

6.0 CONSERVATION POLICY AND MANAGEMENT PLAN

This conservation policy is based on the assessment of cultural significance at Chapter 4, and informed by the opportunities and constraints identified at Chapter 5.

The objective of the conservation policy is to provide guidance on the conservation and management of heritage values and attributes of the place.

As relevant, the individual policies are followed by explanatory text.

6.1 Definitions

The terminology used in this chapter is of a specific nature. The following definitions are from the *Burra Charter: The Australia ICOMOS Charter for Places of Cultural Significance, 2013* (Article 1), as endorsed by all statutory and national heritage bodies.

Place means a geographically defined area. It may include elements, objects, spaces and views. Place may have tangible and intangible dimensions.

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.

Fabric means all the physical material of the *place* including elements, fixtures, contents and objects.

Conservation means all the processes of looking after a *place* so as to retain its *cultural significance*.

Maintenance means the continuous protective care of a *place*, and its *setting*.

Maintenance is to be distinguished from repair which involves *restoration* or *reconstruction*.

Preservation means maintaining a *place* in its existing state and retarding deterioration.

Restoration means returning a *place* to a known earlier state by removing accretions or by reassembling existing elements without the introduction of new material.

Reconstruction means returning a *place* to a known earlier state and is distinguished from *restoration* by the introduction of new material.

Adaptation means modifying a *place* to suit the existing *use* or a proposed use.

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.

Compatible use means a *use* which respects the *cultural significance* of a *place*. Such a use involves no, or minimal, impact on cultural significance.

Setting means the immediate and extended environment of a *place* that is part of or contributes to its cultural significance and distinctive character.

Related place means a *place* that contributes to the *cultural significance* of another place.

Related object means an object that contributes to the *cultural significance* of a *place* but is not at the place.

Associations mean the special connections that exist between people and a *place*.

Meanings denote what a *place* signifies, indicates, evokes or expresses to people.

Interpretation means all the ways of presenting the *cultural significance* of a *place*.

6.2 General policies

Policy 1 *Significance as the basis for future conservation and management*

The statement of significance included in this HMP should be the principal basis for future management and conservation of the former Adelaide GPO.

Comment:

Specific conservation objectives should include:

- managing the place in accordance with the assessment of significance and amended statement of significance in Chapter 4 of this HMP and with the levels of significance ascribed to particular elements, spaces and areas within the complex
- the retention and conservation of significant elements and areas in accordance with the policies and recommendations in this HMP
- a sensitive and respectful approach to adaptation, new works and future development where significant elements and areas may be affected
- if alterations or changes are proposed which support an appropriate and viable use for a structure or area of significance, the works should be undertaken in a manner which has minimal impact on significant fabric and on the original form and presentation of the element/area and the heritage values more generally identified at Section 4.

Policy 2 *Adoption of the Burra Charter*

The conservation and management of the Adelaide GPO should be carried out in accordance with the principles of the Burra Charter.

Comment:

When assessing the suitability of proposed works to significant areas and elements at the Adelaide GPO, the principles of the *Burra Charter* (2013) and its practice notes should provide the basis for all future works. These principles provide guidance on the conservation and adaptation of places and elements identified as being of cultural heritage significance.

Policy 3 *Specialist advice and skills*

Advice from qualified heritage practitioners should be sought before any action is proposed or undertaken that could have an impact on significant built fabric at the Adelaide GPO.

Comment:

Where works to significant built fabric or elements are proposed, or where technical advice is needed, it is important to select consultants and contractors with proven experience in the relevant field. This applies to the development of strategic approaches to undertaking works, as well as to the delivery of conservation works.

Policy 4 Review of the HMP

Consistent with best practice, this HMP should be reviewed and updated every five years (in 2021).

Comment:

Major physical change to the Adelaide GPO would be a trigger for a review of this HMP. Other triggers include instances where:

- approaches to conservation practice change, with potential implications for the management of buildings/areas at the Adelaide GPO
- major change occurs as a result of an accident or misadventure (i.e. vandalism or fire)
- the HMP is found to be out of date with regard to significance.

6.3 Conservation policies**Policy 5 Setting, views and key relationships**

In future management and interpretation of the place, consideration should be given to maintaining historical and visual relationships with other heritage places in the vicinity.

Views of the Adelaide GPO from the south and east should be maintained.

