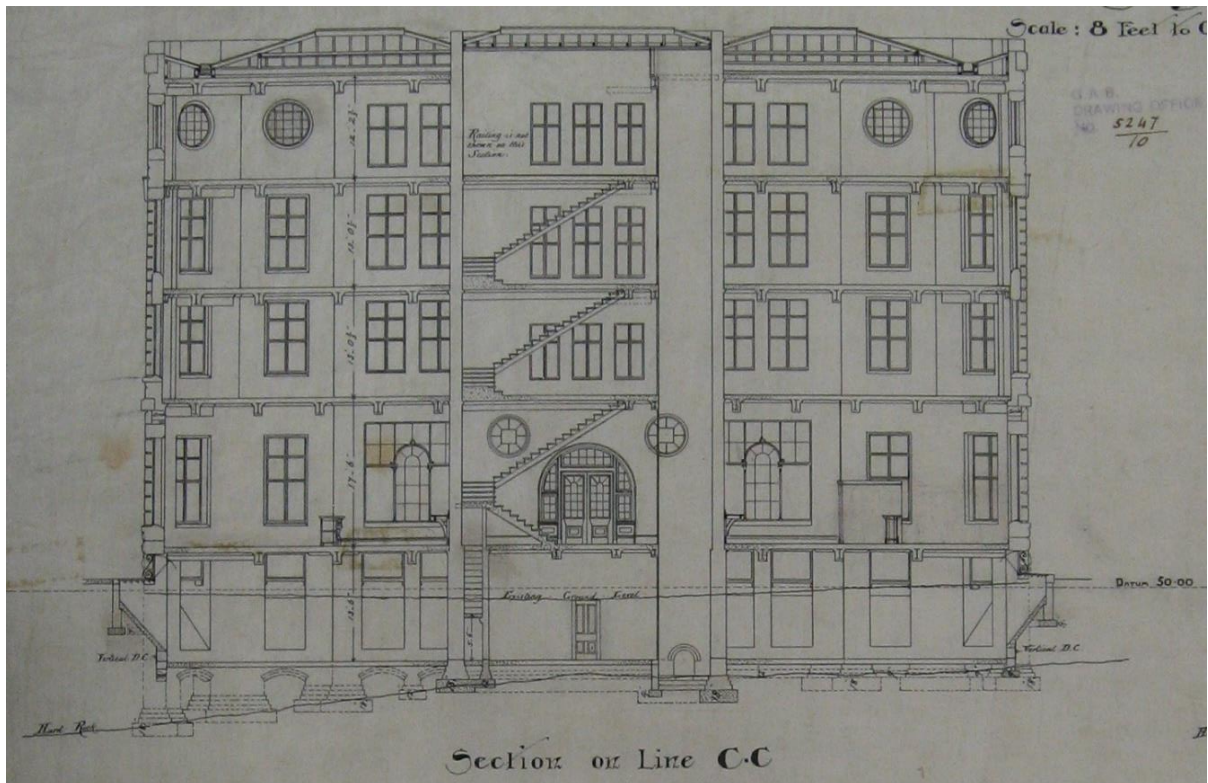


Figure 218 – Detail from Sheet 5, Section on Line C-C: New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/5

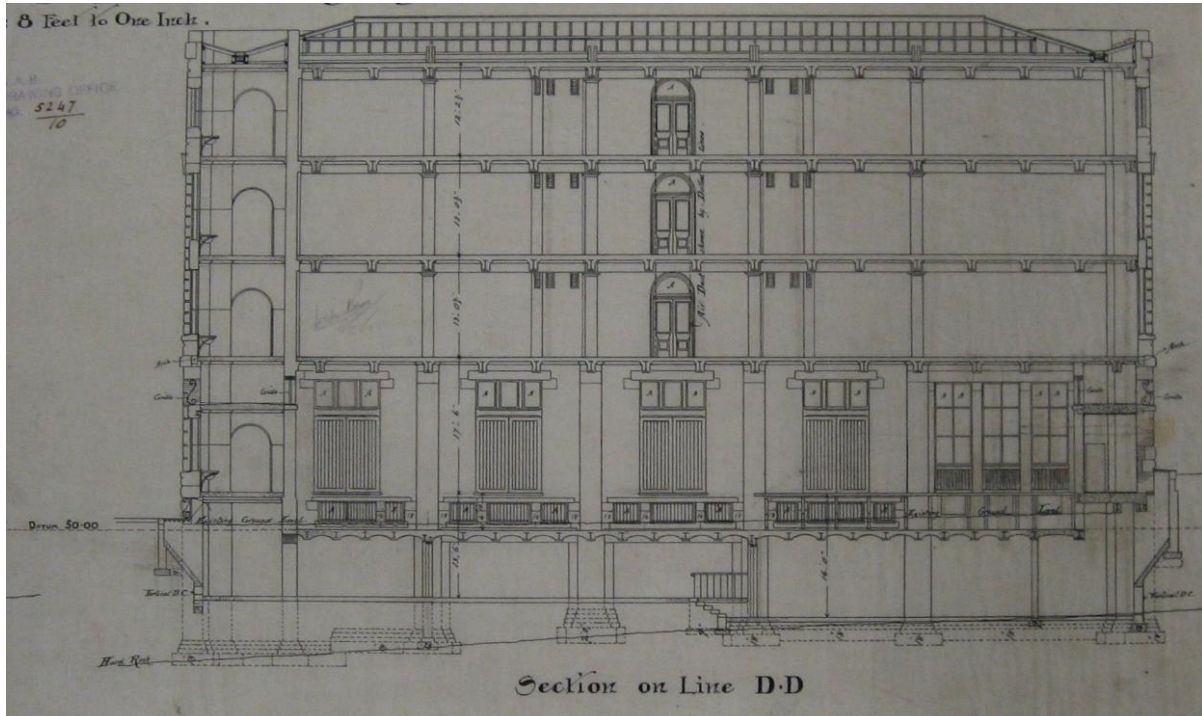


Figure 219 – Detail from Sheet 5, Section on Line D-D: New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/5

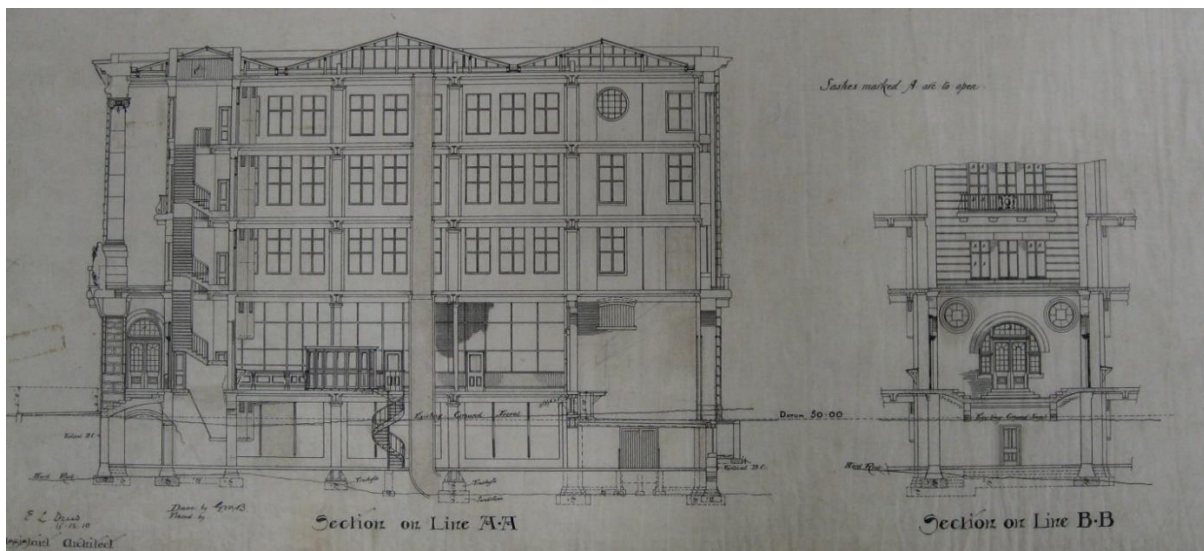


Figure 220 – Detail from Sheet 5, Section on Lines A-a and B-B: New Parcels Post Office Premises at the Central Railway Station Sydney, 1910 (showing the original four storey elevation).

Source: NAA: SP1107/1, 362/5

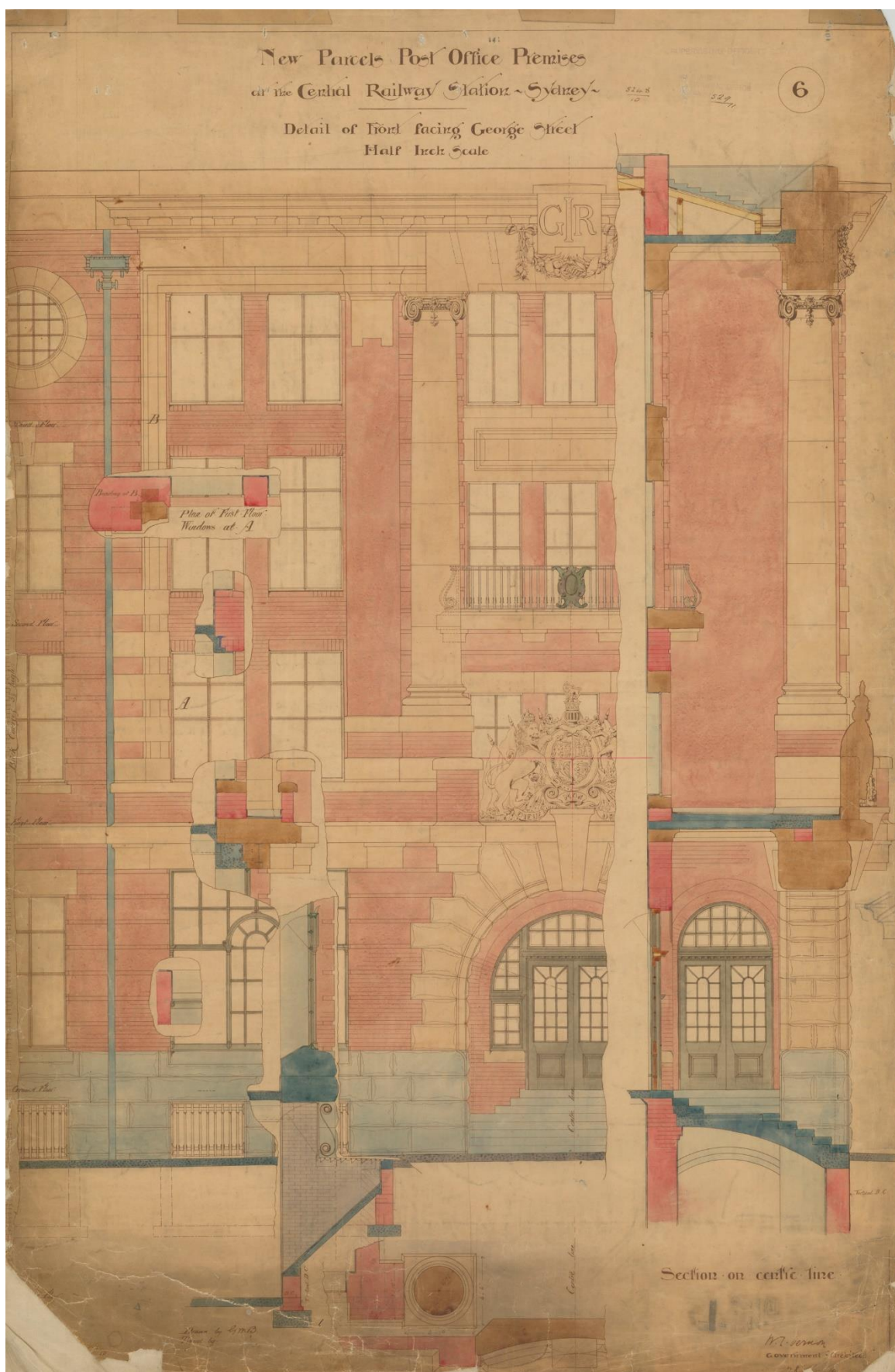


Figure 221 – New Parcels Post Office Premises at the Central Railway Station Sydney, detail of front facing George Street half inch scale - section on central line, 1910.

Source: NAA: SP1107/1, 362/6

APPENDIX B

PLANS OF ADDITIONAL STOREYS, 1912

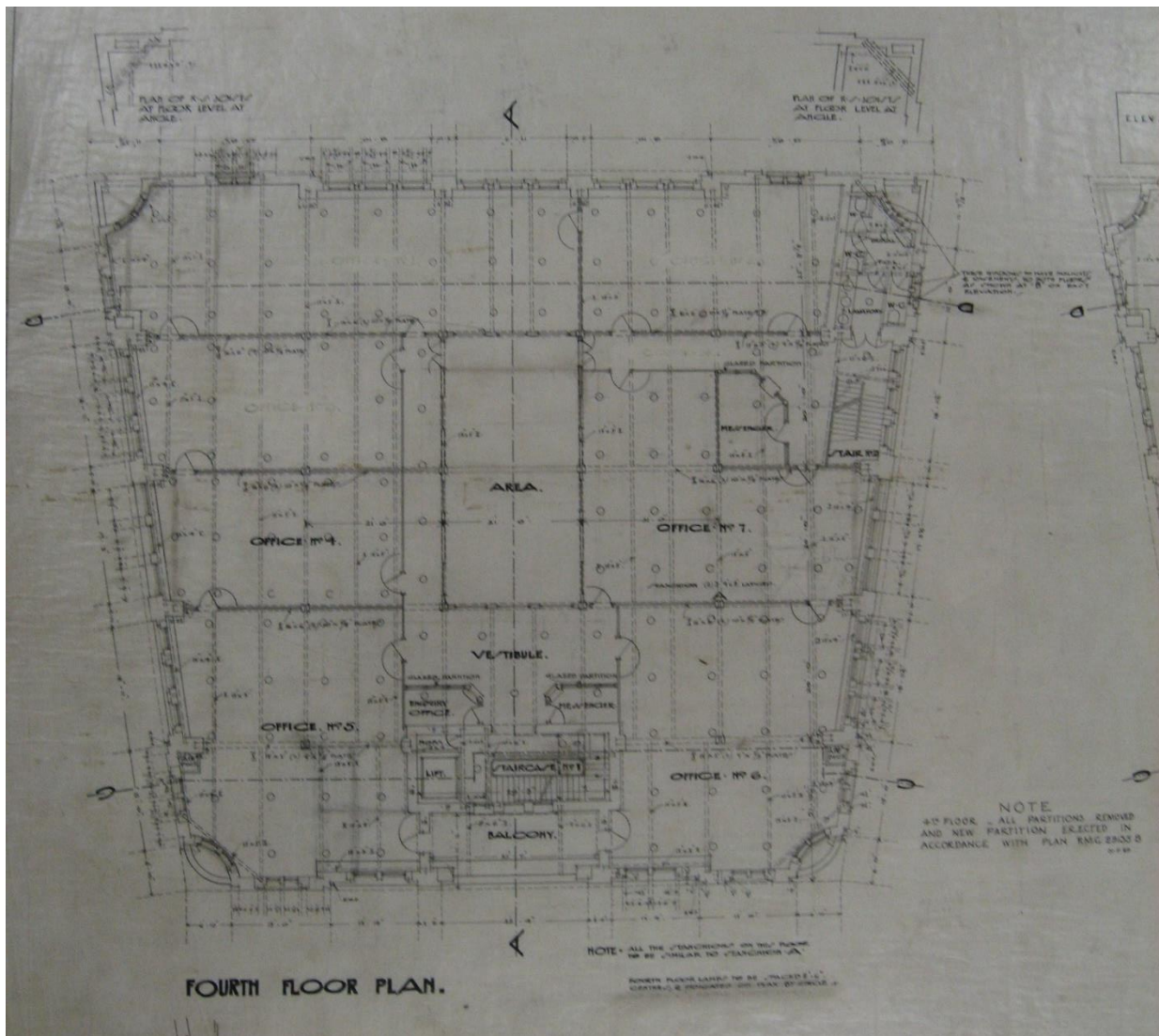


Figure 222 – Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys. Sheet 1, May 1912.

Source: NAA: SP 1007/1, 362/9

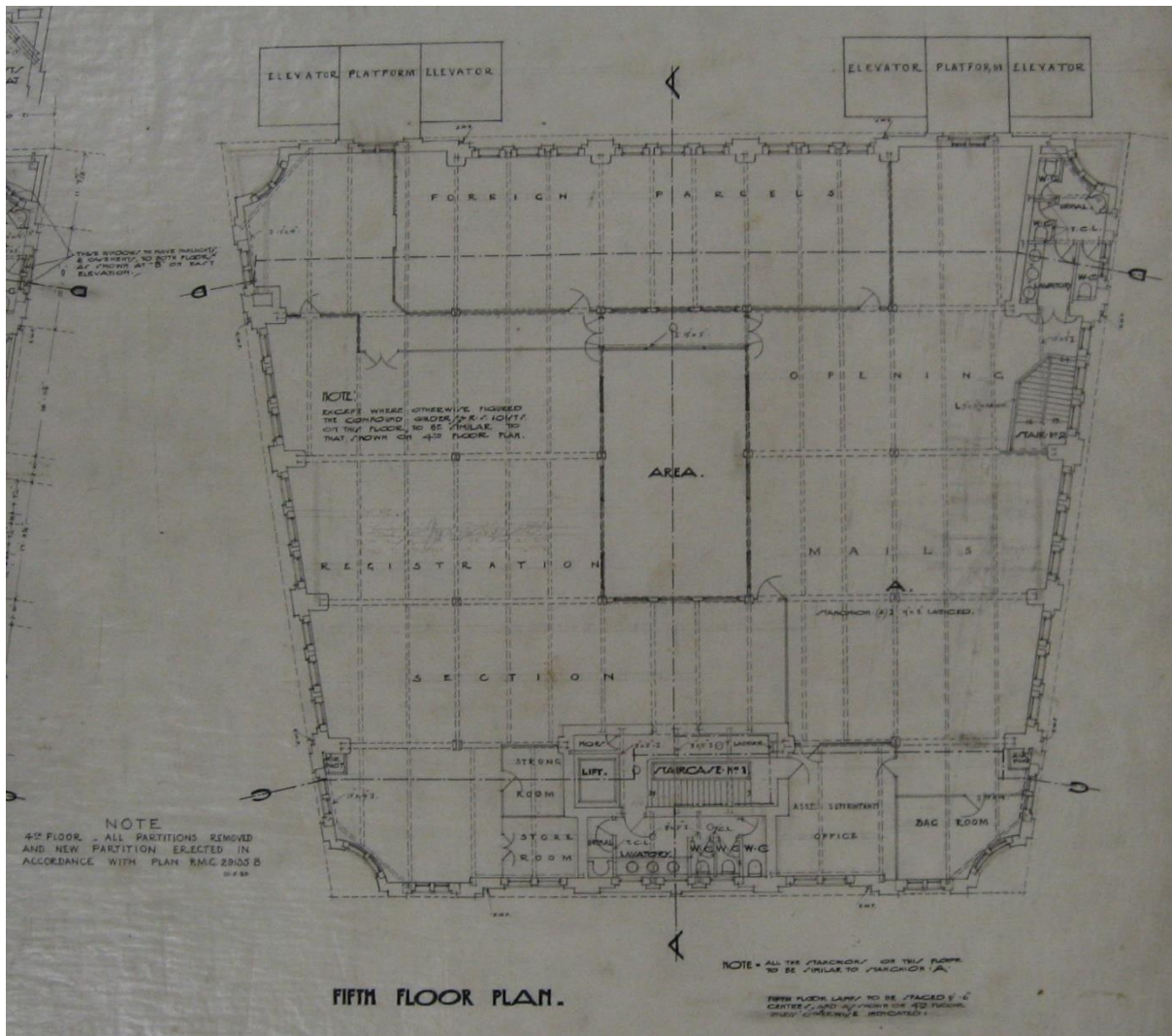


Figure 223 – Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 1), May 1912.

Source: NAA:SP 1007/1, 362/9

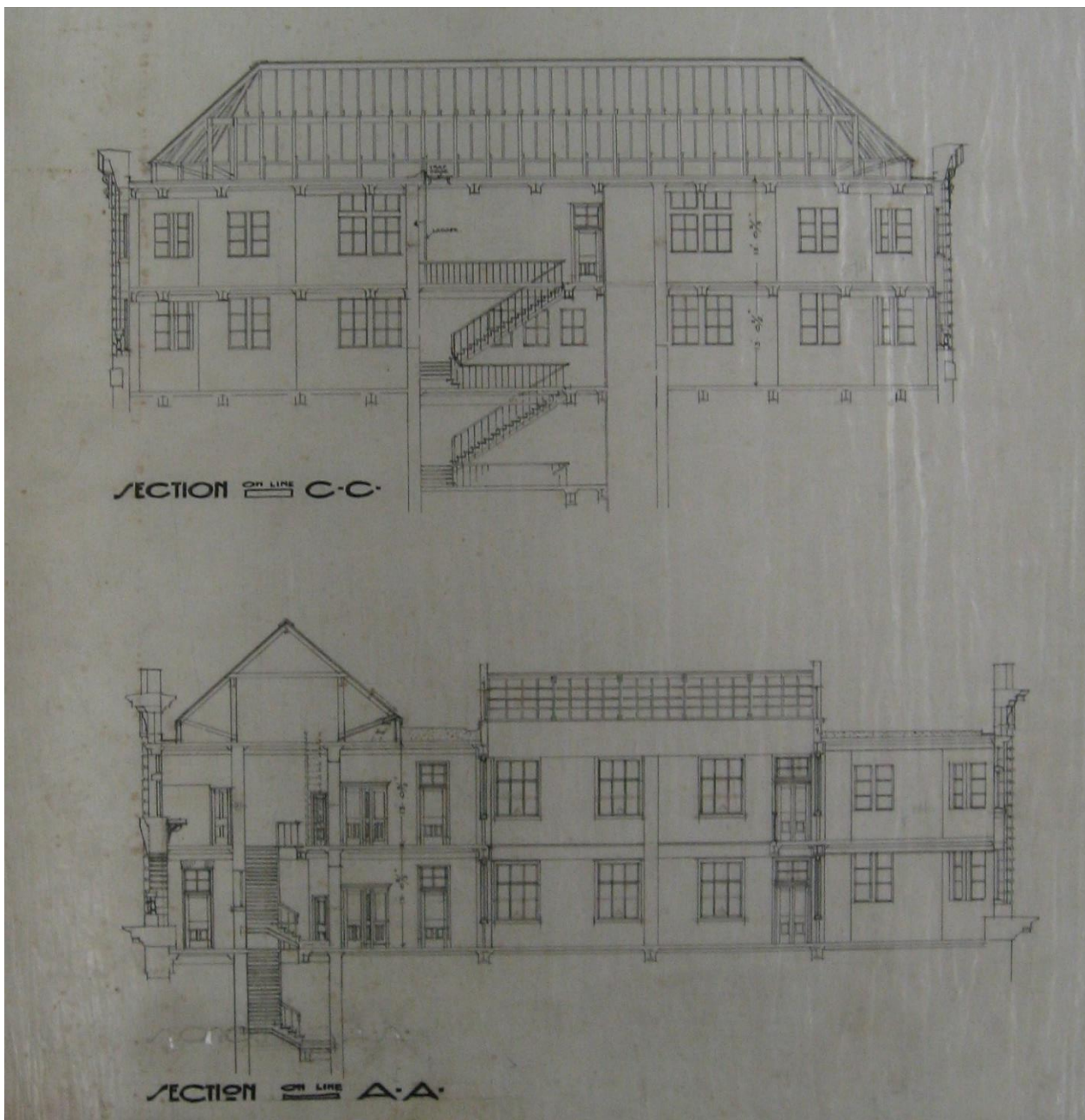


Figure 224 – Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 2), May 1912.

Source: NAA: SP 1007/1, 362/10

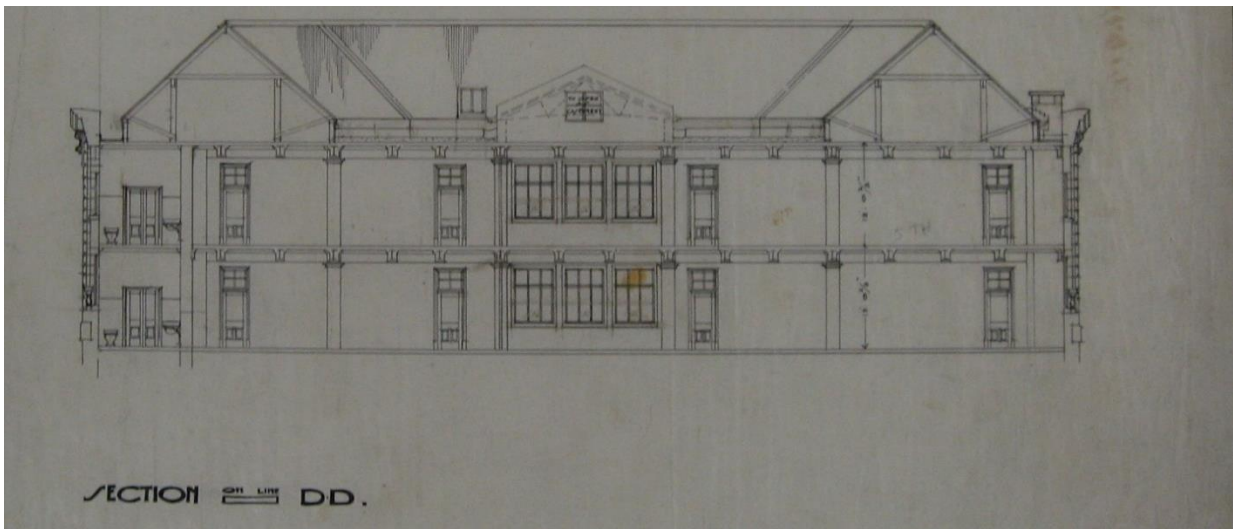


Figure 225 – Section on Line D-D - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys. Sheet 2, 7/5/1912.

Source: NAA: SP 1007/1, 362/10

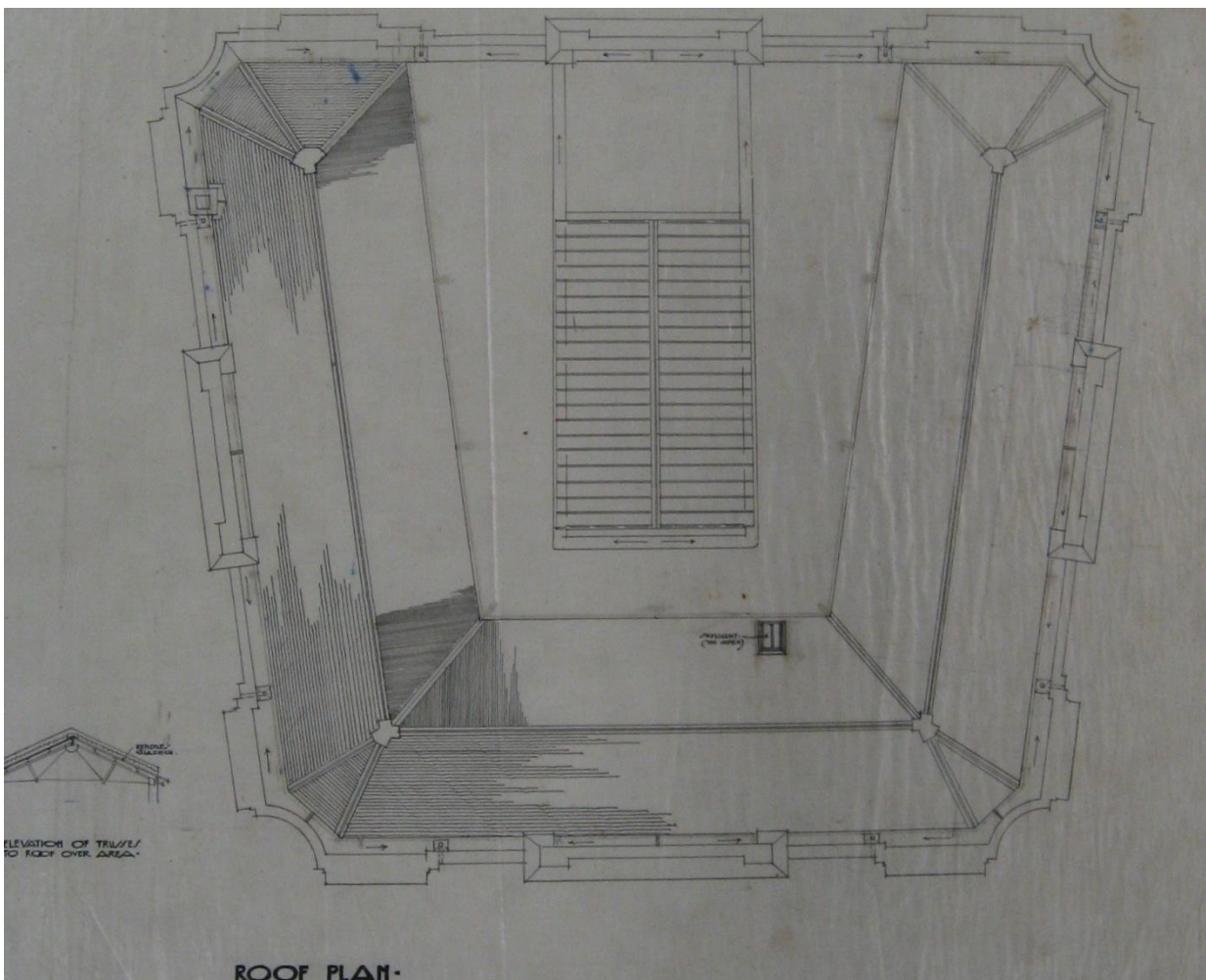


Figure 226 – Roof plan - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 2), May 1912.

