

LUP 1 – Procedures for Adopting New Sites/Properties for Inclusion in the Municipal Inventory

1 Policy

Council adopts as Policy, the following procedures for adopting new sites/properties for inclusion in the Municipal Inventory:

- 1 Nomination Form submitted to the Shire with relevant information to support its inclusion. If the information provided is inadequate the nomination will be referred back to the nominee.
- 2 The owner(s) and occupier(s) of the land and any other person whose names appears on the Certificate of Title of the land as having an interest therein are to be notified.
- 3 Advertise notice of the proposal to update the Inventory in a newspaper circulating in the district and use such other methods as the Council considers appropriate to ensure widespread notice of the proposal.
- 4 Invite submissions on the nomination within a period of not less than 28 days of the date specified on the notice under (2) and (3).
- 5 Council to consider any submissions made to adopt/refuse with or without modification, the nomination.
- 6 Forward notice of its final adoption of the nomination to the Heritage Council of Western Australia and the Western Australian Planning Commission.

The Nomination form adopted by Council is as follows:

SHIRE OF BRIDGETOWN - GREENBUSHES

MUNICIPAL INVENTORY - NOMINATION FORM

Essential information is marked with an asterisk*. Otherwise please only include information where this is known to be correct or has been reasonably based on the available information. Other sections should be left blank. Any relevant information that does not fit on this form can be added as an attachment.

GENERAL DETAILS

***Current Name** (if the place does not have a formal name a simple descriptive name - such as 'House' or 'Former School' - should be included here):

Other/Previous Name(s) _____

***Location** (please attach a 'mud map' if a simple street address cannot be provided):

***Heritage Value** (please tick on or more of the following)

To be included in the Heritage Inventory a place must demonstrate one or more of the following values. Please tick the one(s) that you believe best represent(s) the cultural heritage values of this place.

If you would like to expand on any of these points or include other information/comments about the cultural heritage significance of the place, please include this as an attachment.

Aesthetic Value



This may include:

- *Creative or design excellence*
- *The contribution of a place to the quality of its setting*
- *Landmark quality*
- *A contribution to important vistas.*

A place will not necessarily need to conform to prevailing 'good taste', or be designed by architects, to display aesthetic qualities. For example, simple farm buildings that sit well within their cultural landscape due to the use of local materials, form, scale or massing, may also have aesthetic value.

Historic Value



A place or area included under this criterion should:

- *Be closely associated with events, developments or cultural phases that have played an important part in the locality's history.*
- *Have a special association with a person, group of people or organisation important in shaping the locality.*
- *Be an example of technical or creative achievement from a particular period.*

Research Value

☐

A place of research value should provide, or demonstrate a likelihood of providing, important evidence about past activity OR demonstrate qualities of innovation/new achievement for its time. For example, the place may include important information about construction technology, land use, a way of life or industrial process.

Social Value

☐

A place will be considered for inclusion under this criterion if it is one that the community, or a significant part of the community, has held in high regard for an extended period (for social, cultural, educational or spiritual reasons).

Places of social value tend to be public places, or places distinctive in the local landscape, and generally make a positive contribution to the local 'sense of place' and local identity.

They may be symbolic or landmark places, and may include places of worship, community halls, schools, cemeteries, public offices, or privately owned places such as hotels, cinemas, cafes or sporting venues.

Degree/Level of Significance *(please tick, if relevant)*

In addition to the above values, a place may also be important because it is a rare or representative example of its type.

Rarity

☐

It demonstrates rare, uncommon or endangered aspects of the cultural heritage of the local district.

Representativeness

☐

It is a particularly good (and relatively intact) example of a common type of building/structure, a particular period or way of life, the work of a particular builder or architect, an architectural style etc

*Type of Place *(please tick)*

- | | |
|---------------------------------|--------------------------|
| Building | <input type="checkbox"/> |
| Group of Buildings | <input type="checkbox"/> |
| Streetscape | <input type="checkbox"/> |
| Tree | <input type="checkbox"/> |
| Historic or Archaeological Site | <input type="checkbox"/> |
| Aboriginal Site | <input type="checkbox"/> |
| Road/Rail Route | <input type="checkbox"/> |
| Gravesite | <input type="checkbox"/> |
| Mining Site | <input type="checkbox"/> |
| Stock Route | <input type="checkbox"/> |
| Recreation | <input type="checkbox"/> |
| Other | <input type="checkbox"/> |

If other please specify

***Condition** *(please tick)*

Good ☐

Fair ☐

Poor ☐

***Accessibility** *(please tick)*

Open ☐

Restricted ☐

Nil ☐

Ownership Details

Owner name(s)

Address

Telephone

E-Mail

***PLACE DETAILS** (as applicable)*(please include the source(s) of any historical information provided - e.g. foundation stone, dated plans, oral/family history, documentary records such as books, family papers etc)*

Additional detail on the type of place *(e.g. house, barn, cider factory, road bridge, oak tree on the site of the former xxx school, historic site, archeological site, rifle range etc)*

Construction Date(s) *(e.g. 1892 or 1890s or approx. 1890 or possibly 1890s or prior to 1890, etc)*

Original use

Later/Current use(s)

Construction materials

Major Alterations/Additions

Architect/Designer/Builder

Occupied Yes/No Occupiers Name

Other - If you would like to expand on any of these points or include other information or comments about the type of place or its history, please include this as an attachment

SUPPORTING INFORMATION

Photographs *(if possible, please attach copies of current photographs)*

Bibliography *(Please list any books or other published sources of information about the place and wherever possible provide full details of the author, publisher, title and date)*

Other sources of information *(Where additional information is known to be held as unpublished documents or known through oral history please provide relevant contact details)*

***DETAILS OF NOMINEE**

Name

Address

Telephone

E-Mail

2 Applicable Legislation and Documents

Act	s.2.7(2)(b) <i>Local Government Act 1995</i> – The council is to determine the local government's policies <i>Heritage Act 2018</i> s.103 – Local heritage survey s.104 – Purpose of local heritage survey s.105 – Guidelines for local heritage surveys
Regulation	r.44C <i>Heritage Regulations 2019</i> – Publication of guidelines for local heritage surveys
Local Law	N/A
Shire Policies	LUP 18 – Assessment of Cultural Heritage Significance Policy
Related Documents	N/A
Related Procedure	N/A

3 Administration

Original Adoption Date	22 February 2001
Last Reviewed	26 November 2020
Scheduled Reviewed Date	30 June 2023