Comment:

The broader setting of the Adelaide GPO includes its visual and historical links to the collection of nineteenth century buildings that make up the city's historic civic, administrative and commercial precinct, including the Adelaide Town Hall, former Bank of South Australia, Treasury, Government Offices, Supreme Court and Victoria Square.

In the immediate context it has particularly strong links to the former Telephone Exchange to the west and the Adelaide Town Hall to the north-east.

The former Telephone Exchange at 141-159 Franklin Street does not form a part of the subject site. Historically, however, the Adelaide GPO and former telephone exchange were part of one complex. The ability to perceive the historical and visual relationship between the two elements should be maintained. This relationship is most apparent in views from Franklin Street, Victoria Square and Post Office Lane.

In the broader context, there is an important visual relationship between the tower of the Adelaide GPO and that of the Town Hall. The visual relationship between these two buildings should be maintained.

As viewed from the key frontages to King William Street and Franklin streets and the broader environs of Victoria Square, the Adelaide GPO is visually prominent, owing to its largely detached form, scale, tower and the architectural qualities of the built form. The presentation of these elevations to Franklin Street, King William Street and Victoria Square should be maintained.

Policy 6 Conservation of significant elements and attributes

Elements and areas of significance at the Adelaide GPO should be conserved.

The most significant elements and areas are those identified as being of primary significance in this HMP (refer to 4.6 Levels of significance and as shown on the associated plans) and these should generally be retained and conserved.

These are summarised as follows:

Exterior:

- the external form and fabric of the GPO (1867-72 and 1891-3), including the Victoria Tower and cupola and the Franklin Street and King William Street facades, parts of the elevation to the access way between the GPO and the former Telephone Exchange to the west and some early elements visible from the open space at Nos 135-139 King William Street to the north.
- the roofscape of the GPO (1867-72 and 1891-3) including rendered and face brick chimneys, all original ventilators and gablet vents, the original half-domed lantern and all original or early form and fabric.

Interior:

- the basement, ground and first floor (mezzanine) levels of the 1867-72 and 1891-3 building to the extent of original building envelope and structure, plan form, volume, fabric and details. These comprise:
 - central basement sorting areas and associated strong rooms along with all remnant form and fabric of original walls and door openings. (Rooms B1, B5)
 - the original 1872 form and fabric of the Postal Hall and public entrance halls at ground floor level (Rooms G1, G7) and the former carriageway to King William Street (Room G11) along with all remnant form and fabric of original walls and door openings
 - mezzanine areas and surviving walls at first floor level along with all remnant form and fabric of original walls and door openings. (Room 1.1)
 - original fixtures, fittings, services and finishes, where extant (visible and concealed) throughout the three levels.

In the case of elements and areas of contributory significance (refer to section 4.6 Levels of significance) which play a supporting role in the significance of the place, the focus should be on the retention of evidence of early planning and as much significant fabric as is possible.

Contributory areas are all internal to the 1867-72 and 1891-3 building and they include:

- all areas within the extent sections of the 1867-72 and 1891-3 building apart from those identified as being of primary significance noted above: this typically comprises spaces in and around the central basement sorting area, postal hall and mezzanine areas above.
- the 1920s form and fabric of the adapted 1867-72 carriageway including the stair well to the additions of 1922 and the concealed 1920s detectives walk above the Postal Hall.

Refer also to the policies for Adaptation below at 6.4 and to the Specific Policies at 6.5.

Policy 7 Remedial works and cyclical maintenance of built fabric

Programs of priority maintenance, remedial works and cyclical maintenance should form the basis for on-going care of the significant fabric at the Adelaide GPO.

These should be based on the repair and maintenance works in the schedules at Appendix C to this HMP.

Comment:

The fabric of historic buildings will deteriorate over time due to the effects of age, weather and use. Poor maintenance can hasten the decline and decay of fabric, which can be expensive to rectify if not promptly addressed. It may also result in the loss of significant heritage fabric which can, in turn, affect the heritage values of the place.

The establishment of a cyclical maintenance programme will help to retard deterioration and, following any refurbishment works, to prevent future deterioration of restored original or introduced new material. Broadly, the approach to maintenance should firstly be to maintain and ensure that the significant original and early fabric does not deteriorate further and secondly to maintain all existing fabric. *Ad hoc* repairs or patch ups should be avoided.

Where existing fabric needs to be renewed, the replacement generally should match the original in design, materials and construction unless there are strong overriding functional reasons for altering the original design or materials. New material should be marked on the back with the date (year/month) of installation.