Source: NAA: SP 1007/1, 362/10

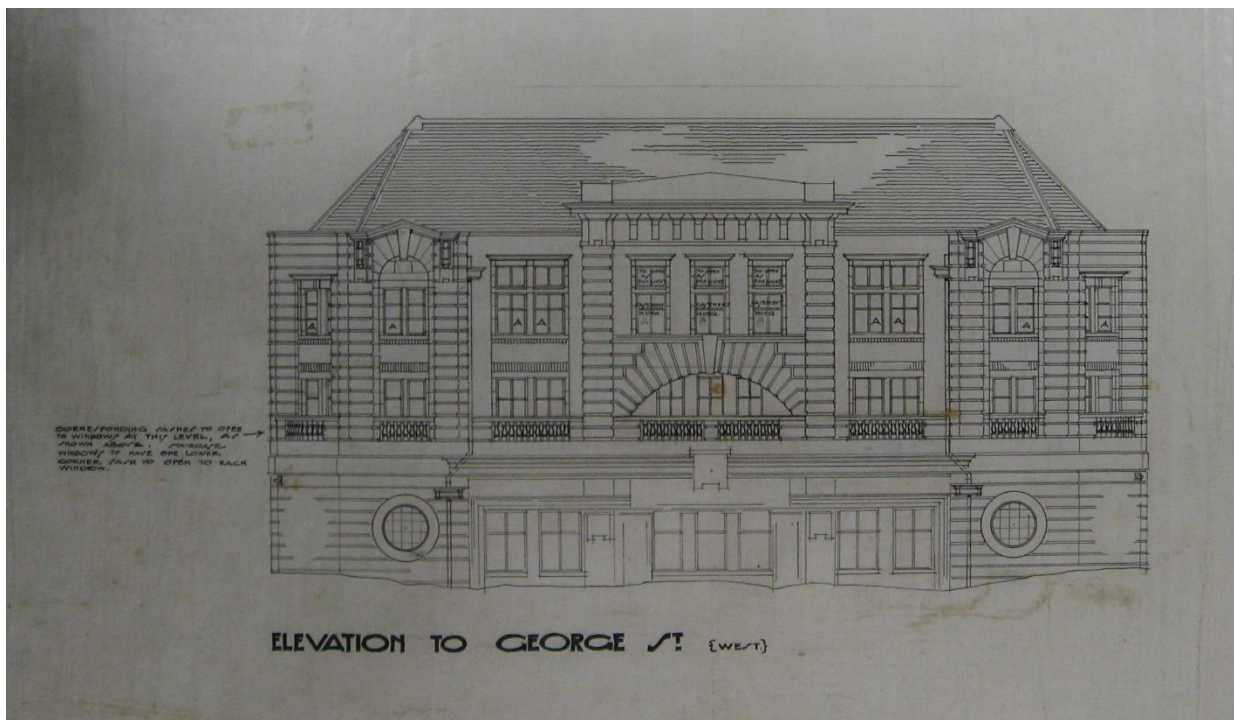


Figure 227 – Elevation to George Street (west) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 3), May 1912.

Source: NAA: SP 1007/1, 362/11

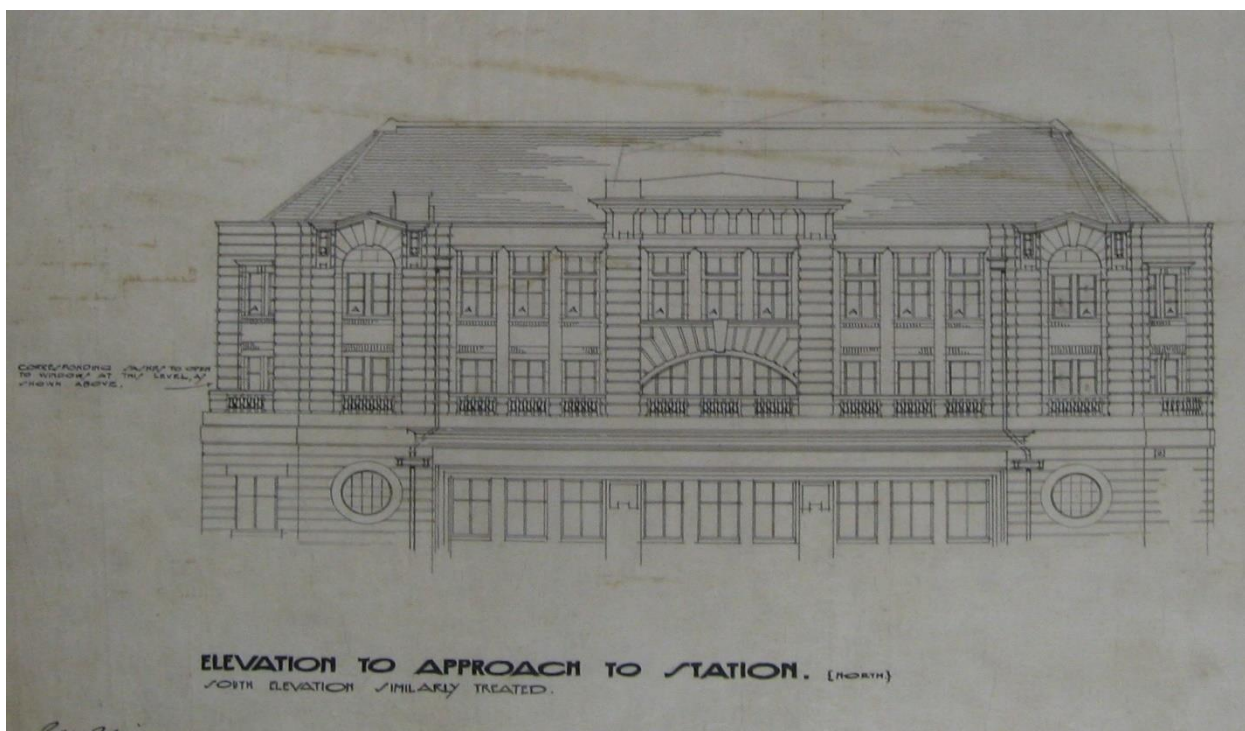


Figure 228 – Elevation to Approach to Station (north and south) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys (Sheet 3), May 1912.

Source: NAA: SP 1007/1, 362/11

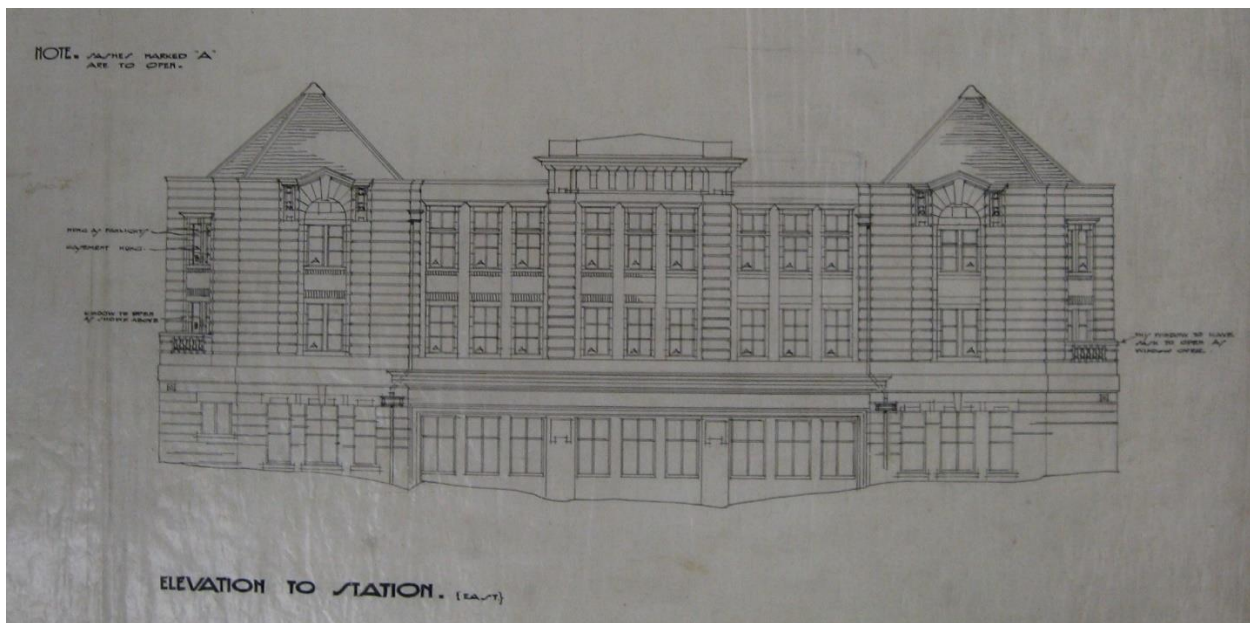


Figure 229 – Elevation to Station (east) - Parcels Post Office premises at the Central Railway Station, Sydney. Plans of additional storeys. Sheet 3, 7/5/1912.

Source: NAA: SP 1007/1, 362/11:

APPENDIX C

MAIL SORTING OFFICE, CENTRAL RAILWAY STATION, SYDNEY — ALTERATIONS, 3 FEBRUARY 1914.

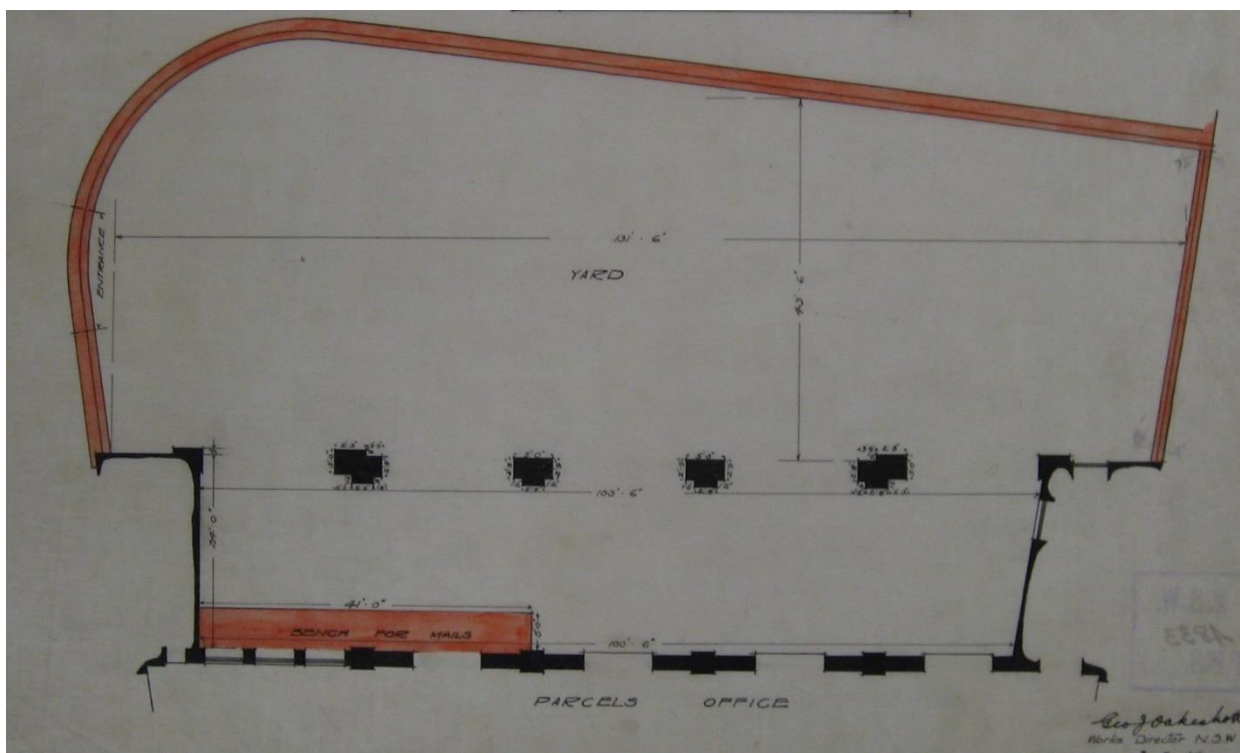


Figure 230 –Mail Sorting Office Central Railway Station Sydney, block plan of yard, 3.2.1914. Signed by George J Oakeshott (Works Director)

Source: NAA: SP1107/1, 362/9

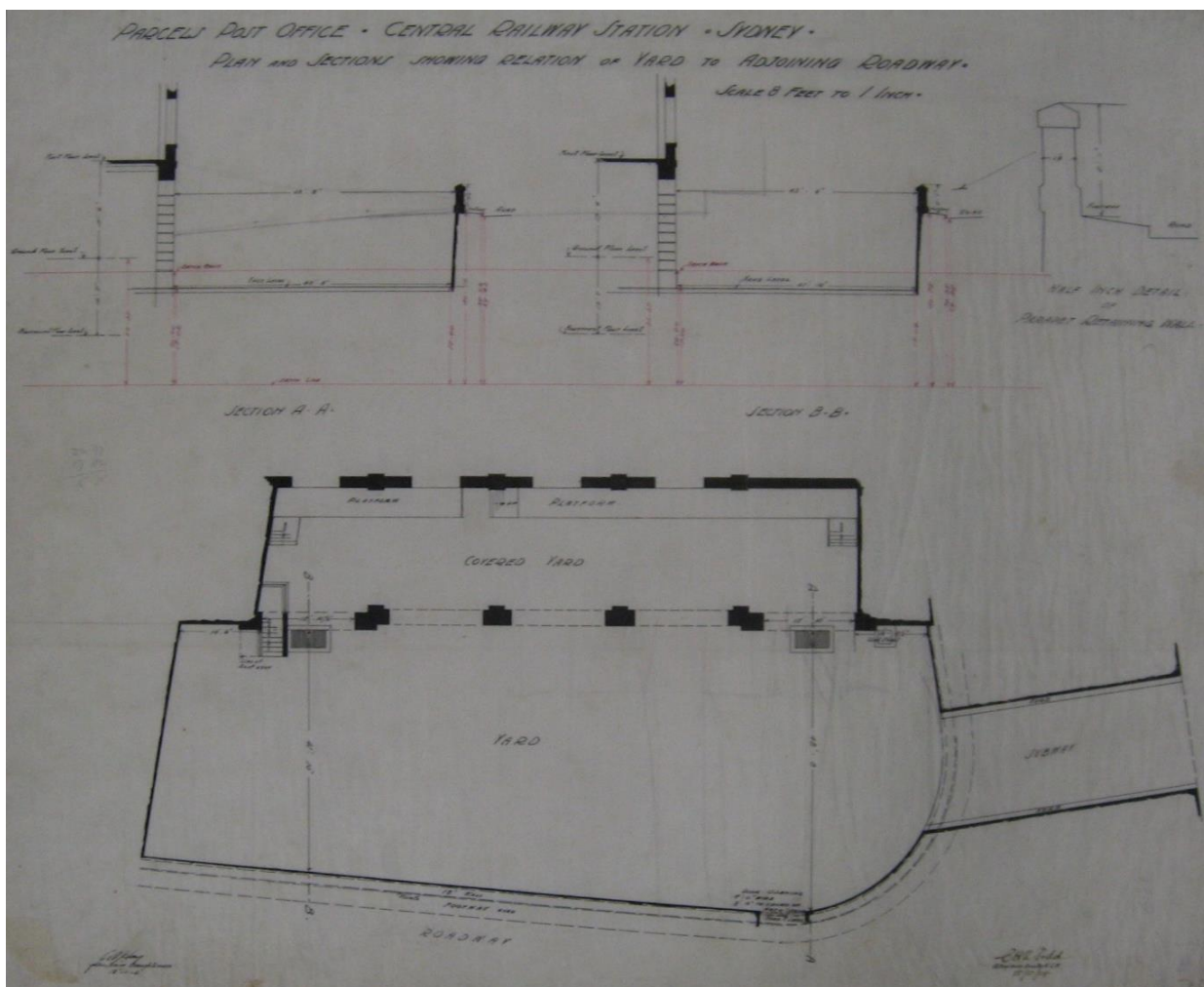


Figure 231 – Parcels Post Office Central Railway Sydney, plan and sections showing relation of yard to adjoining roadway. Signed by George J Oakeshott (works Director).

Source: NAA: SP1107/1; 362

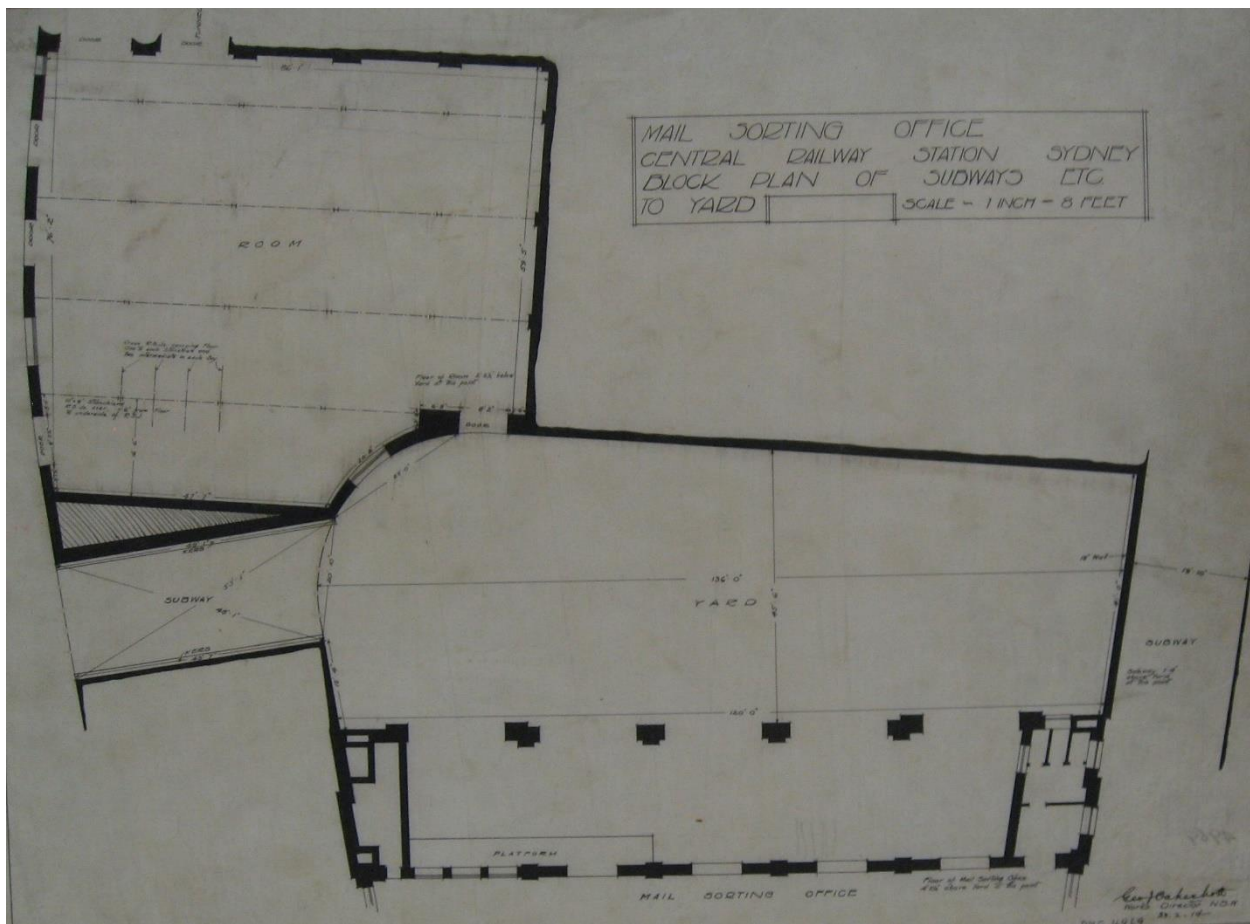


Figure 232 – Mail Sorting Office Central Railway Station Sydney, block plan of subways, etc to yard. Signed by George J Oakeshott (works Director). For a visual representation of the linkage between the Inward Parcels Shed (western extension of station) and Parcels Post Office.

Source: NAA:SP1107/1, 362/17

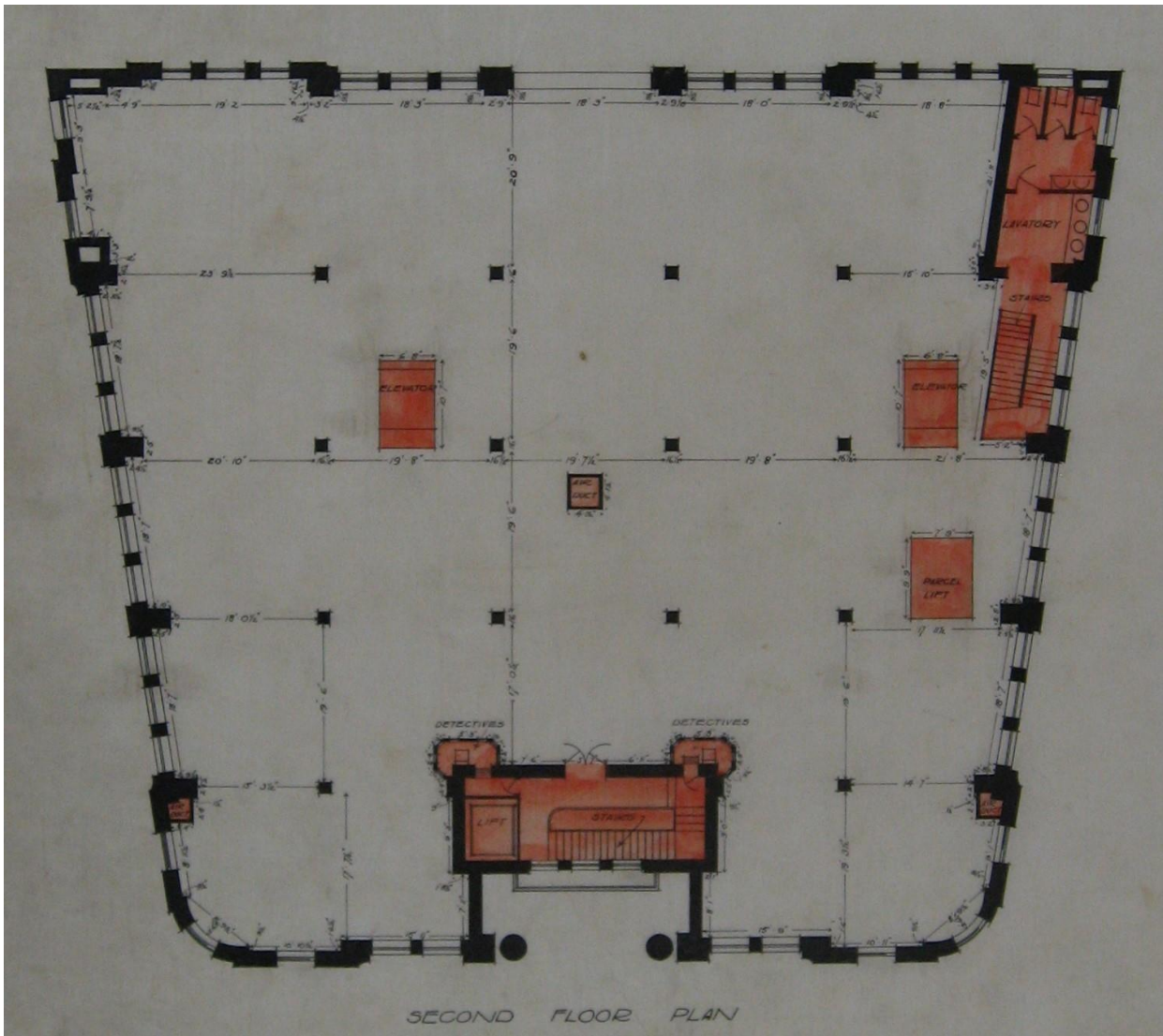


Figure 233 - Mail Sorting Office Central Railway Station Sydney, second floor plan, 1914. Signed by George J Oakeshott (works Director).

Source: NAA: SP1107/1, 362/14

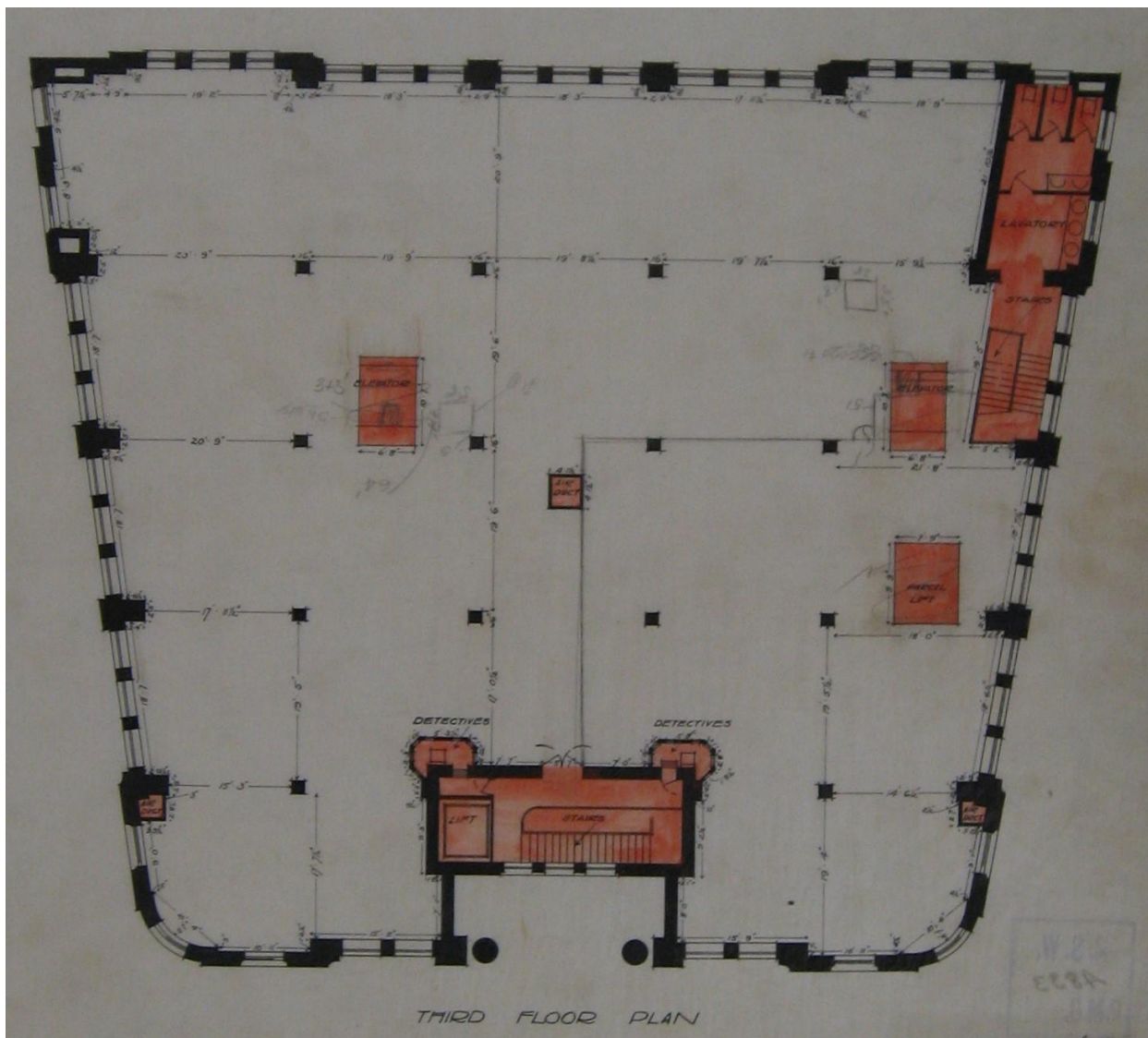


Figure 234 - Mail Sorting Office Central Railway Station Sydney, third floor plan, 1914. Signed by George J Oakeshott (works Director).

