



Heritage Awards Policy

As at 6 December 2008

POLICY NAME:	Strathfield Council Heritage Awards Policy
COUNCIL ADOPTION:	6 December 2006
REF:	Minute 256/06
RELATED POLICIES/DOCUMENTS:	<ul style="list-style-type: none">• NSW Heritage Office Local Government Guidelines• Strathfield Council Sponsorship Policy

1. Introduction

1.1 Title and Commencement

This policy is titled *Heritage Awards Policy*. This policy was adopted by Council on 6 December 2006. It replaces the previous policy titled *Heritage Assistance Policy* (Section 4) that was first adopted by Council in 2000.

1.2 Purpose of the Policy

The purpose of the policy is to recognise residents or owners of properties in Strathfield council whose heritage conservation achievements are worthy of community acknowledgment and reward. The Scheme is not limited to owners of heritage properties, but recognises that achievement can take many forms ranging from conservation of historic buildings, new buildings with heritage themes, restoration or new landscaping schemes and historic research that adds to our knowledge of our local area. Works such as these are eligible for consideration under this Award Scheme.

Awards are organised annually by Council and are generally held during the National Trust Heritage Festival. Nominations are called early in the year and are judged in April. Award winners are presented with an award and prize at a special presentation.

1.3 Objectives and Coverage of the Policy

The objectives of the awards scheme are:

- To help encourage and promote heritage conservation throughout the Municipality; and
- To provide incentives for heritage conservation throughout the Municipality by publicising the awards and the names of the winners.

The award scheme will be known as the "Strathfield Council Heritage Awards Scheme".

2. Policy Statement

2.1 Eligibility

The award scheme is open to all residents and property owners (including government departments, churches, schools, etc) in their respective categories within the Strathfield Municipal Council Area. To be eligible for nominations, the works must have been totally completed within the preceding 12 months. There is no requirement for properties to be heritage listed to be considered for an award.

2.2 Nominations

Strathfield Council calls for nominations on an annual basis. Nominations are called by:

- Placement of advertisement in local newspapers
- Publication of relevant information on Council's website.

Though nomination is open to any resident or property in Strathfield Municipality, Council may send notification to all owners of residential properties listed as a Heritage Item or within a Heritage Conservation Area inviting them to nominate for a Heritage Award.

Nomination forms and general information is available from Council's Customer Service Centres and Council's website.

2.3 Application Requirements

The following procedures will apply to the running of the award scheme.

The award scheme is to be held annually (January to December) with the awards presented during or close to the National Trust Heritage Festival. Council will call for nominations in each category of awards at early in the calendar year.

2.3.1 Categories and Criteria

The categories of the award scheme and criteria under which the categories will be judged are listed below under separate headings.

Categories

Categories of the award scheme include the following:

- Existing buildings - renovation, restoration and additions
- Landscaping
- Colour scheme
- New building - heritage theme
- Other works - archaeology, conservation plan, historical research project, etc.

Where appropriate, the categories may be divided into the following sub-categories during the judging process:

- Residential
- Commercial
- Public/community building sub-categories.

The categories may be divided into sub-categories where:

- There are excessive entrants in a particular year
- There are excessive entrants for a particular category in a particular year
- The conservation work completed by entrants in a particular category is of an extremely high standard and more than one entrant is considered worthy of an award.

Criteria

The set criteria that are to be used to assess each of the categories are listed below.

Existing Building - Renovation, Restoration and Additions:

- Evidence of maintenance of original “fabric” of the building
- Appropriateness of work/design in relation to the existing building
- Contribution to streetscape/historic character of area in terms of scale, setback, height, roof pitch, colour, detailing, etc
- Craftsmanship - evidence of use of traditional building techniques
- Sympathetic adaptation to contemporary use/standards
- Any community benefit from project
- Evidence of research carried out before building work
- Potential for education/interpretation.

Landscaping:

- Appropriateness of landscaping treatment to period of building/site, including evidence of any related research
- New plantings - selection and use to complement heritage qualities of the site
- Preservation of existing plantings
- Related structures - fencing, garden structures, seating, etc
- Potential for education/interpretation.

Colour Scheme:

- Appropriate use of colours to the period of the building
- Evidence of research in colour selection
- Evidence of tradesmanship/preparation and use of traditional techniques.

New Building - Heritage Theme:

- Building materials - selection and appropriateness
- Contribution to streetscape/historic character of area
- Craftsmanship - evidence of use of traditional building techniques
- Any community benefit from project
- Evidence of research carried out before building work
- Potential as example of good practice to intending developers elsewhere in the Municipality.

Other Works:

- Originality of work
- Quality of work
- Work which may contribute to heritage conservation in the Strathfield Local Government Area
- Work that has identified new information of importance to the area’s historical records
- Work that may assist in the conservation of a particular site/building.

2.4 Sponsorship

Council may advertise for sponsorship of the Award. Sponsorship could take the form of:

- monetary contributions towards the running of the awards; and
- awards (may include products sold by sponsors).

Sponsorship for the awards is to be called for prior to calling for entrants. The sponsorship details can then be used in advertisements used to call for entrants. This will give sponsors

maximum exposure, attract sponsors to the awards in following years and also enable any sponsored awards to be listed to entice entrants.

Sponsorship agreements must be negotiated in accordance with Council's sponsorship policy and ICAC guidelines 'Sponsorship in the Public Sector' 2006.

2.5 Entry Requirements

To be eligible for an award, entrants will need to submit a completed application form and attachments with Council by the specified closing date. Application forms and information is available from Council's Customer Service Centre and Council's website.

Any attachments provided will help judges in the decision making process and could include the following where applicable:

- A brief history of the building along with architectural style;
- Details of work carried out;
- Any plans associated with a development consent;
- Photographs and/or slides; and
- "Before" and "after" photographs/slides.

2.6 Judging Of Awards

Council will form a panel in order to judge the awards. The composition of the panel is usually Council's Heritage Working party and members of Council staff. Council can invite other people to participate in the judging, if further expertise is required eg Council's heritage advisor.

If no suitable entries are received for a particular category, no award will be made in that category.

2.6.1 Conflicts Of Interest of Judging Panel

A judge may be an entrant for an award in the award scheme, but must not judge on the category entered under.

2.8 Awards Presentation

The awards for the different categories are to be presented at a special heritage awards function, which may include a morning or afternoon tea, luncheon or dinner. The venue, date and time for the presentation of the awards are to be included in notifications and information published on the Council's website.

2.8.1 Types of Awards

The awards presented to the winners of the different categories may consist of some of the following:

- local art work with a heritage theme;
- framed certificates or quality trophy;
- brass plaques for the outside or the inside of a building/fence; and
- awards supplied by sponsors
- gift certificates

The type of awards to be presented is to be organised before entrants are called for. This will enable any sponsored awards to be included in any advertisements used to call for entrants and thus help entice entrants.

A certificate of recognition will be given to all consultants, tradesmen, architects, etc involved in the conservation work of a winning entry. Such certificates will help promote high quality heritage conservation work within the Strathfield Municipality.

Sponsors will also be awarded with certificates in recognition of their contribution to supporting heritage conservation within the Strathfield Municipality.

2.9 Privacy

Nomination for a heritage award involves publication of the names of winners usually in local newspapers or Council publications including the Council website. Council does not publish names of nominations, which are not recommended for awards.

Strathfield Council collects information for the purposes stated on this Policy. Information including nomination forms and attachments will be stored on the relevant Council file and may be accessible by requests for information under the Local Government Act 1993 and Freedom of Information Act 1989. Council records are disposed in accordance with the General Disposal Authority for Local Government Records (GDA 10).