Regular inspections of the building's fabric should occur, with an emphasis on susceptible areas such as guttering and downpipes, door and window openings. Generally, day-to-day maintenance work can be carried out in accordance with the conservation policies and without reference to a conservation specialist. However, major maintenance works should be undertaken under the direction of an appropriately qualified conservation practitioner.

The primary aim of repair work should be to retain as much of the historic material as possible. In most cases involving repairs to significant fabric, the advice of a heritage practitioner will be required prior to undertaking the works, to ensure the significant fabric is treated appropriately.

Maintenance

Maintenance addresses all existing components of the place, including fabric and setting. Introducing new elements (such as new structures) or changing and adapting the existing building are not matters of maintenance, and are addressed in policies and recommendations included elsewhere in this HMP.

Typical maintenance works include:

- Cleaning out gutters, drainage systems and other water storage and drainage areas
- Securing and replacing roof sheeting
- Attention to cracking and crazing of external wall fabric, cracks to render should be addressed before spalling becomes a serious issue. This may require specialist input.
- Attention to glazing, timberwork and decorative features, in an appropriate and sympathetic manner. This may require specialist input.
- Maintaining existing equipment and services
- Maintaining existing power or pipelines or other services where this involves no alteration to the fabric of the place
- Replacing or upgrading services (may require specialist input for substantial works)

Regular monitoring of the condition of significant fabric is also an important aspect of maintenance.

With regard to the recommended cyclical inspection and maintenance programme, the following sets out a desirable minimum program for cyclical maintenance.

Annual:	Roof cladding, gutters, downpipes, drains and surface drainage, bird-proofing, roof space, security and fire precautions, plumbing, electrical and data cables and appliances, windows and doors and general safety. Ceilings, floors, stairs, joinery, fixtures and fittings, tiling and building services.
4–5 years:	External walls, external joinery other than for windows and doors and lighting.

Repairs

From a heritage perspective it is generally recommended that repairs of significant buildings and structures should involve replacing 'like with like,' i.e. the replacement of material (missing, deteriorated or broken) with fabric to match the existing. Accepting this principle, it is also important to determine if the material proposed for replacement is appropriate (it may not be original). The advice of a qualified heritage practitioner should be sought on this. Wherever possible, only actual decayed fabric of a heritage structure should be replaced, instead of the whole host element.

Repairs to significant structures should also, in preference, be carried out by appropriately skilled staff or contractors, and may require in some cases prior analysis of the composition of the fabric to be repaired/replaced (i.e. mortars, renders and surface treatments).

Specialist input may also be required for the identification and eradication of any damage caused by pest infestations. Rectification may involve repair to, or replacement of, damaged fabric.

<p>Policy 8 Restoration and conservation works</p> <p><i>It would be desirable to undertake active conservation (restoration and reconstruction) works to the slate roof and King William Street parapet. Of these, the reinstatement of the missing urns to the King William Street parapet would improve the presentation of the building and would be a higher priority from a heritage perspective.</i></p>
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Comment:

Beyond the routine maintenance works noted at Appendix C, two areas for potential conservation works are present on the site. These relate to the slate roofs and the reinstatement of lost urns to the King William Street parapet.

While they have been identified as significant elements, roofs are not visible from King William Street or Victoria Square. They are visible in some, reasonably distant views from taller buildings nearby. Early slates have been replaced in corrugated steel throughout. Consideration could be given to reinstatement of slate cladding as opportunities come to hand.

Early images of Adelaide GPO show the eastern façade of the Adelaide GPO to King William Street. A number of urns are visible at the parapet level which have subsequently been removed. Reconstruction of these elements with units that match the appearance of urns visible in early images should be undertaken as a priority.



Figure 122 Victoria Square with Adelaide GPO, and part government buildings at right, c1910, showing urns at parapet level
Source: State Library of South Australia

6.4 Use, adaptation and development

Policy 9 Use

Future uses of the Adelaide GPO should seek to minimise impacts on the values and historic fabric of the place, and should preferably retain a level of public access to the building.

Comment:

The Adelaide GPO continues to provide Australia Post retail services in the original Postal Hall. However, the balance of the site is largely vacant.