Source: NAA: SP1107/1, 362/14

APPENDIX D

ALTERATIONS & ADDITIONS [VARIOUS DATES]

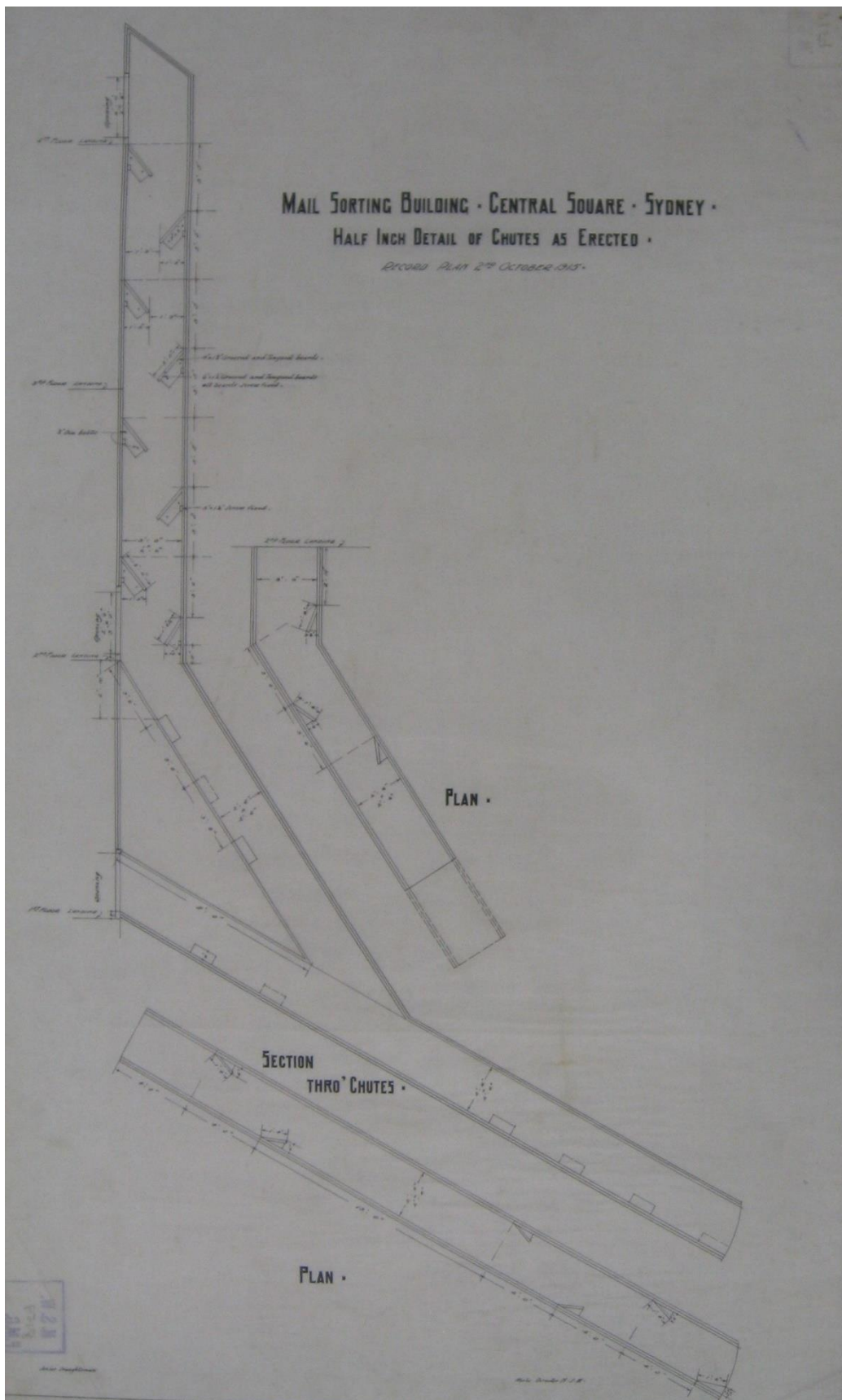


Figure 236 – Detail of Mail Sorting Building Central Square Sydney, half inch detail of chutes as erected, 2/10/1915

Source: NAA: SP1107/1, 395

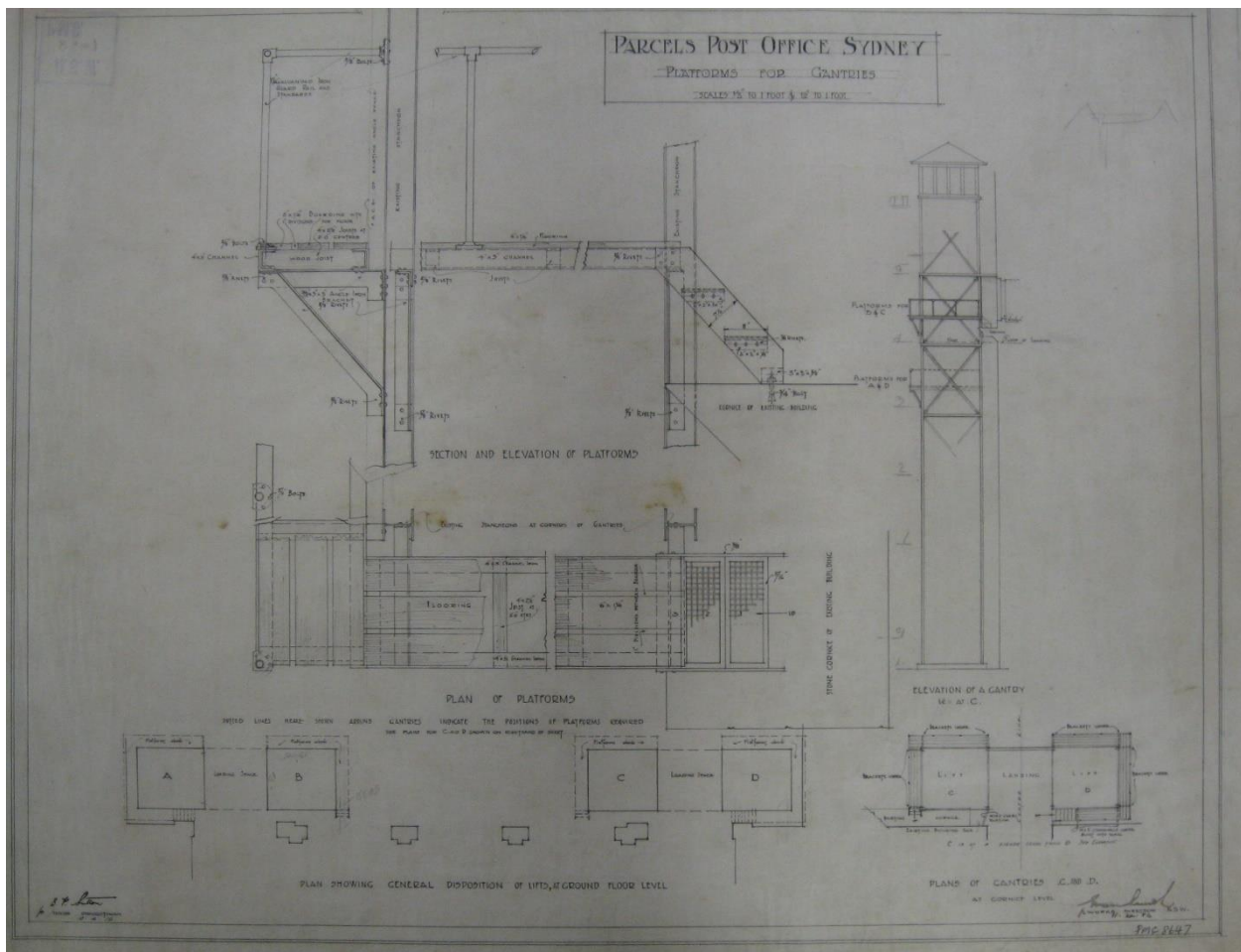


Figure 237 – Parcels Post Office Sydney, platforms for gantries, 11/4/1916

Source: NAA: SP1107/1, 395

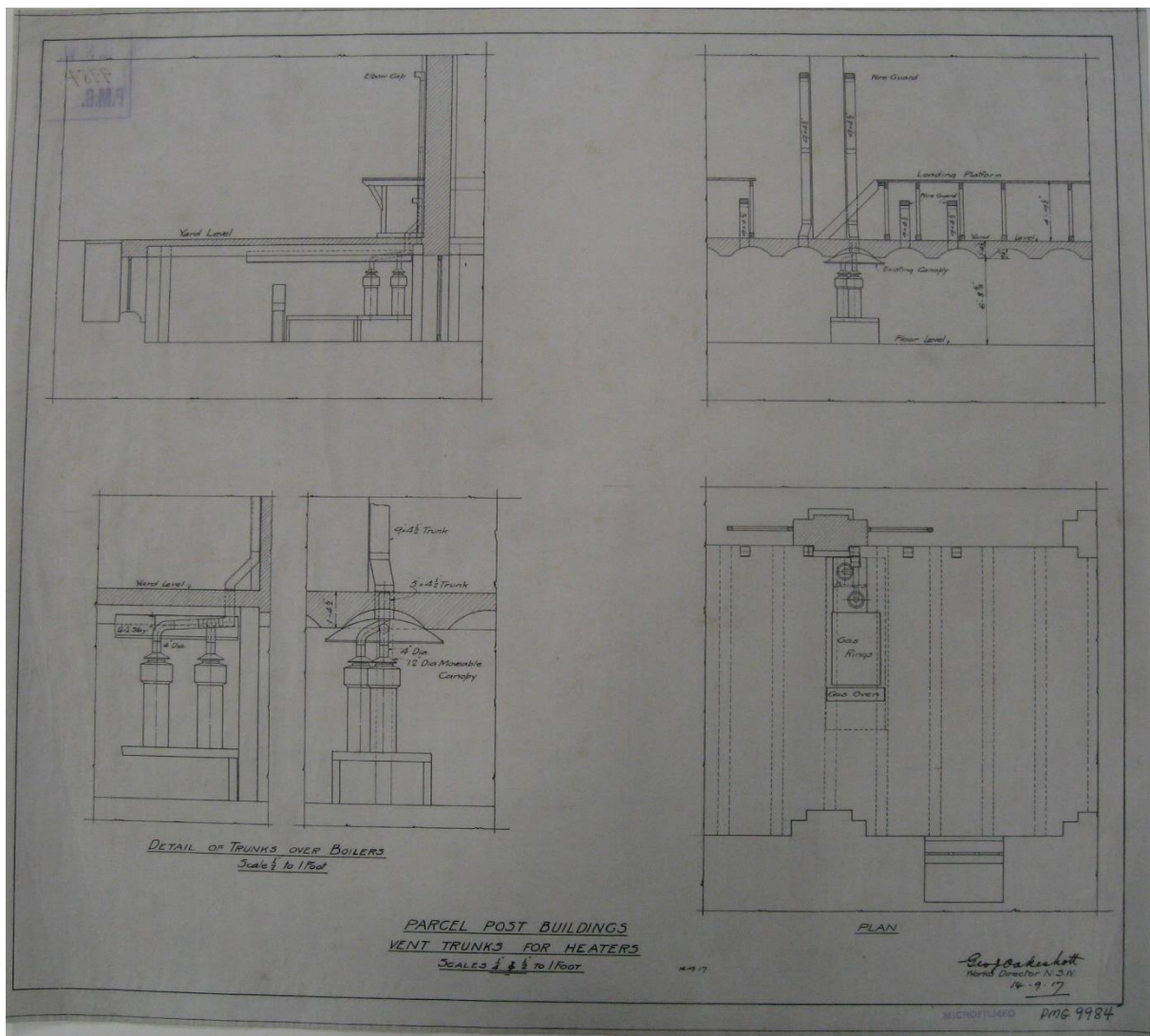


Figure 238 – Parcels Post buildings, vent trunks for heaters, 1917

Source: NAA: SP1107/1, 395

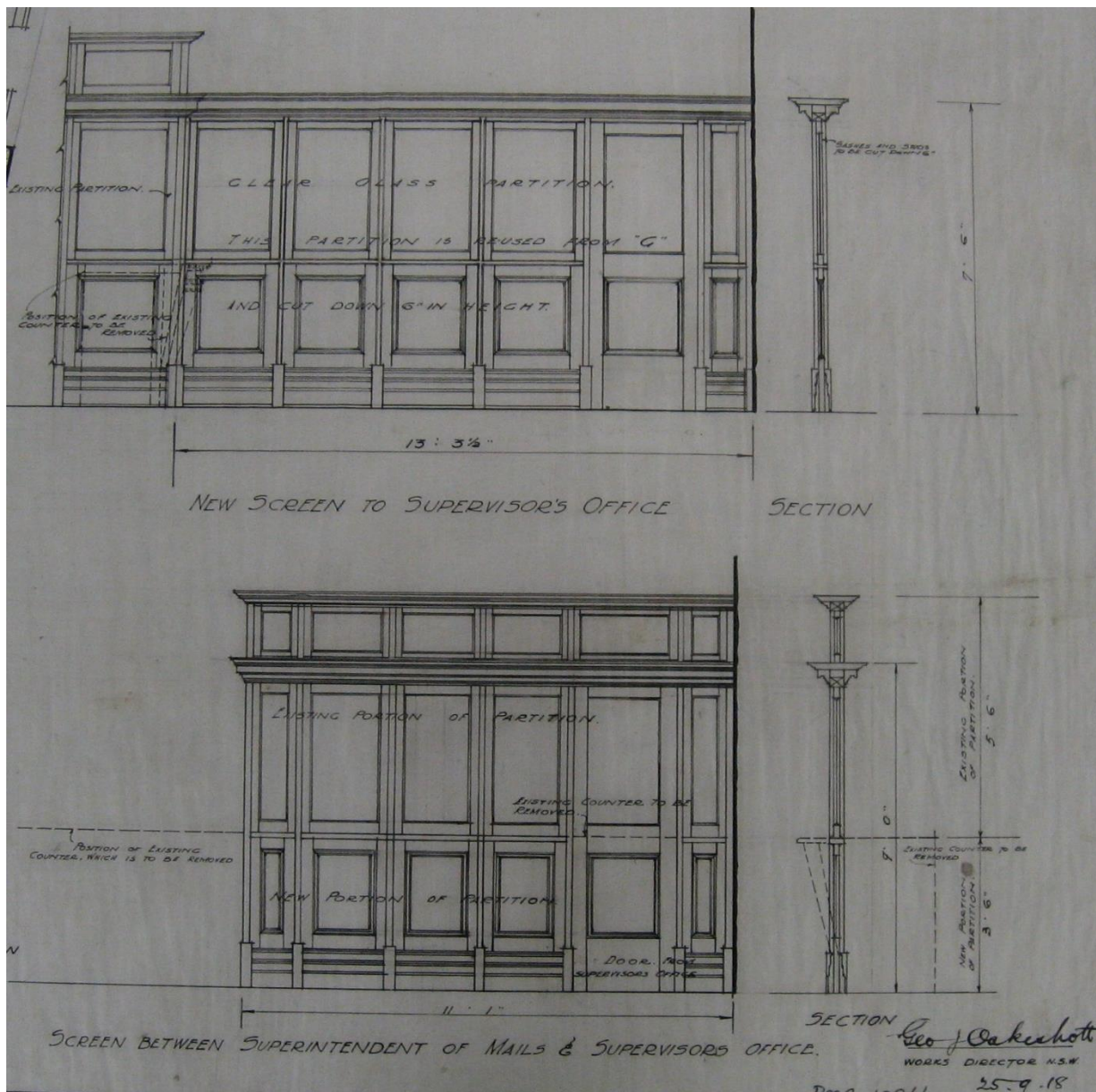


Figure 239 - Detail of Parcels Post Office Central Square, half inch detail of alterations to screens, counters etc, 25/9/1918

Source: NAA: SP1107/1, 395

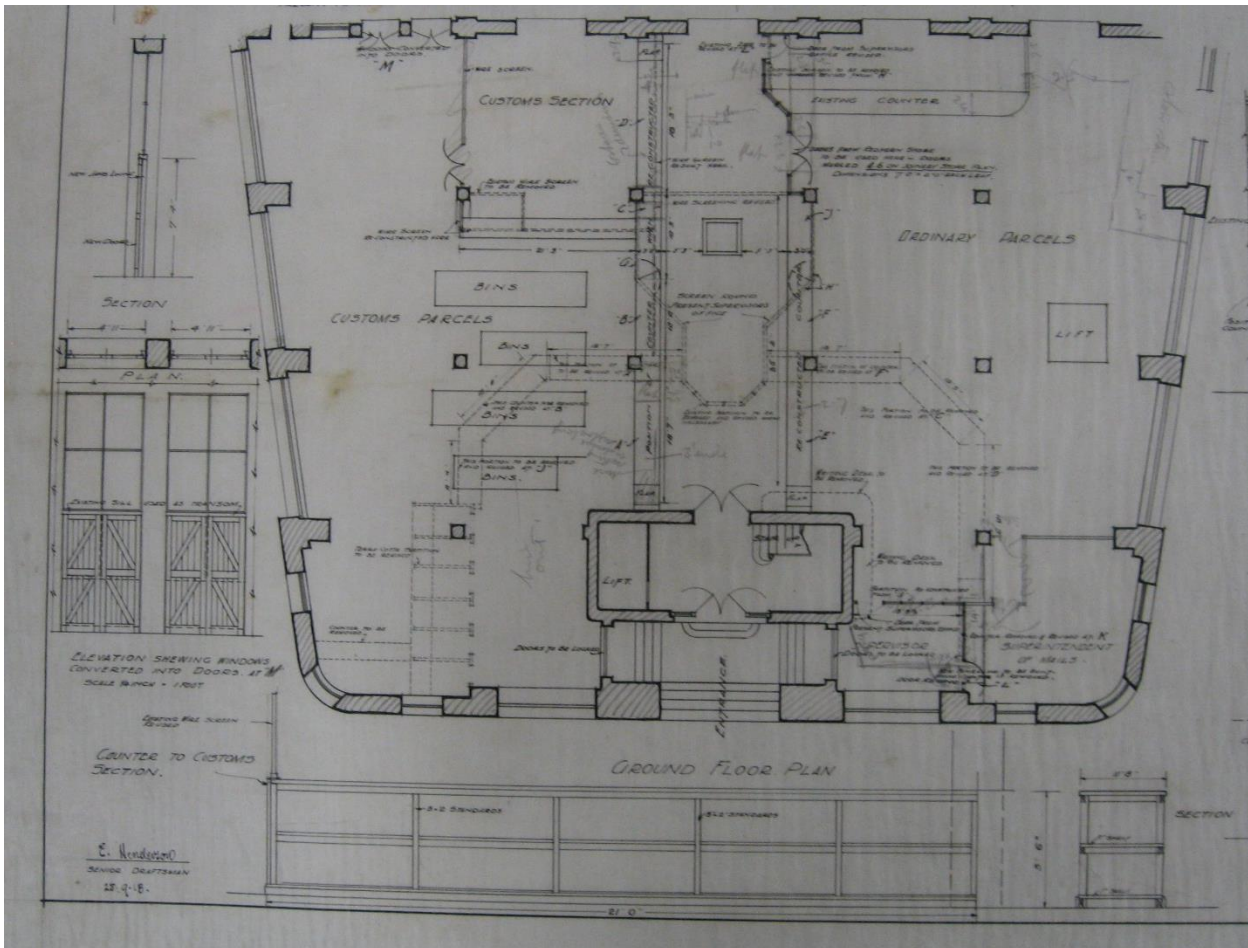


Figure 240 – Detail of Parcels Post Office Central Square, half inch detail of alterations to screens, counters etc, 25/9/1918.

Source: NAA: SP1107/1, 395

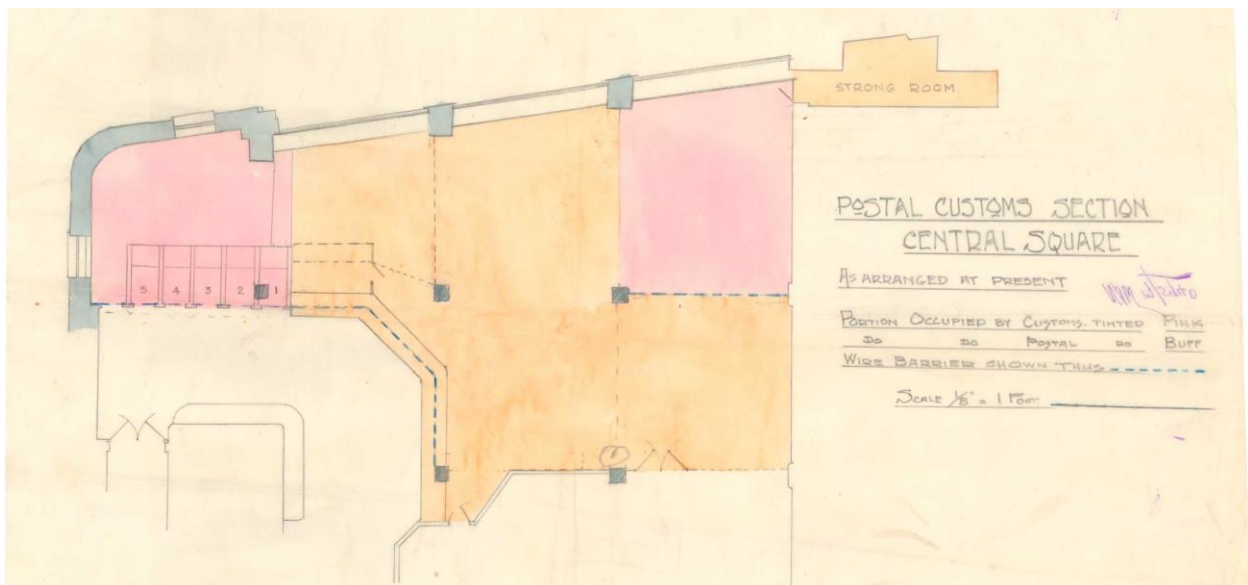


Figure 241 – Complaint of lack of privacy at customs portion at Parcels Post Office Central Square - floor plan of postal customs section central square, 1917-1919

Source: NAA: MP33/1, NSW1919/4912

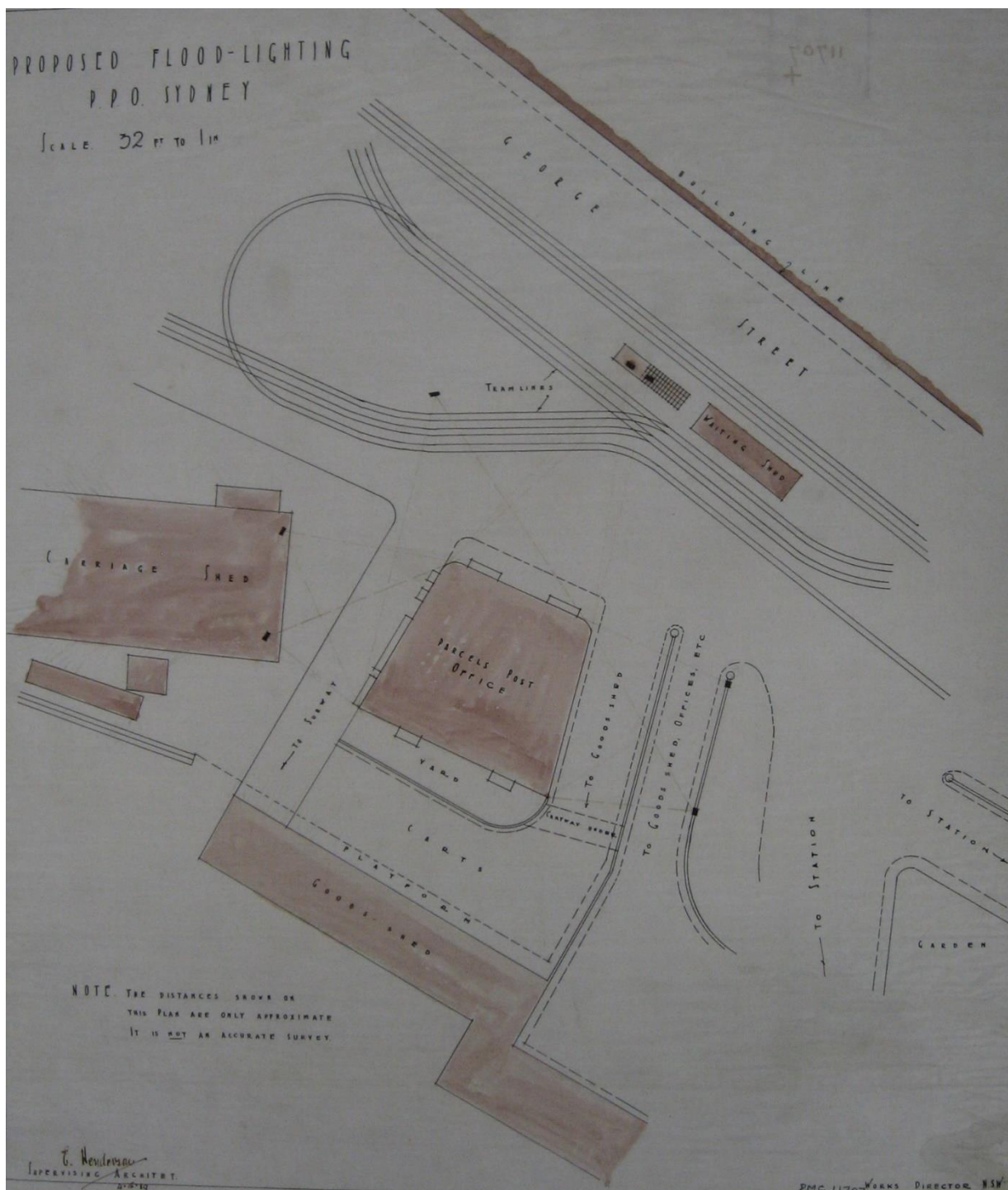


Figure 242 – Proposed floodlighting PPO Sydney, 1919

Source: NAA: SP1107/1, 362/21

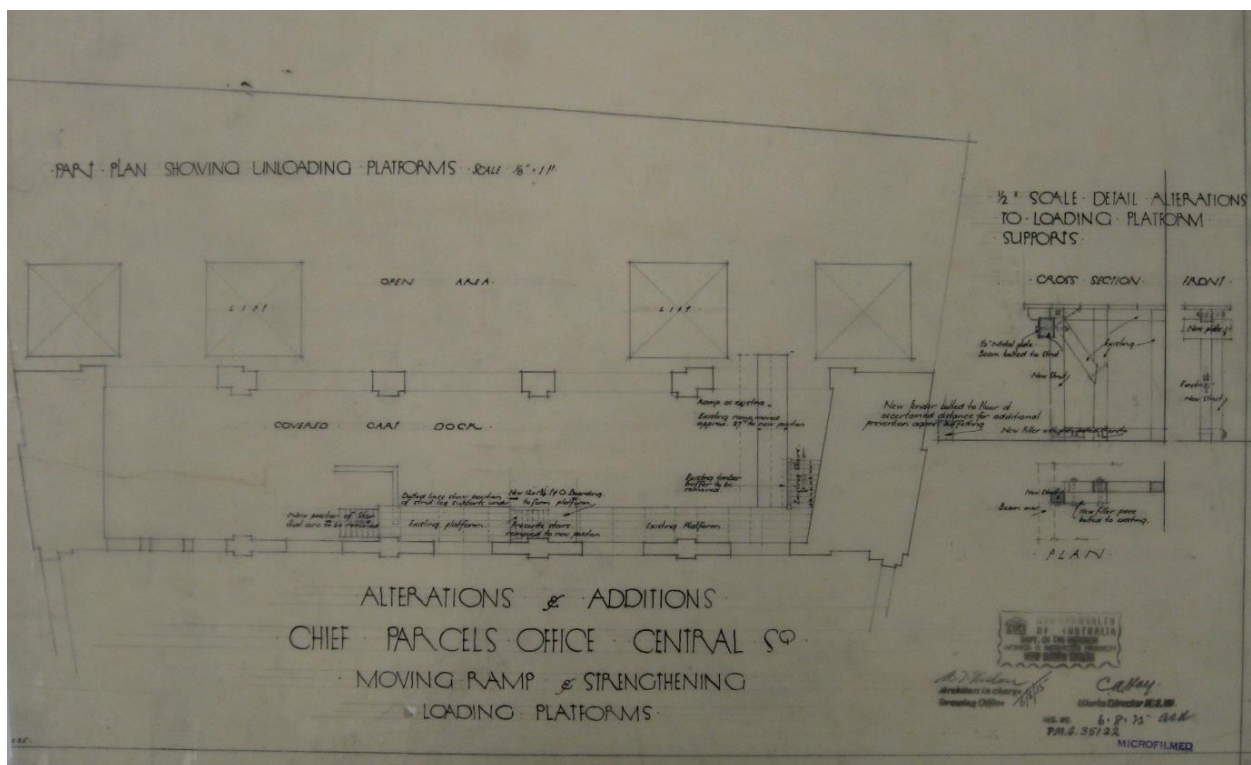


Figure 243 - Alterations & additions, Chief Parcels Office Central Square – moving ramp & strengthening loading platforms, 1929

Source: NAA: SP305/1, B1948/3433

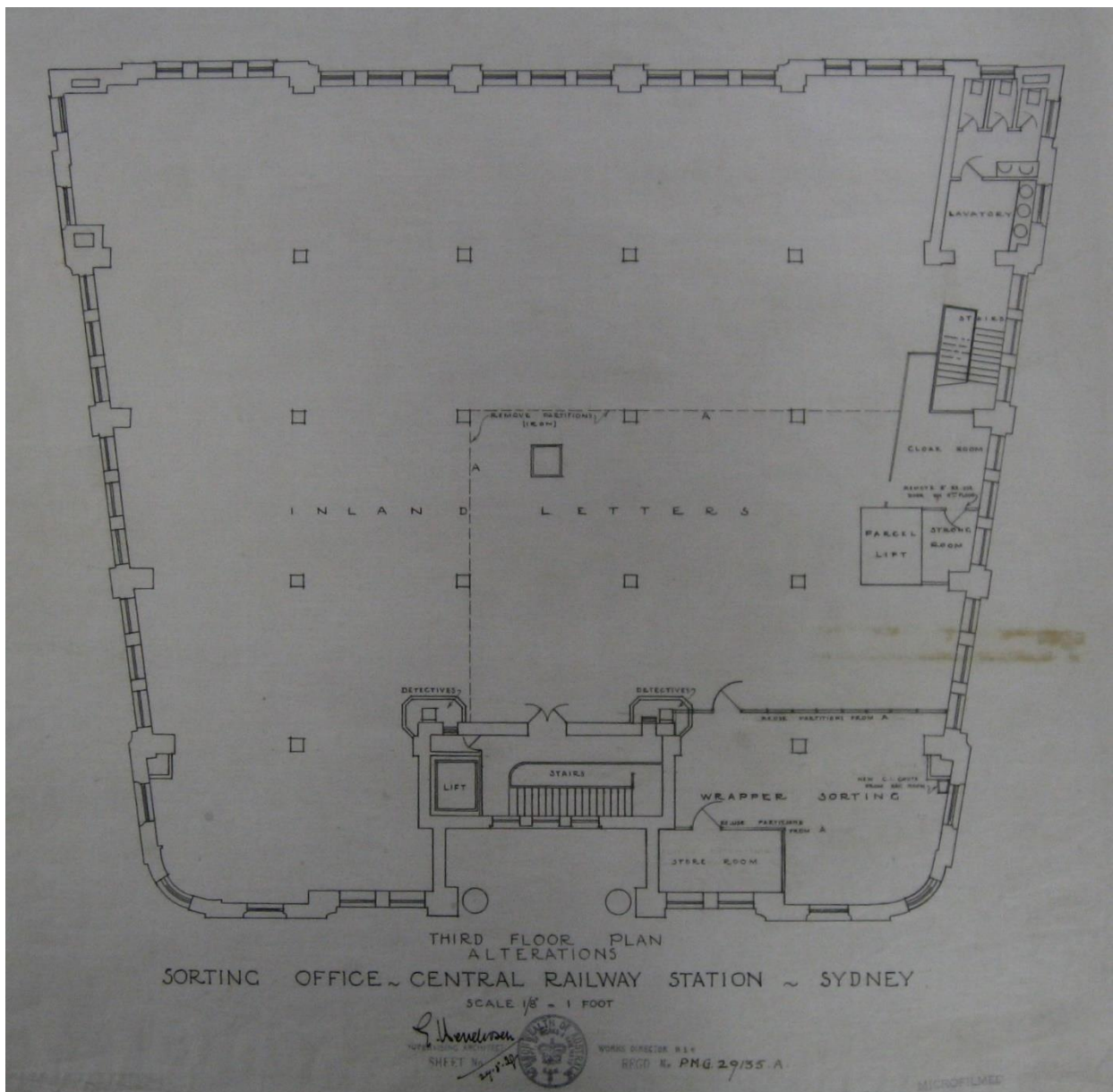


Figure 244 – Sorting Office Central Railway Station Sydney, third floor plan alterations, 1929. Signed by G Henderson, Supervising Architect

