

Information Statement as per *Freedom of Information Act 1991*

July 2022

Introduction

This information is published in accordance with section 9 of the Freedom of Information Act 1991 (the FOI Act). The FOI Act provides members of the public a legally enforceable right of access (subject to certain restrictions) to documents held by government. The FOI Act allows members of the public to:

- request access to documents held by the Council
- request the amendment of documents that contain personal information about the applicant which is incomplete, incorrect, out-of-date or misleading.

The FOI Act encourages disclosure of information to the public, subject to such restrictions within the FOI Act as are necessary to protect legitimate agency, public and private interests.

A comprehensive introduction to freedom of information can be found on the State Records of South Australia website - <https://archives.sa.gov.au/>

Structure of South Australian Heritage Council

The South Australian Heritage Council consists of the following members appointed by the Minister:

- (a) not less than 6 and not more than 8 persons who, in the opinion of the Minister, have knowledge of or experience in history, archaeology, architecture, the natural sciences, heritage conservation, public administration, urban and regional planning or property development (or any combination of 2 or more of these fields), or some other relevant field; and
- (b) 1 person with knowledge of or experience in heritage conservation chosen from a panel of 3 such persons submitted to the Minister by the Local Government Association of South Australia.

Membership at July 2022 was:

Keith Conlon - Chairperson
Jan Ferguson - Member
Kate McDougall - Member
Peggy Brock - Member
Marcus Rolfe - Member
Eleanor Walters - Member
Deborah Lindsay - Member
Stephen Schrapel - Member
Gavin Leydon - Member
Rob Donaldson - Acting Member
Simon Weidenhofer - Acting Member

Functions of SA Heritage Council

The functions of the SA Heritage Council are set out in the *Heritage Places Act 1993*.

You can read about the functions of the Council by downloading this document:

<https://cdn.environment.sa.gov.au/environment/docs/role-sa-heritage-council-fact.pdf>

Documents held by the SA Heritage Council

The South Australian Heritage Council is responsible for the South Australian Heritage Register.

The South Australian Heritage Register information is kept in the form of an electronic database and that can be accessed through the following web link: <https://maps.sa.gov.au/heritagesearch/HeritageSearchLocation.aspx>

Information about nominations and recent State Heritage listings can be read through this web link: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-register/entries-confirmations>

The South Australian Heritage Council has a set of Policies, Procedures and Guidelines relating to its responsibilities (more information below).

The Council publishes its Agendas and Minutes relating to each meeting on its webpage here: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/agendas-minutes>

The Council produces a public activity statement at the end of each financial year and these can be downloaded through its webpage here: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council>

The Council prepares an Annual Report for Parliament each year and these are publically available through <https://www.environment.sa.gov.au/about-us/our-reports/annual-reports>

The South Australian Heritage Council has a Strategic Plan consisting of a Vision, Goals and Outcomes relating to Heritage as we head towards 2025. You can view it here: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/strategic-plan>

One of Council's functions is to provide advice to the Minister on 'trends, shortcomings and opportunities' with respect to heritage protection at the State and Local levels. A summary of the latest report can be read here: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/report-on-heritage-protection-2020>

Council has adopted a Reconciliation Statement of Intent and this can be read here: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/reconciliation>

Public availability of documents held by the SA Heritage Council

Policies and Procedures of the Council are made publically available on the Council's web page after they have been reviewed / endorsed by Council: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/policies-and-procedures>

Policy and Procedure documents of the SA Heritage Council

Policy – Complaints

Procedure – Accountability

Procedure – Communications

Policy – Advice to the Minister on Heritage Protection

Procedure – Meetings and Prescribed urgent matters

Policy – Delegations

Procedure – Delegations

Policy – Description or notes for State Heritage Places

Policy – Public availability of nominations for State Heritage Places

Policy – Information on listings.

Policy – Public Nominations for entry in the SA Heritage Register

Procedure – Provisional entry of an Object

Procedure – Confirmation or Removal of Provisional Entry

Procedure – Correction of Errors

Policy – Removal or alteration of designation.

Procedure – Permits

Procedure – Heritage Agreements

Contact details

The Council is supported in its work by the Department for Environment and Water.

Mr David Hanna is the Executive Officer supporting the Council and he can be contacted on phone 8226 2127 or email david.hanna@sa.gov.au

Meeting of the Council are open to the public. Details of Council meetings are on its webpage: <https://www.environment.sa.gov.au/topics/heritage/sa-heritage-council/meetings>

Making an Application

You can make an FOI application through this web page:

<https://www.sa.gov.au/topics/about-sa/government/FOI-application>

Application Fees and Charges

A freedom of information application must be accompanied by the fee as stated in the current application form. However, additional charges may be levied to process your request. Full details of fees and charges can be found in the Freedom of Information (Fees) Notice 2021.