When new uses are considered at the Adelaide GPO, these should be considered for the compatibility with the significant fabric of the place. Compatible uses will include those which do not place undue pressure on the significant fabric and can be accommodated without compromising the fabric or the presentation and legibility of the place. Changes of use with the potential to impact on the external presentation of the GPO, particularly as viewed from King William Street and Victoria Square, should not be contemplated. Internally, uses which allow both entries to continue to service the internal volume of the Postal Hall are preferred. Uses which provide for the retention of the original plan and mezzanine arrangement of this key space should be encouraged, while those that require subdivision, partitioning or other works that diminish the legibility of the space should be discouraged.

Given the history of the place, uses which maintain a level of public access, particularly to the Postal Hall (and even where this access may be restricted) ideally would be preferred.

Policy 10 Adaptation

Adaptation of spaces and fabric within the Adelaide GPO complex should support the ongoing operational and functional requirements, and be sympathetic both to the overall heritage values of the place and the significance and contribution of the affected spaces and fabric.

Comment:

Physical change to spaces within the building complex has occurred in the past and is likely to occur in the future, as spaces are required to adapt to new uses and functional requirements. The extent of physical change which can be contemplated for individual spaces, areas and fabric relates to the level of significance of these.

Generally, adaptation of, and alterations to all significant heritage buildings should, in the first instance, follow *Burra Charter* principles including the 'cautious' approach recommended by the Charter, where as little as possible of the significant fabric is changed and works do not 'distort' the physical or other evidence provided by the place.

This particularly applies to elements of higher significance, in this case areas and elements of primary significance, while those of a lesser level, that of contributory significance, provide greater flexibility for change, although even in that case, care should still be taken in planning and implementing such change. Elements of little or no significance can generally be altered and adapted as required. The management of the complex will entail the management of physical change, not prohibition of change, but within a framework of conserving the significant heritage values. Refer also to the specific policies at 6.5.

Policy 11 Spaces and elements of primary significance

Where spaces of primary significance are proposed for adaptation, the works should involve minimal physical alteration to significant fabric and should not adversely affect the exteriors of the spaces, significant decoration, or the interior spatial quality including a sense of the planning and layout and the dimension of the affected spaces.

Comment:

Wherever possible, change should also avoid permanent intervention into areas and elements of primary significance and all changes and installations in these areas should be reversible, i.e., not requiring significant reconstruction of the heritage fabric when the interventions are no longer required. Change should be carefully planned, and not undertaken on an *ad hoc* basis, responsive to short-term requirements.

Where significant elements are removed, any work should be done in a manner which is ultimately reversible when the present need becomes obsolete, and the removed items should be stored for future reinstatement.

Policy 12 Spaces and elements of contributory significance

There is greater scope for adaptation and alteration to spaces and elements of contributory significance. These offer the opportunity, when planning works, to focus change required to support the ongoing use and functioning of the building in locations where the tolerance for change is greater, and there is less impact on the heritage place as a whole. Accepting this, there is a preference for the retention of original plan form and fabric.

Comment:

All works in areas of contributory significance should be planned so as to retain original fabric wherever possible and to retain or reinstate early or original plan form. Impacts on areas adjacent to nearby areas of primary significance should be avoided.

Policy 13 Spaces and elements of little or no significance

Spaces and elements of little or no significance could be altered or adapted as required.

Comment:

Impacts on fabric adjacent to areas of primary significance should be avoided.

6.5 Specific policies**Policy 14 Exterior**

Retain and conserve the external form and fabric of the 1867-72 and 1891-3 wings, with a particular focus on the principal street frontages and visible roof form and fabric.

Avoid or minimise alterations to the significant external fabric.

Comment:

The principal elevations of the Adelaide GPO (addressing Franklin and King William streets) should remain unaltered. Original exterior elements, including original fabric to walls, rendered details, the arrangement of openings and the form and fabric of roof elements should be retained intact and should not be obscured or altered by new work.

Reflecting its relatively modest contribution to the presentation of the building, there is some, limited, potential for physical change to the western elevation to the laneway. Changes of this kind should be limited in terms of their extent and undertaken where no less intrusive alternatives exist. In the event that works of this type are contemplated, these should be kept to the minimum extent required, retain maximum original fabric and be designed in a manner that allows them to be legible as alterations. Where possible, works involving the loss of early fabric should be reversible. Works in this area should not limit an appreciation of the early association with the former Telephone exchange.