Source: NAA: MP33/1, NSW1929/737

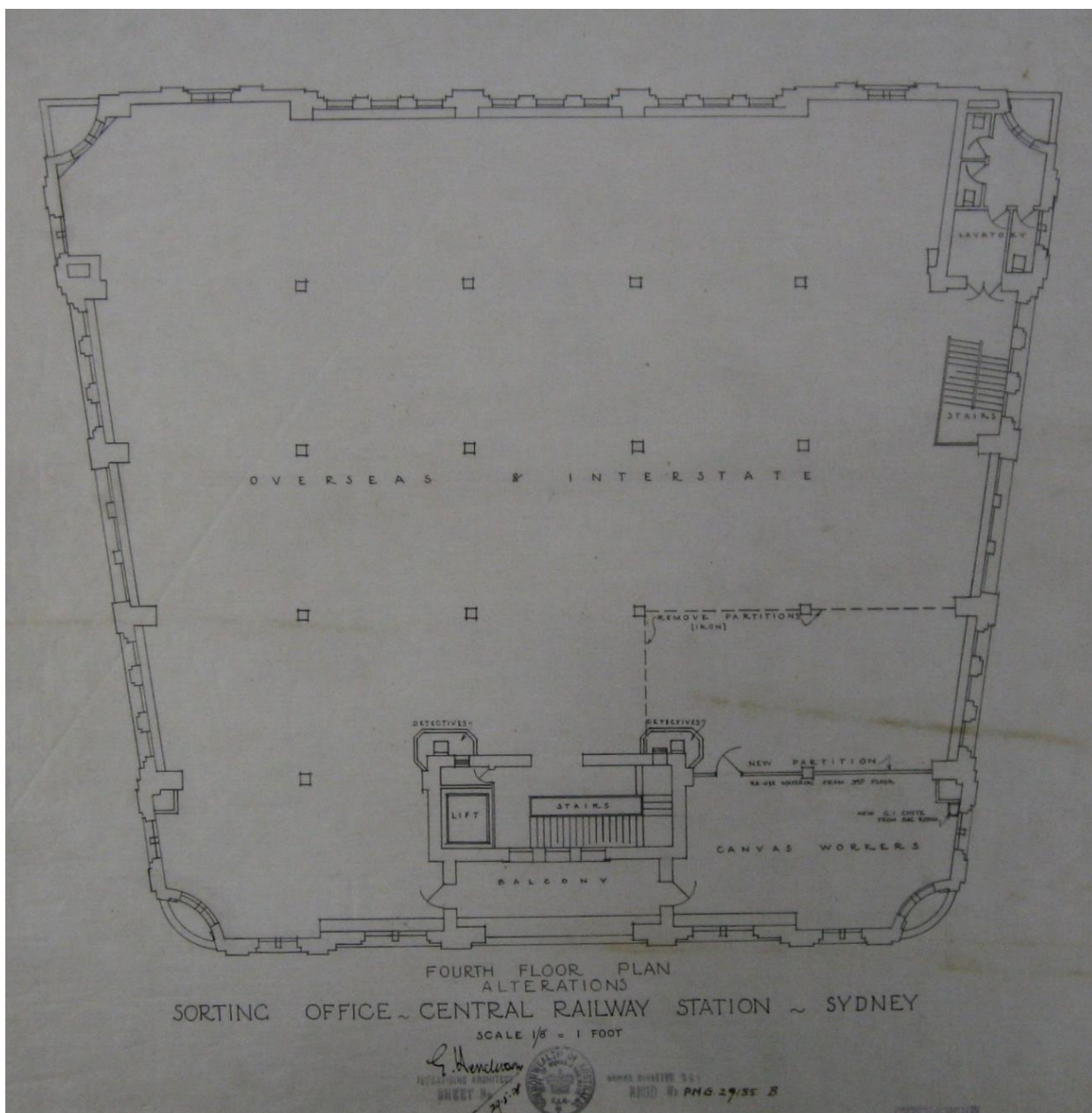


Figure 245 - Sorting Office Central Railway Station Sydney, fourth floor plan alterations, 1929. Signed by G Henderson, Supervising Architect

Source: NAA: MP33/1, NSW1929/737

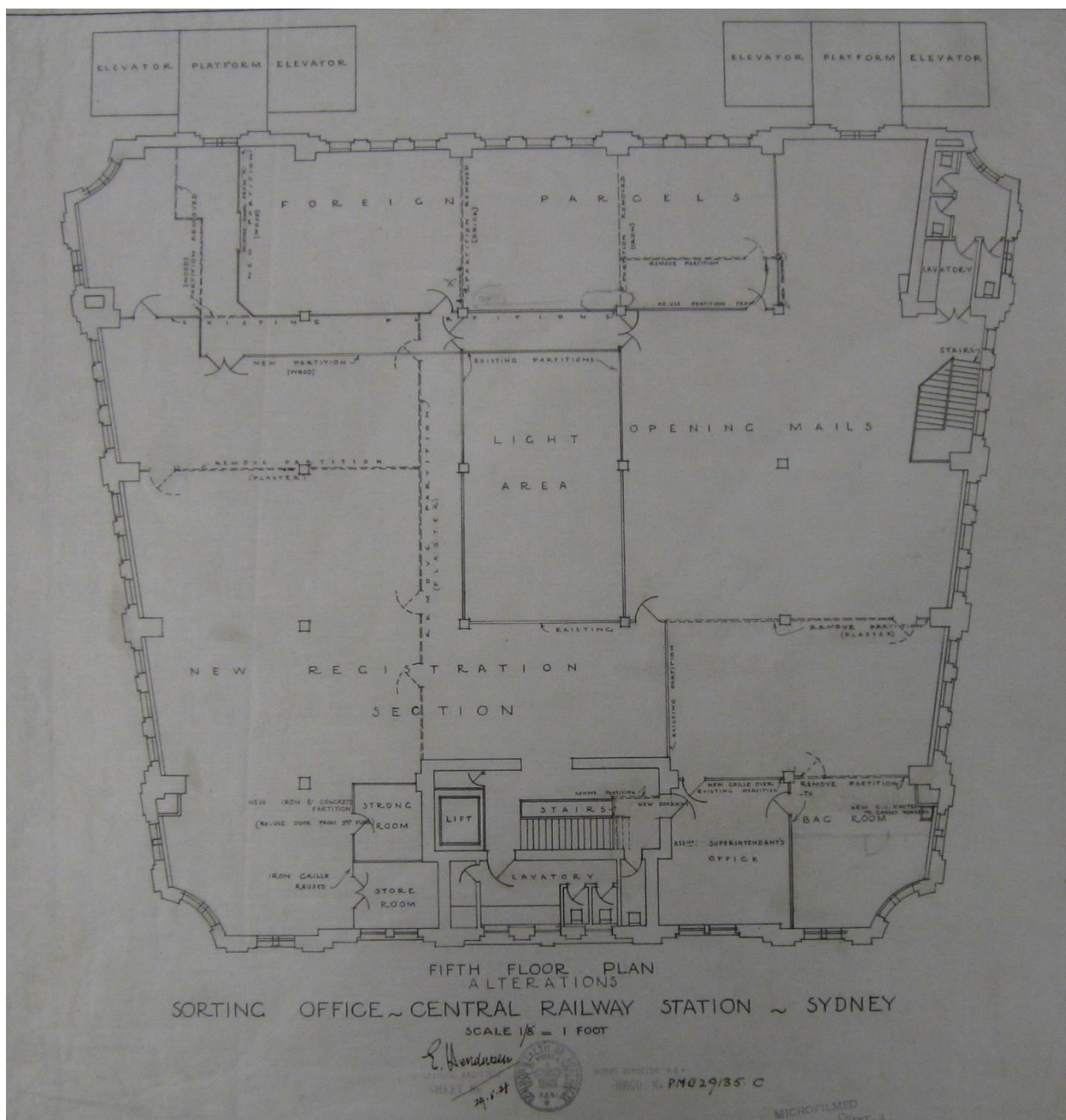


Figure 246 - Sorting Office Central Railway Station Sydney, fifth floor plan alterations, 1929. Signed by G Henderson, Supervising Architect

Source: NAA: MP33/1, NSW1929/737

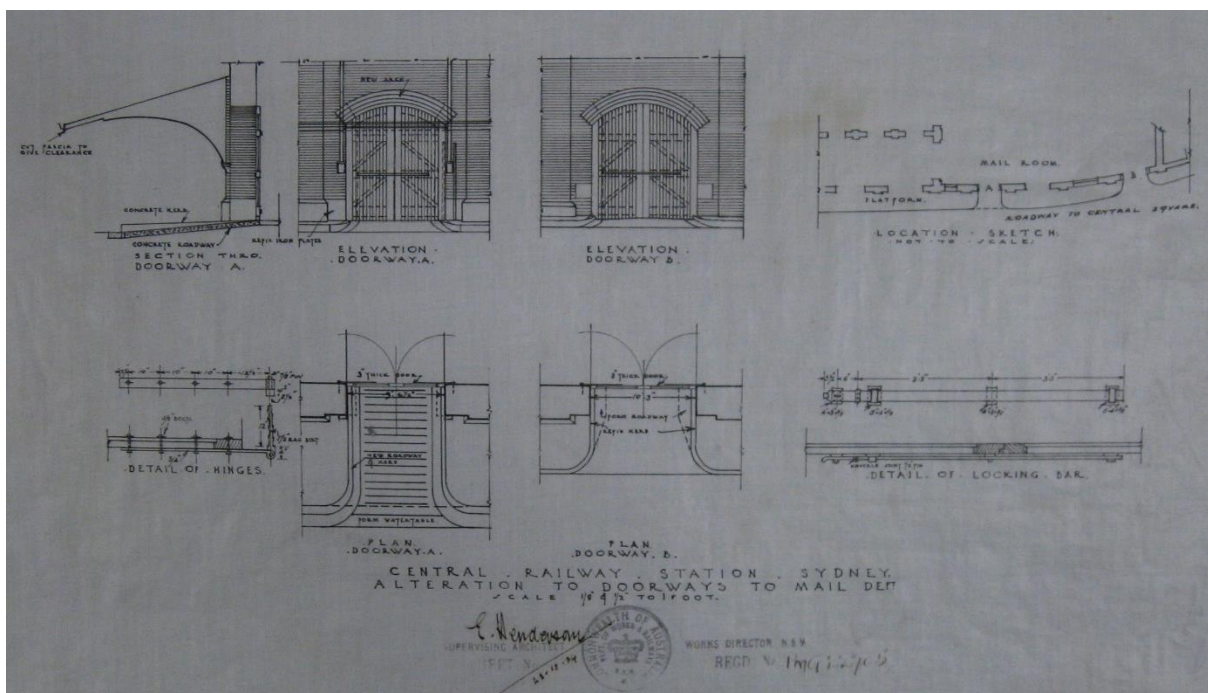


Figure 247 – Central Railway Station Sydney, alteration to doorways to mail department, 1925. Plans signed by E Henderson, Supervising Architect

Source: NAA: MP33/1, NSW1929/737

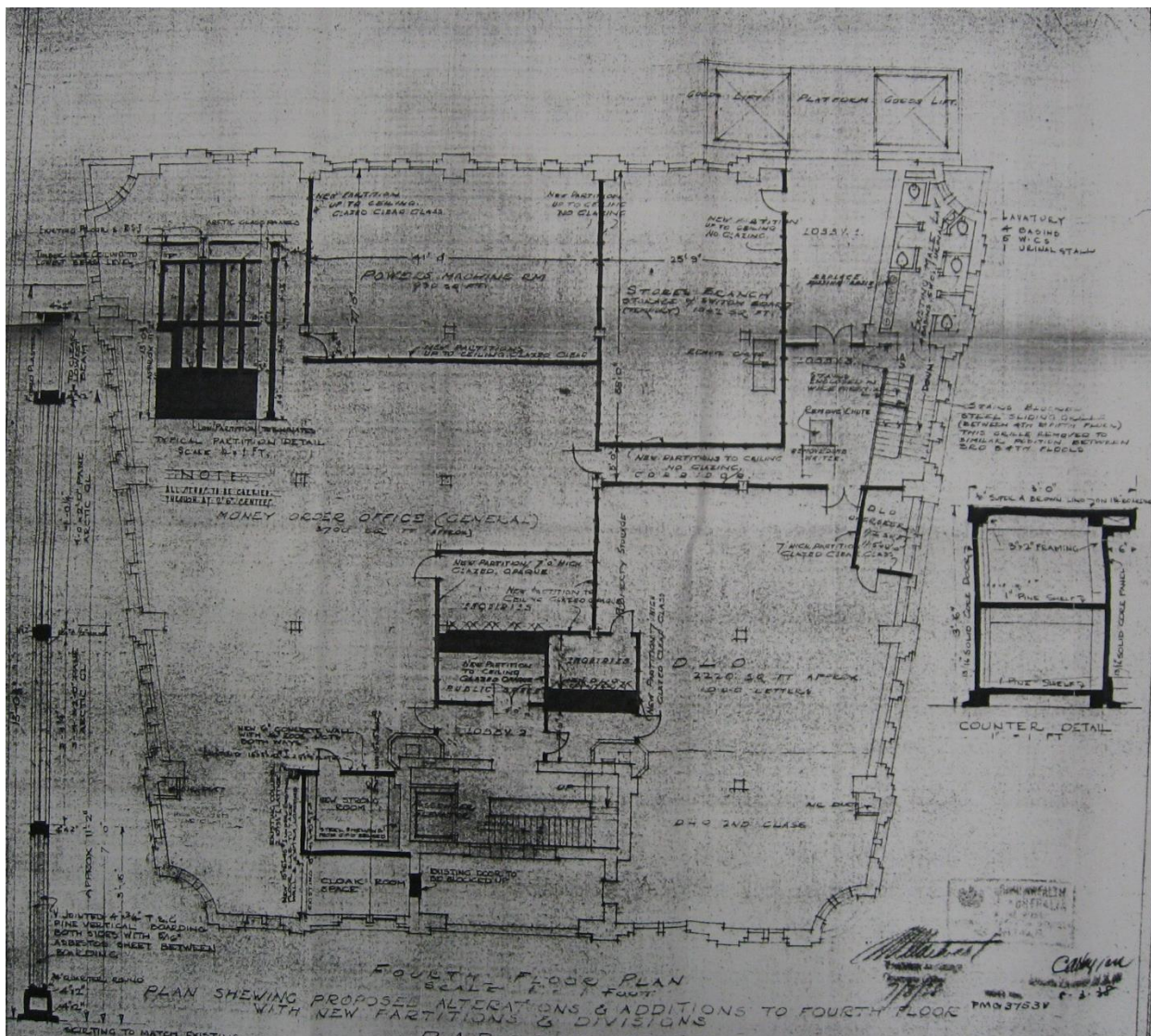


Figure 248 – Parcels Post Office Central Railway Station, plan shewing proposed alterations & additions to fourth floor with new partitions & divisions, 1938

Source: NAA: SP305/1, B1948/3433

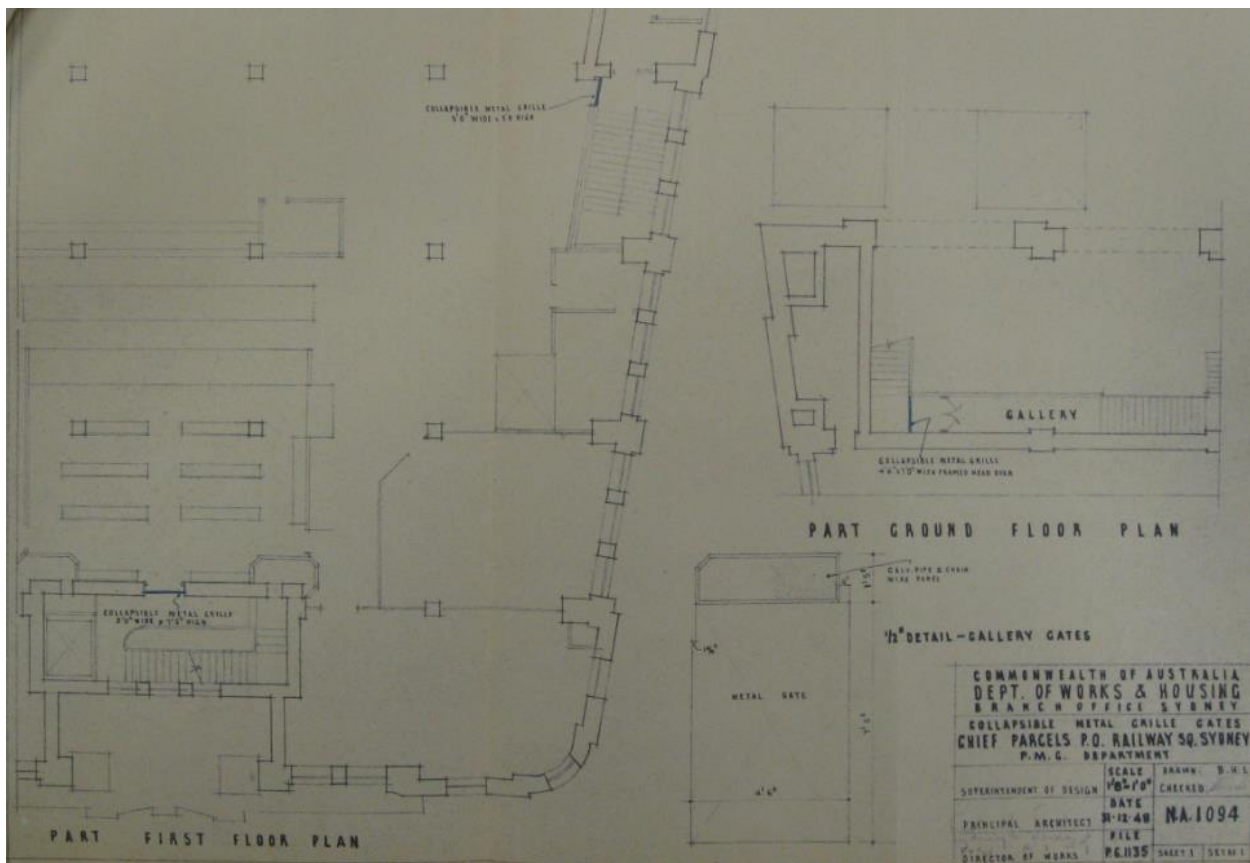


Figure 250 – Part Ground and First Floor Plans, Collapsible Metal Grille Gates, Chief Parcels PO Railway Square, Sydney, 1949

Source: NAA: SP155/1

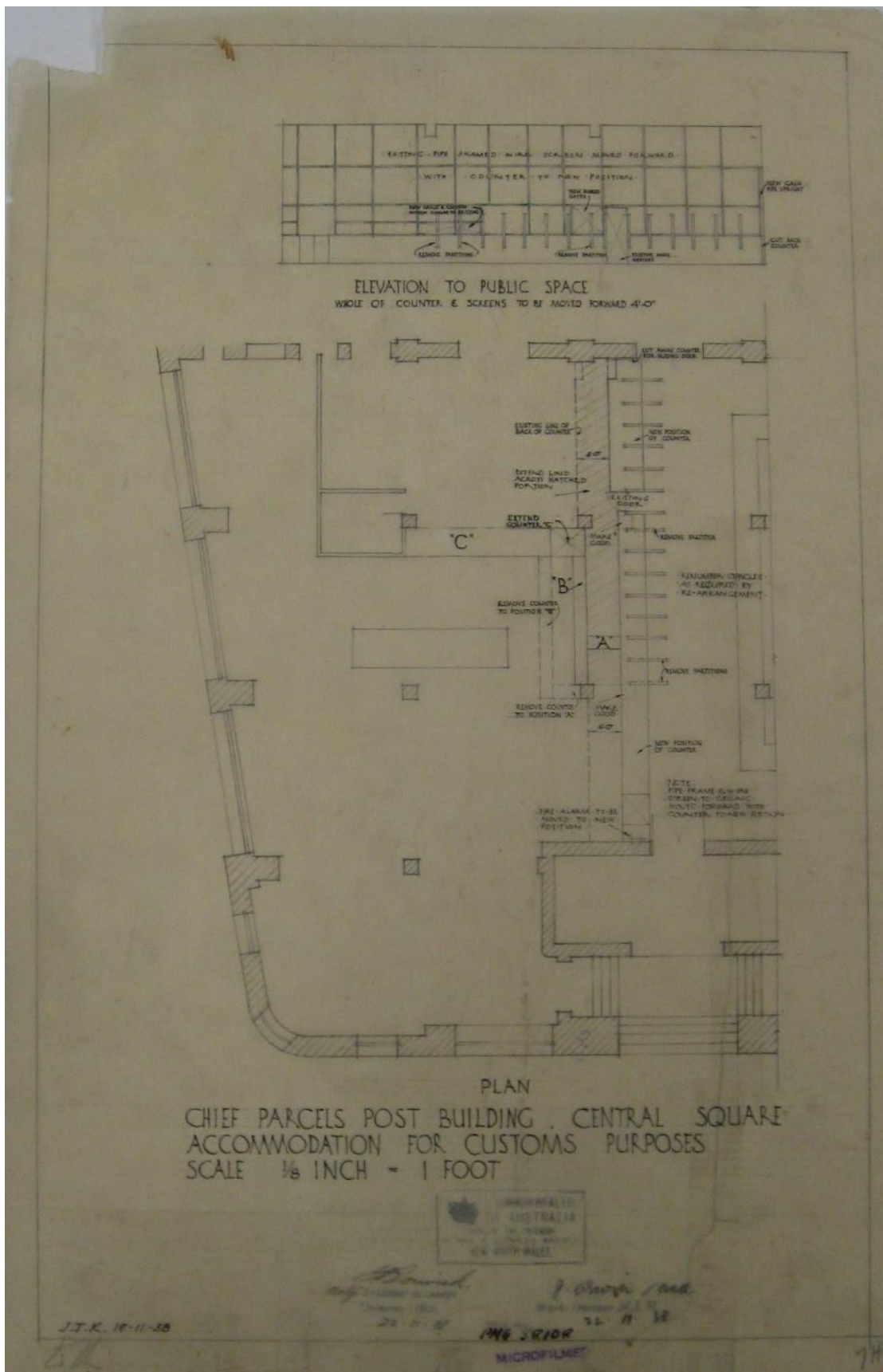


Figure 251 – Chief Parcels Post Building Central Square, accommodation for customs purposes, 1958

Source: NAA: SP1107/1, 395

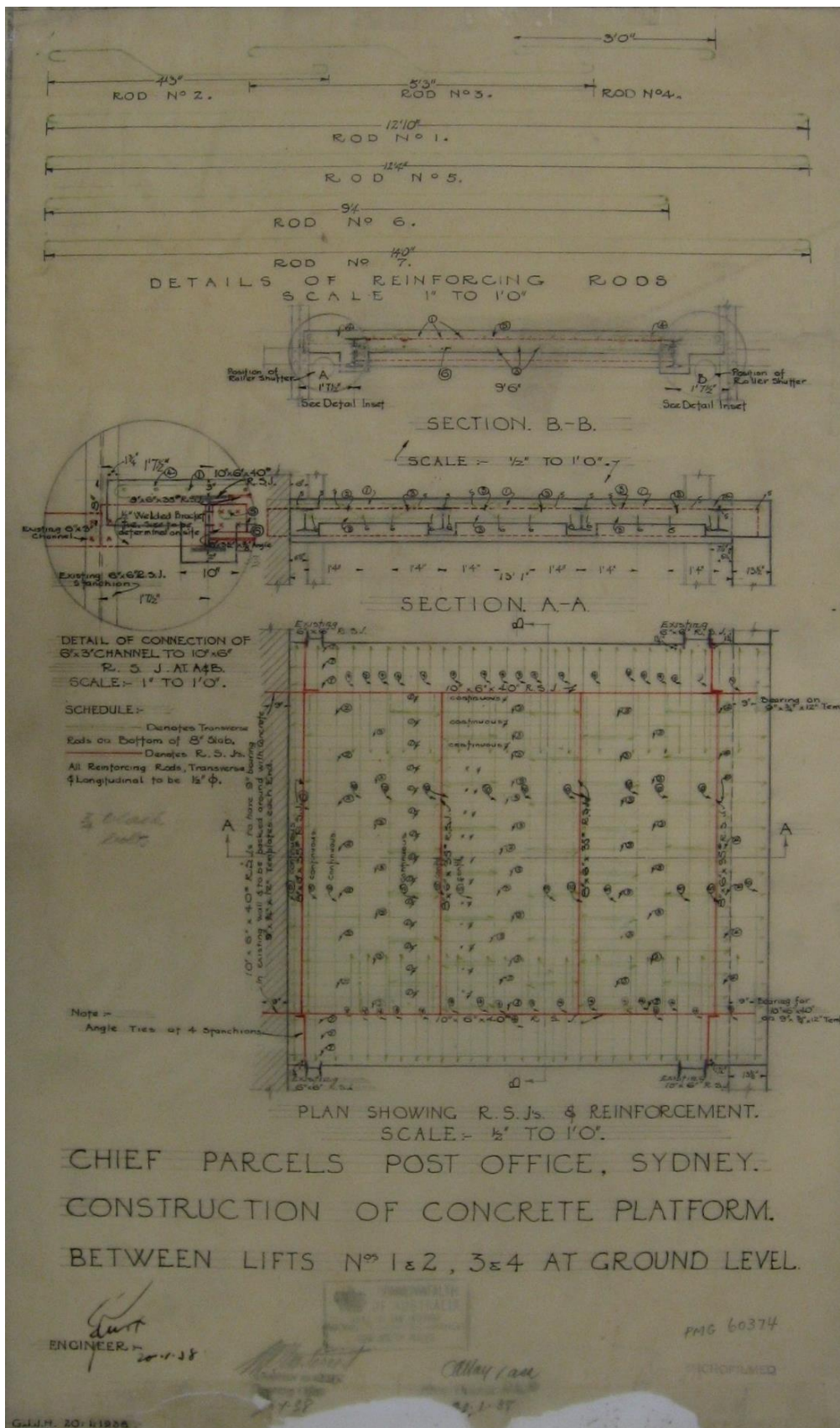


Figure 252 – Chief Parcels Post Office, Sydney, construction of concrete platform between lifts Nos 1 & 2, 3 & 4 at ground level, 1958

Source: NAA: SP305/1, B1948/3433

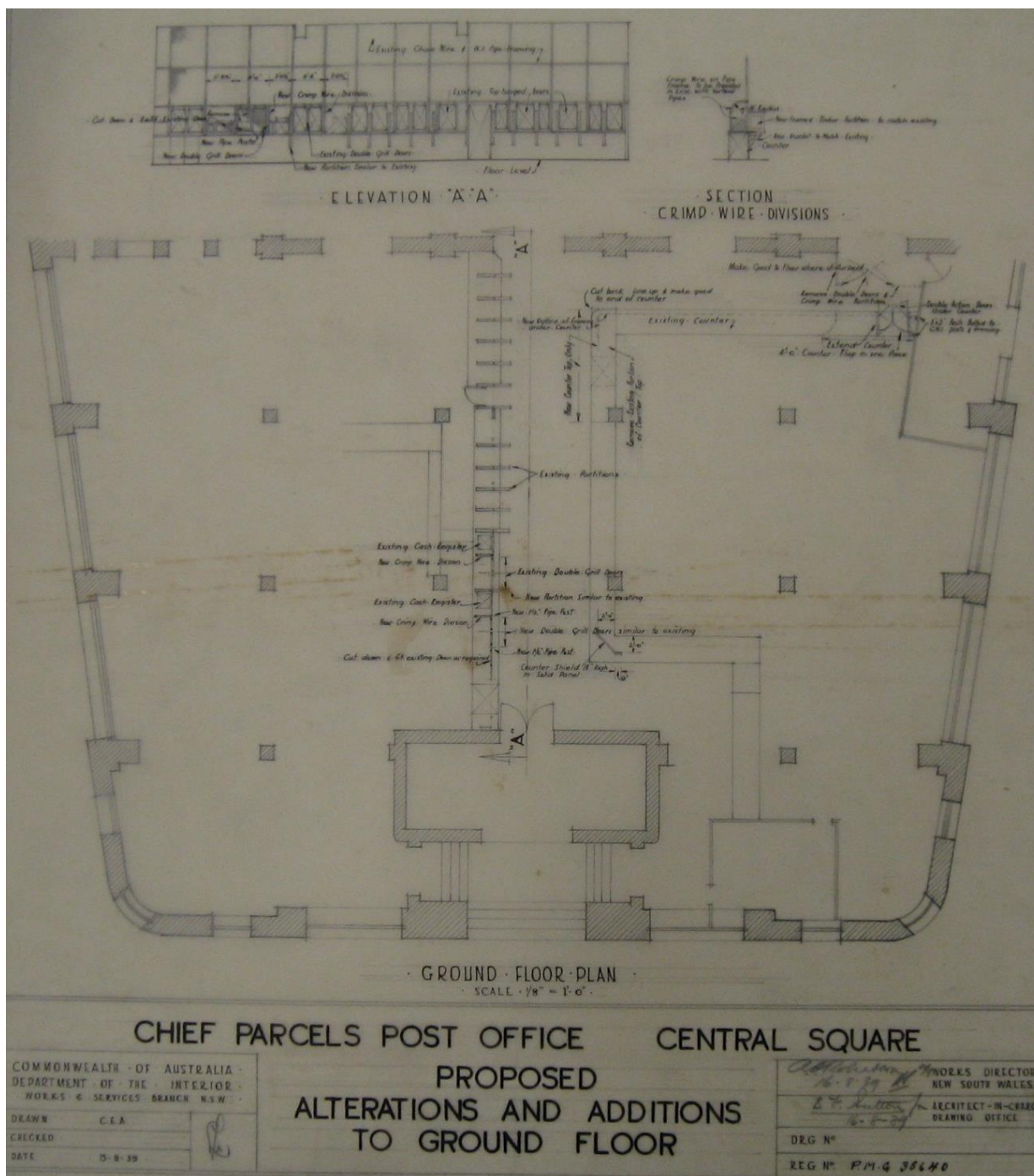


Figure 254 - Chief Parcels Post Office Central Square, proposed alterations and additions to ground floor, 1939

