



ACT Heritage Council

ACT HERITAGE REGISTER— NOMINATION FORM (INCLUDING A REQUEST FOR AN URGENT DECISION)

<i>For Heritage Unit Use Only</i>	
Date received	
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Accepted?	

The ACT Heritage Register contains details of places and objects of significance to the ACT protected under ACT law.

This application form is to nominate a place or object to the ACT Heritage Register. Any person can make a nomination. In making this application, you are asked to identify its potential heritage values and provide supporting evidence.

This application form can also enable you to apply for an urgent decision by the ACT Heritage Council. Applications for an urgent decision must include a current heritage significance assessment prepared by an appropriately qualified professional and pay the fee.

The ACT Heritage Council will use its best endeavours to decide within 20 working days after the day it receives the application, whether or not to provisionally register the place or object nominated (under s 29 Heritage Act 2004). A Provisional Registration or Statement of Reasons will be issued as soon as practicable once the decision has been made.

No fee is payable for standard nominations. For each Application for Urgent Decision a fee is payable on receipt of this form, see Fee Schedule. If you need help completing this form, contact 132281. Incomplete or inadequate forms will be returned with feedback.

DO YOU REQUIRE MORE INFORMATION OR HELP?

For further help, contact the Heritage Unit via Canberra Connect on 132281 or email heritage@act.gov.au

For more information on the ACT Heritage Council, the Heritage Register or the heritage registration process, please download the relevant information sheets available on the Environment ACT Website at www.environment.act.gov.au under Heritage or by contacting the Heritage Unit.

Approved form AF 2006-241 approved by John Hargreaves MLA, Minister for the Territory and Municipal Services on 9 August 2006 under s119 Heritage Act 2004 (approved forms).

LODGING YOUR FORM

Please send this form

- **by mail to:** The ACT Heritage Council, GPO Box 158, CANBERRA ACT 2602
- **by fax to:** (02) 6207 2229
- **or by hand to:** The ACT Heritage Council, c/o Heritage Unit, Level 2 Annex, Macarthur House, 12 Wattle Street, Lyneham

And if possible, **email an electronic copy to** heritage@act.gov.au. Blank forms are available on the Environment ACT website, however the form will not be accepted without a hardcopy with a signature.

01 APPLICATION FOR URGENT DECISION

The ACT Heritage Council will use its best endeavours to decide within 20 working days after the day it receives the application, whether or not to provisionally register the place or object nominated (*Heritage Act 2004* s 29). A Provisional Registration or Statement of Reasons will be issued as soon as practicable once the decision has been made.

Are you requesting an urgent decision on this nomination from the ACT Heritage Council?

☐ **yes**

Provide a reason for this request: _____

Provide a current heritage significance assessment prepared by an appropriately qualified professional _____

Note this form will not be accepted until a full payment has been received.

☐ **no** - go to Section 02

02 DETAILS OF NOMINATED PLACE OR OBJECT

☐ **Place** ☐ **Object** **Type:** ☐ historic ☐ Aboriginal ☐ natural ☐ other/combined _____

Name of place/object: _____

Other names if any: _____

Location: _____
Address Suburb

Block/Section/District/Division (If multiple addresses or blocks and sections, list all) _____

Description of place's boundary or objects components _____

For Aboriginal places, natural or rural locations: attach a sketch map, map references and/or GPS coordinates.

Exact locations of Aboriginal places are treated as restricted information and should not be divulged to other parties. Additional forms for Aboriginal places can be provided to relevant qualified professionals.

03 YOUR DETAILS

Name:	_____	_____	_____
	<i>Title</i>	<i>First Name</i>	<i>Surname</i>
Organisation	_____	_____	_____
	<i>Organisation Name (if the organisation is the nominator)</i>	<i>Position</i>	
Postal Address:	_____	_____	_____
	<i>Postal Address</i>	<i>State</i>	<i>Postcode</i>
Telephone:	_____	_____	_____
	<i>Business Hours</i>	<i>After Hours</i>	<i>Mobile</i>
	_____	_____	_____
	<i>Fax</i>	<i>Email</i>	

Do you have any personal association with the place or object? ☐ **yes** ☐ **no**

If **yes**, how would describe yourself:

☐ owner ☐ tenant ☐ neighbour

☐ a person with traditional (Aboriginal) affiliation with the place or object

☐ other _____

04 DETERMINING HERITAGE SIGNIFICANCE

For each criterion please indicate how well you would rate this place and or object. Ratings against each are:

High = meets to a high degree: excellent example or unique, with strong evidence provided.

Meets = meets to a limited degree: one of a number, demonstrated some features, and/or has limited supporting evidence eg documentation is limited.

Not Met / NA = does not have supporting evidence to demonstrate it meets this criteria or is not applicable.