While the roof, in its entirety, has been identified as a significant element, its significance extends to its broad form and to some individually significant fabric such as chimneys and the roof lantern above the main postal hall. Changes to the roof that do not affect the presentation of the building such as the construction of new skylights, gantries and access ways whose impacts on fabric are limited to the roof cladding only, could be countenanced. These should be designed to limit the impact on early fabric. As noted above, the replacement of galvanised steel roof cladding with slates is encouraged.

Policy 15 Interior

Retain and conserve the key public entries and spaces of primary significance. Early or original paint scheme recreated in areas of primary significance (c.1990s) should also be retained.

Retain evidence of the original internal planning and circulation within the building (including to areas of contributory significance) to maintain an understanding of the overall building programme and its historical use.

Adaptation works should focus first on areas of little or no significance, with some scope for change in contributory significance.

Within these constraints there is scope for further adaptation within the building.

Comment:

To the extent that it survives, the plan form of the key public spaces at the Adelaide GPO should be maintained. In particular, the relationship between the two key entries to King William and Franklin Street and the Postal Hall which aid in an understanding of the original use and operation of the building, should be maintained. It is preferred that the plan form of spaces of contributory significance should also be maintained where their original arrangement remains legible. The original planning at basement level of the 1872 building is largely intact and should remain unaltered. However, future change to the plan form of areas to the north of the postal hall and non-public areas more broadly could be contemplated without detrimental impact on the building's heritage values. Original internal elements, such as the stair, timber joinery, panelled doors, fireplaces and leadlight, should be retained wherever they survive. Where walls are removed, evidence of an early arrangement should be retained in the form of nibs.

The existing paint scheme in the postal hall and associated entries dates from restoration works undertaken in c.1990s. This recreates an original or early paint scheme in these spaces. It contributes to the character and significance of these areas and should be retained.

Policy 16 *New development*

The 1922-26 addition has been assessed as of little or no significance and could be retained and adapted or demolished as required. This part of the site offers the opportunity for new development on the site, consistent with and responsive to the heritage values of the place.

Any new development on the Adelaide GPO site would need to have regard for any impacts on the presentation of the place and on significant fabric as identified in this HMP.

Comment:

Confirming previous assessments, this HMP has concluded that the 1922-26 additions, while part of the evolved complex, are of little or no significance. They could be retained and adapted or demolished as required.

Any new development on the site of the 1922-26 additions should aim to minimise impacts on views to the heritage place from key vantage points.

Refer above for policies for the conservation and management of significant fabric.

Potential impacts on the broader presentation of the heritage place

The Adelaide GPO can be viewed from a number of different vantage points. Broadly speaking, these vantage points are located in: King William Street to the north of the Adelaide Town Hall at 128 King William Street; King William Street immediately to the east of the GPO; and various locations around Victoria Square. These three conditions are discussed separately below:

New additions should have regard to distant views to the GPO from vantage points in King William Street to the north of the Adelaide Town Hall. Views from these areas allow the Victoria and Albert Towers to be read in conjunction with one another as the tallest elements within the King William Street view corridor. Additions on the GPO site should not obscure views to the Victoria Tower from these locations and should allow the traditional relationship between the two towers to be maintained.

The impacts arising from new development presenting to the adjacent sections of King William Street should be mitigated through setbacks from the facade. Where new development is visible from King William Street, it should be set back sufficiently should be sufficient to allow any new built form to be understood as later, distinct and recessive elements that allow the King William Street volume of the

GPO to remain the pre-eminent built form on the site. While the precise setbacks would depend on the form and character of the addition, it is unlikely that a setback of less than 17 metres could be achieved irrespective of the design of the addition. A setback of this order is consistent with ; the significance of the King William Street wing and the location of surviving fabric; the opportunities afforded for views from distant vantage points; and the role of the tower in the King William Street environs.

Setbacks from the southern Franklin Street frontage will be influenced by the footprint, height, form and architectural expression of new built form. However, new works are likely to be visible from Victoria Square irrespective of their setback from the Franklin Street façade. Here, the setbacks should be sufficient to ensure that the presence of new built form that is visible from Victoria Square is subordinate to that of the GPO and allows its original form and character to remain legible.

Further to this, future works and development in the area between the GPO and Telephone Exchange to the west should be designed to avoid visual and physical impacts on views of the historic buildings from Franklin Street and from within Victoria Square. Works should allow the two buildings to remain legible as distinct but related elements.