Source: NAA: SP305/1, B1948/3433

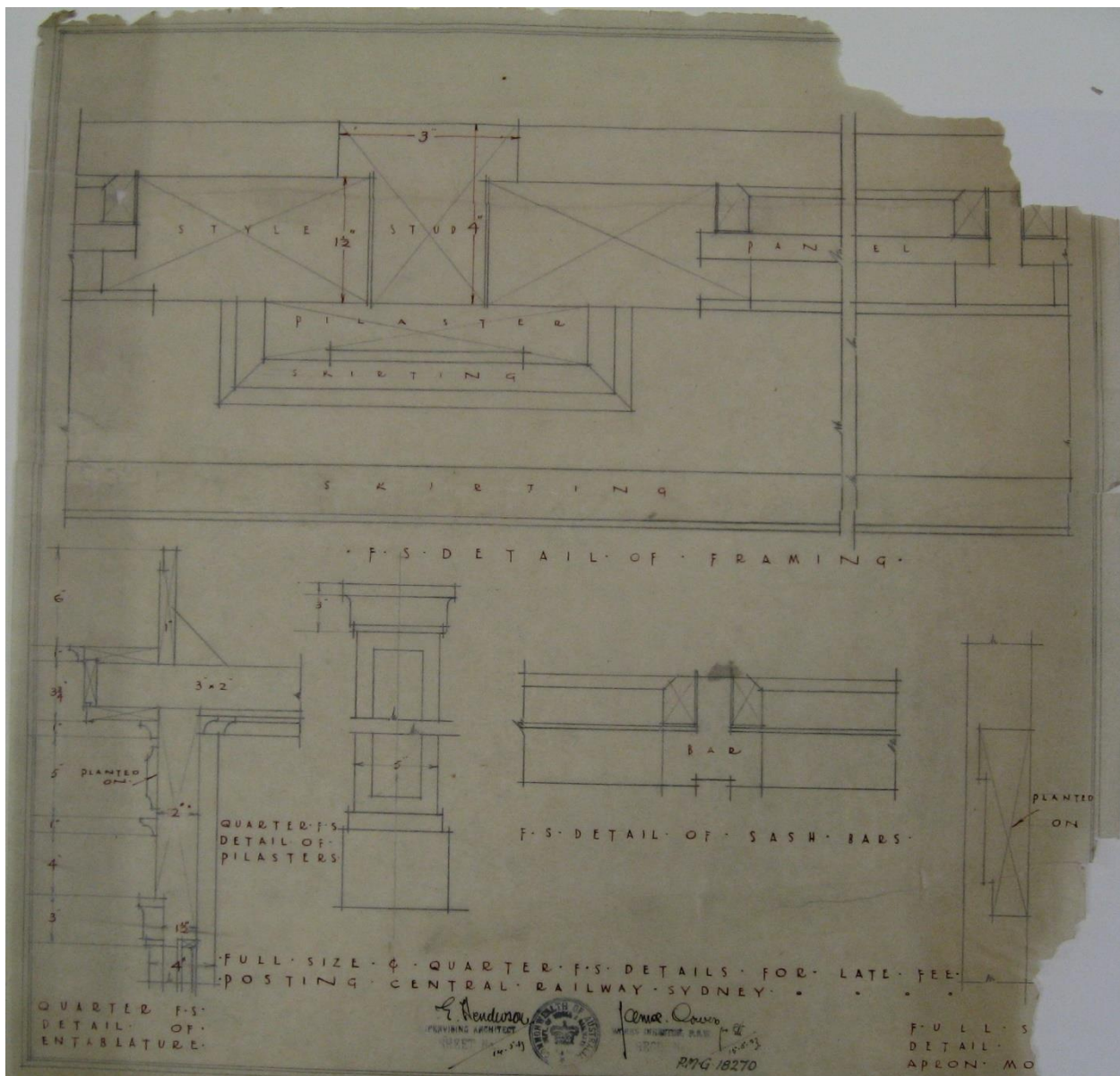


Figure 255 – Full size & quarter f.s. details for late fee posting for Central Railway Sydney, c1939

Source: NAA: SP305/1, B1948/3433

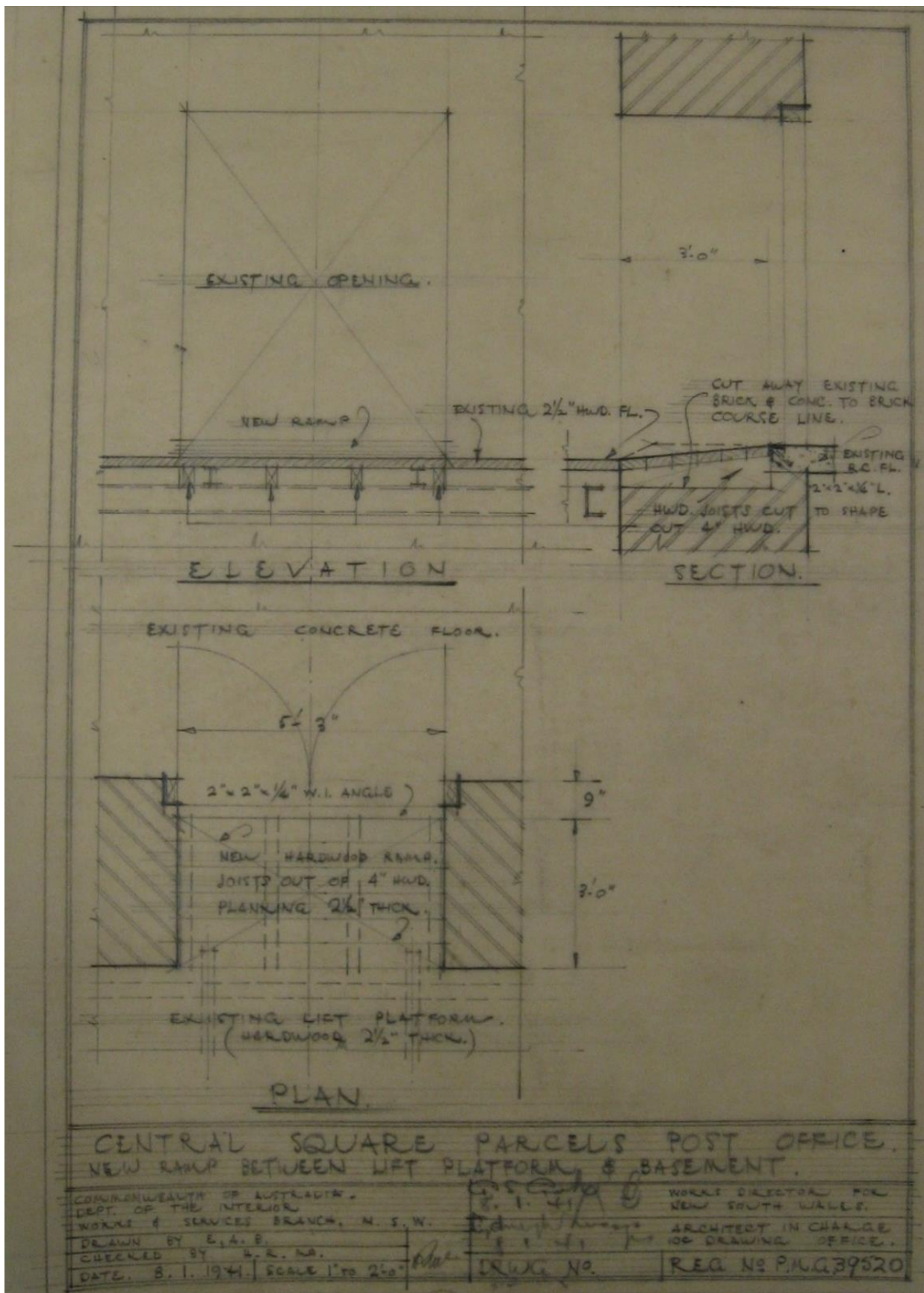


Figure 256 – Central Square Parcels Post Office, new ramp between lift platform & basement, 1941

Source: NAA: SP305/1, B1948/3433

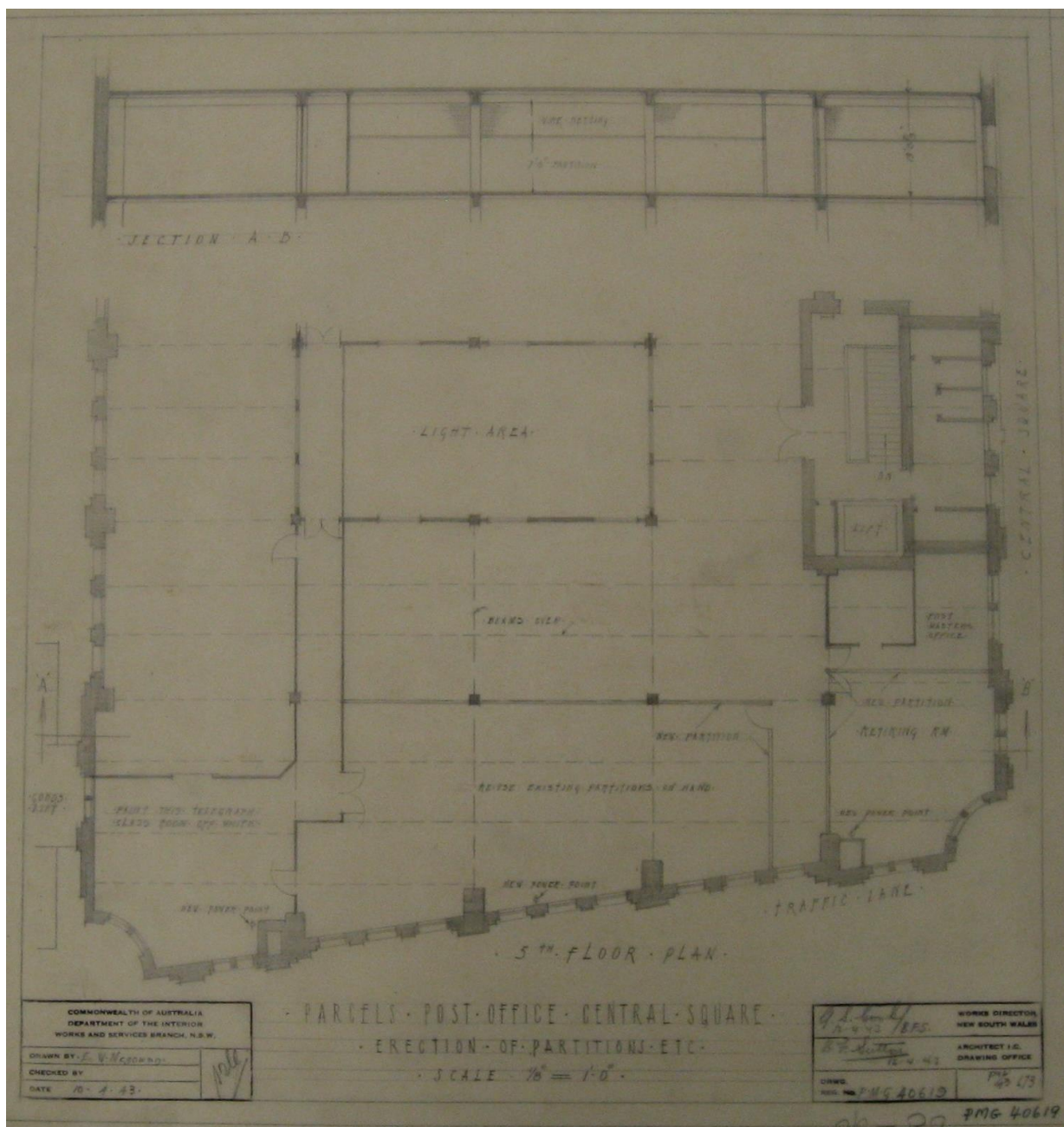


Figure 257 – Parcels Post Office Central Square, erection of partitions, etc., 10/4/1943

Source: NAA: SP305/1, B1948/3433

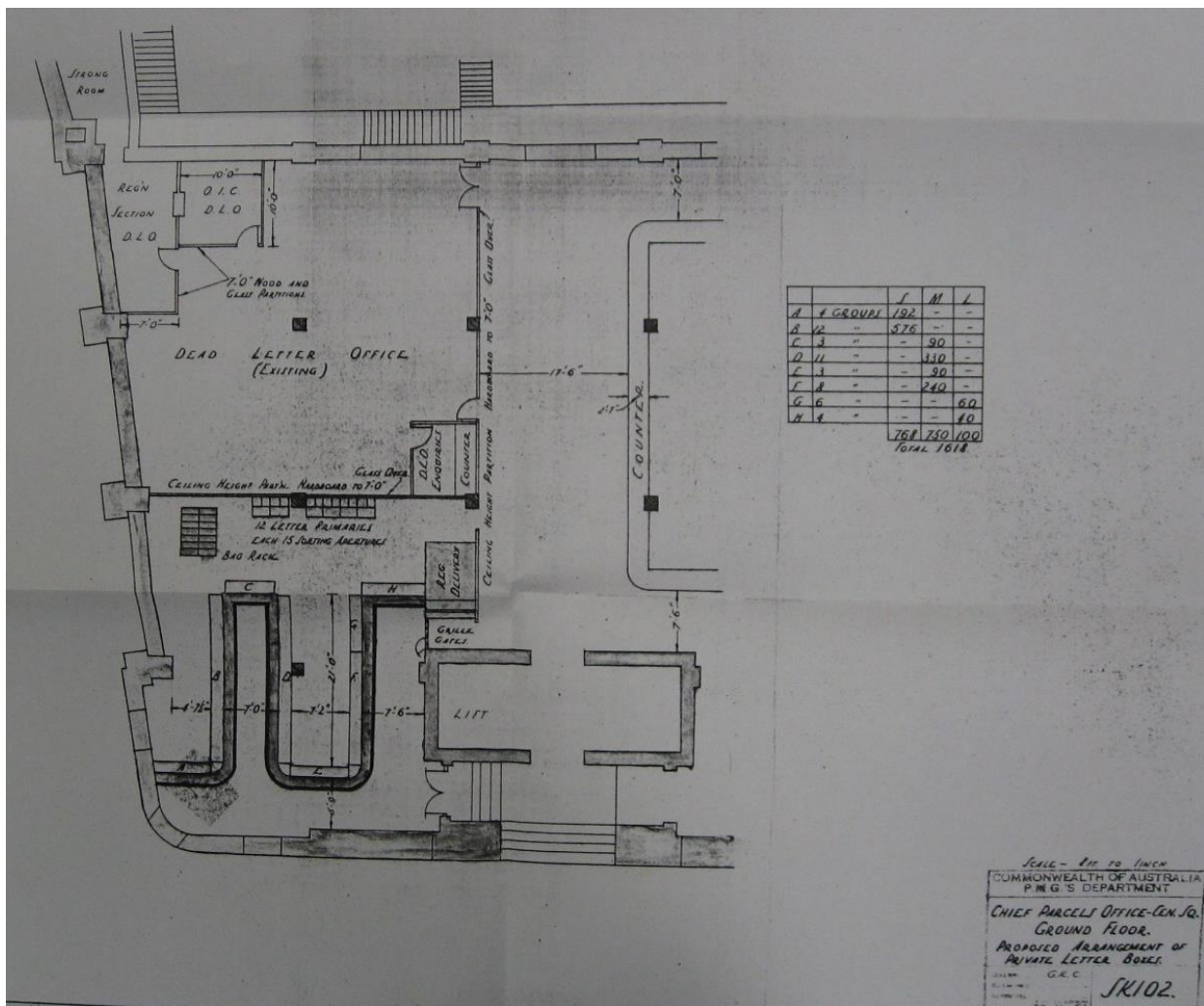


Figure 258 – Chief Parcels Office – Central Square, ground floor. Proposed arrangement of private letter boxes, 1952
Source: NAA: SP366/1, B1950/2670 (SK102)

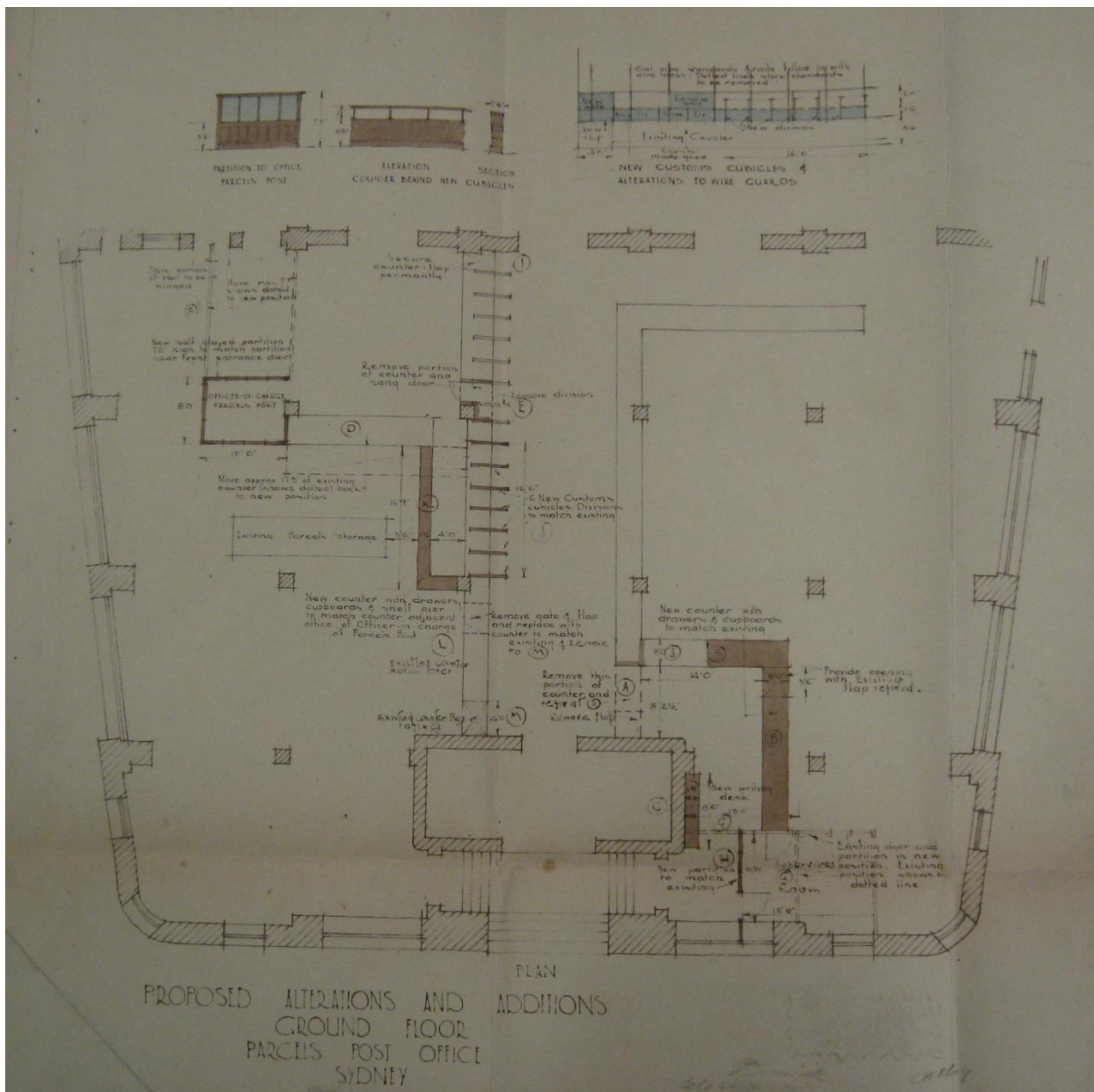
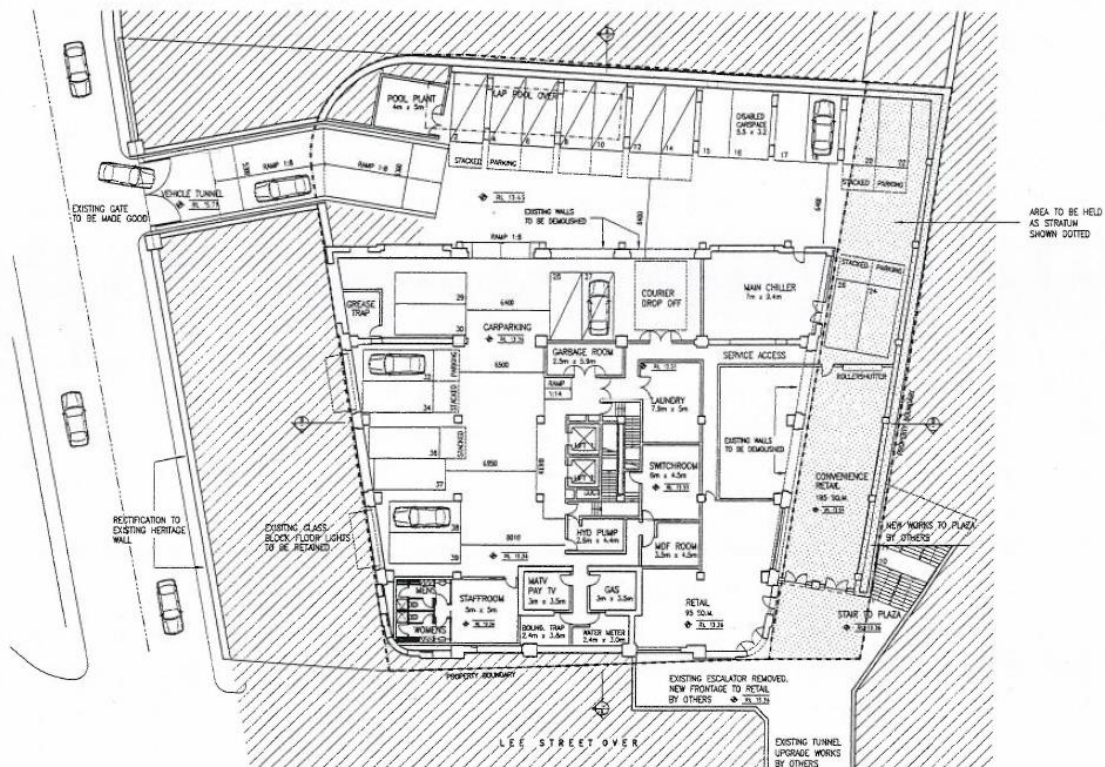


Figure 259 – Proposed alterations and additions ground floor Parcels Post Office Sydney, 1936

Source: NAA: SP155/1

APPENDIX E

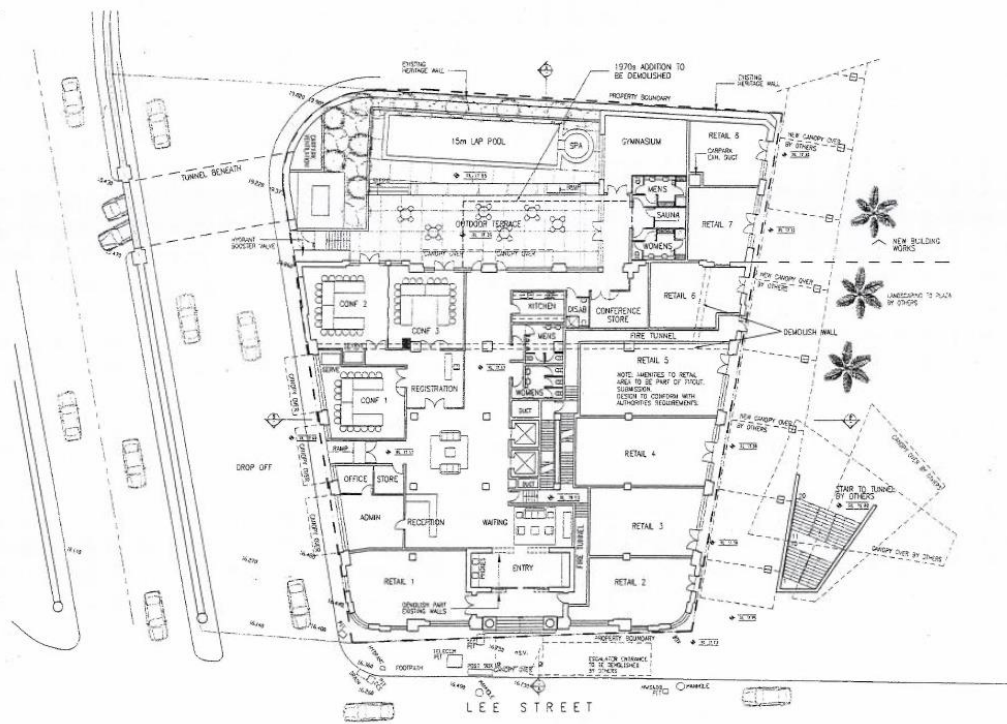
SYNMAN JUSTIN BIALEK PLANS FOR MEDINA CENTRAL STATION DEVELOPMENT, FEBRUARY 1998



PLAN - BASEMENT LEVEL

Figure 260 – Basement Level Plan

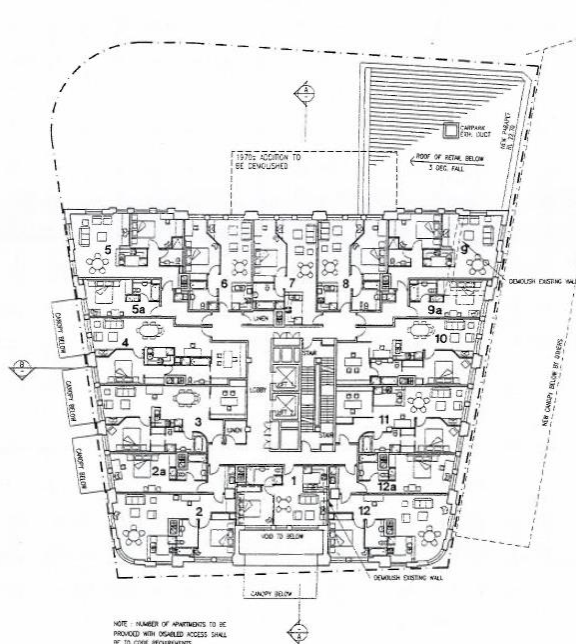
Source: Synman Justin Bialek and SA Smith & Associates, February 1998, Medina Central Serviced Apartment Development Lee Street, Sydney (Refurbishment of Former Parcels Post Office Building)



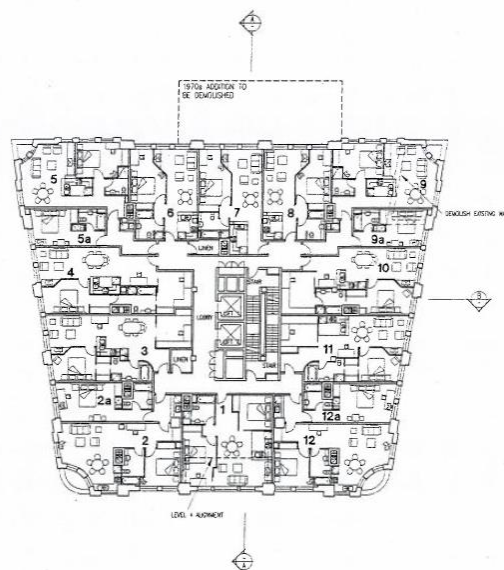
PLAN - GROUND FLOOR LEVEL

Figure 261 – Ground Floor Level Plan

Source: Synman Justin Bialek and SA Smith & Associates, February 1998, Medina Central Serviced Apartment Development Lee Street, Sydney (Refurbishment of Former Parcels Post Office Building)



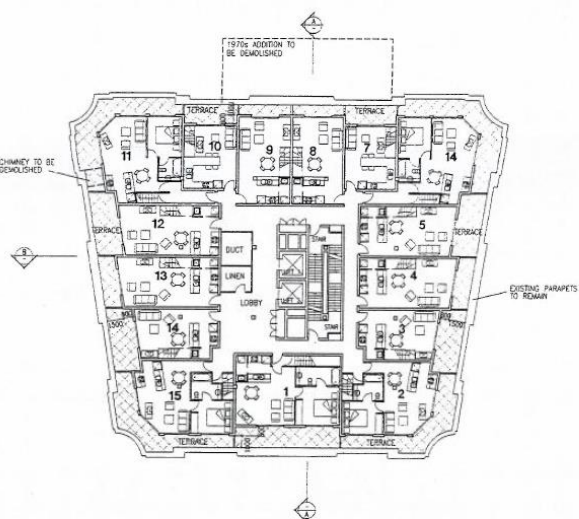
FLOOR PLAN - LEVELS 1-3



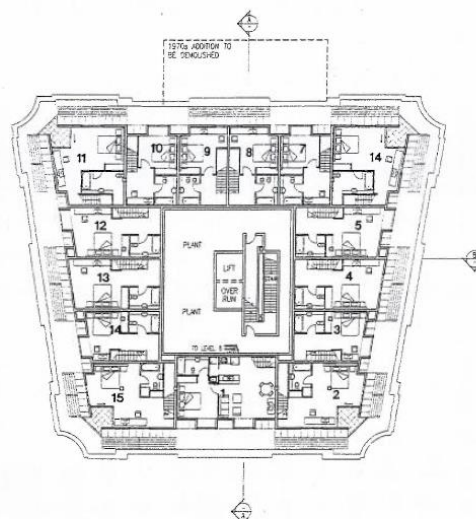
FLOOR PLAN - LEVELS 4-5

Figure 262 – Levels 1-3 & 4-5 plan

Source: Synman Justin Bialek and SA Smith & Associates, February 1998, Medina Central Serviced Apartment Development Lee Street, Sydney (Refurbishment of Former Parcels Post Office Building)



FLOOR PLAN - LEVEL 6



FLOOR PLAN - LEVEL 7

Figure 263 – Levels 6 & 7 plan

Source: Synman Justin Bialek and SA Smith & Associates, February 1998, Medina Central Serviced Apartment Development Lee Street, Sydney (Refurbishment of Former Parcels Post Office Building)

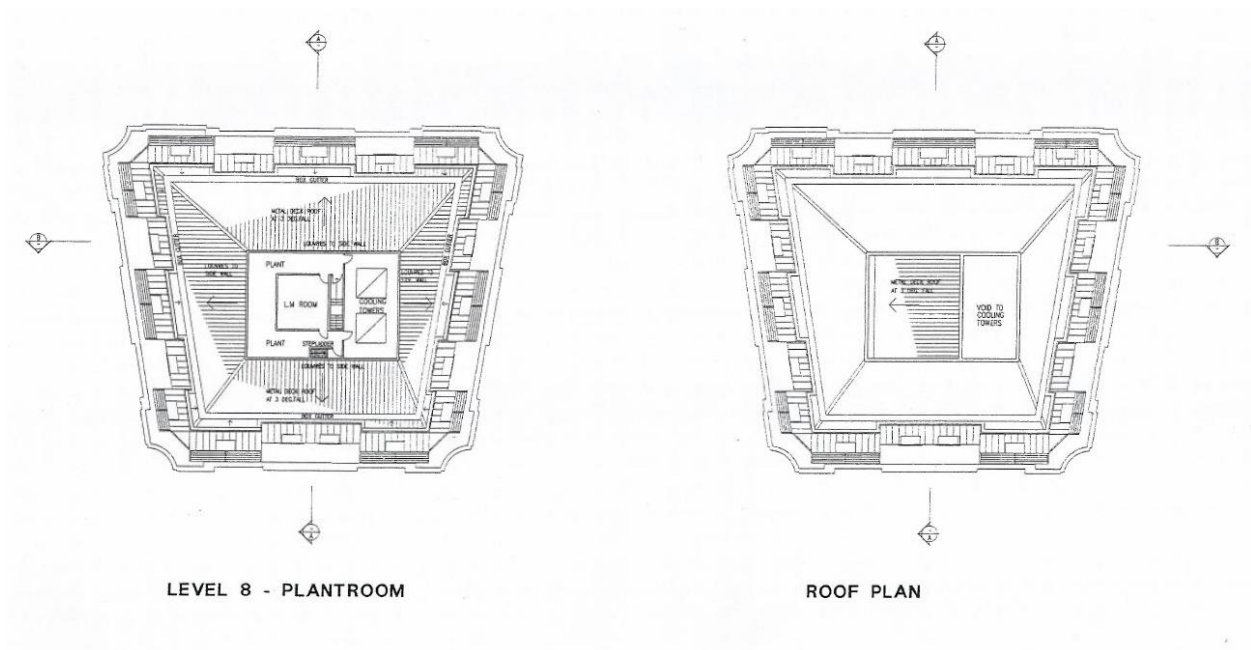


Figure 264 – Level 8 Plantroom and Roof Plan.

