

# Standard National Heritage Listing Process

Minister must determine the start of the first 12-month assessment period. Each annual assessment period commences on the anniversary of that day (s324G).

Minister may determine themes to be given priority during the assessment period (s324H(1)).

## Public nominations sought

Minister must publish invitation for people to nominate places in the List (s324J). The notice must allow at least 40 business days for nominations to be made.

Minister may reject nominations that are vexatious, frivolous, not made in good faith, or which do not contain sufficient information (s324JA(4)). If rejected for failure to meet regulations about information or form requirement, the Minister must give written reasons to the nominator (s324JA(5)).

Minister gives all nominations to the AHC within 30 business days after the end of the nomination period (s324JA).

## Priority Assessment List Developed

- Within 40 business days, the AHC must give Minister a proposed priority assessment list and a statement about it, having regard to any determined themes, the AHC's views about priorities for the assessment period, the AHC's capacity to make assessments while performing other functions, and any other matters the AHC considers appropriate (s324JB). It may exclude places unlikely to have values.
- The list may include places that have been nominated in the current or preceding assessment period, or places the AHC wishes to nominate itself (s324JB).
- The list must include an assessment completion time for each nomination. This may be more than the 12-month assessment period if the AHC considers more time is needed (s324JC).

AHC must explain exclusion to Minister if it decides to not include a nominated place in the priority assessment list (s324JD(1)(b)).

After 20 business days the priority assessment list becomes final. The Minister may remove or add places during this time (s324JE).

## Public comment sought

- AHC publishes the finalised priority assessment list on the Internet and in accordance with the regulations (s324JF).
- AHC must publish a notice inviting people to make comments on each place in the finalised priority assessment list (s324JG).

AHC may ask the Minister to extend the assessment completion time if necessary (s324JI(2)). There is a maximum of 5 years for extensions. The Minister must publish details of the extension (s324JI(5)).

## AHC Assesses Nominations

- AHC must assess places in the priority assessment list within the time limits set by the list (ss324JH & 324JI). AHC must take into account public comments received under s324JG.
- If AHC considers places might have NH values, it must give owners, occupiers and Indigenous persons at least 20 business days to comment (s324JH(5)).
- AHC gives the assessments to the Minister (s324JH & 324JI).

In deciding, the Minister may seek and consider information from any source.

## Minister makes decision

Minister must make a decision on the AHC assessments within 90 business days (s324JJ).

The Minister may extend the 90-day period and must publish details of the extension on the Internet and as required by the regulations (s324JJ(3)& (4)).

**Do not include place in National Heritage List**

Minister may decide in writing not to include the place in the National Heritage List (s324JJ(1)(b)). Minister must:

- Publish the decision on the Internet within 10 days
- Advise nominator and give reasons.

**Include place in National Heritage List**

Minister may include the place, or part of the place, in the National Heritage List (s324JJ (1)(a)). Minister must:

- Publish an instrument in the *Gazette* and copy on Internet
- Take all practicable steps to identify and advise owners/occupiers of inclusion
- Advise nominator.