Potential impacts on significant fabric

The remnant significant fabric of the GPO is valued both intrinsically and for its contribution to the form, character and legibility of the building. Roofs have been identified a significant elements and fabric at roof level should not be removed or covered over or otherwise overwhelmed by the presence of new built form on the GPO site.

Again, different circumstances exist in different sections of the site. The external building envelope of the 1867-72 building to Victoria Square survives largely intact. Its roof has been identified as a significant element whose chimneys and roof lantern and other elements are visible from Victoria Square. New works will require substantial setback from the Franklin Street facade that is sufficient to allow the early roofscape to be conserved. By contrast, the additions of 1891-3 were very substantially affected by the works of 1922-26 and far less of the original roof survives. Consequently, the location and intactness of surviving early fabric in the vicinity of the King William Street facade provides fewer constraints in terms of setbacks. The extent to which setbacks from the two street frontages to new built form may be affected by the presence of fabric of primary significance fabric are discussed separately below.

As noted above, there are no opportunities for substantial change to original sections of the roof, roof lantern or extant original chimneys of 1867-72 addressing Victoria Square. New built form in this area should be designed in a manner that requires little or no change to these elements. In practical terms, this would require that new works extend no further south than the existing southern boundary of the additions of 1922-26, approximately thirty-five metres from the Franklin Street facade. Some opportunities may exist to cantilever new built form over the existing roof to Victoria Square. However, new fabric adopting this form should extend no further south than existing chimneys located on the northern side of the roof lantern and be located at sufficient distance above the chimneys to allow these elements to remain legible as independent roofscape elements.

Further to this, it is noted that the natural lighting provided by the roof lantern has traditionally supplemented artificial light from other sources. New works should be sited or should incorporate devices that allow the lantern to continue to operate in its traditional role

Additions presenting to King William Street should conserve the form and all remaining roof fabric from the additions of 1891-3. As noted above, a setback in this section of the site is likely to exceed 17 metres in order to provided sufficient separation between the King William Street facade and new built

form. Consequently, no substantial opportunities to cantilever new built form over the retained roof to King William Street exist.

6.6 Honour boards, memorials and commemorative plaques

Policy 17 Honour boards, memorials and commemorative plaques

An inventory of honour board, memorials and commemorative plaques should be prepared and a strategy developed for their management and placement.

Comment:

There are a number of honour boards, commemorative plaques and the like located around the complex. These have not been documented in detail as part of this HMP. As a general comment, these vary in terms of their historical and contemporary and historical associations and significance. They should be further assessed for retention within the building complex.

As a note, the WWI honour board located adjacent to the Franklin Street entrance doors (within the 1922-26 addition) should be retained. In the event this building is demolished, the honour board should be relocated to a new position within the complex, preferably one that is publicly accessible.

6.7 Interpretation

Policy 18 An interpretation strategy should be developed for the place.

Comment:

The heritage values of the Adelaide GPO are analysed at Chapter 4 of this HMP. These values relate to a range of architectural, historical, social and aesthetic attributes.

While the identity and primary use of the place as a GPO is well-known in the Adelaide context and is demonstrated through the fabric of the place, this may change over time, particularly in the context of changes in use.

Accordingly, as part of any proposal for the adaptive reuse of all or part of the building complex, it would be desirable to develop and implement of a values-based interpretation strategy for the heritage place, to supplement the historic built fabric. An increased understanding of the cultural significance of the GPO by the users and visitors would serve to raise awareness of the place, and support the long term conservation of its cultural significance.

As part of this process, consideration should be given to the introduction of a mix of interpretive signage and other interpretative devices within the public areas of the places, to summarise the heritage values of the place.

6.8 Signage

Policy 19 Signage

In the event of a change of use and the introduction of new uses into the complex, a signage strategy should be developed consistent with the heritage values of the place and taking into account any other relevant considerations.

Comment:

As a general comment, external signage should be kept to the minimum required for business identification, and should avoid impacts on original fabric and the presentation of the building. Where additional signage is required, this should be non-illuminated and limited in size and number. It could

be located within the key street entries in a manner that does not damage significant fabric or obscure key architectural features. No potential exists for promotional signage that is fixed to the heritage building.

6.9 Management policies

Policy 20 Adoption of policies

The policies included in this HMP should be endorsed and adopted by the present and future owners, lessees and managers of the Adelaide GPO, and should form the primary guide for its management.