Source: Synman Justin Bialek and SA Smith & Associates, February 1998, Medina Central Serviced Apartment Development Lee Street, Sydney (Refurbishment of Former Parcels Post Office Building)

APPENDIX F

CHRONOLOGY OF THE PHYSICAL DEVELOPMENT AND LAYOUT OF PARCELS POST

Chronology of the Physical Development and Layout of the Parcels Post Office, Railway Square

Reproduced in full from Heritage Group State Projects NSW DPW&S 1997, Conservation Plan Former Parcels Post Office Railway Square

1906

Overcrowding was being experienced at the Chief Parcels Post Office, then located in the basement of the George Street end of the GPO. A letter from Hordern Brothers, merchants complains of difficulties in despatching large quantities of packages, inadequate shelter at the entrance to the receiving counter and yard, and inadequate receiving facilities, causing delays. An article in "The Evening News" describes the inadequate resources for handling parcels at the G.P.O. "The narrow entrance to the inwards parcels office from Pitt Street allows of the passage of only one cart at a time, and as a consequence nine carts were standing one behind the other, loaded up with parcels awaiting their turn to be offloaded". There was "Neither room for the officials to do their work properly, nor is there anything like enough accommodation for the public at ordinary times, let alone when a rush... is proceeding". The lack of space meant it was impossible to increase staff numbers further.⁵⁶

1907

In April, the Assistant Supervisor, Postal Parcels Branch noted that at least double the space now occupied for parcels handling at the G.P.O was required and that it would be necessary to seek premises outside the G.P.O building as there was no room for expansion there. The Acting Superintendent of Mails stated that parcels were frequently mis-sent because of the disabilities under which the sorters had to work.⁵⁷

1908

In July, the Chief Railway Commissioner agreed to lease the Postmaster-General's Department, "a portion of Railway land, fronting George Street and bounded on the south by Devonshire Street subway, with an area of approximately 90ft by 120ft" for a period of ninety nine years, for an annual rental of £600.⁵⁸ The lease was to commence on 1 January 1909. A parcel office was planned for this site, and expenditure of £36,500 authorised. The Postmaster-General requested that the area be enlarged as the Department required as much space as possible. The rental was later increased to £650 per annum.

The site was selected because of its proximity to Central Railway as the majority of parcels were carried by rail and many Sydney department stores ran mail order catalogues, sending goods to country NSW.⁵⁹

A plan showing the area of land leased to the Postmaster-General indicated that a subway was to be constructed by the Commonwealth, leading from the road approach to Central Station on the northern side of the site, under the road approach to the parcels shed, into the vehicular yard.⁶⁰

1910

In June plans were prepared for the first stage of the new Parcel Post Office premises at Central Railway Station- basement and ground floor plan; first and second floor plan; third and roof plan. The initial scheme for the building, with neo-classical detailing, was prepared by G.M. Blair and approved by E.L. Drew and

⁵⁶ NAA: Series 394/1 Item NL1917/2491, Hordern Brothers to Deputy Postmaster-General, 25 May 1906; "At the G.P.O Parcels Office. The Christmas Rush. Working Under Difficulties" in "The Evening News", 22 December 1906; "At the Post Office. Handling Christmas Mails," in "Sydney Morning Herald," 22 December 1906.

⁵⁷ NAA: Series 394/1 Item NL1917/2491, paper, 9 April 1907.

⁵⁸ NAA: Series C3898 Item 63/1 "Mail Branch Chief Parcels Office," 1959, p.1

⁵⁹ Department of Public Works and Services, heritage Group, State Projects, "Sydney Central Station Conservation Management Plan," 1996, p.111

⁶⁰ NAA: Series 857/2, Item PA654 Part 1, "NSW GR Sydney Station Plan Shewing in red colour land leased by the Chief Commissioner for Railways to the Postmaster-General, Parish of St. Lawrence, County Cumberland, 9 September 1908.

Walter Liberty Vernon. This first stage terminated at the cornice above the oeil-de-boeuf or porthole windows.⁶¹

The sorting room was located in the basement. A spiral staircase connected the supervisor's office above with the sorting room floor. The customs area was situated on the northern side of the ground floor. This floor also included a public area separated from the parcel office by a long counter. At the rear, separated by a bench for mails, were the strong room, vehicle docks and lavatories. Three chutes were located at the rear of the Customs section. The first, second and third floor plans indicate open office space, with Inwards Letters on the third floor. Detective galleries, to allow supervision of staff on the floor were located at each end of the staircase landing on each of these floors. Four lifts were located at the rear of the building. Plans indicate two lifts at the rear of the parcels sections, however the second and third floor plans indicate that two lifts at the rear of the parcels sections, however the second and third floor plans indicate that on the second floor chutes were located in the place of these elevators. Lifts were also placed near Staircase 1 near the main entrance and another was location near the Devonshire Street side of the building.⁶²

June- Detail of Staircase at entrance from Devonshire Street Subway shows the staircase extending from the basement to the third floor.⁶³

1911

On 12 May 1911 the tender of C. Harris, Burwood was accepted for the erection of a new building at Central Railway Station for a Parcel Post Office, at a cost of £47,822. Construction of the originally planned basement, ground floor and first floor building commenced on 31 May 1911.⁶⁴

A plan of the site refers to a Custodian's Room below the road approaching the parcels shed.⁶⁵

In October plans were prepared for proposed alterations to stairs No. 1 increasing the tread and extending the area of the landing at the top of each flight.⁶⁶

1912

March- plan of subway to yard prepared by Blair and Drew. The subway led into the yard behind the Parcels Post building from the roadway to the north, approaching Central Station.⁶⁷

In May plans were prepared by G.M. Blair and E.L. Drew for additional storeys- fourth and fifth floors. George McRae's signature as Chief Architect appears on plans of Part Elevations of the North Front and George Street Front. While the building was designed in two separate stages, it appears to have been constructed as one. The design for the second stage was undertaken whilst the first stage was being constructed. The fourth-floor plan indicates seven offices, an open area, two messenger offices, an enquiries office and vestibule. On the fifth floor, were located the Foreign Parcels section at the rear of the building, the Registration section and Mail Opening Sections, occupying the majority of the floor on either side of an open area, with a strong room, storeroom, additional lavatories, Assistant Superintendent's office and bag room near the No. 1 staircase at the front of the building. The two existing staircases and the lift next to No 1 staircase continued to the fourth floors.⁶⁸

⁶¹ NAA: Series SP1107/1, Item PMG5243, News Parcels Post Office Premises, Basement and Ground Floor Plan, 28 June 1910; Series SP1107/1, Item PMG5244, New Parcels Post Office, Premises, First and Second Floor Plan, 28 June 1910; Series SP1107/1, Item PMG5245, New Parcels Post Office Premises, Third Floor and Roof Plan, 28 June 1910; Department of Public Works and Services, op.cit pp.70.

⁶² NAA: Series SP1107/1, Item PMG 5243, New Parcels Post Office Premises, Basement and ground Floor Plan, 28 June 1910; Series SP1107/1, Item PMG 5244, New Parcels Post Office, Premised, First and Second Floor Plan, 28 June 1910; Series 11-7/1 Item PMG5245, New Parcels Post Office, Premises, Third Floor and Roof Plan, 28 June 1910; Department of Public Works and Services, op. cit., p.70

⁶³ NAA: SP1107/1 Item PMG5249, "Detail of Staircase at Entrance from Devonshire Street Subway," June 28 1910.

⁶⁴ NAA: Series C3898, Item 63/1 "Mail Branch Chief Parcels Office," 1959 p.2; Series Sp1411/1, Item B66/1528, Director, Engineering o Director-General, Posts and Telegraphs, 1965.

⁶⁵ NAA: SP305/1, Item B48/3433, Plan of site.

⁶⁶ NAA: Series 820/1, Folder 20 Item PMG7860, "New Parcels Office. Proposed Alterations to Stairs No.," 10 October 1911.

⁶⁷ NAA: Series 821/1 Item PMG7854, "New Parcels Post Sydney Subway to Yard," 5 March 1912

⁶⁸ NAA: Series SP1107/1 Item PMG2973, 7 May 1912 (Sheet 1), "Parcels Post Office Premises at the Central Railway Stations. Plans of Additional Storeys," 7 May 1912; Series Sp1107/1, Item PMG3503, "Parcels Post Office Premises at the Central Railway Station,

The Postmaster-General's Annual report for the year ended 30 June 1913 noted that the new parcel post office was near Central Railway Station was near completion and that the parcel post branch would shortly be transferred there. It was erected for the Commonwealth under the supervision of the State Department of Public Works NSW. At the time it was described as being situated in a conspicuous and convenient position, with an edifice of brickwork with stone dressings, erected in a free treatment of the Renaissance style. The arches, portholes and red brickwork reflect borrowings from the Italian Renaissance style. Each floor has an area of over 11,00 superficial feet. All floors were constructed of reinforced concrete, including reinforced concrete under the roof, to ensure that the building was as fireproof as possible. The interior included an overhead conveyor, two tray elevators, passenger lift and two staircases. Floors were well lit with steel frames fitted to window openings. Male lavatories and conveniences were provided on each floor. The building was valued at £70, 000 for insurance purpose, including all fixtures, lifts, conveyors and machinery.⁶⁹

The building was described in a Department of Public Works conservation management plan in 1996 as an example of the use of framed multi-storey construction in Sydney, modelled on American multi-storey buildings.⁷⁰

The building was officially opened on 29 November 1913 and occupied on 6 December 1913. In the following Christmas period, a total of 57,943 parcels were dealt with over four and a half days.⁷¹

1914

In February second and third floor block plans for the Mail Sorting Office were prepared by George Oakeshort, Works Director, NSW. Two elevators and a parcels lift appear on the second-floor plan but have been crossed out on the third floor plan. Block plans for fourth and fifth floors of the Mail Sorting Office were also prepared. The fifth-floor plan located the Dead Letter Office in the north-eastern corner. The lavatories at the front of the building were designated as "Ladies Lavatories".⁷²

In December plans for concrete foundations for steel towers for four lifts were prepared.⁷³

October- Plan and sections showing relation of yard to adjoining roadway shows a covered section of the yard adjoining platforms at the rear of the building at ground floor level to be used to store parcels on their way to and from the building.⁷⁴

A "Block Plan of Subways to Yard" reveals that adjacent to the subway to the north, leading from Central Railway to Central Square, there is a Mail Room which also adjoins the yard behind the Parcels Post Building.⁷⁵

On 12 October 1914 revolving shutters and collapsible gates to make the building secure were provided at a cost of £126. 18s 9d.⁷⁶

In November plans for increased male lavatory accommodation were prepared.⁷⁷ Required as more mail staff moved into the building.

Sydney, Part Elevation North Front, Section B-C and Part Elevation Central Portion George St. Front," 30 May 1912: Department of Public Works and Services, op.cit. p.71.

⁶⁹ NAA: Series C3629/1 Postmaster-General's Annual Report Year Ended 30 June 1913, p.23; Series C3629/1, Item PA843 Part I, Works Director, NSW to Director-General of Works, Melbourne, 12 August 1913; Steve Rose, "Sydney Central Station. History, Development of a Building Type up to 1940," N.S.W.I.T, Thesis, 1975, p.3, Department of Public Works and Services, op.cit, p.70

⁷⁰ Department of Public Works and Services, op.cit, p.71

⁷¹ NNA: Series C3898 Item 63/1 "Souvenir in Commemoration of Opening of Parcel Post Premises Central-Square, Sydney November 29, 1913" Mail Branch Chief Parcels Office," 1959, p.2; Series C3839 Item 63/3 "Mail branch. Parcels Post," 1913, n.p.

⁷² NAA: Series SP1107/1 Item PMG4833, "Mail Sorting Office Central Railway Station Sydney. Block Plans" Second and Third Floor Plans, 3 February 1914.

⁷³ NAA: Series C3898 Item 63/1 "Mail Branch Chief Parcels Office," 1959, p.2; Series SP1107/1 Item PMG6492, "Postal Sorting House. Sydney. Concrete Foundations for Steel Towers," 29 December 1914.

⁷⁴ NAA: Series SP1107/1 Item PMG6215, "Plans and Sections showing relation of Yard to Adjoining Roadway," 15 October 1914.

⁷⁵ NAA: Series SP1107/1 Item PMG 4649, "Mail Sorting Office. Central Square Railway Station, Sydney. Block Plans of Subways etc. to Yard." 23 February 1914.

⁷⁶ NAA: Series SP19/1 Item IB32/1486, Completion Return 12 October 1914.

⁷⁷ NAA: Series SP1107/1 Item PMG6334, "Increased Lavatory Accommodation," 5 November 1914.

1915

During the year ended 30 June 1915, the fitting up of the new premises was completed and the bulk of the mail work had been removed from the GPO building.⁷⁸

An October Record Plan shows half inch detail as erected in the Mail Sorting Building was prepared.⁷⁹

1916

April- Plan of Platforms for gantries for the four lifts at the rear of the building.⁸⁰

1917

Between 1917 and 1920 problems were encountered with ventilation. On 31 May 1917 a request was made by the Sorters' Union for fanlights to be opened to clear foul air and dust. The estimated cost to treat windows on two floors was 101.15s. It was found that the air ducts were not working due to bags etc, being heaped against them and many shutters being kept closed. On 18 October 1917 the Works Director for the Department of Works and Railways pointed out that the system of Exhaust Ventilation installed combined with judicious opening of windows on the lee side should meet all requirements.⁸¹

September-Plans of vent trunks for heaters.⁸²

1918

In September were prepared for alterations to screens, counter, etc. The min counter was to be moved northwards towards the Customs section, the screen around the existing Supervisor's office was to be removed and a new Supervisor's office constructed near the Superintendent of Mail's office in the south-west corner.⁸³

1920

On the first, second, third, and fourth floors staff in attendance ranged from 50 to 250 per day. The upper floors of the Central Square Building were not designed for the purposed for which they were being used. Over six hundred staff were employed when the original plan was for officed with small staffs.⁸⁴ In May 1921 additional wash basins were installed at a cost of £184.9s8d.⁸⁵

1923

May- Plan of details for late fee posting.⁸⁶

1924

In May 1924 a tender from Mr T Spencers, Waverley was accepted for the provision of iron gates, grilles, etc. at a contract price of £884.⁸⁷

October Alterations to doorways to Mail Department at the rear of the building, Central Railways Station.⁸⁸

1928

⁷⁸ NAA: Series C3839 Item 63/1 "Mail Branch Chief Parcels Office," 1959, p.2.

⁷⁹ NAA: Sp1107/1 Item PMG 8159, "Mail Sorting Building Central Square. Sydney. Half Inch Detail of Chutes as Erected," 2 October 1915.

⁸⁰ NAA: Series Sp1107/1 Item PMG9647, "Parcels Post Office Sydney Platforms for Gantries," 10 April 1916.

⁸¹ NAA: Series SP19/1 Item20/1084 "Opening of Fanlights over Windows in Central Square Building. Summary of Action Taken," n.p.

⁸² NAA: Series SP1107/1 Item PMG9984, "Parcels Post Buildings. Vent Trunks for Heaters," 14 September 1917

⁸³ NAA: SP1107/1 Item PMG 10966, "Half Inch Detail of Alterations to Screens, Counters, Etc." 25 September 1918.

⁸⁴ NAA" Series SP19/1 Item B20/1084, "Suggested Improvement in Working Conditions of Sorters in Mail Branch GPO and Central Square, Sydney," 23 March 1920, p.2.

⁸⁵ NAA" Series SP19/1 Item B20/1084, Commonwealth of Australia Department of Works and Railways, Completion Return, 5 May 1921, n.p

⁸⁶ Series Sp1107/1 Item PMG18270, "Full Size and Quarter F.S. Details for Late Fee Posting, Central Railway, Sydney," 14 May 1923.

⁸⁷ NAA: SP1107/1 Item IB20/1486, Memorandum from Department of Works and Railways to the Deputy Postmaster General, 26 May 1924.

⁸⁸ NAA: SP1107/1 ItemPMG2705, "Central Railway Station Sydney, Alteration to Doorways to Mail Department," 23 October 1924.

In May plans were prepared for alterations to the third, fourth and fifth floors at the Sorting Office.⁸⁹ Alterations to the third floor involved the removal of partitions in the Inwards Letters section and their re-erection to create a Wrapper Sorting section and storeroom at the south-west corner of the floor. A new chute was installed in the wrapper sorting room, for materials coming from the bag room on the fifth floor.⁹⁰

Alterations to the fourth floor included the removal and erection of partitions to form a Canvas Workers room directly above the Wrapper Sorting room on the floor below. The new chute from the Bag room on the fifth floor also opened into the Canvas Workers room. The remainder of the floor was for overseas and interstate mail.⁹¹

Fifth floor alterations included the removal and erection in the Foreign Parcels, Mail Opening, New Registration sections, and bag room. A new chute was installed in the Bag Room, leading to the Canvas Workers room and Wrapper Sorting Room on the fourth and third floors respectively.⁹²

1930

Additional accommodation was still required for the Customs section.⁹³

Plans were drawn up for the proposed use of the fourth and fifth floors as a broadcasting studio. The studios, control rooms, dressing and rehearsal rooms were to occupy the fifth floor, while offices echo rooms, test rooms and storerooms for records were planned for the fourth floor.⁹⁴

1931

By 1931 it was agreed that the system of mail handling was inefficient and that some form of conveyor system was desirable. An electric high-speed chain conveyor to deal with parcels and mails, with subsidiary conveyors to various platforms was suggested.⁹⁵ The matter was put on hold due to financial constraints.

1933

In September approval was give for the establishment of a post office and provision of the following additional facilities at Central Square: Money Order and Postal Notes; registration of letters; sale of postage stamps and acceptance of telegraphs.⁹⁶ The office would be known as Chief Parcels Office NSW.⁹⁷

The post office was opened on 1 November 1933. Staff consisted of a Postal Assistant and a Telegraphist who were loaned to the Parcels section to inst4ruct a Mail Officer Grade III.⁹⁸

1935

August- Alterations and additions- moving ramp and strengthening loading platforms.⁹⁹

1936

Additional accommodation was required for the Accounts Branch at the GPD due to severe congestion on the sixth floor. It was decided to move the Money Order Section temporarily to the Parcels Post Building at Central Square at the beginning of September. It was to occupy the vacant space3 on the northern side of

⁸⁹ NAA: Series SP1107/1 Item PMG29135A, "Third Floor Plan Alterations. Sorting Office. Central Railway Station. Sydney," 29 May 1928.

⁹⁰ NAA: Series SP1107/1 Item PMG29135A, "Third Floor Plan Alterations. Sorting Office. Central Railway Station. Sydney," 29 May 1928.

⁹¹ NAA: Series SP1107/1 Item PMG29135B, "Fourth Floor Plan Alterations. Sorting Office. Central Railway Station. Sydney," 29 May 1928

⁹² NAA: Series SP1107/1 Item PMG29135C, "Fifth Floor Plan Alterations. Sorting Office. Central Railway Station. Sydney," 29 May 1928

⁹³ NAA: SP305/1 Item1948/3433, Department of Trade and Customs to Deputy Director, Posts and Telegraphs, 29 May 1930.

⁹⁴ NAA: SP305/1 Item1948/3433, Proposed Broadcasting Station at Mail Sorting Building, Sydney," Fourth Floor Plan and Fifth Floor Plan, 13 February 1930.

⁹⁵ NAA: Series Sp19/1 Item IB33/1065 Part 2, Deputy Director, Posts and Telegraphs re "Wynyard Square Railway Station-Handling of Mails" 31 December 1931.

⁹⁶ NAA: SP1411/1 Item B52/78, Postmaster-General's Department to Deputy Director, Posts and Telegraphs, 25 September 1933.

⁹⁷ NAA: Series SP1411/1 Item B52/78, Acting Deputy Director, Posts and Telegraphs to the Hon J.A. Beasley M.P, 23 October 1933.

⁹⁸ NAA: Series SP1411/ Item B52/78, Superintendent of Mails to Senior Inspector, 11 June 1934

⁹⁹ NAA: Series SP1107/1 Item PMG35122, "Alterations and Additions. Chief Parcels Office, Central Square. Moving Ramp & Strengthening Loading Platforms," 6 August 1935.

the fifth floor. The space was originally the Dead Letter Office No 1 was to be used as a storage room for paid postal notes. Alterations required to accommodate Postal Note staff on the fifth floor included: provision of linoleum on felt paper on the floor and cleaning and painting walls and ceilings, removal of iron grille; general repairs and renewals to door catches and locks; repairs to floors erection of a half glass partition forming a retiring room; provision of urn and stove; provision of sink and draining board, drainage and water supply; provision of additional wash basin in lavatory; provision of selves and racks of storing Postal Notes; shelving in strong room; conversion of lift to automatic. All except the last item were approved at a cost of £473. It was decided to leave the lift under manual control as members of the public and female staff would not need to gain access to the fifth floor.¹⁰⁰

Alterations and additions were planned for the ground floor. The work involved removing portions of the existing counter and partitions and the construction of a new counter, partitions and cubicles. A new Supervisor's Room was situated to the right of the main entrance. A new office for the Officer-in-Charge, Parcels Post was formed. Six new Customs cubicles were to be added to existing cubicles at the centre of the floor.¹⁰¹

A report on mail weighing in 1936 stated that the floor in the Custodian's room was unsuitable for the correct weighing. If the scales were not placed on a proper level, they would not record proper weight as the floor was uneven and correct adjustment could not be made. Being mounted on wheels, the weighing machines moved away from their positions. It was suggested that the wheel bases of the scales be framed and mounted on concrete foundations, set into the present floor level at four positions within the room.¹⁰² Two would be used for mails from the GPO and would be situated approximately three feet behind the length of departmental lorries that back in through doorways; one would be placed near the Checker's desk for parcels coming down the ramp from the Parcels Office and one near a doorway parallel to the railway tunnel for newspaper mails.¹⁰³ In 1938 it was suggested that wooden blocks be used instead of concrete bases.¹⁰⁴

1938

Alterations and additions were planned for the fourth and fifth floors, involving new partitions, counters and a strong room on the fourth floor, alterations to partitions and new partitions on the fifth floor. On the fourth floor, partitions up to the ceiling were added between the Power Machine Room and Money Order Office (general), between Dead Letter Office and Money Order Office (General and Inquiries), around all sides of the Stores Branch between the corridor and D.L.O. and M.O. Office and between lobbies 1 and 3, with solid panels and glass to ceiling. Chutes in the Stores Branch and Lobby 3 were removed. The Dead Letter Office 2nd class now occupied the area previously designated "Canvas Workers Room" on the 1928 plan.¹⁰⁵

Construction of concrete platforms between lifts 1 and 2, 3, and 4 at ground level.¹⁰⁶

With regard to the need for additional accommodation for Customs purposes, it was advised that by rearrangement on the ground floor, only 120 square feet of additional space could be made available. As an alternative, it was suggested that approximately 960 square feet could be made available in the basement, immediately below the existing Customs accommodation. This could provide temporary accommodation for

¹⁰⁰ NAA: Series SP19/1, Item 37/1185, Accountant to the Deputy Director, 18 May 1936; Sub-Accountant, Money Order Accounts to the Accountant, 15 July 1936; Memorandum from Acting Works Director, Department of the Interior, Works and Services Branch, NSW to the Deputy Director, Posts and Telegraphs, 3 September 1936; Works Director, Department of the Interior, Works and Services Branch, NSW to the Deputy Director, Posts and Telegraphs, 3 November 1936; Deputy Director to the Director-General, Posts and Telegraphs, 14 September 1936.

¹⁰¹ NAA: Series SP155/1 Item PMG36497, "Specification of Work Required to be done and Material to be used in Effecting Alterations and Additions to Parcels Post Office, Sydney" November 1936, pp.5-8 and Plan: "Proposed Alterations and Additions Ground Floor, Parcels Post Office Sydney, 28 May 1936.

¹⁰² NAA: Series 19/1 Item IB36/1818 "Senior Inspector- Mail Weighing-1936," n.p.

¹⁰³ NAA: Series 19/1 Item 36/1818 Assistant Superintendent Postal Services to Superintendent Postal Services 14 April 1938, n.p.

¹⁰⁴ NAA: Series 19/1 Item 36/1818 Assistant Superintendent Postal Services to Superintendent Postal Services 14 April 1938, n.p.

¹⁰⁵ NAA: Series 155/1 Item PMG37756A, "Specification of Work Required to be done and Material to be used in the Alterations and Additions to 4th and 5th Floors, Parcel Post Office, Central Railway Station, Sydney," June 1938, pp.11-12, "Plan Shewing proposed Alterations and Additions to Fourth Floor with New Partitions and Divisions," 5 March 1938.

¹⁰⁶ NAA: Series SP1107/1 Item PMG60374, "Chief Parcels Post Office Sydney. Construction of Concrete Platform between Lifts Nos. 1 & 2, 3&4 at Ground Level," 20 January 1938.

the next two to three years.¹⁰⁷ The whole of the remaining space was required for postal purposes, pending completion of extensions at the GPO.¹⁰⁸

November- Plans of accommodation for Customs purposes involved moving counter and screens forward to allow additional space behind the counter for workers. The plans indicate that the Customs section remained on the ground floor.¹⁰⁹

1939

In January, alterations to counter etc. in the Customs section on the ground floor were completed at a cost of £61 4s 10d.¹¹⁰

Plans for proposed alterations to the ground floor to provide increased Customs accommodation involved expanding the Customs section southwards, taking over some of the area used for parcels receiving. Additional opening tables were provided in the Customs area and more space was made for clerical workers near the opening tables. The Registration section was to be moved to the rear, to share the Insured working area. Part of the area previously used as public space was then required for the C.O.D Parcels section. Six chutes at the rear of the Bulk Parcels Posting section left to the basement and separated parcels into those destined for Interstate, Suburban, Foreign, North Country South and West Country and Queensland. A plan for a chute leading from the third floor to the ground floor parcels storage area for overseas mails was also proposed.¹¹¹

August- Minor alterations were required to the ground floor.¹¹² A gate was provided for the receipt of notice cards and inquiries at the Postal end of the Customs counter. Two partitions on the counter were provided, one to afford greater privacy to the public conducting business at the two cash registers and the other to separate "enquiries" from the cash register. A transparent application chute to the basement was located at the side of the Application Receiving Teller's counter. Alterations to improve comfort for the public in both the business and waiting space, which had become cramped following the provision of greater space for Customs activities. A small screen was provided on the counter to prevent papers being blown off the counter on windy days, and to give greater privacy in dealing with members of the public.¹¹³

July- Erection of partitions in basement to enclose a Cafeteria and Scullery.¹¹⁴

1941

January- New hardwood ramp between lift platform and basement.¹¹⁵

1942

Accommodation on the ground floor was becoming badly congested. It was suggested that since the congestion could not be relieved by transferring any of the activities to upper floors, the Post Office be moved to another building, more convenient to public access.¹¹⁶

¹⁰⁷ NAA: Series SP305/1, Item B1948/3433, Deputy Director Posts and Telegraphs to Controller-General, Department of Trade and Customs, 19 May 1938.

¹⁰⁸ NAA: Series SP305/1, Item B1948/3433, Deputy Director Posts and Telegraphs to Controller-General, Department of Trade and Customs, 19 May 1938.

¹⁰⁹ NAA: Series SP1107/1 Item PMG38108, "Chief Parcels Post Building, Central Square. Accommodation for Customs Purposes," 18 November 1938.

¹¹⁰ NAA: Series SP305/1, Item B1948/3433, File Note, Superintendent Mails, 25 January 1939.

¹¹¹ NAA: Series SP305/1, Item 48/3433, "Parcels Post Section. Existing Layout. Ground Floor," (PE176) nd; "Proposed Rearrangement of Customs and Parcels Sections. Ground Floor" (PE173), nd.; "Proposed Chute for Overseas Mails 3rd Floor to Ground Floor- Parcels Storage." (PE 175), nd.

¹¹² NAA: Series SP1107/1 Item PMG38640, "Chief Parcels Post Office Central Square. Proposed Alterations and Additions to Ground Floor," 15 August 1939.

¹¹³ NAA; Series SP305/1, Item B48/3433, "Customs Accommodation Chief Parcels Office, Central Square," Part Ground Floor and Part Basement Plan (PE 170) (August 1939, SP305/1, Item B1948/3433, Superintendent of Mails to Superintendent, Postal Services 29 May 1939.

¹¹⁴ NAA: Series SO1107/1 Item PMG38605, "Chief Parcels Post building, Central, Erection of Partitions etc. in Basement," 26 July 1939.

¹¹⁵ NAA: Series SP1107/1 Item PMG39520, "Central Square Parcels Post Office. New ramp between Lift Platform and Basement," 8 January 1941.

