

PROCEDURES FOR THE RECORDING AND ASSESSMENT OF PLACES OF HERITAGE VALUE

OBJECTIVE

The objective of this policy is to outline standard procedures for heritage listing for the information of the Council and the public and to encourage co-operation amongst heritage organisations.

POLICY

1. The following definitions, established by the Australian Heritage Commission, have been adopted by Council for assessing places of heritage value:
 - (i) Aesthetic Value: the creative and/or technical accomplishment of the place;
 - (ii) Historical Value: the demonstration of a way of life, custom, process or function no longer practiced in danger of being lost or of exceptional interest;
 - (iii) Social and Cultural Value: Strong association with an important figure or figures, development or cultural phase of the place;
 - (iv) Environmental Value: A townscape and/or landscape value and, in particular:
 - (a) its high degree of unity in its materials, design and scale;
 - (b) its enhancement by its setting and in return its contribution to its setting.
 - (v) Scarcity/Identity Value: Exceptional or rare example of a place, e.g. buildings from the first 20 years of settlement or Sydney Opera House.
2. The Fremantle Society's survey forms the basis for researching the history of the places and preparation of statements of their significance.

Owners will be presented with a copy of a statement of significance to draw their particular attention to the heritage value of the property and the impact of the proposal on this value.
3. The Council will ensure that an appropriate level of documentation is available concerning the history, form and construction of the building prior to any disturbance of the fabric.

4. Where the building is particularly important or the proposed works are of a major scale, such a report will be a professionally prepared architectural report in the form of an A4 folder consisting of the following:

- 4.1 A table of contents listing each document in the report and giving the address, name, use and description of the building, the name of the author, the date of the report, and any other relevant information.

Accurate measured drawings (to a scale of not less than 1:100) showing:

- (a) a plan of every storey, folded to A4 size.
- (b) all external elevations, folded to A4 size.
- (c) one or more sections, transverse or longitudinal, folded to A4 size.
- (d) An accurate site plan to a scale of not less than 1:500, folded to A4 size.
- (e) A description of materials and sizes thereof (where not indicated on the drawings)

and/or

- 4.2 Photographic report consisting of the following:

- (a) A site plan (which may be schematic), including the floor plan(s) of the building folded into A4 size.
- (b) The position and direction of each photograph taken, should be indicated and numbered thereon.
- (c) All photographs should be glued to sheets of A4 paper size and the relevant number written under each photograph.
- (d) If the conditions of approval require photographs of internal features, the report should include the floor plan(s) of the building, with the position and direction of each photograph indicated as above.

and/or

- 4.3 Historical report in a form of professionally researched and presented study of:

- (a) the history of the ownership, occupancy and site.
- (b) the history of the existing building(s), the dates of initial construction and subsequent additions and alterations.

- (c) photographs and documents from, or relating to, the site and building(s).
- (d) any other historical descriptive or pictorial information.

The assistance and technical advice of the Council staff shall be provided if necessary.

- 5. Where the building is less important, or the works are of a lesser scale, the Council will specify the level of reporting and documentation required.
- 6. Council supports and shall co-operate with the proposed Heritage Council, Western Australian Planning Commission, the National Trust of Australia, National Heritage Commission, Australian Environmental Acts and Heritage Department, Australia ICOMOS, Fremantle Society and the other relevant Local and National interest groups and organisations in preparing submissions for the Register of Council, State and National Heritage places, and World Heritage List on matters relating to heritage issues.

Adopted: 21/7/86

Amended: 1999