Comment:

The present and future owners, lessees and managers of the Adelaide GPO at 141 King William Street, Adelaide should adopt and implement the policies in this HMP.

Policy 21 Compliance with legislation

The owners, lessees and managers of the Adelaide GPO should comply with all applicable legislation.

Comment:

It is important that those responsible for the management and maintenance of the Adelaide GPO are aware of the statutory heritage controls which apply and their obligations under these controls. Processes should be developed and followed when proposing maintenance, repair work, or other activities which potentially involve changes to and modification of significant fabric and elements, and accordingly may impact on the heritage values.

Information about the applicable legislation is at Chapter 5 (5.2, Legislative requirements).

Policy 22 Statutory controls

The Adelaide GPO should be subject to statutory heritage protection, to ensure that its values are maintained and conserved.

The Adelaide GPO is included in the Commonwealth Heritage List under the EPBC Act and the South Australian Heritage Register under the *Heritage Places Act*.

These mechanisms provide an appropriate level of statutory heritage protection for the place. In the event that the GPO is divested, it would remain on the South Australian Heritage Register and would continue be protected by the provisions of the Heritage Places Act.

As noted previously, the South Australian Heritage Register extent includes the 1867-72 and 1891-3 wings, together with the former Telephone Exchange to the west. It does not include the 1922-26 additions, nor the remnant 1891-3 fabric at the northern end of the central laneway. This is considered to be an appropriate reflection of the assessment of significance in this HMP.

Policy 23 Recording

A photographic and documentary record should be made before any demolition, substantial change or new construction occurs at the Adelaide GPO.

Comment:

Where an element of significance is proposed for partial demolition or change, a recording program should be undertaken prior to any works. This may include, but is not necessarily restricted to, measured drawings and a black and white archival quality photographic record; a digital or video record may also be undertaken. Such records are typically required to be lodged with a statutory heritage

authority, or a local historical society. A separate copy should also be lodged with an approved archival repository. The record may also be used for future site interpretation (see Policy 18)

Policy 24 Unforeseen discoveries

In the event that an artefact or sub-surface material is uncovered at the site appropriate government agencies should be notified of the discovery.

Comment:

Given the extent of basement across the subject site, including the 1922-26 additions, the potential for historical archaeology and sites, or Aboriginal sites, objects or remains is considered to be relatively limited. Notwithstanding this, in the event of unforeseen discoveries, work would need to be stopped and the appropriate government agency or Minister, as applicable, notified as per the requirements of the Heritage Places Act and the *Aboriginal Heritage Act (SA), 1988*.

Policy 25 Risk preparedness

A Risk Management Strategy should be integrated into the management of the Adelaide GPO.

Comment:

Risk management is an important means of protecting and conserving the heritage values of all heritage places. As such a Risk Management Strategy should be integrated into the management and of the Adelaide GPO.

While a detailed assessment of risk is outside the scope of this report, the following risk preparedness analysis outlines potential threats and hazards posed to the physical fabric and landscape at the property by environmental and social factors.

Table 3 Risk preparedness

Threat	Probability	Preparation/Response
Fire	Always present	Maintain a fire suppression and warning system at the site. Ensure there is an evacuation plan in place, and conduct regular training and rehearsals. Ensure that combustible materials do not come into contact with hot lights. Ensure that extinguishers, fire blankets etc, are located within reach of potential sources of fire. Maintain electrical systems in good order. Maintain liaison with fire brigade to regularly test and monitor systems.
Bird ingress	Moderate	Visually unobtrusive bird proofing devices, such as netting and wiring, should be installed in locations where roosting is known to have occurred, or could potentially occur in the future. These should also be checked regularly and upgraded as required.
Flood	Possible	Localised internal flooding, from toilets, sinks and pipe work, is always possible. Maintenance of wet areas and pipe work is a means of minimising this possibility.
Water ingress	Moderate	Rainwater goods (gutters, downpipes and sumps) should be repaired (where required), maintained, installed and kept clear. Inspect and maintain roofs, windows and doors regularly.
Storm damage	Always present	Maintain roof in good order, inspect fixings; inspect and maintain windows and doors in good order; regularly inspect and clean eaves gutters and downpipes.
Vandalism and theft	Moderate	Vandalism and theft are always possible and a normal level of awareness and security should be maintained, particularly while the building is not occupied. Installation of security cameras could be considered in discrete locations. These should be fixed to cause the minimum possible impact on significant fabric.

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