¹¹⁶ NAA: Series SP1411/1, Item B52/78, Superintendent of Mails to Superintendent, Postal Services, 24 February 1942.

Preparations were made for the use of the fifth floor of the building as a training school for postal clerks and telegraphists. Two schemes were proposed, and it was anticipated that additional space acquired under Scheme "B" could be used advantageously after the war and possibly before it ended, for training men discharged from the Services. Separate but adjoining rooms were to be set aside for the following purposes: instruction in Morse operating, instruction in postal knowledge, counter duties, mail work etc., which were to be equipped with facilities similar to those installed in an actual post office;; one or more rooms for general lectures not requiring practical work; luncheon room and recreation room; cloak room; locker room; office for Supervisor (Instruction); store room. It was expected that the greatest portion of trainees' time would be spent in manipulative telegraphy (Morse code).¹¹⁷

1943

April – Erection of partitions etc on fifth floor to form a Retiring room and installation of new power points, painting Telegraph class room, etc.¹¹⁸

A plan of the proposed layout of the fifth-floor training facilities was prepared which closely followed the recommendations set out in 1942. By this time the cafeteria and luncheon room has been completed and temporary fibro partitions erected to divide the allotted space into classrooms. The No 1 Morse Room and No 1 Lecture Room were to be constructed first so that classes could be carried on there while the work was in progress. It was anticipated that eighty officers could be trained simultaneously in the proposed accommodation. The estimated costs of alterations to the fifth floor to provide training facilities were £825 for Scheme "A" and £2550 for Scheme "B". It was recommended that the roof be repaired at an estimated cost of 650 and that lino covering be provided for all rooms and corridors at an addition cost of £112.¹¹⁹

In November approval was given for the full training scheme. Scheme "A" was to be completed as soon as possible to provide for new classes early in 1944 and Scheme "B" was to be commenced as soon as Scheme "A" was completed. Notices were inserted in the December 1943 Monthly Circular inviting applications from officers for classes to be assembled in January 1944.¹²⁰

1944

In January modifications were made to plans for training facilities. A male locker room was added between the female locker room and the side staircase. At least one hundred students could be trained in manipulative telegraphy at the Chief Parcels Post building. By February delays in calling for tenders for the building of new classrooms meant that the work would not be completed until July. Temporary accommodation would be necessary. Two classes of eight females each were already in training and it was anticipated that this number would increase to forty-two by March. In May a contract entered into with S.J. Zealey of Miranda for alterations, repairs and renovations on the fifth floor, repairs and renewals to roof coverings, extensions and alterations to electric light and power services and sundry minor works. Double doors replaced sliding doors in the Recreation Room; new dais platforms and blackboards were constructed in the Morse and Lecture rooms; full length shelving was added to each side wall; exhaust ventilators were installed in the roof. The work was completed in September at a cost of £2,453 11 s 8d.¹²¹

In November the parcels mail despatch chute was remodelled.¹²²

1946

Existing accommodation for Customs activities remained inadequate. The Director-General, Posts and Telegraphs stated that the only satisfactory way of dealing with the problem was to erect a building at the

¹¹⁷ NAA: Series SP366/1, Item B49/45, "Recruitment and Training of Postal Clerks and Telegraphists," Appendix C, 1942, pp.1-4

¹¹⁸ NAA: Series SP1107/1 Item PMG 406'9 "Parcels Post Office Central Square. Erection of Partitions, etc." 10 April 1943.

¹¹⁹ NAA: Series SP366/1, Item B49/45, "Parcels Post office Premises, 5th Floor Plan,;" Standing Recruitment and Training Committee to the Deputy Director re Recruitment and Training of Postal Clerks and Telegraphists- Accommodation, Equipment etc., 5 August 1943: Deputy Director-General of Allied Works, NSW to Acting Deputy Director, Posts and Telegraphs, 8 October 1943.

¹²⁰ NAA: Series SP366/1, Item B49/45, Standing Recruitment and Training Committee to Superintendent, Postal Services, 29 November 1943.

¹²¹ NAA: Series SP366/1, Item B49/25, Director-General to Deputy Director, Posts and Telegraphs, January 1944; Standing Recruitment and Training Committee to Acting Deputy Director, 16 February 1944; Contract Note 13 May 1944; Series SP155/1, Item PMG40934M, Specification of Work Required, April 1944; Series SP366/1, Item B49/45, Completion Return, Alterations, Repairs and Renovations, 15 September 1944.

¹²² NAA: Series SP155/1, Item PMG41212F, Schedule of Work, 14 November 1944; "Chief Parcels Office, Central Square, Sydney, Remodelling of Parcels Mail Dispatch Chute," 8 November 1944.

rear of the present structure. However, since this might take years to complete, it was recommended that accommodation in the Chief Parcels Office be arranged to afford some relief.¹²³

A Parcels Bag Despatch Chute was erected.¹²⁴

1947

The Post Office section occupied approximately 600 square feet of floor space on the ground floor. Facilities provided at the post office counter were: money order and savings bank, acceptance telegrams, trunk line calls, registration of letters and parcels.

The Training School needed new premises to provide 8,000 square feet of floor space to provide for the training of an additional one hundred Telegraphists and/or Postal Clerks to meet staff requirements for 1948;; training of six hundred Postal Officers about to be appointed to the Commonwealth Public Service, "In-service" training of over two hundred clerks and induction training of Junior Postal Officers. The majority of the personnel being trained would be ex-servicemen and their training was expected to form part of their rehabilitation.¹²⁵

1948

A reorganisation of the whole Chief Parcels Office was being planned but the implementation of the plan was dependent on the removal of the Postal Training School.¹²⁶

Consideration was also given to the need for additional space for the Post Office section. Proposals included removing the Post Office from the Chief Parcels Office to an alternative site or rearranging the Parcels Section activities to make more space available on the ground floor. The present location of the Post Office was considered unsatisfactory as it was not in the shopping area and had a dangerous traffic approach. It was thought advisable to remove the Post Office section to another location. However, the Superintendent of Mails at central Square favoured retaining the Post Office at the present site since customers who visited the Chief Parcels Office also used the other post office facilities. Considerable business also came from pedestrians using the laneway on the south side of the building, passing under Central Station anticipated that considerable space would be available on the ground floor if the Customs activities were transferred to the first floor.¹²⁷

A ground floor plan of the Chief Parcels Office Central Square indicated that proposed public space where the Supervisor's room was situated, to the right of the main entrance. Additional counter space was also included. Proposed office space was located I the south-west corner of the ground floor.¹²⁸

Work was done involving the erection of a stairway, partitions, counters, and fittings. On the ground floor the step flight from the Cart Dock Platform to the Cart Deck level was demolished and re-erected. The upper stair flight and gallery was to extend to the first floor. The stair flights were to be constructed with tallowood, select merchantable Oregon and maple. On the third floor the tubular steel framing and chain wire mesh to the Customs Enclosure was demolished.¹²⁹

In December, specifications were drawn up for the provision of showers and plumbing to the locker room.¹³⁰

1949

¹²³ NAA: Series SP305/1, Item B1948/3433, Director-General, Posts and Telegraphs to Deputy Director, December 1946.

¹²⁴ NAA: Series SP155/1, Item PMG42736L, "Parcels Bag Despatch Chute. Arrangement & Details," Drawing MH683A, 18 April 1946.

¹²⁵ NAA: Series SP857/2, Item PA1165, Deputy Director, Posts and Telegraphs to Surveyor and Property Officer, Department of the Interior, 31 December 1947.

¹²⁶ NAA: Series SP857/2, Item PA1165, Acting Deputy Director, posts and Telegraphs to Surveyor and Property Office, Deputy of the Interior, 12 May 1948.

¹²⁷ NAA: Series SP1411/1, Item B52/78, Superintendent, Postal Services to the Deputy Director, 1 November 1948; Series Sp1411/1, Item B52/78, Superintendent of Mails to Superintendent, Postal Services, 6 October 1948.

¹²⁸ NAA: Series SP1411/1 Item B52/78, Ground Floor Plan, Chief Parcels Office, Central Square, n.d.

¹²⁹ NAA: Series SP155/1 Item PMG43482J "Schedule of Work Required to be done and Material to be used in the Erection and Completion of Stairway, Partitions, Counters, Fittings etc to First Floor, Chief Parcels Post Office, Central Square Sydney" August 1948, pp.8;15-16.

¹³⁰ NAA: Series SP155/1 PMG43542L, Department of Works and Housing, Specification of Work, 14 December 1948 and Drawing No. N.W.201, "T.P.O. Chief Parcels Office, Prov. Of Shower Room. Sanitary Plumbing and Drainage," 10 December 1948.

The Postal Training School was experiencing a shortage of Postal Clerks and Telegraphists. Lack of adequate accommodation was seen as the main limitation in overcoming that shortage. Efforts to obtain an additional building was unsuccessful and it was suggested that additional space could be obtained by flooring over the light well on the fifth floor adjacent to the present location of the Training School. This was not acceptable because it would eliminate the natural lighting and interrupt ventilation for Mail Room staff working on the fourth floor.¹³¹

Three collapsible metal grilles and chain wire panels were erected on the ground and first floors.¹³²

Proposed alterations and additions to the ground floor involving reconditioning and extension of counter, the erection of partitions, repainting of walls and ceiling and overhaul of lighting. Plan refers to Temporary Auto Exchange. The plan indicates that part of this floor was being used for training. The Dead Letter Office still occupies part of the floor also.¹³³

Plans for alterations to passenger lift and new access platform to the motor room of the No.3 goods lift were prepared.¹³⁴

Specifications were drawn up for alterations and additions to four existing electric elevators. The lift location plan indicated external goods lifts numbered 1, 3 and 4 at the rear of the building. An "empty structure" is marked next to Lift 1 on the north-east side of the building. The plan indicated two internal lifts: a front passenger lift near the stairs at the main entrance and an indoor parcels lift on the Devonshire Street side of the building.¹³⁵

1950

A Bag Despatch Chute was installed from the second, third, and fourth floors to the Custodian's section.¹³⁶

A requisition was made for lighting of the whole Chief Parcels Office.¹³⁷

1952

It had not been possible to find suitable premises to which the Post Office section could be removed and congestion continued to be a problem. Accommodation for a temporary Automatic Exchange was required urgently and it was recommended that the Dead Letter Office on the ground floor be taken over for this purpose in twelve to eighteen months.¹³⁸

A meeting regarding the takeover of the Dead Letter Office on the ground floor for the Automatic Exchange outlined a scheme whereby a portion of the Training School would be removed from the fifth floor to the Strathfield Postal Training School. The Dead Letter Office would be relocated in the space vacated by the Training School on the fifth floor. The present Dead Letter Office would be strengthened to carry exchange equipment and a temporary Automatic Exchange would be established in this area with cable access from the basement. The Exchange would require the space by the end of 1953 and was expected to remain there until at least 1958 when a permanent Exchange would be installed in a new building to be erected for this purpose.

¹³¹ NAA: Series SP366/1, Item B49/45, Standing Recruitment and Training Committee to Deputy Director, 7 January 1949; Acting Superintendent, Mail Branch to Deputy Director, 14 January 1949.

¹³² NAA: Series SP155/1, Item PMG4357G, Schedule of Work, 17 January 1949 and plan; "Collapsible Metal Grille Gates, Chief Parcels P.O. Railway Square, Sydney," December 1948.

¹³³ NAA: Series 366/1, Item B50/2670, Postmaster-General's Department Plan SK-001, "Chief Parcels Office Central Square. Ground Floor Proposed Alterations and Additions," 4 August 1949.

¹³⁴ NAA: Series SP 155/1, Item PMG43695/E942, "Alterations to Existing Passenger Lift & New Access Platform to No. 3 Motor Room, 5 January 1949.

¹³⁵ NAA: Series SP155/1, Item PMG43695/E942, "Specification of Work: Alterations and Additions to Four Existing Electric Elevators," 28 November 1949; Series SP155/1, Item PMG43695/E942, Drawing No. N.M. 606P, "Lift Locations Plan," 16 September 1949.

¹³⁶ NAA: Series SP155/1, Item PMG43721N, "Parcels Post Office Sydney, Bag Despatch Chute., 2nd, 3rd, 4th Floors to Custodian," Drawing NM193A, 9 February 1950.

¹³⁷ NAA: Series SP 1411/1, Item B52/78, Deputy Director, Posts and Telegraphs to the Director of Works, 6 December 1950.

¹³⁸ NAA: Series SP366/1, Item B50/2670, Superintendent, Buildings to Director, 3 April 1952.

Rooms 5 and 6 on the fifth floor were expected to be surrendered within a month as part of an overall scheme for the complete removal of the Training School to the Postal Training School being established at Strathfield.¹³⁹

Plans to locate the Exchange on the ground floor of the Parcels Post Building did not eventuate however as other steps were taken to provide relief of conditions at the Exchange.¹⁴⁰

Plans were prepared for a private box hall on the ground floor. However, action was deferred until 1955.¹⁴¹

1955

The proposal for the installation of private boxes at the Chief Parcels Office was re-opened. It was again proposed to relocate the Dead Letter Office, this time to the fourth floor, allowing private box facilities to extend over the full depth of the building. Public counters for the handling of registered mail, private box enquiries, bulk mail and taxes articles were also required. The removal of training activities to Strathfield was still being discussed.¹⁴²

1957

Due to a reduction in the number of Postal Clerk and Telegraphist trainees expected over the next few years, it was decided that it would be practicable to concentrate the Postal Training School at Strathfield and to use the space presently occupied by the training School at the Chief Parcels Office for additional office space.¹⁴³

1961

Plans of the existing layout of floors indicate the following arrangements: the ground floor was occupied by the Dead Letter Section, Lunch Room and Sorting Room on the northern side, with the Parcel Receiving Section and Post Office on the southern side, separated by a public space. The first-floor housed Customs activities with a large section at the rear of the floor for dutiable parcels. A large public space occupied the central area with Registration and Sorting Divisions to the right. The second floor was occupied by the Primary Sorting Section in the centre of the floor with the Opening Section to the rear, the Interstate Section to the north and City Section to the south.¹⁴⁴

Proposed rearrangements of the ground floor included a shipping Officer's office in one corner of the Dead Letter Section, the replacement of sinks in the tea room and Postmaster's Office, the removal and replacement of doors, partitions and counters. A U.S.A Mail Processing Area is located to the right of the main entrance.¹⁴⁵

1964

Correspondence indicates that the Chief Parcels Office was to be vacated in 1965. Operations were to be moved to the new Mail Exchange at Redfern. It was proposed that the first and second floors of the building be allocated to two depots of the Telegraph Division. Plans for the Telegraph Subscribers Service Depot incorporated a cleaning room, a machine tool room, and an enlarged machine storage area. To accommodate this depot, the following work would be required: remove existing partitions, repair plaster walls and pillars, paint walls and ceiling, block off stairway in north-east corner, remove mail chute, provide linoleum floor covering throughout, provide venetian blinds, erect office partitions, erect parts and machine store partitions, erect cleaning room partitions, provide power and lighting, provide cleaning room with wash basin, hot and cold water and drainage, reinstall air compressor and reduction valves from Haymarket Exchange building at new remises, install filtered forced air ventilation system to provide dust proof

¹³⁹ NAA: Series SP366/1, Item B50/2670, Minutes of conference to discuss Engineering Branch proposal to take over space occupied by Dead Letter Office on ground floor of Parcel Post Building, Central Square for Automatic Exchange, 2 April 1952.

¹⁴⁰ NAA: Series SP366/1, Item B50/2670, Superintendent, Buildings to Assistant Director, Postal and Transport Division, 6 June 1955.

¹⁴¹ NAA: Series SP366/1, Item B50/2670, Plan SK102; "Chief Parcels Office Central Square, Ground Floor. Proposed arrangement of Private Boxes" 25 August 1952; Superintendent, Buildings to Assistant Director, Postal and Transport Division, 6 June 1955.

¹⁴² NAA: Series SP366/1, Item B50/2670, Director, Posts and Telegraphs to Director of Works, 30 June 1955; 20 September 1955.

¹⁴³ NAA: Series SP1411/1, B66/1528, Superintendent, Personnel Branch to Superintendent, Buildings Branch, 1 July 1957.

¹⁴⁴ NAA: Series SP1411/1 Item B66/1528 Part 1, Drawing BBN-2195, "Existing Layout Ground Floor," 24 July 1961; Drawing BBN-2196, "Existing Building Layout, First Floor," 24 July 1961; Drawing BBN-2197 "Existing Building Layout, Second Floor," 24 July 1961; Drawing BBN-2199, "Existing Building Layout, Fourth Floor," 24 July 1961.

¹⁴⁵ NAA: Series SP1411/1, Item B66, 1528 Part 1, "Chief Parcels Office. Railway Square- Ground Floor Proposed Rearrangements" Plan SKO-700, 12 April 1961.

premises, remove mail; handling chutes outside building to increase parking space. Minor alterations were made to the plans later, including an extension on the front balcony to be used for the installation of a compressor and a flame proof cabinet for cleaning fluids. The room could also be used for the depot cleaner's facilities.¹⁴⁶

It was proposed that the Telegraph Installation Depot would be located on the second floor of the Chief Parcels Office. Alterations required to accommodate this depot included: remove existing storage bins, partitions and chutes, paint ceiling, walls and columns, provide linoleum on floor, provide power outlet on benches and G.P.O's on walls, partitions were to be located on the south wall of the depot and store, in clerical offices, in the test and special services work area, in the spray painting room, in the heavy work area and in the amenities and locker rooms, provide storage cabinets and shelves, provide spray painting exhaust hood, work benches and lunch room facilities.¹⁴⁷

Correspondence indicated that the fifth floor of the Chief Parcels Office was occupied by a number of classrooms and a machinist training school. A Food Services Division cafeteria also operated from this floor. The Australian Postal Institute made use of these rooms for courses conducted in the evenings.¹⁴⁸

After the removal of parcels handling from the building, it was anticipated that the Post Office would retain the area which it already occupied plus an expansion area of 1200 square feet towards the rear of the building with access to the rear loading dock. The Mail Exchange Branch would occupy an area of 2100 square feet on the ground floor with access to the dock area.¹⁴⁹

Proposed alterations to the Custodian of Mail's room included the provision of a scissor lift recessed into the floor for floor level loading; provision of roller shutters at various locations; the erection of new awning and the widening of footpaths on the Ambulance Avenue side of the building.¹⁵⁰

1965

Alterations to the Custodian of Mail's Section involved removal of chute and slat conveyor, the erection of partitions for an office, cloak room and checking office.¹⁵¹

Sketch NSK 11217 sets out proposed layout of Custodian and Travelling Post Office staff locker and amenities area on ground floor, to be available after the transfer of parcels processing to Redfern in August 1965.¹⁵²

It was anticipated that when the Mail Exchange branch parcels handling was removed from the building considerable extra business would be handled by the Post Office. Thus, additional workspace was urgently required and the following alterations were proposed: erection of a new ceiling height partition in the former Dead Letter office area to provide an additional 860 square feet of Post Office area, with the remaining former Dead Letter Office area to be used as a Mail Exchange Branch lunchroom; demolition of all existing partitions in the Post Office area; closure of existing doorways separating the Post Office from the Mail Branch area and provision of new mail and staff entrance from the Mail Branch area; demolition of existing counters and installation of one teller's counter and general counters to run at right angles to Railway Square; erection of new partitions to enclose the counter and public space and to form new store, lunch and locker rooms and a Postmaster's office; provision of two new writing slopes in public space, provision of new public entrance doors; replacement and renewal of floor covering as necessary, painting, plumbing and electrical work as required. The partition forming a counter screen was to contain a panel of "one-way" glass

¹⁴⁶ NAA: Series Sp1411/1, B66/1528, Superintending Engineer, Country Branch to Superintending Engineer, Services Branch, 23 July 1964; 21 May 1965; Superintendent, Planning and Development Branch, postal and Transport Services Division to Superintending Engineer, Services Branch, 29 July 1964.

¹⁴⁷ NAA: Series SP1411/1, B66/1528, Superintending Engineer, Country Branch to Superintending Engineer, Services Branch, 23 July 1964, Appendix 2.

¹⁴⁸ NAA: Series SP1411/1, Item B66/1528, Superintendent, Personnel Branch to Executive Engineer, Services Branch, 26 August 1964.

¹⁴⁹ NAA: Series SP1411/1, Item B66/1528, Superintendent, Planning and Development Branch, Postal and Transport Services Division to Superintending Engineer, Services Branch, 26 August 1964.

¹⁵⁰ NAA: Series SP1411/1, Item B66/1528 Part 1, Drawing NSK 10860 "Custodian of Mails, Central Square. Proposed Alterations and Additions," 11 November 1964.

¹⁵¹ NAA: Series SP1411/1, Item B66/1528 Part 1, "Alterations and Additions to Custodian of Mails" Drawing NA65/1030, 18 June 1965.

¹⁵² NAA: Series SP1411/1, Item B66/1528, Superintendent, Planning and Development Branch, Postal Services Division to Supervising Engineer, Building Engineering Services, 30 March 1965.

to allow supervision by the Postmaster, and a sliding door to the general work area. A doorway from the public space to the general work area was also required.¹⁵³

The Post Office was to be renamed "Railway Square Post Office" after removal of parcel handling activities, and two new signs were to be provided, one visible from Marcus Clark's store and the other visible from Central Railway Station.¹⁵⁴

Following the progressive vacation of the premises by the Mail Exchange Branch and the Customs Department, it was proposed to occupy the building in the following manner:

Yard area: To be available for the use of mail transport vehicles and some Engineering vehicles.

Basement Ramp:" To be provided at the rear of the basement to allow vehicles access for the parking of approximately 25 vehicles used by the Engineering groups occupying the building. Full time parking spaces were to be provided for Telegraph Division vehicles.

Ground Floor: Existing Post Office to be rearranged to provide for additional area, locker rooms, showers, lunch rooms and other amenities for Travelling Post Office staff and Custodian of Mails staff.

First Floor: Telegraph Subscribers' Service Depot. Space was urgently required for installation of exchange equipment. The floor would include a testing and inspection area and large areas for equipment storage and packing.

Second Floor: Telegraphic Installation Depot. Lunch room for staff occupying first, second and third floors.

Third floor: Two district Works Divisions and Equipment Service Division.

Fourth Floor: Material Testing Division.

Fifth Floor: Approximately 1600 square feet to be used for Material Division. Balance of floor to be used as classrooms for first or second year technicians-in-training.¹⁵⁵

Correspondence indicated that the Customs section would not be moving into the new Mail Exchange building until October 1965. It was considered important by the Senior Overseer in the Customs section that continuity of staff be maintained, rather than frequently drawing staff from a general roster. Miss sorts occurred and parcels could not be located for counter delivery when staff who were not on fixed positions and had little interest in the work they performed were allocated to Customs duties.¹⁵⁶

¹⁵³ NAA: Series SP1411/1, Item B66/1528, Superintendent, Planning and Development Branch, Postal Services Division to Superintending Engineer, Services Branch, 15 July 1965.

¹⁵⁴ NAA: Series SP1411/1, Item B66/1528, Superintendent, Planning and Development Branch, Postal Services Branch, 15 July 1965.

¹⁵⁵ NAA: Series SP1411/1, Item B66/1528, Director, Posts and Telegraphs to Director-General, Posts and Telegraphs, 1965; "Railway Square Chief Parcels Office. Alterations and Addition. Vehicle Access Ramp to Basement" Drawing NS 65/614B; "Telegraph Equipment Vehicle Parking & Standing Requirements," Drawing NSK11022; "Ground Floor. Proposed Layout Custodian & T.P.O. Locker Rooms & Post Office," Drawings NSK11217; "First Floor. Telegraph Subscribers Service Depot. Proposed Office Layout," Drawing NSK11299, "Telegraph Equipment. Chief Parcels Office, Subscribers Service Depot Equipment Layout," Drawing NSK11021, "Chief Parcels Office. Third Floor," nd.

¹⁵⁶ NAA: Series C3994/1, Item: Parcels 1961-5, Acting Senior Overseer, Customs Sub-Section, Chief Parcels Office to Superintendent, Mail Exchange Branch, 26 July 1965.

APPENDIX G

NEW SOUTH WALES POST OFFICES PHOTO ALBUM, NAA: SERIES B5919, UNDATED



Figure 265 – Ship Room, Central Square
Source: NAA: Series B5919, 4/173



Figure 266 – Registration Section, Central Square
Source: NAA: SERIES B5919, 4/174



Figure 267 –Central Square Building
Source: NAA: SERIES B5919, B/263



Figure 268 – Ground Floor, Customs Section
Source: NAA: SERIES B5919, 4/264



Figure 269 – Central Square Building, Customs Parcels
Source: NAA: SERIES B5919, 4/265



Figure 270 – Central Square Building, Bulk Postage, Ground Floor
Source: NAA: SERIES B5919, 4/266



Figure 271 – Central Square Building, Ground Floor
Source: NAA: SERIES B5919, 4/267



Figure 272 – Central Square Building, First Floor, Parcels Sorting
Source: NAA: SERIES B5919, 4/268



Figure 273 – Central Square Building, First Floor, Parcels Sorting
Source: NAA: Series B5919, 4/269



Figure 274 – Central Square Building, Second Floor, Newspaper Sorting
Source: NAA: Series B5919, 4/270



Figure 275 – Central Square Building, Second Floor, Newspaper Sorting

Source: NAA: Series B5919, 4/271



Figure 276 – Central Square Building, Third Floor, Primary Letter Section

Source: NAA: SERIES B5919, 4/272



Figure 277 — Central Square Building, Third Floor

Source: NAA: SERIES B5919, 4/273



Figure 278 – Central Square Building, Fourth Floor, Ship Section

Source: NAA: SERIES B5919, 4/274



Figure 279 – Central Square Building, Fourth Floor, Ship Section

Source: NAA: SERIES B5919, 4/275



Figure 280 – Central Square, Sydney

Source: NAA: Series B5919, 4/172

APPENDIX H

PHOTOGRAPHS - NAA: SERIES C4076 & C4078, 1947



Figure 281 – Central Square, customs sub section [office area], 1947

Source: NAA, C4078, N3003A / C4076, HN16074K



Figure 282 – Central Square, customs sub section [parcels in basket], 1947

Source: NAA, C4078, N3003B



Figure 283 – Central Square, customs sub section [men sorting room full of parcels], 1947

Source: NAA, C4078, N3003C (C4076, HN16074A)



Figure 284 – Central Square, customs sub section [room full of parcels], 1947

Source: NAA, C4078, N3003D



Figure 285 – Central Square, customs sub section [men amongst parcels], 1947

Source: NAA, C4078, N3003E (C4076, HN16074E)



Figure 286 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074B



Figure 287 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074C



Figure 288 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, N16074D



Figure 289 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074F



Figure 290 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074G



Figure 291 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074H



Figure 292 – Chief parcels office, Railway Square, Sydney, 1947

Source: NAA, C4076, HN16074I

APPENDIX I

PHOTOGRAPHS – NAA: SERIES C4078, N4188A-L (NO N4188I), FIRST FLOOR CUSTOMS SECTION, 1952



Figure 293 – Central. Square mail branch, first floor customs section, public space, 1952

Source: NAA: C4078, N4188A



Figure 294 – Central. Square mail branch, first floor customs section, public space, 1952

Source: NAA: C4078, N4188B



Figure 295 – Central. Square mail branch, first floor customs section, public space, 1952

Source: NAA: C4078, N4188C



Figure 296 – Central. Square mail branch, first floor customs section, 1952

Source: NAA: C4078, N4188D



Figure 297 – Central. Square mail branch, first floor customs section, insured section, 1952

Source: NAA: C4078, N4188E



Figure 298 – Central. Square mail branch, first floor customs section, insured section, registered section, 1952

Source: NAA: C4078, N4188F



Figure 299 – Figure 248 – Central. Square mail branch, first floor customs section, insured section, registered section, 1952

Source: NAA: C4078, N4188G



Figure 300 – Central. Square mail branch, first floor customs section, packets section, 1952

Source: NAA: C4078, N4188H



Figure 301 – Central. Square mail branch, first floor customs section, racks, 1952

Source: NAA: C4078, N4188J



Figure 302 – Central. Square mail branch, first floor customs section, stacked packets, 1952

Source: NAA: C4078, N4188K



Figure 248 – Central. Square mail branch, first floor customs section, racks, 1952

Source: NAA: C4078, N4188L

APPENDIX J

PHOTOGRAPHS - NAA: SERIES C4078, N15235-15240, 1960.



Figure 303 – Various views in Chief Parcels Office [Central Square], 1960

Source: NAA: C4078, N15235 (top left); C4078, N15236 (top right); C4078, N15239 (centre left); C4078, N15237 (right); C4078, N15238A (bottom left); C4078, N15240 (bottom right)



Figure 304 – Chief parcels office [Central Square?], group of men around parcel sorting table, one man on far right standing], 1960

Source: NAA, C4078, N15238A



Figure 305 – Chief parcels office [Central Square?], group of men around parcel sorting table, two men on far right standing], 1960

Source: NAA, C4078, N15238B

APPENDIX K

PHOTOGRAPHS - NAA: C4078, SERIES N44064-44086, 1971-1973



Figure 306 – George Street (western) façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44064



Figure 307 – Southern façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44067



Figure 308 – George Street (western) façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44066



Figure 309 – View north with George Street (western) façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44065



Figure 310 – [Southern?] façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44074



Figure 311 – South-west façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N441069



Figure 312 – Main George Street entrance, Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44070



Figure 313 – North-west corner of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44071



Figure 314 – South-west corner of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44072



Figure 315 – Southern façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44073



Figure 316 – Devonshire Street Tunnel and south-west façade of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44068



Figure 317 – Southern elevation of Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44075



Figure 318 – Southern façade, Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44076



Figure 319 – Southern façade, Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44077



Figure 320 – Ground floor window and wall treatment, Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44078



Figure 321 – Railway Square Post Office, 1971-1973. Basement light well

Source: NAA, C4078, N44079



Figure 322 – Railway Square Post Office Basement light well, 1971-1973

Source: NAA, C4078, N44080



Figure 323 – Railway Square Post Office Basement light well, 1971-1973

Source: NAA, C4078, N44081



Figure 324 – Railway Square Post Office Basement view and light wells, 1971-1973

Source: NAA, C4078, N44082



Figure 325 – Railway Square Post Office Basement view and light wells, 1971-1973

Source: NAA, C4078, N44083



Figure 326 – Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44084



Figure 327 – Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44086



Figure 328 – Railway Square Post Office, 1971-1973

Source: NAA, C4078, N44085

APPENDIX L

ADDITIONAL PHOTOGRAPHS OF RAILWAY SQUARE, POST 1920



Figure 329 – Pedestrians and road traffic outside Sydney Central Station, Sydney, c1920s. Parcels Post Office at far right.