For a place or an object to be determined as having **heritage significance** it must satisfy one or more of the legislative criteria:

(a) it demonstrates a high degree of <u>technical or creative achievement</u> (or both), by showing qualities of innovation, discovery, invention or an exceptionally fine level of application of existing techniques or approaches;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(b) it exhibits outstanding <u>design or aesthetic qualities</u> valued by the community or a cultural group;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(c) it is important as <u>evidence of a distinctive way of life, taste, tradition, religion, land use, custom, process, design or function</u> that is no longer practised, is in danger of being lost or is of exceptional interest;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(d) it is <u>highly valued by the community or a cultural group</u> for reasons of strong or special religious, spiritual, cultural, educational or social associations;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(e) it is significant to the ACT because of its importance as part of <u>local Aboriginal tradition</u> ;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(f) it is a <u>rare or unique</u> example of its kind, or is rare or unique in its comparative intactness;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(g) it is a <u>notable example</u> of a kind of place or object and demonstrates the main characteristics of that kind;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(h) it has <u>strong or special associations</u> with a person, group, event, development or cultural phase in local or national history;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(i) it is significant for <u>understanding the evolution of natural landscapes</u> , including significant geological features, landforms, biota or natural processes;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(j) <u>it has provided, or is likely to provide, information</u> that will contribute significantly to a wider understanding of the natural or cultural history of the ACT because of its use or potential use as a research site or object, teaching site or object, type locality or benchmark site;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(k) the place exhibits <u>unusual richness, diversity or significant transitions</u> of flora, fauna or natural landscapes and their elements;	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA
(l) the place is a <u>significant ecological community, habitat or locality</u> for any of the following: <ul style="list-style-type: none"> (i) the life cycle of native species; (ii) rare, threatened or uncommon species; (iii) species at the limits of their natural range; or (iv) distinct occurrences of species. 	<input type="checkbox"/> High <input type="checkbox"/> Meets <input type="checkbox"/> Not Met / NA

05 YOUR STATEMENT OF SIGNIFICANCE

What is it that is significant? (e.g. why is it unique or the best example of its type)

[illegible]

To whom is it likely or known to be significant? (e.g. a region or group within the ACT, the whole of the ACT, a specific community)

How and why it is significant? (including an explanation for each criterion rated as High or Meets)

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper has a slight shadow on the right side, suggesting it's resting on a surface.

06 FURTHER SUPPORTING INFORMATION, IF KNOWN**Additional attachments can also be provided**Provide any known details for the owner/s, unless ☐ **same as nominator**

Current owner:	<hr/>		
	<i>Name (attach additional details if multiple owners)</i>		
Address:	<hr/>		
	<i>Postal or Street Address</i>	<i>State</i>	<i>Postcode</i>
Telephone:	<hr/>		
	<i>Business Hours</i>	<i>After Hours</i>	<i>Mobile</i>
	<i>Fax</i>	<i>Email</i>	
Is the owner/s aware of the nomination? <input type="checkbox"/> no <input type="checkbox"/> yes <input type="checkbox"/> some are <i>(indicate which if multiple owners)</i>			
Does the owner/s support this nomination? <input type="checkbox"/> no <input type="checkbox"/> yes, <input type="checkbox"/> some do, <i>attach letter/s of support if possible</i>			

Designer or architect:

Creator or builder:

Date built/made: Year started:

 Year finished:

 ☐ Circa (if dates approximate e.g. c.1920-30)**Brief history:** include key dates and any major changes such as changes of use or ownership.

Key significant (or intrinsic) features: (e.g. interiors, exterior elements, archaeological, landscape or natural features, for objects give number and dimension/s.)

Current physical condition: (covering key features and attach photographs)

Imminent threats to its significance

Other heritage listings:

- ☐ National Heritage List
- ☐ Commonwealth Heritage List
- ☐ Register of the National Estate
- ☐ National Trust of Australia

- ☐ Royal Australian Institute of Architects
- ☐ Other/s

For websites to look up these listings, go to the **Heritage Legislation Information Sheet 4—What is the Register?** at www.environment.act.gov.au/heritage under Heritage Legislation.

Supporting Documentation: Please list any further documentation that will support this nomination, e.g. historic documents, maps or photos, written histories, oral histories, heritage assessment reports (include author, date and name), site recording forms for Aboriginal places/objects (contact the Heritage Unit for blank forms).

Author/s or Source	Title/Description	Date

List all attachments enclosed:

- ☐ _____
- ☐ _____
- ☐ _____

'I wish to nominate this place or object to the ACT Heritage Register in accordance with the *Heritage Act 2004*. The information provided here is accurate to the best of my knowledge and may be made publicly available for the purpose of registering this place or object unless otherwise indicated.'

☐ 'I allow for my name/organisation to be disclosed as the nominator.' *Your identity is protected under the Federal Privacy Act 1988 and will not be divulged without your consent or as allowed for under that Act.*

Signed: _____ **Date:** _____