Source: NLA, [nla.obj-162403345-1.jpg](#)



Figure 330 – Central Square, August 1923

Source: SLNSW, Digital order no:d1_17366



Figure 331 – View looking down George Street West (Broadway), December 1924

Source: SLNSW, Digital order no:d1_15505



Figure 332 – From railway tower looking south, 1928

Source: SLNSW, d1_13396h



Figure 333 - Railway Station Central Square, Sydney, N.S.W., c1930. Parcels Post Office at far right.

Source: State Library of Victoria, Image No., a11922



Figure 334 – Roadworks in George Street West (Broadway) outside Parcels Post Office, 1930s

Source: City of Sydney Archives, SRC3337



Figure 335 - Roadworks in George Street West (Broadway) outside Parcels Post Office, 1930s

Source: City of Sydney Archives, SRC3339 (left) and SRC3365 (right)



Figure 336 – Central Square from George Street West (Broadway), Sydney, NSW, c1930s. Parcels Post Office building at far right

Source: City of Sydney Archives, SRC11086

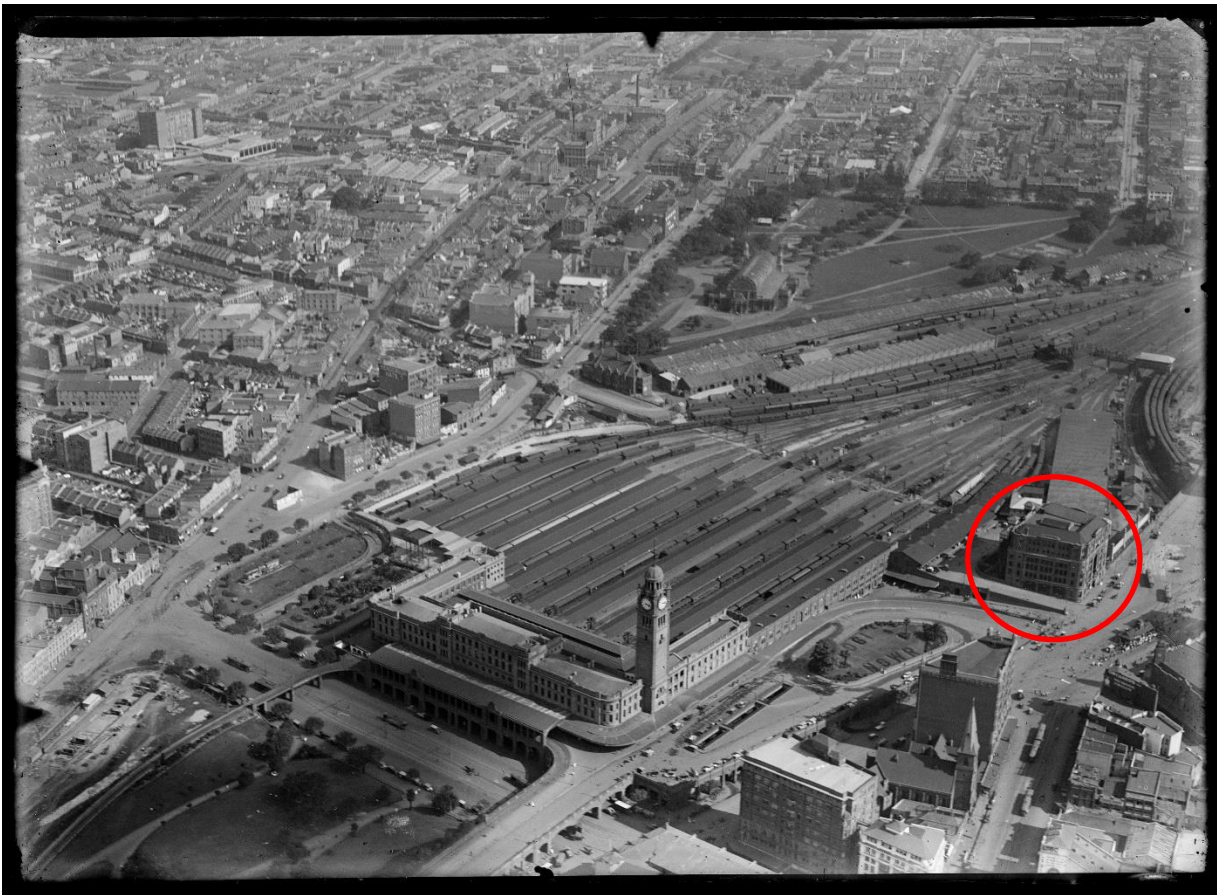


Figure 337 – Milton Kent aerial, c1920-1938. Parcels Post Office at centre right (circled in red).

Source: SLNSW, Digital Order No. c111190008.jpg



Figure 338 – Detail of Railway Station [Central Railway Station, Sydney Dental Hospital, Elizabeth Street, 1940s] by Frank Hurley. Parcels Post Office at far right.

Source: NLA, nla.obj-15890749-1



Figure 339 - Chief parcels office, Central Square (later Railway Square Post Office) 1947

Source: NAA: C4078, N1552



Figure 340 – Parcels Post Office building decorated for visit of Queen Elizabeth 1, February 1954

Source: City of Sydney Archives, SRC21827



Figure 341 – Oblique aerial view of Railway Square, 1954 with the subject Parcels Post building shown at left
 Source: City of Sydney Archives, Len Stone/Vic Solomons Collection 512



Figure 342 – Railway Square, 1955.
 Source: City of Sydney Archives, Len Stone/Vic Solomons Collection 31



Figure 343 – Railway Square looking south-west, 1960s

Source: City of Sydney Archives, SRC11141



Figure 344 – View north-west to Railway Square with the Parcels Post building at right and the Central Station clock tower beyond, 1960s

Source: City of Sydney Archives, SRC11143



Figure 345 – Railway Square looking south-west with the Parcels Post building at left, 10 October 1967

Source: City of Sydney Archives, SRC11089



Figure 346 – Parcels Post Office, Railway Square, 10 October 1967

Source: City of Sydney Archives, NSCA CRS 48/6206



Figure 347 – Devonshire Tunnel construction, Railway Square, 1974

Source: City of Sydney Archives, SRC11113



Figure 348 – Devonshire Tunnel construction, Railway Square, 1975

Source: City of Sydney Archives, SRC11125



Figure 349 – Completed works, Railway Square, 1970s

Source: City of Sydney Archives, SRC11165



Figure 350 – Railway Square, Haymarket, c.1989, prior to adaptation of building for serviced apartments (and showing the 1960s awning)

Source: City of Sydney Archives, NSCA CRS 1035/5043

APPENDIX M

TRADITIONAL STONE MASONRY CONSERVATION REPORTS

APPENDIX N

ABORIGINAL OBJECTS DUE DILIGENCE ASSESSMENT: HENRY DEANE PLAZA

APPENDIX O

THE BURRA CHARTER

THE BURRA CHARTER

The Australia ICOMOS Charter for
Places of Cultural Significance 2013



Australia ICOMOS Incorporated
International Council on Monuments and Sites

ICOMOS

ICOMOS (International Council on Monuments and Sites) is a non-governmental professional organisation formed in 1965, with headquarters in Paris. ICOMOS is primarily concerned with the philosophy, terminology, methodology and techniques of cultural heritage conservation. It is closely linked to UNESCO, particularly in its role under the World Heritage Convention 1972 as UNESCO's principal adviser on cultural matters related to World Heritage. The 11,000 members of ICOMOS include architects, town planners, demographers, archaeologists, geographers, historians, conservators, anthropologists, scientists, engineers and heritage administrators. Members in the 103 countries belonging to ICOMOS are formed into National Committees and participate in a range of conservation projects, research work, intercultural exchanges and cooperative activities. ICOMOS also has 27 International Scientific Committees that focus on particular aspects of the conservation field. ICOMOS members meet triennially in a General Assembly.

Australia ICOMOS

The Australian National Committee of ICOMOS (Australia ICOMOS) was formed in 1976. It elects an Executive Committee of 15 members, which is responsible for carrying out national programs and participating in decisions of ICOMOS as an international organisation. It provides expert advice as required by ICOMOS, especially in its relationship with the World Heritage Committee. Australia ICOMOS acts as a national and international link between public authorities, institutions and individuals involved in the study and conservation of all places of cultural significance. Australia ICOMOS members participate in a range of conservation activities including site visits, training, conferences and meetings.

Revision of the Burra Charter

The Burra Charter was first adopted in 1979 at the historic South Australian mining town of Burra. Minor revisions were made in 1981 and 1988, with more substantial changes in 1999.

Following a review this version was adopted by Australia ICOMOS in October 2013.

The review process included replacement of the 1988 Guidelines to the Burra Charter with Practice Notes which are available at: australia.icomos.org

Australia ICOMOS documents are periodically reviewed and we welcome any comments.

Citing the Burra Charter

The full reference is *The Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance*, 2013. Initial textual references should be in the form of the *Australia ICOMOS Burra Charter, 2013* and later references in the short form (*Burra Charter*).

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The Burra Charter consists of the Preamble, Articles, Explanatory Notes and the flow chart.

This publication may be reproduced, but only in its entirety including the front cover and this page. Formatting must remain unaltered. Parts of the Burra Charter may be quoted with appropriate citing and acknowledgement.

Cover photograph by Ian Stapleton.

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ISBN 0 9578528 4 3

The Burra Charter

(The Australia ICOMOS Charter for Places of Cultural Significance, 2013)

Preamble

Considering the International Charter for the Conservation and Restoration of Monuments and Sites (Venice 1964), and the Resolutions of the 5th General Assembly of the International Council on Monuments and Sites (ICOMOS) (Moscow 1978), the Burra Charter was adopted by Australia ICOMOS (the Australian National Committee of ICOMOS) on 19 August 1979 at Burra, South Australia. Revisions were adopted on 23 February 1981, 23 April 1988, 26 November 1999 and 31 October 2013.

The Burra Charter provides guidance for the conservation and management of places of cultural significance (cultural heritage places), and is based on the knowledge and experience of Australia ICOMOS members.

Conservation is an integral part of the management of places of cultural significance and is an ongoing responsibility.

Who is the Charter for?

The Charter sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance, including owners, managers and custodians.

Using the Charter

The Charter should be read as a whole. Many articles are interdependent.

The Charter consists of:

- | | |
|---|----------------|
| • Definitions | Article 1 |
| • Conservation Principles | Articles 2–13 |
| • Conservation Processes | Articles 14–25 |
| • Conservation Practices | Articles 26–34 |
| • The Burra Charter Process flow chart. | |

The key concepts are included in the Conservation Principles section and these are further developed in the Conservation Processes and Conservation Practice sections. The flow chart explains the Burra Charter Process (Article 6) and is an integral part of

the Charter. Explanatory Notes also form part of the Charter.

The Charter is self-contained, but aspects of its use and application are further explained, in a series of Australia ICOMOS Practice Notes, in *The Illustrated Burra Charter*, and in other guiding documents available from the Australia ICOMOS web site: australia.icomos.org.

What places does the Charter apply to?

The Charter can be applied to all types of places of cultural significance including natural, Indigenous and historic places with cultural values.

The standards of other organisations may also be relevant. These include the *Australian Natural Heritage Charter*, *Ask First: a guide to respecting Indigenous heritage places and values* and *Significance 2.0: a guide to assessing the significance of collections*.

National and international charters and other doctrine may be relevant. See australia.icomos.org.

Why conserve?

Places of cultural significance enrich people's lives, often providing a deep and inspirational sense of connection to community and landscape, to the past and to lived experiences. They are historical records, that are important expressions of Australian identity and experience. Places of cultural significance reflect the diversity of our communities, telling us about who we are and the past that has formed us and the Australian landscape. They are irreplaceable and precious.

These places of cultural significance must be conserved for present and future generations in accordance with the principle of inter-generational equity.

The Burra Charter advocates a cautious approach to change: do as much as necessary to care for the place and to make it useable, but otherwise change it as little as possible so that its cultural significance is retained.

Articles

Article 1. Definitions

For the purposes of this Charter:

- 1.1 *Place* means a geographically defined area. It may include elements, objects, spaces and views. Place may have tangible and intangible dimensions.
- 1.2 *Cultural significance* means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.

Cultural significance is embodied in the *place* itself, its *fabric*, *setting*, *use*, *associations*, *meanings*, *records*, *related places* and *related objects*.

Places may have a range of values for different individuals or groups.
- 1.3 *Fabric* means all the physical material of the *place* including elements, fixtures, contents and objects.
- 1.4 *Conservation* means all the processes of looking after a *place* so as to retain its *cultural significance*.
- 1.5 *Maintenance* means the continuous protective care of a *place*, and its *setting*.

Maintenance is to be distinguished from repair which involves *restoration* or *reconstruction*.
- 1.6 *Preservation* means maintaining a *place* in its existing state and retarding deterioration.
- 1.7 *Restoration* means returning a *place* to a known earlier state by removing accretions or by reassembling existing elements without the introduction of new material.
- 1.8 *Reconstruction* means returning a *place* to a known earlier state and is distinguished from *restoration* by the introduction of new material.
- 1.9 *Adaptation* means changing a *place* to suit the existing *use* or a proposed *use*.
- 1.10 *Use* means the functions of a *place*, including the activities and traditional and customary practices that may occur at the *place* or are dependent on the *place*.

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Explanatory Notes

Place has a broad scope and includes natural and cultural features. Place can be large or small: for example, a memorial, a tree, an individual building or group of buildings, the location of an historical event, an urban area or town, a cultural landscape, a garden, an industrial plant, a shipwreck, a site with in situ remains, a stone arrangement, a road or travel route, a community meeting place, a site with spiritual or religious connections.

The term cultural significance is synonymous with cultural heritage significance and cultural heritage value.

Cultural significance may change over time and with use.

Understanding of cultural significance may change as a result of new information.

Fabric includes building interiors and sub-surface remains, as well as excavated material.

Natural elements of a place may also constitute fabric. For example the rocks that signify a Dreaming place.

Fabric may define spaces and views and these may be part of the significance of the place.

See also Article 14.

Examples of protective care include:

- maintenance — regular inspection and cleaning of a place, e.g. mowing and pruning in a garden;
- repair involving restoration — returning dislodged or relocated fabric to its original location e.g. loose roof gutters on a building or displaced rocks in a stone bora ring;
- repair involving reconstruction — replacing decayed fabric with new fabric

It is recognised that all places and their elements change over time at varying rates.

New material may include recycled material salvaged from other places. This should not be to the detriment of any place of cultural significance.

Use includes for example cultural practices commonly associated with Indigenous peoples such as ceremonies, hunting and fishing, and fulfillment of traditional obligations. Exercising a right of access may be a use.

The Burra Charter, 2013

Articles

- 1.11 *Compatible use* means a use which respects the cultural significance of a place. Such a use involves no, or minimal, impact on cultural significance.
- 1.12 *Setting* means the immediate and extended environment of a place that is part of or contributes to its cultural significance and distinctive character.
- 1.13 *Related place* means a place that contributes to the cultural significance of another place.
- 1.14 *Related object* means an object that contributes to the cultural significance of a place but is not at the place.
- 1.15 *Associations* mean the connections that exist between people and a place.
- 1.16 *Meanings* denote what a place signifies, indicates, evokes or expresses to people.
- 1.17 *Interpretation* means all the ways of presenting the cultural significance of a place.

Explanatory Notes

Setting may include: structures, spaces, land, water and sky; the visual setting including views to and from the place, and along a cultural route; and other sensory aspects of the setting such as smells and sounds. Setting may also include historical and contemporary relationships, such as use and activities, social and spiritual practices, and relationships with other places, both tangible and intangible.

Objects at a place are encompassed by the definition of place, and may or may not contribute to its cultural significance.

Associations may include social or spiritual values and cultural responsibilities for a place.

Meanings generally relate to intangible dimensions such as symbolic qualities and memories.

Interpretation may be a combination of the treatment of the fabric (e.g. maintenance, restoration, reconstruction); the use of and activities at the place; and the use of introduced explanatory material.

Conservation Principles

Article 2. Conservation and management

- 2.1 *Places of cultural significance* should be conserved.
- 2.2 The aim of *conservation* is to retain the cultural significance of a place.
- 2.3 *Conservation* is an integral part of good management of places of cultural significance.
- 2.4 *Places of cultural significance* should be safeguarded and not put at risk or left in a vulnerable state.

Article 3. Cautious approach

- 3.1 *Conservation* is based on a respect for the existing fabric, use, associations and meanings. It requires a cautious approach of changing as much as necessary but as little as possible.
- 3.2 Changes to a place should not distort the physical or other evidence it provides, nor be based on conjecture.

The traces of additions, alterations and earlier treatments to the fabric of a place are evidence of its history and uses which may be part of its significance. Conservation action should assist and not impede their understanding.

Article 4. Knowledge, skills and techniques

- 4.1 *Conservation* should make use of all the knowledge, skills and disciplines which can contribute to the study and care of the place.

Articles

- 4.2 Traditional techniques and materials are preferred for the *conservation of significant fabric*. In some circumstances modern techniques and materials which offer substantial conservation benefits may be appropriate.

Article 5. Values

- 5.1 *Conservation of a place* should identify and take into consideration all aspects of cultural and natural significance without unwarranted emphasis on any one value at the expense of others.
- 5.2 Relative degrees of *cultural significance* may lead to different *conservation actions* at a place.

Article 6. Burra Charter Process

- 6.1 The *cultural significance of a place* and other issues affecting its future are best understood by a sequence of collecting and analysing information before making decisions. Understanding cultural significance comes first, then development of policy and finally management of the place in accordance with the policy. This is the Burra Charter Process.
- 6.2 Policy for managing a *place* must be based on an understanding of its *cultural significance*.
- 6.3 Policy development should also include consideration of other factors affecting the future of a *place* such as the owner's needs, resources, external constraints and its physical condition.
- 6.4 In developing an effective policy, different ways to retain *cultural significance* and address other factors may need to be explored.
- 6.5 Changes in circumstances, or new information or perspectives, may require reiteration of part or all of the Burra Charter Process.

Article 7. Use

- 7.1 Where the *use of a place* is of *cultural significance* it should be retained.
- 7.2 A *place* should have a *compatible use*.

Explanatory Notes

The use of modern materials and techniques must be supported by firm scientific evidence or by a body of experience.

Conservation of places with natural significance is explained in the Australian Natural Heritage Charter. This Charter defines natural significance to mean the importance of ecosystems, biodiversity and geodiversity for their existence value or for present or future generations, in terms of their scientific, social, aesthetic and life-support value.

In some cultures, natural and cultural values are indivisible.

A cautious approach is needed, as understanding of cultural significance may change. This article should not be used to justify actions which do not retain cultural significance.

The Burra Charter Process, or sequence of investigations, decisions and actions, is illustrated below and in more detail in the accompanying flow chart which forms part of the Charter.



Options considered may include a range of uses and changes (e.g. adaptation) to a place.

The policy should identify a use or combination of uses or constraints on uses that retain the cultural significance of the place. New use of a place should involve minimal change to significant fabric and use; should respect associations and meanings; and where appropriate should provide for continuation of activities and practices which contribute to the cultural significance of the place.

Articles

Article 8. Setting

Conservation requires the retention of an appropriate *setting*. This includes retention of the visual and sensory setting, as well as the retention of spiritual and other cultural relationships that contribute to the *cultural significance* of the place.

New construction, demolition, intrusions or other changes which would adversely affect the setting or relationships are not appropriate.

Article 9. Location

9.1 The physical location of a *place* is part of its *cultural significance*. A building, work or other element of a place should remain in its historical location. Relocation is generally unacceptable unless this is the sole practical means of ensuring its survival.

9.2 Some buildings, works or other elements of *places* were designed to be readily removable or already have a history of relocation. Provided such buildings, works or other elements do not have significant links with their present location, removal may be appropriate.

9.3 If any building, work or other element is moved, it should be moved to an appropriate location and given an appropriate use. Such action should not be to the detriment of any *place* of *cultural significance*.

Article 10. Contents

Contents, fixtures and objects which contribute to the *cultural significance* of a *place* should be retained at that place. Their removal is unacceptable unless it is: the sole means of ensuring their security and *preservation*; on a temporary basis for treatment or exhibition; for cultural reasons; for health and safety; or to protect the place. Such contents, fixtures and objects should be returned where circumstances permit and it is culturally appropriate.

Article 11. Related places and objects

The contribution which *related places* and *related objects* make to the *cultural significance* of the *place* should be retained.

Article 12. Participation

Conservation, *interpretation* and management of a *place* should provide for the participation of people for whom the place has significant *associations* and *meanings*, or who have social, spiritual or other cultural responsibilities for the place.

Article 13. Co-existence of cultural values

Co-existence of cultural values should always be recognised, respected and encouraged. This is especially important in cases where they conflict.

Explanatory Notes

Setting is explained in Article 1.12.

For example, the repatriation (returning) of an object or element to a place may be important to Indigenous cultures, and may be essential to the retention of its cultural significance.

Article 28 covers the circumstances where significant fabric might be disturbed, for example, during archaeological excavation.

Article 33 deals with significant fabric that has been removed from a place.

For some places, conflicting cultural values may affect policy development and management decisions. In Article 13, the term cultural values refers to those beliefs which are important to a cultural group, including but not limited to political, religious, spiritual and moral beliefs. This is broader than values associated with cultural significance.

Conservation Processes

Article 14. Conservation processes

Conservation may, according to circumstance, include the processes of: retention or reintroduction of a *use*; retention of *associations* and *meanings*; *maintenance*, *preservation*, *restoration*, *reconstruction*, *adaptation* and *interpretation*; and will commonly include a combination of more than one of these. Conservation may also include retention of the contribution that *related places* and *related objects* make to the *cultural significance* of a *place*.

Conservation normally seeks to slow deterioration unless the significance of the place dictates otherwise. There may be circumstances where no action is required to achieve conservation.

Article 15. Change

15.1 Change may be necessary to retain *cultural significance*, but is undesirable where it reduces *cultural significance*. The amount of change to a *place* and its *use* should be guided by the *cultural significance* of the *place* and its appropriate *interpretation*.

When change is being considered, including for a temporary use, a range of options should be explored to seek the option which minimises any reduction to its cultural significance.

It may be appropriate to change a place where this reflects a change in cultural meanings or practices at the place, but the significance of the place should always be respected.

15.2 Changes which reduce *cultural significance* should be reversible, and be reversed when circumstances permit.

Reversible changes should be considered temporary. Non-reversible change should only be used as a last resort and should not prevent future conservation action.

15.3 Demolition of significant *fabric* of a *place* is generally not acceptable. However, in some cases minor demolition may be appropriate as part of *conservation*. Removed significant fabric should be reinstated when circumstances permit.

15.4 The contributions of all aspects of *cultural significance* of a *place* should be respected. If a place includes *fabric*, *uses*, *associations* or *meanings* of different periods, or different aspects of cultural significance, emphasising or interpreting one period or aspect at the expense of another can only be justified when what is left out, removed or diminished is of slight cultural significance and that which is emphasised or interpreted is of much greater cultural significance.

Article 16. Maintenance

Maintenance is fundamental to *conservation*. Maintenance should be undertaken where *fabric* is of *cultural significance* and its maintenance is necessary to retain that *cultural significance*.

Maintaining a place may be important to the fulfilment of traditional laws and customs in some Indigenous communities and other cultural groups.

Article 17. Preservation

Preservation is appropriate where the existing *fabric* or its condition constitutes evidence of *cultural significance*, or where insufficient evidence is available to allow other *conservation* processes to be carried out.

Preservation protects fabric without obscuring evidence of its construction and use. The process should always be applied:

- where the evidence of the fabric is of such significance that it should not be altered; or
- where insufficient investigation has been carried out to permit policy decisions to be taken in accord with Articles 26 to 28.

New work (e.g. stabilisation) may be carried out in association with preservation when its purpose is the physical protection of the fabric and when it is consistent with Article 22.

Articles

Article 18. Restoration and reconstruction

Restoration and reconstruction should reveal culturally significant aspects of the place.

Article 19. Restoration

Restoration is appropriate only if there is sufficient evidence of an earlier state of the fabric.

Article 20. Reconstruction

20.1 *Reconstruction is appropriate only where a place is incomplete through damage or alteration, and only where there is sufficient evidence to reproduce an earlier state of the fabric. In some cases, reconstruction may also be appropriate as part of a use or practice that retains the cultural significance of the place.*

20.2 *Reconstruction should be identifiable on close inspection or through additional interpretation.*

Article 21. Adaptation

21.1 *Adaptation is acceptable only where the adaptation has minimal impact on the cultural significance of the place.*

21.2 *Adaptation should involve minimal change to significant fabric, achieved only after considering alternatives.*

Article 22. New work

22.1 *New work such as additions or other changes to the place may be acceptable where it respects and does not distort or obscure the cultural significance of the place, or detract from its interpretation and appreciation.*

22.2 *New work should be readily identifiable as such, but must respect and have minimal impact on the cultural significance of the place.*

Article 23. Retaining or reintroducing use

Retaining, modifying or reintroducing a significant use may be appropriate and preferred forms of conservation.

Article 24. Retaining associations and meanings

24.1 *Significant associations between people and a place should be respected, retained and not obscured. Opportunities for the interpretation, commemoration and celebration of these associations should be investigated and implemented.*

24.2 *Significant meanings, including spiritual values, of a place should be respected. Opportunities for the continuation or revival of these meanings should be investigated and implemented.*

Explanatory Notes

Places with social or spiritual value may warrant reconstruction, even though very little may remain (e.g. only building footings or tree stumps following fire, flood or storm). The requirement for sufficient evidence to reproduce an earlier state still applies.

Adaptation may involve additions to the place, the introduction of new services, or a new use, or changes to safeguard the place. Adaptation of a place for a new use is often referred to as 'adaptive re-use' and should be consistent with Article 7.2.

New work should respect the significance of a place through consideration of its siting, bulk, form, scale, character, colour, texture and material. Imitation should generally be avoided.

New work should be consistent with Articles 3, 5, 8, 15, 21 and 22.1.

These may require changes to significant fabric but they should be minimised. In some cases, continuing a significant use, activity or practice may involve substantial new work.

For many places associations will be linked to aspects of use, including activities and practices.

Some associations and meanings may not be apparent and will require research.

Articles

Article 25. Interpretation

The *cultural significance* of many *places* is not readily apparent, and should be explained by *interpretation*. Interpretation should enhance understanding and engagement, and be culturally appropriate.

Conservation Practice

Article 26. Applying the Burra Charter Process

26.1 Work on a *place* should be preceded by studies to understand the *place* which should include analysis of physical, documentary, oral and other evidence, drawing on appropriate knowledge, skills and disciplines.

26.2 Written statements of *cultural significance* and policy for the *place* should be prepared, justified and accompanied by supporting evidence. The statements of significance and policy should be incorporated into a management plan for the *place*.

26.3 Groups and individuals with *associations* with the *place* as well as those involved in its management should be provided with opportunities to contribute to and participate in identifying and understanding the *cultural significance* of the *place*. Where appropriate they should also have opportunities to participate in its *conservation* and management.

26.4 Statements of *cultural significance* and policy for the *place* should be periodically reviewed, and actions and their consequences monitored to ensure continuing appropriateness and effectiveness.

Article 27. Managing change

27.1 The impact of proposed changes, including incremental changes, on the *cultural significance* of a *place* should be assessed with reference to the statement of significance and the policy for managing the *place*. It may be necessary to modify proposed changes to better retain cultural significance.

27.2 Existing *fabric*, *use*, *associations* and *meanings* should be adequately recorded before and after any changes are made to the *place*.

Article 28. Disturbance of fabric

28.1 Disturbance of significant *fabric* for study, or to obtain evidence, should be minimised. Study of a *place* by any disturbance of the *fabric*, including archaeological excavation, should only be undertaken to provide data essential for decisions on the *conservation* of the *place*, or to obtain important evidence about to be lost or made inaccessible.

Explanatory Notes

In some circumstances any form of interpretation may be culturally inappropriate.

The results of studies should be kept up to date, regularly reviewed and revised as necessary.

Policy should address all relevant issues, e.g. use, interpretation, management and change.

A management plan is a useful document for recording the Burra Charter Process, i.e. the steps in planning for and managing a *place* of cultural significance (Article 6.1 and flow chart). Such plans are often called conservation management plans and sometimes have other names.

The management plan may deal with other matters related to the management of the *place*.

Monitor actions taken in case there are also unintended consequences.

Articles

Explanatory Notes

28.2 Investigation of a *place* which requires disturbance of the *fabric*, apart from that necessary to make decisions, may be appropriate provided that it is consistent with the policy for the place. Such investigation should be based on important research questions which have potential to substantially add to knowledge, which cannot be answered in other ways and which minimises disturbance of significant fabric.

Article 29. Responsibility

The organisations and individuals responsible for management and decisions should be named and specific responsibility taken for each decision.

Article 30. Direction, supervision and implementation

Competent direction and supervision should be maintained at all stages, and any changes should be implemented by people with appropriate knowledge and skills.

Article 31. Keeping a log

New evidence may come to light while implementing policy or a plan for a *place*. Other factors may arise and require new decisions. A log of new evidence and additional decisions should be kept.

New decisions should respect and have minimal impact on the cultural significance of the place.

Article 32. Records

32.1 The records associated with the *conservation* of a *place* should be placed in a permanent archive and made publicly available, subject to requirements of security and privacy, and where this is culturally appropriate.

32.2 Records about the history of a *place* should be protected and made publicly available, subject to requirements of security and privacy, and where this is culturally appropriate.

Article 33. Removed fabric

Significant *fabric* which has been removed from a *place* including contents, fixtures and objects, should be catalogued, and protected in accordance with its *cultural significance*.

Where possible and culturally appropriate, removed significant fabric including contents, fixtures and objects, should be kept at the place.

Article 34. Resources

Adequate resources should be provided for *conservation*.

The best conservation often involves the least work and can be inexpensive.

Words in italics are defined in Article 1.

The Burra Charter Process

Steps in planning for and managing a place of cultural significance

The Burra Charter should be read as a whole.

Key articles relevant to each step are shown in the boxes. Article 6 summarises the Burra Charter Process.

